

# Solicitation for Offers

Solicitation Number IT-20-001a

Vicenza, Italy

## SUMMARY

The United States of America is seeking to lease fully-furnished, fully-serviced housing in the Vicenza, Italy area. The requirement is for a total of 20 bedrooms. Apartments, row houses, duplexes, and single-family homes with between one (1) and four (4) bedrooms are acceptable. The requested lease term is for five (5) years. Proposed housing must meet all requirements listed below in this solicitation and be submitted to the following email address: [Italyrealestatefieldoffice@usace.army.mil](mailto:Italyrealestatefieldoffice@usace.army.mil)

## 1. REQUIREMENTS

### A. Location

The housing must be located within the area depicted by boundary on the map below.

Submittals within 20minutes walking distance to Caserma Del Din and/or Caserma Ederle will be give greater consideration:



### B. Building Requirements

- a. Building must meet fire protection standards per Italy and Europe code
- b. All building entrances must have locking doors
- c. All common areas within the building must be well illuminated
- d. Exterior walkways must be well marked and illuminated
- e. Building must be located in a safe, low crime area
- f. Building must not be located within a Zona Traffico Limitato (ZTL) area

**C. Apartment/Room Requirements**

- a. Minimum size of 37 m<sup>2</sup> for one (1) bedroom dwelling unit
- b. Entry doors must have deadbolt locks and peepholes
- c. Doorbell with intercom
- d. All rooms must be well illuminated with energy efficient light bulbs
- e. Each bedroom must be able to accommodate a double bed (minimum size 140 cm x 200 cm), wardrobe, and room to maneuver.
- f. Kitchen, dining, and living rooms may be combined into one space, provided it is sufficiently large enough to accommodate all typical furnishings for each room
- g. Lockable mailbox for each dwelling unit
- h. At least one (1) dedicated parking space per dwelling unit
  - i. Fire alarms installed in all rooms (except bathrooms)
  - j. Carbon monoxide alarms installed in any room with combustible gas
- k. Ground Fault Circuit Interrupters (GFCI) must be installed in the electric circuits in the kitchen, bathrooms, and other potentially wet areas
  - l. Basement or other storage space accessible and usable by tenant (desired, but not required)
- m. At least one (1) accessible and operational window in each bedroom and living room
- n. Each bedroom must have a lockable door.

**D. Bathroom Requirements**

- a. Minimum of one (1) full bathroom, with either shower plate or tub, per dwelling unit (the tub and shower must have a shower head and curtain)
- b. Adequate plumbing to prevent extreme fluctuations in water pressure and water temperature
- c. Sink with water stopper
- d. Toilet with seat and lid
- e. Mirror installed above the sink
- f. Storage cabinet, medicine cabinet, or equivalent
- g. Exhaust fan or window
- h. Tower bar or hook (one per bedroom)
  - i. Toilet paper holder
- j. Water resistant flooring (no hardwood or carpet)

**E. Kitchen Requirements**

- a. Each apartment must have a full kitchen
- b. Sufficient electrical outlets to accommodate a variety of counter appliances
- c. Sink with strainer board and stopper

- d. Refrigerator with freezer of sufficient size for the number of bedrooms in the dwelling unit
- e. Dishwater (desired, but not required)
- f. Microwave
- g. Oven
- h. Range cooktop with a minimum of two (2) burners
- i. Exhaust fan
- j. Water resistant flooring (no hardwood or carpet)

**F. Furnishing Requirements**

- a. Plates, bowls, glassware, flatware in a minimum amount of two (2) settings (per bedroom)
- b. Pots, pans, cooking utensils, and other kitchen utensils
- c. Double bed or larger (140 cm x 200 cm), wardrobe, nightstand, bed side lamp, chest of drawers (per bedroom)
- d. Ironing board and iron with automatic shutoff
- e. Electric or gas coffee pot and kettle
- f. Dining table with a minimum of two (2) chair per bedroom
- g. Computer desk with chair
- h. Sofa
  - i. Storage or shelving units
- j. Privacy window coverings (operational blinds or curtains) installed in all rooms
- k. Two (2) sets of bed sheets, two (2) blankets, one (1) comforter, and two (2) pillows (per bedroom)
  - l. Two (2) sets of bath and hand towels (per bedroom)
- m. Two (2) dish towels
- n. Vacuum cleaner
- o. Broom with dust pan
- p. Mop with bucket
- q. Garbage can in kitchen and bathrooms
- r. Laundry washing machine and dryer or drying rack (electric / gas dryer strongly preferred, but not required)
- s. Flat screen television with a minimum size of 40"
- t. One (1) operational fire extinguisher (certified and up to date) per dwelling unit

**G. Service Requirements**

- a. All utility costs will be included and paid in the total rental amount
- b. Potable hot and cold running water in kitchen and bathroom
- c. Tenant adjustable heating throughout apartment (including kitchen and bathrooms)
- d. Tenant adjustable air conditioning in all rooms (except bathrooms)
- e. Basic cable or satellite service for television
- f. High speed Internet service (DSL or better) with Wi-Fi accessible throughout the dwelling unit
- g. Two (2) sets of keys to all locks (per bedroom)
- h. Maintenance, repair, and replacement of all Lessor systems and appliances at Lessor's sole expense

- i. Pest control as per local health department requirements
- j. Outside garbage containers
- k. Snow and ice removal from sidewalks and driveways
- l. Regular maintenance and cleaning of common areas
- m. Weekly cleaning including kitchen, bathroom, emptying trash cans, and floors throughout the apartment (desired, but not required)

**H. Lease Term**

The lease term shall be for a period of up to five (5) years, with a termination clause providing the U.S. Government the right to terminate the lease at any time by giving 30 days prior written notice.

**I. Rent**

Rent shall be paid in Euro Semi Annually in advance through electronic bank transfer. Proposals received with a rental price that is determined to be substantially above the market rate may be disqualified.

**J. Security Deposit**

Due to U.S. fiscal law, the payment of a security deposit is prohibited. However, a joint condition inspection of the housing will be performed with the Lessor prior to U.S. occupancy. The results of this inspection will be mutually agreed to and signed by both the Lessor and the U.S. Government. This signed inspection will be incorporated into the lease. The lease will include a clause stating that the U.S. Government will be responsible for damages beyond reasonable wear and tear. Upon lease termination, a final joint condition inspection will be performed and the U.S. Government may repair such identified damages or pay the Lessor an agreeable sum of money for the repair of those damages.

**K. Lease Agreement**

The lease agreement shall be in English and in similar form to the attached draft lease. A translated Italian courtesy copy of the lease will also be provided, but the English version shall still govern.

**L. Occupancy Date**

The U.S. Government is seeking beneficial occupancy of a total of 20 bedrooms as negotiations are completed and leases are executed.

**2. PROPOSAL SUBMISSION**

**A. Proposal Submission Requirements**

- a. Description of the premises
- b. Map showing the location of the premises
- c. Photographs of the premises clearly depicting the interior (all rooms), exterior, and street views
- d. List of provided furnishings and services
- e. Proposed rental rate

- f. Proposed occupancy date
- g. Floorplan or drawing of the premises
- h. Certificate of Compliance
- i. Proof of Ownership or right to lease
- j. Ape (Energy Certification)
- k. Cadastral Information

**B. Proposal Submission Deadline**

All proposals must be submitted via email to [Italyrealestatefieldoffice@usace.army.mil](mailto:Italyrealestatefieldoffice@usace.army.mil)

or by registered mail to: Italy Real Estate Field Office,  
Attn: CENAU-RE-I, Unit 31401, Box 86,  
Caserma Carlo Ederle,  
Viale della Pace 193,  
36100 Vicenza, Italy

This Solicitation may remain open until the full requirement is met or closed at any time, as determined by the U.S. Government.

**3. PROPOSAL EVALUATION AND AWARD**

**A. Evaluation Factors**

Proposals will be evaluated based upon the factors below:

- a. Price
- b. Condition / Furnishings / Services
- c. Layout Functionality
- d. Location

**B. Competitive Range**

Received proposals will be evaluated using the above factors to determine which proposals offer the **best value** to the U.S. Government. The top proposals will establish the Competitive Range. Proposals that do not meet the minimum requirements listed in this Solicitation may be disqualified.

**C. Negotiations**

Oral and/or written negotiations may be held with each responsive Offeror within the Competitive Range in order to clarify details and ensure mutual understanding.

**D. Inspection**

Following or during negotiations, a U.S. Government authorized representative may inspect the proposed housing unit to verify conditions and potential concerns. If correctable concerns are identified, the Offeror will be notified of any required alterations.

**E. Best and Final Offer**

Concluding negotiations and inspections, competitive Offerors may be provided an opportunity to revise and submit a Best and Final Offer.

**F. Award**

Best and Final Offers will be reviewed and the U.S. Government may execute a lease with the Offeror selected for award. The lease will be executed in English, with a courtesy translation in Italian. The U.S. Government reserves the right to negotiate and award a lease at any time following receipt of initial offers.

This solicitation is non-binding upon the U.S. Government and may or may not result in the award of a lease contract, subject to availability of appropriations. Nothing in the Solicitation shall be interpreted to require obligations or payments by the U.S. Government in violation of the Anti-Deficiency Act (31 USC 1341).