

Commander,  
Naval Facilities Engineering Systems Command, Atlantic  
6506 Hampton Boulevard  
Norfolk, Virginia 23508-1278

**QUESTIONS/ANSWERS #4 TO  
SOLICITATION FOR OFFERS (SFO) LI-13860  
Contract # N62470-23-RP-00001  
DATED FEBRUARY 16, 2023**

**Furnished Housing Units For  
Unaccompanied Transient Military Personnel  
SUPSHIP Newport News, Virginia**

1. Q. On the offer form there is a column that reads “Dwelling Unit or Room Type”. In previous columns the # of bedrooms and bathrooms are already requested. What should we put in this particular column?

- A. This column should identify if the unit offered is an apartment or some other type of unit or dwelling. Please note in Amendment 2, "SFO LI-13860" Line Item which states: “Purpose. United States Navy (USN) seeks to lease fully furnished apartments”

Please refer to SFO “LI-13860” Paragraph 2. Requirements, B. Facility requirements which states: A unit is defined as a complete dwelling; consisting of two or three bedrooms, at least one full bath (three bedroom units require two bathrooms), a living area, a kitchen, and a dining area.

2. Q. If a company is in the SAM registration process and the current status is “Processing” will the company still be able to submit the proposal as long as the registration process is “Complete” prior to the award? It should be noted that under section 8 “Standard Conditions” it reads as follows “The offeror/lessor must have an active registration in the System for Award Management (SAM) formerly Central Contractor Registration (CCR) Vendor Registration) via the Internet at <http://sam.gov> prior to lease award and throughout the life of the lease. Conversely, Enclosure 4: REPRESENTATIONS AND CERTIFICATIONS Section 12 asks for the CAGE code. Is it ok to put “Pending” in this section or how should a vendor fill out this portion of the application?

- A. SFO “LI-13860” requires SAMS and Cage Code to be included in offer. On the bottom of the Page 1 of the SFO states: “NOTE: All offerors are advised to complete registrations at <http://www.sam.gov> and <http://www.dnb.com> several business days before submitting the offer.” Please refer to Paragraph 4. How to Offer, X which states. “Confirmation of registration with System for Award Management (SAM) database;”

Please refer to Paragraph 8, Standard Conditions, I of the “SFO LI-13860”. “The offeror/lessor must have an active registration in the System for Award Management

(SAM) formerly Central Contractor Registration (CCR) Vendor Registration) via the Internet at <http://sam.gov> prior to lease award and throughout the life of the lease.” SFO “LI-13860” Enclosure 4 Reps. and Certs. Item 12 states that “the offeror shall also provide it’s Unique Entity Identifier and Commercial and Government Entity (CAGE) code as part of submission.

3. Q. Section 4 of the solicitation entitled “How To Offer” under Line Item 3 states “Offers of sub-leases must be accompanied by a complete and legible copy of the prime lease”. Is “Prime Lease” referring to the lease between the Offeror and the Navy OR is this referencing the lease between the proposed property and the Offeror?

A. The prime lease is between the landlord or property owner and the offeror. Please refer to Amendment 2, “SFO LI-13860” Line Item 4 which deleted SFO ‘How to Offer’ III.

6) Please refer to Amendment 2, “SFO LI-13860” Line Items 6 & 9 which states: “vi. Post award. The successful offeror shall provide within seven (7) business days following full execution of Standard Form 2, Enclosure 3 the following: (a) a depreciation schedule for any carpet, and a pricing schedule for typical minor repairs that would be charged if necessitated by damages during occupancy, (b) proof of insurance obtained in accordance with Exhibit A, General Clauses Updated 2/1/23, Paragraph 9, and (c) a copy of the prime lease, if applicable.

9) Amendment 2 “SFO LI-13860' (Encl. 1) 'Offer Form' Updated 2/1/23”

4. Q. The last column of the Offer Form labeled “Copy of Prime Lease” asks if a copy of the Prime lease is attached. In parenthesis it has (If a Sublease). Are you asking for a blank template of the lease that would be provided to the Navy from the Vendor if the contract is awarded? OR Are you asking for a copy of the lease that would be provided to the Offeror from the Property?

A. Please refer to Amendment 2, “SFO LI-13860” Line Item 10. A copy of the executed prime lease between the landlord/owner and the offeror must be provided within 7 business days of award. Please refer to Amendment 2, “SFO LI-13860” Line Items 4, 6 & 9.

5. Q. Section 2B of the Solicitation “Facility Requirements” states each property must have a “Kitchen Area”. Exhibit C “Housing Unit Furnishings – Minimum Requirements” has Dining Table/Dinette on the checklist. Will an island attached to the kitchen built for seating with for the required # of chairs suffice?

A. Please refer to Exhibit C of the SFO “LI-13860”. A dining table/dinette is required.

6. Q. On the Offer form, the column titled “Square Feet in Offered Building Already Occupied by DOD”. Are you asking for us to find out which buildings already have DOD personnel housed? Also, are you asking for the sq. footage of those buildings only if DOD personnel are already housed there? Please Clarify

A. Please refer to Amendment 2, “SFO LI-13860” Line Item 9. This verbiage was deleted.

7. Q. I think I interpreted the SOW correctly, please let me know if my plain language below reflects your SOW language correctly. Thank you!

The lease date on enclosure 3 must match the arrival date. Further the arrival and departure dates listed in line 2 of enclosure 3 are the dates the lessor can invoice the GOVERNMENT for (if no early departures). Meaning if a vendor begins a lease on March 1<sup>st</sup> for one year and the GOVERNMENT does not move into that unit until March 7<sup>th</sup>, then the lease date on enclosure 3 and dates on Line 2 of enclosure 3 would be arrival March 7<sup>th</sup> 2023 and departure March 6<sup>th</sup> 2023 and the Government is not responsible for any rents for March 1 -6, even though the lessor had to begin the lease on March 1 in order to prepare unit for GOVERNMENT arrival on March 7<sup>th</sup> (set up unit, install furniture, establish utilities, etc). Further reasoning that the GOVERNMENT will not pay for this vacancy is because the GOVERNMENT has nothing to do with the any agreement (lease) that a lessor may be held to in order to secure the unit for the GOVERNMENT. Is this all correct?

A. The Government will only pay rental for the term covered by the lease (Standard Form 2, Enclosure 3). At the beginning of the lease term, the unit must meet the Paragraph 2. Requirements, Section B. Facility Requirements and be ready for occupancy.

8. Q. Is it possible that they will split the contract among several service providers?

A. Award may be to one or multiple offerors. Please refer to Paragraph 1. Purpose, “This solicitation is intended to meet the various unaccompanied housing requirements in or near Newport News, Virginia area for a five-year period (March 2023 thru March 2028). The selected awardees will be notified no later than March 20, 2023. The award notification will include a request for apartment availability for approximately 80 beds. Anticipated lease occupancy is in late March/early April, 2023 depending on award notification.

9. Q. How quickly must we be able to house 1,000 personnel (i.e., is there a staggered move-in schedule)?

A. Please refer to Amendment 2, “SFO LI-13860” Line Item 1. “This solicitation is intended to meet the various unaccompanied housing requirements in or near Newport News, Virginia area for a five-year period (March 2023 thru March 2028). The selected awardees will be notified no later than March 20, 2023. The award notification will

include a request for apartment availability for approximately 80 beds. Anticipated lease occupancy is in late March/early April, 2023 depending on award notification. Occupancy will vary of the 5 year period based on need but will not exceed the total requirement of housing for 1,000 personnel at any one time.

10. Q. How likely is it that the timetable will be adhered to?

A. Please refer to Amendment 2, "SFO LI-13860" Line Item 1. "This solicitation is intended to meet the various unaccompanied housing requirements in or near Newport News, Virginia area for a five-year period (March 2023 thru March 2028)."

Occupancy will vary of the 5 year period based on need but will not exceed the total requirement of housing for 1,000 personnel at any one time.

11. Q. Would Norfolk be considered if there was not enough inventory to support this request?

A. Please refer to "SFO LI-13860" Item 2. Requirement, A. Location Requirements, The property must be located within the delineated area shown on the Enclosure (2). Norfolk is not in the delineated area.

12. Q. I am sending this email to get clarification whether any background information can be obtained on the personnel needing housing. Most of the apartment management companies have concerns. Can anything formal or informal be provided?

A. The lease is between the Navy and Lessor. The Navy will not provide any information on Navy personnel occupying the units for the purposes of a background investigation.

13. Q. Does the NAICS code need to be updated in my profile to win the contract?

A. Please refer to Paragraph 8. Standard Conditions. I of the SFO for questions regarding registration.

The offeror/lessor must have an active registration in the System for Award Management (SAM) formerly Central Contractor Registration (CCR) Vendor Registration) via the Internet at <http://sam.gov> prior to lease award and throughout the life of the lease. The lessor must update or renew registration annually and provide evidence of renewal to the Government.

14. Q. The offer requires a floor plan be presented. Will photos work? Also, how would you like us to attached those floor plans to the excel spreadsheet? I have multiple units to submit with multiple floor plans and/or photos.

A. Please refer to "SFO LI-13860", Paragraph 4, VIII. A floor plan is required.

15. Q. Pg. 5 question # 5: “Contact information of person authorized to negotiate and execute any leases, with evidence of that authority.” Can you provide examples of the “evidence of that authority” needed to provide such information?

A. Please refer to “SFO LI-13860”, Enclosure 4, Reps and Certs, Paragraphs 6(b)2, 8(a)2 and 10(c).

16. Q. Pg. 5 question #9: “Evidence of the offeror’s ability to meet all specifications, provisions, clauses, terms, and conditions of this solicitation and lease;” Can you provide examples of evidences needed to provide such information.

A. Please refer to Paragraph 2 and Enclosure 1 of the SFO.

17. Q. In the offer Summery excel sheet, line item “O” it states: Dwelling unit or room type”. Can you clarify what information you need for this line item?

A. Please refer to question #1.