

Presolicitation Notice

SUBJECT* 589A5-23-188, AJP FCA - Repair Roads, Parking, and Sidewalks

GENERAL INFORMATION

CONTRACTING OFFICE'S ZIP CODE*	66048
SOLICITATION NUMBER*	36C25523R0025
RESPONSE DATE/TIME/ZONE	01-16-2022 2PM CENTRAL TIME, CHICAGO, USA
ARCHIVE	90 DAYS AFTER THE RESPONSE DATE
SET-ASIDE	
PRODUCT SERVICE CODE*	C1DA
NAICS CODE*	541310
PLACE OF PERFORMANCE	

POSTAL CODE
COUNTRY

CONTACT INFORMATION

CONTRACTING OFFICE ADDRESS	Department of Veterans Affairs Network Contracting Office (NCO) 15 3450 S 4th Street Trafficway
POINT OF CONTACT*	Leavenworth KS 66048 Gislaine Dorvil Contracting Officer Phone: 913-946-1139

ADDITIONAL INFORMATION

AGENCY'S URL	Gislaine.Dorvil@VA.GOV
URL DESCRIPTION	Department of Veterans Affairs
AGENCY CONTACT'S EMAIL ADDRESS	Gislaine.Dorvil@VA.GOV
EMAIL DESCRIPTION	

*=Required Field

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DESCRIPTION

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Synopsis:

CONTRACT INFORMATION

- a. This A-E Services requirement is being procured in accordance with the Brooks Act (Public Law (PL0582) and implemented in accordance with the Federal Acquisition Regulation (FAR) Subpart 36. Firms will be selected for negotiation based on demonstrated competence and qualifications for the required work.
- b. This procurement is restricted to Service-Disabled Veteran Owned Small Business (SDVOSB) firms located within a 350-mile radius of the Colmery-O'Neil VA Medical Center in Topeka, Kansas. The mileage restriction is in compliance with VAAR 805.207(b). This requirement is being procured in accordance with the VAAR 836.606-73 as implemented in FAR Subpart 36.6.
- c. This is not a Request for Proposal and an award will not be made with this announcement. This announcement is a request for SF 330's from qualified contractors that meet the professional requirements.
- d. After the evaluation of SF330 submissions in accordance with the evaluation criteria, three or more of the most highly qualified firms will be chosen for interviews to present their approach to the design to arrive at selection of the number one firm for negotiations. The Government will not pay nor reimburse any costs associated with responding to this request. The Government is under no obligation to award a contract as a result of this announcement. The contract is anticipated to be awarded on March 06, 2023.
- e. Award of any resultant contract is contingent upon the availability of funds.
- f. No solicitation document is available and no other information pertaining to project scope, etc. is available at this time. Any request for assistance with submission or other procedural matters shall be submitted via email only (gislaine.dorvil@va.gov).
- g. Personal visits to discuss this announcement will not be allowed.
- h. The NAICS Codes for this procurement is 541310 Architectural Services and small business size standard of \$12.5 Million. Award of a Firm Fixed Price contract is anticipated. Anticipated time for completion of design is approximately 194 calendar days including time for VA reviews. The A/E firm shall also be required to perform construction period services if award of a construction project contract is made.
- i. DATABASE REGISTRATION INFORMATION:

VERIFICATION OF STATUS OF APPARENTLY SUCCESSFUL OFFEROR THIS ACQUISITION IS 100% SET-ASIDE FOR QUALIFIED SERVICE-DISABLED VETERAN OWNED SMALL BUSINESS AE FIRMS IN COMPLIANCE WITH VAAR 852.219-10. ONLY BUSINESSES VERIFIED AND LISTED IN THE VENDOR INFORMATION PAGES DATABASE, (<http://www.Vetbiz.gov>), SHALL BE CONSIDERED.

- j. SYSTEM FOR AWARD MANAGEMENT (SAM):
Federal Acquisition Registrations require that federal contractors register in the System for Award Management (SAM) database at www.sam.gov and enter all mandatory information into

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the system. Award cannot be made until the contractor has registered. Offerors are encouraged to ensure that they are registered in SAM prior to submitting their qualifications package.

k. THE EXCLUDED PARTIES LIST SYSTEM (EPLS):

To ensure that the individuals providing services under the contract have not engaged in fraud or abuse regarding Sections 1128 and 1128A of the Social Security Act regarding federal health care programs, the contractor is required to check the Excluded Parties List System (EPLS) located at www.sam.gov for each person providing services under this contract. Further the contractor is required to certify that all persons listed in the qualifications package have been compared against the EPLS list and are NOT listed. During the performance of this contract the Contractor is prohibited from using any individual or business listed on the List of Excluded Individuals/Entities.

l. E-VERIFY SYSTEM:

Companies awarded a contract with the federal government shall be required to enroll in E-Verify within 30 days of the contract award date. They shall also need to begin using the E-Verify system to confirm that all of their new hires and their employees directly working on federal contracts are authorized to legally work in the United States. E-Verify is an Internet-based system that allows an employer, using information reported on an employee's Form I-9, to determine the eligibility of that employee to work in the United States. There is no charge to employers to use E-Verify. (FAR 52.222-54)

m. Qualified A-E firms are required to respond if interested by submitting one (1) original completed Standard Form 330 qualification package Parts I and II to include all consultants (form available on-line at: <http://www.gsa.gov/portal/forms/download/116486>) Must include in Part I Section H an organizational chart of the firm (excludes consultants) and a design quality management plan. Submission information incorporated by reference is not allowed. All submissions must be bound in 3 ring binder) and a CD copy of the Standard Form 330.

n. Completed package shall be delivered on or before January 18, 2023, by 2:00PM CST to the following address:

Department of Veteran Affairs, NCO 15 Contracting Office,
Attn: Contracting Officer: Gislaine Dorvil,
Contracting Office Address:
3450 SW Trafficway.
Leavenworth, Kansas, 66048.

o. Outermost envelope or packaging shall clearly identify Solicitation number and project. Information shall be submitted via commercial courier service, mail or hand carried deliveries. Telegraphic, email, and facsimile forms are prohibited.

PROJECT INFORMATION

Description of work to be performed includes: Architect-Engineering services are required for Schematics Design, Design Development, Construction Documents, Technical Specifications, Construction Period Services, Site Visits, Cost Estimates, and all other related information for Project 586A5-23-188, AJP FCA – Repair Roads, Parking, and Sidewalks. The project will include design work for the preparation of 100% complete working drawings and contract documents using edited VA Master Specifications to complete the following:

I. STATEMENT OF AE TASKS

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A. The AE shall furnish all services for a complete schematic design, design development, construction documents, bid documents, Technical Specifications, Cost Estimates, construction period services, Site Visits, As-Built Documentation, and all other related information as outlined in the "AE Instructions" for project 586A5-23-188, AJP FCA – Repair Roads, Parking, and Sidewalks at Topeka VA Medical Center.

1) Tasks

- **Initial survey/conceptualization**
 - Conduct initial survey of spaces, utilities, fixtures, layout, landscaping, architecture, seismic shell, walkways, and all other appurtenances associated with the main lobby or front entrance
 - Complete a geotechnical evaluation, if necessary, and review prior boring logs
 - Meet with Facility Planner, Leadership, and other applicable members of the facility Integrated Project Team (IPT) to solidify our needs, discuss layout, etc.
 - Survey for hazardous materials (lead, asbestos, etc.)
- **Conceptualization**
 - Create concept drawings and submit to the Contracting Officer's Representative (COR)
 - No more than three distinct concept designs are requested
 - Create design posters and submit to the COR
 - Utilize the facility Interior Design Scheme
 - Meet with IPT to discuss concepts, recommendations, and approve a particular concept
- **Design Phase**
 - Design all items contained within the scope of work, as needed, for a complete construction package
 - Drawings
 - Abatement drawings
 - Specifications
 - Abatement specifications
 - Visualizations
 - Final visualizations to display in Lobby
 - Cost Estimates
 - Note and estimate Bid Alternates that could be taken away from the project but not reduce the Scope of Work; incorporate Bid Alternates as an integral part of the project
 - Total amount of Bid Alternates required to meet minimum of 20% of base bid construction cost, per Minor Construction Handbook
 - Include provisions for small, disabled, veteran-owned businesses, locality, rurality, etc. that have a considerable impact to the cost of construction
 - Scope of Work for Construction
 - Construction Submittal Sheet
 - Per specifications, expected submittals requiring approval
 - Design calculations for HVAC, structural, seismic, etc.
 - GSF limits, per the Project Tracking Report (PTR) application
 - No more than 2,000 GSF, new
 - No more than 1,258 GSF, renovated
 - Meet with the IPT, per the submittal schedule below, after design submittal to the COR
 - Take meeting minutes
 - Record actions and track to completion

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- Disperse information as needed
 - Take notes of decisions made, and require signatures of approval from the IPT
 - Submit a CD containing all information relating to the final design of the project to the COR
 - **Solicitation/Pre-Bid Phase**
 - Provide information on the project as requested by the COR and the Contracting Officer (CO)
 - Attend pre-bid meeting to discuss concerns, answer questions, and be a stakeholder in the construction process
 - Work with the CO to issue amendments to the solicitation
 - Work with the CO to answer Requests For Information (RFIs)
 - **Construction Phase**
 - Provide Construction Period Services
 - Review submittals from the construction contractor
 - Approve/deny submittals based on design specifications
 - Respond to RFIs from the construction contractor or COR
 - Coordinate with the COR to complete site visits or walkthroughs at milestones of construction
 - Coordinate with the COR to complete a Punch-List
 - Coordinate with the COR to complete a final walkthrough
 - Provide industrial hygiene oversight for abatement of hazardous materials
 - As-Built drawings, full-size mylars
 - Update current plumbing, electrical, and space drawings with changes due to this work
- 2) The AE will be required to attend in person (or Senior Delegate of AE) to pre-bid meetings, a pre-construction meeting, project construction meetings and a final inspection meeting. There will also be various construction site meetings that will require a representative of the AE.
- 3) AE will provide meeting notes and or minutes for meetings and conference calls.
- 4) The A-E shall provide competent design and construction period services utilizing individuals who are adequately knowledgeable of the various design disciplines including but not limited to architectural and engineering of structural, mechanical, electrical, and special systems as required by the project. Changes in personnel from those who are proposed in negotiations, interviews, kick-off meeting, and/or A-E submission forms must be approved in writing. The registered individuals who will stamp the completed documents shall accomplish engineering design work.

B. The AE shall provide cost estimation, project scheduling & phasing, bid period and construction period services as further described in the contract. Estimates shall have a full itemized line-item breakout commensurate with the degree of design accomplished. At the Schematic Design phase, square foot estimates would be adequate. As the design progresses in detail, so the estimate would progress in detail.

C. The AE shall provide bid documents in both hard paper copies and electronic format. Electronic format shall include AutoCAD and Microsoft Word/Excel as well as PDF format for all. Final PDF of the construction drawings shall include the professional stamp.

D. AE shall design construction to phase and coordinate work to minimize disruptions to medical center operations. Outages shall be minimized, and temporary conditions planned to maintain critical utility systems. Suitable space/access for mechanical room equipment maintenance must be maintained throughout construction. Must keep the number of outages to a minimum and group common work. Phasing of interruptions shall be clearly indicated on the construction documents.

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E. A-E shall design within funding limitations. AE shall coordinate cost control measures with COR to design within funding limits. Cost control alternatives shall be explored in Design Development (DD's). The AE is required by national VA Directive to include at least a minimum of 20% bid deductions.

F. Review AE Quality Alerts from the TIL.

Design completion timeframe of 194 days after receipt of the Notice to proceed. The A/E firm shall also be required to perform construction period services after award of the construction project contract. In accordance with FAR 36.204, the estimated magnitude of the resulting construction project is between \$1,000,000.00 and \$5,000,000.00.

EVALUATION FACTORS:

Selection criteria are in accordance with Federal Acquisition Regulation (FAR) Part 36.602-1 and VA Acquisition Regulation (VAAR) Part 836.602-1. Prospective firms are required to address all selection criteria within submitted SF330 packages using additional pages as necessary. SF 330 submissions including any additional pages are not to exceed fifty (50) pages.

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Qualifications (SF330) submitted by each firm for Project # 589A5-23-188 for Topeka VA Medical Center will be reviewed and evaluated based on the following evaluation criteria listed below:

1. Professional Qualifications: the qualifications of the individuals which will be used for these services will be examined for experience and education and their record of working together as a team. A&E firms shall have licensed professional architects/engineers currently registered in the state of Kansas or in a state of which Kansas has recognized the engineering license. The specific disciplines which will be evaluated are Architects (ACHA – American College of Healthcare Architects), Communication Specialist (minimum Voice and Data), Civil Engineer, Mechanical Engineers, Electrical Engineers, Structural Engineers, Estimators, CAD operators, Project Managers, fire protection engineer, and Certified Healthcare Interior Designer (CHID).
2. Specialized Experience and Technical Competence: specific experience and technical skill in the type and scope of work required for medical facilities new construction and renovations to existing medical facilities, including, where appropriate, experience in energy conservation, pollution prevention, waste reduction, and the use of recovered materials. Experience and qualifications of personnel proposed for assignment to the project and their record of working together as a team.
3. Capacity to Accomplish the Work: the general work load and staffing capacity of the design office which will be responsible for the majority of the design and the ability to accomplish the work in the required time will be evaluated. In accordance with VAAR 852.219-10(c)(1), prime contractors shall clearly demonstrate how they will meet the requirement that at least 50 percent of the design work be accomplished by employees of the concern or employees of eligible service-disabled veteran owned small business subcontractor/consultant.

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4. Past Performance: the past performance of projects that are complete (design and construction) that the firm has designed relevant in scope to the advertised project that were accomplished with the Department of Veterans Affairs, other Government agencies, and private industry in terms of cost control, quality of work, and compliance with performance schedules will be examined. Project past performances that are older than 3 years will receive a lesser score than those references for projects accomplished within the past 3 years.
5. Location of Design Firm: the geographic proximity of each firm to the location of the VA Medical Center will be evaluated. The mileage restriction is in compliance with VAAR 805.207(b). This criterion will apply to the office from which the majority of the design services will be performed. Firms within 350 miles of the medical center will receive a maximum score. Firms more distant than 350 miles will receive a zero score for this criterion.
6. Claims and Terminations: record of significant claims against the firm or terminated contracts because of improper or incomplete architectural and engineering services will be examined.
7. Reputation in A-E Community: reputation and standing of the firm and its principal officials with respect to professional performance, general management, and cooperativeness.

“VHA Supplemental Contract Requirements for Ensuring Adequate COVID-19 Safety Protocols for Federal Contractors

1. **Contractor employees who work in or travel to VHA locations must comply with the following:**
 - a. Documentation requirements:
 - 1) If fully vaccinated, shall show proof of vaccination
 - i. **NOTE:** Acceptable proof of vaccination includes a signed record of immunization from a health care provider or pharmacy, a copy of the COVID-19 Vaccination Record Card (CDC Form MLS-319813_r, published on September 3, 2020), or a copy of medical records documenting the vaccination
 - 2) If unvaccinated and granted a medical or religious exception, shall show negative COVID-19 test results dated within three calendar days prior to desired entry date. Test must be approved by the Food and Drug Administration (FDA) for emergency use or full approval. This includes tests available by a doctor’s order or an FDA approved over-the-counter test.
 - 3) Documentation cited in this section shall be digitally or physically maintained on each contractor employee while in a VA facility and is subject to inspection prior to entry to VA facilities and after entry for

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spot inspections by Contracting Officer Representatives (CORs) or other hospital personnel.

- 4) Documentation will not be collected by the VA; contractors shall, at all times, adhere to and ensure compliance with federal laws designed to protect contractor employee health information and personally identifiable information.
2. **Contractor employees are subject to daily screening for COVID-19 and may be denied entry to VA facilities if they fail to pass screening protocols. As part of the screening process contractors may be asked screening questions found on the following website: COVID-19 Screening Tool. Regularly check the website for updates.**
 - a. Contractor employees who work away from VA locations, but who will have direct patient contact with VA patients shall self-screen utilizing the COVID-19 Screening Tool, in advance each day that they will have direct patient contact and in accordance with their person or persons who coordinate COVID-19 workplace safety efforts at covered contractor workplaces. Contractors shall, at all times, adhere to and ensure compliance with federal laws designed to protect contractor employee health information and personally identifiable information.
 3. **Contractor must immediately notify their COR or Contracting Officer if contract performance is jeopardized due to contractor employees being denied entry into VA Facilities.”**
 4. **For indefinite delivery contracts: Contractor agrees to comply with VHA Supplemental Contract Requirements for any task or delivery orders issued prior to this modification when performance has already commenced.**