

Sources Sought/Request for **Information (RFI) Notice**

Department of Veterans Affairs
National Cemetery Administration (NCA)
FORT ROSECRANS NATIONAL CEMETERY

**THIS IS AN RFI FOR SERVICE DISABLED VETERAN
OWNED/VETERAN OWNED SMALL BUSINESSES (SDVOSB)**

Please review the Scope of Work below and contact me via email at tene.becknell@va.gov if your company can provide these services for the Fort Rosecrans National Cemetery.

Any questions pertaining to this requirement can also be forwarded to the email address above before the close date of this Sources Sought Notice.

*NOTE: All open market commodities/service options must be identified in your RFI responses.

Your RFI response must also include:

- Company Capabilities Statement (in .pdf format)
- Current Veterans Information Pages (VIP) certified status as an SDVOSB concern (CVE letter is also sufficient)
- DUNS number

- Current System for Award Management (SAM) status
- Proof of NAICS code (237130 – Solar Power Structure Construction) on SAM and VIP profile

To minimize a document oversight, please provide ONE email response containing all requested documentation in a .pdf format.

Please do not send quotes at this time.

EXPIRES APRIL 17, 2018 AT 12:00 PM (EASTERN)

Thank you!

Scope of Work
Fort Rosecrans National Cemetery
1800 Cabrillo Memorial Drive
San Diego, CA 92106

SCOPE OF WORK - SUMMARY:

The Fort Rosecrans National Cemetery located at 1800 Cabrillo Memorial Drive, San Diego, CA 92106, has an immediate need to repair distressed Solar Panels and existing foundation and recompacting the soil surrounding these panels.

Completion Time: Ninety **(90) calendar days** from date of issuance of Notice to Proceed (NTP).

The Contractor will furnish all labor, materials, equipment, and supplies necessary to repair the existing foundation by adding additional footings on properly compacted soil and providing repair to the structural frame of the panels. The original installation was installed on moist, loose soils with excessive amounts of organic material. Additionally, the soils were inadequately compacted.

All work shall conform to the attached drawings and specifications prepared by KPFF Engineering Consultants and Soils report prepared by SCST Engineering. *****Potential bidders shall not contact KPFF Engineering Consultants or SCST Engineering at this time pertaining to this Sources Sought notice**.***

SCOPE OF WORK – REQUIREMENTS:

1. STCC shall be retained by the Contractor at time of contract award to observe required soil work as stated in the Construction Documents.
2. KPFF Engineering Consultants will be required to field inspect foundation layout, depth and rebar prior to concrete pour.
3. Special inspections will be required as per the Special Inspection Table at Contractor's expense and for any post installed anchors.
4. Shop drawing and submittal review shall be the Contractors responsibly and at their expense. Submit to Contracting Officer's Representative's (COR) or Project Manager for approval prior to construction.
5. Remove existing panels and store as required.
6. Provide additional soils compaction/fill as per drawings.
7. Provide additional footings and slabs with reinforcement as per drawings.
8. Repair and/or replace existing seismic cross bracing on support framing.
9. General Contractor shall submit daily reports with photographs for the Project Manager/COR to review. NCA will provide a Word document template for conversion to PDF.

All work shall conform to the International Building Code (IBC), the International Mechanical Code (IMC), the International Plumbing Code (IPC), and the National Electrical Code (NEC) (if applicable).

The Contractor shall perform a thorough field survey of the existing conditions and features. Any conditions which may cause significant deviation shall be brought to the attention of the Contracting Officer or his/her Representative (COR) for clarification prior to beginning any work.

Submittals: Prior to installation, the contractor shall submit to the COR and Project Manager for approval the manufacturer's literature and specifications for ALL materials being installed. Shop drawings will be required. Review by Consultants will be at Contractor's expense.

Construction Coordination:

Coordination of Construction with Cemetery Director/Cemetery Assistant Director and the COR: The burial activities at National Cemetery shall take precedence over all activities. The Contractor must cooperate and coordinate with the Cemetery Director, through the COR, in arranging the schedule to cause the least possible interference with Cemetery activities in actual burial areas.

The Contractor is required to discontinue his work sufficiently in advance of Easter Sunday, Mother's Day, Father's Day, Memorial Day, Veteran's Day and/or Federal holidays, to permit him to clean up all areas of operation adjacent to existing burial plots before these dates.

Cleaning up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition daily. Contractor is responsible for disposing of debris off site.

The Contractor shall assume sole responsibility for safety of all persons on or about the construction site, in accordance with applicable laws and codes. Guard all hazards in accordance with the safety provisions of the latest manual of accident prevention published by the Associated General Contractors of America and OSHA.

The Contractor shall guarantee that all work done under this contract will be free from faulty materials or workmanship and hereby agrees to repair or replace without additional cost to the VA and to his/her satisfaction all defects or imperfection appearing in said work within a period of one year after the date of final acceptance by the VA of all work done under this contract.

Matters related to safety and any actions of the Contractor; shall meet all safety requirements of National Cemetery Safety Officer, Department of Veterans Affairs, OSHA, and the State. It is incumbent upon the Contractor to be familiar with these requirements. "Safety" shall also include the Contractor having a safety representative who maintains regular and routine contact with the Safety Officer at the cemetery. Contractor shall provide training of the contractor's and subcontractor's workers as necessary to meet these requirements.

Repair and replace any existing structure to existing condition when altered or damaged by the construction.

Site work will be accomplished between the hours of 8:00 and 4:30, Monday through Friday, except Federal Holiday's. Work outside of the Cemetery's normal operating hours of 8:00 am to 4:30 pm shall be permitted on by approval of the COR and to only meet the Period of Performance.

SCOPE OF WORK - STANDARDS OF EMPLOYEE CONDUCT:

The National Cemetery Administration honors veterans with a final resting place and lasting memorials that commemorate their service to our Nation. National Cemeteries are national shrines. The standards of work appearance and procedures performed by the Contractor at this cemetery shall reflect this nation's concern for those interred there. Due to the sensitive mission of the cemetery and exhibit absolute decorum, composure, and stability all times.

Contractor personnel shall be required to adhere to the following standards of dress and conduct, as briefly mentioned here while performing work in the National Cemetery. These standards are enforceable under Title 38, USC, Part 1, Chapter 9, and Section 5901.

Clothing shall be presentable and suitable to the work while maintaining proper appearance and decorum indicative for a National Shrine. Uniform shirts and hats are preferred. Clothing shall be clean and cleanliness and personal hygiene are imperative. T-shirts and/or tank tops as outer garments are prohibited. Protective/Safety clothing and shoes shall meet or exceed OSHA and state requirements.

Behavior and language must be appropriate, reverent and respectful at all times.

Eating and drinking (except water) is prohibited in the work areas and within the sight of a committal shelter during a service.

Use of intoxicating beverages, any tobacco products, and illegal drugs on the Cemetery is strictly prohibited.

Contractor personnel shall not lean, sit, or stand on or against headstones or monuments. No tools, equipment's or other items will be placed on or leaned on headstones or monuments.

The Contractor shall be responsible for maintaining satisfactory standards of personnel conduct and work performance and shall administer disciplinary action as required. The Contractor is expected to remove any employee(s) from the Cemetery for cause, to include, but not limited to, safety violations, other misconduct in performance of duty under these specifications and/or contrary to the best interest of the Government.

If the Contractor fails to act in this regard, or the reason for removal is immediately required to protect the interests of the Government, the COR may direct the removal of an employee from the premises. Contractor objections to any such action will be referred to the Contracting Officer (CO) for final resolution; however, the Contractor will first immediately comply with COR direction pending any CO final resolution at a later date or time.

The Contractor will not be due any type of compensation for their costs incurred as a result of an employee being removed for cause; unless the removal is directed by the COR and is later found to be invalid or and/or unreasonable by the Contracting Officer.

All work shall be performed in accordance with National, State, and Local Codes including the International Building Code (IBC), the International Mechanical Code (IMC), the International Plumbing Code (IPC), and the National Electrical Code (NEC).

All work shall be performed in accordance with the drawings and specifications. It shall be the Contractor's responsibility to comply with all the applicable codes. The Contractor shall apply and obtain all applicable permits to comply with local, State and Federal regulations.

SCOPE OF WORK - CONTRACTOR QUALITY CONTROL:

The Contractor shall guarantee that all work done under this contract shall be free from defaults and no faulty materials or workmanship with one (1) year warranty or extended manufacturer's warranty. The Contractor hereby agrees to repair or replace deficiencies within the specified time frame by the direction of the Contracting Officer (CO) at the Contractor's expense. And shall be corrected to the satisfaction of the Government.

****NOTE****

Attachments, schematics, drawings, reports, etc., for this project will be provided in the full Solicitation.

SCHEDULE OF SERVICES:
Fort Rosecrans National Cemetery
1800 Cabrillo Memorial Drive
San Diego, CA 92106

Contract Line Item	Description	Quantity	Unit	Unit Price	Total Price
0001	Repair existing solar panels bracing and new concrete foundations.	1	Job		
0002	Construction Bonding	1	Job	\$ _____	\$ _____
TOTAL PRICE					\$ _____