

5-14-2018

1. Is the “Rule of Two” being applied to this solicitation? From our knowledge of the IOT&A market there are multiple SDVOSB companies that are qualified for this type of procurement action. If there are two SDVOSB companies that bid on this solicitation will it become an SDVOSB set aside? **No. Two or more SDVOSB/VOSB were not identified through the sources sought notice 9400 issued 2/9/2018. A 2268 request was reviewed and approved by the Office of Small Disadvantaged Business (OSDBU) for a small business set-aside. Socio-economic preference evaluation criteria have been added to the solicitation should any qualified SDVOSB/VOSB contractors submit a proposal(s).**

2. In attachment “36C26118R0306-011 Furniture Items Master List” under the column designated: installation” there are numerous items that have no installation activity designated. Can you provide an explanation of an updated list that shows complete responsibility for installation? **Furniture list will be reviewed and updated as appropriate for the revised solicitation.**

3. In Attachment “36C26118R0306-011 Furniture Items Master List” should we assume that all the items left blank under column “ship to site” will be shipped directly to the warehouse? Would the government allow the contractor to coordinate direct deliver? **No. It is the intention of the VA to direct deliver to site all products for activation. The revised solicitation will eliminate the “warehouse and storage” phase and the delivery phase.**

4. On page 15 of 77 in the PWS under section 3. VAPAHCS GOVERNMENT FURNISHED ITEMS, 3c and 3d reference Appendix A. Is Attachment “36C26118R0306-011 Furniture Items Master List” Appendix A or is there a missing document? **This is the document referenced in Section 13 of PWS.**

5. Can the government provide the following items listed on page 15 of 77 in the PWS under section 3. VAPAHCS GOVERNMENT FURNISHED ITEMS as part of the solicitation to ensure offerors can provide a thorough proposal: **The intention was to provide the additional installation guidance during activation.**

3. VAPAHCS GOVERNMENT FURNISHED ITEMS:

- b. The VA will provide the Contractor electronic FF&E inventory schedule and installation plans. **Access to Attainia can be provided (post award). PDF plans have been provided. Digital plans will be provided via PlanGrid (post award).**
- c. The VA will provide the Contractor a list of FF&E inventory schedule that will be received and stored at the Contractor’s storage facility. See Appendix A. **No longer applicable. All items to be received at project site.**
- d. The VA will provide the Contractor a list of FF&E items that will be received directly at the CBOC which will require the Contractor to place or install. See Appendix A. **This now includes all items; see Section 13 of PWS.**
- e. The VA will provide the FF&E seismic bracing/anchoring requirements for all applicable items. **Details to be provided post award.**
- f. The VA will provide the list of minor equipment that requires attachment to rail systems. **VA will review equipment list to identify these items. Intended to be post award.**
- g. The VA will provide instructions for attaching minor equipment to wall mounted items, including, but not limited to, rail systems. **Intended to be post award.**
- h. The VA will provide a list of FF&E items that require certified installers. **Items requiring installation by certified installers have included the installation by vendor as part of the base contract. No longer applicable to this award. Solicitation language to be revised.**
- i. The VA will provide the Contractor electronic vendor layout drawings. **To be provided through PlanGrid (post award).**

6. Can the government provide the “Rules of the Station document” as part of the solicitation so contractors can understand what it entails? **No longer Applicable.**

7. On page 19 of 77 under section 5. DESCRIPTION OF SERVICES, subsection b. Warehousing and Storage Phase 1. During the performance of this contract, the Contractor shall be responsible for obtaining,

insuring, furnishing, securing, and managing an offsite warehouse facility within a fifty (50) mile radius of the new San Jose CBOC. What level of insurance is the government requiring on the warehouse? **This information can be found in the solicitation on page 43. C.9 Supplemental Insurance Requirement.**

8. On page 20 of 77 under section 5. DESCRIPTION OF SERVICES, subsection b. Warehousing and Storage Phase, 17. This warehouse facility shall function as an intermediate delivery point between manufacturers and VA for the FF&E and IT items identified in the VA-provided FF&E and IT lists. Is the government meaning that the contractors warehouse could potentially be used for all items on the FF&E and IT items list as opposed to just the items identified as delivered to the warehouse vs. on site delivered items? Is there a separate IT list? **No longer applicable. The warehousing and storage phase is being eliminated in the revised solicitation.**

9. On page 21 of 77 under section 5. DESCRIPTION OF SERVICES, subsection c. Delivery and Installation Phase, 19. The Contractor shall transport and handle warehoused FF&E and IT items to the work site, to identified staging and/or secured storage areas, and to each item's final destination in the CBOC as identified by the VA-provided activation documents as provided in Appendix A and as instructed by the COR. Are the identified staging and/or secured storage areas located at the CBOC or will the contractor be required to transport equipment to other sites and if so how far from the CBOC are these sites? **All identified staging and/or secure storage areas shall be on site at the CBOC. No additional transportation will be required.**

10. On page 23 of 77 under Paragraph 6. REPORTING AND MEETING REQUIREMENTS, f. The Contractor PM and, if necessary, key personnel shall attend a daily morning coordination meeting with the COR at the San Jose CBOC during the Delivery and Installation Phase. Is PM meant to be the Program Manager or Activation Project Manager? **Whoever is designated as the onsite responsible person in charge for the Contractor. Daily operations on site will follow the VA model of a morning huddle. On days when no work is scheduled, and the Contractor will not have a planned presence at the site (should this occur), there is no expectation that personnel will come to the site just for a morning huddle.**

11. Is the government requiring all Key Personnel to be full time onsite during the duration of the project? **On site staffing needs are at the discretion of the Contractor to meet the requirements of installation needs and schedule. This may vary during the course of activations.**

12. What stage of procurement is the government in with respect to the FF&E and IT equipment items? Are the equipment items currently contracted or are the contracts still pending? **Some items have been procured and are already on site, awaiting distribution and installation. Other items have been procured and delivery is pending. Other items are still in the procurement process.**

13. Will the contracts with Herman Miller and Steelcase require them to provide Ergonomics assessment and adjustment sign-off sheet or will this be a separate requirement for the contractor to accomplish? **Ergonomic assessment will be a separate effort and will be removed from the scope of the revised solicitation.**

14. Will the contractor be responsible for imaging the computers and or iPads. **Contractor will only be responsible for providing the PlanGrid license and data plan for one (1) year.**

15. Will the new MFD printers be a vender delivered/vendor installed item? **Yes.**

16. Since the security cameras will tie into an existing system, who's responsible for their installation and tie in? **Security cameras at the CBOC site are already installed and functioning. No additional work required by this contract. Security systems at the contractor's warehouse shall be the responsibility of the contractor. There is no expectation that this system will integrate with a VA system.**

17. Since the VECNA queuing monitors will tie into an existing system, who's responsible for their installation and tie in? **Physical mounting / installation of mounting brackets (either wall or ceiling**

suspension system) shall be included in this contract. Network connectivity, programming, etc. shall be by the VA.

18. Is the contractor responsible for the phone installations? Installation of brackets for wall hung phones shall be included in this contract. Placement of phones on work stations shall be included in this contract. All connectivity, programming, etc. shall be by the VA.

19. Paragraph 3. VAPAHCS Government Furnished Items, line c. The VA will provide the Contractor a list of FF&E inventory schedule that will be received and stored at the Contractor's storage facility. See Appendix A. This statement is in conflict with Paragraph 5. Description of Services, a. Project Planning Phase, 8. The Contractor shall coordinate with the VA to determine the delivery and installation sequencing. Need clarification if the delivery schedule has been established or needs to be developed. Warehousing and delivery phase has been eliminated and will be reflected in revised solicitation. Delivery schedule is still dependent on contract awards and lead times. Delivery schedule shall be provided by VA.

20. Paragraph 5. Description of Services, b. Warehousing and Storage Phase, 13. The Contractor shall provide a web-accessible inventory management system with up to six (6) user licenses for VA IPT personnel. Need clarification if Attainia can be utilized to meet this requirement and if Attainia has the capability to meet this requirement. The requirement is to be able to identify what has been received and establish its current location. Language has been revised.

21. Paragraph 5. Description of Services, c. Delivery and Installation Phase, 7. The Contractor shall schedule and administer weekly meetings with VA activation team.

Contractor shall prepare agenda and meeting minutes. Agenda shall be distributed to the VA activation team one (1) business day prior to the meeting. Meeting minutes shall be distributed within two (2) business day. Contractor shall upload agendas and meeting minutes onto PlanGrid. This statement is in conflict with Paragraph 6. Reporting and Meeting Requirements, b. The Contractor shall record meeting minutes and provide the minutes to the COR within three (3) business days of the meeting. Need to clarify which is correct. Paragraph 6 is correct.

22. Paragraph 8. Project Schedule, b. 2. Initial PMP that includes VA comments submitted within thirty (30) calendar days of kick off meeting. This statement conflicts with Paragraph 5. Description of Services, a. Project Planning Phase, 5. The Contractor shall provide a working draft of the PMP that incorporates the VA's comments no later than 30 calendar days after kick-off meeting.; and Paragraph 5. a. 4. The Contractor shall provide an initial draft of PMP at the kick-off meeting. Submittal and time requirements are being revised in amended solicitation.

1. Will the VA accept contingent hire resumes at time of proposal? The contractor must provide a signed letter of commitment from the prospective employee.

2. Will the VA allow proposed resumes to be changed after award? Only upon review and approval from the Contracting Officer.

3. For the 4 Project Manager positions, (9.3.1.2, p10) does the VA allow for the contractor to provide short PTO periods during the project without replacement? If so, what is an acceptable PTO duration? Contractor is not a VA employee; therefore, paid time off is the contractor's responsibility; and, continuity of key personnel required at all times. The VA is not authorized to direct contractor personnel.

4. What are the Project Scheduling deliverables for this project? What type (s) of schedule (e.g. IMS, Project Execution Schedule, Synchronization Matrix, Critical Path Analysis) are required as deliverables and on what frequency? This is outlined in the requirements for the project management plan (PMP).

5. Does the contractor have access to the VA logistics system to control equipment assets in movement during the activations? No. VA Logistics and/or OIT staff will be on site as required for asset tagging and scanning.

6. If there is not access to the VA system, what is the preference for transferring data to the

VA related to movement and installation of assets during the activations (e.g. Excel Workbook, Access Database, other)? **Web accessible data base.**

7. Please clarify the "Building Protection Requirements"? **Need more specifics on what needs to be clarified. The Contractor is responsible for returning the building to the VA in the condition it was found. The VA is not dictating methods and means.**

8. What contents will be going into the movement of the 100 boxes? **Paper files and personal items from individual work stations.**

9. Will we be required to pack those 100 boxes (Pricing Sheet, Cell D35)? **Contract requirement is for transportation and delivery only.**

10. What is the schedule for placement and install? **July 2018 through October / November 2018.**

11. Please Clarify Inventory Control person tasks is entering new FF&E into an inventory tracking spreadsheet (Something as simple as Excel) for all of the FF&E product received in the warehouse and found on the equipment list and furniture list, to include, at a minimum, the PO# from the VA? **VA PO# and Vendor Name are critical items for tracking items in the inventory control system.**

13. Please clarify that full truck load deliveries from the warehouse to job site, and not less than truckload? **No longer applicable.**

14. How many days are you assuming we will be involved in delivery, placement, assembly, install and debris removal activities? **Revised schedule is showing 100 days.**

15. Please clarify if there are any Contractor required services relating to disposition of assets? **See revised solicitation for Deactivation Phase. Contract shall move, transport, store, and provide accessibility for VA staff for items scheduled for disposition.**

16. Please clarify the amount of wall and walkway protection (PWS, 4(t), p17)? **Protect all surfaces deemed necessary. The VA shall not dictate means and methods.**

17. Does the VA have an expected Award date? **No.**

1. *Pg. 21 (#9) the contractor shall permit rescheduling of deliveries within 1 business day notice from the COR. Will the Government allow 72 hours?* **No longer applicable.**

2. *Pg. 23 (#38) the contractor shall remove all trash and recyclable materials created during the execution of the contract from the CBOC daily. Are bins available onsite for disposal or is the Contractor expected to provide dumpsters/bins?* **Dumpsters shall be provided by Lessor's on-site Building Manager.**