

U.S. Department of Veterans Affairs (VA)

Mental Health Clinic (MHC)
Birmingham, Alabama
RLP # 36C10F18R0531
October 2, 2018





WELCOME

We appreciate your interest in
VA's requirement

Introductions



VA Office of Construction & Facilities Management (CFM) Team

Anntwinette Dupree-Hart; Contracting Officer (CO)

Steven Vanderhye; Contracting Officer (CO)

Garland Gill Jr.; Project Manager (PM)

Ken Dickerman, Planner

Nicholas Hall; Senior Resident Engineer (SRE)

Blake Springer; Resident Engineer (RE)

Introductions



Birmingham VA Medical Center (VAMC)

Mary Mitchell, Associate Medical Center Director

Naieshah Aaron, Strategic Planner

Randall Bugg, Chief, Engineering Division

Aerial Williams, Project Engineer

Contractor Representatives

David Novack, Toland Mizell Molnar, A/E

Patricia Restrepo, Chartwell Enterprises, Broker

Protocol regarding questions and/or statements



Please hold all questions until the end

State your name and organization you represent

Speak clearly and slowly for stenographer

Reference the RLP paragraph and section, if possible

All questions must be submitted in writing to the Contracting Officer and Broker and must reference the RLP paragraph and section

Official responses will be posted on FBO through an Amendment

Respect Procurement Integrity and Sensitivity

Agenda



I. Pre-bid Purpose

II. Project Overview

III. Design Overview

IV. Review of Request for Lease Proposal (RLP) Package

V. Question and Answer Period

I. Pre-bid Purpose



1. Provide a general overview of requirements set forth in RLP No.: 36C10F18R0531
2. Communicate to potential Offerors to refer to the RLP package for a complete understanding of the requirements to submit fully responsive and technically acceptable proposals
3. Answer questions of interested parties related to the RLP
4. Promote competition

VA will provide a conference transcript and PowerPoint presentation online of the pre-bid meeting (FBO)

II. Project Overview



Veterans Affairs Mental Health Clinic (MHC)

Full and open (unrestricted) solicitation

Fully-serviced Lease

Maximum space of 71,693 ABOA SF

Contiguous space on a single floor or no more than two (2) floors

The greater of i) 450 on-site parking spaces and ii) the number required by code

10% of parking space for use by physically disabled



Request for Lease Proposal (RLP)

Section 1 – Statement of Requirements

Lease Term

Section 1.02 F of the RLP



Lease Term shall be up to 20 years, inclusive of all options.

Offerors must submit pricing for all three alternatives.

| Alternative | Term |
|---------------|---|
| Alternative A | 15-year firm term |
| Alternative B | 15-year firm term, with five 1-year options |
| Alternative C | 20-year firm term |

Area of Consideration

Section 1.03 of the RLP

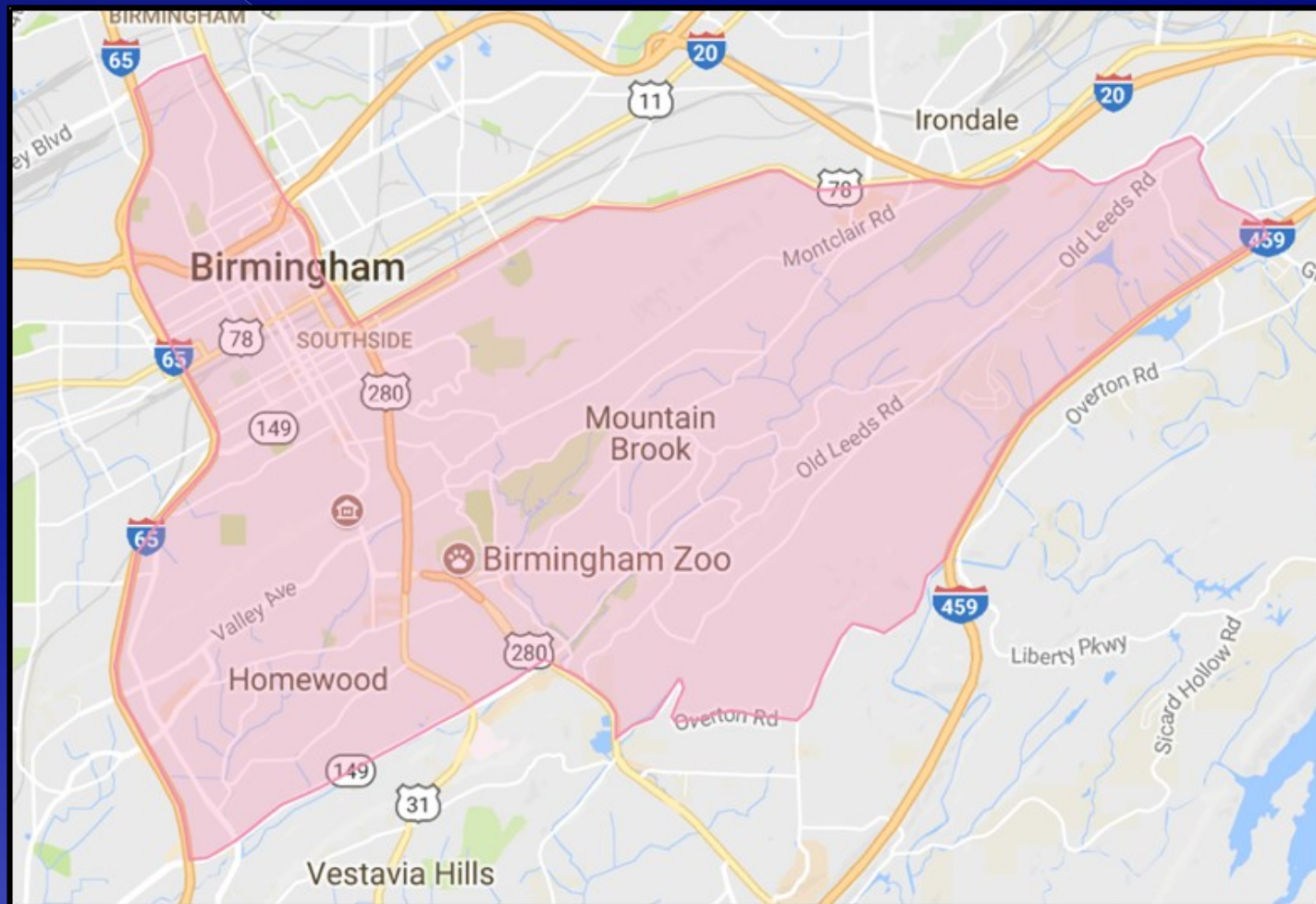


The Government requests offers of space in the area bounded as follows:

| | Boundary |
|---------------|--|
| North: | Finley Blvd at I-65 to US-31 to US-280 to US-78 to I-20 to Grants Mill Rd at I-459 |
| South: | I-65 at Lakeshore Pkwy to SR-149 to US-280 to Overton Rd to Overton Rd at I-459 |
| East: | I-459 from Grants Mill Rd to Overton Rd |
| West: | I-65 from Finley Blvd to Lakeshore Pkwy |

Buildings that have frontage on the boundary streets are within the delineated Area of Consideration

Area of Consideration – cont. (Delineated Area)



List of RLP Documents

Section 1.06 of the RLP



| Document Name | File Name Prefix | No. of Pages |
|--|------------------|--------------|
| Lease No. VA 36C10F18L3391 (Form L100) | 01B | 45 |
| Appendix A.1 – Program for Design (PFD) | 02A | 7 |
| Appendix A.2 – Room Contents List (RCL) | 02B | 109 |
| Appendix A.2.1 – RCL – Utility Legend | 02B.1 | 3 |
| Appendix B – Conceptual Layout | 03 | 1 |
| Appendix C.1 – ASR – Agency Specific Requirements | 04A | 14 |
| Appendix C.2 – FSL II – Facility Security Level II (Security Requirements) | 04B | 6 |
| Appendix D – Lease Code Compliance | 05 | 2 |
| Appendix E – OPC IT Specifications | 06 | 15 |
| Appendix F – Janitorial Services | 07 | 7 |
| Offering Entity Acknowledgement Form | 08 | 1 |
| Offeror Proposal Compliance Matrix | 09 | 4 |
| Proposal to Lease Space (GSA Form 1364) | 10 | 3 |
| Attachment No. 1 to GSA Form 1364 | 11 | 2 |
| GSA Form 1217 – Lessor's Annual Cost Statement | 12 | 3 |
| Form VA 10091 – VA-FSC Vendor File Request Form | 13 | 2 |
| Past Performance Questionnaire | 14 | 6 |
| VA Handbook 6500 (Appendix D) – VA Rules of Behavior | 15 | 12 |
| VA Handbook 6500.6 – Information Security Program | 16 | 5 |
| GSA Form 3516 – Solicitation Provisions | 17 | 5 |
| GSA Form 3517B – General Clauses/Modified General Clauses | 18 | 20 |
| GSA Form 12000 for Prelease Fire Protection and Life Safety Evaluation for an Office Building (Part A or Part B) (See Section 3 for applicable requirements) | 19 | 6 |
| Certification of Building Energy Performance | 20 | 1 |
| Contractor Confidentiality Certificate | 21 | 1 |
| Labor Standards Provision | 22A | 12 |
| Jefferson County Wage Determination | 22B | 5 |
| Pre-Bid Registration | 23 | 1 |
| Seismic Offer Forms | 24 | 10 |
| SF 330 – A/E Qualifications | 25 | 14 |
| GSA Form 527 – Contractor's Qualifications and Financial Information | 26 | 6 |



Request for Lease Proposal (RLP)

Section 2 – Eligibility and Preferences for Award

Eligibility and Preferences for Award



| Section 2 | Eligibility and Preferences for Award |
|-------------|---|
| 2.01 | Offered space must provide for an efficient layout to accommodate the stated Program for Design (PFD). |
| 2.02 | A Lease will not be awarded for any Property located within 100-year floodplain. |
| 2.03 | Government intends to award a Lease to an Offeror of a Building that is in compliance w/ Seismic Standards. |
| 2.07 & 2.08 | Offered space must meet the accessibility and fire protection and life-safety requirements. |

Eligibility and Preferences for Award



| Section 2 | Eligibility and Preferences for Award |
|-----------|--|
| 2.09 | Offered buildings must have earned the Energy Star® label as required in the RLP. |
| 2.11 | While the offeror is responsible for performing all environmental due diligence of the offered Property, the Government is responsible for compliance with NEPA, whether in whole or in part, on its own or with the assistance of the Offerors. |
| 2.11 | Offerors must provide, at Offeror's sole cost and expense, a current Phase I ESA with its initial offer. |

Eligibility and Preferences for Award



| Section 2 | Eligibility and Preferences for Award |
|-----------|--|
| 2.12 | The Government is responsible for complying with Section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. § 306108 (Section 1.06). |
| 2.13 | Offerors must provide, at Offeror's sole cost and expense, a Cultural Resources Study with its initial offer. |
| 2.14 | Offerors shall submit a detailed Project Management Plan (PMP) that describes how the Offeror will reduce risk and meet deliverables, keeping the project on time and on budget. |



Request for Lease Proposal (RLP)

Section 3 – How to Offer

Receipt of Lease Proposals

Section 3.02 of the RLP



| Questions Due Date | October 10, 2018 by 4 p.m. EDT |
|--|---|
| Offer Due Date | October 29, 2018 by 4 p.m. EDT |
| Submit to VA | Submit One (1) Technical CD and One (1) Price Proposal CD |
| Submit to Chartwell Enterprises | Submit Ten (10) Technical CDs and One (1) Price Proposal CD |
| No Hard Copies will be accepted | |
| Please thoroughly review Section 3.02 of the RLP | |

Receipt of Lease Proposals

Section 3.02 of the RLP



Offers shall consist of the following documents at a minimum:

| Volume | Proposal Section Header | Sub-headers - Required Document/Response |
|--------|----------------------------|--|
| 1 | Proposal Compliance Matrix | Proposal Compliance Matrix: Microsoft Word Version |
| 1 | Offering Entity Forms | Offering Entity Acknowledgement Form |
| | | GSA Form 3518-SAM |
| | | SAM Printout: System for Award Management (SAM) electronic printout demonstrating applicable size standard and associated North American Industry Classification System (NAICS) code. To be considered for the small business evaluation criteria, small businesses must have an active registration in the System for Award Management (SAM) System, available at WWW.SAM.GOV , at the time of initial offer submission. In addition, the small business must be registered with the Small Business Administration (SBA). Provide proof of verification with offer. System for Award Management (SAM) electronic printout demonstrating applicable size standard and associated North American Industry Classification System (NAICS) code |
| | | VETBIZ Printout: To be considered as SDVOSB or VOSB, an offeror must be registered and verified in Vendor Information Pages (VIP) database. (HTTP://WWW.VETBIZ.GOV). Provide proof of verification with offer |
| | | Conditional Commitment of Funds |
| | | Operating Agreement: Must define individual authorized to represent the entity, which aligns with Offering Entity Acknowledgment Form |

Receipt of Lease Proposals

Section 3.02 of the RLP



| Volume | Proposal Section Header | Sub-headers - Required Document/Response |
|--------|-------------------------|--|
| 1 | Technical Response | Building Design: Plans, written narratives, design concept, calculations, mechanical and electrical systems, and energy efficiency of the proposed building |
| | | Building Drawings: All applicable drawings to include floor plan, adjacencies and existing ABOA and rentable square footage of proposed space |
| | | Site Plans: Site plan depicting the property boundaries, building, landscaping, parking, ingress/egress and pedestrian circulation |
| | | Project Management Plan |
| | | Schedule |
| | | Detailed Operations and Maintenance Plan |
| | | Building Operating Plan |
| | | Additional Submittals: Any additional applicable technical submittal requirements which are listed in Sections 1.06 and 3.06 of the RLP |
| | | Green Globes Scoresheet & Sustainability Approach Narrative |

Receipt of Lease Proposals

Section 3.02 of the RLP



| Volume | Proposal Section Header | Sub-headers - Required Document/Response |
|--------|-------------------------|---|
| 1 | Site Information | FEMA Map: FEMA map, clearly illustrating the specific site location, and evidencing that the property lies outside the 100-year floodplain |
| | | Location Map: Location on map, demonstrating the building or land lies within the delineated area |
| | | Public Transportation: Narrative and map describing proximity of the building or land to the nearest bus and/or train stop, and major transportation routes |
| | | Adjacent Uses: Description of the uses of adjacent property(ies) |
| | | Ownership/Control: Documentation of ownership or control of the property and evidence of signature authority of the party(ies) who will sign and lease documents and ability to meet the minimum site requirements (addressed to and signed by Offering Entity) |
| | | Current Title: A current title report for each property or properties being offered which should include a chain of title including all deeds referenced in the chain of title (current within 60 days). Copies of all instruments associated with the title commitment, which created rights, interests or encumbrances on the proposed easement property, and disclose the names of each person with the interest in the property. |
| | | Zoning: A letter/letters from the AHJ providing evidence of current zoning of the property/properties being offered at time of initial proposal submission that the property/properties as zoned meets VA's intended use |
| | | Utilities & Emergency Services: A letter/letters from the local Authority Having Jurisdiction (AHJ) and/or local utilities indicating that there are adequate public services - fire, police, emergency services – serving the subject property to support VA's proposed use |
| | | Phase I: Phase I Environmental Site Assessment & any additional site due diligence |
| | | Cultural Resources Study: Provide required information per RLP Section 2.13. |

Receipt of Lease Proposals

Section 3.02 of the RLP



| Volume | Proposal Section Header | Sub-headers - Required Document/Response |
|--------|-------------------------|---|
| 1 | Past Performance | Past Performance List |
| | | Key Personnel Resumes |
| 1 | Teaming Information | Organizational Chart: Organizational Chart Illustrating Key Personnel and Major Subcontractors |
| | | Teaming Agreements: Fully-executed Teaming Agreements with Architect/Engineering firm and General Contracting firm |
| | | Joint Venture Eligibility: Provide required information per RLP Section 4.03 if applicable |
| | | Small Business Subcontracting Plan (requirement for large businesses offerors) |
| | | A/E Firm Experience Narrative |
| | | Design Team Key Personnel Experience |
| | | SF-330 |
| | | A/E State Licensure: Proof of Architect/Engineering firm's state license (authorization to perform services in Alabama) |
| | | GC Experience Narrative |
| | | GC Key Personnel Resumes |
| | | GSA Form 527 |
| | | GC State Licensure: Proof of General Contracting firm's state license |

Receipt of Lease Proposals

Section 3.02 of the RLP



| | | |
|---|---------------------------------------|---|
| 1 | Forms (Completed/Initialed/Signed) | VA Handbook 6500 (Appendix D) – VA Rules of Behavior |
| | | VA Handbook 6500.6 – Information Security Program |
| | | GSA Form 3516 – Solicitation Provisions |
| | | GSA Form 3517B – General Clauses/Modified General Clauses |
| | | GSA Form 12000 for Prelease Fire Protection and Life Safety Evaluation for an Office Building (Part A or Part B) (See Section 3.06J for applicable requirements) |
| | | Certification of Building Energy Performance |
| | | Contractor Confidentiality Certificate |
| | | VETS – 4212: Provide a complete and initialed VETS-4212 Report, along with the email confirmation of filing. (Upon the successful submission of a VETS-4212 report(s), contractors will receive an email confirmation of receipt notification for their records.) |
| 1 | RLP Documents (Initialed/Signed) | RLP |
| | | RLP Amendments |
| | | RLP Clarifications |
| | | Lease No. VA-36C10F18L3391 (Form L100) |
| | | Appendix A.1 – Program for Design |
| | | Appendix A.2 – Project Room Contents |
| | | Appendix B – Conceptual Layout |
| | | Appendix C.1 – ASR – Agency Specific Requirements |
| | | Appendix C.2 – FSL II – Facility Security Level II (Security Requirements) |
| | | Appendix D – Lease Code Compliance |
| | | Appendix E – OPC IT Specifications |
| | | Appendix F – Janitorial Services |
| | | Labor Standards Provision |
| | | Jefferson County Wage Determination |

Receipt of Lease Proposals

Section 3.02 of the RLP



| Volume | Header | Required Document/Response |
|--------|---------------|--|
| 2 | Pricing Forms | Offering Entity Acknowledgement Form |
| | | GSA Form 1364 – Proposal to Lease Space |
| | | Attachment No. 1 to GSA Form 1364 NOTE: Offerors shall provide Attachment No. 1 to GSA Form 1364 in the native Excel format, as well as PDF format |
| | | GSA Form 1217 – Lessor's Annual Cost Statement |
| | | Form VA 10091 – VA-FSC Vendor File Request Form |
| | | Evidence of Historical Preference (See Section 2.05) |

Offers sent by United States mail or hand delivered (including delivery by commercial carrier) shall be deemed late if delivered to the address of the office designated for receipt of offers after the date and time established for receipt of offers.

Additional Submittals

Section 3.06 in the RLP



| Additional Submittals | |
|-----------------------|--|
| D | Evidence of ownership or control of the Building or site. If the Offeror owns the Property being offered or has a long-term leasehold interest, documentation satisfactory to the LCO evidencing the Offeror's stated interest in the Property and any encumbrances on the Property, shall be submitted. |

Additional Submittals

Section 3.06 in the RLP



Additional Submittals

Offeror must submit written evidence that it is authorized by the owner of the site to present the site. In addition, Offeror must provide evidence of site control for longer than the duration of the lease term required in this RLP, including the post-award design and construction phase as well as all renewal options.

- E Documentation that constitutes evidence of control includes, but is not limited to, the following fully-executed documents:
- An option to purchase;
 - A sales contract;
 - A deed showing fee simple ownership; or
 - An option to lease the site for longer than the lease term plus the post-award design and construction phase and any renewal options

TIs Included in the Offer

Section 3.07 of the RLP



| | Tenant Improvements Included in the Offer |
|------|---|
| 3.07 | Tenant Improvements are the finishes and fixtures that typically take the Space from the shell condition to a finished, usable condition. |
| 3.07 | The Government reserves the right to amortize any portion of the TI Allowance and will be over the firm term of the lease. |
| 3.07 | Any unamortized portion of the TI allowance will be paid by the Government in lump sum upon acceptance of the space by the Government. |

How to Offer



| Section 3 | How to Offer |
|-----------|--|
| 3.09 | The build-out of security related improvements in the Building shall be in accordance with the Government approved DIDs and Appendix C.2 Facility Security Level II. |
| 3.10 | The Lessor must coordinate TI and shell requirements (at the minimum One Green Globes level) as necessary to meet the certification. |
| 3.12 | Offeror shall submit a building operating plan with the initial offer. |



Request for Lease Proposal (RLP)

Section 4 – Method of Award

Award on Best Value

Section 4.03 of the RLP



Award on Best Value

- | | |
|------|---|
| 4.03 | In accordance with FAR Part 15.101, competitively negotiated best value trade off source selection procedures will be used to evaluate proposals. |
| 4.03 | Award will be made to the responsible Offeror offering the best value to the Government after evaluation of both the evaluated contract price and non-priced technical factors. |
| 4.03 | Government intends to evaluate proposals and award a contract without discussions with the Offeror (except clarifications as described in FAR 15.306(a)). |

Evaluation Factors

Section 4.03 of the RLP



| | Factor 1 – Technical Quality |
|---|---|
| A | Architectural Concept & Building Design |
| B | Quality of Site Characteristics and Development |
| C | Sustainable Design and Energy Efficiency |

Evaluation Factors

Section 4.03 of the RLP



| | Factor 2 – Offeror’s Qualifications and Past Performance |
|---|---|
| A | Offeror Past Performance |
| B | Design Team & General Contractor Qualifications |
| C | Financial Resources |
| D | Project Management Plan (PMP) |

Evaluation Factors

Section 4.03 of the RLP



| | Factor 3 – Operations and Maintenance Plan |
|---|--|
| A | Interior and Exterior Maintenance of Building and Grounds |
| B | Routine Emergency Calls – Procedures and Response Times |
| C | Staffing Plan, Administrative Procedures, and Quality Control Plan |

Evaluation Factors

Section 4.03 of the RLP



| Section 4 | Factor 4 – Socio-Economic Status |
|-----------|--|
| A | Service Disabled Veteran Owned Small Business (SDVOSB) |
| B | Veteran Owned Small Business (VOSB) |
| C | Small Business |
| D | All Other |



Request for Lease Proposal (RLP)

Section 5 – Additional Terms and Conditions

Additional Terms and Conditions



| Section 5 | Additional Terms and Conditions |
|-----------|---|
| 5.01 | The cost of off-site improvements will be borne by the Lessor. The Lessor is responsible for determining the cost of off-site improvements prior to lease award, and including the costs of off-site improvements in the proposed rent. |
| 5.02 | The Lessor acknowledges its duty to conduct reasonable site inspections for the proposed site. (Phase I and CRS requirement) |
| 5.05 | The Offeror must provide evidence of teaming arrangements with both the GC and Design team that are presented in the Offeror's proposal. |

III. Design Overview



Design Concept: Submission with Offer

- Shall include at a minimum the following in relation to VA's Program of Requirements (POR):
 - Detailed explanation and analysis of the Architectural & Engineering Design
 - Description and analysis of the nature of the building

The Design Concept submitted by the Offeror will be used to evaluate Technical Proposals and develop Design Development Drawings after award.

Failure to submit plans and specifications in accordance with the Government's requirements may cause offers to be deemed unacceptable and non-responsive.

General Design Criteria



Lessor shall design and construct the building and site in accordance with:

- RLP
- Federal Regulations
- Building Codes & Ordinances
 - In case of conflict, most stringent standard applies
- Green Globes
- Accessibility Standards. In addition, compliance with local codes and ordinances, design, construction and alterations must comply with:
 - ADA Standards for Accessible Design
 - VA Program Guide
 - Uniform Accessibility Standards (UFAS) and (ABAAS)
- Davis Bacon Wages

Appendices



| Appendices | |
|--------------|------------------------------|
| Appendix A.1 | Program for Design (PFD) |
| Appendix A.2 | Room Contents List |
| Appendix B | Conceptual Layout |
| Appendix C.1 | Agency Specific Requirements |
| Appendix C.2 | Facility Security Level II |
| Appendix D | Lease Code Compliance |
| Appendix E | OPC IT Specs |
| Appendix F | Janitorial |

Appendix A – Program for Design



Dept 1 Totals:

DEPARTMENT 1 NET SF

41333

Dept 2 Totals:

DEPARTMENT 2 NET SF

825

Dept 3 Totals:

DEPARTMENT 3 NET SF

620

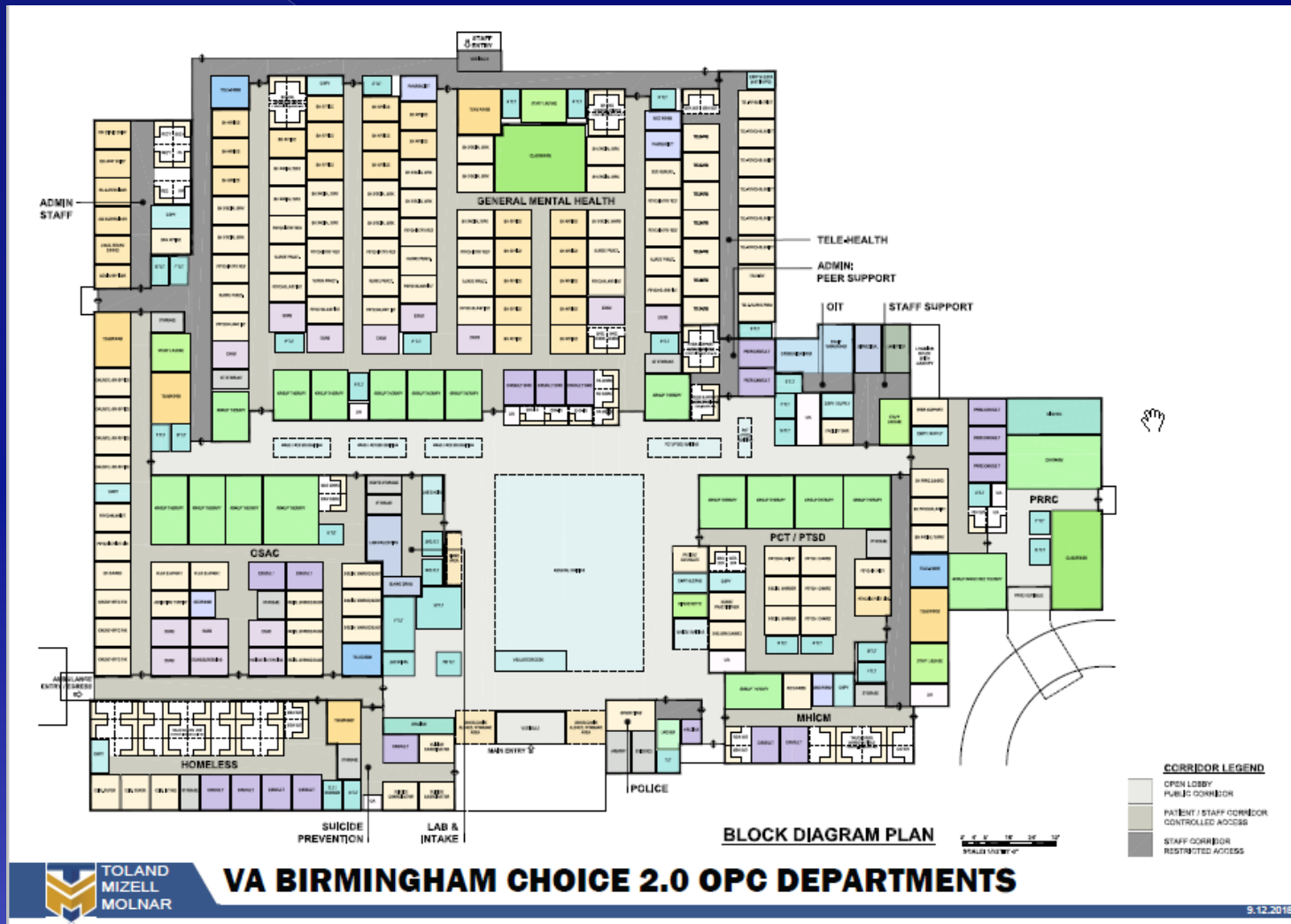
PFD Totals:

TOTAL NET SF

42778

ABOA SF = 71,693

Appendix B – Conceptual Layout



Appendix C.1 – Agency Specific Requirements (ASRs)



Mental Health Design Considerations/Priorities

- Facility will house several mental health outpatient components
- Design should maintain patient privacy & dignity for a diverse Veteran population with different treatment protocols
- Reception/Waiting area must be subdivided into smaller waiting areas that are easily observed from Reception Desk
- PRRC (Psychosocial Rehabilitation Recovery Center) is to be functionally & perceptually separate from the rest of the Mental Health Center
- Exterior spaces for Outdoor Activities are to be designed to include landscape and hardscape elements to support a variety of activities

Elevators

- If a Multi-Story Design Solution is provided, Passenger Elevators are to be grouped in central location
- Irregular building footprint may require an elevator study and second set of elevators

Sound Transmission

- Sound Isolation, Speech Privacy, and Noise Control are key acoustical design considerations that must be addressed to provide patient privacy
- General requirements are incorporated by reference in FGI with additional requirements indicated in Appendix C.1.

Appendix C.2 – Facility Security Level II (FSL II)



APPENDIX C.2

SECURITY REQUIREMENTS

SECURITY REQUIREMENTS –

FACILITY SECURITY LEVEL II

THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS AND UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC). WHERE THEY ARE IN CONFLICT WITH ANY OTHER REQUIREMENTS ON THIS LEASE, THE STRICTEST SHALL APPLY.

DEFINITIONS:

CRITICAL AREAS – These areas that house systems that if damaged or compromised could have significant adverse consequences for the facility, operations of the facility, or mission of the agent or its occupants and visitors. These areas may also be referred to as "limited access areas", "restricted areas," or "exclusionary zones." Critical areas do not necessarily have to be within Government-controlled space (e.g. generators, air handlers, electrical feeds which could be located outside Governmental-controlled space).

SENSITIVE AREAS – Sensitive areas include vaults, SCIFs, evidence rooms, war rooms, and sensitive documents areas. Sensitive areas are primary housed within Government-controlled space.

FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC AND UTILITY AREAS

FACILITY ENTRANCES AND LOBBY

EMPLOYEE ACCESS CONTROL AT ENTRANCES (SHELL)

The Lessor shall provide key or electronic access control for all Government under this Lease employees to the entrance to the building (including after-hours access).

COMMON AREAS, NON-PUBLIC AND UTILITY AREAS

PUBLIC RESTROOM ACCESS (SHELL)

The Government reserves the right to control access to public restrooms, VA Police Operations, and OIT Communications (Main Server Room) located within the Space.

SECURITY CRITICAL AREAS (SHELL)

Appendix D – Lease Code Compliance



The Lessor shall design and construct the building and site work in accordance with this solicitation, all applicable Federal regulations, local Building and Zoning Codes and ordinances, and applicable utility company requirements. The term "local building and zoning codes and ordinances," or similar text, shall be understood to mean the current codes and regulations as approved and administered by Authorities Having Jurisdiction (AHJ) at the project location at the time of permitting. Where there is a conflict between the various codes or standards, the most stringent shall apply.

Appendix E – OPC IT Spec



| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|--|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|-------|-------|-----------|--|--|--|
|  |  | <p>U.S. Department of Veterans Affairs</p> <p>Office of Information and Technology</p> <p><i>IT Operations and Services</i></p> <p><i>Solution Delivery</i></p> | <div>  </div> <div> <p><i>IT Operations and Services</i></p> <p><i>Solution Delivery</i></p> </div> <div>  </div> <div> <p>PROJECT:</p> <p>OPC ITS SPECIFICATIONS</p> <p>PROJECT No:</p> <p>N/A</p> </div> <table border="1"> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </table> <div> <table border="1"> <tr> <td>DATE:</td> <td>DATE:</td> <td>DESIGNER:</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table> <p>DRAWING No:</p> <p>FILE:</p> <p>DRAWN BY:</p> <p>CHECKED BY:</p> <p>DATE:</p> <p>PRINT DATE:</p> <p>ISSUE DATE:</p> <p>SHEET TITLE:</p> </div> <div> <p>COVER PAGE</p> <p>COVER</p> <p>SHEET: 1 OF 12</p> </div> | | | | | | | | | | | | | | | | | | | | | | | | | DATE: | DATE: | DESIGNER: | | | |
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| <p><i>COMMUNITY BASED OUTPATIENT CLINIC (CBOC)</i></p> <p><i>INSIDE PLANT</i></p> <p><i>INFORMATION TRANSPORT SYSTEMS SPECIFICATIONS</i></p> <p><i>DEVELOPED BY:</i></p> <p><i>DATA CENTER ENGINEERING</i></p> <p><i>DATA CENTER & CLOUD ENGINEERING</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Appendix F – Janitorial Services



APPENDIX F

JANITORIAL SERVICES

1.1 GENERAL

The Lessor shall furnish all supplies, materials machinery, appliances, supervision, and labor necessary to provide complete janitorial services for the clinic. Services shall be provided in all interior areas of the leased premises to provide a clean, neat, and attractive appearance by performing the functions described below. The Lessor shall make careful selection of cleaning products and equipment to ensure they are packaged ecologically, environmentally beneficial and/or recycled products that are phosphate-free, non-corrosive, non-flammable, and fully biodegradable, and minimize the use of harsh chemicals and the release of irritating fumes.

The Lessor shall select paper and paper products with recycled content conforming to EPA's CPG. Performance will be based on the Contracting Officer's evaluation of results, not the frequency or method of performance.

1.2 MATERIALS & PROCEDURES

A. Standards

It is the Lessor's responsibility to maintain the clinic in a condition that meets all housekeeping and sanitation requirements of this solicitation and the current standards of the Joint Commission (JC).

IV. Review of Request for Lease Proposal Package



- I. Request for Lease Proposal (RLP) – GSA Form R100
- II. Lease – GSA Form L100
- III. Appendices
- IV. Standard Forms and Clauses

Request for Lease Proposal (RLP)



Read all parts of the RLP in its entirety and respond accordingly.

Ensure compliance with Section 3.02 of the RLP. Fully complete and include Offeror Proposal Compliance Matrix with the proposal.

| Request for Lease Proposal | RLP No. 36C10F18R0531 |
|----------------------------|---------------------------------------|
| Section 1 | Statement of Requirements |
| Section 2 | Eligibility and Preferences for Award |
| Section 3 | How to Offer |
| Section 4 | Method of Award |
| Section 5 | Additional Terms and Conditions |

Lease



Included in the RLP documents is lease form (GSA Form L100). Upon selection for award, VA will transcribe the successful Offeror's final offered rent and other price data included on the GSA Form 1364 into the lease form, and transmit the completed Lease, including the awarded lease term and any appropriate attachments, to the successful Offeror for execution.

| Lease | Lease No. 36C10F18L3391 |
|-----------|--|
| Section 1 | The Premises, Rent, and Other Terms |
| Section 2 | General Terms, Conditions, and Standards |
| Section 3 | Construction Standards and Shell Components |
| Section 4 | Design, Construction, and Post Award Activities |
| Section 5 | Tenant Improvement Components |
| Section 6 | Utilities, Services, and Obligations During the Lease Term |
| Section 7 | Additional Terms and Conditions |

Proposal Compliance Matrix



Request for Lease Proposal (RLP) No.: 36C10F18R0531
Birmingham, Alabama, Mental Health Clinic

Proposal Compliance Matrix

Instructions: Offerors are to provide Offering Entity Information as well as "check" each Yes or No box, corresponding to required proposal information and provide the proposal volume and page number the information can be found. Offerors are required to adequately address each line item and provide comments as necessary.

| General | | | |
|------------------------------|--------------------------|--------------------------|---|
| Offeror Name: | | | |
| Offeror DUNS: | | | |
| Offered Site Name & Address: | | | |
| Date Submitted: | | | |
| Requirements | Provided | | Proposal Submittal Requirement |
| | Yes | No | |
| Volume I - Technical | <input type="checkbox"/> | <input type="checkbox"/> | Addressed Proposal Packaging |
| | <input type="checkbox"/> | <input type="checkbox"/> | (10) Compact Discs. Volume I bookmarked in .pdf format and properly lists all required headers and sub-headers |
| Volume II - Price | <input type="checkbox"/> | <input type="checkbox"/> | (1) Compact Disc. Volume II bookmarked in .pdf format, Attachment 1 to GSA Form 1364A in Microsoft Excel Format |

| Proposal Section Header | Item | Solicitation Reference | Provided | | Offeror Proposal Location | | Offeror Comments |
|----------------------------|---|--|--------------------------|--------------------------|---------------------------|---------|------------------|
| | | | Yes | No | Volume | Page(s) | |
| Proposal Compliance Matrix | Complete Proposal Compliance Matrix | RLP 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Offering Entity Forms | Offering Entity Acknowledgment Form | RLP 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | CCR/SAM Registration | RLP 3.02.C / Lease 2.06.F | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | VETBIZ Printout | RLP 3.02.C / 4.03 | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Conditional Commitment of Funds | RLP 3.02.C / 3.06.B | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Operating Agreement | RLP 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| Technical Response | Modern Quality Building | RLP 1.02.B | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Required ABOA/RSF | RLP 1.02.A / 1364-16 Box 3 (71,693 ABOA) | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Space Offered On No More Than 2 Floors | RLP 1.04.A | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Column Spacing | RLP 1.04.D | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Efficiency of Layout | RLP 1.04.C / 2.01 | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | No Co-tenancy With Living Quarters | RLP 1.04.I | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Loading Dock/Freight Elevator (If Required) | RLP 1.04.N | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Offered Space Compatible With VA's Intended Use | RLP 1.04.R | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Building Design: Plans, Written Narratives, Design Calculations | RLP 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Building Drawings | RLP 3.02.C / 3.06.O | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Site Plans | RLP 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Project Management Plan / Schedule | RLP 2.14 / 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| | Operations & Maintenance Plan & Schedule | RLP 3.02.C | <input type="checkbox"/> | <input type="checkbox"/> | | | |

GSA Form 1364



| | | | | | | | |
|---|--|---|--|---|------------------------------------|---|--|
| PROPOSAL TO LEASE SPACE | | In Response to Request for Lease Proposals (RLP) Number → | | 36C10F18R0531 | | DATED MM-DD-YYYY | |
| SECTION I - DESCRIPTION OF PREMISES | | | | | | | |
| 1. BUILDING DESCRIPTION | | a. Building Name XXXXX | | b. Building Street Address XXXXX | | | |
| c. City XXXXX | | d. State XX | e. 9-Digit ZIP Code XXXXX-XXXX | | f. Congressional District _____ | | |
| 2a. FLOORS OFFERED _____ | | 2b. TOTAL NUMBER OF FLOORS IN BUILDING _____ | | 3. TOTAL RENTABLE SPACE IN OFFERED BUILDING | | | |
| | | a. GENERAL PURPOSE (Office) _____ SF | | b. WAREHOUSE _____ SF | | c. OTHER _____ SF | |
| 4. LIVE FLOOR LOAD _____ Pounds per SF | | 5. MEASUREMENT METHOD <input type="checkbox"/> ANSI/BOMA <input type="checkbox"/> OTHER | | 6. YEAR OF LAST MAJOR RENOVATION (if applicable) _____ | | 7. BUILDING AGE _____ | |
| | | | | | | 8. SITE SIZE _____ SF _____ Acres | |
| SECTION II - SPACE OFFERED AND RATES | | | | | | | |
| 9. ANSI/BOMA OFFICE AREA SQUARE FEET (ABOA) _____ | | 10. RENTABLE SQUARE FEET (RSF) _____ | | 11. COMMON AREA FACTOR (CAF) _____ | | | |
| <p>"Tenant Improvements" are all alterations for the Government-demised area above the building shell buildout, excluding costs identified as tenant improvements in the Security Unit Price List. Building Specific Amortized Capital (BSAC) is the sum of costs identified as such in the Security Unit Price List. Neither the Tenant Improvements as stated in Block 12, nor the BSAC as stated in Block 13, are to be included in the shell rent. It is expected that the tenant buildout will be fully amortized at the end of the firm term, and the rent will be reduced accordingly. Any desired rent increases or decreases beyond the firm term of the lease should be reflected in the shell rate and fully explained as part of this written proposal. If Tenant Improvements or BSAC improvements are to be amortized beyond the firm term, those calculations must be itemized as part of this written proposal. The Offeror may attach additional pages as necessary.</p> | | | | | | | |
| | | | | | | Number of years each cost per square foot is in effect. State any changes for any rent component. | |
| a. BUILD-OUT COSTS PER CATEGORY | | b. AMORTIZATION TERM | | c. AMORTIZATION INTEREST RATE (%) | | d. ANNUAL RENT \$ PER RSF | |
| | | | | | | e. ANNUAL RENT \$ PER ABOA SF | |
| | | | | | | f. NUMBER YEARS RATE IS EFFECTIVE | |

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"Tenant Improvements" are all alterations for the Government-demised area above the building shell buildout, excluding costs identified as tenant improvements in the Security Unit Price List. Building Specific Amortized Capital (BSAC) is the sum of costs identified as such in the Security Unit Price List. Neither the Tenant Improvements as stated in Block 12, nor the BSAC as stated in Block 13, are to be included in the shell rent. It is expected that the tenant buildout will be fully amortized at the end of the firm term, and the rent will be reduced accordingly. Any desired rent increases or decreases beyond the firm term of the lease should be reflected in the shell rate and fully explained as part of this written proposal. If Tenant Improvements or BSAC improvements are to be amortized beyond the firm term, those calculations must be itemized as part of this written proposal. The Offeror may attach additional pages as necessary.

| | a. BUILD-OUT COSTS PER CATEGORY | b. AMORTIZATION TERM | c. AMORTIZATION INTEREST RATE (%) | d. ANNUAL RENT \$ PER RSF | e. ANNUAL RENT \$ PER ABOA SF | f. NUMBER YEARS RATE IS EFFECTIVE |
|---|--|----------------------------|--|---------------------------------|-------------------------------------|--|
| 12. TENANT IMPROVEMENTS (per RLP requirements) | \$ _____ | _____ | _____ | _____ | _____ | _____ |
| 13. BSAC (per RLP requirements) | _____ | _____ | _____ | _____ | _____ | _____ |
| 14. SHELL BUILD-OUT (per RLP requirements) | \$ _____ | _____ | _____ | _____ | _____ | _____ |
| 15. TOTAL BUILD-OUT COSTS | \$ _____ | _____ | _____ | _____ | _____ | _____ |
| 16. SHELL RENT (Including real estate taxes. Refer to Line 28 on GSA Form 1217) | _____ | _____ | _____ | \$ _____ | \$ _____ | _____ |
| 17. OPERATING COSTS (Refer to Line 27 on GSA Form 1217) | _____ | _____ | _____ | \$ _____ | \$ _____ | _____ |
| 18. TOTAL RATE/SF | _____ | _____ | _____ | \$ _____ | \$ _____ | _____ |
| 19. TOTAL ANNUAL RENT | _____ | _____ | _____ | \$ _____ | _____ | _____ |
| | PER SF RATE | FOR YEARS | PER SF RATE | FOR YEARS | PER SF RATE | FOR YEARS |
| 20. STEP RENT (SHELL RATES) | \$ _____/RSF \$ _____/ABOA | _____ Thru _____ | \$ _____/RSF \$ _____/ABOA | _____ Thru _____ | \$ _____/RSF \$ _____/ABOA | _____ Thru _____ |
| 21. PARKING | a. Number of parking spaces for the entire building/ facility which are under the control of the Offeror: _____ Surface _____ Structured b. Number of parking spaces required by local code: _____ Surface _____ Structured c. Number of parking spaces for Employee/Visitor Use (per RLP): _____ Surface _____ Structured d. Number of parking spaces for Official Government Vehicles (per RLP): _____ Surface _____ Structured | | | | | |

GSA Form 1217



LESSOR'S ANNUAL COST STATEMENT

Important - Read attached "Instructions"

OMB Control Number: 3090-0086

Expiration Date: 11/30/2019

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3090-0086. We estimate that it will take 2 hours to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: U.S. General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

| | | |
|--|----------------------|--------------------------|
| 1. Request for Lease Proposals (RLP) | | 2. Statement Date |
| <input type="text"/> | | <input type="text"/> |
| 3. Rental Area (Square Feet) | 3A. Entire Building | 3B. Leased by Government |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 4. Building Name and Address (Number, Street, City, State, and Zip Code) | | |
| <input type="text"/> | | |

SECTION I - ESTIMATED ANNUAL COST OF SERVICES AND UTILITIES FURNISHED BY LESSOR AS PART OF RENTAL CONSIDERATION

| SERVICES AND UTILITIES | LESSOR'S ANNUAL COST FOR | | FOR GOVERNMENT USE ONLY |
|---|--------------------------|----------------------------|----------------------------|
| | (a) Entire Building | (b) Government-Leased Area | |
| A. CLEANING, JANITOR AND/OR CHAR SERVICE | | | |
| 5. Salaries | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 6. Supplies (Wax, cleaners, cloths, etc.) | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 7. Contract Services (Window washing, waste and snow removal) | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| B. HEATING | <input type="text"/> | <input type="text"/> | <input type="text"/> |

GSA Form 1217



| | | | |
|---|--|--|--|
| G. MISCELLANEOUS <i>(To the extent not included on Page 1)</i> | | | |
| 22. Building Engineer and/or Manager | | | |
| 23. Security <i>(Watchperson, guards, not janitors)</i> | | | |
| 24. Social Security Tax and Workperson's Compensation Insurance | | | |
| 25. Lawn and Landscaping Maintenance | | | |
| 26. Other <i>(Explain on separate sheet)</i> | | | |
| 27. TOTAL | | | |

SECTION II - ESTIMATED ANNUAL COST OF OWNERSHIP EXCLUSIVE OF CAPITAL CHARGES

| | | | |
|---|--|--|--|
| 28. Real Estate Taxes | | | |
| 29. Insurance <i>(Hazard, Liability, etc.)</i> | | | |
| 30. Building Maintenance and Reserves for Replacement | | | |
| 31. Lease Commission | | | |
| 32. Management | | | |
| 33. TOTAL | | | |

LESSOR'S CERTIFICATION - The amounts entered in Columns (a) and (b) represent my best estimate as to the annual costs of services, utilities, and ownership.

34. Signature of: ☐ Owner ☐ Legal Agent

| TYPED NAME AND TITLE | SIGNATURE | DATE |
|---------------------------|---------------------------|---------------------------|
| 34A. <input type="text"/> | 34B. <input type="text"/> | 34C. <input type="text"/> |
| 35A. <input type="text"/> | 35B. <input type="text"/> | 35C. <input type="text"/> |

Services & Utilities Cost
i.e. Operating costs

Included in
Shell rent

GSA Form 3517B – General Clauses/Modified General Clauses



GENERAL CLAUSES (Acquisition of Leasehold Interests in Real Property)

| CATEGORY | CLAUSE NO. | 48 CFR REF. | CLAUSE TITLE |
|----------------------|------------|-------------|--|
| GENERAL | 1 | | SUBLETTING AND ASSIGNMENT |
| | 2 | 552.270-11 | SUCCESSORS BOUND |
| | 3 | 552.270-23 | SUBORDINATION, NON-DISTURBANCE AND ATTORNMEN |
| | 4 | 552.270-24 | STATEMENT OF LEASE |
| | 5 | 552.270-25 | SUBSTITUTION OF TENANT AGENCY |
| | 6 | 552.270-26 | NO WAIVER |
| | 7 | 552.270-27 | INTEGRATED AGREEMENT |
| | 8 | 552.270-28 | MUTUALITY OF OBLIGATION |
| PERFORMANCE | 9 | | DELIVERY AND CONDITION |
| | 10 | | DEFAULT BY LESSOR |
| | 11 | 552.270-19 | PROGRESSIVE OCCUPANCY |
| | 12 | | MAINTENANCE OF THE PROPERTY, RIGHT TO INSPECT |
| | 13 | | FIRE AND CASUALTY DAMAGE |
| | 14 | | COMPLIANCE WITH APPLICABLE LAW |
| | 15 | 552.270-12 | ALTERATIONS |
| | 16 | | ACCEPTANCE OF SPACE AND CERTIFICATE OF OCCUPANCY |
| PAYMENT | 17 | 52.204-7 | SYSTEM FOR AWARD MANAGEMENT |
| | 18 | 52.204-13 | SYSTEM FOR AWARD MANAGEMENT MAINTENANCE |
| | 19 | 552.270-31 | PROMPT PAYMENT |
| | 20 | 52.232-23 | ASSIGNMENT OF CLAIMS |
| | 21 | | PAYMENT |
| | 22 | 52.232-33 | PAYMENT BY ELECTRONIC FUNDS TRANSFER—SYSTEM FOR AWARD MANAGEMENT |
| | | | |
| STANDARDS OF CONDUCT | 23 | 52.203-13 | CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT |
| | 24 | 552.270-32 | COVENANT AGAINST CONTINGENT FEES |
| | 25 | 52.203-7 | ANTI-KICKBACK PROCEDURES |
| | 26 | 52.223-6 | DRUG-FREE WORKPLACE |
| | 27 | 52.203-14 | DISPLAY OF HOTLINE POSTER(S) |
| ADJUSTMENTS | 28 | 552.270-30 | PRICE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY |
| | 29 | 52.215-10 | PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA |
| | 30 | 552.270-13 | PROPOSALS FOR ADJUSTMENT |
| | 31 | | CHANGES |
| AUDITS | 32 | 552.215-70 | EXAMINATION OF RECORDS BY GSA |
| | 33 | 52.215-2 | AUDIT AND RECORDS—NEGOTIATION |

INITIALS: _____ &
LESSOR GOVERNMENT

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| | | | |
|-----------------|----|------------|--|
| DISPUTES | 34 | 52.233-1 | DISPUTES |
| LABOR STANDARDS | 35 | 52.222-26 | EQUAL OPPORTUNITY |
| | 36 | 52.222-21 | PROHIBITION OF SEGREGATED FACILITIES |
| | 37 | 52.219-28 | POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION |
| | 38 | 52.222-35 | EQUAL OPPORTUNITY FOR VETERANS |
| | 39 | 52.222-36 | EQUAL OPPORTUNITY FOR WORKERS WITH DISABILITIES |
| | 40 | 52.222-37 | EMPLOYMENT REPORTS ON VETERANS |
| SUBCONTRACTING | 41 | 52.209-6 | PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT |
| | 42 | 52.215-12 | SUBCONTRACTOR CERTIFIED COST OR PRICING DATA |
| | 43 | 52.219-8 | UTILIZATION OF SMALL BUSINESS CONCERNS |
| | 44 | 52.219-9 | SMALL BUSINESS SUBCONTRACTING PLAN |
| | 45 | 52.219-16 | LIQUIDATED DAMAGES—SUBCONTRACTING PLAN |
| | 46 | 52.204-10 | REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS |
| | 47 | 552.219-73 | GOALS FOR SUBCONTRACTING PLAN |
| | | | |

The information collection requirements contained in this solicitation/contract that are not required by regulation have been approved by the Office of Management and Budget (OMB) pursuant to the Paperwork Reduction Act and assigned the OMB Control No. 3090-0163.

INITIALS: _____ &
LESSOR GOVERNMENT

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V. Question and Answer Period



State your name and organization you represent

Speak clearly and slowly for stenographer

Reference the RLP paragraph and section, if possible

All questions must be submitted in writing to the Contracting Officer and Broker and must reference the RLP paragraph and section

Official responses will be posted on FBO through an Amendment

Respect Procurement Integrity and Sensitivity

Final Notes



Questions due October 10th, 2018 by 4 p.m. EDT

Offers due October 29th, 2018 by 4 p.m. EDT

Ensure completeness and consistency throughout the proposal. Ensure all forms are completed in their entirety.

Initial EVERY page of the entire offer – Electric signatures are acceptable.

Ensure that all documents that require a signature are signed by the authorized signatory of the Offering Entity.

The Offering Entity must be registered in SAM and must be registered under the NAICS code for this solicitation which is 531120. The entity must be consistent with the completed "Offering Entity Acknowledgement Form."



THANK YOU!