

1. **Title:** Tri Annual Asbestos Survey - Service Contract

2. **Purpose:** The Michael E. DeBakey Veteran Affairs Medical Center (MEDVAMC) hereby issues the following Sources Sought to Request Information (RFI). This RFI is to seek contractors with the capability to provide Houston MEDVAMC with all labor, supervision, license, transportation, management, and personnel required for the Tri Annual Asbestos Survey.

3. **Objective:** To find qualified and certified contractors with the capability to provide services for the Tri Annual Asbestos Survey (See Draft SOW).

4. **Place of Performance:** VA Medical Center, 2002 Holcombe BLVD, Houston, TX 77030.

5. **Responses Requested:** The MEDVAMC requires the following questions answered in this RFI: Questions that are not provided shall be considered non responsive to the Request for Information.

a. Contractors shall provide their point(s) of contact name, address, telephone number, and email address; and the company's business size, and Data Universal Numbering System (DUNS) Number.

b. Is your company a small business, SDBs, HUBZone, or 8A concern? Please provide proof of qualifications.

c. Provide in your capability statement a list of active contracts for commercial, federal, state, and local governments. List Contracts shall provide communication on the government requirement illustrating the capability for comparison.

d. Is your company available under any Government Wide Agency Contract (GWAC), General Services Administration Schedules (GSA), Indefinite Delivery Indefinite Quantity (IDIQ), and/or Blanket Purchase Agreement (BPA)? If so, please list the contract number and a brief summary of the products and services provided.

e. Provide a short summary of your potential approach to this type of contract and meeting the specific requirements per the draft Scope of Work and your experience managing similar contracts with similar requirements for the MEDVAMC.

6. **Opportunity:** The MEDVAMC , is seeking information from potential contractors on their ability to provide this service. THIS IS A REQUEST FOR INFORMATION (RFI) ONLY. Small Business Concerns are encouraged to provide responses to this RFI in order to assist the MEDVAMC in determining potential levels of competition available in the industry. Contractor shall possess the capability to provide all requirements and objectives.

7. **Instructions and Response Guidelines:** RFI responses are due by April 13, 2017 at 9:00 am (CST); size is limited to 8.5 x 11 inches, 12-point font, with 1-inch margins in Microsoft Word format via email to anthony.marion2.gov.

All Questions shall be submitted by February 12, 2017 at 12:00 pm (CST) via email to anthony.marion2.gov. Telephone requests or inquires will not be accepted.

The subject line shall read: VA256-17-N-0561 Tri Annual Asbestos Survey. NO SOLICITATION EXISTS AT THIS TIME. There is no page limitation on subparagraphs 5(a) - 5(e).

Please provide the information you deem relevant in order to respond to the specific inquiries of the RFI. Information provided will be used solely by MEDVAMC as "market research" and will not be released outside of the MEDVAMC Purchasing and Contract Team.

This RFI does not constitute a Request for Proposal (RFP), Invitation for Bid (IFB), or Request for Quotation (RFQ), and it is not to be construed as a commitment by the Government to enter into a contract, nor will the Government pay for the information submitted in response to this request. All information contained in this RFI is preliminary as well as subject to modification and is in no way binding on the Government.

In accordance with FAR 15.201(e), responses to this notice are not offers and cannot be accepted by the U.S. Government to form a binding contract. If a solicitation is released, it will be synopsisized in the Federal Business Opportunities (FedBizOpps) website or GSA. It is the responsibility of the interested parties to monitor these sites for additional information pertaining to this RFI, or future RFP.

8. Contact Information:

Contract Specialist, Anthony Marion

Email address: anthony.marion2@va.gov

Your responses to this notice are appreciated.

THIS NOTICE IS NOT A REQUEST FOR COMPETITIVE QUOTES; however, any firm that believes it can meet the requirements may give written notification prior to the response due date and time. Supporting evidence must be furnished in sufficient detail to demonstrate the ability to perform the requirements.

Draft SOW

Scope Of Work (SOW)

Tri-Annual Asbestos Survey

I. Scope of Work:

1. The contractor shall complete a comprehensive survey of select facilities for the Michael E. DeBakey VA Medical Center (MEDVAMC), 2002 Holcombe Blvd, Houston, Texas 77030. Buildings subject to this contract scope include:

Bldg Number	Function	Year Built	# Of Floors	Sqft
105	Boiler Plant	1945	2	7489,00
109	Research	1979	4	73,980,00
110	Research/Admin	1945	4	62,950.00

2. The inspections and surveys for asbestos shall be conducted by accredited asbestos building inspectors who shall locate and identify homogeneous areas (HA's), identify asbestos content of HA's, quantify asbestos HA's, assess the condition of HA's, assess the friability and risk of occupant exposure to existing asbestos materials, and provide cost estimates for abatement. Contractor shall conduct a comprehensive survey of the buildings selected above for the presence of friable asbestos-containing material (ACM), and presumed asbestos containing material (PACM). Asbestos-containing material (ACM) is intended to mean all materials that would fall under either the EPA Asbestos Hazard Emergency Response Act (AHERA) regulations, or the OSHA Asbestos Standards. It shall be the contractor's responsibility to identify the applicable federal, state, local laws and regulations, and Veterans' Health Administration (VHA) Directives, and apply the procedures and protocols as required. The

survey shall assess all locations to include, but not limited to: roofs, caulks, glazing, tile and mastics, mechanical rooms, administrative offices, utility closets, penthouse, basement, overhead spaces; pipe chases, vaults, above suspended ceilings, boiler plant pump pits, etc. The survey report and inventory shall detail the findings of all surveyed and sampled building material and has categorized by locations, asbestos content, quantity of asbestos HA's, condition of Has, friability and risk of occupant exposure to existing asbestos materials, and cost estimates and priorities for damaged or compromised asbestos and suspected debris. The report shall include recommendations for ACBM Operations and Maintenance (O/M), cleanup, repair and management to minimize risk to occupants. Specific tasks to be performed during the survey shall include but not limited to:

- The contractor shall perform a thorough review of building records to include drawings, specifications, past removal actions (when information is available), inspections reports, industrial hygiene data, maintenance records, and reports/findings of independent asbestos surveys. The contractor shall document the presence or absence of ACM as indicated by the records review.
- Provide a complete update to prior Baseline Asbestos Assessment Surveys to ensure compliance with EPA, AHERA, and OSHA asbestos notification requirements to building occupants are met.
- The contractor shall survey and categorize each structure according to the AHERA risk rating system and AHERA abatement categories. The contractor shall use previous data and assessments performed to reduce survey time and effort. All information from previous survey assessments shall be incorporated into the database system using MS Excel or MS Access. In those instances where previously surveyed facilities shall require supplemental sampling or information gathering, it shall be accomplished under this general scope of work. Conduct an Asbestos Assessment of every accessible building space included in the survey; identify types, locations and quantities of asbestos present.
- Collect bulk samples of suspect materials for confirmatory laboratory analysis (samples shall be collected and analyzed in accordance with the recommended EPA protocol) when necessary to confirm or clarify existing asbestos surveys.

3. Contractor shall submit with request for quote the following:

- 1) Copy of State of Texas certification cards for all employees who shall perform work on this project. Specific and current credentials for asbestos building inspectors shall be provided.
- 2) Asbestos hazard prevention plan documenting training, PPE, procedures, and controls to ensure field work (sampling and labeling) does not create an asbestos hazard. This plan is subject to the approval of the MEDVAMC Asbestos Program manager prior to initiating the field work. Note: Emissions, releases, or spills of asbestos created by the contractor during the course of this work shall be remedied and resourced by the contractor and mitigated in accordance with federal and state asbestos regulations.
- 3) The contractor shall collect all samples of suspected ACM in accordance with EPA and OSHA regulations preventing airborne fiber exposure to the surveyor and facility personnel. Samples taken in occupied office spaces shall be taken in locations that minimize the risk of potential exposure to occupants and visual impact of the resulting sample location. The contractor shall restore visible sample locations to a condition as close to the original as possible. The contractor shall encapsulate all locations to prevent any subsequent release of asbestos fibers after sample collection. The contractor shall mark sample locations, an exception to this are

conspicuous sample locations within occupied areas. The contractor shall photograph sample locations at the time of sample collection to aid in future identification of sampling location.

4) Where sampling is required of accessible suspect materials, inspectors shall utilize inconspicuous sample locations and employ methods least destructive to finished surfaces. All destructive samples require VA approval prior to performing task. Inspectors shall use non-destructive means for collecting samples wherever possible.

5) Quantities of materials shall be measured wherever practical to minimize the use of estimated material quantities in the final report.

6) The contractor shall perform asbestos survey work with accredited persons meeting the inspector training requirements of AHERA and all other Federal, State, and local requirements. All accessible building interiors and exteriors shall be visually inspected to identify suspect materials. Roofing materials, where required, shall be sampled to the extent that they do not compromise the integrity of the roof membrane or void the manufacturer's warranty. Samples of suspect asbestos-containing materials (ACM) shall be collected in accordance with EPA Asbestos Hazard Emergency Response Act (AHERA) protocols in order to meet current U.S. Occupational Safety and Health Administration, EPA and VA requirements. ACM shall be grouped into AHERA homogeneous material categories (i.e., Thermal System Insulation or TSI, Surfacing materials or SM and Miscellaneous Materials or MM, type (e.g., for TSI – Magnesium silicate, "Aircell," "cork," etc.), color, size, date of installation, etc.) and then sampled in accordance with AHERA protocol.

7) The survey and inventory for asbestos shall be conducted in compliance with applicable local, state, and federal codes, rules, and regulations including the Asbestos Hazard Emergency Response Act (AHERA), OSHA, title 29 Code of Federal Regulations 29 (CFR) 1910.1001, 29 CFR 1926.1101, and the Asbestos School Hazard Abatement Reauthorization Act (ASHARA). Laboratories employed for identification of asbestos in bulk samples must participate in the National Institute of Standards and Technology (NIST), National Voluntary Accreditation Program (NVLAP) and prove current proficiency for asbestos identification by polarized light microscopy. Note for the purposes of this contract, any asbestos identified in a bulk sample equal to or above trace quantities shall be reported as "Positive-Asbestos Containing Material". Labs must have the ability to "point count" asbestos samples that contain 10% or less asbestos.

8) Personnel conducting this asbestos survey shall be AHERA certified asbestos building inspectors and possess applicable professional license, issued by the state of Texas. Contractor shall furnish all services, materials, labor, insurance, personal protective equipment, current training documentation (no older than one year), tools and equipment for the inspection and assessment. Contractor shall properly dispose of asbestos waste generated during the course of the contract services, to include the laboratory work. Waste disposal records must be provided to the VA Medical Center Contracting Officer.

9) Samples shall be transported by the contractor under full chain of custody to an EPA accredited analytical laboratory for analysis. The contractor shall analyze representative building samples by polarized light microscopy (PLM) with dispersion staining in accordance with EPA Interim Method of the Determination of Asbestos in Bulk Insulation samples, EPA-600/M4-82-020. Samples shall be retained by the laboratory for at least ninety days in the event that reanalysis of any samples is required.

10) All bulk sample analysis shall be conducted by laboratories who are accredited under the national Voluntary Laboratory Accreditation Program (NVLAP). The bulk samples resulting

from the survey shall be managed or disposed of by the contractor in accordance with established federal and state rules and regulations.

11) The VA's contracting Officer Representative (COR) shall answer questions, escort and provide construction details, building schematics, past asbestos surveys, inspections, and related files as needed for reference. The COR shall provide access to all building areas, as necessary. The MEDVAMC COR/Safety Specialist shall ensure contract compliance through routine reviews of the contractor's work, work products, and shall field verify labeling meets the intent of the contract.

II. Past Asbestos Surveys:

NOTE: Any existing asbestos surveys provided are considered to be obsolete/void and shall be used "FOR REFERENCE ONLY" and shall not be a part of this new Inventory/Survey. Re-sampling of the material reference to the existing asbestos surveys shall be required.

Past surveys were completed by the following consultants:

1) JK, Inc – April-June 2010 for the following locations:

Quarters Buildings – 111, 112 and 113

Grounds – 102

Boiler Plant – 105

Fitness Center – 108

Research Building – 109

Research Building – 110

2) MECx for Buildings 108 and 110, October 16-30, 2007

3) CAM Environmental/MECx for Buildings 105, 108, 109, 110, 111, 112, 113, 114 – January – March 2014

III. Applicable Regulatory Documents, and Reports

1. The contractor shall comply with the public laws and statutes including all changes and amendments of federal, state and local environmental statutes and regulations in effect of date of issuance of this delivery order, including, the applicable portions of the documents cited in the basic contract and below.

Applicable Regulatory Documents;

29 CFR 1926.1101 – Safety and Health Regulations for Construction

29 CFR 1910.134 – Respiratory Protection Standard

Guidance for Controlling Asbestos-Containing Materials in Buildings, USEPA 560/5-85-024

EPA, Asbestos Hazard Emergency Response Act (AHERA) protocols

40 CFR 61, Sub-Part M, National Emission Standards for Hazardous Air Pollutants (NESHAPS)

2. Following completion of the field survey and analysis of samples, a survey report shall be prepared and shall include the following:

The deliverables to the MEDVAMC include 2 sets of hard copy binders that contain the following information for each building identified to have ACM:

- Building identity and description/age
 - Inspector names, company, address and contact information
 - Current copies (not expired) of inspector Asbestos Building Inspector training certificate and applicable licenses
 - Asbestos sampling forms
 - Lab identity, contact information, and results
 - HA descriptions and information (quantity, location, condition, friability, and photos)
 - Risk assessment forms
 - Cost estimates and priority for abatement
 - Floor plans
 - An introduction including a brief description of the buildings, the protocol followed to conduct the survey, findings and recommendations. The Contractor's inspectors shall use unique material location identifiers (using information such as building number, floor number, room number, compass direction, room surface and material description) to describe material locations in the facility. The service provider shall follow Class IV OSHA procedures (29 CFR 1926.1101) and label all existing, exposed, accessible asbestos containing building materials (ACBM) with labels conforming to that shown in Attachment A, every 6 feet of accessible thermal system insulation (TSI) containing asbestos, and every visible side of tanks and other surfacing asbestos containing material. Labels must be of such quality that they can be expected to remain adhered for 20 years. Asbestos warning label required per OSHA 29 CFR 1910.1001 (j), (4), (i) to be placed on existing items identified to contain asbestos materials.
- A tabular listing of those materials determined to contain, or potentially contain ACM and their locations and quantities (in linear or square feet, as appropriate for the ACM and their locations and (in linear or square feet as appropriate for the ACM category). The tabular listing shall contain, at a minimum, campus or site, building number, floor number, room number, material category (i.e., TSI, SM, or MM), material type, quantity, a numerical priority ranking, condition, potential for damage, potential for human exposure, drawing number and photo ID (as applicable).
- A tabular listing of those surfaces determined to contain, or potentially contain, elevated levels of lead and their locations.
- Data tables containing information regarding quantities, types and locations of ACM, and LBP, as well as a hazard ranking, recommended response action and associated cost estimate for implementation of those response action and associated cost estimate for implementation of those response actions. Data tables should be in Microsoft Excel, Access or other VA-approved format.
- An operation and maintenance plan, to include but not limited to, procedures for maintaining existing ACM and implementing the OSHA asbestos notification requirements for building occupants.
- Color drawings shall be prepared, in an AutoCAD format, showing the location of ACM, as well as sample locations. Contractor shall submit a layering and key plan that shall be approved by the VA.

- The contractor shall provide two (2) hard copies of the completed inventory binders (one binder per building) per above, along with two (2) electronic copies as an editable CD Excel workbook, including photos and drawings, with each building having its own Excel worksheet. Drawing of each building's floor plan showing sample locations and homogenous areas shall be provided in the final report. All homogenous areas shall be photographed. Color photos shall be incorporated into the finished survey, including spreadsheets. Photos shall be labeled as to homogenous area (by sample number), location, and type of material. Sample number shall be readable when viewed from photograph and sample location. All work shall be completed within 60 calendar days of the award. The inventory/survey report shall be reviewed and certified accurate by a Licensed Asbestos Project Designer in the State of Texas.

- It is anticipated that the successful contractor shall be working collaboratively with a separately VA selected vendor to load all information into a web based facility management system. It is expected that AutoCAD drawings and Excel or Access data tables shall be compatible with the facility management system. However, the asbestos surveyor is expected to offer beneficial recommendations on data entry and recommendations on data entry and arrangement and also perform quality checks to ensure facility management system vendor has the data properly entered.

- The Results Section of the report shall include a description of the physical condition of the material in question that is appropriate to the survey item (e.g., AHERA categories "Good", "Damaged" or "Significantly Damaged" in the case of friable ACM). Digital photos shall be used where they help the reader to understand an aspect of the material in question. The Results Section of the report shall be provided in a spreadsheet format, including as a minimal thumbnail digital pictures, location, type, condition, quantity and comments.

- CAD floor plan drawings shall be included in the report to help define material locations (where appropriate) and to assist in planning for the abatement needs.

- The Conclusion Section of the report shall explain how and why the response action recommendations of the report were determined and prioritized.

- The contractor shall provide a separate report for each building, with each building as a subsection to the report. Each facility shall be provided with a Table of Contents, executive summary, list of drawings and corresponding CAD drawing numbers, and a description of the survey techniques and sampling strategy employed. A detailed discussion of how the hazard assessment was conducted shall be provided.

- The tabular inventory shall be provided in an Excel spreadsheet or Access database with report templates that can identify ACM and quantity by building, room, material type, material category, numerical priority ranking, condition, potential for damage, potential for human exposure and drawing number. Report and management plans shall include at a minimum an introduction, details, summary, attachments and all narratives in Microsoft Word as well as PDF versions. Microsoft Word should be used for all text reports. MS Excel for all spreadsheets and MS Access for all databases.

IV. Inspecting:

The contractor shall perform survey activities in a manner that shall protect the survey team and facility personnel from exposure to asbestos fibers. The contractor shall immediately notify the VA Safety Officer of any imminent asbestos hazards encountered during the course of the survey. The contractor shall likewise notify the Safety Officer of any areas where access should be limited and signs erected immediately to warn of asbestos health risks. Required bulk samples shall be taken by the contractor as defined below. For the purpose of this inspection, all building materials shall be suspect. The contractor shall attach asbestos danger labels to accessible ACM as indicated above, using Class IV asbestos procedures, since labeling shall have potential for incidental asbestos exposure. Comply with OSHA 29 CFR 1910.1001 Class IV procedures during application of asbestos labels. TSI must be cleaned with high efficiency particulate air (HEPA) vacuums prior to warning label application. Sample locations must be clearly identified with a sample number. The contractor shall be responsible for the cost of decontamination of any areas that become contaminated as a direct result of their activity as described above. Disputed circumstances shall be resolved by the contracting officer.

V. Medical Certification

Contractor shall submit with request for quote, written evidence of its field employees who shall be potentially exposed to asbestos during this project are (1) enrolled in a medical surveillance program for asbestos disease which meets current OSHA requirements, outlined in 29 CFR 1926.58 and (2) have been medically cleared within the past 12 calendar months to wear a negative pressure, air-purifying respirator, and (3) have been fit tested within the past 6 calendar months in the same make and model of negative pressure, air-purifying respirator as may be utilized during this project. Complete documentation shall be included in the request for quote. Contractor shall also provide written evidence of current AHERA accreditation (Building Inspector, Management Planner, and/or Project Designer, as applicable) and applicable state licensure.

VI. Furnished Property

The contractor shall provide all the labor, materials, equipment and transportation necessary to conduct the survey, collect samples, perform lab analysis and produce required deliverables. This is inclusive of confined space equipment and ladders. All equipment or materials needed to complete the project shall be supplied by the contractor and in serviceable condition.

VII. Contractor Compliance with Facility Safety and Health Requirements:

Prior to start of project work, the contractor shall meet with the facility Safety Manager or his representative, to be briefed on facility safety and security procedures (e.g., response to fire alarm, lockout/tagout, confined space entry, electrical safety). Contractor shall be responsible at all times for ensuring that all personnel (including subcontractors working under the general contractor) comply with all applicable local, state, federal and VA safety, health, environmental and security requirements and regulations.

VIII. Stop Work Order

The Contracting Officer, Safety manager or COR may present a verbal stop work order to the Contractor, if the contractor is advised of any imminent or serious health or safety hazard in which the Contractor is creating, and which the contractor refuses to take immediate, appropriate corrective action to mitigate. Such a verbal stop work order shall be followed by a written stop work order within 24 hours by the Contracting Officer to the Project Manager. Work shall not be allowed to resume until authorized by the Contracting Officer, after consultation with the Safety Manager, to ensure that the imminent or serious health or safety hazard has been abated.

IX. Quality Control Plan

Contractor shall establish a quality control plan for all work, including that of his subcontractors, to assure compliance with the EPA and State requirements. Contractor shall submit a copy of his quality control plan concurrently with the quote. Quality control measures shall include, but not be limited to:

- Performing all required inspections and tests
- Listing all subcontractors and services they shall perform
- Compliance with applicable Federal, state and local codes and regulations and VHA directives related to conducting the survey
- Correction of unsatisfactory sampling and testing

Inspectors shall use the federal AHERA protocol for bulk sample collection. Surveyors shall be AHERA-accredited Building Inspector, AHERA-accredited Project Designer or AHERA accredited management planner. Surveyors shall have at least 10 years of similar experience with projects of substantially similar size and/or scope.

The contractor shall be responsible for the proper disposal of any asbestos waste generated during the project. Only an authorized disposal site shall be used in accordance with regulatory requirements of NESHAP and IEPA, if needed. A waste manifest shall be submitted with closure documents when required. The contractor shall provide transportation and disposal manifest documentation to provide a chain of custody record of asbestos containing waste from the project site to the disposal site, when required.

All laboratories used for analysis of bulk samples shall be NVLAP – Accredited. Initial analysis shall be performed with polarized light microscopy (PLM). PLM results ranging from less than one percent to ten percent may need additional analysis such as transmission electron microscopy (TEM). Therefore, the contractor shall make arrangements with the laboratory to retain such samples in the event that additional analysis is requested. Additional analysis shall require contract approval by the VISN 16 Contracting Officer.

X. Survey Report:

The deliverables to the MEDVAMC include 2 sets of hard copy binders and 2 CD's in PDF format, that contain the following information for each building identified to have ACM:

- Building identity and description/age
- Inspector names, company, address and contact information
- Copies of inspector Asbestos Building Inspector training and applicable licenses
- Asbestos sampling forms
- Lab identity, contact information, and results
- HA descriptions and information (quantity, location, condition, friability, and photos)
- Risk assessment forms
- Cost estimates and priority for abatement
- Floor plans

The survey shall provide a consistent and effective program for managing Asbestos Containing Materials (ACM's) in accordance with Asbestos Hazard emergency Response Act (AHERA) and National emission Standard for Hazardous Air Pollutants (NESHAPS) requirements. The final survey results and database system, in conjunction with base management plans, shall provide a means of planning repairs, renovations and demolition projects, prioritizing health risks and planning to respond to emergency situations. Assessments under this scope include identification, sampling and analysis of suspect ACM's, for both the interior and exterior of VA facilities. ACM survey results shall specify the type (both friable and non-friable materials) and the quantity of ACM's in either linear or square ft., as appropriate, and specific existing health risks using AHERA protocols if this information is not available from previously performed assessments, then the need for its collection shall be evaluated on a case by case basis, and collected appropriately.

XI. Work Hours:

1. Normal work hours are Monday through Friday from 8:00 a.m. to 4:00 p.m., excluding holidays. All service shall be conducted during normal work hours unless requested or approved by COR or his designee.
2. Federal Holidays observed by the MEDVAMC are:

New Years' Day
 Martin Luther King Day
 Presidents' Day
 Memorial Day
 Independence Day
 Labor Day
 Columbus Day
 Veterans' Day
 Thanksgiving Day
 Christmas Day

Or any other day declared by the President of the United States to be a Federal Holiday.