

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE J	PAGE OF PAGES 1   6
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 08-Apr-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) <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. N39430-15-T-1647	
		X	9B. DATED (SEE ITEM 11) 25-Mar-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. 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.				
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:  1) Provide Government responses to offeror questions;  2) Remove and Replace Section L; and  3) Clarify the number of solicitations posted on the Federal Business Opportunities website				
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  _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED  08-Apr-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 2Clarification:

You will notice that there are two solicitations posted on FedBizOpps. Both solicitations are for the same requirement, convey the same information, and are linked to the same website on NECO. There was a glitch in the system, which resulted in the same solicitation being posted twice on FedBizOpps. There is only one solicitation posted on NECO. This requirement requires only one proposal as indicated in Section L.

Question #1: Can you please clarify the status of this opportunity. I can't tell if this is in the presolicitation phase with the RFP coming out in the future or if the RFP has been released and due April 16.

Answer #1:

The solicitation for N39430-15-T-1647 was posted and can be reviewed on the Navy Electronic Commerce Online (NECO) and the Federal Business Opportunities (FedBizOpps) websites. Furthermore, Section L.4 has been updated to reflect that "proposals shall be received at or before 2:00 P.M. PDT on 16 April 2015."

When accessing the solicitation from FedBizOpps, you will need to click on 'Solicitation,' which will direct you to a link for the NECO website. Once directed to the NECO website, you will need to click on the link 'Click here for Additional Documents' at the top of the page. There should be five attached files. The solicitation file is entitled, 'N3943015T1647N39430-15-T-1647.pdf.' The four other files are attachments to this solicitation.

Question #2: Can years of experience beyond the 20 year minimum be substituted for an advanced degree? Specifically, could an individual with an MS degree in Biology and 30 years' experience in remediation be considered a viable SMW candidate?

Answer #2: Unfortunately, years of experience cannot substitute for the educational requirement of a doctorate. The candidate for the SME must fulfill both requirements (educational and experience) as indicated in the solicitation.

## SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:

INSTRUCTIONS TO OFFERORS**L.1 INQUIRIES BY PROSPECTIVE OFFERORS**

Questions concerning any aspect of this solicitation shall be submitted via electronic mail to [Elizabeth.Corder@navy.mil](mailto:Elizabeth.Corder@navy.mil) and [Geraldyn.Castro@navy.mil](mailto:Geraldyn.Castro@navy.mil) using the following in the email subject line: **N39430-15-T-1647 Questions**. Please submit questions by April 09, 2015 at 2:00 p.m. (PDT) and allow 4-5 business days for responses. The questions should include the page number and paragraph number or identifier, which pertains to the offeror's question. All questions will be answered via written amendment to the solicitation.

## L.2 ORGANIZATION OF OFFER

1. Organization and Content. Each offer shall contain all pertinent information in sufficient detail to conduct an effective evaluation. The information shall be organized as follows:
  - a. Cover Letter. A letter containing the following:
    - i. Name and address of offeror;
    - ii. The name of the person or persons authorized to represent the offeror in contractual matters, including final negotiations; and
    - iii. The address and telephone number for the authorized representative of the offeror.
  - b. SF 33
  - c. Volume I - Technical Proposal
  - d. Volume II – Price Proposal

The technical proposal must address the evaluation factors in Section M and include all required documentation outlined in Section L. The documentation shall be provided in volumes formatted as described below:

VOLUME	FACTOR	PAGE LIMITATION	TITLE
I	1	15	Key Personnel
I	2	N/A	Past Performance
II	3	N/A	Price Proposal

2. Each factor of the proposal shall be a separate PDF clearly marked as to volume number, title, copy number, solicitation identification, the offeror's name and technical factor. The cover letter, SF 33, Volume I, and Volume II shall be submitted as four (4) separate PDFs. Offerors are required to submit a separate cover letter for each volume. The cover letter for Volume I shall be submitted as a separate PDF; the cover letter for Volume II shall be incorporated into the PDF for Volume II in addition to the Completed Schedule of Total Price. Offerors are permitted to submit Attachment J-3 in Excel format in addition to the PDF format for Volume II. In effect, the PDF for Volume I will contain Factors 1 and 2. A separate PDF is required for each volume, not each factor.
3. The proposal shall contain a detailed table of contents to outline the subparagraphs within that volume.
4. The proposal shall contain a glossary of all abbreviations and acronyms used, with an explanation for each. Glossaries do not count against page limitations.
5. Submission of the proposal shall be typewritten and shall be presented on Standard 8.5 x 11 inch page size, one-inch margins, single-spacing using not less than 12-point Times New Roman font print. Each section shall start on a new page; pages shall be sequentially numbered and identified with the name of the offeror and the RFP number. Pages submitted that exceed the limits in the chart above will not be considered in the evaluation. The cover letter, blank pages, tables of contents, glossaries, and indexes are not considered a "page" for page limit purposes.

## L.3 PREPARATION OF OFFERS

For the purposes of this request for proposal, the terms “offeror”, “contractor”, and “Prime Contractor” are used synonymously. These instructions provide guidance to the offeror in preparing the proposal and describe the approach for development and presentation of the proposed data in response to this solicitation.

1. Offerors are expected to examine and comply with all instructions. Failure to do so will be at the Offerors risk and may cause the proposal to be eliminated to be considered for award. Alternate proposals are not allowed and will not be considered or evaluated by the Government.

2. Each Offeror shall furnish the information required by the solicitation. The Offeror shall sign the offer and print or type its name on the Schedule and each continuation sheet on which it makes an entry. **THE PERSON SIGNING THE OFFER MUST INITIAL ERASURES OR OTHER CHANGES.** Offers signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.
3. Each volume shall be marked with the name of the prime proposer, the solicitation number, and the date and time specified for receipt of proposals.
4. To aid in evaluation, proposals shall be clearly and precisely written as well as neat, indexed, and/or cross-referenced, if appropriate, and logically assembled consistent with the selection criteria.
5. The Offeror shall clearly state in their proposal how they intend to execute this contract. Mere acknowledgment or restatement of a requirement or task is not acceptable. Relevance to the effort listed herein is critical.
6. Unclassified proposals are required.
7. Legible tables, charts, graphs, diagrams, schematics and figures shall be used wherever practical to depict organizations, systems and layout, implementation schedules, design drawings, and plans. These displays shall be uncomplicated, legible and shall not exceed 11 x 17 inches in size. **The 11 x 17 inch page size shall only be used for large tables, charts, graphs, diagrams and schematics, not for pages of text.** For tables, charts, graphs and figures, the font shall be no smaller than 12 point Times New Roman. Design drawings may be in offeror's format, provided standard commercial policies and practices are followed. All information (except documentation numbers, classification markings, and page numbers) shall be contained within an image area of 9 x 15-1/2 inches.
8. The contractor's response shall be in the English language.

#### **L.4 SUBMISSION OF OFFERS**

The proposals shall be received at or before **2:00 P.M. PDT on 16 April 2015** by electronic mail to [Elizabeth.Corder@navy.mil](mailto:Elizabeth.Corder@navy.mil) and [Geraldyn.Castro@navy.mil](mailto:Geraldyn.Castro@navy.mil). The email must contain a list of attachments to ensure all *attachments* have been transmitted and received. Multiple emails may be necessary due to file size limitations. Confirm receipt of your proposal. Modifications, amendments, or withdrawal of proposals should also be submitted to the above email address.

#### **L.5 EVALUATION METHODOLOGY FOR SUBMISSION OF PROPOSALS**

1. Non-Cost/Price Factors and Price: Non-Cost/Price and Price will be evaluated as set forth in Section M of this solicitation and includes the following evaluation factors for award:
  - A. Non-Cost/Price Factors:
    - Factor 1:Qualifications and Experience of Key Personnel
    - Factor 2:Past Performance
  - B. Factor 3: Price
2. In order to be properly evaluated against the criteria set forth in Section M, Offerors are required to prepare and submit offers/proposals to address the evaluation criteria, as follows:
  - (1) **Factor 1, Qualifications and Experience of Key Personnel:** This area concerns the Offeror's qualifications and experience as required in the PWS. At a minimum, the Offeror shall include in their proposal:

- Completed Attachment J-1, "Qualifications & Experience of Key Personnel," for the proposed SME. The SME proposed in the Exhibit is to be the person that will be provided by the offeror for these positions and include a letter of commitment from the contractor to EXWC. Proposed SME should have an educational background that includes a doctorate in environmental engineering or one of the environmental sciences (e.g., geology, biology, limnology, or chemistry) and at least 20 years of experience in soil and groundwater cleanup projects. Each SME should demonstrate his/her knowledge and expertise through technical publications (particularly books and journal articles), patents, university affiliations, invited presentations at events organized by major U.S. professional organizations like the National Ground Water Association (NGWA), invited presentations at major Department of Defense organizations involved in innovative technologies (such as, Federal Remediation Technologies Roundtable [FRTR] and Strategic Environmental Research and Development Program [SERDP] / Environmental Security Technology Certification Program [ESTCP]), invited participation on workshops and expert panels organized by leading national and regional organizations, and leadership experience in numerous groundwater treatment projects.

## (2) Factor 2, Past Performance

Offerors may submit materials on at least two (2), but no more than six (6) previous contracts that demonstrate the offeror's ability to successfully deliver services that are similar to the work described in the performance work statement. Contracts listed may include those entered into by the Federal Government, agencies of state and local Governments, and commercial customers. If proposing a Joint Venture (JV), contracts from any offeror that is part of the JV may satisfy this submittal 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.

For each contract, there are two submittal requirements: (1) past performance evaluation forms; and (2) a narrative statement.

### (a) 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 Attachment J-2 in this 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, Geralyn Castro via email at geralyn.castro@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 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.

### (b) Narrative Statement

Offerors must submit a statement for each contract submitted that provides an overview of each contract and how the contract is relevant to the work described in the performance work statement of this solicitation. The statement for each contract may not exceed one page.

- (3) **Factor 3, Price:** The Contracting Officer has determined that certified cost or pricing data is not required for this solicitation. If, after receipt of proposals, the Contracting Officer determines that there is insufficient information available to determine price reasonableness, the Contracting Officer may require data other than cost or pricing data in accordance with FAR 15.403-1(b) and 15.403-3(a) or certified cost or pricing data in accordance with FAR 15.403-4.

Offerors shall submit the following information for this factor:

(a) Cover Letter

(b) Completed Schedule of Total Price (See Attachment J-3 of the Solicitation)

Offerors shall submit with their price proposal a completed Schedule of Total Price, Attachment J-3. Attachment J-3 consists of the following parts: Total Price by CLIN and Total Contract Price. Instructions for each section are as follows:

#### TOTAL PRICE BY CLIN

Offerors shall complete and submit the schedule by CLIN for all associated costs for each CLIN.

For the FFP CLINs 0001 and 0002, Offerors should tailor the pricing schedule as necessary to reflect the company's cost rate structure.

#### TOTAL CONTRACT PRICE

Offerors shall complete and submit the section of the schedule for the total contract price. All elements of price shown on the Total Price must be consistent with the separate CLIN schedules.

In preparation of the price proposal, please note that the base period shall be for eight (8) months from the date of contract award. One (1) option period of six (6) months is included in the contract and may extend the period of performance (POP) or run in concurrence, in whole or part, with the base POP. The option period may be exercised when determined by the Government to be in its best interest and in accordance with applicable acquisition regulations and policies.

(End of Summary of Changes)