

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES
			J	1 6
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 22-Jul-2015	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY NAVFAC EXWC CODE ACQ / NAVAL BASE VENTURA COUNTY 1100 23RD AVE BLDG 1100 PORT HUENEME CA 93043-4301	CODE N39430	7. ADMINISTERED BY (If other than item 6) See Item 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. N39430-15-R-1654	
		X	9B. DATED (SEE ITEM 11) 17-Jul-2015	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. <p>Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) The purpose of this amendment is to provide Government responses to Contractor questions.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
		TEL:	EMAIL:	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)		22-Jul-2015

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 30 - BLOCK 14 CONTINUATION PAGE

The following have been added by full text:

Q&A 1

QUESTION 1) I am unable to open the below documents due to source. Is there a specific program needed to open these?

N3943015R1654Attachment_C-3 Web.xml

N3943015R1654Attachment_C-4 CustomFieldsController.txt

N3943015R1654Attachment_C-5 OrganizationsController.txt

N3943015R1654Attachment_C-12 Application_Security_Development_Checklist.xml

RESPONSE) All of these attachments can be opened by virtually any program (Notepad, Internet Explorer), as they are text and xml files. Attachments C-4 and C-5, Visual C# Source files, have now been uploaded and can be opened up by the program Visual Studio.

QUESTION 2) Attachment C-12 is providing the following error: The XML page cannot be displayed. Cannot view XML input using XSL style sheet. Please correct the error and then click the Refresh button, or try again later.

RESPONSE) Attachment C-12 has been re-uploaded (Attachment C-12 Application_Security_Development_v3).

QUESTION 3) Attachment J-5, referenced on Page 57, is missing.

RESPONSE) The reference to Attachment J-5 does not apply to this solicitation and has been removed.

QUESTION 4) Will past performance from subcontractors be accepted with the proposal and meet the past performance requirement of the evaluation factors?

RESPONSE) See page 58 of the solicitation.

SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:

SECTION L**SECTION L – INSTRUCTIONS TO OFFERORS****PROPOSAL REQUIREMENTS (Technical and Price):**

- a. The offeror shall submit their proposal directly via e-mail to Meadow Rivas at meadow.rivas@navy.mil and Debra Buckley at debra.buckley@navy.mil. The offeror may also submit a hard copy of their proposal to the below address:

NAVFAC EXWC Acquisitions Department
Code ACQ73
Naval Base Ventura County
Attn: Meadow Rivas, EMSWeb N39430-15-R-1654
1100 23rd Avenue Bldg. 1100
Port Hueneme, CA 93043-4347

- b. A completed proposal shall consist of a signed cover letter stating submittal of an offer in response to the solicitation and separate Technical (I) and Price (II) Volumes.
- c. Responses to this solicitation will only be considered for award after it has been determined that the proposal adequately addresses the requirements for Section 508. Only proposals which contain adequate information to document their responsiveness to the Section 508 requirements (e.g. accessibility capabilities and past performance) will be eligible for any additional merit consideration.

TECHNICAL PROPOSAL SUBMITTAL REQUIREMENTS

Factor 1 – IDIQ Management Approach and Capability

Solicitation Submittal Requirements: Offeror submittals shall address two aspects under this factor: Management Plan and Key Personnel Experience.

- a. **Management Plan:** Offerors must provide a management plan not to exceed four (4) pages describing:
 1. how they will accomplish the IDIQ contract requirements in the Performance Work Statement.
 2. the approach for key personnel to become proficient on using the Government systems identified in the PWS. If personnel are considered proficient, and no effort/hours for learning the systems is anticipated, then so state and provide a reason.
- b. **Key Personnel Experience:** Offerors must submit resumes for all proposed individual in the key personnel categories listed in the solicitation (See Performance Work Statement, Section C, for Key Personnel). Up to 10 resumes may be submitted. Each resume shall not exceed three (3) pages in length and should include, at a minimum, a list of projects with contract amounts, dates completed, and contract number for reference checks. Resumes should also address education completed, number of years worked in the field and, if working for the offeror, indicate how long. Offerors that propose key personnel that are not currently employed by the offeror must also provide letters of commitment. Offerors must also identify roles and responsibilities for proposed key personnel and any proposed key personnel not currently employed by the offeror. In addition, offerors must identify roles and responsibilities for any proposed key team members (i.e., major subcontractors, teaming/partnering entities, and joint venture members). At a minimum, at least one resume shall be provided for each key position identified in the solicitation at the contract level. Additionally, resumes shall be provided for proposed personnel in key positions for the seed task order, if different than proposed for the contract. Offerors shall submit a summary key personnel matrix listing the qualifications of proposed individuals for the contract and the seed task.

Factor 2 - Seed Task Technical Execution

Solicitation Submittal Requirements: The offeror shall provide a complete Seed Task proposal for the attached seed task performance work statement. The seed task proposal shall address the following:

- Seed Task Order Technical Execution Plan. Provide a detailed narrative describing the:
 1. technical approach to implementing and accomplishing each of the elements listed in the seed task order Performance Work Statement (PWS).

2. specific technologies, technical capability, and expertise that will meet the requirements of the seed task PWS.

In addition, include a schedule summarizing the offeror proposed labor categories and corresponding estimated hours.

Key Personnel and Other Staff.

- Identification of the key personnel required. Identify the key category and corresponding employee names(s). Offeror should ensure that its response to Factor 1 (IDIQ Management Approach and Capability) includes a resume for each key personnel identified for this Factor 2 (Seed Task Technical Execution).
 - Identification of other staff assigned directly to the seed task project, if any. For each personnel identified, reference the PWS section assigned or tasked, and describe the personnel expertise to accomplish that assigned requirement.
- Seed Task Order Work Plan. Submit a work plan, not to exceed three (3) pages, in accordance with the requirements described in the PWS.
 1. The work plan shall include a detailed work breakdown structure. The work plan is a narrative document that explains the contractor's intended methods and resources for performing the proposed tasks. As part of the work plan, the contractor shall identify major milestones, tasks and critical path items. This schedule information should be cross referenced to the schedule as identified in the paragraph below.
 2. The seed task proposal shall include a schedule which shows the order in which the Contractor proposes to perform the work and the dates on which the Contractor contemplates starting and completing all major milestones (including acquiring materials and equipment as applicable). The schedule shall be in the form of a progress chart of suitable scale (MS Office compatible) to indicate the amount of work scheduled for completion by any given date, constraints or prior steps needed before continuing during the installation period.
 - Organizational Flow Chart. Submit an organizational flow chart not to exceed one (1) page for the Seed Task project showing communication scheme and between contractor personnel, along with communication lines between contractor and the Government

Factor 3 - Safety

Solicitation Submittal Requirements: The Offeror shall submit the following information:

(A) **Experience Modification Rate (EMR):** For the three previous complete calendar years [2012, 2013, 2014], submit your EMR (which compares your company's annual losses in insurance claims against its policy premiums over a three year period). If you have no EMR, affirmatively state so, and explain why. Any extenuating circumstances that affected the EMR and upward or downward trends should be addressed as part of this element. Lower EMRs will be given greater weight in the evaluation.

(B) OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate:

For the three previous complete calendar years [2012, 2013, 2014], submit your OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate, as defined by the U.S. Department of Labor, Occupational Safety and Health Administration. If you cannot submit an OSHA DART Rate, affirmatively state so, and explain why. Any extenuating circumstances that affected the OSHA DART Rate data and upward or downward trends should be addressed as part of this element. Lower OSHA DART Rates will be given greater weight in the evaluation.

(C) Technical Approach for Safety: Describe the plan that the Offeror will implement to evaluate safety performance of potential subcontractors, as a part of the selection process for all levels of subcontractors. Also, describe any innovative methods that the Offeror will employ to ensure and monitor safe work practices at all subcontractor levels. The Safety Narrative shall be limited to two pages.

Factor 4 - Past Performance

Solicitation Submittal Requirements: Offerors may submit past performance evaluation forms on up to five contracts that demonstrate the offeror's ability to successfully deliver products and services that are similar in scope to the requirement, similar in dollar value to the requirement, and similar in complexity to the requirement. Offerors may submit contracts from key subcontractors for this factor, provided that offeror submits a binding instrument stating that the subcontractor will be utilized on the contract should an award be made to the offeror. Offerors may not submit contracts in which they were a subcontractor unless the offeror can clearly delineate the tasks and quality of work performed by the offeror for said contract.

Past Performance Evaluation Forms:

For each contract, the offeror must submit a completed Contractor Performance Assessment Reporting System (CPARS) evaluation or a Past Performance Questionnaire (PPQ). If a completed CPARS evaluation is available on the CPARS website for the contract, the offeror must submit the CPARS evaluation for the contract. If there is not a completed CPARS evaluation for the contract, a PPQ must be submitted. A PPQ form is included as an attachment to the solicitation. Offerors must submit the PPQ form to the client for completion. Offerors should take care to ensure correct phone numbers and email addresses are provided for the client point of contact on the PPQs. Offerors should follow-up with clients/references to ensure timely submittal of the questionnaires. If the offeror is unable to obtain a completed PPQ from a client for a contract before proposal closing date, the offeror should complete and submit with the proposal the first page of the PPQ which will provide contract and client information. If the client requests, questionnaires may be submitted directly to the Government's point of contact, Meadow Rivas via email at meadow.rivas@navy.mil prior to proposal closing date. An offeror should not submit a PPQ when a completed CPARS evaluation is available.

The Government will only consider recent past performance. Recent is defined as contracts completed no more than five (5) years from the posting date of this RFP. In other words, contracts which were completed more than five years before the posting of this RFP will not be evaluated.

The requirement to submit these forms cannot be satisfied by directing the Government to consider forms or information submitted on other procurements. The Government may utilize previously submitted PPQ information or any other information available in the past performance evaluation.

PRICE PROPOSAL SUBMITTAL REQUIREMENTS

Solicitation Submittal Requirements: Offerors shall submit the following information for this factor:

- i. Cover Letter
- ii. A completed Schedule of Total Estimated Prices - IDIQ and Seed Task (See Attachment J-1 of the Solicitation).
- iii. The company financial statement for the most recent completed 12-month financial accounting year.

- iv. A completed Financial Institution Information Form (See Attachment J-2 of the Solicitation)

IDIQ Annual Labor Hours by Labor Category - The offeror shall use the Government estimated annual labor hours

delineated, below, to develop its proposal and prepare the solicitation Attachment J-1, Schedule of Estimated Price. The offeror shall supply the most competitive annual fully priced hourly rates. The fully priced hourly rate shall be inclusive of the wage rate, fringe benefits expense, operating overhead expense, general and administrative expense, and any other factors used in developing the price proposal. The rates will become binding not to exceed maximums on the offeror and will be incorporated into the contract price schedule. The binding not to exceed, priced hourly rates are for use in costing/pricing future task orders. Offeror may use their own format for the Schedule of Estimated Price, if (i) use of the Government's preferred format will cause an unreasonable burden on resources and (ii) the Offeror's format provides in substance the same level of detail and information reflected on the Government's pricing format.

<u>Labor Category</u>	<u>Base Year Hours</u>	<u>Option Year 1 Hours</u>	<u>Option Year 2 Hours</u>	<u>Option Year 3 Hours</u>	<u>Option Year 4 Hours</u>
Program Management	940	387	333	290	293
Design Architect	587	241	208	181	183
Senior Programmer	5,581	2,294	1,975	1,720	1,737
Senior Database Developer	1,762	724	624	543	548
Systems Analyst	587	241	208	181	183

Offeror is not permitted to propose for the Seed Task, key personnel labor category hourly rates and profit factor that are less than the hourly rates and profit factor posted on the submitted IDIQ Schedule of Total Estimated Prices - IDIQ and Seed Task.

(End of Summary of Changes)