

ATTACHMENT D – PRE-AWARD CERTIFICATION & SITE SURVEY

**Part A**, Existing Site Location to be completed if Offeror has a(n) existing site location(s) or complete **Part B**, Proposed Site Location Plan if award site survey will be submitted 30 days after award in accordance with Section B.2.IV.K found in the RFQ. All Offerors must complete **Part C**, Site Certification.

**Part A – Existing Site Location**

Offerors must complete one Existing Site Location Survey for each proposed location.

Proposed Office Address (Must be a physical address, not a mailing address):

Ex: 810 Vermont Ave, NW, Washington, DC 20420
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*Utilizing the “Directions” feature of [www.mapquest.com](http://www.mapquest.com), attach the MapQuest printout of the existing physical location(s) verifying a 50 mile proximity to Regional Office.*

Ex: Department of Veterans Affairs VR&E Washington Regional Office, 1722 I Street, NW, Washington, DC 20421 (see attached printout from MapQuest for verification of mileage)
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Question	Yes	No
1. Does contractor’s site meet requirements for accessibility mandated by the American with Disabilities Act of 1990, PWS Section IV, D-4?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is contractor location available to provide service within major population no more than 50 miles one way and 100 miles one way for rural area from veteran’s location, PWS SECTION IV, D-4?	<input type="checkbox"/>	<input type="checkbox"/>
3. Does contractor location provide private professional office space, PWS, Section IV,D-4?	<input type="checkbox"/>	<input type="checkbox"/>
4. Is contractor’s site accessible to public transportation (if available), PWS Section IV, D-4?	<input type="checkbox"/>	<input type="checkbox"/>
5. Does contractor have more than one business location, if so have you completed a separate form for each location?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are contractor’s business hours posted, PWS Section IV, D-4?	<input type="checkbox"/>	<input type="checkbox"/>

**Part B – Proposed Site Location Plan**

Provide a plan for obtaining facilities in the space below:

**Part C – Contractor Certification**

Contractor certifies that they understand the following:

- Existing or proposed sites shall be in accordance with all requirements found in RFQ Section B.2.D.2 and 3.
- The Government shall conduct a Post-Award Site Survey within 45 days of contract award. The Offeror will be notified within 45 days of contract award if sites do not meet the minimum requirements of the solicitation. Otherwise, facilities shall not be replaced or substituted for the first 180 days (or other date specified in the Task Orders) after Task Order award without written approval from the Government.
- Government reserves the right to terminate any contract award that is not in compliance with the solicitation requirements.

**I hereby certify that the information above is true and accurate to the best of my knowledge.**

Signed: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_