FedBizOpps

**Sources Sought Notice**

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**CLASSIFICATION CODE**

**SUBJECT**

**CONTRACTING OFFICE'S**

**ZIP-CODE**

**SOLICITATION NUMBER**

**RESPONSE DATE (MM-DD-YYYY)**

**ARCHIVE**

**DAYS AFTER THE RESPONSE DATE**

**RECOVERY ACT FUNDS**

**SET-ASIDE**

**NAICS CODE**

**CONTRACTING OFFICE**

**ADDRESS**

**POINT OF CONTACT**

(POC Information Automatically Filled from

User Profile Unless Entered)

**DESCRIPTION**

**See Attachment**

**AGENCY'S URL**

**URL DESCRIPTION**

**AGENCY CONTACT'S EMAIL**

**ADDRESS**

**EMAIL DESCRIPTION**

**ADDRESS**

**POSTAL CODE**

**COUNTRY**

**ADDITIONAL INFORMATION**

**GENERAL INFORMATION**

**PLACE OF PERFORMANCE**

**\* = Required Field**

FedBizOpps Sources Sought Notice

Rev. March 2010

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A/E Renovate Sterile Processing Services Scope Room

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36C24818R0359

03-23-2018

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541330

Department of Veterans Affairs

Network Contracting Office 8 (248)

Room 328, Bldg. 2

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**THIS IS A SOURCES SOUGHT NOTICE AND REQUEST FOR STANDARD FORM (SF) 330s ARCHITECT-ENGINEER (A/E) QUALIFICATION PACKAGES ONLY. THIS IS NOT A REQUEST FOR PROPOSALS.**

This request is a 100% Service Disabled Veteran Owned Small Business (SDVOSB) Set Aside.

All information needed to submit SF330 Documents is contained herein. No solicitation package, technical information, or bidder/plan holder list will be issued.

Federal Acquisition Regulations (FAR) 36.6 (Brooks Act) Selection Procedures Apply. The A/E Sources listed herein is being procured in accordance with Brooks Act (Public Law 92-582) as implemented in FAR 36.6 and VAAR 836.6. All submissions will be evaluated in accordance with (IAW) the evaluation criteria identified in paragraph 3 (three) Selection Criteria. Firms deemed to be the most highly qualified, after initial source selection, will be chosen for interviews. Firms will be selected based on demonstrated competence and qualifications for the required work as submitted. Firms that design or prepare specifications in conjunction with this contract are prohibited from participating on any future construction contracts based on those documents.

For a SDVOSB to be considered as a prospective contractor, the firm must be verified and registered in the Department of Veteran Affairs (VA) Office of Small & Disadvantaged Business Utilization (OSDBU) Vendor Information Pages (VIP) VETBIZ ([www.vip.vetbiz.gov](http://www.vip.vetbiz.gov)) and registered in the System for Award Management (SAM) database ([www.sam.gov](http://www.sam.gov)) at time of submission of their SF330s. Failure of a prospective SDVOSB to be verified by the Center for Veterans Enterprise (CVE) at the time the SF330 is submitted shall result in elimination from consideration. All Joint Ventures (JV) must be CVE verified at time of submission and submit an agreement that comply with 13CFR 125.15 prior to contract award.

In order to assure compliance with FAR Clauses 52.219-27 Notice of Service Disabled Veteran Owned Small Business Set-Aside, 52.219-14(b)(1) Limitations on Subcontracting and VAAR 852.219-10, VA Notice of Total Service-Disabled Veteran Owned Small Business Set-Aside, all firms submitting a SF330 for this Source Sought Notice are required to indicate what percentage of the cost of contract performance are to be expended on the concerns employees and in which discipline(s) and percentage of cost of contract percentage to be expended (and in what disciplines) by any other consultant/subcontracted or otherwise used small or large business entity(s). Any consultant, subcontractor, or otherwise business entity(s) used must be identified by name, office location and size/type of business (i.e. SDVOSB, VOSB, 8(a), small, large, etc.). Failure to provide this information will deem the firm’s SF 330 submittal as nonresponsive and preclude further evaluation process.

The North American Industrial Classification System (NAICS) for this procurement is 541330 Engineering Services and the annual small business size standard is $15M. The future project’s construction estimate is between $500,000 and $1,000,000.

The anticipated award date of the construction phase of the project is unknown. The anticipated award date of the proposed A/E contract for design is on or before May 1, 2018.

PROJECT OVERVIEW

**General:** Furnish all necessary professional services, equipment, labor materials, supervision, tools, testing, and specialty services (i.e. Industrial Hygienist, Asbestos Contractor, TAB Contractor, Commissioning, etc.) to provide evaluation, design, construction documents, and construction/post construction period services for Project 516-16-103 “Renovate Sterile Processing Service (SPS) Scope Room”. A/E shall complete the following in accordance with professional standard practices and VA standards to provide the following basic design and administration services:

1. **Project Scope:**
   1. This project includes the renovation of sections of the 4th floor of Building 100 to create a new Scope Sterilization Suite for SPS and related areas. This work will include but not be limited to:
   2. The relevant floor space on the 4th floor of Building 100 consists of two sections: Area I being approximately 1250 ft2. and Area II being approximately 420 ft2.
   3. The Design team is to work with the VA’s SPS team, COR, and other impacted VA contacts to create a design that will meet the needs of the VA.
   4. The new Scope Room Suite, Area I, is to replace existing exam rooms, consisting of approximately 1250 ft2. The new suite is to include processing areas, decontamination and anterooms, locker rooms / bathrooms, and an office space for the SPS team.
      1. Equipment in this space will include: Four Olympus OER Pro Scope Washers, which are to be connected to emergency power and use one each 120 volts 20 amps dedicated circuit for power; one ¾ cold water line; 4 inch drain on floor for open drain; and do not require steam. Other items of equipment in the area also require some specialized compressed air and vacuum outlets.
      2. Existing medical gas lines will be removed from the space during demolition.
   5. The current SPS space, Area II, is approximately 420 ft2 and is to be converted into one room for storage and one for an employee lounge area.
   6. The flooring mastic in the work spaces are assumed to contain asbestos. All areas found to contain asbestos or other hazardous materials are to be properly abated and the materials removed in accordance with all relevant requirements and regulations. Proper isolation procedures, testing, air monitoring, and other aspects of remediation are to be included.
   7. Renovation is to include removal, replacement, and/or new installation of flooring, ceilings, lighting, HVAC, plumbing, electrical, data, cabinetry, finishes, adding and removing walls and doors, relocation of equipment from existing location to new suite, and other work to create the new SPS suite as determined during the design process.
   8. A new, fully dedicated HVAC system is required for the Scope Processing area to meet regulations. Electrical work within the suite is to be on a new dedicated circuit.
   9. The design is to include a phasing plan to perform construction of the project in two phases. The first phase is to consist of renovation of Area I (1250 ft2) and the second phase to renovate Area II (420 ft2), so that Area II may remain in use until the completion of Area I.

B. Commissioning will be required as part of this project and shall be incorporated into

the design, construction documents, and construction period services of this project.

* 1. ACM is suspected to exist in the mastic of the VCT floor tile. Lead, mold, or other

industrial hazards may exist in other parts of these areas or systems. The A/E shall

have all parts of the systems and accessories being affected by this design and

construction tested for hazardous materials. If it is determined there are hazardous

materials present, abatement plans and monitoring shall be incorporated into the design

and construction documents of this project to mitigate hazardous material.

1. **A/E FIRM SELECTION**

Firms responding to this announcement by submitting a qualifying SF 330, before closing date and time will be considered for initial selection evaluation. Following initial evaluation of SF 330s received firms that are considered the mostly highly qualified to provide the type of services required; will be selected for interviews/discussions/ negotiations. Selected firms will be notified by telephone or email of selection and provided further instructions. Selection and evaluation of firms shall be made based on SF 330 submissions and direct responses to the selection criteria identified herein. Failure to address all selection criteria will result in a decreased rating. SF 330s will be evaluated to determine the most highly qualified firm based on the criteria responses. Evaluating past performance and experience may include information provided by the firm, customer inquiries, Government databases, and Contracting Officer (CO) knowledge of current project performance. Failure to provide requested data, accessible points of contact or valid phone numbers could result in a firm being considered less qualified. All projects identified on the SF 330 must be completed by the office/branch/individual team member performing the work under this contract.

1. **SELECTION CRITERIA**

Selection will be based on the following criteria which are provided in descending order of importance

1. Professional qualifications necessary for satisfactory performance of required performance of required service and working together as a team (in house and/or consultant(s)). The firm, and A/E on staff, representing the project and signing/stamping drawings in each discipline must be licensed to practice in the State of Florida under Florida State Law requirements. Provide Professional License numbers and or proof of License. Provide a balanced licensed workforce to include, but not limited to, the following disciplines.

Project Management.

Safety and Fire Protection Engineer (SFPE) as Certified Independent Third Party (CITP).

Architectural/Structural

Mechanical

Electrical

Civil

Environmental

1. Specialized experience and technical competence in the type of work required, including, where appropriate, experience in energy conservation, pollution prevention, waste reduction, and the use of recovered materials inclusive of private and government experience, design in Health Care classification occupied space, production of Life Safety/Fire Protection plans, production of quality designs as evidenced by a Quality Control Program, Warehouse, Logistics and/or VA Hospital environment, phasing, cost estimating effectiveness, i.e., on-time/within budget, and compliance with established VA Construction Program Requirements located at <http://www.cfm.va.gov/til/spec.asp>.
2. Specific experience and qualifications of personnel proposal for assignment to the project and their record of working together as a team. The selected A/E should have previous experience in the design of sterile processing service scope room renovations within healthcare facilities and provide documentation of a least two (2) design projects of this nature with references, names and phone numbers.
3. Capacity to accomplish work in the required time. Firms must address and demonstrate capacity to execute this project, to include the capacity of key personnel available and dedicated to complete the project, within mandated schedules.
4. Past Performance on contracts with Government agencies and private industry in terms of cost control, quality of work, and compliance with performance schedules. Past Performance will be based on CPARS/ACASS ratings and other data presented by the offeror or as determined by the Government. The evaluation of this factor will be based on past performance from the previous five (5) years.
5. Location in general geographical area of the project and Knowledge of the locality of the project; (It is expected that your SF 330 submittal will show your knowledge of the locality project). SDVOSB firms desiring consideration must have a working office (corporate HQ/branch office) located within 250 miles from the VA Medical Center, Bay Pines, FL. (Determination of mileage eligibility will be based on [www.mapquest.com](http://www.mapquest.com)).
6. Reputation and standing of the firm and its principal officials with respect to professional performance, general management, and cooperativeness (Awards, Outstanding Merits, Recommendations).
7. Record of significant claims against the firm because of improper or incomplete architectural and engineering services.
8. The selected A/E should have previous experience in the design of renovation within Medical Facilities. The A/E must provide documentation of at least two designs projects of this nature within Medical Facilities with references, names, and phone numbers with their SF330.
9. **SUBMISSION CRITERIA/REQUIREMENTS**

Interested firms having the capability to perform this work must submit:

**ONE (1) ELECTRONIC SF 330,** including Parts I and II, and attachments (if any) electronically to [chris.lashure@va.gov](mailto:chris.lashure@va.gov) no later than **3:00 PM, Eastern on March 23, 2018.**

All SF 330 submissions shall be clearly indicated in subject line, displaying the RFP number and project title (abbreviated and shortened is okay), Size limits of emails are limited to 5MB. If more than one email is sent, please number emails in Subject line as “1 of 2, 2 of 2” etc.

**Example: SF 330 Submission, 36C24818R0359 – Renovate SPS Scope Room at the C.W. Bill Young VA Medical Center, Bay Pines, FL.**

SF 330 submissions received after March 23, 2018 will not be considered and will be handled IAW FAR 15.208(b).

All SF 330 submissions must include the following information either on the SF 330 or by accompanying document:

* + 1. Cage Code
    2. Dun & Bradstreet Number
    3. Tax ID Number
    4. The Email address and Phone number of the Primary Point of Contact.

**REQUESTS FOR INFORMATION (RFI) ON THIS SOURCES SOUGHT NOTICE:** All RFIs shall be submitted to [chris.lashure@va.gov](mailto:chris.lashure@va.gov). Phone inquiries will not be accepted. RFI’s must be received no later than, 5:00 PM Eastern on March 2, 2018.

The firm and/or principals representing the project **must be licensed in the State of Florida** IAW State law and must meet all licensing requirements to sign and seal drawings.

Examples of information resources are:

* <http://www.myfloridalicense.com/dppr/pro/division/servicesthatrequirealicense_architect.html>
* Florida Professional Engineering Certificate of Authorization
* <http://www.fbpe.org/licensure/application-process/certificate-of-authorization-ca>
* NCARB rules for all States and PR/VI on architectural licensing

**By responding to the Notice, you are acknowledging that your company meets the status requirements as a SDVOSB concern, as established by 38 CFR Part 74.**