



DEPARTMENT OF VETERANS AFFAIRS

Community Based Outpatient Clinic

Oxnard, CA

RLP No. 36C10F18Q0572

Pre-Bid Conference

October 2, 2018

Meeting Minutes

- Clearly state your name and company affiliation
- Clearly reference the RLP Section number or attachment to which your question pertains
- Please speak up so everyone can hear your questions
- Our goal is to answer your questions
- All questions must be submitted in writing
- Official Responses will be posted on FBO through and Amendment

Conference Agenda

Oxnard, CA
Community Based Outpatient Clinic
RLP 36C10F18Q0572

I. Welcome

II. Introductions

III. Pre-Bid Meeting Objectives

IV. Project Overview

V. Process Overview – Review of RLP Package

VI. Overview building conceptual plans

VII. Questions and Comments

INTRODUCTIONS

Department of Veterans Affairs (VA) Project Team

- Anntwinette Dupree-Hart, Contracting Office, VA Central Office
- Sam Perminter, Project Manager, VA Central Office
- Robert McKenrick, Executive Director of Clinical Care, VAMC
- Lori Moore, CBOC Contract Manager, VAMC
- Andy Lamendola, Senior Resident Engineer, VA Central Office
- Linda Chan, Planner/Architect, VA Central Office (OCFM)
- Mark Mueda, Planner, Western Region, (OCFM)

VETERANS AFFAIRS CONSULTANTS

Real Estate Advisors

Carpenter/Robbins Commercial Real Estate, Inc.

- Timothy Pavek

Architectural/Engineering Services

Commanders Concepts Commissioning, Engineering Consultants

- Rich Diddams, LEED GA, Chief Executive Officer

Oculus Inc.

- Rob Forney, AIA, Director, Senior Project Manager
- Christy Johnson, Architect, Project Manager

PROCUREMENT OVERVIEW

PROJECT OVERVIEW

- The purpose of the new facility is to expand capacity and services
- 47,181 ABOA Square Feet Maximum
- Minimum of 300 on-site parking spaces
 - A minimum of 30 accessible spaces, including at least three van-accessible spaces, immediately adjacent to facility
 - Parking under facility prohibited
- Site must be controlled by the successful Offeror
- VA to lease premises for a term of up to 20 years
- Occupancy is preferred within 540 calendar days, but no later than 730 calendar days, following lease award
- Offeror finances the project through completion of construction

MANDATORY OFFER REQUIREMENTS

1. Offers Due: November 9, 2018 – 4:00 PM ET
2. Submit compact discs to Carpenter/Robbins as follows:
(NO Email submittals will be accepted.)
 - Volume I – Technical Proposal: 6 CDs; **No Hard Copy Accepted**
 - Volume II – Price Proposal: 1 CD; **No Hard Copy Accepted**
3. One set of compact discs (Volume I and Volume II) to Anntwinette Dupree-Hart (Contracting Officer) and Sam Perminter (Project Manager)
4. CDs must be bookmarked (CDs only, No DVDs)
5. Initial and sign all pages of your submittal
6. Offers that do not comply specifically and correctly with RLP directions are at risk of being determined non-responsive

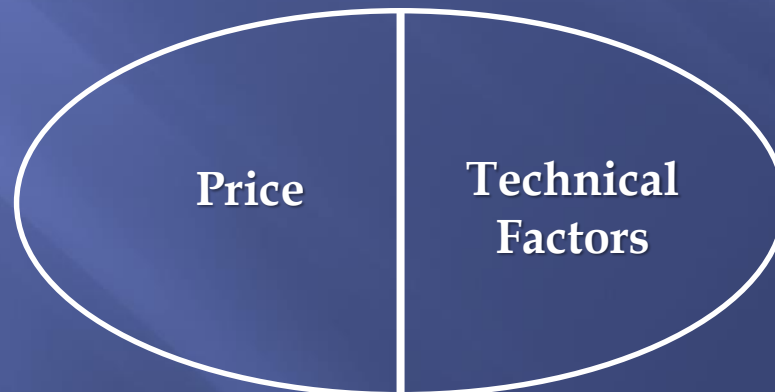
COMMUNICATIONS AND AWARD

- VA will award based on the Best Value, price and other factors considered
- VA may award this contract based on initial offers
- VA may elect to establish a competitive range
- Negotiations may be conducted with only the most highly qualified bidders in order to determine the Best Value to the Government
- Price evaluation is based on Net Present Value (NPA) Price per ABOA Square Foot basis (RLP Section 4.05)
- Award occurs upon execution of the Lease by the Contracting Officer

PROJECT OVERVIEW

Best Value Source Selection Procurement

- Price and Technical Factors will be evaluated
- Technical Factors are evaluated by Technical Evaluation Board (TEB)
- Pricing information is not given to TEB members
- Price is evaluated by the Contracting Officer
- Price is approximately equal to Technical Factors when combined



**SUBMITTALS DISKS MUST
BE INDEXED**

RLP SECTION 4.04B TECHNICAL FACTORS

Clear responses to each Factor are critical to proper evaluation of your offer

Technical Factors are listed in descending order of importance

FACTOR 1. Technical Evaluation Factors

Areas of Consideration
A. Architectural Concept & Building Design
B. Quality of Site Characteristics & Development
C. Sustainable Design and Energy Efficiency

FACTOR 2: Offeror's Qualifications and Past Performance

Areas of Consideration
A. Offeror Past Performance
B. Design Team & General Contractor Qualifications
C. Financial Resources
D. Project Management Plan

FACTOR 3: Operations & Maintenance Plan

Areas of Consideration
A. Interior and Exterior Maintenance of Building and Grounds
B. Routine Emergency Calls - Procedure and Response Times
C. Staffing Plan, Administrative Procedures, & Quality Control Plan

RLP SECTION 4.04B TECHNICAL FACTORS

FACTOR 4: Socio-Economic Status

Areas of Consideration
A. Service Disabled Veteran Owned Small Business (SDVOSB)
B. Veteran Owned Small Business (VOSB)
C. Small Business
D. All Other

SMALL BUSINESS

In order to receive consideration for any small business classification, as a component of these evaluation criteria, small businesses must:

- Register and provide a DUNS Number validated in SAM.GOV
- Completed Representations and Certifications in SAM.GOV that have been entered or updated **within the last 12 months**, are current, accurate, complete, and applicable to this solicitation **(including the business size standard applicable to the NAICS code referenced for this solicitation)**
- Provide the SAM.GOV print out verifying offering entity's status
- Provide SBA web print out showing registration or a signed acknowledgement of application from the Small Business Administration

RLP SECTION 4.04B TECHNICAL FACTORS

SDVOSB and VOSB

Status as a Service-Disabled Veteran-Owned Small Business is determined in accordance with 13 CFR Parts 125.8 through 125.13. Additionally, the SDVOSB or VOSB evaluation criteria, **the offeror MUST be registered and have an active status in the Vendor Information Pages (VIP) database at [HTTP://WWW.VIP.VETBIZ.VA.GOV/](http://www.vip.vetbiz.va.gov/)**. Offerors must provide a copy of the Center for Verification and Evaluation (CVE) Verification letter **at initial offer and with final revised proposals**. The Offeror's DUNS must correspond to the DUNS in SAM.GOV.

The core requirements for a company to become verified are:

- The Veteran owner(s) have direct, unconditional ownership of at least 51% of the company (38 CFR 74.3) and have full decision making authority (38 CFR 74.4 (g));
- The Veteran manages the company on both a strategic policy and a day-to-day basis (38 CFR 74.4);
- The Veteran holds the highest officer position (38 CFR 74.4(c)(2));
- The Veteran should be the highest compensated employee unless there is a logical explanation otherwise submitted by the Veteran as to how taking a lower salary than other employee(s) helps the business (38 CFR 74.4 (g) (3)); and
- The Veteran has the managerial experience of the extent and complexity needed to run the company.

RLP SECTION 4.04B TECHNICAL FACTORS

JOINT VENTURES

For purposes of this solicitation a Joint Venture (JV) is a Partnership. An Offeror may submit a proposal in the form of a Joint Venture only if the existing Joint Venture has a corresponding DUNS Number in [HTTPS://WWW.SAM.GOV](https://www.sam.gov) and **all the proposal submission documents are in the name of the existing Joint Venture, not the individual partners of the Joint Venture.** These include, but are not limited to:

- GSA Form 3518
- GSA Form 1364A
- GSA Form 1217
- Financial Resource Commitment Letters

Offerors who are an existing Joint Venture may submit a proposal under this solicitation subject to conditions outlined in detail in this section of the RLP

RLP SECTION 4.04B TECHNICAL FACTORS

OTHER THAN SMALL BUSINESSES

If the contractor is offering as a Large Business and subcontracting opportunities exist, the offer must include with the **initial offer** a Small Business Subcontracting Plan as defined in FAR 52.219-8, FAR 52.219-9, and VAAR 852.219-9 which are included by reference in this solicitation.

An acceptable template can be found on the following website:

<HTTP://WWW.VA.GOV/OAL/BUSINESS/FSS/SBSP.ASP>. This is a suggested format only. Other formats are acceptable; however, all identified elements must be included for your plan to be processed and approved. Additional guidance is included in FAR 52.219-9. The subcontracting plan will be evaluated and rated on the demonstrated plan of meeting or exceeding VA's small business goals outlined in the table below and the following:

- Reflects a valid corporate commitment between all parties in providing subcontracting opportunities for small business, small disadvantaged business, women-owned small business, HUBZone small business, veteran-owned small business, and service-disabled veteran-owned concerns. Includes the strength and specificity of each corporate commitment (i.e., what type of commitment, how binding is the commitment, how specific is the commitment to this proposed effort, and what types of tasks are included in these subcontracting opportunities).
- Reflects a one year history demonstrating your corporate commitment to meet your subcontracting goals/targets by providing Individual Subcontracting Report (ISR), for those contracts/projects in which you are submitting under Past Performance. If goals were not met on the ISR, provide an explanation as to why the goals/targets were not met.
- Demonstrates realistic targets expressed in dollars and in percentages of the total proposed subcontracting dollars for each small business category listed above.
- Reflects compliance, at a minimum, with VA goals listed below.

RLP SECTION 4.04B TECHNICAL FACTORS

- Reflects compliance, at a minimum, with VA goals listed below.

Category	Goal
Small Business	17.5%
Veteran-Owned Small Business	5%
Service-Disabled Veteran-Owned Small Business	3%
Small Disadvantaged Business (including Section 8(a))	5%
Women-Owned Small Business	5%
Historically Underutilized Business Zone (HUBZone) Small Business	3%

For Small Businesses: If the Offeror is a small business concern, the Offeror is not required to submit a small business plan.

The subcontracting plan submitted with the offer will be evaluated on the extent to which the proposal provides Small Business Subcontracting targets that meet the Department of Veteran Affairs Small Business goals for this project and the extent to which the offeror's Small Business Subcontracting Plan establishes reasonable efforts demonstrating the subcontracting targets can be met during the performance of the contract. **Failure to submit subcontracting plan at the time of initial offer shall make the offeror ineligible for award of the contract.**

REQUIRED SUBMITTALS

- RLP-Section 3.02 Technical and price proposal requirements
 - A. Receipt of Proposals (submittal due date/location)
 - B. Two Volumes: 1-Technical; 2-Price
 - C. Submittal Checklist
 - D. Timely Delivery

- RLP-Section 3.06

Ensure response addresses all items listed (subparagraph A-Z)

HIGHLIGHTS

3.06E Site Submission
F Site Control
I SAM Registration
R Energy Star
S Green Globes
U Seismic

- RLP-Section 3.07 TIA and amortization

VA may elect to pay some or all of the allowance lump sum
- RLP Section 1- Make sure submittal addresses requirements outlined in this section and current wage notes
- RLP Exhibits 22A/22B – labor standard provision and wage notes
- Conceptual Plans – Provide both CAD and PDF versions for VA review

OVERVIEW OF DESIGN CONCEPT DRAWINGS

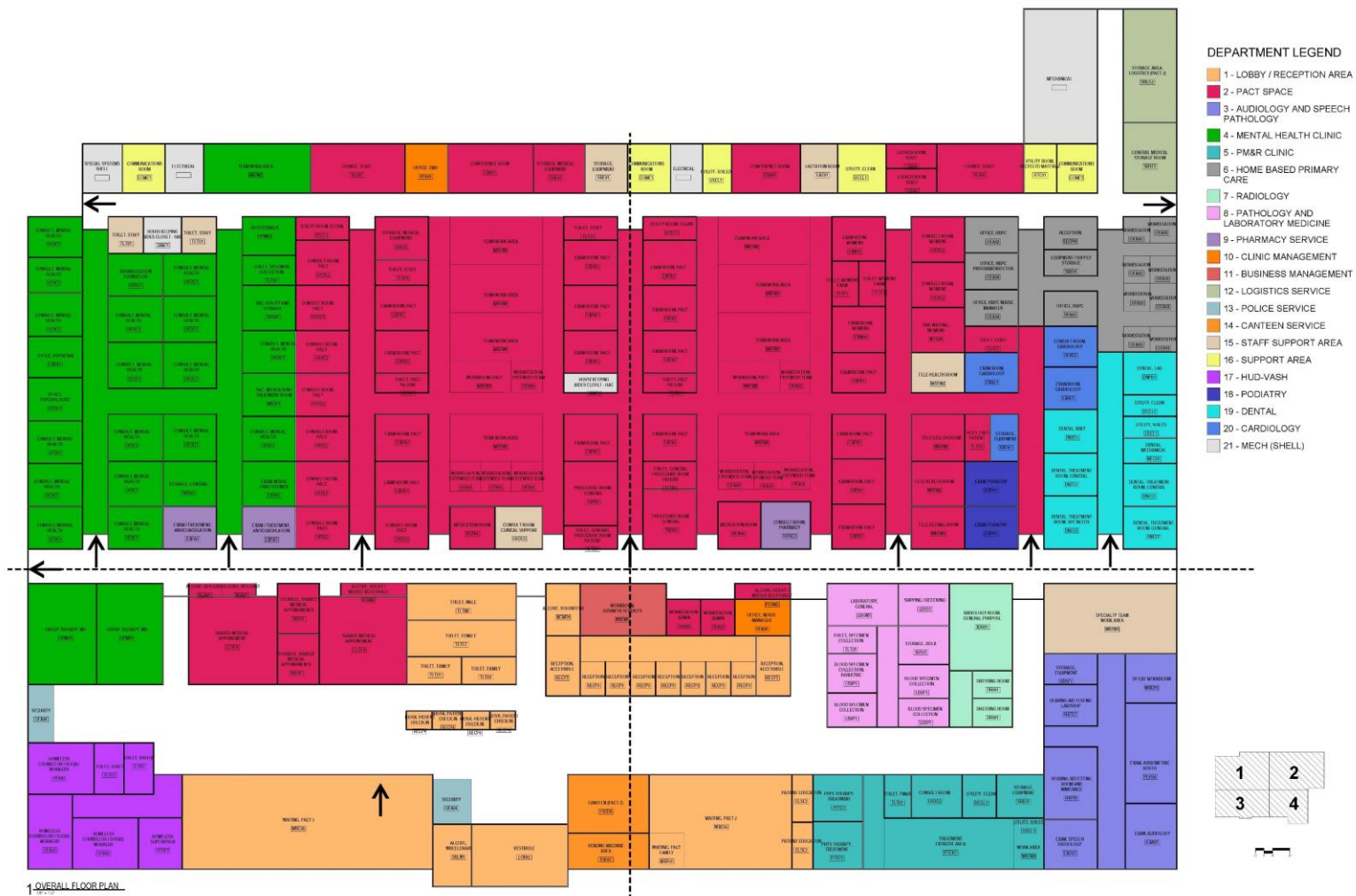
Commanders Concepts Commissioning
Engineering Consultants

SDVOSB

Oculus, Inc.

Architectural Consultants (sub-contractor)

CONCEPTUAL SPACE PLANS



CONCEPTUAL SPACE PLANS



CONCEPTUAL SPACE PLANS



Oculus Inc.

ARCHITECTURE | STRATEGIC PLANNING |
INTERIOR | WORK MANAGEMENT
1 South Memorial Drive
Suite 1000
Santa Ana, CA 92701
www.ocularinc.com



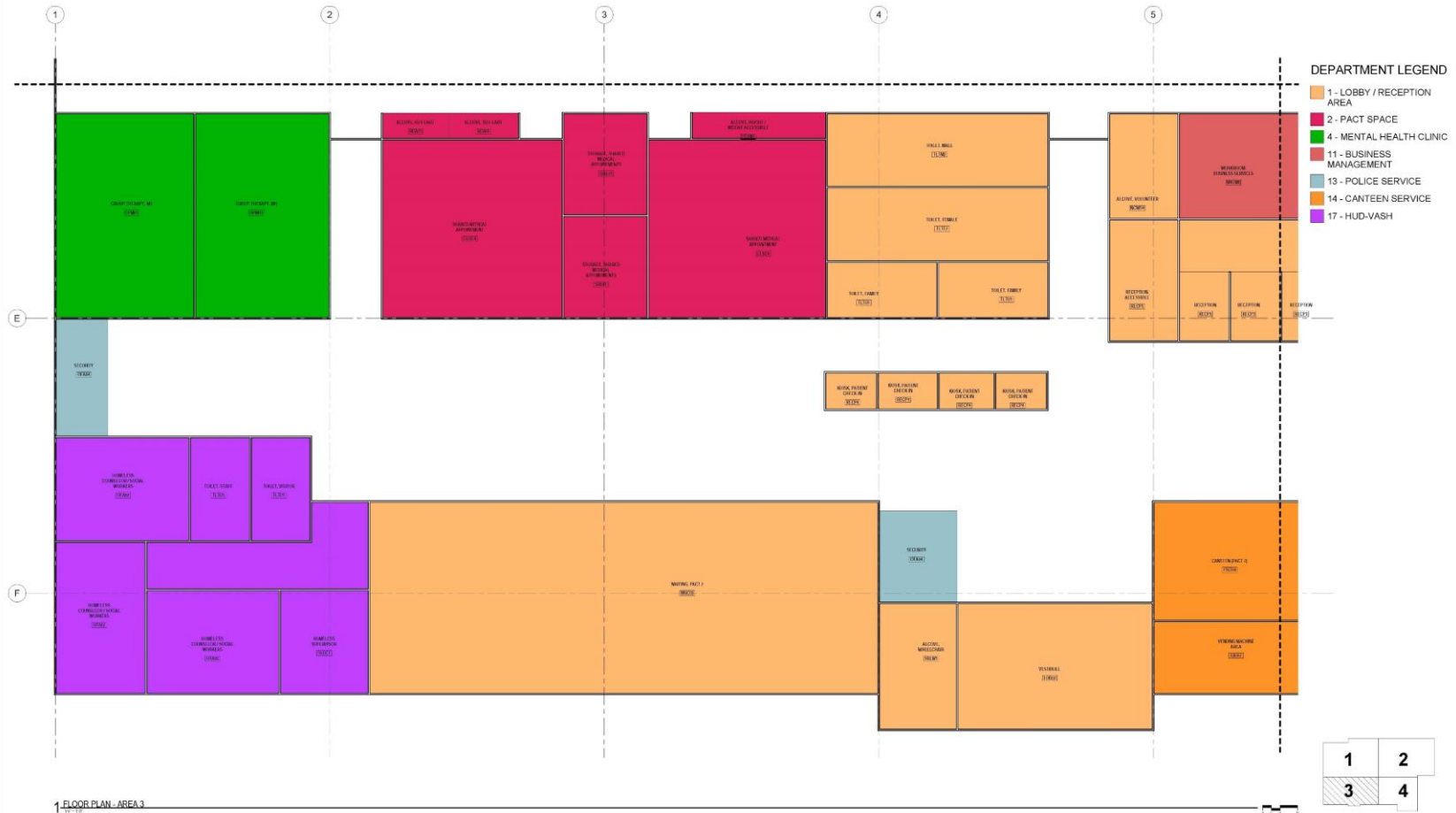
OXNARD CBCC
ENLARGED PLANS - 2
A201.2

VA101F-17-D-2005-36C10F18K2024
Durham, CA

SCHEMATIC DESIGN
NOT FOR
CONSTRUCTION

06/26/2019

CONCEPTUAL SPACE PLANS



Oculus Inc.

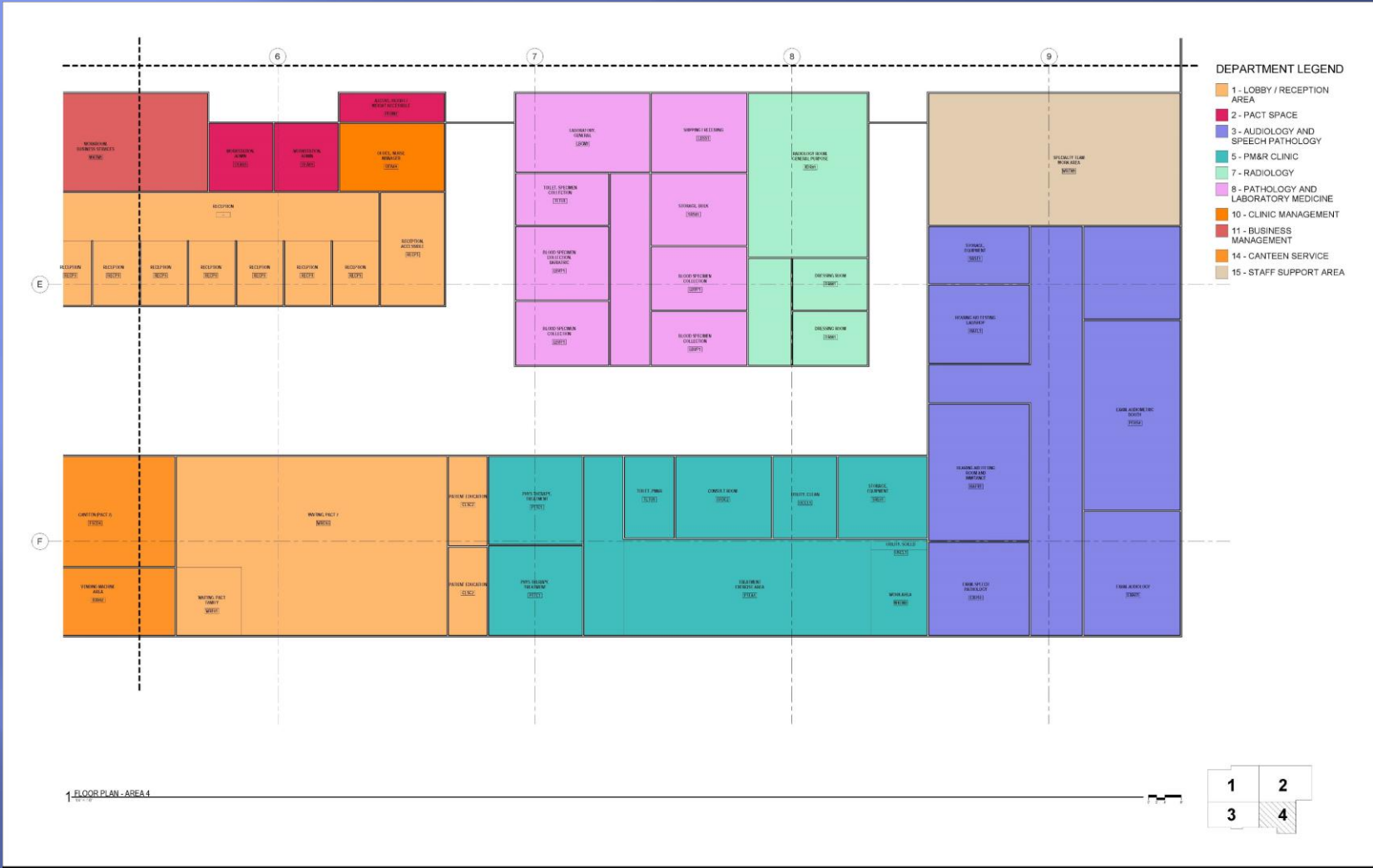
ARCHITECTURE | STRATEGIC PLANNING |
INTERIORS | MOVE MANAGEMENT
1 South Main Street, Suite 1000
Baltimore, MD 21202
(410) 524-3827
www.oculusinc.com



OXNARD CBOC
ENLARGED PLANS - 3
A201.3
VA101F-17-D-2005-36C10F18K2204
Oxnard, CA

SCHEMATIC DESIGN
NOT FOR
CONSTRUCTION

06/26/2018



BUILDING CODES AND STANDARDS

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.

Refer to RLP Appendix D1 for details regarding

- Criteria for VA leased facilities
- Applicable state and local building codes
- The Joint Commission (TJC)
- NFPA 99
- NFPA 101
- ABAAS
- VA Guidelines
- OSHA
- ASHRAE
- ASPE
- FGI

DESIGN CONCEPT

- Show us – submit detailed drawings and design graphics, **INCLUDING SITE DESIGN**
- Tell us – submit concise narrative descriptions detailing design benefits to VA
- Each Offeror will be evaluated on its ability to develop the site and landscaping to provide a well designed facility
- Stick with the plan – plans and specifications not in accordance with the Government's requirements may be deemed unacceptable and rejected

GSA Form 1217 – Operating Expenses

Line 27 = Total
Estimated cost of
Services & Utilities

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDING SERVICE		1. SOLICITATION FOR OFFERS		2. STATEMENT DATE	
LESSOR'S ANNUAL COST STATEMENT IMPORTANT - Read attached "Instructions"		3. RENTAL AREA (SQ. FT.)		3A. ENTIRE BUILDING	
4. BUILDING NAME AND ADDRESS (No., street, city, state, and zip code)				3B. LEASED BY GOV'T	
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) GOV'T LEASED AREA	
A. CLEANING, JANITOR AND/OR CHAR SERVICE					
5. SALARIES					
6. SUPPLIES (Wax, cleaners, cloths, etc.)					
7. CONTRACT SERVICES (Window washing, waste and snow removal)					
B. HEATING					
8. SALARIES					
9. FUEL ("X" one) <input type="checkbox"/> OIL <input type="checkbox"/> GAS <input type="checkbox"/> COAL <input type="checkbox"/> ELEC-TRIC					
10. SYSTEM MAINTENANCE AND REPAIR					
C. ELECTRICAL					
11. CURRENT FOR LIGHT AND POWER (Including elevators)					
12. REPLACEMENT OF BULBS, TUBES, STARTERS					
13. POWER FOR SPECIAL EQUIPMENT					
14. SYSTEM MAINTENANCE AND REPAIR (Ballasts, fixtures, etc.)					
D. PLUMBING					
15. WATER (For all purposes) (Include sewage charges)					
16. SUPPLIES (Soap, towels, tissues not in 6 above)					
17. SYSTEM MAINTENANCE AND REPAIR					
E. AIR CONDITIONING					
18. UTILITIES (Include electricity, if not in C11)					
19. SYSTEM MAINTENANCE AND REPAIR					
F. ELEVATORS					
20. SALARIES (Operators, starters, etc.)					
21. SYSTEM MAINTENANCE AND REPAIR					
G. MISCELLANEOUS (To the extent not included above)					
22. BUILDING ENGINEER AND/OR MANAGER					
23. SECURITY (Watchmen, guards, not janitors)					
24. SOCIAL SECURITY TAX AND WORKMEN'S COMPENSATION INS.					
25. LAWN AND LANDSCAPING MAINTENANCE					
26. OTHER (Explain on separate sheet)					
27. TOTAL					
SECTION II - ESTIMATED ANNUAL COST OF OWNERSHIP EXCLUSIVE OF CAPITAL CHARGES					
28. REAL ESTATE TAXES					
29. INSURANCE (Hazard, liability, etc.)					
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 <input type="checkbox"/> OWNER <input type="checkbox"/> LEGAL AGENT			
TYPED NAME AND TITLE		SIGNATURE		DATE	
34A.		34B.		34C.	
35A.		35B.		35C.	
GENERAL SERVICES ADMINISTRATION		GSA FORM 1217 (REV. 7-84)			

Items below line 27
are built into the
base rental rate.

SAM REGISTRATION

- Demonstrating an active registration
- PDF of Offeror's Reps & Certs
- Registration is for offering entity
- Registration is for NAICS 531120
- Small Business status certification

Past Performance & Reference Check

RLP No.: 36C10F18R0572
Oxnard, CA - CBOC

ORP PAST PERFORMANCE QUESTIONNAIRE

CONTRACT INFORMATION (Contractor/Officer to complete Blocks 1-4)

1. CONTRACTOR/OFFEROR INFORMATION
Past Performance Reference No. (1-5):
Offeror Name:
Address:
Phone Number: DUNs Number:
Contact Name:
Email Address: Contact Phone Number:

2. GENERAL WORK INFORMATION
Work performed as: ☐ Offering Entity ☐ Predecessor Companies ☐ Key Personnel
Percent (%) of project work performed by Offering Entity, Predecessor Companies or Key Personnel:
List of Major Subcontractor(s) and Role(s):

3. CONTRACT INFORMATION
Contract Number:
Contractor Name Reference Contract Awarded To: Contractor DUNS Awarded To:
Agency/Customer:
Delivery/Task Order Number (if applicable):
Contract Type: ☐ Firm Fixed Price ☐ Cost Reimbursement ☐ Other (Please explain)
Contract Title:
Contract Location:
Award Date (mm/dd/yy):
Construction Completion Date (mm/dd/yy):
Awardee Ongoing Services:
Original Contract Price (Award Amount):
Final Contract Price (include all modifications, if applicable):

REFERENCE INFORMATION

Past Performance Questionnaire Reference

Name & Title:	
Phone No.:	
Email:	
Address:	

Contracting Officer (CO) or Individual Responsible for Signing Contract

Name & Title:	
Phone No.:	
Email:	
Address:	

Resident Engineer/CO's Technical Representative or Construction Supervisor

Name & Title:	
Phone No.:	
Email:	
Address:	

ORP Past Performance Questionnaire July 2018

RLP No.: 36C10F18R0572
Oxnard, CA - CBOC

ORP PAST PERFORMANCE QUESTIONNAIRE (CONTINUED)

4. PROJECT DESCRIPTION
Type of Work (check all that apply): ☐ VA ☐ Federal ☐ Medical ☐ Office ☐ Other: _____
Reference Project Key Personnel Assigned as Key to Solicitation Project: ☐ Yes ☐ No
If yes, please provide key personnel names and roles:

DETAILED DESCRIPTION OF THE WORK PERFORMED

EXPLANATION OF RELEVANCY TO SOLICITATION REQUIREMENTS

ORP Past Performance Questionnaire July 2018

See Section 4.04 of the RLP

Minimum of 3 Reference
Check Forms



DAVIS BACON

The wages to be paid during performance under this lease contract must conform to the Department of Labor's General Wage Decision No. CA 180025, dated 09/07/2018, and as may be amended during the **procurement and** period of construction of the leased premises. A copy of the standards is provided as attachment 22B to the RLP. It is the Lessor's responsibility to obtain and maintain the most current rates.

The contractor shall submit within 10 calendar days of receipt of the award any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract to the Contracting Officer for approval. Including any additional classifications and wage rates.

Development Requirements



2.11 DUE DILIGENCE AND NATIONAL ENVIRONMENTAL POLICY ACT REQUIREMENTS - RLP (SEP 2014)

A. Environmental Due Diligence

1. At the direction of the LCO, the Offeror must provide, at the Offeror's sole cost and expense, a current Phase I Environmental Site Assessment (ESA), using the American Society for Testing and Materials (ASTM) Standard E1527-13 and timeline, as such standard may be revised from time to time. In accordance with ASTM standards, the study must be performed by an environmental professional with qualifications that meet ASTM standards. This Phase I ESA must be prepared with a focus on the Government being the "user" of the Phase I, as the term "user" is defined in E1527-13. Failure to submit the required study may result in dismissal from consideration.

RLP Section 2.13 CULTURAL RESOURCES STUDY (VA JUL 2018)

A Cultural Resources Study is required with initial offers. The Government has determined that it requires a brief preliminary study to predict the likelihood of the Lease Acquisition's impacts on cultural resources. The Cultural Resources Study shall include the following work:

RLP Section 5.01 OFF SITE-IMPROVEMENTS

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...

RLP Section 5.02 DUE DILIGENCE

The Lessor acknowledges its duty to conduct reasonable site inspections for the proposed site. The Lessor warrants that it has considered all factors which a prudent, experienced bidder customarily uses in making judgments about site conditions, quantity, quality and methods of performing the particular work...

RLP Section 5.03 APPLICABLE LAW

Any provision in this Lease that purports to assign liability or require expenditure of funds to the Lessor shall be governed by the provisions of the Contract Disputes Act of 1978, 41 USC 601-613, Anti-Deficiency Act, 31 USC 1341, and the Federal Tort Claims Act, 28 USC 2671 et seq.

RLP (Lease Paragraph 2.04) WAIVER OF RESTORATION

The Lessor shall have no right to require the Government to restore the Premises upon termination of the Lease, and waives all claims against the Government for waste, damages, or restoration arising from or related to (a) the Government's normal and customary use of the Premises during the term of the Lease.

RLP (SECTION 3.04) BUDGET SCOREKEEPING; OPERATING LEASE TREATMENT

The Government will award a Lease pursuant to this RLP only if the Lease will score as an operating lease under Office of Management and Budget Circular A-11, Appendix B. Only offers that are compliant with operating lease limitations will be eligible for award.



MINIMUM REQUIREMENTS:

- Certificate of Occupancy Required
- Natural disaster-resistive features, reference VA 18-8 Seismic Design Requirements , GSA, and ICSSC RP 8 Standards. (Where local Seismic Code is more stringent, comply with local code).
- GREEN GLOBES
- Centers for Disease Control (CDC) requirements for Tuberculosis
- Federal Regulations
- Local Building Codes and Ordinances
- Davis-Bacon Wages
- Uniform Accessibility Standards (UFAS) and (ABAAS)

SUMMATION



A few important points:

- Read the all parts of the RLP in their entirety
- Make certain all documents that require signature have been signed by the authorized signatory for the Offering Entity.
- The Offering Entity with the Offering Entity's DUNS must be registered in SAM and must be registered un the NAICS code for this procurement which is 531120. Your Form 3518 must also be completed for the Offering Entity and signed by the signatory authority.
- Provide completed 1364 for each pricing structure offer along with a 1364 attachment for each pricing structure.
- VA will not accept conditional offers.
- If you are submitting for Small Business credit under the Technical Evaluation Criteria, you MUST submit the documentation that is identified in the RLP or you will not receive consideration under this evaluation factor.
- Evidence of Capability to Perform – Financial Resources. You MUST submit the required information. ALL financial information MUST be included in the Technical Proposal. Materials sent separately will not be considered.
- Submit a timely offer. Late submittals may not be considered.

QUESTIONS?



THANK YOU FOR ATTENDING