

RFQ FOR COMMERCIAL SERVICES

GENERAL INFORMATION

Document Type: Combined Synopsis Solicitation

Solicitation Number: RFQ VA786-17-Q-0817

Issue Date: 9/12/2017

Current Response Date: 9/20/2017 at 4:00 pm

Applicable NAICS: 221310

Classification Code: J046

Set Aside Type: 100% Small Business (SB)

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 9/20/2017. 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>

The U.S. Department of Veterans Affairs, National Cemetery Administration, and the Saratoga National Cemetery anticipates a contract for water testing, preventive maintenance, and emergency repair services.

The applicable North American Industrial Classification System (NAICS) code for this procurement is 221310, with a business size standard of \$27.5 million.

The National Cemetery Administration is seeking quotes from Small Businesses qualified for water testing, preventive maintenance, and emergency repair 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 water testing, preventive maintenance, and emergency repair 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><u>Water Purification System Testing, Maintenance & Record Keeping Services:</u> Furnish all parts, materials, labor, transportation, equipment and tools necessary to collect and test water and maintain Government owned Chlorine Pump Station located at the Saratoga National Cemetery, in accordance with all terms, conditions and specifications of the contract. Services include the following:</p> <ul style="list-style-type: none"> • Weekend and Holiday water testing & monitoring • Routine / Scheduled Quarterly Preventive Maintenance • Annual Assessment Report <p>The aforementioned is intended to briefly describe the services involved. All services described in the Schedule of Supplies / Services, including all specifications, work statement, addenda, terms and conditions of the contract shall form the complete scope of work.</p>	12	MO	\$_____	\$_____
Total Estimated Cost:				\$_____	

0002	Repair / Services (Straight Time) Labor rates and parts discount for general & emergency water purification system repairs and services to be provided on an "as-needed / as-requested" basis. This rate include all travel to and from the Saratoga	HR	\$_____
0003	Parts – Manufacturer's List Price Less _____% Government Discount.		
Note: Hourly rates include all travel to and from the Saratoga National Cemetery. Parts shall be listed separately on the repair invoice less any discount percentage offered.			

Period of Performance: October 1, 2018 through September 30, 2019					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
1001	<p><u>Water Purification System Testing, Maintenance & Record Keeping Services:</u> Furnish all parts, materials, labor, transportation, equipment and tools necessary to collect and test water and maintain Government owned Chlorine Pump Station located at the Saratoga National Cemetery, in accordance with all terms, conditions and specifications of the contract. Services include the following:</p> <ul style="list-style-type: none"> • Weekend and Holiday water testing & monitoring • Routine / Scheduled Quarterly Preventive Maintenance • Annual Assessment Report <p>The aforementioned is intended to briefly describe the services involved. All services described in the Schedule of Supplies / Services, including all specifications, work statement, addenda, terms and conditions of the contract shall form the complete scope of work.</p>	12	MO	\$_____	\$_____
Total Estimated Cost:				\$_____	
1002	Repair / Services (Straight Time) Labor rates and parts discount for general & emergency water purification system repairs and services to be provided on an "as-needed / as-requested" basis. This rate include all travel to and from the Saratoga		HR	\$_____	
1003	Parts – Manufacturer's List Price Less _____% Government Discount.				
Note: Hourly rates include all travel to and from the Saratoga National Cemetery. Parts shall be listed separately on the repair invoice less any discount percentage offered.					

Period of Performance: October 1, 2019 through September 30, 2020					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
2001	<p><u>Water Purification System Testing, Maintenance & Record Keeping Services:</u> Furnish all parts, materials, labor, transportation, equipment and tools necessary to collect and test water and maintain Government owned Chlorine Pump Station located at the Saratoga National Cemetery, in accordance with all terms, conditions and specifications of the contract. Services include the following:</p> <ul style="list-style-type: none"> • Weekend and Holiday water testing & monitoring • Routine / Scheduled Quarterly Preventive Maintenance • Annual Assessment Report <p>The aforementioned is intended to briefly describe the services involved. All services described in the Schedule of Supplies / Services, including all specifications, work statement, addenda, terms and conditions of the contract shall form the complete scope of work.</p>	12	MO	\$_____	\$_____
Total Estimated Cost:				\$_____	
2002	<p>Repair / Services (Straight Time) Labor rates and parts discount for general & emergency water purification system repairs and services to be provided on an "as-needed / as-requested" basis. This rate include all travel to and from the Saratoga</p>		HR	\$_____	
2003	Parts – Manufacturer's List Price Less _____% Government Discount.				
Note: Hourly rates include all travel to and from the Saratoga National Cemetery. Parts shall be listed separately on the repair invoice less any discount percentage offered.					

Period of Performance: October 1, 2020 through September 30, 2021					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
3001	<p><u>Water Purification System Testing, Maintenance & Record Keeping Services:</u> Furnish all parts, materials, labor, transportation, equipment and tools necessary to collect and test water and maintain Government owned Chlorine Pump Station located at the Saratoga National Cemetery, in accordance with all terms, conditions and specifications of the contract. Services include the following:</p> <ul style="list-style-type: none"> • Weekend and Holiday water testing & monitoring 	12	MO	\$_____	\$_____

	<ul style="list-style-type: none"> • Routine / Scheduled Quarterly Preventive Maintenance • Annual Assessment Report <p>The aforementioned is intended to briefly describe the services involved. All services described in the Schedule of Supplies / Services, including all specifications, work statement, addenda, terms and conditions of the contract shall form the complete scope of work.</p>				
Total Estimated Cost:				\$ _____	
3002	<p>Repair / Services (Straight Time)</p> <p>Labor rates and parts discount for general & emergency water purification system repairs and services to be provided on an "as-needed / as-requested" basis. This rate include all travel to and from the Saratoga</p>	HR	\$ _____		
3003	Parts – Manufacturer's List Price Less _____% Government Discount.				
<p>Note: Hourly rates include all travel to and from the Saratoga National Cemetery. Parts shall be listed separately on the repair invoice less any discount percentage offered.</p>					

<p>Period of Performance: October 1, 2021 through September 30, 2022</p>					
Line Item	Description	Quantity	Unit	Unit Price	Total Price
4001	<p><u>Water Purification System Testing, Maintenance & Record Keeping Services:</u></p> <p>Furnish all parts, materials, labor, transportation, equipment and tools necessary to collect and test water and maintain Government owned Chlorine Pump Station located at the Saratoga National Cemetery, in accordance with all terms, conditions and specifications of the contract. Services include the following:</p> <ul style="list-style-type: none"> • Weekend and Holiday water testing & monitoring • Routine / Scheduled Quarterly Preventive Maintenance • Annual Assessment Report <p>The aforementioned is intended to briefly describe the services involved. All services described in the Schedule of Supplies / Services, including all specifications, work statement, addenda, terms and conditions of the contract shall form the complete scope of work.</p>	12	MO	\$ _____	\$ _____
Total Estimated Cost:				\$ _____	
4002	<p>Repair / Services (Straight Time)</p> <p>Labor rates and parts discount for general & emergency water purification system repairs and</p>		HR	\$ _____	

	services to be provided on an “as-needed / as-requested” basis. This rate include all travel to and from the Saratoga		
4003	Parts – Manufacturer’s List Price Less ____% Government Discount.		
Note: Hourly rates include all travel to and from the Saratoga National Cemetery. Parts shall be listed separately on the repair invoice less any discount percentage offered.			

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:	\$

Service 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
VARR 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 52.204-13 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 52.211-16 Variation in Quantity
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 52.219-6 Notice of Total Small Business Set-Aside
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 852.215-70 Service Disabled Veteran Owned and Veteran Owned Small Businesses
VAAR 852.216-70 Estimated Quantities
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)(22), (b)(25), (b)(26), (b)(27), (b)(28), (b)(30), (b)(33), (b)(49)(i), (b)(51), (c)(1), (c)(8), (c)(10).

End of Addenda

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