

N62470-16-R-6000 INDEFINITE DELIVERY/INDEFINITE QUANTITY CONTRACT FOR ARCHITECT-ENGINEER SERVICES FOR MEDICAL PROJECTS LOCATED THROUGHOUT THE NAVAL FACILITIES ENGINEERING COMMAND AREA OF RESPONSIBILITY, WORLDWIDE.

Description: ALL INFORMATION NEEDED FOR INTERESTED PARTIES TO SUBMIT A STANDARD FORM SF 330, ARCHITECT ENGINEER QUALIFICATIONS IS CONTAINED HEREIN. THERE IS NO SEPARATE REQUEST FOR PROPOSALS (RFP) PACKAGE TO DOWNLOAD.

Attachments: (a) Past Performance Questionnaire
(b) Small Business Subcontracting Plan Template

This procurement will result in one Indefinite Delivery/Indefinite Quantity (IDIQ) contract for multi-discipline Architect-Engineer (AE) services for medical design projects located throughout the Naval Facility Engineering Command Area of Responsibility, Worldwide, and will be procured in accordance with the Selection of Architects and Engineers Statute (formerly known as the Brooks Act), 40 USC Section 1101 et seq., as implemented by FAR Subpart 36.6. The IDIQ contract will be for a base period of one year and four one-year option periods (if exercised). The total fee for the contract term shall not exceed \$50,000,000. The guaranteed minimum for the contract term (including option years) is \$10,000. The Government makes no representation as to the number of task orders or the actual amount of work to be ordered. Contractors are not guaranteed work in excess of the minimum guarantee. The options may be exercised within the time frame specified in the resultant contract at the sole discretion of the Government subject to work load and/or satisfaction of the AE performance under the subject contract. Firm-fixed price task orders will be negotiated for this contract. There will be no dollar limit per task order and no dollar limit per year up to a maximum of \$50,000,000 for the entire contract term. Estimated start date is December 2016.

This proposed contract is being solicited on an UNRESTRICTED basis; therefore, replies to this notice are requested from all business concerns. The Small Business size standard classification is North American Industrial Classification System (NAICS) Code 541310, (Architectural Services). The Government seeks the most highly qualified firm to perform the required services, based on the demonstrated competence and qualifications, in accordance with the evaluation criteria. A sources sought for N62470-16-R-6000 for Medical Designs, predominantly for Sustainment, Restoration, and Modernization (SRM) projects, was published on 3 December 2015 seeking responses from small businesses. Four responses were received from small business firms. After a technical evaluation of their qualifications, none of firms were determined to have the necessary qualifications and capabilities to perform the requirements of the contract based on the criteria established in the notice.

The types of design projects expected to be performed under this contract are for 500 series facilities as defined by UFC 2-000-05N (hospitals, dental clinics, medical clinics, veterinary clinics, laboratories, etc.) and will be predominantly for Sustainment, Restoration, and Modernization (SRM) projects, but may include MILCON projects and medical studies. Projects will be designed in accordance with criteria prescribed in the latest version of UFC 4-

510-01 (Military Medical Facilities) and under the Architectural Barriers Act (ABA).

Architect-Engineering and Engineering Services that may be required under this contract include DD Form 1391 documentation, Design-Build RFPs, Design-Bid-Build plans (AutoCAD and BIM) and specifications (SPECSINTACT), cost estimates, related studies, field investigations, surveying and mapping, tests, evaluations, consultations, program management, soil borings, hazardous materials identification, energy computation, life safety code studies, interior space comprehensive planning/design, conceptual designs, medical studies (e.g., Health Care Requirements Analysis, Deficiency Tabulations, Facility Utilization Studies, Economical Analysis, Project Books, Concept of Operations), value engineering, other associated engineering services, shop drawing review, as-built drawing preparation, Operation and Maintenance Support Information (OMSI), Commissioning, construction inspection and engineering consultation services during construction, and other related services. The services of a qualified medical planner and a medical equipment planner are required.

SELECTION INTERVIEW:

Interviews may be scheduled with firms slated as the most highly qualified. Firms slated for interviews may be asked to clarify information contained in the SF330 submittal. Elaborate presentations are not desired.

All contractors are advised that registration in System for Award Management (SAM) Database is required prior to award of a contract. Failure to register in the SAM Database may render your firm ineligible for award. For more information, check the SAM Website: <https://www.sam.gov>.

In accordance with the FAR 36.601-4(b) the AE firm must be a registered/licensed architectural and/or engineering firm to be eligible for award. Provide proof that firm is permitted by law to practice the professions of architecture or engineering, (i.e., state registration number or a brief explanation of the firm's licensing in states that do not register firms, etc.). Failure to submit the required proof could result in a firm's elimination from consideration.

FIRMS WHO ARE OFFERING AS A JOINT VENTURE SHOULD INCLUDE WITH THEIR SUBMISSION A COPY OF THE JOINT VENTURE AGREEMENT. FAILURE TO INCLUDE THE JOINT VENTURE AGREEMENT WILL RESULT IN THE FIRM'S ELIMINATION FROM FURTHER EVALUATION.

The awarded contract will be subject to specific provisions addressing the avoidance of organizational conflicts of interest, including NFAS 5252.209-9300, Organizational Conflicts of Interest. The prime firm for this contract will be required to perform throughout the contract term.

SUBMISSION REQUIREMENTS: Architect-Engineer firms desiring to be considered for this contract must submit a completed SF-330 package. If an SF 254/SF 255 is submitted for this solicitation, it will not be reviewed or considered. The SF-330 shall be typed, one sided, at least 11 point or larger. Part I shall not exceed 75 single-sided 8.5 by 11 inch pages (the page limit does not include the ISRs, certificates, PPQs, licenses, or the draft subcontracting plan, as

required by the Small Business Subcontracting criterion, nor does the page limit include cover sheets or divider sheets, provided that these do not include any information regarding the capability of the company, or any information submitted in response to a question or requirement from the synopsis. If a cover sheet or divider sheet includes any information determined by the Contracting Officer to be substantially answering a question or requirement in the synopsis or explaining company capability, it will be counted as a page toward the 75 page limit). Part I pages shall be numbered sequentially. Introductions shall be included in Sections E and F. Please include your DUNS, CAGE, and TIN numbers in Block 30 of the SF-330. The organizational chart may be one page single sided 11 by 17 foldout, using 11 pitch/point font or larger (font limitations do not apply to graphics, captions or tables).

Interested firms shall submit (5) hard copies of the SF-330 and (5) CDs/DVDs to Naval Facilities Engineering Command Atlantic, Code ACQ34, Attn: Heather Race, 6506 Hampton Blvd, Norfolk VA 23508. If there are any discrepancies between the hard copy and CD, the hard copy will govern. Responses are due no later than June 6, 2016 at 2:00 PM EDT. Late responses will be handled in accordance with FAR 52.215-1. The point of contact is Heather Race, Contract Specialist, at 757-322-8103.

NOTE: If hand-carrying or express mailing proposal, the firm is advised that the Contracting Officer is on a secured base and passes are required to enter the base. Anticipate delays in base access and plan accordingly. Hand-carried proposals must be delivered to the mailroom. Government personnel will not pick up proposals at the gate. It is the contractor's responsibility to ensure delivery to the location specified.

All visitors to NAVFAC Atlantic who do not have a CAC badge or RAPIDGATE badge must have a background check run by the Naval Station Pass & ID office (Security Department at Commander, Naval Region Mid-Atlantic). Special Note: RAPIDGATE badges must be programmed for access to the Naval Support Activity, Hampton Roads in order to gain access to the LRA.

Visitors who do not have a CAC or RAPIDGATE badge must complete the attached Visitor Access Pass Request form (Excel spreadsheet). Visitors must complete and forward the form directly to the following personnel in the security department via email:

1. Iris Gholston, 757-322-8116, iris.gholston@navy.mil

Visitors must complete and provide the attached form to the security department at least five working days prior to their scheduled meeting date to allow ample time to process and complete the background check.

Commercial couriers such as FEDEX, DHL or UPS follow the same visitor procedures listed above and they are required to have a background check if they do not have a CAC badge or RAPIDGATE badge. Commercial couriers must also have their vehicle inspected at location listed in the attached LRA commercial vehicle inspection procedures prior to accessing the LRA.

Firms should check with their intended courier to ensure they have the proper identification credentials to access the LRA.

Temporary visitor passes **must** be picked up by the approved visitor from the Naval Station Pass and ID Office located at the following address prior to visiting NAVFAC Atlantic on LRA:

Address: Naval Station Pass and ID Office
9040 Hampton Blvd
Norfolk, VA 23505
Telephone Number: 757-322-2975
Hours of Operation: 0600-1700 on Monday through Friday

Electronic (E-mail, facsimile, etc.) submissions are not authorized.

Inquiries concerning this procurement should include solicitation number and title and be forwarded via email to heather.race@navy.mil.

SELECTION CRITERIA: Standard Form 330s will be evaluated to determine the most highly-qualified firm based on criterion responses. Failure to provide requested data or to comply with the instructions in this notice could result in a firm being considered less qualified or eliminated from consideration. The Selection of Architects and Engineers Statute and FAR Part 36.6 selection procedures apply. The AE must demonstrate the team's qualifications with respect to the published evaluation criteria. Failure to provide complete submission information defined in the evaluation factors below may affect a firm's qualification ratings. Evaluation criteria 1 through 3 are considered most important and are equal among themselves; criteria 4 through 6 are of slightly less importance and are equal among themselves; criterion 7 is of the least importance and will be used as a tie-breaker among technically equal firms. Specific evaluation criteria include:

1. Specialized Experience
2. Professional Qualifications and Technical Competence
3. Past Performance
4. Quality Control
5. Program Management, Capacity and Location
6. Commitment to Small Business
7. Volume of Work

Criterion 1 —Specialized Experience (SF330, Part I, Section F):

Firms will be evaluated on relevant specialized experience and technical competence in performance of services similar to those anticipated under this contract through evaluation of experience in:

1. Experience with regard to medical treatment facilities design and construction.
2. Experience with multi-phased design and construction of renovations of existing facilities performed within an operational medical facility that had to comply with infection control, life safety & Interim Life Safety Measures in compliance with The Joint Commission (TJC), and had to address noise/vibration control issues
3. Experience with medical facilities studies

4. Experience applying sustainability concepts to design and construction through an integrated, cost effective design approach in accordance with federally recognized sustainability ratings systems such as the U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) Green Building Rating System or Green Globes.

Firms may be considered more favorably by demonstrating the following:

1. Experience with medical facilities in multiple NAVFAC geographic regions.

Submission requirements:

Provide two (2) relevant medical studies (e.g., Health Care Requirements Analysis, Deficiency Tabulations, Facility Utilization Studies, Economical Analysis, Project Books, Concept of Operations) completed within the past seven (7) years immediately preceding the date of issuance of this Notice.

Additionally, provide a maximum five (5) relevant design projects in which the design was completed within the past seven (7) years immediately preceding the date of issuance of this notice that best demonstrate specialized experience of the proposed team in the areas outlined above.

Within the maximum five (5) submitted relevant design projects, provide a minimum of:

- Two (2) projects that are phased medical renovation designs with construction cost between \$1M to \$50M.; and
- Two (2) medical design projects with construction cost over \$30M.

If the project submitted is a Design-Bid-Build (full design), to be relevant, the design must be complete. If the project is Design-Build (DB), to be relevant, the DB design documents must be complete. If the project is a DB RFP development, to be relevant, the DB RFP must be complete.

Sufficient information for each submitted project must include:

- Date of completion of the project must be included in the project description or the project will not be considered.
- Project building(s) size (SF or SM.)
- Identify implementation of sustainable concepts employed, or sustainable certification achieved, such as (but not limited) to Green Globes or LEED. For projects certified, submit a copy of the certificate (certificates are not included toward the overall page count).

If more than the maximum number of projects are submitted, the Government will not evaluate projects beyond the maximum number specified in the submission requirements.

All projects provided in the SF330 must be completed by the office/branch/regional office/individual team member actually proposed to manage and perform work under this contract. Projects not meeting this requirement will be excluded from consideration in the evaluation. To enable verification, firms should include the DUNS number along with each firm name in the SF330 Part 1, Section F, block 25, "Firm Name" Include a contract number or project identification number in block 21. Include an e-mail address and phone number for the point of contact in block 23(c). In block 24, include in the project description the contract period of performance, award contract value, current contract value, and a summary of the work performed that demonstrates relevance to specialized experience as outlined above. If the contractor served as a subcontractor on a project, indicate the value of the work that firm provided towards the performance of the overall project. If a project was performed by a joint venture, and not all joint venture partners are on the team proposed for this contract, the firm/team should specifically address the work performed by the joint venture partner offering/teaming on this contract. Likewise, if the firm/team member worked as a subcontractor on a project, the description should clearly describe the work actually performed by the firm/team member proposed for this contract and the roles and responsibilities of each on the project, rather than the work performed on the project as a whole. If the project description does not clearly delineate the work performed by the entity/entities offering/teaming on this contract, the project could be eliminated from consideration.

NOTE: If the firm is a joint venture, projects performed by the joint venture should be submitted; however, if there are no projects performed by the joint venture, projects may be submitted for either joint venture partner, not to exceed a total of five (5) total design projects in the submission package. At least one (1) relevant project must be submitted from each joint venture partner if no projects were performed by the joint venture. Firms failing to provide projects from all joint venture partners will be considered to have not met the requirements of the criterion.

Projects shall be submitted on the SF-330 at Part I, Section F and shall be completed projects. Projects not completed will be excluded from evaluation consideration. For submittal purposes, a task order on an IDIQ contract is considered a project, as is a stand-alone contract award. **Do not submit an IDIQ contract as an example project.** Instead, list relevant task orders or stand-alone contract awards that fit within the definition above. The Government will not evaluate information provided for an IDIQ contract. Examples of project work submitted that do not conform to this requirement will not be evaluated.

Failure to provide requested data, accessible points of contact, or valid phone numbers may result in a firm being considered less qualified.

All information for Criterion 1 should be submitted in the SF330, Part I, Section F. The Government WILL NOT consider information submitted in addition to Part 1, Section F in evaluation of Criterion 1.

Criterion 2—Professional Qualifications and Technical Competence (SF330, Part I, Sections E & G):

Firms will be evaluated on professional qualifications, competence, and experience of the

proposed key personnel in providing services to accomplish the tasks required under this contract, including participation in example projects in the SF330, Part 1, Section G. Key personnel are individuals who will have major contract or project management responsibilities and/or will provide unusual or unique expertise. Failure to provide a balanced workforce in the disciplines required to satisfy the requirements of the scope listed above will result in the firm being considered not qualified. Specific disciplines that must be included in key personnel are Program Manager, Medical Planner, Medical Equipment Planner, Quality Control, Project Manager, Architect, Civil, Structural, Mechanical, Electrical, Geotechnical Engineer; a licensed Fire Protection Engineer is required; a practicing certified interior designer; cost estimator and scheduler are also required.

Submission Requirements:

SF330, Part I, Section E. Provide resumes for all proposed key personnel that illustrate experience in the work proposed under this contract. Resumes are limited to one page each and should indicate: professional registration (including registration / certification number), certification, licensure and/or accreditation in appropriate disciplines; cite recent experience within the past seven (7) years on project-specific work relevant to the services required under this contract; and indicate proposed role in this contract. Indicate participation of key personnel in example projects in the SF330, Part 1, Section G. Differentiate between planning and design experience. Include any sustainable professional accreditation, such as (but not limited to) LEED AP, Green Globes Professional.

Criterion 3—Past Performance (SF330, Part I, Section H):

Firms will be evaluated on past performance with Government agencies and private industry in terms of work quality, compliance with schedules, cost control, and stakeholder/customer satisfaction. Evaluating past performance and experience will include information provided in Past Performance Questionnaires (PPQs) or CPARS/ACASS for Criterion 1 projects and may include customer inquiries, Government databases, and other information available to the Government including contacts with points of contact in other criteria. Failure to provide requested data, accessible points of contact, or valid phone numbers could result in a firm being considered less qualified. NOTE: Past performance information for projects listed under Criterion 1 may be given greater weight.

Submission Requirements:

SUBMIT A COMPLETED CPARS/ACASS EVALUATION FOR EACH PROJECT UNDER CRITERION 1. IF A COMPLETED CPARS/ACASS EVALUATION IS NOT AVAILABLE, the Past Performance Questionnaire (PPQ) (Attachment (A)) included in this notice is provided for the firm or its team members to submit to the client for each project the firm includes under Criterion 1, Specialized Experience. A FIRM SHALL NOT SUBMIT A PPQ WHEN A COMPLETED CPARS/ACASS IS AVAILABLE.

IF A CPARS/ACASS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the client point of contact. Completed PPQs should be submitted with your SF330. If the firm is unable to obtain a completed PPQ from a client for a

project(s) before the response date set forth in this notice, firms should complete and submit with their responses the first page of the PPQ (Attachment (A)), which will provide contract and client information for the respective project(s). Firms may submit a PPQ previously submitted under a different Notice/RFP (legible copies are acceptable) as long as it is on the same form as posted with this Synopsis. Firms should follow up with clients/references to ensure timely submittal of questionnaires. If requested by the client, questionnaires may be submitted directly to the Government's point of contact, Naval Facilities Engineering Command Atlantic Code ACQ34, Attn: Heather Race via email at heather.race@navy.mil, prior to the response date. Firms shall not incorporate by reference into their response PPQs or CPARS previously submitted in response to other A/E services procurements. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation.

Firms may provide any information on problems encountered and the corrective actions taken on projects submitted under Criterion 1 Specialized Experience. Firms may also address any adverse past performance issues. Information shall not exceed two double-sided pages (or four single-sided pages) in total.

Awards, letters of commendation, certificates of appreciation, etc. shall not be submitted and will not be considered in the evaluation.

Criterion 4—Quality Control Program (SF330, Part I, Section H):

Firms will be evaluated on the strength of the quality control program proposed by the firm to ensure quality products and services under this contract, and means of ensuring quality services from their consultants/subcontractors.

Submission Requirements:

Describe the quality control program that will be utilized for all deliverables of this contract and the management approach for quality control processes and procedures. The description shall:

1. Explain the quality control program including an example of how the plan has worked for one of the projects submitted as part of SF330, Section F or how the plan will work if it has not been used previously. Additionally, discuss any lessons learned that have led to the proposed plan.
2. Provide a quality control process chart showing the inter-relationship of the management and team components.
3. Describe specific quality control processes and procedures proposed for this contract, specifically, technical accuracy of and assurance of overall coordination of plans and specifications, and engineering and design services.
4. Identify the quality control manager and any other key personnel responsible for the quality control program and a description of their roles, responsibilities and authorities assigned to the individual(s).
5. Describe how the firm's quality control program extends to management of subcontractors.

Criterion 5—Program Management and Capacity and Location (SF330, Part I, Section

H):

Firms will be evaluated on the firm's ability to plan for and manage work under the contract, the capacity to accomplish the work in the required time, and on the locations of their office(s) that will be performing the work under this contract.

Submission Requirements:

1. Provide an organizational chart for the team and discuss the management plan for this contract and personnel roles in the organization. Describe the ability of the firm to manage, coordinate and work effectively with team members, both internal staff and consultants. Discuss the history of working relationships with team members, including joint venture partners where applicable. Teams with a demonstrated history of working together may be considered more favorably
2. Describe the firm's present workload and the availability of the project team (including consultants) for the specified contract performance period. Describe the workload/availability of the key personnel during the anticipated contract performance period and the ability of the firm to provide qualified backup staffing for key personnel to ensure continuity of services. **General statements of availability/capacity may be considered less favorably.**
3. Provide the location of the office(s) that will be performing the work, including main offices, branch offices, and offices of team members and how these locations will be advantageous to the government. Due to the worldwide coverage of this contract, office in multiple locations may be considered advantageous.

Criterion 6—Commitment to Small Business (SF330, Part I, Section H):

Firms will be evaluated in terms of their extent to identify and commit to Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), Historically Underutilized Business Zone Small Business (HUBZoneSB), Veteran-Owned Small Business (VOSB), Service Disabled Veteran Owned Small Business (SDVOSB), and if applicable, Historically Black Colleges or Universities and Minority Institutions (HBCU/MI) in performance of this contract, whether as a joint venture, teaming arrangement, or subcontractor. The Government will evaluate proposals based on: (A) Past performance in utilization of small business concerns, and (B) Participation of small business concerns for this requirement. In support of (A), all firms shall provide historical data on utilization of SB, SDB, WOSB, HUBZoneSB, VOSB, SDVOSB and HBCU/MI. Large Businesses shall submit three "final" or "most recent" Individual Subcontracting Reports (ISRs) for similar contracts of relative size which show compliance with utilizing the various types of small business firms noted above. If ISRs are not FINAL or MOST RECENT they will not be considered. If subcontracting goals were not met, provide an explanation. If Individual Subcontracting Reports were not applicable to the similar contracts noted, large businesses shall submit other documentation which shows their utilization of the various types of small business firms for the contracts. Small Businesses shall also submit documentation which shows their utilization of the various types of small business firms for similar contracts of relative size. In support of (B), large businesses shall submit a draft Small Business Subcontracting Plan, in which they will be evaluated on the extent to which they identify and commit to the published Small Business Subcontracting

Program. The Secretary of the Navy has assigned the Naval Facilities Engineering Command goals for FY2015 in terms of percentages of total planned subcontracting dollars for utilization of small businesses. Demonstrate the plan to meet these goals:

	FY2016	FY2017	FY2018	FY2019	FY2020
SB	65.00%	65.00%	65.00%	65.00%	65.00%
HubZone	6.00%	6.00%	6.00%	6.00%	6.00%
SDB	15.00%	15.00%	15.00%	15.00%	15.00%
WOSB	15.00%	15.00%	15.00%	15.00%	15.00%
SDVO SB	5.00%	5.00%	5.00%	5.00%	5.00%
VOSB	5.00%	5.00%	5.00%	5.00%	5.00%

If a large business firm is selected for award, a Small Business Subcontracting Plan, in accordance with FAR 19.7 and DFAR 219.7, will be required and incorporated into the contract award. A draft Small Business Subcontracting Plan is not required from small businesses; however, small businesses shall submit similar information on the extent to which they identify and commit to subcontracting to large business (LB), SB, SDB, WOSB, HUBZoneSB, VOSB, SDVO SB, and HBCU/MI if applicable in the performance of this contract.

The Small Business size standard classification is NAICS 541310, Architectural and Engineering Services, size standard \$7,500,000.

The attached Small Business Subcontracting Plan template (Attachment (B)) shall be used by large businesses to complete the draft subcontracting plan. Firms shall submit their “draft” Small Business Subcontracting Plans utilizing this template, and ONLY this template.

Criterion 7—Volume of Work (SF330, Part 1, Section H)

Firms will be evaluated in accordance with DOD Federal Acquisition Regulation Supplement (DFARS) Procedures, Guidance and Information (PGI) 236.602-1, from data extracted from the Federal Procurement Data System (FPDS). Firms will be evaluated in terms of work previously awarded to the firm by DOD within the past twelve months with the objective of effecting an equitable distribution of contracts among qualified AE firms including small, disadvantaged business firms, and firms that have not had prior DOD AE contracts.

Submission Requirements:

Firms do not submit data for this factor. The government will obtain information as described above. For joint venture (JV) submissions, the government will obtain the data for each JV partner.