

Solicitation VA261-13-R-0031 DME, PIHCS  
~~Source Selection Information—See FAR 2.101 and 3.104—~~

**Source Selection Evaluation Plan  
VA261-13-R-0031  
Direct-to-Patient Durable Medical Equipment  
Pacific Islands Health Care System  
Honolulu, HI**

**1. Objective:** To select an offeror or offerors that can provide the Pacific Islands Health Care System with Durable Medical Equipment (DME) Services.

**2. Definitions:** Per FAR 15.001

“Deficiency” is a material failure of a proposal to meet a Government requirement or a combination of significant weaknesses in a proposal that increases the risk of unsuccessful contract performance to an unacceptable level.

“Weakness” means a flaw in the proposal that increases the risk of unsuccessful contract performance. A “significant weakness” in the proposal is a flaw that appreciably increases the risk of unsuccessful contract performance.

**3. Selection Process:** The technical evaluation board (TEB) shall be comprised of the following individuals

Technical Evaluation Board



The TEB shall evaluate Technical Approach and Technical Capability and as described below. Based on their evaluation, the TEB shall provide an evaluation report to the Contracting Officer and Source Selection Authority (SSA). The Contracting Office/SSA shall evaluate Past Performance and Price as described below.

The Contracting Officer/SSA will make award based on a low-price, technically-acceptable scheme. To be considered for award, an offeror's response must be rated a **pass** all factors.

**4. Evaluation Factors:** The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. Please note, the VA may consider the risk inherent to each factor in its rating. The following factors shall be used to evaluate offers and are of equal important:

- **Technical Approach** shall be evaluated on a pass/fail basis as described below.
- **Technical Capability** shall be evaluated on a pass/fail basis as described below.
- **Past Performance** shall be evaluated on a pass/fail basis. Any offeror with no past performance shall be rated as neutral.
- **Price**

**5. Factor: Technical Approach.** The TEB shall evaluate Technical Approach using Pass/Fail ratings on the offeror's ability to meet the following items:

## Solicitation VA261-13-R-0031 DME, PIHCS

~~Source Selection Information—See FAR 2.101 and 3.104—~~

- a. Ability to meet Joint Commission standards
- b. Ability to meet visit timeliness, patient training, and documentation requirements.
- c. Ability to achieve at least 90% customer satisfaction

For this factor:

“Pass” is defined as, “Offeror has complied with the instructions to offerors for this factor. Offeror has met the VA’s requirements. The VA has an acceptable level of confidence in the offeror’s approach. Risk, if identified, is at an acceptable level.”

“Fail” is defined as, “Offeror has not complied with the instructions to offerors for this factor. Offeror has not met the VA’s requirements. The VA has low confidence in the offeror’s approach. The level of risk is unacceptable.”

6. **Factor: Technical Capability.** The TEB shall evaluate Technical Capability using Pass/Fail ratings on the offeror’s ability to meet the following items:

- a. Contractor’s Past Relevant Experience
- b. Qualification of Offeror’s Team and Direct Service Staff

For this factor:

“Pass” is defined as, “Offeror has complied with the instructions to offerors for this factor. Offeror has met the VA’s requirements. The VA has an acceptable level of confidence in the offeror’s capability. Risk, if identified, is at an acceptable level.”

“Fail” is defined as, “Offeror has not complied with the instructions to offerors for this factor. Offeror has not met the VA’s requirements. The VA has low confidence in the offeror’s capability. The level of risk is unacceptable.”

7. **Factor: Past Performance.** Past performance will be evaluated using the following scheme

Rating Parameter	Description
Pass	<p>The offeror has fulfilled the solicitation requirements and has met or exceeded the needs of the VA or other Agencies. No deficiencies or weaknesses exist.</p> <p>-OR-</p> <p>Factor may require minor clarifications. The offeror has fulfilled the solicitation requirements and has met the needs of the VA. Weaknesses, if any, are minor and are easily correctable. Risk, if identified is very low to low.</p> <p>-OR-</p> <p>In accordance with FAR 15.305, proposals with no past performance (such as being unable to contact a reference) will be rated as neutral.</p>

## Solicitation VA261-13-R-0031 DME, PIHCS

~~Source Selection Information—See FAR 2.101 and 3.104~~

Fail	<p>The Offeror's past performance cannot be verified (such as reference unable to recall or confirm contract) as given or data is missing. Performance risk(s) is moderate to high.</p> <p>-OR-</p> <p>Adverse data was provided by a verified source. This adverse past performance may put veterans and the VA at high risk if contract is awarded. The Government does not have confidence that the offeror can fulfill the requirements of this contract.</p>
------	---

An offeror's past performance will be evaluated as to its relevance and similarity to work under this solicitation. The VA will also evaluate performance risk based on past performance. The Government may contact the offeror's references for information and may review performance ratings on file for prior Government projects the offeror may have performed. Past performance information obtained from sources other than those identified by the offeror may be used. All relevant facts and circumstances gathered from information from the offeror's listed references and other sources of information available to the Government (e.g., National Institutes of Health [NIH] Contractor Performance System [CPS] and Past Performance Information Retrieval System [PPIRS]) will be used to evaluate the offeror's overall past performance and quality of performance. If an offeror has not had a chance to comment on negative past performance evaluations obtained VA for purposes of evaluating offers under this solicitation, the offeror may be given a chance during "exchanges" (clarifications, communications, or discussions) after receipt of proposals (FAR 15.306). If discussions are required, and past performance issues remain, these issues will be addressed during discussions.

8. **Factor: Price.** This factor shall be evaluated by the Contracting Officer/designee to determine if it is fair and reasonable.
9. **Multiple Awards.** The VA reserves the right to make multiple awards, by location, for this requirement.
10. **Discussions.** The Government intends to make award without discussions. However, the Government reserves the right to designate a competitive range for any or all locations—based on evaluation of the factors above. The decision to designate a competitive range and hold discussions is solely within the Government's discretion. The Government further reserves the right to limit the competitive range in accordance with FAR 15.306(c)(2).
11. **Other.** The Government will evaluate the offers on the basis of information furnished by the offeror or identified in the offer and reasonable available to the Contracting Officer. The Government is not responsible for locating or obtaining any information not identified in the offer.
12. **Conflicts.** Where there is a conflict in evaluation procedures between the solicitation and the source selection plan, the source selection plan shall take precedence.

Reviewed by,



Solicitation VA261-13-R-0031 DME, PIHCS  
~~Source Selection Information — See FAR 2.101 and 3.104~~

[REDACTED]

Approved

[REDACTED]

DANIEL E. CZECH,  
Contracting Officer  
NCO 21, Source Selection Authority