

PRE-PROPOSAL CONFERENCE AGENDA

RFP VA350-13-R-0021 CONSTRUCT CHANGES TO B65 HVAC AT LITTLE ROCK REGIONAL OFFICE

AUGUST 13, 2013

1. INTRODUCTIONS

- Jim Wood, Contracting Officer's Representative, Support Services Division, Little Rock Regional Office
- Jon Miller, Engineering Service, VAMC
- John Player, Supervisory Contracting Officer, VBA Central Area Contracting Team
- Kris Kelly, Contracting Officer, VBA Central Area Contracting Team
- Linda Parker, Assistant Director, Little Rock Regional Office
- Other Members Present

2. INTRODUCTION OF REQUEST FOR PROPOSALS (RFP) VA350-13-R-0021

- Overview
 - Set-Aside for Service-Disabled Veteran Owned Small Business only.
 - o Must be Certified in VetBiz.gov
 - o Must be Registered in SAM
 - o Must have Representations and Certifications completed in SAM
 - Bid-Build Project to Make Modifications to the HVAC System, including Replacement of the Chiller.
 - 9 Phase Project with a 180 day period of performance
 - Magnitude of Construction is between \$1M and \$2M
 - Offer Guarantee of 20%, not to exceed \$3M **must** be submitted with offer
 - Offers must be submitted by August 26, 2013 at 2:00PM Central Time
 - The Schedule has one item. There are no deductive alternates.
 - Offerors must submit one (1) original and five (5) copies of BOTH the price and technical proposals

- Price Proposals
 - Offerors must submit one (1) original and five (5) copies of the price proposal
 - Price proposal must contain a detailed cost breakdown as stated on page 37 of the solicitation. Each cost breakdown section should be individually divided and tabbed. The sections are:
 - Division 1 : General Requirements
 - Division 2 : Existing Conditions
 - Division 4 : Masonry
 - Division 5 : Metals
 - Division 9 : Finishes
 - Division 23 : HVAC
 - Division 26 : Electrical
 - Grand Total Page
 - Subtotal from Previous Divisions
 - Subcontractor Overhead
 - Labor Overhead
 - G&A Overhead
 - Profit
 - Grand Total
- Technical Proposals
 - Offerors must submit one (1) original and five (5) copies of the technical proposal
 - Technical Proposals must address the following areas
 - Each technical proposal sub factor should be divided and tabbed.
 - Corporate project experience, personnel experience, technical/management approach.
 - Past Performance

3. EVALUATION CRITERIA

- Award will be based on best value. Government will select the offer that represents the best overall value, considering non-price factors and price factors.
- When combined all non-priced technical factors will be considered significantly more than price.
- The competitive range will include only those proposals the Government determines to have a high likelihood of award based on future proposal revisions.
- Price proposals will be evaluated on their realism and reasonableness in comparison to the Government Estimate
- Proposals that are significantly higher or lower than the Government estimate for any of the seven (7) detailed cost breakdown areas may be considered materially unbalanced and may not be considered for award.
- Government intends to award without discussions, however we reserve the right to conduct discussions if it is in our best interests

- Offeror should submit an offer with the most favorable terms
- Offers will be rated blue (excellent); green (satisfactory); yellow (marginal) or red (unsatisfactory) for the technical factors. For Past Performance, grey (neutral) will be used to rate insufficient past performance history or detail.
 - Only technical elements will receive an adjectival rating
 - Price will not be rated, but will be evaluated for reasonableness and realism.

4. DEBRIEFINGS

- Government will conduct a pre-award debriefing of those offers not included in the competitive range, or a post-award debriefing for those not selected for award by written request only.
- Written requests must be submitted not later than five (5) calendar days after receipt of unsuccessful offer letter. Written requests may be made by electronic mail (preferred).

5. EXCHANGES OF INFORMATION, CLARIFICATION, AND DISCUSSIONS

- Exchanges of information or clarifications of an offer do not constitute discussions, and therefore, not all offerors may be contacted for further information regarding their proposal.
- Discussions, if conducted, require a revision of the offerors proposal. Discussions will only be conducted, if required, with those offerors whose proposals are in the competitive range.

6. REQUESTS FOR INFORMATION PRIOR TO DATE FOR RECEIPT OF OFFERS

- Requests For Information must be in writing and maybe electronically submitted
- Email: john.player2@va.gov or tinie.kelly@va.gov
- Last Date for RFI is August 19, 2013.

7. LATE SUBMISSION OF OFFERS

- Offers received after the date and time set for receipt of offers will be deemed late and will not be considered for award
- Electronically submitted offers will not be considered for award

8. QUESTIONS REGARDING THE SOLICITATION

9. TECHNICAL ASPECTS OF THE PROJECT

- Jim Wood, Little Rock Regional Office
- Jon Miller, Engineering Service, VAMC

QUESTIONS

1. Q: What sort of controls will be used on this project?
A: Siemens. Siemens controls are specified. The VHA Medical Center uses Siemens controls and all controls install in the Building 65 system must interface with these existing controls.
2. Q: Can the date and time for proposals be change to August 27, 2013 at 2:00PM Central Time, so that Offerors will be able to FedEx proposals on Monday, August 26, 2013?
A: Yes, the date and time for receipt of proposals will be changed to August 27, 2013 at 2:00PM Central Time.
3. Q: On Page 36 of 43, Paragraph B.3, Evaluation Factors, Past Performance, line 2, it requires the contractor to submit references for residential construction projects, is this correct?
A: No, please change the sentence that reads "...construction management services provided for a residential remodeling project..." so that it reads "HVAC construction services for a commercial entity or Government facility..."
4. Q: How much of the work can a SDVOB concern subcontract out under this contract?
A: Per VAAR Clause 852.219-10, VA Notice of Total Service-Disabled Veteran-Owned Small Business Set-Aside (2009) on page 25 of 43, paragraph (c)(3) and (4) of the solicitation for General Construction "...at least 15 percent of the cost of the contract performance will be spent on the concern's employees or the employees of **other** service-disabled veteran-owned small business concerns..." **And** for Construction by special trade contractors "...at least 25 percent of the cost of the contract performance incurred for personnel will be spent on the concern's employees or the employees of other eligible service-disabled veteran-owned small business concerns..."
5. Q: Section M outlines proposal requirements very well, but I do not see a Section L – with specific proposal directions – delivery or proposal, required elements. Am I overlooking that or should I just follow the outline in Section M?
A: The contractor should prepare a separate technical and price proposal; each proposal should address the criteria stated in Section M. For example, the Technical Proposal should be tabbed into sections of Construction Management Experience, Personnel Management Experience, and Past Performance. The Price Proposal should be broken down by the Specification Divisions list in the Evaluation Criteria. The contractor is required to submit a **signed** original and five (5) copies to the following address:

Department of Veterans Affairs
Central Area Contracting Team (VBA)
Attn: Kris Kelly
125 S. Main Street
Muskogee OK 74401
6. Q: Is Teaming allowed – with SDVOB as prime and other company as a proposed Subcontractor? If yes, can past performance requirements be met through some of the subcontractor's past work. We only have 1 completed job larger than \$1 million with several in the \$500 thousand - \$1 million range.
A: Please see the answer to Question #4 above. A teaming arrangement must conform to the minimum percentages set forth above. A Service-Disable Veteran-Owned Small Business must be the dominant partner in any teaming arrangement **and** the SDVOB concern must complete at least 15% of the General Construction work and 25% of the Specialty Trade construction work. For the purposes of evaluating the proposals, if the teaming arrangement is active in the System for Award Management (SAM) **and** the teaming entity is certified in VetBiz.gov, then the construction experience, personnel experience, and past performance will be considered. In contrast, if the teaming arrangement is not active in SAM or is not certified in VetBiz.gov, **only** the

construction experience, personnel experience, and past performance of the SDVOB concern will be considered.

7. Q: On the drawing AE120; AE121; and AE122, Note 2 states: "Remove Louver. Install Spandrel Glass Unit and Insulate." How far down is the Spandrel Glass Unit required to be installed?
A: This question will be referred to the A/E. The response will be published in a future amendment.
8. Q: On the Specifications, Section 23 21 23 - 5, paragraph 5(b) of the specification makes reference to "...Section 26 29 11, Low-Voltage Motor Starters..." This Section does not appear in the specifications. Where can I obtain a copy of this section of the specifications?
A: This question will be referred to the A/E. The response will be published in a future amendment.