

**AMENDMENT 002 – RFI Responses**

**Updated Attachment I – Combined Synopsis/Solicitation**

**Updated Attachment III – Evaluation Criteria**

**SOLICITATION # SB134117RQ0831**

**Preventative Maintenance Service for Kitchen Hood Fire Suppression Systems**

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**RFI Responses**

- (1) Do the technicians that perform work on the fire suppression system only, have to be NICET level 2 certified?

**RESPONSE:** In order to perform work on the fire suppression system, the technicians must be NICET Level 2 or be certified by the manufacturer to perform such work. Please see highlights in yellow for amendment to *Attachment III – Evaluation Criteria*.

- (2) The Statement of Work calls for “NICET certification for all technicians that shall perform inspection, testing and maintenance must be, at a minimum, NICET level 2 certified in special hazard systems. Any issues that arise and require design or reconfiguration of system components shall require oversight by NICET level 3 certified technician in Special Hazards Systems.”

Special Hazard system are outlined in NFPA 2001, and include clean agent suppression systems rather than kitchen fire systems. These are completely different trades and different skill sets for technicians. Kitchen fire systems currently have no NICET certification program in place.

**RESPONSE:** In order to perform inspection, testing, and/or maintenance, the technicians must be NICET Level 2 or be certified by the manufacturer to perform such work. Please see highlights in yellow for amendment to *Attachment III – Evaluation Criteria*.

- (3) Under payment terms and other places, it references a “crane load testing” scope rather than fire suppression inspections.

**RESPONSE:** This is an administrative error. Please see highlights in yellow for amendment to *Attachment I – Combined Synopsis/Solicitation*.

- (4) Please provide the quantity of links and nozzle caps for the six fire systems. Copies of previous inspection reports may include this information.

**RESPONSE:** Based on the last inspection report –

- Building 101 has 10 links and 24 rubber caps.
- Building 301 has 10 links and 8 rubber caps.
- Building 318 has 1 link and 4 rubber caps.
- Building 320 has 1 link and 3 rubber caps.

**Solicitation # SB134117RQ0831**  
**Preventative Maintenance Service for Kitchen Hood Fire Suppression Systems**

**AMENDED ATTACHMENT I – Combined Synopsis/Solicitation**

THIS IS A COMBINED SYNOPSIS/SOLICITATION FOR COMMERCIAL ITEMS PREPARED IN ACCORDANCE WITH THE FORMAT IN FAR SUBPART 12.6-STREAMLINED PROCEDURES FOR EVALUATION AND SOLICITATION FOR COMMERCIAL ITEMS-AS SUPPLEMENTED WITH ADDITIONAL INFORMATION INCLUDED IN THIS NOTICE. THIS ANNOUNCEMENT CONSTITUTES THE ONLY SOLICITATION; QUOTATIONS ARE BEING REQUESTED, AND A WRITTEN SOLICITATION DOCUMENT WILL NOT BE ISSUED.

This solicitation is a Request for Quote (RFQ). The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 05-95.

The associated North American Industrial Classification System (NAICS) code for this procurement is 561621 – Security Systems Services (except Locksmiths). The small business size standard is \$20,500,000.00. This acquisition is set aside for small businesses. Simplified acquisition procedures will be utilized.

### ***Background Information***

The National Institute of Standards and Technology (NIST) seeks services for bi-annual preventative maintenance service for kitchen hood fire suppression systems in Gaithersburg, Maryland.

### **APPLICABLE ATTACHMENTS:**

Attached to this solicitation are the following:

- Attachment II – Applicable Provisions and Clauses
- Attachment III – Evaluation Criteria
- Attachment IV – Statement of Work
- Attachment V – Service Wage Rate, WD 15-4269 (Rev.-1) 02/09/2017

### **1352.215-73 INQUIRIES (APR 2010):**

Offerors must submit all questions concerning this solicitation in writing electronically to [michelle.dacanay@nist.gov](mailto:michelle.dacanay@nist.gov). Questions must be received no later than 5 calendar days after the issuance date of this solicitation. Any responses to questions will be made in writing, without identification of the questioner, and will be included in an amendment to the solicitation. Even if provided in other form, only the question responses included in the amendment to the solicitation will govern performance of the contract. (End of Provision).

### **CONTRACT LINE ITEM STRUCTURE:**

Responsible offerors shall provide pricing for the following line items:

#### **CLIN 0001: BASE PERIOD**

##### **Period of Performance 10/01/2017 thru 09/30/2018**

TWO (2) times a year for total of SIX (6) ventilation hoods that have fire suppression systems, the contractor shall furnish all necessary parts, supplies, equipment, and labor to provide preventative maintenance service for the kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320 during normal NIST business hours. Some work may need to be performed outside of NIST normal hours of operation.

#### **CLIN 0002: BASE PERIOD – CORRECTIVE SERVICES/EMERGENCY REPAIRS**

##### **Period of Performance 10/01/2017 thru 09/30/2018**

The contractor shall furnish all necessary parts, supplies, equipment, and labor to provide corrective services and/or emergency repairs for the SIX (6) kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320.

\* The agreed upon labor rates quoted at the submission of the proposal shall be incorporated upon award of contract.

**CLIN 1001: OPTION PERIOD ONE (1)**

**Period of Performance 10/01/2018 thru 09/30/2019**

TWO (2) times a year for total of SIX (6) ventilation hoods that have fire suppression systems, the contractor shall furnish all necessary parts, supplies, equipment, and labor to provide preventative maintenance service for the kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320 during normal NIST business hours. Some work may need to be performed outside of NIST normal hours of operation.

**CLIN 1002: OPTION PERIOD ONE (1)– CORRECTIVE SERVICES/EMERGENCY REPAIRS**

**Period of Performance 10/01/2018 thru 09/30/2019**

The contractor shall furnish all necessary parts, supplies, equipment, and labor to provide corrective services and/or emergency repairs for the SIX (6) kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320.

\* The agreed upon labor rates quoted at the submission of the proposal shall be incorporated upon award of contract.

**CLIN 2001: OPTION PERIOD TWO (2)**

**Period of Performance 10/01/2019 thru 09/30/2020**

TWO (2) times a year for total of SIX (6) ventilation hoods that have fire suppression systems, the contractor shall furnish all necessary parts, supplies, equipment, and labor to provide preventative maintenance service for the kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320 during normal NIST business hours. Some work may need to be performed outside of NIST normal hours of operation.

**CLIN 2002: OPTION PERIOD TWO (2)– CORRECTIVE SERVICES/EMERGENCY REPAIRS**

**Period of Performance 10/01/2019 thru 09/30/2020**

The contractor shall furnish all necessary parts, supplies, equipment, and labor to provide corrective services and/or emergency repairs for the SIX (6) kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320.

\* The agreed upon labor rates quoted at the submission of the proposal shall be incorporated upon award of contract.

**CLIN 3001: OPTION PERIOD THREE (3)**

**Period of Performance 10/01/2020 thru 09/30/2021**

TWO (2) times a year for total of SIX (6) ventilation hoods that have fire suppression systems, the contractor shall furnish all necessary parts, supplies, equipment, and labor to provide preventative maintenance service for the kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320 during normal NIST business hours. Some work may need to be performed outside of NIST normal hours of operation.

**CLIN 3002: OPTION PERIOD THREE (3)– CORRECTIVE SERVICES/EMERGENCY REPAIRS**

**Period of Performance 10/01/2020 thru 09/30/2021**

The contractor shall furnish all necessary parts, supplies, equipment, and labor to provide corrective services and/or emergency repairs for the SIX (6) kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320.

\* The agreed upon labor rates quoted at the submission of the proposal shall be incorporated upon award of contract.

**CLIN 4001: OPTION PERIOD FOUR (4)**

**Period of Performance 10/01/2021 thru 09/30/2022**

TWO (2) times a year for total of SIX (6) ventilation hoods that have fire suppression systems, the contractor shall furnish all necessary parts, supplies, equipment, and labor to provide preventative maintenance service for the kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320 during normal NIST business hours. Some work may need to be performed outside of NIST normal hours of operation.

**CLIN 4002: OPTION PERIOD ONE (1)– CORRECTIVE SERVICES/EMERGENCY REPAIRS**

**Period of Performance 10/01/2021 thru 09/30/2022**

The contractor shall furnish all necessary parts, supplies, equipment, and labor to provide corrective services and/or emergency repairs for the SIX (6) kitchen hood fire suppressions systems in buildings 101, 301, 318 and 320.

\* The agreed upon labor rates quoted at the submission of the proposal shall be incorporated upon award of contract.

**INSPECTION AND ACCEPTANCE**

NIST retains the right to inspect the contractors work at any time throughout the project. Inspection and acceptance will be done at the discretion of the contracting officer representative (COR).

**PAYMENT TERMS**

Invoices shall be submitted for payment after each preventative maintenance service, corrective service call or emergency repair service call. Invoices shall be accurate, up-to-date, free from duplications, and include the information listed under NIST Local-04 Clause *Billing Instructions*. Invoices for CORRECTIVE SERVICES and EMERGENCY REPAIRS must also include details of services performed. **CRANE LOAD TESTING must also include crane/lift information and on each crane/lift.** Invoicing will be sent to accounts payable at NIST. All invoicing must be approved by the COR and or the Contracting Officer before payment is made.

**REQUIRED SUBMISSIONS**

All offerors shall submit the following:

**1. For the purpose of evaluation of Technical Capability:**

Please see *Attachment III – Evaluation Criteria*

**2. For the purpose of evaluation of Price:**

A firm-fixed price quotation for each identified line items 0001, 1001, 2001, 3001, and 4001, and Labor Category(ies) and Labor Rate(2) for Corrective and Emergency Services for line items 0002, 1002, 2002, 3002, and 4002.

A firm fixed price quotation for each identified line item based on:

- Line item pricing for each crane and lift in *Appendix A of the Statement of Work*
- Pricing structure for the removal and additional cranes and lifts required for inspection.
- Labor Category(ies) and Labor Rate(2) for Corrective Services
- Pricing structure for crane load tests based on crane tonnage capacity.

**3. This is a combined synopsis/solicitation for Preventative Maintenance Service for Kitchen Hood Fire Suppression Systems annual crane and lift inspections, corrective services for the**

**cranes and lifts, and crane load tests. The Government intends to award a contract as a result of this combined synopsis/solicitation that will include the terms and conditions that are set forth herein. In order to facilitate the award process, ALL quotations shall include a statement regarding the terms and conditions herein as follows:**

- a. The offeror shall state “The terms and conditions in the solicitation are acceptable to be included in the award document without modification, deletion, or addition.”

OR

- b. The offeror shall state “The terms and conditions in the solicitation are acceptable to be included in the award document with the exception, deletion, or addition of the following:...”

**Offeror shall list exception(s) and rationale for the exception(s)**

**Please note that this procurement IS NOT being conducted under the GSA Federal Supply Schedule (FSS) program or another Government-Wide Area Contract (GWAC).** If an offeror submits a quotation based upon an FSS or GWAC contract, the Government will accept the quoted price. However, the terms and conditions stated herein will be included in any resultant Purchase Order, not the terms and conditions of the offeror’s FSS or GWAC contract, and the statement required above shall be included in the quotation.

- 4. The DUNS # for the offeror’s active System for Award Management (SAM) registration. Quoters must have an active registration at [www.SAM.Gov](http://www.SAM.Gov) to be considered for award.**

**SITE VISIT**

AN organized site is scheduled for: Monday, 07/24/2017 at 2:30 PM EST in building 301. Only one site visit will be conducted. The Government requests that the Company signature authority attend this site visit. Please send a list of attendee(s) with the following information By 3:00 PM EST on 07/21/2017 in order for NIST to request visitor access thru the front gate.

- Name, Citizenship, Company Name

**NIST Campus Access:** NIST is a Federal facility and access is controlled at all entrances to the campus. Contractor personnel arriving in cars on the first day must check in at the visitor center to receive a temporary badge prior to proceeding to the project site to obtain a permanent bade. Once in possession of a valid NIST badge worker may enter thru the main gate and proceed to the project site.

**PLEASE NOTE:** Go to <https://www.nist.gov/about-nist/visit/campus-access-and-security> for additional information.

\* If any of the attendees are foreign nationals, please email and call the Contracting Specialist/Contracting Officer immediately with the stated information above. They will need extra time for visitor processing by the NIST security office. All foreign nationals must present a valid, original passport, or alien registration card (green card) upon arrival, and will be escorted at all times by a Government employee on the NIST campus.

\* Effective July 21, 2014, under the REAL ID Act of 2005, agencies, including NIST, can only accept a state-issued driver’s license or identification card for access to federal facilities issued by states that are REAL ID compliant or have an extension. Any persons with driver licenses from non-compliant states (Minnesota, Missouri, Washington, Kentucky, Maine, Montana, Pennsylvania) must bring a passport for access to NIST.

**DUE DATE FOR QUOTATIONS**

E-mail quotations are required. All quotations must be submitted, via e-mail, to Michelle Dacanay at [michelle.dacanay@nist.gov](mailto:michelle.dacanay@nist.gov). Facsimile quotations will NOT be accepted.

Submission must be received no later than 2:00 PM Eastern Standard Time on August 2, 2017. An e-mail quotation shall be considered received when it is received in Michelle Dacanay's electronic inbox.

### **EVALUATION CRITERIA AND BASIS FOR AWARD**

The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered.

Technical and past performance, when combined, are approximately equal to cost or price.

See *Attachment III* for Evaluation Criteria.

Price will be evaluated for reasonableness.

**Solicitation # SB134117RQ0831**  
**Preventative Maintenance Service for Kitchen Hood Fire Suppression Systems**

**AMENDED ATTACHMENT III – Evaluation Criteria**



**AMENDED EVALUATION CRITERIA**  
**Preventative Maintenance Service for Kitchen Hood Fire Suppression System**

Contract Award:

The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

CLAUSE 52.212-2 Evaluation -- Commercial Items

- (a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

Offeror shall submit no more than ten (10) single sided pages demonstrating their understanding of the requirement which shall include all aspects of the jobs as described in *Attachment IV – Statement of Work*.

FACTOR A: TECHNICAL – APPROACH AND MANAGEMENT

The offeror shall provide a detailed technical approach to complete the tasks and requirements identified in the attached Statement of Work, and Guidelines for OFPM Contractors. The technical proposal must include information on how the projects sequence of operations is to be organized, staffed, and managed. Information must be provided which will demonstrate the offeror's understanding and management of important events or tasks. The offeror must explain how the management and coordination of consultant and/or subcontractor efforts will be accomplished, if applicable.

FACTOR B: TECHNICAL – CERTIFICATION

The offeror shall submit NICET (National Institute for Certification in Engineering Technologies), at a minimum, level 2 certification(s), or **certification that the personnel is certified by the manufacturer to perform the work**, for any personnel that will be installing performing the services.

PRICE

The Government may use various price analysis techniques and procedures to make a price reasonableness determination.

Offerors must submit the following information in their price proposal:

- Pricing for CLINS 0001, 1001, 2001, 3001 and 4001
- Labor Category(ies) and Labor Rate(s) for Corrective Services and Emergency Repairs  
NIST requires corrective services and emergency repairs as a part of this solicitation. Offerors must

submit all applicable labor categories and associated labor rates which will be utilized for any corrective services and emergency repairs for the cranes for base year and option years. Work may be performed during normal business hours of Monday through Friday from 8:00 am until 4:00 pm, excluding all federal holidays, and/or outside of NIST normal hours.

At a minimum, separate should be submitted for:

1. Corrective Services, normal NIST hours
2. Corrective Services, outside NIST normal hours
3. Emergency Repairs, normal NIST hours
4. Emergency Repairs, outside NIST normal hours

All applicable travel expenses will be reimbursed in accordance to the Federal Travel Regulations (FTR). The information can be found at <https://www.gsa.gov/portal/content/104790>

**Technical factors, when combined, are approximately equal to cost or price.**

(b) *Options*. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.