

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 6
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 28-Aug-2015	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY NAVFAC MID ATLANTIC HAMPTON ROADS IPT 9324 VIRGINIA AVENUE NORFOLK VA 23511-3095	CODE N40085	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. N40085-15-T-7749	
		X	9B. DATED (SEE ITEM 11) 21-Aug-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 <u>1</u> 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.) This Amendment is hereby issued to revise the Technical requirements of ADDENDUM TO 52.212-1 INSTRUCTION TO VENDORS.				
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 28-Aug-2015

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

The following have been modified:

INSTRUCTION TO VENDORS

This requirement will be awarded using the procedures under FAR subpart 13.5, Test Program for Commercial Items of the Clinger-Cohen Act of 1996. Accordingly, a Simplified/Streamlined acquisition process will be used in the evaluation and award of the contract.

SUBMISSION INSTRUCTIONS:

Interested vendors shall send the quotation **by 03 September 2015, 12:00pm** Eastern Standard Time in the following ways:

Electronic submission:

(a) By e-mail to susan.roberts2@navy.mil

(b) If sent Other than US Postal Service: (**FedEx, UPS, or other delivery services**), please utilize the following address for delivery:

NAVFAC MIDLANT
Attn: Susan Roberts (ACQ 3),
9324 Virginia Avenue, Building Z-140, Room 114
Norfolk, VA 23511

(c) If sent using US Postal Services (USPS):

Commanding Officer, NAVFAC MIDLANT
Attn: Susan Roberts (ACQ3)
9742 Maryland Avenue, Building Z-140, Room 114
Norfolk, VA 23511-3095

(d) Hand carried Quotes shall be delivered to:

NAVFAC MID-LANT
Acquisition Core Department
Attn: Susan Roberts (ACQ3),
9324 Virginia Avenue, Building Z-140, Room 114
Norfolk, Virginia 23511-3095

ADDENDUM TO 52.212-1 INSTRUCTION TO VENDORS – COMMERCIAL ITEMS

The quotation shall consist of the following sections: (1) Technical, (2) Past Performance, and (3) Price,). One electronic or one hard copy versions of the quotation shall be provided.

The NECO website has a *submit bid* button next to the RFQ number. DO NOT use the *submit bid* button on NECO to submit your quotation.

Solicitation Submittal Requirements: The vendor's submissions shall consist of the following:

Factor 1- Technical Approach
Factor 2- Past Performance
Price

FACTOR 1 –TECHNICAL APPROACH:

The vendor shall submit a narrative that clearly demonstrates their understanding, capability and approach to successfully accomplish the requirements of the PWS. The vendor shall address each of the following components separately:

(a). Qualifications/Certification:

1. The vendor shall provide a copy of degree certification in wildlife management or related fields for onsite contractor personnel.
2. The contractor ownership shall provide a copy of degree certification of a Master's or higher degree in wildlife management or a related field.
3. The vendor shall provide proof of liability insurance.

FACTOR 2 – PAST PERFORMANCE:

The vendor shall demonstrate relevant past performance or affirmatively state that it possesses no relevant past performance. Relevant past performance is performance under contracts or efforts within the past five years that is the same as or similar to, the scope and magnitude of the work described by this RFQ. To demonstrate its past performance, the vendor shall identify up to three of its most relevant contracts or efforts within the past five years, and provide any other information the vendor considers relevant to the requirements of the RFQ. Quoters should provide a detailed explanation demonstrating the relevance of the contracts or efforts to the requirements of the RFQ. If subcontractor past performance is provided as part of the three of its most relevant contracts or efforts, the subcontractor past performance will be given weight relative to the scope and magnitude and aspects of the work under the RFQ that the subcontractor is proposed to perform. Therefore, the vendor's submission shall detail clearly the aspects of the work in the RFQ that the subcontractor is proposed to perform.

IF A COMPLETED CPARS EVALUATION IS AVAILABLE, IT SHALL BE SUBMITTED WITH THE QUOTE. IF THERE IS NOT A COMPLETED CPARS EVALUATION, the Past Performance Questionnaire (PPQ) included in the solicitation is provided for the offeror or its team members to submit to the Contracting Officer. IF A CPARS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the past performance reference client point of contact. Completed PPQs should be submitted with your quote. If the offeror is unable to obtain a completed PPQ from their past performance contract reference before solicitation closing date, the offeror should complete and submit the first page of the PPQ (**Attachment 1**), which will provide contract and client information for the respective contract(s). Offerors should follow-up with clients/references to ensure timely submittal of questionnaires. The PPQ may be submitted directly to the vendor prior to the closing date of the solicitation. Quoters shall not incorporate by reference into their quotes PPQs or CPARS previously submitted for other RFQs. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation.

Also include performance recognition documents received within the last five years such as awards, award fee determinations, customer letters of commendation, and any other forms of performance recognition. In addition to the above, the Government may review any other sources of information for evaluating past performance. Other sources may include, but are not limited to, past performance information retrieved through the

Past Performance Information Retrieval System (PPIRS) using all CAGE/DUNS numbers of team members (partnership, joint venture, teaming arrangement, or parent company/subsidiary/affiliate) identified in the offeror's proposal, inquiries of owner representative(s), and any other known sources not provided by the offeror. While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete past performance information rests with the Offeror. A copy of the blank Past Performance Questionnaire to be used for requesting client references is included as **Attachment 1**.

The references will be evaluated in the aggregate in order to allow quoters who may not have the entire scope and magnitude of the requirement under one individual contract to still be considered acceptable if past performance with the full scope and magnitude of the requirement can be demonstrated within the allotted number of references as described above.

PRICE:

The vendor shall submit one original signed copy of the completed SF1449, and if applicable, executed copies of any amendments, and executed Representations and Certifications, unless completed in ORCA. Signed copies may be submitted via electronic mail to susan.roberts2@navy.mil. Prices for all line items shall be provided. The prices quoted shall be in accordance with the Schedule of Supplies and Services contained in the RFQ. No price information shall be submitted in the Past Performance section of the quotation. Price quotes shall be held firm for sixty days.

52.212-2 EVALUATION –COMMERCIAL ITEMS

(a)The Government intends to conduct a Lowest Price Technically Acceptable (LPTA) source selection process using the policies and procedures of FAR Subpart 13.5, Test Program for Certain Commercial Items. This process was determined the most appropriate method of attaining the best value for the Government through the selection of the technically acceptable submission with the lowest evaluated price.

The price and non-price factors are as follows:

Factor 1: Technical Approach

Factor 2: Past Performance

Price

*** Technical factors when combined are of equal in importance to past performance. All non-price factors when combined, are equal to price.**

In order for a vendor's submission to be considered eligible for award, all aspects of the vendor's non-price submission (Technical Approach, and Past Performance) must have an evaluated rating of "Acceptable". Tradeoffs will not be used during the source selection process; submissions will be evaluated for acceptability.

(b) Options: The Government will evaluate quotations for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that a quotation is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of a quotation mailed or otherwise furnished to the successful vendor within the time for acceptance specified in the quotation, shall result in a binding contract without further action by either party. Before the vendor's specified expiration time, the Government may accept a quotation (or part of a quotation), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received

NON-PRICE FACTOR:

TECHNICAL FACTOR:

In order to permit efficient competition, the Navy will utilize the following methodology: Quotes will initially be screened for price and placed in order of price (lowest price to highest price). The Navy will then evaluate the technical and past performance factors of each vendor. The Navy will make an award to the lowest priced technically acceptable (LPTA) offer from amongst the three (3) lowest priced offers, price and other factors considered. However, if no offers are found to be technically acceptable the Navy, at its sole discretion, reserves the right to increase the number of offers it will review, until the Government identifies a technically acceptable offer. Accordingly, under this methodology, the technical factors of some offers may not be evaluated by the Navy.

The Government will evaluate the technical factor using the ratings identified in the Technical Rating Table below. The purpose of the technical factor is to assess the vendor's proposed approach to satisfy the Government's requirements. The technical factor evaluations will be based on the vendor's response to the requirements of the "Instructions to Vendors" section. The vendor's technical approach will be evaluated on how well it meets the Government's requirements as defined within this RFQ.

PAST PERFORMANCE FACTOR:

Past performance will be evaluated for acceptability as defined below based on the relevancy of the submitted contracts. Evaluation will focus only on work experience already performed. In order to facilitate the Government's evaluation of this factor, the vendor shall provide information on no more than three (3) previous contracts whose effort was relevant to the effort required by this solicitation. Work yet-to-be performed and work prior to the last five years will not be considered. In addition, performance data will only be assessed for those references demonstrating at least one year of completed performance prior to the closing date of the solicitation.

Past Performance Relevancy – Regarding relevancy, each past performance reference under each vendor's Past Performance submission will be evaluated to determine its individual scope and magnitude relative to the instant requirement. The following definitions will apply to this evaluation:

Scope: Experience in the areas defined in the PWS.

Magnitude: The measure of the similarity of the dollar value of actually performed work that exists between the PWS and the vendor's contracts, individually or in the aggregate, during the relevant five-year period established by the RFQ.

In the case of a vendor without a record of relevant past performance, or for whom information on past performance is not available, or so sparse that no meaningful past performance can be reasonably assigned, the vendor will not be evaluated favorably or unfavorably in accordance with FAR 15.305(a)(2)(iv). The vendor will therefore be determined to have unknown past performance. In the context of acceptability/unacceptability, "Unknown" will be considered "Acceptable."

The Government may verify past performance information. The Government may contact some or all of the references provided, as appropriate, and may collect information through questionnaires, telephone interviews and existing data sources to include but not limited to the Contractor Performance Assessment Reporting System (CPARS). The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources including sources outside of the Government.

Past Performance Evaluation: The assignment of this rating will be based on the quality of the relevant past performance and will also consider the currency and relevance of the information, the source of the information, the context of the data, and general trends in the vendor's performance. The quality of performance under a past performance reference that has no relevance to the instant requirement will not be considered in the overall assessment of Past Performance Acceptability.

This evaluation and rating is separate and distinct from the contracting officer's responsibility determination. The assessment of the vendor's past performance will be used as a means of evaluating the relative capability of the vendor and other competitors to successfully meet the requirements of the solicitation. In determining the rating for

the past performance factor, the Government will give greater consideration to the contracts which the Government feels are most relevant to the RFQ. This information will be used for the evaluation of past performance.

PRICE: The vendor's proposed price will be evaluated on the basis of price reasonableness. The evaluation may include, but is not limited to:

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

Unreasonable, unbalanced or incomplete pricing may cause a proposal to be determined unacceptable.

Vendors responding to this RFQ are advised that, prior to award, the Government may request vendors to submit additional information or data to support price reasonableness, such as copies of paid invoices for the same or similar items, sales history for the same or similar items, price lists with effective date and/or copies of catalog pages along with any applicable discounts. Failure to submit the requested information may result in disqualification of the submitted quotation.

SOURCE SELECTION DECISION: The Government intends to evaluate quotations and issue an award using the procedures of FAR Subpart 13.5, Test Program for Certain Commercial Items. The Government shall select the vendor whose quotation is the LPTA to the Government, considering price and other factors when compared to other quotations. The Government reserves the right to issue a contract to other than the lowest priced vendor. The Government also reserves the right to not issue a contract if it is not in the best interest of the Government. The Government reserves the right to award on initial quotations. Therefore, the vendor's initial quotation should contain the vendor's best terms from a technical, past performance, and price standpoint.

QUESTIONS: In order to ensure that all questions submitted by potential quoters are answered prior to the solicitation closing date, one consolidated list of questions concerning the solicitation should be submitted via e-mail to the contracting point of contact Susan Roberts by e-mail at susan.roberts2@navy.mil. The Government reserves the right not to respond to any questions received concerning this solicitation after the questions receipt date above. Accordingly, vendors are encouraged to carefully review all solicitation requirements and submit questions to the Government early in the solicitation timeframe. **The cut-off date for questions is 12:00 p.m. on 27 August 2015.**

(End of Summary of Changes)