Sources Sought Notice

1. This is a Source Sought Notice
    a. The Government does not intend to award a contract on the basis of this Sources Sought or to otherwise pay for the information solicited.
    b. Although “proposal”, “offeror”, and “contractor” may be used in this sources sought notice, any response will be treated as information only. It shall not be used as a proposal. The Government is seeking information for market research purposes only.
    c. Any information received from a contractor in response to this Sources Sought may be used in creating a solicitation. Any information received which is marked with a stated, such as “proprietary” or “confidential”, intended to restrict distribution will not be distributed outside of the Government, except as required by law.
    d. This Sources Sought Notice is issued by VISN 2 Contracting Office located at 3495 Bailey Avenue Building 3, 2nd Floor Buffalo, NY 14215 for the purpose of collecting information about kitchen exhaust hood maintenance at the Montrose and Castle Point VA Medical Center Campuses. The VA Medical Center FDR Montrose Campus is located at 2094 Albany Post Road Montrose, NY 10548 and the VA Medical Center Castle Point Campus is located at 41 Castle Point Road Wappingers Falls, NY 12590.
    e. The VA is seeking to provide for this requirement as of October 1, 2026. The NAICS code identified for this requirement is 811310 – Commercial and Industrial Machinery and Equipment (except Automotive and Electronic) Repair and Maintenance, with a Small Business Size Standard of $12.5 Million. More information about this requirement is detailed in the Statement of Work section of this document.
2. Contractors that are able to meet the requirements in the attachment and possess an interested in performing these services, are encouraged to email a capability statement and full information to Jamie Boyar and Jamie.Boyar@va.gov
    a. Part of the purpose of this source sought is to determine the viability of a set aside to a specific socio-economic category (service-disabled veteran owned small business, veteran owned small business, women owned small business, HUB Zone, 8(a), small business). Interested parties MUST provide company/individual name, a capability statement, examples of same or similar work performed at other facilities, SAM UEID, number, address, point of contact, and social-economic status.
    b. If a contractor is a Service-Disabled Veteran-Owned Small Business (SDVSOB), a Veteran-Owned Small Business (VOSB), or any other special category of contractors, then the contractor is responsible for providing documentation in support of this. This information will be used to determine the viability of a set aside for this requirement. If any of the requested information is not supplied with the response, this may result in the contractor not being considered in the Government’s Procurement Strategy.

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The following information is required for determining procurement strategies and viability of sources:

1. Set aside requirement have limitations on subcontracting. This service is in Montrose, NY and Wappingers Falls, NY. Provide your site location and supporting documentation. Given your location and proximity to the service site, how do you plan to accomplish self-performance of this work?
2. If your intention is to subcontract work, what tasks will be performed by you as the prime contractor? What tasks will require a subcontractor due to your inability to perform them within your company?
3. How many years' experience does your company have in performing tasks of this nature, of this scope and this complexity? How many years of service do your proposed technicians have performing tasks of this nature, this scope, and this complexity? How many years does your proposed subcontractor have in performing tasks of this nature, this scope, and this complexity?
4. How many jobs of this nature, of this scope and this complexity have you performed in the past five years?
5. How many certified/licensed technicians does your company currently employ?

- Contractors shall also identify any Federal Supply Schedules that may carry the desired services.
- Contractors shall identify point(s) of contract for company, contractor SAM UEID number for size standard and socioeconomic verification in SAM, as well as for any intended subcontractors.
- Contractor shall provide two (2) to three (3) instances of past experience which demonstrates that they are a firm regularly engaged in this type of work, to include subcontractors for those jobs.
- Contractor shall provide documentation that employees are certified hood and duct cleaning professionals.
- Contractor shall provide proof that employees are technically knowledgeable of the current version of NFPA 96 and IKECA/ANSI C-10 requirements.
- Contractor shall provide a listing of any teaming agreements that they indent to employ in the performance of this requirement, if awarded.
- Contractor shall supply proof of any applicable certification or training required to meet the regulatory requirements, if applicable.
- Contractors shall include any relevant comments about the attachment(s) if applicable.

Sources Sought Notice

Below is the Limitation on Subcontracting – Certificate of Compliance Clause. Please complete this as part of your response.

852.219-75 VA Notice of Limitations on Subcontracting—Certificate of Compliance for Services and Construction.

As prescribed in 819.7011(b), insert the following clause:

VA NOTICE OF LIMITATIONS ON SUBCONTRACTING—CERTIFICATE OF COMPLIANCE FOR SERVICES AND CONSTRUCTION (JAN 2023) (DEVIATION)

(a) Pursuant to 38 U.S.C. 8127(l)(2), the offeror certifies that—

(1) If awarded a contract (see FAR 2.101 definition), it will comply with the limitations on subcontracting requirement as provided in the solicitation and the resultant contract, as follows: [Contracting Officer check the appropriate box below based on the predominant NAICS code assigned to the instant acquisition as set forth in FAR 19.102.]

(i) [ ] Services. In the case of a contract for services (except construction), the contractor will not pay more than 50% of the amount paid by the government to it to firms that are not certified SDVOSBs listed in the SBA certification database as set forth in 852.219-73 or certified VOSBs listed in the SBA certification database as set forth in 852.219-74. Any work that a similarly situated certified SDVOSB/VOSB subcontractor further subcontracts will count towards the 50% subcontract amount that cannot be exceeded. Other direct costs may be excluded to the extent they are not the principal purpose of the acquisition and small business concerns do not provide the service as set forth in 13 CFR 125.6.

(ii) [ ] General construction. In the case of a contract for general construction, the contractor will not pay more than 85% of the amount paid by the government to it to firms that are not certified SDVOSBs listed in the SBA certification database as set forth in 852.219-73 or certified VOSBs listed in the SBA certification database as set forth in 852.219-74. Any work that a similarly situated certified SDBOSB/VOSB subcontractor further subcontracts will count towards the 85% subcontract amount that cannot be exceeded. Cost of materials are excluded and not considered to be subcontracted.

(iii) [ ] Special trade construction contractors. In the case of a contract for special trade contractors, the contractor will not pay more than 75% of the amount paid by the government to it to firms that are not certified SDVOSBs listed in the SBA certification database as set forth in 852.219-73 or certified VOSBs listed in the SBA certification database as set forth in 852.219-74. Any work that a similarly situated certified SDBOSB/VOSB subcontractor further subcontracts will count towards the 75% subcontract amount that cannot be exceeded. Cost of materials are excluded and not considered to be subcontracted. (2) The offeror acknowledges that this certification concerns a matter within the jurisdiction of an Agency of the United States. The offeror further acknowledges that this certification is subject to Title 18, United States Code, Section 1001, and, as such, a false, fictitious, or fraudulent certification may render the offeror subject to criminal, civil, or administrative penalties, including prosecution.

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(2) The offeror acknowledges that this certification concerns a matter within the jurisdiction of an Agency of the United States. The offeror further acknowledges that this certification is subject to Title 18, United States Code, Section 1001, and, as such, a false, fictitious, or fraudulent certification may render the offeror subject to criminal, civil, or administrative penalties, including prosecution.

(3) If VA determines that an SDVOSB/VOSB awarded a contract pursuant to 38 U.S.C. 8127 did not act in good faith, such SDVOSB/VOSB shall be subject to any or all of the following:

(i) Referral to the VA Suspension and Debarment Committee;

(ii) A fine under section 16(g)(1) of the Small Business Act (15 U.S.C. 645(g)(1)); and

(iii) Prosecution for violating 18 U.S.C. 1001.

(b) The offeror represents and understands that by submission of its offer and award of a contract it may be required to provide copies of documents or records to VA that VA may review to determine whether the offeror complied with the limitations on subcontracting requirement specified in the contract. Contracting officers may, at their discretion, require the contractor to demonstrate its compliance with the limitations on subcontracting at any time during performance and upon completion of a contract if the information regarding such compliance is not already available to the contracting officer. Evidence of compliance includes, but is not limited to, invoices, copies of subcontracts, or a list of the value of tasks performed.

(c) The offeror further agrees to cooperate fully and make available any documents or records as may be required to enable VA to determine compliance with the limitations on subcontracting requirement. The offeror understands that failure to provide documents as requested by VA may result in remedial action as the Government deems appropriate. (d) Offeror completed certification/fill-in required. The formal certification must be completed, signed and returned with the offeror's bid, quotation, or proposal. The Government will not consider offers for award from offerors that do not provide the certification, and all such responses will be deemed ineligible for evaluation and award.

(d) Offeror completed certification/fill-in required. The formal certification must be completed, signed and returned with the offeror’s bid, quotation, or proposal. The Government will not consider offers for award from offerors that do not provide the certification, and all such responses will be deemed ineligible for evaluation and award.

Certification

I hereby certify that if awarded the contract, [insert name of offeror] will comply with the limitations on subcontracting specified in this clause and in the resultant contract. I further certify that I am authorized to execute this certification on behalf of [insert name of offeror].

Printed Name of Signee:_____

Printed Title of Signee: _____

Signature: _____

Date: _____

Company Name and Address:_____

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STATEMENT OF WORK

A.1.1 GENERAL

A. This firm-fixed price requirement is to maintain dependable operation of the kitchen exhaust hood systems at the Montrose and Castle Point VA Medical Center Campuses. The VA Medical Center FDR Montrose Campus is located at 2094 Albany Post Road Montrose, NY 10548 and the VA Medical Center Castle Point Campus is located at 41 Castle Point Road Wappingers Falls, NY 12590.
B. The period of performance shall be 10/01/2026 – 09/30/2027, plus four (4) option years to expire on 09/30/2031.
C. The contractor shall furnish all labor, materials, equipment, transportation, and expertise necessary to complete the required preventative maintenance and inspection of kitchen exhaust hood systems.

A.1.2 CERTIFICATIONS

A. Contractor technicians shall be certified as hood and duct cleaning professional.
B. Contractor technicians shall be technically knowledgeable of the current version of NFPA 96 and IKECA/ANSI C-10 requirements.

A.1.3 DELIVERABLES

A. Contractor shall submit manufacturer's literature and safety data sheets for all material being used to the VA COR for approval prior to first service visit.
B. Contractor shall inform VA COR of change in products used and submit specified data to VA COR for approval prior to use.
C. At the conclusion of each scheduled maintenance visit, contractor shall provide service stickers on equipment serviced showing compliance with NFPA 96. The sticker shall show the job completion date and the next recommended cleaning month and year. Stickers shall be applied to the hoods of the system clean at the end of the job (one per system).
D. At the conclusion of each scheduled maintenance visit, the contractor shall provide a written service ticket indicating the date of service, the model, serial number, location of the equipment serviced, the name of the technician, the services performed, the parts replaced, and the labor hours.
E. An electronic copy of a detailed service report shall be provided with the same information required in the service ticket (see B.2.3 D) plus digital photographs of all surface conditions prior to and after the cleaning process.
F. The service report shall certify that all cleanings were performed in compliance with NFPA 96.
G. The service report shall be e-mailed to the Engineering Service Point of Contact within seven (7) – ten (10) business days of service visit.

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A.1.4 ACTIVE KITCHEN EXHAUST HOOD SYSTEMS

Location ID #	Location Description	Service Using Hood	No. of Filters
FDR-B5-1-1 Montrose	Main Kitchen, 1st Floor, Building 5 - Over Kettles (includes hood over small bakery)	Food and Nutrition Service	12
FDR-B5-1-2 Montrose	Main Kitchen, 1st Floor, Building 5 - Over Conventional Ovens	Food and Nutrition Service	12
FDR-B5-1-3 Montrose	Main Kitchen, 1st Floor, Building 5 - Over Line Grills	Food and Nutrition Service	12
FDR-B5-1-4 Montrose	Room Adjacent to Main Kitchen, 1st Floor, Building 5	Canteen	12
FDR-B13-1-1 Montrose	Canteen Hood #1, 1st Floor, Building 13	Food and Nutrition Service	5
CP -15H-G-1 Castle Point	Canteen Hood #2, 1st Floor, Building 13	Canteen	7
CP-B16-1-1 Castle Point	Main Kitchen, 1st Floor, Building 16	Food and Nutrition Service	8
CP -15H-G-1 Castle Point	Building 15H Over Grill and Fryer	Canteen	5
CP -15H-G-2 Castle Point	Building 15H Small Grill	Canteen	0

*All fan housings are hinged

*See photographs on pages 3-6

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FDR-B5-1-1 and FDR-B5-1-2 have separate exhaust:
Estimated length of exhaust duct is 110 ft. of 24” x 24” Duct for Both Campus

FDR-B5-1-1 and FDR-B5-1-2 Building 5 – 1st Floor Main Kitchen - Over Kettles used by Food and Nutrition Service (F&NS):

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FDR-B5-1-3 Building 5 – 1st Floor Main Kitchen - Over Fryer used by Food and Nutrition Service (F&NS):

FDR-B5-1-4 Building 5 – 1st Floor - Room Next to Main Kitchen Currently Used by Canteen Service:

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Building 15-H-G1 Over grill and fryer:

CP-B16-1-1 Building 16 – 1st Floor Main Kitchen used by Food and Nutrition Service:

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A.1.5 SCHEDULE

A. All on-site work shall be scheduled in advance with the VA.
B. Upon arrival, contractor shall check-in with the VA Police or authorized VA Medical Center attendant to receive a temporary VA identification badge/sticker. A valid driver's license is needed to obtain the VA identification badge/sticker.
C. The VA badge/sticker shall be worn at all times, along with visible identification displaying the company name.
D. On-site service shall be performed during regular business hours from Monday – Friday 3:00pm – 10:00pm (excluding Federal Holidays).
E. Mentioned below are Federal Holidays observed by the facility and the Contractor shall not expect access to the VA Facility or VA employees on these dates unless notified otherwise by the VAMC POC. Services are not to be scheduled on these days:

New Year's Day	Martin Luther King's Birthday	President's Day
Memorial Day	Juneteenth	Independence Day
Labor Day	Columbus Day	Veterans Day
Thanksgiving	Christmas	

*To include any other day the President declares as a Federal Holiday.