

N62473-16-R-1878
Surveying and Mapping AE IDIQ
Unrestricted
NAVFAC SW

RFI (Requests for Information) Questions and Answers

UPDATED: June 27, 2016

Dated: June 16, 2016

Question 1:

1. We are reviewing the RFP and would be very helpful to know which locations the work may be performed in/near? Is there a way to gauge or estimate how much if any of the work that may be awarded under this contract would be in or near Los Angeles, Santa Barbara or San Luis Obispo Counties?

Answer 1:

1. Work will primarily be performed at Navy and Marine Corps Facilities and other Government Installations located within the NAVFAC SW Area of Responsibility. We are unable to estimate the amount of work that would be awarded within the counties listed.

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Updated: June 17, 2016

Question 2:

2. Is it permissible for the organizational chart (Section D) to be an 11 x 17 page?

Answer 2:

2. No, please provide an organizational chart on 8.5"x11" page.

Question 3:

3. Will a cover letter or a transmittal letter be counted toward the 30-page limit?

Answer 3:

3. A cover letter will not be counted toward the 30-page limit, however, note that information on the cover letter will not be considered in the evaluation.

Question 4:

4. Will a front or back cover be counted toward the 30-page limit?

Answer 4:

4. A cover will not be counted toward the 30-page limit.

Question 5:

5. The solicitation states "Note: All individuals listed on the organization chart are not required to have a resume in Section E." Does this mean it is also acceptable to show these same support staff on the Section G matrix, and NOT include resumes for those support staff?

Answer 5:

5. Section G shall include only personnel with resumes in section E and only projects in section F.

Question 6:

6. The Solicitation states, "Identify on the submitted organization chart the relationships and lines of authority of the proposed team members, including key subcontractors, including the following: - Name, - Firm employed with, - Job Title/Role, - Licensure, certification, and or accreditation, - Permanent geographic location of individual". If the subcontractor is NOT considered KEY, do we need to provide a name, job title/role, licensure, and permanent location, or is it permissible to only include firm name and location?

Answer 6:

6. It is permissible to only include firm name and location for subcontractors that do not have resumes in section E.

Question 7:

7. Is it required that we include resumes for everyone who is licensed, or can we simply include copies of their licenses, so long as we do include resumes for a minimum of two PLSs and one Civil Engineer, as well as the Program Manager?

Answer 7:

7. Only personnel with resumes in section E will be evaluated for Criterion 1, Professional services. It is not required to provide proof of license for any personnel not included in section E.

Question 8:

8. The solicitation states, "In all cases, clearly describe the specific relevant work self-performed by the proposing firm and the firm's roles and responsibilities on the project; do not include work that is not attributable to the proposing firm. If the project description does not clearly delineate the work performed by the entity/entities teaming on this contract, the project may not be considered." Please clarify, if we have a subconsultant who performed work on a project description in Section F who is also a member of our currently proposed team, can we include their work in our project description?

Answer 8:

8. Yes, if the subconsultant is a part of the current team, you can include their work in the description, as long as it is clear who performed the work.



Updated: June 20, 2016

Question 9:

9. In regards to the CPARS/PPQ requirement for the solicitation. We intend to include a review completed by the Government customer using the TOMIS system. Since a CPARS is not available, do you also want us to obtain a completed PPQ in addition to the previously completed TOMIS score we received?

Answer 9:

9. Yes, please obtain a completed PPQ in addition to the TOMIS evaluation.

Question 10:

10. The solicitation states: "System for Award Management (SAM) Database: In accordance with FAR 52.204-7, System for Award Management Registration, ensure your firm has an active SAM entity record." Please clarify; must a firm's SAM record be active by time of proposal submittal (June 30), or is it by time of contract award?

Answer 10:

10: The Offeror must have an active SAM record prior to award.



Updated: June 24, 2016

Question 11:

11. What is the requirement, if any, for providing assessments for non-DOD projects we might opt to include among the Section F projects in our 330?

Answer 11:

11. Please provide a Past Performance Questionnaire (PPQ) for non-DOD projects. The PPQ form was included in the solicitation.



Updated: June 27, 2016

Question 12:

12. On Page 10 of the solicitation, under what appears to be "Additional Information" carried over from the previous page, the text says "Provide evidence that your firm, subcontractor or proposed team members are permitted by law to practice the profession of Architecture and/or Engineering, i.e., State registration number, a brief explanation of the firm's licensing in states that do not register firms, etc. Firms will be required to submit proof of required professional AE registration/licensure prior to the interview phase of the selection process. This documentation is not counted as part of the 30-page limitation." Can you clarify whether or not this information is to be included in the SOQ? It sounds as

though it is required only prior to the interview, but the stipulation that the documentation is not counted in the page limit makes it sound as though the information should be included in the SOQ.

Answer 12:

12. Your firm shall provide the proper documentation required for the state your firm is in. For example a California must have a licensed Architect or registered Engineer on staff to be considered an A-E firm. Your firm must submit in accordance with your state requirements. In addition, provide proof of the registration/licensing of key personnel. Firms slated for interviews may be required to provide updated registration/licensing data to ensure registration/licensing is current.

Question 13:

13. On the PPQ, please clarify what is meant by "Percent of project work performed" (see below)

Work Performed as: Prime Contractor Sub Contractor Joint Venture Other (Explain)

Percent of project work performed:

If subcontractor, who was the prime (Name/Phone #):

Answer 13:

13. Please provide the percentage of the specified contract, that your firm performed. This percentage does not count any work subcontracted out.