

SOURCES SOUGHT NOTICE
JANITORIAL SERVICES AT NAVAL SUPPORT ACTIVITY (NSA) BETHESDA, MD

12 October 2012

The Naval Facilities Engineering Command, Washington, DC is seeking eligible small business firms capable of performing janitorial services to Naval Support Activity (NSA) Bethesda. The base houses the “Flagship of military medicine”, Walter Reed National Military Medical Center (WRNMMC) and over 40 tenant commands and activities.

All service-disabled veteran owned small businesses, certified HUBZone small businesses, and certified 8(a) small disadvantaged businesses are encouraged to respond. Upon review of industry response to this Sources Sought Synopsis, the Government will determine whether set-aside acquisition in lieu of full and open competition is in the Government’s best interest.

The appropriate NAICS Code is 561720 Janitorial Services with a corresponding size Standard is \$16.5 million.

THIS SYNOPSIS IS NOT A REQUEST FOR PROPOSAL. It is a market research tool being used to determine the availability and adequacy of potential small business sources prior to determining the method of acquisition and issuance of a Request for Proposal (RFP). This announcement is for information and planning purposes only and is not to be construed as a commitment by the NAVFAC Washington Team, implied or otherwise, to issue a solicitation or ultimately award a contract.

THE GOVERNMENT IS NOT RESPONSIBLE FOR THE COST ASSOCIATED WITH ANY EFFORT EXPENDED IN RESPONDING TO THIS NOTICE.

There will be a 60 days transition period to full performance. If awarded, the contract will consist of a base period and 4 options years. If the Government does not award a follow-on contract in time, the Government may require the Contractor to continue performance for an additional period up to six months under the Option to Extend Services clause.

Project Description:

The Successful contractor, to any forthcoming solicitation, shall provide all labor, supervision, management, tools, materials, equipment, facilities, transportation, and incidental engineering and other items necessary to provide Janitorial services for Naval Support Activity (NSA) Bethesda. Located in the NSA Bethesda is the Walter Reed National Military Medical Center (WRNMMC) with more than 2.4 million beneficiaries per year. The “President Hospital” provides care to members of congress, senior Government leadership, all who have serviced our country and their family members. In addition, included on the base are Wounded Warrior Quarters, Parking Garages, Child Development Centers, Fitness Centers, Research Facilities, Galleys, Administrative Buildings and other services possibly required in the future.

Contractor and all of its personnel shall be fully knowledgeable of all safety and environmental requirements associated with the work they perform. If warranted, evidence of all required licenses, as well as documentation of the qualifications of personnel, shall be provided to the Contracting Officer prior to award of the contract. Qualifications for each person assigned to work on this contract shall be maintained on site by the contractor and shall be produced for inspection by any Government Representative. The Government reserves the right to stop any work by the contractor in order to determine that qualified individuals are performing work.

An award will not be made on offers received in response to this notice. If the Solicitation is issued, source selection procedures will be used, which will require offerors to submit technical experience, past performance, and price evaluation.

It is requested that interested businesses submit to the Contracting Office Statement of Capabilities. The Statement of Capability (SOC) will determine the feasibility and/or basis for NAVFAC Washington's decision to establish this requirement as competitive regional Small Business, Competitive 8A, Hubzone Small Business, Service Disabled Veteran Owned Small Business, or Set-Aside Acquisition.

Interested firms who qualified in any of these categories must submit a Statement of Capabilities package, on 8.5x11 standard paper no more than 20 single-sided pages in length including all attachments, single-spaced, 10-12-point font that clearly details the firm's ability to perform the aspects of this notice described above.

The Statement of Capability submittal requirements shall include the following:

- 1) Full name and Address of the firm
- 2) Year firm was established
- 3) Name of two principals (Including titles, telephone and fax numbers
- 4) DUNS number and CAGE Code
- 5) A copy of 8A Certifications (if 8A certified, provide the SBA Business Opportunity Specialist's name and phone number assigned, Hubzone Certification and SDVOSB Status or Small Business Status.
- 6) Indicate if the firm is registered in the Department of Defense (DOD) Central Contractor Registration (CCR) Database
- 7) Provide proof of licenses
- 8) Information on relative past projects that best illustrate the firm qualifications for this contract of specific interest are multi-site projects (3 to 5 projects performed within the last 5 years). Include prior experience of key company personnel both as prime and all planned subcontractors showing experience in providing and managing Janitorial Services.

Provide the following information for each project:

- A. Contract Number and Project title
- B. Name of Contracting Activity
- C. Administrative Contracting Officer's name and current phone number
- D. Contracting Officer's Technical Representative or primary point of contact' name and current phone number.

- E. Contract Type (e.g Firm-Fixed price, IDIQ, Combination Firm-Fixed Price/IDIQ, Requirements or Cost Plus)
- F. Period of Performance (start and completion date)
- G. Annual award amount and final contract value
- H. Summary of contract work
- I. Training/mobilization capability to get from award to start date, and
- J. Sub-contract management to provide information on any proposed teaming arrangements (i.e. team members, previous working relationships with proposed team members and percent of work anticipated to be subcontracted (note, any joint ventures with 8A members must comply with Code of Federal Regulations (CFR) title 13, Section 124.513).

The Government reserves the right to request additional information as needed from any and all respondents. The Statement of Capabilities package must be complete and sufficiently detailed to allow the NAVFAC team to determine the firm's capabilities to perform the defined work.

The package shall be e-mail to the following email addresses: Madalyn.Hawkins@Navy.mil, James.H.Waite@Navy.mil, and Trang.T.Tran@Navy.mil.

Submission must be received no later than 2:00 PM EST on 01 November 2012.

Questions or comment regarding this notice may be addressed to Contract Specialist, Trang Tran by e-mail Trang.T.Tran@Navy.mil.