

DISCLAIMER:

This Request for Information (RFI) is issued solely for information and planning purposes only and does not constitute a solicitation. All information received in response to this RFI that is marked as proprietary will be handled accordingly. In accordance with FAR 15.201(e), responses to this notice are not offers and cannot be accepted by the Government to form a binding contract. Responders are solely responsible for all expenses associated with responding to this RFI.

The Michael E. DeBakey Veterans Affairs Medical Center (MEDVAMC) in Houston, TX is issuing this sources sought synopsis as a means of conducting market research to identify potential contractors having an interest in and the resources to provide Preventative Maintenance services in support of the MEDVAMC.

THERE IS NO SOLICITATION AT THIS TIME. This RFI does not constitute a Request for Proposal (RFP), Invitation for Bid (IFB), or Request for Quotation (RFQ). Submission of any information in response to this market survey is purely voluntary, thus the Government assumes no financial responsibility for any costs incurred. All information contained in this RFI is preliminary as well as subject to modification and is in no way binding on the Government.

If a solicitation is released, it will be synopsized 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 solicitation.

If your organization has the potential and is interested in providing these services, please complete the information below and provide responses to John Walker via email at john.walker15@va.gov

BASED ON RESPONSES TO THIS SOURCES SOUGHT NOTICE/MARKET RESEARCH, THIS REQUIREMENT MAY BE SET-ASIDE FOR A SDVOSB, VOSB, SMALL BUSINESS OR PROCURED THROUGH FULL AND OPEN COMPETITION. Telephone inquiries will not be accepted or acknowledged, and no feedback or evaluations will be provided to vendors regarding their submissions.

Submission Instructions: Interested parties who consider themselves qualified to perform the below-listed services are invited to submit a response to this Sources Sought Notice by **11:00 am, CST March 29, 2018**. See last page for information to submit. All responses under this Sources Sought Notice must be emailed to john.walker15@va.gov

SYNOPSIS OF REQUIREMENT:

1. **Title:** Automatic Door 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 all labor, materials, tools, parts, equipment, permits, testing, reports, travel, and supervision required for the preventive maintenance and repairs of automatic doors at the MEDVAMC.

3. **Objective:** To find qualified and certified contractors with the capability to provide the MEDVAMC with preventive maintenance and repair service of its automatic doors.

NOTE 1: Contractor shall be an authorized vendor, trained technician, possess licenses and certification for proprietary equipment and services to meet all government requirements and objectives. All Questions shall be answered in Section 5 for the government to consider contractor with the capability to meet the government requirement.

4. **Place of Performance:** Michael E. DeBakey Medical Center, 2002 Holcombe Blvd, Houston, TX 77030.

5. **Responses Requested:** The MEDVAMC requires potential contractors provide written responses to the following questions in this RFI: Should answers not be provided to the below questions, the respondent will be considered non-responsive to the Request for Information.

a. Is the contractor an Automatic Door company with certified technicians to meet all government requirements and objectives in the Draft Statement of Work (See Attached)?

b. Is the contractor a member of the American Association of Automatic Door Manufacturers (AAADM)? (**Not Mandatory**)

If so, Contractor shall attach information supporting such to be viewed by the government to be considered as part of the Market Research and responsive to this Sources Sought notice.

c. Does the contractor employ or provide (at own cost) an AAADM licensed/certified inspector?

Contractor shall attach license/certification to be viewed by the government to be considered as part of the Market Research and responsive to this Sources Sought notice.

d. Will the contractor serve as the Prime Contractor for performance? In addition, if work is to be subcontracted to another contractor, what percentage of work will the Prime perform?

Along with percentage, the Prime contractor is required to identify what services/work it will perform

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

f. System for Award Management (SAM):

1. Is your facility currently registered in SAM: Yes/No

2. If yes – Valid until date:

3. If no – Is your facility willing to register in SAM in order to be afforded the opportunity to be awarded a federal contract?

g. What is the Socio-Economic status of your business for NAICS 811219?

1. Service Disabled Veteran Owned Small Business (SDVOSB)

2. Veteran Owned Small Business (VOSB)

3. Small Business (SB)

4. Other than Small Business (i.e. Large Business)

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

i. 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.

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

6. Instructions and Response Guidelines: RFI responses are due by March 29, 2018 at 11:00 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 john.walker15@va.gov **All Questions shall be submitted by March 26, 2018 11:00am(CST) via email to john.walker15@va.gov** Telephone requests or inquires will not be accepted.

The subject line shall read: 36C25618Q9248 Annual Automatic Door Maintenance Services

NO SOLICITATION EXISTS AT THIS TIME. There is no page limitation on subparagraphs 5(a) - 5(j). All **Questions shall be answered** to be considered as part of the Market Research for capable contractors to meet the government requirements.

Please provide additional 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.

7. Contact Information:

Contract Specialist: John Walker Email address: john.walker15@va.gov

Your responses to this notice is appreciated.

Attachment:

1. Draft Statement of Work

DRAFT STATEMENT OF WORK
Preventive Maintenance and Repairs of Automatic Doors at the MEDVAMC

1. DOOR TYPE:

The contractor shall provide all labor, materials, tools, parts, equipment, permits, testing, reports, travel, and supervision required for the preventive maintenance and repairs of automatic doors as listed below:

AUTOMATIC DOORS TYPE: SLIDE		
DOOR BRAND	MODEL#	QTY
Horton	2150L	9
Horton	2160L	3
Horton	2160	9
Horton	2150B	2
Besam	AMD	2
Besam	Unislide	1
Brookfield	1000	1
GT	1175	3
Record	5100	3
Stanley	Duraglide	2
Dorma	ESA	2
Total # of Automatic Slide Doors		37

AUTOMATIC DOORS TYPE: SWING		
DOOR BRAND	MODEL#	QTY
Besam	100	2
Besam	Powerswing	5
Besam	JOO	1
Besam	SW100	4
Besam	SW200	2
Brookfield	1000	2
Detex	A019	14
Door O Matic	Senior Swing	2
GT	300	2
GT	500	2
GT	8500	3
Horton	4160	61
Horton	4190	51
Horton	7000	17
LCN	Senior Swing	20
Record	6100	3
Stanley	Majicforce	8
Stanley	Swing	1
Total # of Automatic Swing Doors		200

- a) Overhead Doors (Automatic): Includes labor, travel, parts, adjustments and annual drop-test inspection if required 7/24/365
- b) Overhead Doors (Automatic): Includes labor, travel, parts and adjustments 7/24/365
- c) Automatic Sliding Doors: Includes labor, travel charges, parts, adjustments and annual American Association of Automatic Door Manufacturers (AAADM) inspection 7/24/365
- d) Automatic Swinging Doors (Fire Rated): Includes labor, travel charges, parts, adjustments, annual AAADM and fire door inspection 7/24/365
- e) Automatic Swinging Doors (Non-Fire Rated): Includes labor, travel charges, parts, adjustments and annual AAADM inspection 7/24/365
- f) Automatic Folding Doors: Includes labor, travel charges, parts, adjustments and annual AAADM inspection 7/24/365
- g) Air Curtains: Includes labor, travel charges, parts adjustments and annual inspection 7/24/365

2. SAFETY REQUIREMENTS:

SAFETY INFORMATION: AUTOMATIC DOORS

These minimum safety checks, in addition to those in the owner's manual, should be made each day and after any loss of electrical power.

- a) Walk toward the door at a normal pace. The door should open before you reach the threshold.
- b) Stand motionless in threshold for at least 10 seconds. The door should not close.
- c) Inspect the threshold area. It should be clean with no loose parts that might trip or cause user to fall. Keep traffic path clear.
- d) Move clear of the area. The door should remain open for at least 1.5 seconds and should close slowly and smoothly.
- e) Inspect the glass and safety decals. All should be present and in good condition.
- f) Repeat steps 1 through 5 from other direction if door is used for two-way traffic.
- g) Have door inspected by an AAADM certified inspector at least annually.

SAFETY INFORMATION: AUTOMATIC SWING DOORS

These minimum safety checks, in addition to those in the owner's manual, should be made each day and after any loss of electrical power.

- a) Walk toward the door at a normal pace. The door should open before you reach the threshold.
- b) Stand motionless in threshold for at least 4 seconds. The door should not close.
- c) Walk past the threshold into swing area and stop for 10 seconds. Door should remain open.
- d) Move clear of the area. The door should remain open for at least 1.5 seconds and should close slowly and smoothly. if two-way traffic, move toward swing side of door. Door should open well before you reach the swing path.
- e) Inspect the threshold area. It should be clean with no loose parts that might trip or cause user to fall. Keep traffic path clear.
- f) Inspect the glass, safety decals, guide rails and finger guards. All should be present and in good condition.
- g) Have door inspected by an AAADM certified inspector at least annually.

SAFETY INFORMATION: AUTOMATIC FOLDING DOORS

These minimum safety checks, in addition to those in the owner's manual, should be made each day and after any loss of electrical power.

- a) Walk toward the door at a normal pace. The door should open before you reach the threshold.
- b) Stand motionless in threshold for at least 4 seconds. The door should not close.
- c) Walk past the threshold into folding area and stop for 10 seconds. Door should remain open.
- d) Move clear of the area. The door should remain open for at least 1.5 seconds and
- e) smoothly. Left two-way traffic, move toward folding side to door. Door should open well before you reach the fold path.
- f) Inspect the threshold area. It should be clean with no loose parts that might trip or cause user to fall. Keep traffic path clear.
- g) Inspect the glass, safety decals, guide rails and finger guards. All should be present and in good condition.
- h) Have door inspected by an AAADM certified inspector at least annually.

3. DEFINITIONS/ACRONYMS:

- A. Biomedical Engineer(ing): Supervisor or designee.
- B. CO: Contracting Officer
- C. COR: Contracting Officer's Technical Representative
- D. PM: Preventive Maintenance Inspection. Services which are periodic in nature and are required to maintain the equipment in such condition that it may be operated in accordance with its intended design and functional capacity with minimal incidence of malfunction or inoperative conditions.
- E. FSE: Field Service Engineer. A person who is authorized by the contractor to perform maintenance (corrective and/or preventive) services on the VAMC premises.
- F. ESR: Vendor Engineering Service Report. A documentation of the services rendered for each incidence of work performance under the terms and conditions of the contract
- G. Acceptance Signature: VA employee who is authorized to sign-off on the ESR which indicates that the PM has been concluded or is still pending completion, or that the Emergency Repair has been accomplished or is still in a pending status.
- H. Authorization Signature: COR's signature; indicates COR accepts work status as stated in ESR.
- I. NFPA: National Fire Protection Association.
- J. VAMC: Department of Veterans Affairs Medical Center
- L. VAH: Department of Veterans Affairs Hospital

4. CONFORMANCE STANDARDS: - Contractor shall ensure that the equipment functions in conformance with the latest edition of the Original Equipment Manufacturer (OEM) Service Manual.

5. OPERATIONAL UPTIME – REQUIREMENTS: The doors identified in Paragraph 1, DOOR TYPE, listed above shall be operable and available for use 95% of the normal operating hours of the equipment as detailed in Paragraph 6, OPERATIONAL COVERAGE. Downtime will be computed from notification of problem during normal work hours. Scheduled maintenance will be excluded from downtime. Operational Uptime will be computed during a month-long time-period. Repeated failure to meet this requirement can subject the contractor to DEFAULT action.

6. OPERATIONAL COVERAGE:

- a. Normal Business Hours: 8:00 a.m. to 4:30 p.m., Monday thru Friday (excluding Federal Holidays).
- b. All service/repairs will be performed during normal business hours of coverage, unless requested or approved by the COR or his/her designee.
- c. Work will be daily, and supplemented with the provision for a 24-hour emergency call-out service at no extra charge.
- d. 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

7. PERFORMANCE/RESPONSE TIME, UNSCHEDULED MAINTENANCE

(Emergency Repairs)

- a. Contractor shall maintain the equipment in accordance with the manufacturer's specifications. The Contractor will provide repair service which may consist of calibration, cleaning, oiling, adjusting, replacing parts, and maintaining the equipment, including all intervening calls necessary between regular services and calibrations.
- b. The CO, COR or designated alternate has the authority to approve/request a service call from the Contractor.
- c. Response Time: Contractor's FSE must respond with a phone call to the COR or his/her designee within one (1) hours after receipt of telephoned notification twenty-four (24) hours per day. If the problem cannot be corrected by phone, the FSE will commence work (on-site physical response) within two (2) hours after receipt of this second notification and will proceed progressively to completion without undue delay.
- d. All work shall be performed by competent, experienced, OEM/AAADM certified and trained personnel to work on the specific equipment. All work performed shall be first-class and accomplished in accordance with manufacturer's instructions, including but not limited to adjustments, calibrations, cleaning, lubricating, testing, replacement of worn or

defective parts, etc., required to keep the equipment in first-class operating condition. All work shall be performed to the satisfaction of the COR who will inspect the repairman's work and indicate his/her approval on a signed statement prior to the repairman's departure from the premises.

- e. Service calls during the VA normal business hours and related to malfunctions not successfully preempted by preventive maintenance services shall be at no additional cost to the Government. Repair service calls shall not take time away from preventive maintenance and other requirements required under this contract.

8. SCHEDULED MAINTENANCE:

- a. The Contractor shall perform PM service to ensure that equipment listed in the schedule above performs in accordance with Paragraph 4, Conformance Standards. (An outline of the PM procedures and schedule may be provided to the COR). The Contractor shall provide and utilize procedures and checklists with worksheet originals indicating work performed and actual values obtained (as applicable). This documentation shall be provided to the COR at the completion of the PM. The contractor shall provide written description of Preventive Maintenance Inspections (PMI). This description shall include an itemized list of the procedures performed, including electrical safety. PM services shall include, but need not be limited to, the following:
 - 1. Reviewing operating system software diagnostics to ensure that the system is operating in accordance with Paragraph 3, Conformance Standards or the manufacturer's specifications.
 - 2. Calibrating and lubricating the equipment.
 - 3. Performing remedial maintenance of non-emergent nature.
 - 4. Testing and replacing faulty and worn parts and/or parts likely to become faulty, fail or become worn. Perform vaporizer efficacy tests and trace gas tests following the industry-standard protocols.
 - 5. Inspecting and replacing required parts.
 - 6. Returning the equipment to the operating condition defined in Section 3, Conformance Standards.
 - 7. Providing documentation of services performed.
- b. PM services shall be performed in accordance with, and during the hours defined in, the preventive maintenance schedule established herein. All exceptions to the PM schedule shall be arranged and approved in advance with the COR.
- c. Any charges for parts, services, manuals, tools, or software required to successfully complete scheduled PM are included within this contract, and its agreed upon price, unless specifically stated in writing otherwise.

9. PARTS: The Contractor shall furnish and replace all parts to meet uptime requirements. The contractor shall utilize only OEM parts to meet contract requirements. All parts supplied shall be compatible with existing equipment. The contract shall include all parts [except-if applicable, those parts specifically listed as being EXCLUDED]. The contractor shall use new or rebuilt parts. All parts shall be

current manufacture and have complete versatility with the presently installed equipment. The contractor shall provide pricing for all parts [except -if applicable - those parts specifically listed as being EXCLUDED]. The Contractor shall submit a list of any excluded parts under the service contract at the time of repair.

A. Gray Market Prevention

(1) Gray market items are Original Equipment Manufacturer's (OEM) goods sold through unauthorized channels in direct competition with authorized distributors. This procurement is for new OEM medical supplies, medical equipment and/or services contracts for maintenance of medical equipment (i.e. replacement parts) for VA Medical Centers. No remanufactures or gray market items will be acceptable.

(2) Vendor shall be an OEM, authorized dealer, authorized distributor or authorized reseller for the proposed medical supplies, medical equipment and/or services contracts for maintenance of medical equipment (i.e. replacement parts), verified by an authorization letter or other documents from the OEM, such that the OEM's warranty and service are provided and maintained by the OEM. All software licensing, warranty and service associated with the medical supplies, medical equipment and/or services contracts for maintenance of medical equipment shall be in accordance with the OEM terms and conditions.

(3) The delivery of gray market items to the VA in the fulfillment of an order/award constitutes a breach of contract. Accordingly, the VA reserves the right enforce any of its contractual remedies. This includes termination of the contract or, solely at the VA's election, allowing the Vendor to replace, at no cost to the Government, any remanufactured or gray market item(s) delivered to a VA medical facility upon discovery of such items.

10. SERVICE MANUALS/TOOLS/EQUIPMENT: The VAMC shall not provide tools, (test) equipment, service manuals or service diagnostic software to the contractor. The contractor shall obtain, have on file, and make available, all operational and technical documentation (such as; operational and service manuals, schematics, and parts list) which are necessary to meet the performance requirements of this contract. The location and listing of the service data manuals, by name and/or the manuals themselves shall be provided to the CO upon request.

11. DOCUMENTATION/REPORTS: The documentation shall include detailed descriptions of the scheduled and unscheduled maintenance (i.e., Emergency repairs) procedures performed, including replaced parts and prices (for outside normal working hour services) required to maintain the equipment in accordance with Paragraph 3, Conformance Standards or the manufacturer's specifications. Such documentation shall meet the guidelines as set forth in the Conformance Standards section.