

FedBizOpps Sources Sought Notice

CLASSIFICATION CODE *	S
SUBJECT *	Janitorial Services at Buffalo Vet Center

GENERAL INFORMATION

CONTRACTING OFFICE'S * ZIP-CODE	14227
SOLICITATION NUMBER *	36C24219Q1233
RESPONSE DATE (MM-DD-YYYY)	09-27-2019
ARCHIVE	15 DAYS AFTER THE RESPONSE DATE
RECOVERY ACT FUNDS	N
SET-ASIDE	
NAICS CODE *	561720
CONTRACTING OFFICE ADDRESS	Department of Veterans Affairs Network Contracting Office (NCO) 2 2875 Union Road Suite 3500 Cheektowaga NY 14227
DESCRIPTION *	See Below
POINT OF CONTACT * (POC Information Automatically Filled from User Profile Unless Entered)	Jacob.Burg@VA.gov

PLACE OF PERFORMANCE

ADDRESS	Buffalo Vet Center 2372 Sweet Home Road, Suite 1 Amherst, NY
POSTAL CODE	14228
COUNTRY	United States of America

ADDITIONAL INFORMATION

AGENCY'S URL	
URL DESCRIPTION	
AGENCY CONTACT'S EMAIL ADDRESS	
EMAIL DESCRIPTION	

* = Required Field

This is a Sources Sought Notice:

(a) The Government does not intend to award a contract on basis of this Sources Sought or to otherwise pay for the information solicited.

(b) Although "proposal," "offeror," contractor, and "offeror" may be used in this Sources Sought Notice, any response will be treated as information only. It shall not be used as a proposal.

(c) Any information received from a contractor in response to this Sources Sought may be used in creating a solicitation. Any information received which is marked with a statement, such as "proprietary" or "confidential," intended to restrict distribution will not be distributed outside of the Government, except as required by law.

(d) This Sources Sought is issued by VISN 2 Contracting Office in Cheektowaga, NY for the purpose of collecting information about:

Janitorial Services at Buffalo Vet Center located at Amherst, NY. The VA is seeking to provide this requirement beginning in Jan 2020. The NAICS code identified for this requirement is **561720 Janitorial Services**. The requirement is detailed in the Draft Performance of Work section of this document.

(e) cursory market research has identified small businesses that may be able to provide for this requirement. Contractors that are able to meet the requirements in the attachment are encouraged to email a capability statement and full information to Jacob Burg at Jacob.Burg@VA.gov by **4:00pm EST Friday, September 27, 2019 in order to receive consideration in the procurement strategy.**

- Part of the purpose of this Sources Sought is to determine the viability of set aside to a specific socio-economic category. **Contractors shall identify the NAICS code for the services being offered as well as their size status under said NAICS.** If contractor is a Service Disabled Veteran Owned Small Business (SDVOSB), a Veteran Owned Small Business (VOSB), or any other special category of contractors, then contractor is responsible for providing documentation in support of this. This information will be used to determine the viability of a set aside for this requirement.

- Contractors shall also identify any Federal Supply Schedules that may carry the desired services.

DRAFT STATEMENT OF WORK

Background:

The contractor shall furnish all Labor, Materials, Equipment, Supervision and Travel necessary to provide Janitorial Services for a 3600 sq. ft. facility for the Department of Veterans Affairs, Buffalo Vet Center located at 2372 Sweet Home Road, Amherst, NY 14228.

Scope of Work:

Required cleaning services three days per week. In the event of a holiday, services will be provided the next business day. Services to be performed during business hours, preferably in the mornings. Vet Center to Provide: Paper towels, toilet paper, plastic trash bags, hand soap, mop, vacuum cleaner and liquid cleaning products.

Contractor shall clean:

Restrooms

Three times per week:

- a. Floors to be swept & damp mopped.
- b. Toilets to be sanitized; washbasins to be cleaned.
- c. Mirrors, dispensers & fixtures damp-wiped and polished.
- d. Paper towel waste receptacles to be emptied; soap, towel and toilet paper dispensers to be refilled.

Once per Month:

- e. Waste paper receptacles to be damp-wiped inside & out if needed.

Office Areas, Conference Rooms, Kitchen & Corridor

Three times per week:

- a. Wastebaskets to be emptied and wastepaper & trash & recyclables to be removed to dumpster.
- b. Televisions dry dusted.
- c. Rugs vacuumed.
- d. Drinking fountain to be cleaned & polished.
- e. Desktops, computer monitors & phones dusted.
- f. Clean kitchen sink and countertops. Wipe kitchen table/chairs.
- g. Tile floors damp mopped. Some light furniture may need to be moved in center hallway and kitchen.
- h. Furniture, window sills and door frames dusted.
- i. Entrance door glass cleaned inside & out (3 doors).
- j. Artwork dry-dusted.
- k. Baseboards dusted.
- l. Dust window blinds, window ledges, chairs, tables, bookcases with treated cloth.
- m. Display cabinets –outer glass cleaned.
- n. Wipe down walls with noticeable splatters within 70” of floor.
- o. Dust cobwebs –windows, above/under furniture.
- p. Clean inside/outside microwave.
- q. Wipe outside fridge.

- r. Re-stock kitchen towels.
- s. Wipe coffee maker/toaster.
- t. Floor Lamps dusted/cleaned.
- u. Glass door in reception office cleaned.
- v. Dust office equipment.
- w. Magazines/articles stacked neatly on table.

Waste Collection Removal

Three times per week:

- a. All trash & recyclables collected & put in dumpster.
- b. Plastic bags to be replaced upon removal of waste.

Carpet Cleaning

Two times per year:

- a. Carpets shampooed & deep cleaned.

As needed: Spot cleaning of carpets when required by COR.

Place of performance

Buffalo Vet Center
2372 Sweet Home Road Suite 1
Amherst, NY 14228

Period of Performance:

The base period of performance is Jan 01, 2020 through December 31, 2020 with the provision of four (4) option years.