

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 13
2. AMENDMENT/MODIFICATION NO. 0007	3. EFFECTIVE DATE 24-Feb-2016	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. N40085-16-R-6110	
		X	9B. DATED (SEE ITEM 11) 20-Jan-2016	
			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.) GROUNDS MAINTENANCE AND LANDSCAPING SERVICES AT JOINT EXPEDITIONARY BASE LITTLE CREEK –FORT STORY, VIRGINIA BEACH, VIRGINIA AND NAVAL WEAPONS STATION YORKTOWN, YORKTOWN, VIRGINIA This amendment is issued to incorporate a revised Section L and provide proposal inquiries and responses related to the proposal. All other terms and conditions remain the same.				
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 24-Feb-2016

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:

AMENDMENT 0007

Proposal Inquiry Questions and Answers

1. The contract is ambiguous as to whether wheeled gas powered mowers can be used on earth covered magazines. In the J-1503050-07 Guiding Regulations provided in Amendment 3 (see below), it appears that wheeled gas powered grass cutters can be used on top of earth covered magazines. This conflicts with the statement in Amendment 3 on page 32 of 44 that states..." Due to weight restrictions or erosion prevention requirements on mounds and magazines these areas shall be cut with string trimmers or approved push type mowers."

NAVSEA OP 5 VOLUME 1 SEVENTH REVISION

From OP5

4-1.10. FIREBREAKS.

4-1.10.3. Cutting. Wheeled gasoline-powered grass cutters may be used on top of earth covered magazines, but should be kept at least 5 feet from ventilators and head walls to prevent damage to the lightning protection system. The remaining 5 feet around the ventilator should be cut by hand-held powered equipment. The operating requirements for motor vehicles in 4-8 Change 6 explosive areas, described in paragraph 12-6.3, should be used as a guide to the operation of gasoline-powered grass cutters.

Which contract language is correct?

Government Response: There is no conflict in the contract language, A 4 wheel gasoline-powered push mower meets all requirements.

2. If all magazines must be cut with hand held equipment or walking mowers, what is the number of acres of earth covered bunkers?

Government Response: Refer to the provided GIS Drawings to determine acreage.

3. Please confirm that this solicitation include NO Unimproved Grounds. Annex 15 1503050 Spec Item 3.3 states on Page 36 of 44 that "Unimproved grounds areas governed by specific requirements are identified on the Site Maps provided in J- 1503050-04." There are no Unimproved Grounds identified on the J-1503050-04 Maps (2/11/16) provided and no Unimproved Grounds identified on J-0200000- 04 Exhibit A for the CLIN pricing.

Government Response: There are no Unimproved Grounds at this time, however ELIN pricing still needs to be provided.

4. Please confirm that ALL Semi-Improved Grounds areas covered by this solicitation are shaded in green and marked as SI on the J-1503050-04 Map (2/11/16) provided as part of Amendment 3.

Annex 15 1503050 Spec Item 3.2 states on Page 33 of 44 that "Areas governed by specific requirements are identified on the Site Maps provided in J-1503050-04.

Government Response: Yes, J-1503050-05

5. Does the solicitation require leaf removal from Improved Grounds?

Government Response: Refer to J-1503050-01_DEFINITIONS AND ACRONYMS "Debris". The amount of Debris allowed varies with the COLs level of each Parcel.

6. Are there currently Irrigation Systems in any Improved Grounds areas that must be maintained under Spec Item 3.1.3 ?

Government Response: No, there are not.

7. The J-1503050-04 Maps do not indicate which Improved Grounds will NOT require watering as per Spec Item 3.1.3

Government Response: Requirements for watering vary based on the COLs level in place for each Parcel.

8. Per Annex 15 1503050 Spec Item 3.2.1, " The specified turf heights for semi improved grounds areas are identified on the Site Maps provided in J- 1503050-04 ". Where are these heights identified on the maps?

Government Response: Grass heights are actually driven by the underlying Regulations for Semi Improved (BASH, OP-5, ATFP, and National Parks Service Agreement)

9. Will these improved areas receiving only Unscheduled Services be identified on the J-1503050 - 04 maps?

Government Response: All improved areas are identified on the map.

10. Schedule F-2 Performance Period of Contract was modified on 2/11/16 to make the base year start 30 days after contract award. This clause also states that the Base Year will be 12 months. Clause B-15 Period of Performance - Less than One Year on Page 9 of 112 cautions that the initial contract period may be less than 12 months. Which clause is correct?

Government Response: They are both correct. It is the Government's intent per F.2 to have a base period of 12 months. However do to budgetary constraints that is sometimes not possible. Per B.15 the offer shall submit prices for a 12 month period but the contractor is cautioned to recognize that the initial term of the contract may be for a period less than on year. The period of performance per B.9 will be determined at the time of award.

11. How does the Government intend to reduce the contract quantities to reflect work remaining in the contract term , if the Initial contract period is less than 12 months ? Simple reduction of individual line item quantities based on actual contract months divided by 12 will not properly

compensate the contractor for the seasonal nature of the contract workload where the largest percentage of costs are incurred between May and October of each year.

Government Response: The pro-rated contract price will reflect the nature of the services to be provided during the abbreviated base period.

12. Amendment 3 (2/11/16) eliminated Annex 2.12.3.1 which addressed how changes to COLS would be made(See deleted language below.)

"... Changes to specified COLS will be made in accordance with Section H, TERMS FOR THE USE OF OPTIONAL COLS CLINS."

Annex 2.12.3.2 and 2.12.3.3 were retained outlining the government's unilateral right to change COLS at Contract Award and at Exercise of an Option Period (see below)

2.12.3.2 Option to Change COLS at Contract Award The. See deleted language below
Government intends to procure services at, COL4 Additional Measures Level 2 for, 1503050 Grounds Maintenance and Landscaping. Upon initial contract award the Government reserves the right to award options to increase or decrease COLS for the base period.

2.12.3.3 Option to Change COLS at Exercise of an Option Period The Government reserves the right to increase or decrease the COLS at the time it exercises its option to extend the contract at the prices indicated in the schedule for COL4 Additional Measures Level 2. The Government will provide 60 calendar days preliminary notice of its intent to change the COLS. Notice of intent will be in writing in a manner prescribed by the Contracting Officer..

Are these the only circumstances when the Government can unilaterally change COLS ? (Contract Award and Option Year Exercise)

Government Response: See Amendment 0006, Annex 0200000 Spec items (2.12.3, 2.12.3.1, 2.12.3.2, 2.12.3.3, 2.12.3.4)

13. When the government changes COL levels of performance, will the change be applied uniformly to all acres within a given CLIN?

Government Response: See Amendment 0006, Annex 0200000 Spec items (2.12.3, 2.12.3.1, 2.12.3.2, 2.12.3.3, 2.12.3.4)

14. On Page 11 of 112 on the Request for Proposal, under Notice to Proposer, it states that "Under the NCACS program, no commercial vehicle inspection is required, other than for Random Anti-Terrorism Measures(RAM) or in the case of an elevation of Force Protection Conditions (FPCON). Will the Government comply with this statement at all installations ?
This question is posed since in recent years the Security Director at Yorktown NWS has required mandatory commercial vehicle inspections for all contractor vehicles despite the contractors having paid for participation in the NCACS Program. If the Navy intends to not honor the intent

of the NCACS in the upcoming contract also, then the statement concerning no commercial vehicle inspection is required, except under the noted limited conditions, should be deleted.

Government Response: We are currently operating at an increased risk level. Each base is required to adjust their security measures to fit their operational needs and the current risk level.

15. Can the Government identify the square footage of artificial turf and Xeriscape that must be maintained on each installation?

Government Response: Artificial Turf and Xeriscape is not included in this contract at this time.

16. Under COL 4BM when improved grass is allowed to grow to 12 inches and then cut back to 3 inches must the grass clippings be raked up and disposed of ? It says grass clippings are excluded.

Government Response: See ATTACHMENT J-1503050-03 “Facility Services (FX) Common Output Levels (COL)” COL 4 Baseline

17. Can COL standard be changed at the date of option exercise only?

Government Response: See Amendment 0006, Annex 0200000 Spec items (2.12.3, 2.12.3.1, 2.12.3.2, 2.12.3.3, 2.12.3.4)

18. Can COL standards be changed for unique parcels only (See J-15030050-01) or must the COL level change cover all acres in an effected ELIN such as A024 CNRMA Fort Story or A027 CNRMA Little Creek (shown on Exhibit A) ?

Government Response: See Amendment 5, Annex 0200000 Spec items (2.12.3, 2.12.3.1, 2.12.3.2, 2.12.3.3, 2.12.3.4)

19. Are Seed heads and seed pods excluded when determining maximum grass height ?

Government Response: Refer to Section C, Annex 15, Section 3.1.4 – Debris Removal.

20. Is the Governments intent to order based on the unit price, for example: as we price the CLINS for this solicitation unit amounts, this would be the total for the year times the acreage?

Government Response: You are correct for the FFP line items. Your bid unit price would reflect how much you would charge to maintain one Acre of grounds for one year. That is then multiplied by the number of acres to be maintained and the result would be how much you charge to maintain the total acres in the Elins for one year.

21. A001 is 832.63 acres, what happens once the Vendor cuts 832.63 acres? would the follow on cuts continue to be at the unit price?

Government Response: For the FFP portion of the work this is a full service contract and is not limited to cutting. Each acre must be maintained for the entire year for the price bid. The level of maintenance required depends on the COL level or if the grounds are defined

as semi-improved or un-improved. Payment for the FFP portion of the contract is made per Section L, L.2 – Contractor Payment Schedule.

22. RFP: Page 105 of 112 (Factor 2, Corporate Experience) cites the "attached Corporate Experience Form (Section J) is MANDATORY. We do not see an individual form entitled Corporate Experience Form. Does the Government intend the offeror to use the PPQ as a dual-purpose form for both Corporate Experience and then again as a PPQ in the Past Performance section?"

Government Response: Yes it is dual purpose per Section J, Table of Contents, J-0200000-05 Past Performance/Corporate Experience Questionnaire Form

23. RFP: Page 104 of 112 paragraph (b) cites offeror shall submit four (4) copies each of the price and technical proposals; page 107 cites the offeror to submit and original and one copy of the price proposal.

Government Response: See Amendment 0007

24. On page 104 of Section L - the solicitation discusses resumes however nowhere else does it require the submission of resumes. Can you confirm that resumes are not required to be submitted with proposals?

Government Response: Resumes are not required

25. Can the government provide the following quantities and square footage, acreage or other measurable amount for each item broken down by site.

- a. Magazines or ammunition bunkers

Government Response: See GIS Maps, Section J, J-1503050-05.

- b. Artificial Turf

Government Response: See Amendment 0007, Proposal Inquiries and Responses – Question #15

- c. Plant and Bed Areas

Government Response: See GIS Maps, Section J, J-1503050-05.

- d. Shrub and Plants

Government Response: See GIS Maps, Section J, J-1503050-05.

- e. Tree to be maintained

Government Response: See GIS Maps, Section J, J-1503050-05.

- f. Xeriscape Areas

Government Response: See Amendment 0007, Proposal Inquiries and Responses – Question #15

- g. Surface drainage ditches

Government Response: See GIS Maps, Section J, J-1503050-05.

26. Does the one-time clean-up of fence lines include all vegetation within 20 feet clear zone or all vegetation less than 6 inches CBH or other diameter.

Government Response: See Amendment 0006 annex 1503050, Spec item 3.2.2.2, and Spec item 3.2.3.1 as well as underlying regulations for Anti-Terrorism Force Protection (ATFP) provided.

27. Is there a minimal height requirement of branches encroaching in the clear zone?

Government Response: See underlying regulations for Anti-Terrorism Force Protection (ATFP) provided.

28. Can the Project Manager be the same as the Quality Control Manager and Site Safety and Health Officer?

Government Response: See Amendment 0006, Annex 0200000 Spec item 2.7.1.2 last sentence.

29. Factor 2 - Corporate Experience, we should complete blocks 1-4 of the Past Performance Questionnaire and since we have CPARS for all of our contracts, they should be used for Factor 4 - Past Performance. No other information is required past that, correct?

Government Response: Yes, that is correct.

30. Section L states that in lieu of past performance questionnaires, the offeror should submit CPARS. Please note that these are government prepared documents and the 12 point Times New Roman font requirement for the technical proposal cannot be adhered to in regards to these documents. Please advise that if copying and pasting or printing these documents for the technical proposal is acceptable.

Government Response: The CPARS evaluation documents will be accepted as currently constructed.

31. Do we repair broken fence portions that have been/will be damaged due to a tree falling down on it from natural occurrence?

Government Response: No, The Contractor is only responsible for fence damage due to Contractor actions.

32. Are all the trees within the 20 foot line outside of the perimeter fence included in the cleanup? If so how many trees and what size?

Government Response: See Amendment 0006, Annex 1503050, Spec item 3.2.2.2, related information, paragraph 1.

33. Is it the government or the contractors responsibility to mark the trees that would be taken out within the 20 foot line outside perimeter fence?

Government Response: See Amendment 0006, Annex 1503050, Spec item 3.2.2.2, performance objective, related information, paragraph 1, and performance standard. See Amendment 0006, Annex 1503050, Spec item 3.2.3.1, performance objective, and performance standard.

34. Can wood chips and chipped brush be blown back into the wooded areas to act as a natural compost for the wooded areas?

Government Response: Yes, if spread evenly and not left piled against existing trees as to cause damage to those trees.

35. Is Herbicide on perimeter fences included in the one time cleanup? (after clearing vegetation spray the area to keep it maintained)

Government Response: See Amendment 0006, Annex 1503050, Spec item 3.2.2.2 performance Standard. (after the one time clean up, the fence lines are the Contractor's responsibility to keep according to ATFP. Contract FFP Elins. The government does not direct the Contractor how to maintain but relies on the Contractors knowledge of grounds care to provide the required outcome.)

36. To get to the outside portion are there multiple access points along the perimeter fenceline accessible?

Government Response: No, there is not.

37. What areas of the perimeter fence are actually being involved in the cleanup? Is the Acreage number the actual measure for the cleanup areas of the fence to be cleared? Or is it the total fence acreage of entire base?

Government Response: Total Fence Acreage

38. Are the swampy areas in Cheatham/Jones Pond accessible via Government amphibious vehicles? (asking if there are areas that we can use an amphibious vehicle with permission of Government to take care of vegetation/brush/trees along those perimeter fence in the swamp like areas)

Government Response: No, it is not.

39. We need a clarification on the Maps due to no Line legend. What do the yellow lines with dash and dots, along with the green lines with v formations signify? What do the grey lines signify? Which lines on the maps define the perimeter fence?

Government Response: The yellow lines with dashes and dots are property lines.

**The green lines with the V are the perimeter fence lines.
The Gray lines are roads
The green lines with the V are the perimeter fence lines.**

40. Can the government provide Exhibit A (ELINs) in excel format so that it can be entered and provided to the government via the proposal?

Government Response:

B.21 Request for Proposal (RFP) Files:

Solicitations are posted to the NECO website (<https://www.neco.navy.mil>) as mandated by our Agency. By necessity, these files are protected to prevent unauthorized editing.

It is the sole responsibility of the offeror to obtain the RFP files, along with any amendments, from this website.

Unprotected editable file copies of the RFP documents including: Word, Excel and/or .pdf files (Adobe Acrobat Files) will not be provided. Please plan accordingly.

41. COL 4 baseline measure will undoubtedly leave grass clumping or windrows following service. Will the government find this outcome or look acceptable after service?

Government Response: See Section J, J-1503050-03 COL 4 Baseline, First sentence.

42. COL 3 and COL 3 AM2 state that shrubs, hedges and trees should be maintained. Can the government provide a quantity for these items?

Government Response: See GIS Maps, Section J, J-1503050-05.

43. There is no mention of vegetation control for paved areas, sidewalks, etc. in the common output level section. Can the government clarify which COL sections will require vegetation control if that is the case?

Government Response: See Section J, J-1503050-03 COL 1 4th paragraph “Vegetation Control”.

SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:

5252.215-9300 CONTENT OF PROPOSALS (JAN 2003)

- (a) The technical non-cost and the price/cost proposal shall be submitted in separate volumes. The non-cost proposal shall not contain any cost/pricing information, except for any salary information provided. The non-cost proposal presented by the offeror to whom the award is made will be incorporated into the contract at time of award.
- (b) Offeror shall submit the following information:
- (1) Four (4) completed signed solicitation packages (SF 33 and Amendments, if applicable), including executed representations and certifications (SAM), and cost/prices in Section B and any accompanying exhibits A-H.
 - (2) Four (4) copy of the technical proposal.
 - (3) Confirm submission of the most recent Vets 4212 Report.
 - (4) Provide current financial statements and data, including financial institution, point of contract and phone number.
- (c) NON-COST ROPOSAL. Each technical proposal shall be precise, detailed, and complete as to clearly and fully demonstrate a thorough knowledge and understanding of the requirements. At a minimum, the proposal must contain sufficient detail so that it may be evaluated in accordance with the evaluation factors provision, Section M. The non-cost proposal shall be in 8-1/2 x 11 format, font size 12 Time New Roman, limited to 75 pages, inclusive of all charts, resumes, forms and other documentation responsive to the solicitation requirements. Cost/Price proposals are not part of the 75 page limitation. The non-cost proposal shall be submitted in three-ring binders, with a cover page including name of prime contractor, DUNS and CAGE numbers for prime, address, phone, email and fax numbers, contract number and point of contact. The offeror shall outline the general plan of work and methods to be employed, describing each work task at the level necessary to convey a complete understanding of the proposed approach to the reviewer. Accordingly, the offeror shall provide a narrative description that addresses each of the following factors:

Factor 1 – Technical Approach /Management

Factor 2 – Corporate Experience

Factor 3 – Safety

Factor 4 – Past Performance

NOTE: The distinction between corporate experience and past performance is corporate experience pertains to the types of work and volume of work completed by a contractor that are comparable to the types of work covered by this requirement, in terms of size, scope, and complexity. Past performance pertains to both the relevance of recent efforts and how well a contractor has performed on the contracts.

Factor 1, Technical Approach/Management:

- (i) Solicitation Submittal Requirements: The offeror shall submit a narrative response that clearly demonstrates its understanding of and approach to accomplishing the complexity and magnitude of service requirements set forth in the performance objectives and standards of the Performance Work Statement. Each of the topics below must be included in the narrative and tabbed in the technical proposal and discussed separately.
- a. Phase-In Transition Plan. Describe what you will do to “start-up” for performance of this contract. The phase-in transition period is 30 days as per F.2 of the RFP. Include a schedule of key events from contract award until contract commencement; personnel actions and responsibilities of key personnel.
 - b. Workforce Management. Provide the following: (1) describe the lines of management authority, supervision, span of control and accountability, including the relationship between overall management (corporate and on-site), administration, and subcontractors. (2) provide an Organization chart of your proposed organization and workforce project management plan. (3) demonstrate your

- ability to provide and maintain a qualified workforce. (4) describe your plan to manage the different workforce and competing priorities at various sites.
- c. **Quality Management.** Provide a two page summary of your “Quality Management System” i.e. the Quality Processes (Practices, Resources and Activities) and minimum controls that will be used to ensure full compliance with all performance objectives and standards as described in (0200000 – Management and Administration). Include the methodology to be implemented to accomplish the performance requirements and detail how the proposed approach will effectively achieve each performance objective and standard.

Factor 2, Corporate Experience:

- (i) **Solicitation Submittal Requirements:** The Offeror shall submit the following information:

Submit a minimum of one (1) and a maximum of five (5) projects that are similar in size, scope, and complexity to the work requirements specified in the RFP. Projects submitted for the Offeror shall be current or completed within the past five (5) years of the date of issuance of this RFP.

The attached Corporate Experience Form (Section J) is MANDATORY and SHALL be used to submit project information. Except as specifically requested, the Government will not consider information submitted in addition to this form. Individual blocks on this form may be expanded; however, total length for each project data sheet shall not exceed one (1) double-sided page (or two (2) single-sided pages).

For all submitted projects, the description of the project shall clearly describe the scope of work performed and the relevancy to the project requirements of this RFP as described above.

If the Offeror is a Joint Venture (JV), relevant project experience should be submitted for projects completed by the Joint Venture entity. If the Joint Venture does not have shared experience, projects shall be submitted for each Joint Venture partner. Offerors are still limited to a total of five (5) projects combined.

If an Offeror is utilizing experience information of affiliates/subsidiaries/parent/LLC/LTD member companies (name is not exactly as stated on the SF33), the proposal shall clearly demonstrate that the affiliate/subsidiary/parent firm will have meaningful involvement in the performance of the contract.

The assessment of the Offeror’s relevant experience will be used as a means of evaluating the capability of the Offeror to successfully meet the requirements of the RFP. The prime contractor will not be found acceptable on the basis of the subcontractor’s experience only.

Factor 3, Safety:

- (i) **Solicitation Submittal Requirements:** The Offeror shall submit the following information: (For a partnership or joint venture, the following submittal requirements are required for each contractor who is part of the partnership or joint venture; however, only one safety narrative is required. EMR and DART Rates shall not be submitted for subcontractors.)

- (1) **Experience Modification Rate (EMR):** For the three previous complete calendar years 2013, 2014 and 2015, 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.

- (2) OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate: For the three previous complete calendar years 2013, 2014 and 2015, 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.
- (3) 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:

- (i) See Solicitation Submittal Requirements below:

IF A COMPLETED CPARS EVALUATION IS AVAILABLE, IT SHALL BE SUBMITTED WITH THE PROPOSAL. 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 client for each project the offeror includes in its proposal for Factor (insert applicable factor number, usually Factor 1, and insert factor title, usually Corporate Experience). AN OFFEROR SHALL NOT SUBMIT A PPQ WHEN A COMPLETED CPARS IS AVAILABLE.

IF A CPARS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the client point of contact. Completed PPQs should be submitted with your proposal. If the offeror is unable to obtain a completed PPQ from a client for a project(s) before proposal closing date, the offeror should complete and submit with the proposal the first page of the PPQ (Section J), which will provide contract and client information for the respective project(s). Offerors should follow-up with clients/references to ensure timely submittal of questionnaires. If the client requests, questionnaires may be submitted directly to the Government's point of contact, LeeArjetta W. Hamilton, via email at leearjetta.hamilton@navy.mil prior to proposal closing date. Offerors shall not incorporate by reference into their proposal PPQs or CPARS previously submitted for other RFPs. 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 (5) 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), Federal Awardee Performance and Integrity Information System (FAPIIS), Electronic Subcontract Reporting System (eSRS), 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 in Section J.

Price:

- (i) Solicitation Submittal Requirements: Offerors shall submit an original and three copy of the price proposal in a separate three ring binder. Each price proposal shall contain Exhibits A through E and Section B (CLINs 0001 through 0010). Also included in the binders should be the signed SF33, amendments, and executed representations and certifications (SAM). Confirm submission of the most recent Vets 4212 Report and provide current financial statements and data, including financial institution. The price proposal shall be submitted at the same time as the technical proposal. In addition to providing a hard copy of the price proposals, offerors shall also provide one (1) non-rewritable CD with pricing information. Offerors are advised that in the event of a discrepancy between pricing information contained on the CD and the hard copy, the hard copy will govern.
- (ii) Offerors are solicited on an “all or none” basis and FAR 52.215-1, INSTRUCTION TO OFFEROR – COMPETITIVE ACQUISITION” in Section L, is hereby modified. Failure to submit offers for all line items shall be cause for rejection of the offeror.

(End of Summary of Changes)