

RESPONSE TO INQUIRES #3
N62473-15-R-0809 A-E SERVICES FOR CERCLA/RCRA/UST
08 APRIL 2015

1. I am small business very interested in the subject project. However, we are not based in California nor have an office at this time in California. Would we still be able to pursue the contract? Admittedly, I don't quite understand the following sentence in the notice: "Firms must submit proof with the SF-330 that they have filed the Organizational Record Form for businesses whose principal office is in California or for principal offices in other states."

Answer: Any firm may submit an SF330 in response to the synopsis. Responses will be evaluated in accordance with the synopsis.

In California, the Organizational Record Form (OR) is a document which is required of all licensees who offer civil, electrical, or mechanical engineering or land surveying services through a business entity. More information is available at: http://www.bpelsq.ca.gov/licensees/or_form_info.shtml. See Amendment 03 of the synopsis for revision.

2. Please clarify the key position, Senior Technical Manager, as to how this position is different from the Program Manager relative to:

1. lines of authority
2. lines of communication
3. responsibilities and duties

Answer: Attachment A includes responsibilities for each position. The specific lines of authority, lines of communication, and responsibilities/duties within the firm are internal business decisions of the firm.

3. Could you clarify what documentation is required to satisfy proof of the requirement under ADDITIONAL INFORMATION: "In accordance with selection of Architects and Engineers, 40 U.S.C. Chapter 11 (previously known as the Brooks Act) the A-E firm must be a registered/licensed architectural and/or engineering firm and shall submit proof of this with the submission of the SF330". "...it must permitted by law to practice the professions of architecture or engineering in California." Also, please clarify what constitutes a principal office.

Answer: See answer to #1 above and Amendment 03 of the synopsis. "Principal office" refers to the place where a corporation's officers direct, control, and coordinate the corporation's activities.

4. Will Project Descriptions from team partners (not considered to be sub-consultants) be accepted?

Answer: Project descriptions will only be considered for the offeror.

5. Please clarify the submission requirements. Reference Page 2, Submission Requirements. Amendment 01 states, "Submit one (1) original hard copy of the SF 330 and four (4) electronic copies on separate CDs for the offeror." Reference Page 9, Second Paragraph states, "A-E firms that meet the requirements described in this announcement and wish to be considered must submit their completed SF 330 package [One (1) original and one (1) hard copy plus four (4) electronic copies on separated CDs] with the solicitation number to: ..." The FBO Modification/Amendment notice contains the same discrepancy (Reference Pages 3, 4, and 11)

Answer: The submission requirement is one (1) original and one (1) hard copy plus four (4) electronic copies on separate CDs. See Amendment 03 of the synopsis.

6. The Solicitation CRITERION 3 - PAST PERFORMANCE states: "Submission Requirements for (Section H of the SF330): Submit an A-E Contractor Appraisal Support System (ACASS), Contractor Performance Assessment Report System (CPARS), or a Past Performance Questionnaire (PPQ) evaluation for each project listed under Criterion 1."

Question: For a project under Criterion 1, if the project is greater than 80% complete but less than 100% completed, would Interim CPARS for work completed at greater than 80% be acceptable for submittal?

Answer: A Government reviewing official reviewed/accepted interim CPARS evaluation will be accepted for projects more than 80% substantially completed but less than 100% substantially complete.

7. We are still having difficulty downloading the PPQ (Attachment B). Please advise and also reconsider giving time extension for us to properly process the PPQ. We are under a very tight schedule, any extension will be appreciated.

Answer: Attachment B was successfully posted as modification notice on 04/07/2015 at 09:15 am. The proposal due date is here by extended to 30 April 2015. See Amendment 03 to the synopsis for full submission details.

8. With respect to projects in Criterion 1, "substantially complete" is defined as 80% physically complete. If a task order has a base award that is 100% complete, but an option has since been awarded to that task order for additional work that reduces the task order "completeness" to 60% (such as an additional year of monitoring), can the base portion of the project be used in Section F, or would it be disqualified as not meeting the 80% criterion?

Answer: Projects, to include all options and modifications, shall be 80% substantially complete.