

**This Presolicitation Notice is Not a Request for Proposal. Vendors Should Not Submit Formal Proposals Until the Request for Proposal (RFP) is Posted to this Website.**

This is a 100% Service-Disabled, Veteran Owned, Small Business (SDVOSB) set-aside. Prospective Contractors are cautioned that proposal submitted in response to this solicitation must meet the criteria identified by 38CFR, Part 74. The SDVOSB concern agrees that in the performance of the contract, the concern will comply with the limitation on subcontracting requirements in 13 CFR §125.6. Proposals will only be considered from SDVOSB concerns that are verified in Vetbiz at the time of submission of proposal and prior to date of award in accordance with Public Law 109-461. Any person, persons, or business entity suspected of misrepresenting itself for the purpose of securing a Government contract may be criminally investigated and prosecuted for fraud against the United States of America. Parties found misrepresenting their status also risk debarment from further Government contracts.

For a Service-Disabled Veteran Owned Small Business (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 qualifications. Failure of a prospective SDVOSB to be verified by the Center for Veterans Enterprise (CVE) at the time the SF 330 is submitted shall result in elimination from consideration. All Joint Ventures must be CVE verified at time of submission and submit agreements that comply with 13CFR §125.15 prior to contract award.

PROJECT NO./TITLE: 573-18-602, Architect and Engineering (A/E) Design – Replace Air Handling Unit 2

Work Location: Department of Veterans Affairs (VA), Malcom Randall VA Medical Center, Gainesville, FL

Estimated/Target Completion Period: 237 calendar days after Notice to Proceed (NTP).

SF 330 Date of Receipt/Due Date: Interested firms having the capabilities to perform this work must submit one (1) electronic SF 330 and attachments (if any) no later than (NLT) April 30, 2018 at 1:00PM EST. Email capacity is limited to five (5) to seven (7) megabyte (Megs).

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 SF 330 for this Sources Sought Notice are required to indicate what percentage of the cost of contract performance will be expended on the concerns employees and in which discipline(s) and percentage of cost of contract performance to be expended (and in what disciplines) by any other consultant/subcontractor 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.

At the time of proposal submission, contractors must have current registration/certification in System for Award Management (SAM) at [www.gov](http://www.gov) and VetBiz at [www.vetbiz.gov](http://www.vetbiz.gov). Proposals of Contractors not registered/certified in both databases will not be considered for award.

Magnitude of this project is between \$5,000,000 and \$10,000,000. NAICS: 541310 – Architectural Services and 541330 – Engineering Services. Size Standard is \$36.5 Million.

Federal Acquisition Regulation (FAR) Part 36.6 (Brooks Act) selection procedures apply. The A-E Services listed herein is being procured in accordance with the Brooks Act (Public Law 92-582) as implemented in Federal Acquisition Regulation (FAR) 36.6 and VAAR 836.6. All submissions will be evaluated in accordance with the evaluation criteria identified in para 1 below. 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. **Pursuant to FAR, the firm responding to this requirement must be permitted, by law, to practice the profession of architecture or engineering and meet all required qualifications. State of Florida requires a State license for all**

Point of Contact: William Clark, Contracting Officer; PH: (352) 376-1611 ext. 4581; Email: [William.clark1@va.gov](mailto:William.clark1@va.gov)

STATEMENT OF TASKS: See attached statement of tasks/work for further information.

Firms responding to this announcement by submitting a qualifying SF 330, before the closing date and time, will be considered for initial selection evaluation. Following initial evaluation of the SF330s received, firms that are considered the most 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 *knowledge of* current project performance. Failure to provide requested data, accessible points of contact or valid phone numbers could result in a firm being removed from consideration. All projects identified on the SF330 must be completed by the office/branch/individual team member performing the work under this contract.

1. Selection and Submission Criteria/Requirements: SF 330s will be evaluated to determine the most highly qualified firm based upon responses to the selection criteria identified above. Evaluation of past performance and experience may include, but is not limited to, information provided by the firm, customer inquiries, Government databases, and publicly available sources. **Failure to provide requested data, accessible points of contact or valid phone numbers could result in a firm being considered less qualified.**
  - a. The SF 330 is limited to 100 single-sided pages and five (5) to seven (7) megabyte (Megs).

b. Selection will be based on the following criteria which are numbered in descending order of importance:

- (1) Professional qualifications necessary for satisfactory performance of required service and working together as a team (firm personnel and consultant(s)). Copy of current A/E Florida License. All firms desiring to perform and/or submit proposals in the State of Florida (FL) require a FL A/E license regardless of whether the procurement is with the local, state municipality or federal government. Additionally, if you offer architectural services in a branch office then you must have a FL licensed architect in the branch office with supervisory control. Provide your information on the SF 330 clearly marked with a copy of the firms FL A/E license.
- (2) 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. Critical to this project is experience in air-handler system design.
- (3) Past performance similar in nature to the work required for this project on contract with Government agencies and private industry in terms of cost control, quality of work, and compliance with performance schedules. A/E shall provide documentation which substantiates experience, a minimum of two (2) design project and not more than five (5), on similar projects. Experience working in VA medical facilities is preferred, however, previous work on other Governmental, as well as private sector projects, will be considered. Information provided shall include project name and location, general description of work, identification of whether your firm was the lead on the project or the subconsultant, the estimated (or awarded) construction project amount as well as the customer phone number(s) and email address(es). All information should be included with the SF 330 submittal.
- (4) Location in general geographical area of the project and knowledge of the locality of the project, provided that application of the criterion leaves an appropriate number of qualified firms, given the nature and size of the project. (NOTE: It is expected that your SF 330 submittal will show your knowledge of the locality of the project and that your proximity to the general geographical area enables you to respond within 24 hours as required by the Contracting Officer).
- (5) Reputation and standing of the firm and its principal officials with respect to professional performance, general management, and cooperativeness.
- (6) Record of significant claims against the firm because of improper or incomplete architectural and engineering services.

c. Additionally, the submission must include an insert detailing the following information:

- (1) Copy of current A/E Florida License
- (2) A copy of the firms VetBiz Registry
- (3) Reference Limitations on Subcontracting below
- (4) Cage Code
- (5) Dun & Bradstreet Number
- (6) Tax ID Number
- (7) The E-mail address and Phone number of the Primary Point of Contact.

All SF330 submittals and questions must be sent electronically to the attention of William Clark, Contracting Officer at [William.Clark1@va.gov](mailto:William.Clark1@va.gov). When submitting SF330s, if more than one email is sent, please number emails in Subjects as "1 of n". Submittals received after the date and time identified on page one (1) will not be considered. Firms not providing the required information may be negatively evaluated. Facsimile submittals will not be accepted. All information must be included in the SF330.

Site Visits: Site visits will not be arranged during this period.

Additional Information: It is the offeror's responsibility to check the Federal Business Opportunities (FedBizOps) website at: [www.fbo.gov](http://www.fbo.gov) for any revisions to this announcement before submission of your SF 330's.