

**N62470-15-R-5001**

Amendment 0001 is issued to provide the following:

1. Responses to Pre-Proposal Inquiries
2. Revised synopsis

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**Pre-Proposal Inquiries:**

1. QUESTION: Do these completed PPQs count toward the 60-page limit?  
RESPONSE: Completed PPQs do not count toward the 60-page limit.
2. QUESTION: The solicitation states that we are to use 5 projects as experience. Typically, the SF330 allows 10 projects for consideration. Would you please clarify this?  
RESPONSE: Only five projects will be considered for criterion 1, Specialized Experience.
3. QUESTION: Will you accept qualifications other than RDI (Retail Design Institute) for our Store Planning and Design team?  
RESPONSE: In accordance with the synopsis notice, store planner shall be a professional member of RDI or have EQUIVALENT certification.
4. QUESTION: May we include Additional Information such as references, awards, ratings, certifications, etc. in addition to the 60 page maximum limit of Part 1?  
RESPONSE: PPQ forms, ACASS/CPARS, and certificates do not count toward sixty page Part I limitation. However, adhere strictly to the evaluation submittal requirements for each criterion; e.g. criterion 3, Past Performance, does not require awards or letters of commendation; therefore, awards and letters of commendation will not be evaluated.
5. QUESTION: Some of our DOD clients have stated that they cannot endorse a particular firm and therefore cannot complete a CPARS/ACASS or a PPQ. They will, however, provide a personal reference. May we list this in the response?  
RESPONSE: In accordance with the synopsis, offerors shall submit CPARS evaluation for each project under criterion 1. If there is not a completed CPARS evaluation, the offerors shall provide the PPQ. Personal references will not be evaluated.
6. QUESTION: Will any weighted consideration be made for Small Businesses submissions?  
RESPONSE: No.
7. QUESTION: Will any weighted consideration be made for submissions where consulting firms are SDVOSB?  
RESPONSE: No.
8. QUESTION: Is each project limited to one (1) page, or are multiple pages per project allowed?  
RESPONSE: There is no page limitation for Criterion 1; however, Part I overall shall not exceed sixty pages total.

9. QUESTION: Is this solicitation a re-issuance of an existing contract? If so can you tell me the name of the company currently contracted for these design services?

RESPONSE: The incumbent contract number is N62470-13-D-3003. The incumbent contractor is HBA Architecture & Interior Design, Inc.

10. QUESTION: Please confirm that the complete CPARS or PPQ evaluation should be submitted within Part I Section H. If so, will the CPARS/PPQs count as part of the 60 page limit?

RESPONSE: CPARS/PPQ do not count toward 60 page limitation and could be provided as attachments.

12. QUESTION: Can copies of the requested LEED/Green Globes Certifications be included as an appendix, instead of Part I Section H?

RESPONSE: Yes.

13. QUESTION: I do not see on the RFQ where you ask for SF330 Part II. Is that to be included?

RESPONSE: Yes.

14. QUESTION: May we include supplemental information in excess of the 60 page limit? This information may include HUB Certifications, firm information, awards, etc.

RESPONSE: Only Part I is limited to sixty pages. In addition refer to answer to question #4 above.

15. QUESTION: Where do we find the CPARS/ACASS Evaluation forms?

RESPONSE: Performance evaluations are available on CPARS website ([www.cpars.gov](http://www.cpars.gov)).

16. QUESTION: I see the information regarding temporary vehicle pass for hand-carrying or express mail delivery so I'm not sure what that means for FedEx deliveries.

RESPONSE: Offerors are advised to check with their intended carriers to ensure timely delivery of proposals and access to base.

17. QUESTION: Should the PPQs or CPARS remain under Criterion 3 or have separate Tab indicating as such at the end of SF330 Part I Section H & I?

RESPONSE: The forms should be provided as attachments.

18. QUESTION: General Information section requires the offerors to provide proof that firm is permitted by law to practice the professions of architecture or engineering. Should this be a one page brief explanation of the firm's licensing in states that do not register firms, etc. along with a copy of the firm's license?

Is this part of the page count?

Where should the item be placed: a) should this be placed under separate tab and titled as such? b) Or, after the end of the SF330 Part I Section H & I where the professional architect or engineer signs.

RESPONSE: Revised synopsis is provided with this amendment. The intent of the wording "Provide proof that your firm is permitted by law to practice the professions of architecture or engineering (i.e. state registration number)" is not meant to imply that a firm is ineligible to submit their SF-330 qualifications if they do not have architects and/or engineers permitted by law to practice in each and every possible location of work. It is meant to direct the A&E to provide evidence of state registration, if applicable, and for the A&E to indicate licensing and registration of key personnel. It could be provided as an attachment and it will not count towards sixty page limitation of Part I.