

SOLICITATION FOR OFFERS

Solicitation number BE-21-004

SUMMARY

The United States Government (U.S.) is seeking to lease up to two (2) single-family residences with a minimum of four (4) bedrooms and three and a half (3.5) bathrooms in Brussels, Belgium. Proposed residences must meet all the requirements listed below in this Solicitation. All proposals must be submitted no later than **02 April 2021** to email address **Francoise.M.Caudron.LN@usace.army.mil**.



1. REQUIREMENTS

A. Location

The residences must be located within the red border on the map above and not more than 30 minutes from the Brussels NATO Headquarters during peak traffic hours.

B. House Requirements

- a. Fully detached, single-family residence (4 facades) with a maximum gross area of 370 square meters (excluding terraces, balconies, garages and basement)
- b. Must not be located on a one way street/clos/square or cul-de-sac
- c. Must provide secure fencing around entire property with automatic vehicle/pedestrian gate
- d. All exterior gates, walkways, and entrances must be well illuminated, with motion detection lights around the house and driveway
- e. Must have a setback from the street of at least 10 meters
- f. Must not have a swimming pool, tennis court, or Jacuzzi
- g. Should not exceed 20 Ares of land
- h. Must provide garage with door opener for parking at least one (1) large SUV type vehicle; must also also provide secure on-site parking for a minimum of

- two (2) additional vehicles; driveway and parking areas must be paved and located within secure fenced perimeter of property
- i. Must have secure entry doors
 - j. Must provide a wired home alarm system to include door and window sensors connected to a central control panel and the ability to connect to an emergency dispatcher
 - k. Video intercom connected to the front door and accessible from the living room
 - l. Fire/smoke detector alarms must be installed in all rooms (except bathrooms)
 - m. Carbon monoxide detector alarms must be installed in any room with combustible gas
 - n. Electric system must be grounded; Ground Fault Circuit Interrupters (GFCI) must be installed in kitchen, bathrooms and other potentially wet locations
 - o. Minimum electric power of 75 amps for 3 phases 230v or 45 amps for 3 phases 400v
 - p. Must have a minimum of four (4) separate bedrooms
 - q. One (1) of the bedrooms must serve as an official guest bedroom with its own separate full bathroom. This bedroom should not be located in close proximity to the master bedroom
 - r. Each bedroom will be of sufficient size to accommodate at minimum a 160cm x 200cm size bed, wardrobe, night stand, and any required furnishings
 - s. Rooms must be designed to maximize horizontal and vertical usage (i.e., no slanted roofs that prohibit placement of furniture, etc.)
 - t. Must have at least one (1) accessible and operational window in all bedrooms and living room areas; double pane exterior lockable windows preferred
 - u. Telephone and cable connections available in living room and bedrooms
 - v. Ceiling light fixtures in every room with LED light bulbs
 - w. Child safe banisters and railing on stairs
 - x. Doorstops behind every door throughout the house
 - y. Living/Dining room may be separate but must provide adequate space to accommodate a seating of 14 people and additional furniture (i.e. buffet and/or china cabinet)
 - z. Must include a front entry hall with closet for coats or wardrobe
 - aa. An additional room with adequate space for a work area preferred
 - bb. One laundry/utility room with sink; connections for washer/dryer. Must not be located in a bathroom or garage, but may be located in a finished basement. Preferred if able to accommodate a U.S. washing machine and dryer; this will need to have a hot water connection and adequate ventilation
 - cc. House must have space with floor load to accommodate a safe of weight up to 800lbs
 - dd. Insect screens on all windows and doors preferred, or at a minimum at least one screen per room and doors
 - ee. Water softener preferred

C. Bathroom Requirements

- a. Minimum of three (3) bathrooms with showers and/or shower/tub combination, located in close proximity to the bedrooms
- b. At least one (1) half bathroom or toilet room located on the ground floor

- c. Adequate plumbing to prevent extreme fluctuations in water pressure and water temperature

D. Kitchen Requirements

- a. Kitchen must be large enough to accommodate an oven, stove, range hood (vented to the outside), refrigerator, double sinks, dishwasher, built-in cabinets and work surface/countertop area large enough to prepare and plate up to 14 servings
- b. Separate e-power group, 16 amps fuse protection, cold water faucet and 40 mm drain system
- d. Additional space in the kitchen or in close proximity to the kitchen for an additional U.S. sized stove and additional U.S. sized refrigerator and freezer

E. Service Requirements

- a. All grounds maintenance including lawn mowing, gardening, weeding and trimming of trees, hedges and bushes
- b. High-speed fiber internet connection available, or a minimum of 50MB download / 10MB upload speed
- c. Five (5) sets of keys to all locks
- d. Full maintenance, repair, and replacement of the residence and all Lessor provided systems and appliances
- e. Full maintenance, repair, and replacement of all window and door frames, seals, hinges, and locks

F. Lease Period

The lease period will be for a term of five (5) years. The U.S. Government will have the right to terminate the lease at any time with 90 days' notice.

G. Rent

Rent shall be paid quarterly in advance through Electronic Funds Transfer (EFT), in Euro. Proposals received with a rental price that is determined to be substantially above the market rate may be disqualified. The rent proposed in the offer should include all the requirements listed in this solicitation.

H. Security Deposit

Due to U.S. fiscal law, the payment of a security deposit is prohibited. However, rent will be paid quarterly in advance as stated above in section 1.G. "Rent" and stipulations will be incorporated into the lease agreement regarding U.S. responsibility for damages beyond reasonable wear and tear.

I. Modifications

The U.S. Government will reserve the right in the lease agreement to make modifications to the residence. Modifications may include, but are not limited to, drapes/blinds, planters, security doors, closed circuit television (CCTV)/surveillance, additional electrical, mechanical or architectural work. Any work performed will comply with current International Building Code (IBC). Upon termination of the lease, any damages resulting from U.S. Government modifications will be repaired or the Lessor

will be paid a reasonable sum of money agreed to by both parties for the repair of those damages.

J. Lease Agreement

The lease agreement shall be in English and in similar form to the attached draft lease. A courtesy copy of the lease can be provided in French upon request.

K. Availability

Proposals can either be for existing residences that are immediately available and meeting the requirements; or residences which must be altered to meet the requirements but can be made available by the delivery date specified in this solicitation.

L. Occupancy Date

The U.S. Government is seeking beneficial occupancy of the residence on or around **1 September 2021**

2. PROPOSAL SUBMISSION

A. Proposal Submission Requirements

- a. Description of the residence including full address
- b. Photographs of the residence clearly depicting the interior, exterior and street views
- c. Written certification from the Offeror that the property is free of all environmental/health hazardous materials, such as lead base paint, radon, and asbestos containing materials must be included with the offer
- d. Energy label certificate with a preferred PEB rating of A-E
- e. Proposed rental rate to include all the requirements listed above
- f. Floorplan or drawing of the residence's layout

B. Proposal Submission Deadline

All proposals must be submitted via email to francoise.m.caudron.ln@usace.army.mil or via regular mail to:

US Army Corps of Engineers
Benelux Real Estate Field Office
Attn: Francoise Caudron
Building 20120, Room T7-01
Chievres Air Base
7950 Chièvres – Belgium

3. PROPOSAL EVALUATION AND AWARD

A. Evaluation Factors: Proposals will be evaluated based upon the below factors:

- a. Price
- b. Floorplan Functionality
- c. Location
- d. Energy efficiency

B. Competitive Range

Received offers will be evaluated using the above factors to determine which represent the best value to the U.S. Government. The top Offers will establish the Competitive Range. Offers that do not meet the minimum requirements listed in this Solicitation will not be considered. An authorized U.S. representative will inspect the offered residence and conduct negotiations to clarify any terms, requirements, or safety concerns. After negotiations, Offers will have an opportunity to submit a revised “best and final offer” and a statement of financial responsibility and proof of ownership. After review of best and final offers is completed, the lease will be awarded to the Offeror whose offer is the most advantageous to the U.S. government. The lease shall be in English and use a standard U.S. Army Corps of Engineers overseas lease template.

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

During or following negotiations, an authorized U.S. Government representative may inspect the proposed residence to verify conditions and potential security concerns. These inspections are likely to occur during the period of **19 – 30 APRIL 2021**, during which time the residence must be made available for viewing. If correctable security concerns are identified, the Offeror will be notified of any required modifications.

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. This lease will be similar to the attached Draft Lease and executed in English with a courtesy copy in French, if requested. Despite the foregoing, the U.S. Government reserves the right to award and execute a lease based on initial proposal submissions.

4. IMPORTANT DATES

A. 02 APRIL 2021 – Proposal Submission Deadline

B. 19 APRIL – 30 APRIL 2021 – Inspections of Top Proposals

C. 01 SEPTEMBER 2021 – Award lease and occupy residence

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 of U.S. funding. Nothing in this Solicitation shall be interpreted to require obligations or payments by the U.S. Government in violation of the Anti-Deficiency Act (31 USC 1341).