



PRE-PROPOSAL CONFERENCE AGENDA

SOLICITATION NUMBER: N69450-15-R-1090

PROJECT TITLE: Design-Bid-Build Firm-Fixed Price Indefinite-Delivery/Indefinite Quantity (IDIQ), Multiple Award Construction Contract (MACC) for the Pensacola, Panama City and Whiting Field Area.

DATE: March 5, 2015

Welcome/Introductions	Contract Specialist
Contractual Background	Contract Specialist
Solicitation/Contract Overview	Contract Specialist
Seed Project Overview	Project Manager
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NOTICE TO PROSPECTIVE OFFERORS:

YOUR QUESTIONS ARE ENCOURAGED. PLEASE USE THE PPI SHEETS PROVIDED WITH THE SOLICITATION TO SUBMIT YOUR QUESTION IN WRITING.

MINUTES OF THE CONFERENCE, INCLUDING QUESTIONS AND ANSWERS, WILL BE POSTED ON THE NECO WEBSITE.

THE SOLICITATION REMAINS UNCHANGED UNLESS AN AMENDMENT IS ISSUED.

AGENDA

1. Welcome/Introductions – Contracting Officer/Contract Specialist

Introduce Key Personnel

Kendra McMahon – Contract Specialist
Renee Dudgeon – Project Manager
Larry Maxwell – Requirements Maintenance Manager
John Davis – Safety and Occupational Health Specialist
Carrie Williams – Cultural Resources

a. Attendance Roster.

Please take a moment to sign the attendance roster. Presentations and attendance roster will be provided on the Navy Electronic Commerce Online (NECO) Website

b. Amendments.

Continue to monitor NECO/FBO for responses to Pre-proposal Inquiries and Amendments

Be advised that unless the solicitation is amended in writing, it remains unchanged. If an amendment is issued, it will be posted on NECO and normal procedures relating to the acknowledgement and receipt of solicitation amendments shall apply.

c. Disclaimer: In the event that there is a conflict between the RFP terms and conditions and the information that is disseminated during today's conference, the RFP terms and conditions shall control. The formal RFP is the only document that should be relied upon in determining the Government's requirements. Any changes to the RFP will be with a formal amendment.

2. Contractual Background - Contract Specialist

The contract is governed by the following:

- a. **The Federal Acquisition Regulation (FAR)**, <http://farsite.hill.af.mil/vffara.htm>
- b. **The Department of Defense Federal Acquisition Regulation Supplement (DFARS)**, <http://farsite.hill.af.mil/vfdfara.htm>
- c. **Navy Marine Corps Acquisition Regulation Supplement**
<http://farsite.hill.af.mil/vfnaps1.HTM>
- d. **Naval Facilities Acquisition Supplement (NFAS)**.
https://www.navfac.navy.mil/products_and_services/sb/opportunities/guidelines/navfac.html
- e. **The Contract will consist of the following documents:**
 - i) Advertised solicitation – <https://www.neco.navy.mil>.

- ii) Posted amendments.
- iii) The awarded proposal.
- iv) CAUTION – Today’s Q&As are not contractually binding. All changes contractually binding changes will be issued via an amendment to the solicitation.

3. Solicitation/Contract Overview – Contract Specialist

You should be on slide 7 at this point.

The topics we will cover today in this section include:

- Overview of the Solicitation/Contract
- Source Selection Team
- Basis for Award
- Evaluation Factors
- Proposal Submission
- Pre-Proposal Inquiry (PPI) Process
- Contract Administration
- Suggestions on Solicitation Submission

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Award of this solicitation will result in a Firm Fixed-Price Indefinite Delivery Indefinite Quantity Multiple Award Construction Contract. Approximately five separate awards will be made. The contracts will be for one base year with four (4) one-year option periods for a maximum of sixty months or maximum dollar value of not-to-exceed (NTE) \$75,000,000 for all contracts, whichever comes first. Task orders will generally range from \$150K - \$6M.

Each IDIQ MACC will include a minimum guarantee of \$1,000 over the sixty month period. A task order for the minimum guarantee will be issued concurrently with the award of the basic contract. Once the value of task orders placed exceeds the minimum guarantee amount, the minimum guarantee task order will be modified to de-obligate the funds from the task order.

This solicitation is being issued as a 100% service-disabled veteran-owned small business set-aside. The NAICs code for this procurement is 236220 and the size standard is \$36,500,000.

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This is a design-bid-build MACC. Construction projects to be performed will primarily consist of general building type projects (new construction, renovation, alteration, demolition, and repair work) including industrial, airfield, aircraft hangar, aircraft traffic control, infrastructure, administrative, training, dormitory, and community support facilities for the Pensacola, Panama City, and Whiting Field areas managed by NAVFAC SE. Work may be required in other areas in the area of responsibility of NAVFAC SE if deemed necessary and approved by the NAVFAC SE Chief of Contracts.

The seed project for the MACC is the Window Replacement & Repair Buildings 38, 40, 73, 223, 606, AND 627 at Naval Air Station, Pensacola, FL. A task order for the seed project will be issued to the awardee. This will fulfil the minimum guarantee.

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Evaluation will be performed by the Source Selection Team in accordance with the Source Selection Plan. The first step in a Source Selection is to establish the Source Selection Plan (SSP). The SSP is a guide as to how the procurement will be conducted, sets forth the rating criteria, and establishes the Source Selection Team comprised of the Source Selection Authority (SSA), Source Selection Evaluation Board (SSEB), Advisors, Cost or Price Experts, Legal Counsel, Small Business Specialists and other subject matter experts. It describes the evaluation factors, which will always include Past Performance, Small Business Utilization (in unrestricted acquisitions), and Safety. Experience, Technical Qualifications, Technical Solution and Management Approach are some other typical factors that may be chosen dependent on the nature of the project, procurement methods, and other considerations. The SSP is always completed prior to submission of proposals to ensure an unbiased evaluation based on the Navy's needs.

For this solicitation the team will consist of a Source Selection Evaluation Board (SSEB) which consists of the Technical Evaluation Team and Price Evaluator. The SSEB reports to the Source Selection Authority for final selection.

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This procurement will be accomplished using Best Value Source Selection tradeoff procedures and will be conducted in accordance with Part 15 of the Federal Acquisition Regulation (FAR). Award will be made on the basis of Best Value to the Government, cost/price and non-cost/price related factors considered.

The Best Value Source Selection process permits tradeoffs among cost/price and non-cost/price related factors, which allows the Government to award contracts to other than the lowest priced offeror or other than the highest technically rated offeror.

The relative order of importance is that all technical factors when combined are of equal importance to the performance confidence assessment (past performance) rating; and all technical factors and the performance confidence assessment (past performance) rating, when combined are approximately equal to price.

Offerors are reminded that award may be made without discussions. Offerors may not have an opportunity to revise their non-cost/price related factors or cost/price proposal, therefore, each initial offer should contain the offeror's best terms from a cost/price and non-cost/price related factors standpoint.

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The solicitation requires the evaluation of price and the following non-cost/price factors:

Factor 1 – Construction Experience

Factor 2 – Construction Schedule

Factor 3 – Technical Approach - Safety

Factor 4 – Past Performance

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For the price proposal the submission requirements are as follows:

Provide one (1) original, one (1) copy and one electronic copy (CD format) of the solicitation submittal requirements identified below. The electronic copy does not have to include the price for Item 0001 through 0006. In case of variation, the original paper proposal takes precedence over electronic or paper copies.

Include the following:

(i) Executed SF1442. Offeror shall insert its company name and address in Block #14, telephone number in Block #15, acknowledge all amendments in Block #19 (if applicable), name and title of person authorized to sign in Block #20A, signature in Block #20B, and offer date in Block #20C of the SF1442. In addition, Offeror shall provide its DUNS Number, CAGE code, and Federal Tax ID number with its proposal.

(ii) Executed DD1155. Offeror shall insert its company name and address in Block 9, signature, date signed, and name and title of person authorized to sign in Block 16, and the price for Item 0001, 0002, 0003, 0004, 0005 and 0006 on pages 2, 3 and 4 of the DD1155.

(iii) Bid bond (SF-24). Offeror shall submit a bid bond (SF-24) in the amount of 20% of total project bid price or \$3M, whichever amount is less. The bid bond shall be in the name of the offeror identified on the SF1442 and DD1155.

(iv) SAM registration. Offeror shall ensure current registration on the SAM Website, www.sam.gov, including Annual Representations and Certifications are complete and updated for this procurement. If a Representation or Certification required by Section 00600 of the RFP is not provided in SAM, include the representation or certification in your price proposal.

(v) FAPIIS Certification. Offeror shall ensure Federal Awardee Performance and Integrity Information System (FAPIIS) Certification as required by FAR 52.209-7, Information Regarding Responsibility Matters.

(vi) VETS-100 registration. Offeror shall ensure a current VETS-100 report has been submitted to the Department of Labor (DOL) website, <https://vets100.vets.dol.gov/login.aspx>, if the Offeror is required to submit. An email confirmation of submission can be requested and received by the Offeror from the DOL website and submitted in the price proposal. If the Offeror is not required to submit a report to VETS-

100, include a brief statement stating that the Offeror is not required to submit a report. Visit the VETS-100 website for details concerning if your company is required to submit a VETS-100 report and to request an email confirmation of submission.

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The Basis of Evaluation is as follows:

The Government will evaluate price based on the total price. Total price consists of the base bid and all option items (see page 2, 3 and 4 of the DD 1155). The Government intends to evaluate all options and has included the provision FAR 52.217-5, Evaluation of Options in Section 0700 of the solicitation. In accordance with FAR 52.217-5, evaluation of options will not obligate the Government to exercise the option(s). Analysis will be performed by one or more of the following techniques to ensure a fair and reasonable price:

- (i) Comparison of proposed prices received in response to the RFP.
- (ii) Comparison of proposed prices with the IGCE.
- (iii) Comparison of proposed prices with available historical information.
- (iv) Comparison of market survey results.

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For the non/cost price proposal the submission requirements are as follows:

Provide one (1) original, three (3) copies, and one (1) electronic copy (CD) of the solicitation submittal requirements for Factors 1 – 4 identified below. In case of variation, the original paper proposal takes precedence over electronic or paper copies. Entire proposal shall not exceed 70 pages in length (front side only) utilizing a minimum Arial Font of 11 with pages numbered. Title page, table of contents, dividers and any pages specifically excluded under each factor do not count towards the total page count and should not be numbered. Documentation for JV Agreements, partnerships, subcontractors or teaming arrangements does not count towards the page count and should not be numbered. If page count exceeds 70 pages, only the first 70 pages will be reviewed. If pages are not numbered, the Government will evaluate the first 70 pages excluding only those pages described above.

The next few slides are provided as an overview of the non-cost/price evaluation requirements. Offerors shall refer to the solicitation for full details on solicitation submittal requirements and basis of evaluation. As a reminder, in the event that there is a conflict between the RFP terms and conditions and the information that is disseminated during today's conference, the RFP terms and conditions shall control. The formal RFP is the only document that should be relied upon in determining the Government's requirements. Any changes to the RFP will be with a formal amendment.

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For Factor 1 – Construction Experience, there are two types of experience for this solicitation – General Construction Experience and Seed Construction Experience. Each has its own Relevant Definition and Basis of Evaluation.

The Construction Project Data Sheet shall be used to submit both General Construction Experience projects (2 – 5 projects) and Seed Construction Experience (1 – 3) projects. The data sheet shall not to exceed 2 pages per project and is provided as attachment A to the solicitation. The solicitation identifies this as attachment C. This will be corrected in the next amendment.

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Under General Construction Experience -Submit a minimum of two (2) to a maximum of five (5) Relevant General Construction Projects that best demonstrate the Offeror’s experience successfully executing and managing projects similar in size, scope, and complexity to the one under this RFP.

DEFINITION OF A RELEVANT GENERAL CONSTRUCTION PROJECT: New construction or renovation project completed by the Offeror as the Prime Construction Contractor within the past five years from the date of the RFP with the following construction values:

1. At least two (2) projects (e.g. Projects 1 & 2) shall have a minimum construction value of \$1.5M or higher.
2. Any additional projects (e.g. Projects 3, 4, and 5) shall have a minimum construction value of \$500k.

For relevant general construction projects, there are 16 desirable (not mandatory), significant features. Demonstrate these features in your project descriptions. Keep in mind, offerors whose projects demonstrate more or better significant features may be rated higher.

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There has already been some inquiries regarding Joint Ventures and teaming arrangements. Therefore, I want to be very clear on the requirements of the RFP. Under General Construction Experience only:

- Projects completed by the Offeror in any capacity other than a Prime Construction Contractor will be considered non-relevant.
- Projects completed by a proposed subcontractor will be considered non-relevant.
- If the Offeror is a joint venture (JV), the JV must be the prime construction contractor on at least one of the relevant general construction experience projects or each member of the proposed JV must be the prime construction contractor on at least one relevant general construction experience project. If each member of the JV does not have at least one relevant general construction experience project then the Offeror will be considered unacceptable.

Again, this is just a summary and is not all inclusive. Refer to the solicitation for full details on solicitation submittal requirements and basis of evaluation.

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Under Seed Construction Experience - Submit a minimum of one (1) to a maximum of three (3) Relevant Seed Construction Projects that best demonstrate the Offeror's experience successfully executing and managing projects similar in size, scope, and complexity to the one under this RFP.

DEFINITION OF A RELEVANT SEED CONSTRUCTION PROJECT: Renovation project completed within the past five years from the date of the RFP with a construction value of \$500k or higher. The Offeror may utilize experience of a subcontractor to demonstrate experience for the seed construction project, however the Offeror must provide a letter of commitment and an explanation of the meaningful involvement that the subcontractor will have in performance of this contract.

Each relevant seed construction project(s) must include the following minimum mandatory features:

- i. Removal and replacement of existing window glazing and frames
- ii. Installation of new window/frames compliant with Anti-terrorism force protection (ATFP)

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For relevant seed construction projects, there are 8 desirable (not mandatory), significant features. Demonstrate these features in your project descriptions. Keep in mind, offerors whose projects demonstrate more or better significant features may be rated higher.

Just to be clear - under SEED Construction Experience:

- If the Offeror is a joint venture (JV), the JV must be the prime construction contractor or subcontractor on at least one of the relevant seed construction experience projects or each member of the proposed JV must be the prime construction contractor or subcontractor on at least one relevant seed construction experience project. If each member of the JV does not have at least one relevant seed construction experience project then the Offeror will be considered unacceptable.
- Subcontractor experience is allowed under Seed Construction Experience. This includes the offeror's experience as a subcontractor and the use of a subcontractor's experience.

Again, this is just a summary and is not all inclusive. Refer to the solicitation for full details on solicitation submittal requirements and basis of evaluation.

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For Factor 2 – Construction Schedule - Submit a narrative discussing how the Offeror intends to manage the schedule for multiple projects on different sites and completing the work. Identify major milestones in the discussion. Assume for the purposes of this narrative, the three base bid items are awarded and that the construction can be completed concurrently. Narrative may also include information regarding unique means and methods that will be employed to achieve early

completion of the projects. In addition, identify in the narrative the scheduler who will be assigned and their years of experience. A minimum of 5 years of experience in Primavera scheduling software is required. The seed project requires the use of Primavera. This narrative shall be limited to three (3) pages and will count towards the page limit.

As stated in the basis of evaluation, include sufficient details to demonstrate scheduling capabilities and understanding of project requirements.

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For Factor 3 – Technical Approach – Safety you will need to submit the EMR and OSHA DART Rates for Calendar Years 2012, 2013, 2014.

If you have no EMR or DART rate, affirmatively state so, and explain why. Any extenuating circumstances that affected the EMR or DART rate and upward or downward trends should be addressed as part of this element. Provide individual rates for each year.

Some things to consider for in your submission:

- Ensure DART Rates are calculated
- If Rate is Zero, state that it is Zero. Address it in your proposal
- Provide individual rates for each year.
- If you are proposing as a Joint Venture, provide EMR and Dart Rates for each contractor who is part of the joint venture;
- EMR and DART Rates shall not be submitted for subcontractors.
- Ensure your proposal addresses upward or downward trends and extenuating circumstances that impact the rates.

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Technical approach for safety section is narrative which includes two parts:

- (1) safety performance of subcontractors as part of selection process, and
- (2) Any innovative methods to track, trend, evaluate, and implement corrective actions for safety deficiencies

The safety narrative is limited to two (2) pages. If you are proposing as a Joint Venture, only one safety narrative is required.

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Factor 4 is Past Performance

Past performance is a separate non-cost/price factor and receives a confidence assessment rating based on:

- Evaluation of recent efforts and relevancy to current task
- Determination of how well contractor performed on those recent/relevant contracts

As stated in the relevant order of importance, past performance is equal to all other technical factors COMBINED.

If a completed Construction Contractor Appraisal Support System (CCASS) evaluation is available for projects submitted for Factor 1 - Experience, it shall be submitted with the proposal. If there is not a completed CCASS evaluation, the past performance questionnaire (PPQ) included in the solicitation is provided for the offeror to submit to the client for each project the offeror includes in its proposal for Factor 1 - Experience. An offeror shall not submit a PPQ when a completed CCASS is available.

The PPQ is provided as attachment B to the solicitation. PPQs should be submitted with your proposal, however, if the client requests, questionnaires may be submitted directly to the Government's point of contact, Kendra McMahon via email prior to proposal closing date. Do not incorporate by reference any PPQs previously submitted on other RFPs.

Also include performance recognition documents received within the last seven (7) years such as awards, award fee determinations, customer letters of commendation, and any other forms of performance recognition.

Offerors' may provide any information on problems encountered and the corrective actions taken on projects submitted under Factor 1 – Experience. Offerors' may also address any adverse past performance issues. Explanations shall not exceed two (2) single-sided pages in total.

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Proposals are due by March 31 at 2PM EST at NAS Jacksonville, Florida. Please keep in mind that this is 2PM EASTERN TIME and proposals are due to NAS Jacksonville, FL.

Proposal Submission Instructions are provided under Section 0150 Notice to Offerors Part 2.2. Read them carefully and follow all instructions.

Couple of things to highlight:

Proposals may be sent via mail or hand carried. Do not use Post Office Box if using FEDEX/UPS. It will not deliver. Please see page 21 of the solicitation for the appropriate mailing address. Base Access is required for hand carried proposals. You will need to complete the AMAG form (attachment D) and submit the form to me no later than five working days prior to solicitation closing. On the form there is a start and finish date. Use the date of the solicitation closing for both dates. If the proposal due date changes, you will need to submit a new form with new dates. On the day of the proposal submission, bring the Base Access Pass Registration Form (attachment E) and provide directly to the Security Personnel at the Pass and ID office. Do not submit a copy to me. Also, please arrive early to allow ample time to gain access to the base. As we've seen from this conference, security requirements for base access due and will change frequently aboard Navy bases.

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Offerors shall submit their questions using the Pre-Proposal Inquiry (PPI) Process – refer to section 00150 Item 2.3. The use of the PPI process will ensure fair dissemination of information to all potential offerors. PPI's must be submitted 7 working days prior to solicitation closing date, which is March 20th. Use the PPI Log Template provide in the RFP as attachment F.

Very important - Updated PPI logs will be posted periodically to the NECO under additional documents. Continue to monitor NECO for updates. I have been told in the past that if you are set-up to receive notifications via email, it will only notify when amendments are posted.

All follow-on communications shall be coordinated via the Contract Specialist –
Kendra McMahon
email: Kendra.McMahon@navy.mil
phone: 904-542-6934

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Contract will be administered by PWD Pensacola. As previously mentioned, a task order for the minimum guarantee (\$1K) will be issued concurrently with award (for other than the seed). Once value of task orders exceed minimum guarantee amount, the minimum guarantee task order will be deobligated. RFPs will be issued to successful IDIQ Contractors to compete for award of task orders. This may require a quick turn-around for site visits especially towards fiscal year end. Multiple RFPs may be combined into one site visit.

Each task order will contain specific evaluation factors which will be provided in the RFP for that task order.

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Now I will take a quick moment to provide some suggestions on solicitation submission. These are common issues we have seen in the past that we would like to point out in hopes it will assist you in providing a better proposal.

- Read the solicitation and amendments carefully before responding and submit complete proposals.
- Verify accuracy of SAM and VETS-100 registrations
- Ensure all Reps and Certifications have been completed either in SAMs or as part of the proposal
- Clearly demonstrate scope on submitted projects – do not just provide the title of a project
- Make sure EMR and DART rates are calculated and clearly identify if rate is 0
- Sign and return all solicitation amendments
- Ask questions – use the PPI process
- Do not provide company brochures
- Do not copy and paste from a prior proposal

- Clearly label and separate/tab each factor in your proposal – make it easy for the evaluator to find the information
- Address every element within each factor
- Can an evaluator quickly find what he/she needs?
- Substantiate, don't simply make claims -Give us a reason to believe you; Provide information to allow an independent assessment
- Create a checklist
- Submit your “best offer” with your initial submission!

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Again, provide is my contact information. Please remember to use the PPI process for pre-proposal inquires.

Now I will turn it over to Renee Dudgeon to discuss the seed project.

4. Project Overview – Project Manager

a. Project Description.

The scope of work for this project consists of six buildings: 223, 606, 40, 38, 73, and 627. Six buildings near the waterfront.

The work consists of repair and replacement of exterior windows, removal of paint and repainting existing windows to be retained, repair of damaged brick and/or stone masonry around windows on interior/exterior of building and miscellaneous associated items as identified in the plans and specifications.

Removal and disposal of hazardous material will be required (reference Asbestos & Lead Paint Surveys). Please read the Lead and Asbestos Surveys. All these buildings have lead and or asbestos so please read that section and include in your price.

All these buildings are historic buildings. There are a lot of extra requirements for working on historic buildings that are covered in the specifications including sections specifically on historical buildings and covered in other spec sections. Please make sure you and your subs read that information as there are a lot of requirements working with that.

Recommendation from Cultural Resources: Secretary of Interior set standards for our rehabilitation of historic buildings so they have a book of guidelines (The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings) which you can find online and they also have preservation briefs with a little bit more detailed information of different aspects of rehabilitation, mason work, and replacing and repairing windows. Suggest you definitely familiarize yourself with those aspects when you put your bid in and throughout the process.

Safety Comments: Anyone who has worked out here before or on a military installation or with the Army Corps understands EM 385 is going to apply. It doesn't erase OSHA requirements. OSHA 29 CFR 1926 as well as EM 385 do apply and if there is a conflict between the two, whichever one is the most stringent is going to be the guiding document in those areas. Other things to consider, SSHO requirement on the job, five years' documented experience (SEE EM 385 for details) in safety. If you are doing your work in sequential order you may only need one SSHO. If it is going to be simultaneous and multiple sites or locations then you may have to have multiple SSHOs. Also in the safety specifications are requirements for EMR and DART for subcontractors and subs of subs. EMR cannot exceed 1.1 and DART rate cannot exceed 3.0. That is a disqualifier for subcontractors. There is a waiver process in there, but it is pretty extensive and it comes down to a call by the contracting officer. He or she is the only one who can approve a subcontractor that does not meet those requirements so doesn't take it for granted that if you submit a waiver it's going to get approved. Most waivers have been disapproved. Other things to consider all the plans that are required through the APP process. Take a look at the requirements for the job and EM 385 to see how extensive your safety program must be.

b. Bid Items/Options. The project consists of three base bid items and three options for the seed project. The base bid includes buildings 223, 606, and 40. The options include buildings 38, 73, and 627. Bid Options may be exercised up to 90 calendar days after contract award.

The bid options are being looked at right now. Proposed as is, however, there may be a forthcoming amendment to the solicitation. Again, unless you see a change via amendment, assume to bid as is. This is just a heads-up.

The Bid Options included in the solicitation (Item 0004: Option 1, Item 0005: Option 2, and Item 0006: Option 3) are capable of being exercised at the discretion of the Government if funding is available. All work can be performed concurrently (i.e., work on the base bid and any option exercised may be performed at the same time).

The project magnitude for each bid item is provided in Section 0150 Notice to Offerors Part 1.4 General Overview of the Seed Project.

c. Completion Time/Phasing/Liquidated Damages. The CCD for all three base bid items is a total of 365 calendar days from contract award. An additional 60 days shall be added to the contract completion date (CCD) for each option that is exercised. There is no phasing for this requirement. All work can be performed concurrently (i.e., work on the base bid and any option exercised may be performed at the same time). Each bid item has its own liquidated damages rate per day. This information is provided in section 0150 Notice to Offerors Part 1.4.3 and FAR 52.211-12, Liquidated Damages.

5. Site Tour – Project Manager

Map of the base identifying buildings is provided.