

MACC FREQUENTLY ASKED QUESTIONS

Question 1: The format for the proposal submittal is clearly outlined in the Instructions to Offerors. Are we permitted to provide a Table of Contents in addition to the required documents before Tab 1?

Answer: As noted in Section 00100 (Instruction to Offerors) of the RFP, "Offerors are asked to submit only the information/exhibits required." Any additional information submitted, such as tables or summaries, will not be evaluated.

Question 2: On Form SF1442 block 14, what sort of code and facility code is it asking for?

Answer: You do not need to fill out the code or facility code. In Block 14, you only need to provide the Offeror name and address.

Question 3: We are current and up-to-date in the System for Award Management (SAM). Does that suffice for the two Representations and Certification clauses in Section 00600 of the RFP or do I still have to fill out those two clauses and submit them with my proposal?

Answer: Offerors must complete and submit Section 00600 of the RFP as part of their proposal even if the Offeror is registered in SAM. Section 00600 of the RFP contains clauses which are not found in the electronic Reqs & Certs in SAM; therefore, we require them to be completed and submitted as part of your proposal.

Note: The clauses found in Section 00600 of the RFP are also broken out as a separate form titled "Section 00600 – Representations and Certifications" which can be found with the other RFP Exhibits.

Question 4: Will the Contract require the Offerors to propose on EVERY Task Order under the MACC, or will we have the option to make a business decision on a case-by-case basis?

Answer: As stated in the RFP in Section 00803 (Task Order Issuance Procedures), "Each Contractor is required to submit a reasonable number of good faith proposals for PTOs. Contractors are not obligated to propose on all Task Orders; however, they are required to contact the Contracting Officer within two days of notification if they cannot participate in the walk through or submit an offer. Failure to provide this notification may impact future consideration for PTOs and exercise of an option."

Question 5: I don't have any employees who are Veterans. Do I still have to submit a VETS-4212 report(s)?

Answer: You are subject to the VETS-4212 reporting requirements if you have:

1. A current Government contract or subcontract in the amount of \$100,000 or more that was entered into on or after December 1, 2003; or
2. A current Government contract or subcontract that was modified on or after December 1, 2003, and the contract or subcontract as modified is in the amount of \$100,000 or more.

As stated in the Instructions to Offerors, "Upon the successful submission of a VETS-4212 report, federal contractors will receive an email confirmation of receipt notification for their records. Offerors shall include a copy of their confirmation notification email in their proposal as verification of submission for the current reporting period. DO NOT SUBMIT A COPY OF THE REPORT ITSELF. If this requirement is not applicable to your firm, provide a statement that your firm does not have any contracts subject to this

requirement.”

Question 6: Does one double-sided piece of paper count as one page or two pages when referring to page limits?

Answer: As stated in the RFP Section 00210, PAGE is defined as “one printed side of a piece of paper. (For example, 5 pieces of paper printed on both sides would result in 10 pages of narrative.)”

Question 7: Where can I obtain a list of examples of projects that are within the scope of this MACC?

Answer: Examples of project types included within the scope of this MACC are identified in the RFP Section 00801 under the Description of Work. This is not an all-inclusive list of projects nor is it an indication of specific projects that will be procured under this MACC. The projects listed are a small sampling of the types of projects that may be included under this MACC.

Only projects within the NAICS code shown on the SF1442 are within the scope of this MACC. To view additional examples of the various project types that fall under that NAICS code, you can visit the following website and enter the appropriate NAICS code into the "2012 NAICS Search" field.

<http://www.census.gov/cgi-bin/sssd/naics/naicsrch>

Projects which are outside of the NAICS code shown on the SF1442 are not considered within the scope of this MACC and will not be considered for evaluation.

Question 8: The Proposal Submission Requirements under the Experience factor provide a description of what defines a relevant project. Does that mean that in order to be considered relevant, the projects we submit need to meet those requirements, including the project construction cost minimum?

Answer: Yes. Only projects that meet all requirements for relevancy (size, scope, and complexity) and have been completed with the timeframe indicated in the RFP will be considered in the evaluation.

Question 9: Is there a minimum number of projects we should submit for Experience (Exhibit B)?

Answer: Yes, the required minimum number of projects is stated in the Proposal Submission Requirements for the Experience factor.

Question 10: If we are a JV firm, does each JV partner submit 5 projects or is it a total of 5 projects between the two firms?

Answer: As stated in the RFP, you can submit a combined maximum of five projects for the Joint Venture. This does not mean five projects for each JV partner. If more than five total projects are submitted for the evaluation of the JV firm, only the first five projects will be evaluated.

Question 11: Might the Offeror receive a higher score if a Joint Venture is proposed for the Offeror? Might the Offeror receive a lower score if a Joint Venture is NOT proposed?

Answer: No. The JV is evaluated in the same way as any Offeror.

Question 12: Can the dollar amounts shown on Exhibit B include escalation to today's dollars to

meet the relevant project construction cost noted in the proposal submission requirements for Experience?

Answer: No.

Question 13: Do the projects we submit under the Experience factor have to be completed by the **RFP issuance date**?

Answer: Yes. As stated in the RFP:

- “Projects submitted for the Offeror shall be 100% complete (see definition) within the past five (5) years of the date of issuance of this RFP.”
- “Projects submitted for the design team shall be 100% complete (see definition) within the past five (5) years of the date of issuance of this RFP. For design-build projects, the design portion of the contract shall have been completed within the past five (5) years of the date of issuance of this RFP. The design completion date shall reflect the date that plans and specifications were complete and signed off by an Architect-Engineer and ready for construction, and does not include services during construction.”

The definition for “100% complete” is stated in the RFP as follows:

100% COMPLETE:

- For construction projects: The facility is completely constructed and ready for the intended use.
- For design projects: 100% plans and specifications signed off by an Architect-Engineer and ready for construction with final cost estimate. Does not include any Post Construction Award Support (PCAS).

Question 14: Can the aggregate of a Job Order Contract count as a single project experience?

Answer: No. As stated in the RFP, **PROJECT** is defined as “A design-build or design-bid-build construction activity or task, with a single starting point and a single ending point.” **COMBINED PROJECT(S)** is defined as “Projects with multiple starting and ending points, performed under separate task orders, delivery orders, or multiple contracts combined in a single description. No credit will be given for work performed under MACC/IDIQ contracts in the aggregate, for multiple projects completed under more than one task/delivery order.”

Question 15: Can we include photos as part of the description of the project on Exhibit B?

Answer: Photos may be included, but within the page limitation. We recommend that you not alter the content or format of the Exhibits. Individual blocks on the Exhibits may be expanded; however, page limits, if stipulated, must be adhered to.

Question 16: Can an Offeror submit a CCASS evaluation for a project in which they performed as a subcontractor?

Answer: Yes, but the CCASS evaluation should identify the name of the Subcontractor (Offeror) in the evaluation and provide information to evaluate the Subcontractor’s (Offeror’s) performance on the project.

Question 17: Will the government allow Offerors to include previously completed Past Performance Questionnaires from the same customer points of contacts in lieu of new Past Performance Questionnaires? Can these be U.S. Army Corps of Engineer surveys that have slightly different questions?

Answer: Yes, it is acceptable to submit previously completed Past Performance Questionnaires, as long as the evaluations assign an overall rating and cover the same criteria as the PPQ form included with the RFP.

Question 18: Is a typed/electronic signature acceptable on a past performance questionnaire?

Answer: A signed copy must be provided. Electronic signatures using a Common Access Card are acceptable. If the signature appears questionable, the evaluator may be contacted to verify the information.

Question 19: How many Past Performance Questionnaires can we submit for each project?

Answer: Only one past performance evaluation will be considered per project. If more than one past performance evaluation is included, only the first will be considered. Note that if a PPQ is provided but an official evaluation is in the CCASS system, the CCASS evaluation supersedes the PPQ.

Question 20: If we are unable to obtain a completed PPQ from a client for one of our projects before the proposal due date, what do we need to include on the first page of the PPQ that we submit in the proposal for that project?

Answer: Offerors are **strongly encouraged** to include **fully completed** PPQs in their proposals. If, however, you are unable to obtain a completed PPQ from a client for a project, as stated in the RFP, "Offerors should complete and submit with the proposal the first page of the PPQ, which will provide contract and client information for the respective project(s). The Government may make reasonable attempts to contact the client noted for that project(s) to obtain the PPQ information. However, Offerors should follow-up with clients/references to help ensure timely submittal of questionnaires." When filling out and submitting the first page of the PPQ, you **MUST COMPLETE BLOCKS 1 – 5, INCLUDING THE CLIENT CONTACT INFORMATION** so that we know who to contact to attempt to obtain PPQ information.

Question 21: If the proposed design firm was the designer of record for the Offeror on a design-build project, could the Offeror complete the PPQ for the design firm?

Answer: The PPQ should be completed by the client/owner for the project. The Offeror or any other team member proposing on the contract, as identified in Factor 1 Technical Approach, are considered interested parties to this solicitation, and should not complete the evaluation.