

RFQ FOR COMMERCIAL SERVICES

GENERAL INFORMATION

Document Type: Combined Synopsis Solicitation

Solicitation Number: RFQ VA786-17-Q-0760

Issue Date: 08/29/2017

Current Response Date: 09/08/2017 at 4:00 pm

Applicable NAICS: 561621

Classification Code: J063

Set Aside Type: 100% Veteran Owned Small Business (VOSB)

Attachments: (A) Statement of Work
(B) Service Wage Determination
(C) Past Performance Questionnaire

Issuing Contracting Office: Department of Veterans Affairs
National Cemetery Administration, Contract Services
75 Barrett Heights Rd., Suite 309
Stafford, VA 22556

Place of Performance: Saratoga National Cemetery
200 Duell Road
Schuylerville, NY 12871-1721

Description: This notice shall not be construed as a commitment by the Government to ultimately award a contract, nor does it restrict the Government to a particular acquisition approach. This is a solicitation issued as a request for quotation (RFQ) for commercial items prepared in accordance with the format in FAR Subpart 12.6, Acquisition of Commercial Items and FAR Part 13, Simplified Acquisition Procedures, as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; proposals are being requested and a written solicitation will not be issued. Responses to this Request for Quotation (RFQ) are due to the Contracting Officer no later than 4:00 pm on 09/08/2017. Responses to this announcement will result in a Firm-Fixed Price Requirements contract and the Government intends to make award under this announcement without discussions. All information submitted in response to this announcement is voluntary and the Government will not pay for information provided nor will it compensate any respondent for any cost incurred in developing information provided for the Government. Offerors are responsible for obtaining any and all amendments or additional information concerning this announcement at <https://fbo.gov>.

Prospective offerors must be registered with the System for Award Management (SAM) website and complete representations and certifications at <https://www.sam.gov>

VOSB offerors must be verified with the Center for Verification and Evaluation (CVE) to participate under the Veterans First Contracting Program at the time of the response to this announcement at the following website: <https://www.vip.vetbiz.gov> . See VAAR clause 852.219-11 VA Notice of Total Veteran Owned Small Business Set-Aside for additional information on the Veterans First Contracting Program requirements. Offers received from companies not registered in <https://www.vip.vetbiz.gov> will not be considered and ineligible for award.

The U.S. Department of Veterans Affairs, National Cemetery Administration, and the Saratoga National Cemetery anticipates a contract for alarm monitoring services.

The applicable North American Industrial Classification System (NAICS) code for this procurement is 561621, with a business size standard of \$20.5 million.

The National Cemetery Administration is seeking quotes from Veteran Owned Small Businesses qualified for alarm monitoring services.

Period of Performance: Date of Award through 9/30/2018 plus four, one-year option periods, *if exercised*

Scope: The contractor shall be responsible for providing alarm monitoring services for Saratoga National Cemetery.

Services Price Schedule

Period of Performance: Date of Award through September 30, 2018					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
0001	<p>Alarm System Monitoring, including monthly reporting and annual testing services: Furnish all labor, supervision, equipment, materials, supplies necessary to provide fire and security alarm system monitoring on government owned equipment located at the Saratoga National Cemetery. Services include the following:</p> <ul style="list-style-type: none"> • Service Contract, Labor only • Annual testing, cleaning and inspection • Monthly reporting of all open/close and activity • Monitoring, including monthly test 	12	MO	\$_____	\$_____
0002	<p>Repair / Services (Straight Time, Mon – Fri from 8:00 am – 4:00 pm)</p> <p>Labor to be provided on an “As-Needed / As-Requested” basis. Hourly rates include all travel to and from the Saratoga National Cemetery.</p>		HR	\$_____	\$_____

0003	PARTS – Manufacturer's List Price Less _____ % Government Discount Parts shall be listed separately on the repair invoice less any discount percentage offered				
Total Price:				\$	

Period of Performance: Option Period (1) October 1, 2018 through September 30, 2019					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
1001	Alarm System Monitoring, including monthly reporting and annual testing services: Furnish all labor, supervision, equipment, materials, supplies necessary to provide fire and security alarm system monitoring on government owned equipment located at the Saratoga National Cemetery. Services include the following: <ul style="list-style-type: none"> • Service Contract, Labor only • Annual testing, cleaning and inspection • Monthly reporting of all open/close and activity • Monitoring, including monthly test 	12	MO	\$_____	\$_____
1002	Repair / Services (Straight Time, Mon – Fri from 8:00 am – 4:00 pm) Labor to be provided on an “As-Needed / As-Requested” basis. Hourly rates include all travel to and from the Saratoga National Cemetery.		HR	\$_____	\$_____
1003	PARTS – Manufacturer's List Price Less _____ % Government Discount Parts shall be listed separately on the repair invoice less any discount percentage offered				
Total Price:				\$	

Period of Performance: Option Period (2) October 1, 2019 through September 30, 2020					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
2001	Alarm System Monitoring, including monthly reporting and annual testing services: Furnish all labor, supervision, equipment, materials, supplies necessary to provide fire and security alarm system monitoring on government owned equipment located at the Saratoga National Cemetery. Services include the following:	12	MO	\$_____	\$_____

	<ul style="list-style-type: none"> • Service Contract, Labor only • Annual testing, cleaning and inspection • Monthly reporting of all open/close and activity • Monitoring, including monthly test 				
2002	Repair / Services (Straight Time, Mon – Fri from 8:00 am – 4:00 pm) Labor to be provided on an “As-Needed / As-Requested” basis. Hourly rates include all travel to and from the Saratoga National Cemetery.		HR	\$_____	\$_____
2003	PARTS – Manufacturer’s List Price Less _____ % Government Discount Parts shall be listed separately on the repair invoice less any discount percentage offered				
Total Price:				\$	

Period of Performance: Option Period (3) October 1, 2020 through September 30, 2021					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
3001	Alarm System Monitoring, including monthly reporting and annual testing services: Furnish all labor, supervision, equipment, materials, supplies necessary to provide fire and security alarm system monitoring on government owned equipment located at the Saratoga National Cemetery. Services include the following: <ul style="list-style-type: none"> • Service Contract, Labor only • Annual testing, cleaning and inspection • Monthly reporting of all open/close and activity • Monitoring, including monthly test 	12	MO	\$_____	\$_____
3002	Repair / Services (Straight Time, Mon – Fri from 8:00 am – 4:00 pm) Labor to be provided on an “As-Needed / As-Requested” basis. Hourly rates include all travel to and from the Saratoga National Cemetery.		HR	\$_____	\$_____

3003	PARTS – Manufacturer's List Price Less _____ % Government Discount Parts shall be listed separately on the repair invoice less any discount percentage offered				
Total Price:				\$	

Period of Performance: Option Period (4) October 1, 2021 through September 30, 2022					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
4001	Alarm System Monitoring, including monthly reporting and annual testing services: Furnish all labor, supervision, equipment, materials, supplies necessary to provide fire and security alarm system monitoring on government owned equipment located at the Saratoga National Cemetery. Services include the following: <ul style="list-style-type: none"> • Service Contract, Labor only • Annual testing, cleaning and inspection • Monthly reporting of all open/close and activity • Monitoring, including monthly test 	12	MO	\$_____	\$_____
4002	Repair / Services (Straight Time, Mon – Fri from 8:00 am – 4:00 pm) Labor to be provided on an “As-Needed / As-Requested” basis. Hourly rates include all travel to and from the Saratoga National Cemetery.		HR	\$_____	\$_____
4003	PARTS – Manufacturer's List Price Less _____ % Government Discount Parts shall be listed separately on the repair invoice less any discount percentage offered				
Total Price:				\$	

Price Summary

Base Period:	Date of Award thru 09/30/2018	\$
Option Period 1:	10/01/2018 thru 09/30/2019	\$
Option Period 2:	10/01/2019 thru 09/30/2020	\$
Option Period 3:	10/01/2020 thru 09/30/2021	\$
Option Period 4:	10/01/2021 thru 09/30/2022	\$
Total Price:		\$

Product Description:

(see Attachment A - Statement of work)

SERVICES TO BE PERFORMED AT THE FOLLOWING ADDRESS:

Saratoga National Cemetery
200 Duell Road
Schuylerville, NY 12871-1721

Proposal Format and Submission Information:

The provision at 52.212-1, Instructions to Offerors – Commercial Items applies to this acquisition.

Addenda to provision 52.212-1 Instructions to Offerors – Commercial Items:

Offers must be submitted on company letterhead. Commercial format is encouraged. All offerors shall include the following information as part of their quote:

- Legal Business/Company Name (as listed in www.sam.gov)
- DUNS Number
- Point of Contact Name
- Telephone number
- Email Address
- Completed Price Schedule
- Past Performance Information (Attachment C)
- Qualifications of Company

Proposals shall be submitted via email or via mail to the following addresses:

Email: kenneth.dougherty@va.gov

Mail: 75 Barrett Heights Road
Suite 309
Stafford, VA 22556

For proposals mailed, proposals shall be submitted on compact disk (CD) and files shall be in either Microsoft Word or Adobe pdf formats. DVDs are not acceptable as the Government computer is unable to read this media type. Any DVDs received in response to this announcement will be rated as technically unacceptable and removed from consideration.

Questions pertaining to this announcement shall be sent by email to:
kenneth.dougherty@va.gov . Telephone inquiries will not be accepted.

End of Addenda

Proposal Evaluation:

Award Criteria

Award of this requirement shall be made to the offeror whose quote offers the greatest value to the Government. Technical factors, including past performance, when combined are approximately equal to price.

Technical Evaluation Factors: The evaluation shall consider the offerors' response to the following factors as well as past performance and the contracting officer's knowledge of and previous experience with the services being purchased.

1. Past Performance. Using Attachment C, provide contract numbers and government points of contacts and/or commercial companies for similar efforts performed within the last five years. The list shall include a description of the project and contact person with phone number and email address.

2. Qualifications of Company. Provide performance plan to provide the services required under this solicitation. The company's qualifications will be evaluated by how well the quoted services meet the Government requirement at stated in the Statement of Work

Price: While price is not the primary evaluation factor in this requirement, it is important and will be considered when determining contract award.

The full text of FAR provisions and clauses may be accessed electronically at:

<http://farsite.hill.af.mil/> and <https://www.acquisition.gov/?q=browsefar>

The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2005-95

The following **solicitation provisions** apply to this acquisition:

FAR 52.212-2 Evaluation – Commercial Items

FAR 52.212-3 Offeror Representation and Certifications – Commercial Items

FAR 52.203-18 Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements – Representation

FAR 52.204-7 System for Award Management

FAR 52.204-16 Commercial and Government Entity Code Reporting

FAR 52.212-1 Instructions to Offerors – Commercial Items

FAR 52.223-5 Pollution Prevention and Right-To-Know Information

FAR 52.237-1 Site Visit

VAAR 852.233-70 Protest content/alternative dispute resolution

VAAR 852.233-71 Alternate protest procedure

VAAR 852.270-1 Representatives of the Contracting Officer

VAAR 852.273-74 Award without Exchanges

Offerors must complete annual representations and certifications on-line at <http://orca.bpn.gov> in accordance with FAR 52.212-3 "Offerors Representations and Certifications – Commercial Items." If paragraph (j) of the provision is applicable, a written submission is required.

The following **solicitation clauses** apply to this acquisition:

The clause at 52.212-4, Contract Terms and Conditions – Commercial Items applies to this acquisition.

Addenda to FAR clause 52.212-4, Contract Terms and Conditions

FAR 52.203-19 Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements

FAR 52.204-13 System for Award Management Maintenance

FAR 52.204-18 Commercial and Government Entity Code Maintenance

FAR 52.204-19 Incorporation by Reference of Representation and Certifications

FAR 52.209-10 Prohibition on Contracting with Inverted Domestic Corporations

FAR 52.216-18 Ordering (Fill in: October 1, 2017 through September 30, 2022)

FAR 52.216-19 Ordering Limitations (Fill in: \$100.00 | \$3,000.00 | \$3,000.00 | 30)

FAR 52.216-21 Requirements (Fill in: March 31, 2023)

FAR 52.217-8 Option to Extend Services (Fill in: 30 days)

FAR 52.217-9 Option to Extend the Term of the Contract (Fill in: 30 days | 30 days | 5 years & 6 months)

FAR 52.219-28 Post-Award Small Business Program Rerepresentation

FAR 52.223-18 Encouraging Contractor Policies to Ban Text Messaging while Driving

FAR 52.232-1 Payments

FAR 52.232-18 Availability of Funds for the Next Fiscal Year

FAR 52.232-23 Assignment of Claims

FAR 52.232-39 Unenforceability of Unauthorized Obligations

FAR 52.232-40 Providing Accelerated Payments to Small Business Subcontractors

FAR 52.237-2 Protection of Government Buildings, Equipment, and Vegetation

FAR 52.237-3 Continuity of Services

VAAR 852.203-70 Commercial Advertising

VAAR 852.219-11 VA Notice of Total Veteran-Owned Small Business Set-Aside

VAAR 852.232-72 Electronic Submission of Payments Requests

VAAR 852.237-70 Contractor Responsibilities

FAR 52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders – Commercial Items

The clause at 52.212-5 “Contract Terms and Conditions Required to Implement Statutes or Executive Orders” (January 2017) applies to this acquisition. The following subparagraphs of FAR 52.212-5 are applicable: (a)(1), (a)(2), (a)(3), (a)(4), (b)(21), (b)(22), (b)(26), (b)(28), (b)(33), (b)(48), (b)(51), (c)(1), (c)(8), and (c)(10).

IL-001AL-11-15-A Subcontracting Plan - Monitoring and Compliance:

This solicitation includes FAR 52.219-9, Small Business Subcontracting Plan, and VAAR 852.219-9, VA Small Business Subcontracting Plan Minimum Requirement. Accordingly, any contract resulting from this solicitation will include these clauses. The contractor is advised in performing contract administration functions, the CO may use the services of a support contractor(s) to assist in assessing the contractor's compliance with the plan, including reviewing the contractor's accomplishments in achieving the subcontracting goals in the plan. To that end, the support contractor(s) may require access to the contractor's business records or other proprietary data to review such business records regarding the contractor's compliance

with this requirement. All support contractors conducting this review on behalf of VA will be required to sign an "Information Protection and Non-Disclosure and Disclosure of Conflicts of Interest Agreement" to ensure the contractor's business records or other proprietary data reviewed or obtained in the course of assisting the CO in assessing the contractor for compliance are protected to ensure information or data is not improperly disclosed or other impropriety occurs. Furthermore, if VA determines any services the support contractor(s) will perform in assessing compliance are advisory and assistance services as defined in FAR 2.101, Definitions, the support contractor(s) must also enter into an agreement with the contractor to protect proprietary information as required by FAR 9.505-4, Obtaining access to proprietary information, paragraph (b). The contractor is required to cooperate fully and make available any records as may be required to enable the CO to assess the contractor compliance with the subcontracting plan.

End of Addenda

End of Document