



**Pre-Proposal Conference and Site Visit  
for  
Facility Support Services (FSS) for  
MDIA, Quantico, Virginia  
(aka MDIA FSS)**

**August 11, 2015**

**Solicitation # N40080-13-R-2090**

# Agenda



**0830 – 0930 Contractor Registration at VCC,  
Welcome and Introductions**

**0930 – 1030 Pre-Proposal Presentation**

**1030 – 1045 Break**

**1045 – 1200 Site Tour**

**NO QUESTIONS WILL BE ANSWERED  
AT THIS TIME.**

**PLEASE SUBMIT ALL OF YOUR QUESTIONS IN  
WRITING VIA A REQUEST FOR INFORMATION (RFI)  
SO THAT RESPONSES MAY BE PROVIDED BY  
AMENDMENT FOR ALL PROSPECTIVE OFFERORS TO  
REVIEW.**

# Contracting Officer Guidance



- Offerors are requested to provide any questions that they may have during the pre-proposal presentation and site visit in a written format by e-mail to: [annie.nguyen@navy.mil](mailto:annie.nguyen@navy.mil) and [roya.sterner@navy.mil](mailto:roya.sterner@navy.mil)
- Answers to the Requests for Information (RFIs) will be provided by amendment on the Internet at: <https://www.neco.navy.mil> . In addition, the pre-proposal presentation agenda and the list of conference attendees will also be provided via amendment to the solicitation. New RFI Cut-Off Date 17 August 2015.
- **IMPORTANT NOTE:** Remarks and explanations addressed during the pre-proposal presentation shall not qualify or alter the terms and conditions of the solicitation. The terms and conditions of the solicitation to include the Performance Work Statement remain unchanged unless the solicitation is formally amended in writing.

# Type of Contract



As a result of recent policy changes, Naval Facilities Engineering Command (NAVFAC) no longer recognizes Combination Firm Fixed Price/Indefinite Delivery Indefinite Quantity (FFP/IDIQ) contracts.

The MDIA FSS solicitation will result in a performance-based facilities support indefinite-quantity contract that is comprised of both Recurring Work (formerly FFP) and Non-Recurring Work (formerly IDIQ) Items. The Contract Line Item Numbers (CLINs) will be firm-fixed price.

# Performance-Based Definition



## **Expressing contract requirements as desired results rather than prescribing how the work will be done**

- Performance Objective – a specific service to be provided to what extent (to what end) to achieve a stated outcome
- Measurable Performance Standard – a measure of completeness, reliability, accuracy, timeliness, customer satisfaction, quality, or cost which addresses elements such as “what”, “when”, “how many” and “how well” the performance objective has been achieved.
- Performance-Based Service Acquisition (PBSA) includes performance outcomes, measurable standards and a performance assessment plan (PAP).

# Performance Work Statement (PWS) Annexes 1, 2, 15, and 18



## **Annex 1 – General Information**

- Outline of Services and Project Location
- Navy Approach to Service Contracting and PBSA
- No Associated Costs

## **Annex 2 – Management and Administration**

- Definitions and Acronyms
- General Administrative Requirements
- Key Personnel Requirements
- Associated Costs Distributed to Technical Annexes

## **Annex 15 – Facilities Support**

## **Annex 18 – Environmental**

# Sub-Annex 1502000



## Sub-Annex 1502000 Facility Investment

RECURRING WORK via Service Calls (Routine, Urgent and Emergency) and an Integrated Management Program (IMP):

The Contractor shall maintain, repair, and alter facilities, ground structures, personal property equipment and installed equipment and systems to ensure they are fully functional and in normal working condition...

As part of the IMP, the Contractor is fully responsible for any individual occurrence of repair, including replacement, up to and including \$2,500 in direct material and labor cost. The Contractor shall per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring work section of this contract; however, the Government will only be liable for the amount of cost exceeding the recurring work liability limit.

NON-RECURRING WORK may be ordered via DOD EMAIL or task order.

# Integrated Maintenance Program



Other Sub-Annexes in Annex 15, RECURRING WORK:

**1503010 Janitorial:** The Contractor shall provide janitorial services to ensure facilities are clean, sanitary and sightly.

**1503020 Pest Control:** The Contractor shall perform pest control services in conformance with the Integrated Pest Management Plan (IPMP) to prevent and control the following pests.....

**1503030 Refuse:** The Contractor shall provide refuse collection and disposal services to ensure refuse is properly collected and disposed.

**1503050 Grounds:** The Contractor shall provide all labor, management, supervision, tools, materials, and equipment necessary to maintain improved, semi-improved and unimproved grounds.

**1503060 Pavement Clearance:** The contractor shall provide all labor management, supervision, tools, material and equipment required to perform Street Sweeping and Snow Removal Services.

NON-RECURRING WORK may be ordered through DOD EMALL or via task order.

# Annex 18 Environmental



Annex 18, 1800000 Environmental:

**RECURRING WORK:** Oil/Water Separator (OWS) Maintenance as a minimum is required to be performed on an annual basis (inspections and cleanout).

**NON-RECURRING WORK:** The Contractor shall provide all labor, management, supervision, tools, materials, equipment, incidental engineering, and transportation necessary for cleaning and inspection of oil/water separators; disposal of hazardous and non-hazardous oily waste and contaminated soil. Refer to IDIQ ELINs.

# Instructions to Offerors



## Section L Information:

### Volume 1: Price Proposal

Tab 1: Cover Letter

Tab 2: SF 33 Page 1 and Section B starting on Page 2

Tab 3: Reps, Certs and Other Statements of Offerors

Tab 4: Pricing Information in ELINs

Additional Information not evaluated listed in L5:

- Financial Statements
- Signed Bank Reference
- Credit References

### Volume 2: Non-Price Proposal

Tab 1: Cover Letter

Tabs 2 through 5: Evaluation Factors listed in Section M

# Evaluation Factors



**Section M Evaluation factors are divided into two categories**

**1) Price:**

- Lowest Priced Technically Acceptable (LPTA)

**2) Technical Evaluation Factors:**

- Factor 1 – Corporate Experience
  - All three contracts submitted must be relevant to receive an acceptable rating.
- Factor 2 – Technical Approach
- Factor 3 – Safety
- Factor 4 – Past Performance

# Proposal Milestones



- **Pre-Proposal Presentation and Site Visit is August 11, 2015.**

- Not all of the facility will be visited during this tour, only the functional/common areas of the facility.

- **Final Questions/Request for Information (RFI) Cut-Off Date is August 17, 2015.**

- RFIs must be submitted in a Word document via email to [annie.nguyen@navy.mil](mailto:annie.nguyen@navy.mil) and [roya.sterner@navy.mil](mailto:roya.sterner@navy.mil).

- **Proposals Due by FedEx only by 2:00 p.m. Eastern on September 3, 2015.**

# Begin Site Tour