

FedBizOpps Sources Sought Notice

CLASSIFICATION CODE *	C
SUBJECT *	Architect-Engineering (A-E) Services Facility Master Plan
GENERAL INFORMATION	
CONTRACTING OFFICE'S * ZIP-CODE	32608
SOLICITATION NUMBER *	36C24818R0378
RESPONSE DATE (MM-DD-YYYY)	05-18-2018
ARCHIVE	90 DAYS AFTER THE RESPONSE DATE
RECOVERY ACT FUNDS	N
SET-ASIDE	14
NAICS CODE *	541310
CONTRACTING OFFICE ADDRESS	Department of Veterans Affairs Network Contracting Activity 8 Malcom Randall VA Medical Center 1601 SW Archer Road, Room# E508-1 Gainesville FL 32608
DESCRIPTION *	See Attachment
POINT OF CONTACT * <small>(POC Information Automatically Filled from User Profile Unless Entered)</small>	William Clark Contracting Officer 352-376-1611 X 4581
PLACE OF PERFORMANCE	
ADDRESS	Department of Veterans Affairs Malcom Randall VA Medical Center 1601 SW Archer Road Gainesville, FL
POSTAL CODE	32608
COUNTRY	United States
ADDITIONAL INFORMATION	
AGENCY'S URL	
URL DESCRIPTION	
AGENCY CONTACT'S EMAIL ADDRESS	William.Clark1@va.gov
EMAIL DESCRIPTION	

* = Required Field

See attached Notice and Statement of Work

This 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), and registered in the System for Award Management (SAM) database (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: 573-18-606, Architect and Engineering (A/E) Services – Facility Master Planning

A-E services include development of complete construction documents to include; specifications, design drawings, phasing plans, cost estimates, assessments and other documents necessary for the successful renovation of the existing government facility. In addition to the preparation of construction documents, the A/E will also be retained to perform Construction Period Services as part of this contract. The A/E will be given written information and expected to participate in project planning, pre-bid and preconstruction meetings as needed. Design process includes evaluation of the existing hospital stairwell conditions, followed by redesign.

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

Estimated/Target Completion Period: 300 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) **May 18, 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 and VetBiz at www.vetbiz.gov. Proposals of Contractors not registered/certified in both databases will not be considered for award.

Magnitude of this construction project is \$1 MIL to \$5 MIL. NAICS: 541310 – Architectural Services. Size Standard is \$7.5 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 firms performing design.**

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

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.

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, LEED certification, as well as experience in energy conservation, pollution prevention, waste reduction, and the use of recovered materials. Discuss site investigation on this project, the potential multi-phasing necessary, and the fact that documents submitted (drawings) will need to be extremely detailed, due to potential hindrances in executing the work. Past performance in phasing the construction to prevent interruption and displacement of services and staff. Demonstrated ability to engineer work arounds to prevent interruption and displacement of services and staff.
 - (3) Capacity to accomplish work in the required time.
 - (4) 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 similar experience on a minimum of two (2) projects and not more than four (4). Also, 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 addresses. All information should be included with the SF 330 submittal.
 - (5) 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).
 - (6) Reputation and standing of the firm and its principal officials with respect to professional performance, general management, and cooperativeness.
 - (7) 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) Cage Code
 - (4) Dun & Bradstreet Number

(5) Tax ID Number

(6) 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. 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 (FedBizOpps) website at: www.fbo.gov for any revisions to this announcement before submission of your SF 330’s.

Statement of Work
Architect-Engineering Services
Project 573-18-606
Project: Facility Master Planning

Malcom Randall VA Medical Center, Gainesville, FL

General Requirements

An Architecture/Engineering [A/E] contract to be negotiated for the development of complete and comprehensive Master Plan documents to include; specifications, design drawings, phasing plans, cost estimates, assessments and other documents necessary for the successful future planning for an existing government facility. The A/E will be given written information and expected to participate in project planning with VA staff as needed and further be expected to coordinate final documentation to ensure that all requirements are in accordance with industry standard practices, VA criteria and review process comments.

The period of performance to produce desired documentation from draft to final is anticipated to be 300 days.

The project should begin with an extensive on-site physical survey of existing conditions and the collection of previous project documentation.

All tasks shall incorporate the necessary architectural and engineering disciplines to accomplish complete and functional planning documents. Designs shall be in accordance with all applicable requirements of NFPA, EPA, ANSI, OSHA, National Plumbing Code, National Electric Code, ASHRAE, National Safety Code, VA Specifications, VA Construction Standards, VA Design Handbooks, etc.; as well as, all applicable Local, State and Federal regulations and standards.

Existing drawings will be made available to the A/E; however, the accuracy of such documentation should be field verified by the A/E and consultants as part of the investigative services.

The A/E shall perform all necessary site survey work to verify record drawings, some of these are over 50 years old.

The following investigative work shall be included within the scope of this project.

- Provide all Engineer investigative work for application to this project such as soil studies, vibration studies, noise studies, electrical load testing and other tests or studies necessary for completion. Verify existing conditions to ensure the accuracy of the design as well as the location of utilities prior to excavation or demolition; these might be underground, above or below the area of work.
- It is imperative that the A/E and any consultant field verify documentation furnished by the VA as part of the process. The VA cannot guarantee the accuracy of existing plans and these should be used for general information. Actual conditions may vary from what has been previously recorded.
- The A/E should also consider impacts to the areas directly above, below and adjacent to the work area. Work hours may vary due to the sensitivity of certain areas and the window of availability.

All VA standards, specifications, space planning criteria, equipment & design guide list, along with design submission guidelines can be obtained online at:

<https://www.cfm.va.gov/til/>

<https://www.cfm.va.gov/til/criteria.asp>

<https://www.cfm.va.gov/til/projReq.asp>

Intent of Design

Evaluation of Existing Conditions and the Development of an up to date Comprehensive Master Plan for the Malcom Randall VA Medical Center.

Evaluation and Review of the existing conditions of the VA medical facility located at 1601 SW Archer Road in Gainesville, Florida.

- a) This will include a site survey to update the existing records; to include: boundary, topographic, utility, drainage structures, signage, parking and other information as needed to supplement the planning process.
- b) This will include an interior space survey to identify existing space allocations.
- c) This will create a BIM model of the site.
- d) This will establish a GIS database of collected information.
- e) This will involve investigational organization of existing facility records into a functional electronic media archive.

Comprehensive Master Plan

Consideration will need to be given to spaces above and below during the project process, as all areas of the medical center will continue to operate during the project. This planning action should look forward two decades and consider the exterior spaces as well as the interior spaces. Develop an up to date existing condition baseline and move forward with the master planning process above grade and below. Identify probable future projects, feasibility studies and magnitude of cost estimates.

Shared Property

The A/E is informed that a Tunnel connects under three different property owners.

- Department of Veterans Affairs
- Florida Department of Transportation
- University of Florida.

There are also Gas and Electrical Transmission lines along the old CSX RR ROW on the south side of Archer Road. Tie the outlying shared property data to the VA property corners. establish an alignment centerline for the tunnel and provide interior spot elevations at 25' intervals along the alignment. If possible, determine underground utility crossings about the shared tunnel below Archer Road.

Phased Progression

Submit a proposed progression sequence divided into four stages with associated tasks to indicate the method of approach to accomplish the planning goals and the estimated time frame of each task.

Stage 1 [30%]: Existing Conditions and Preliminary Findings

- A. What are the existing conditions and availability of the data?
 - a. Collect, scan, process and organize the available AS-BUILT Documentation that is still on paper media. Convert this to an electronic format, organize and catalog into an accessible archive.
 - b. Collect and integrate existing electronic files into the catalog and accessible archive.
 - c. Field verify gaps in the records.

- B. What is needed to update the current site survey?
 - a. Compare the existing electronic survey files with actual field conditions and field verify the gaps in the record.
 - b. Install two sets of control monuments on the VA property.
 - c. Determine the extent and type of additional surveys that may be needed to satisfy the requirement or better empower the master planning process.
 - d. Use State Plane coordinates for the exterior references. Use Column Grid H8 of the original 1965 Hospital plans as the Origin for interior references. What is needed to collect the available clinical data to support the requirement?
 - e. Collaborate with clinical data analysts to evaluate the anticipated care needs and volume data to better empower the planning process.
 - f. The concept that Healthcare Demand should drive the need for facilities will be a core component of the planning process.
 - g. A determination of departmental space requirements as provided by the VA program guides, such as PG-18-9. <https://www.cfm.va.gov/til/space.asp>

- C. What is needed to compile, integrate and develop a Geodatabase that will support both the needs of the clinical analysts as well as the facility management services that complies with VA standards and the Federal Real Property Profile?
 - a. Examine existing DOD or FGDC geodatabases to use as points of reference to implement a single geodatabase that will support the needs of both the clinician and facility manager.
 - i. <https://www.fgdc.gov/metadata/geospatial-metadata-standards>
 - ii. <https://catalog.data.gov/dataset?tags=tract>
 - iii. <http://maps.acpafl.org/portal/index.html>

- D. What is needed to perform a complete survey of the existing interior space inventory?
 - a. Using Column Grid H8 of the original 1965 Hospital plans as the point of origin for interior work references; execute a process to field verify the existing interior spaces to capture dimensions, space identity, present occupant and assigned department.
 - b. This interior analysis will be included in the geodatabase to determine exterior gross area (building footprints by level), interior gross and net area by building levels to included FFE of the level.
 - c. Individual interior space analysis will be compared against the 2012 Freeze the Footprint directives and supplemental analysis will be performed to determine the best reallocation of existing interior space.

- E. What other tasks are required to develop a comprehensive master plan to address the next two decades of VA care in the community? Stage 2 [60%]: Additional Research and Data Findings
 - A. Continue to identify existing conditions and backfill voids in the records.
 - B. Identify and execute additional surveys to better empower the planning process.
 - a. Noise Levels.
 - b. Traffic Volumes both onsite and offsite, FDOT plans for Archer Road.
 - c. The ability of local EMS to respond and return access to Medical centers at Shands and the VA, to include ground and air avenues. UF, Gainesville, FAA, FDOT, Alachua County.
 - d. Electromagnetic pollution and interference levels that could affect the environment of care within and without the hospital.
 - e. Utility services and easements, including expected loads for expansions.
 - f. Groundwater levels and soil type surveys.
 - g. Environmental concerns and methods to make the campus “greener”.
 - h. Storm water storage and drainage infrastructure.
 - C. Further refine and expand collaboration with clinical researchers.
 - D. Develop a Building Information Model of the site and derive CAD files from the BIM and GIS data. Buildings may be represented by the exterior shell as a primitive. Include subterranean infrastructure in this model.
 - E. Collaborate with other planners in the immediate vicinity and evaluate those plans with regards to impacts to both the VA and its neighbors.
 - a. FDOT
 - b. Alachua County
 - c. University of Florida
 - d. City of Gainesville
 - e. EPA
 - f. FAA
 - g. Census
 - F. Identify and execute other tasks that will better empower the planning process.

Stage 3 [90%]: Compilation, Integration and Comprehensive Planning

- A. Purge and Organize the existing records with the additional information gathered to compile an up to date archive that is easily accessible and relevant.
- B. Identify the best path forward from the results of the various surveys.
- C. Promote sharing of appropriate data with other stakeholders.
- D. Refine and improve the BIM and GIS repositories.
- E. Identify potential future projects and develop magnitude of cost estimates.
- F. Accommodate additional tasks that may improve the above processes.

Stage 4 [100%]: Publish the Comprehensive Facility Master Plan

- A. Complete and produce the aggregated electronic files that make up the Approved Final Plan. Publish two dozen tabloid sized color documents for use by the facility and VISN staff. Provide the organized functional electronic archive.
- B. Deliver a complete BIM model of the site and GIS database of all data congregates. Publish the pertinent GIS data as color overlays and index maps in the above-mentioned task.

Document Submission

The following specifies the documents, required to be submitted by the A/E to the VA Project Section of the Facilities Management Service (aka FMS), for each scheduled review.

1 General

- A. The Architect and Engineer will design and estimate so that all applicable codes are met. The A/E should be prepared to make a formal presentation to the VA FMS in person at each progress review submission (30%, 60%, 90% and 100% Final) or as required.
- B. The A/E shall take written minutes of all progress review meetings, site visits, and any other site investigation meeting and will provide copies of those minutes to the VA within five (5) working days after the meeting.
- C. The overall design shall include all calculations, CAD and REVIT drawings, plans and specifications in conformance with recognized industry standards and the VA Construction Standards which are available online in the VA's Technical Information Library (TIL). When in doubt, the most stringent standard shall be utilized.
- D. In each submission, the A/E shall incorporate the comments specified during the previous reviews, and make the necessary revisions based on them. The Design Review Spreadsheet shall be submitted with the updated submission.
- E. Electronic files should be produced in the REVIT and AutoCAD versions current at the time of award, unless otherwise indicated.
- F. Each Specification Section should have its own detailed index.
- G. Drawings referred to as Full Size are 30" x 42" and Half Size are 11" x 17", aka Tabloid.
- H. The term CAD file refers to the electronic file generated by AutoCAD compliant software. AutoCAD drawings files may be submitted in the latest version or the version available at the time of award.
- I. The term BIM file refers to the electronic files generated by REVIT compliant software. REVIT design files may be submitted in the latest version or the version just prior to the latest version available at the time of award.
- J. BIM data and CAD files should be exported into an ArcGIS File Geodatabase along with associated metadata.
- K. Design Drawings should be submitted in the native AutoCAD format, layers unlocked, purged of superfluous data and bound to dependent XREF files. Also, submit all individual drawing sheets in PDF format.
- L. Inclusion of a text or PDF document in the main directory that will serve as an index between the CAD and BIM files for easy cross reference to the PDF drawing sheets.

2 First Review

The First Submittal should depict the existing conditions, schematic designs, proposed phasing, new work, specifications, known impacts or collisions, hazards, horizontal and vertical utility location, estimates and other like documentation or samples the A/E would like to present for consideration.

- A. Submittal Letter: Provide a submittal letter addressed to the Project Section Chief of the VA FMS indicating that the submitted documents are for the first review.
- B. Drawings: Provide three (3) full size and three (3) tabloid sets of project drawings produced by REVIT and/or CAD. These should include:
 - 1) A title sheet with drawing index and department index for all drawings.
 - 2) Measured drawings of existing systems, utilities and facilities to be demolished or retained.
 - 3) New work to be performed including all disciplines involved with details, sections, notes, legend, tables and any other necessary information to define the project.
 - 4) Phasing drawing(s) including, but not limited to, traffic impact works for outside projects, relocation of services/equipment during construction, and any other phasing coordination.
 - 5) The first review design submissions will be reviewed for functional purposes only. Technical accuracy and details will be the responsibility of the A/E firm.

3 Second and Third Reviews

Provide specifications, drawings, cost estimates, reports, and design calculations, along with a CD containing electronic versions of all documents being submitted as well as PDF versions. This submission will be reviewed in a like manner to the previous submission.

This design will be reviewed for functional purposes only. Technical accuracy and detail will be the responsibility of the A/E firm. Conditions and field verification are the total responsibility of the A/E.

It is the A/E's responsibility to accurately determine conditions and to ensure that the design is based upon correct current field verified data, thus eliminating design deficiencies. All drawings furnished by the Department of Veterans Affairs shall be field verified by the A/E.

- A. Submittal Letter: Provide a submittal letter stating the changes and corrections noted on the previous review have been evaluated and incorporated in the documents submitted for this review.
- B. Drawings: Provide three (3) full size and three (3) tabloid sets of project drawings. This submission shall include all drawings developed for the previous reviews showing all utilities, services and sizing along with respective construction details.
- C. List of Submittals: List each submittal description required under each task section. Use the list to prepare the submittal register.
- D. Database: Provide an export of the project for the third review in a database compatible with ArcGIS software, along with the associated metadata. Final Review Submission

After completion of the 100% review comments and corrections, the final documents shall be prepared.

- a. Submittal Letter: Provide a submittal letter stating that the changes and corrections noted on the previous review have been evaluated and incorporated in the documents submitted for the final submission.
- b. Final Cost Estimate: Provide the final cost estimate for probable projects incorporating all changes and corrections noted in the previous review, along with the probable design and construction years.
- c. Certification: At the final review the A/E will present the completed REVIT, CAD produced drawings (3) Full Size and (5) Half Size (11"x17") each of which shall include a signature block that will bear the professional registration stamp of those required for the design.
- d. Electronic Drawings: Three (3) CD sets containing all final BIM and CAD files shall be submitted. Files should be compatible with current AutoCAD version at the time of award.
 - 1. All CAD layers shall be unlocked prior to submission.

2. Each CAD file should be purged and bound to any external references to eliminate orphan files, superfluous entities and lost dependencies.
 3. The BIM model should be complete and on a separate CD.
 4. Specifications should be in Microsoft Word format.
 5. Cost Estimate should be in Microsoft Excel format.
 6. Include all documents in individual PDF files, to include the Design Review comments with the AE responses.
 7. Include a text or word file document on the root of the CD with a drawing index that clearly links the drawing number to the electronic design file for easier reference to archived documentation.
- e. Database: Provide an export of the project from the final review in a database compatible with ArcGIS software, along with the associated metadata.

Deliverable Summary

Please coordinate meetings with VA at least one [1] week in advance.

AutoCAD drawings files may be submitted in the latest version or the version available at the time of award.

REVIT design files may be submitted in the latest version or the version just prior to the latest version available at the time of award.

BIM data and AutoCAD files should be exported in an ArcGIS File Geodatabase along with associated metadata.

Drawings should be submitted in the native AutoCAD format, layers unlocked, purged of superfluous data and bound to dependent XREF files. Also, submit all individual drawing sheets in PDF format.

CD Index to cross reference of digital BIM & CAD files to PDF drawing sheet numbers.