

**N62473-16-R-1879**

**DESCRIPTION:** ALL INFORMATION NEEDED FOR INTERESTED PARTIES TO SUBMIT A STANDARD FORM (SF) 330, ARCHITECTENGINEER QUALIFICATIONS, IS CONTAINED HEREIN. THERE IS NO SEPARATE REQUEST FOR PROPOSAL (RFP) PACKAGE TO DOWNLOAD.

THIS IS AN UNRESTRICTED PROCUREMENT. A market research study was conducted by NAVFAC Southwest that included an assessment of relevant qualifications and capabilities of potentially qualified firms. As a result of the market research analysis, a determination was made to solicit this procurement on an unrestricted basis inviting full and open competition. The NAVFAC SW small business office concurs with the determination.

Architect-Engineer (A-E) services are required for a firm fixed-price Indefinite-Delivery, Indefinite-Quantity (IDIQ) contract for preparation of **Encroachment Management Implementation and other land use and asset management studies**. Projects under this contract will occur at various Navy and Marine Corps facilities and other government installations located in the NAVFAC Southwest Area of Responsibility (AOR): California, Arizona, Nevada, Colorado, New Mexico, and Utah; but may be available to the NAVFAC area of responsibility (AOR) as approved by the NAVFAC Southwest (SW) Chief of Contracting Office (CCO).

A-E Design and Engineering Services will include, but not be limited to preparation, updating, and implementation of Land Use Planning Documents, Air Installations Compatible Use Zones (AICUZ) and Range Air Installations Compatible Use Zones (RAICUZ) studies, Encroachment Action Plans, development of outreach planning materials, and other related reports and documentation, primarily for Navy and Marine Corps facilities. All A-E services will be in accordance with the scope of this contract, Chief of Naval Operations Instruction (OPNAVINST) 11010.36C, Air Installations Compatible Use Zones (AICUZ) Program, OPNAVINST 3550.1A, Range Air Installations Compatible Use Zones (RAICUZ) Program, and CNICINST 11010.1, OPNAVINST 11010.40, OPNAVINST 11010.40A Encroachment Management Program. The number of task orders per fiscal year may vary and may involve surges of multiple projects with overlapping delivery dates.

The services required include support in implementing action items and/or mitigation measures, including, but not limited to, the following:

1. Land Use Planning: Analysis of local land use plans and implementing ordinances for compatibility with on-going military operations; compilation of operational data in Geographic Information system (GIS) format and creation of land use maps with overlaid operational footprints; and analysis of military operational equities in and around the operational footprint, including maps of potential encroachment and analysis of stakeholder interests and types of encroachment concerns. Analyze the military operational equities in and around the operational footprint on and offshore to include maps and matrix detailing potential encroachment, in addition to a full written analysis of stakeholder interests, concerns, and type of encroachment concerns.
2. AICUZ/RAICUZ studies: Preparation of or updates to AICUZ/RAICUZ studies, including frequency and location of flight operations; analysis of land use compatibility, assessment of significant changes in operational characteristics such as additional aircraft and new platforms; preparation of noise impact studies; and safety analysis such as analysis of accident potential zones and clear zones.
3. Encroachment Action Plans (EAP): Preparation of or updates to EAPs with on- and off-shore operational footprints, tenant and operator mission requirements and footprint of outlying areas including updating Military Influence Areas (MIA) including line of sight, frequency spectrum, and readiness operational equities to reflect areas of critical concern; and identify methods and strategies to mitigate encroachment within the MIA. Also provide traffic analysis and associated studies where required. Provide detailed analysis and recommendations for strategic engagement with local community and affected stakeholders to implement findings and recommendations of the EAP.
4. Outreach Planning Materials: Preparation of outreach and compatibility brochures that detail operations, potential mission impacts, community outreach, and economic benefits of the military installation. The outreach planning materials will assist in the implementation of other studies/analysis, preparation of communication plans, press releases, display boards, brochures, and slide presentations.

Meeting support with community groups including, but not limited to, logistic materials for focus groups, land use forums, and open houses may also be required.

5. Other related studies/analysis: Provide additional services to assist in implementation of encroachment management studies, Range Complex Management Plans; and other special planning, engineering, and encroachment support deliverables, such as analytical assessments, geospatial analysis, traffic studies, glint/glare and lighting studies, and socio-economic studies.

6. Strategic Engagement Plans (SEP): Provide SEPs to present and set forth compatible policy and regulatory guidance as identified in various encroachment management studies for federal, state, and local jurisdictions to consider in their General Plans, Zoning, and other land use plans and regulatory framework.

7. Electronic Database: Preparation of strategic engagement electronic database with metrics for encroachment management. This database would provide capability to track proposed development projects, compatible policy and regulation analysis and reports, support for operational and compatibility assessments, and the Encroachment Management Implementation (EMI) program.

8. Other Related Reports or Documentation Deliverables: Deliverables also include assistance with incidental services related to providing public notice for studies and publicizing and providing training on encroachment-related studies. Additional requirements under this contract may include but are not limited to case studies, sketches, preliminary plans, cost estimates and descriptive text for future planning and work plans. Other special planning, engineering, and encroachment support deliverables, such as analytical assessments, geospatial analyses, information technology applications, thermal imaging, sensor imaging, traffic, noise, expansion, or alteration processes and procedures for adjusting boundaries of Restricted Special Use Airspace (SUA), Military Training Routes (MTR) and Military Operational Areas (MOA), Unmanned Aerial System (UAS) potential hazard to flight and socio-economic studies may be required.

Firms and personnel may be required to work within classified facilities and be exposed to classified information that will require additional security clearance.

The maximum contract value may not exceed **\$30,000,000** aggregate total. The minimum guarantee for the contract is \$5,000. The minimum guarantee for the entire contract term (including option years) will be satisfied by the award of the initial task order. The minimum value of individual task orders executed under this contract is \$5,000. The maximum value of individual task orders executed under this contract is \$1,500,000. There will be no dollar limit per year. Multiple task orders may be awarded with similar completion schedules and overlapping delivery dates. Contract term is for a one-year base period with four option periods. Each performance period will run 365 (366 for leap year) calendar days. The hourly rates will be negotiated for each performance period. The Government may exercise the option period unilaterally. The estimated start date is **January 2017**. The NAICS Code for this procurement is **541330** (Engineering Services) and the annual small business size standard is \$15 Million.

The Government makes no representation as to the number of task orders or the actual amount of work to be ordered. The contractor is not guaranteed work in excess of the minimum guarantee.

**SELECTION CRITERIA AND SUBMITTAL REQUIREMENTS:** Selection of Architects and Engineers, formerly the Brooks Act (PL 92-582) and Federal Acquisition Regulations (FAR) Part 36.6 selection procedures apply. The evaluation and selection will be based on the following criteria: Criterion 1, Professional Qualifications; Criterion 2, Specialized Experience and Technical Competence; Criterion 3, Capacity; Criterion 4, Past Performance; Criterion 5, Location and Knowledge of the Locality; Criterion 6, Quality Control; Criterion 7, Utilization of Small Business, and Criterion 8, Volume of Work. Submitted SF330s (Architect-Engineer Qualifications) and related information will be evaluated to determine the most highly qualified firm based on criteria responses. Criteria 1 and 2 are considered most important and of equal importance to each other; Criteria 3, 4, 5, 6 and 7 are of lesser importance and listed in descending order of importance; and Criterion 8 is of lesser importance and will be used as a tiebreaker among firms considered to be technically equal. Evaluation of past performance and experience may include information provided by the firm, customer inquiries, Government databases, and publicly available sources. Failure to provide requested data, accessible points of contact, or valid phone numbers may result in a firm being considered less favorably in the evaluation. In evaluating an Offeror's capability,

the Government will consider how well the offeror complied with these instructions. **All projects provided in the SF 330 (Architect-Engineer Qualifications) shall have been completed by the office/branch/individual team member actually performing the work under this contract. Projects not performed by the office/branch/individual team member will be excluded from evaluation consideration.**

**Submission Requirements: The SF330, Part 1 submission is limited to thirty (30) 8.5"x11" pages (see definition).** Information submitted beyond the stated page limitation, unless otherwise accepted, will not be considered in the evaluation. Submit one (1) original and three (3) copies of SF330 (Parts 1 and 2), addressing the selection criteria information below. Requested items not counted as part of the 30-page limitation are as noted herein. Also submit one electronic copy of the complete SF330 on CD (Adobe Acrobat .PDF format, compiled into one file for both Parts 1 and 2).

**SF330, Part 1, Sections B and C:** In Block 5, in addition to the name of the firm, provide the firm's Data Universal Numbering System (DUNS) number issued by Dun and Bradstreet Information Services. In Block 9, in addition to the name of the firm, provide the DUNS number of each proposed team member.

**SF330, Part 1, Section D: Organization Chart:** In addition to requirements stated in the SF330 Instructions, identify on the submitted organization chart the relationships and lines of authority of the proposed team members, including key sub consultants, including the following:

- Name
- Firm employed with
- Job Title/Role
- Licensure, certification, and or accreditation
- Permanent geographic location of individual

Note: All individuals listed on the organization chart are not required to have a resume in Section E, such as administrative or lower level engineering positions. This chart shall not be counted as part of the 30-page limitation. This chart must be affixed to the submittal to avoid separation in handling.

**SF330, Part 1, Section E, Resumes of Key Personnel, CRITERION 1, PROFESSIONAL**

**QUALIFICATIONS:** The evaluation will consider the professional qualifications of proposed key personnel in providing services to accomplish the tasks under this contract, with emphasis on land use planning, AICUZ/RAICUZ studies, encroachment action plans, and outreach planning materials. At least one of the key personnel on staff of the Prime A-E firm shall be a professionally registered architect or engineer or a planner certified by the American Institute of Certified Planners (AICP).

**Submission Requirements:** Provide brief resumes for all proposed key personnel that will be directly responsible for performing the required services. Identify the proposed Program Manager for the contract. Submit resumes for the team members who actually will perform major tasks under the contemplated contract work scope, providing their qualifications, which should reflect the individual's potential contributions to the contract. Include the geographic office location of the individual on the resume. For each key personnel, indicate highest level of education achieved, number of years engaged in the discipline, and any applicable professional registration/certification.

Each resume shall include a maximum of five (5) projects that were completed or substantially completed in the period from June 2011 to June 2016 that best demonstrate the individual's qualifications and experience relevant to the requirements of this contract. Submit only projects in which the individual performed a significant role. Provide the month and year of completion of professional services for each project. Submit a brief description of the project within SF330, Section E, Block 19. For each project describe the role and responsibilities of the key personnel and the specific services performed by the individual that are relevant to the services required by this contract. Identifying only the individual's job title will not provide sufficient information to determine their specific experience as it relates to services to be performed under this contract.

For submittal purposes, a task order on an IDIQ contract is considered a project (see definitions), as is a standalone contract award. Do not list an IDIQ basic contract as an example of a completed project. Instead, list relevant completed task orders or stand-alone contract awards. Examples of project work submitted that do not conform to this requirement will not be evaluated.

**SF330, Part 1, Section F, Example Projects, CRITERION 2, SPECIALIZED EXPERIENCE AND TECHNICAL COMPETENCE:**

The evaluation will consider specialized experience and technical competence of the proposed team relative to the required services identified for this contract, with emphasis on land use planning, AICUZ/RAICUZ studies, encroachment action plans, and outreach planning materials. Projects completed by the prime A-E firm identified in Part I may be given more consideration in the evaluation process than projects of proposed subcontractors. Experience within the NAVFAC SW AOR may be given more consideration in the evaluation.

**Submission Requirements:** For the proposed team, submit a maximum of ten (10) recently completed or substantially (at least 80%) completed projects that best demonstrate the overall team experience in performing the required services identified for this contract. Provide the month and year of completion of professional services for each project. Projects shall have been performed by the office(s)/branch(es) identified in SF330, Part 1, Section C. To enable verification, firms should include the DUNS number along with each firm name in the SF330 Part I, Section F, Block 25. If the project is a Department of Defense/Government contract, include the complete contract number, including the task order number if applicable.

In SF330, Part 1, Section F, Block 24, submit a description of the project, including: 1) Type of project and its relevance to the scope of this contract; 2) Specific relevant services performed by the firm; 3) A-E fee for the project; and 4) Percentage of work self-performed by the prime A-E firm. Firms with multiple offices shall indicate which office(s)/branch(es) performed the A-E services.

For submittal purposes, a task order on an IDIQ contract is considered a project (see definitions), as is a stand-alone contract award. Do not list an IDIQ contract as an example of a completed project. Instead, list relevant completed task orders or stand-alone contract awards. Examples of project work submitted that do not conform to this requirement will not be evaluated. "Recent" is defined as professional services completed during the period of June 2011 through June 2016. Projects must be complete or substantially (at least 80%) complete as of the SF330 due date. Projects not meeting the above requirements will not be considered.

If the proposed team is a joint venture (JV), submit information for relevant projects completed by the JV entity. If the JV does not have shared experience, projects may be submitted for each of the JV partners. In any case, do not exceed the ten (10) project limitation. In cases where the submitted project was performed by a JV, but all JV partners for that project are not on the team identified in Part I, Section C, specifically describe the relevant work performed by the JV partner(s) proposed for this contract.

In all cases, clearly describe the specific relevant work self-performed by the proposing firm and the firm's roles and responsibilities on the project; do not include work that is not attributable to the proposing firm. If the project description does not clearly delineate the work performed by the entity/entities teaming on this contract, the project may not be considered.

**SF330, Part 1, Section G, Key Personnel Participation in Example Projects:** Submit in accordance with the SF330 Instructions. From the total projects listed in Section F, provide a maximum of ten (10) projects.

**SF330, Part 1, Section H; Additional Information requested by Agency:** Address the remaining Criteria 3 through 8; additional sheets may be used up to the 30 page limitation for Part 1, if required. See submission requirements. Clearly identify the Criterion number and title.

**CRITERION 3, CAPACITY:** The evaluation will consider the Offeror's ability to plan for and manage work under the contract and the capacity to accomplish the work in the required time.

**Submission Requirements:** Submit a narrative that demonstrates the firm's capacity to accomplish work in the required time frames. Address key elements by identifying and discussing: 1) Present workload and capability to integrate work under this contract with other work; 2) Capacity to accomplish multiple task orders simultaneously with overlapping delivery dates; 3) Ability of the firm to provide qualified backup staffing for key personnel to ensure continuity of service; and 4) Strategy to meet surges in unexpected workload demand.

**CRITERION 4, PAST PERFORMANCE:** The evaluation will consider the Offeror's past performance on relevant Government and/or commercial projects regarding quality of work, cost control, compliance with performance schedules, and customer satisfaction, with emphasis on example projects presented in Section F. The evaluation will be based on past performance assessments and other available past performance information. Points of contact provided in the proposal may be contacted. Where there is no record of past performance, the proposal will be evaluated neither favorably nor unfavorably. Superior performance ratings on relevant projects may be considered more favorably in the evaluation.

**Submission Requirements:** Submit an A-E Contractor Appraisal Support System (ACASS), Contractor Performance Assessment Report System (CPARS), or a Past Performance Questionnaire (PPQ) evaluation for each project submitted under Criterion 2. If a completed ACASS/CPARS evaluation is available, it shall be submitted with the completed SF330 package. If there is not a completed ACASS/CPARS evaluation, the PPQ included with this notice is provided for the Offeror or its team members to submit to the client for each project. If a PPQ is submitted, but an official ACASS/CPARS evaluation is found for that project in government databases, the official evaluation will take precedence. If an ACASS/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 SF330. If the A-E is unable to obtain a completed PPQ from a client for a project before the response date set forth in this notice, the A-E should complete and submit with their response the first page of the PPQ (Attachment #1), including contract and client information for the respective projects. A-Es 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, Naval Facilities Engineering Command Southwest, Code RAQ20.HH, Attn: Hal Hayes, via email at [harold.hayes@navy.mil](mailto:harold.hayes@navy.mil), prior to the response date. A-Es shall not incorporate by reference into their response ACASS/CPARS or PPQ evaluations previously submitted in response to other A-E services procurements. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation. Submitted ACASS/CPARS and PPQ evaluations will not be counted as part of the 30 page limitation and shall be attached to the SF330, behind the SF330 Part II document(s).

**CRITERION 5, LOCATION AND KNOWLEDGE OF THE LOCALITY:** The evaluation will consider the team's location, demonstrated knowledge of and project experience within the geographic areas where projects are anticipated for this contract. The preponderance of the work will be at Navy and Marine Corps installations in the NAVFAC Southwest area of operations, but may extend throughout the continental United States (CONUS). Prime AE firms with a local office in southern California may be considered more favorably in the evaluation.

**Submission Requirements:** Submit a narrative that demonstrates the team's knowledge of and project experience within the geographic locations for anticipated projects on this contract. Include: 1) Location of the Offeror's main office and any branch offices and subcontractor offices that will be utilized for this contract; 2) Description of team's knowledge of, and project experience within, the targeted geographic areas; and 3) Description of team's availability and ability to ensure timely response to requests for onsite support at Government installations throughout the NAVFAC SW AOR and CONUS. Firms with a main office outside Southern California shall address how they would effectively communicate, collaborate, and share data with clients and subcontractors.

**CRITERION 6, QUALITY CONTROL:** The evaluation will consider the Offeror's Quality Control (QC) plan for ensuring technical accuracy and coordination of environmental, planning, and engineering services.

**Submission Requirement:** Submit a narrative that describes the QC program that the prime A-E firm uses to ensure technical integrity and accuracy of provided services. Identify the proposed QC Manager, including authorities assigned to that individual. Address key elements by identifying and describing: 1) The QC program used by the prime A-E to ensure technical accuracy, effective coordination, and consistency of the A-E's work product across the team (including subcontractors); and 2) If multiple offices (prime and subcontractor) are included on the team, identify the office responsible for managing and coordinating the QC program and discuss the Prime A-E's methodology to ensure effective QC and communication between offices.

**CRITERION 7, UTILIZATION OF SMALL BUSINESS:**

**UTILIZATION OF SMALL BUSINESS:** (To be addressed by all firms, including small businesses). Utilization of small business concerns as subcontractors shall be evaluated. Firms that demonstrate a high level of utilization of small business in subcontractor roles work may be considered more favorably in the evaluation process.

**Submission Requirements:** Submit a narrative that demonstrates commitment and use of small business concerns as subcontractors on this contract. Address the key elements by identifying and discussing: 1) Commitment to the following small business subcontracting goals: Small Business (SB) - 66.94%; Small Disadvantaged Business - 17.44%; Woman- Owned Small Business - 15.45%; HUBZone Small Business – 9.03%; and Service-Disabled Veteran-Owned Small Business - 3.06%; 2) How the small business, listed as subcontractor in your SF330, will meet the subcontracting goal for each socio-economic category(ies); and 3) Type of service the subcontractor performs and list of subcontracting percentages the subcontractor will meet in their respective socio-economic category. Show subcontractor name, DUNS number, small business socio-economic category, and type of service to be perform in this contract.

Note: Firms slated for an interview will be required to submit a subcontracting plan that reflects a minimum of the subcontracting goals and subcontractors stated above prior to the interview.

**CRITERION 8, VOLUME OF WORK:** The evaluation will consider the volume of DoD work awarded to the prime A-E in the past 12 months with the objective of equitably distributing contracts among A-E firms, including minority-owned firms and firms without prior DoD contracts.

**Submission Requirements:** State the dollar amount of work previously awarded to the firm identified in the SF330 as the Prime by DOD in the past 12 months. Joint Ventures (JV) should list awards to the JV entity and separately list awards to each individual JV member for the time period. Do not include work performed as a subcontractor.

**SELECTION INTERVIEW REQUIREMENTS:** Personal interviews may be scheduled for firms slated as most highly qualified. Firms slated for interviews may be asked to explain or expand on information contained in their SF 330 submittal. Elaborate presentations are not desired. Note that joint ventures (JV) slated for interviews will be required to provide a copy of their JV Agreement prior to the interview.

**ADDITIONAL INFORMATION:** All information must be included in the submitted SF 330 package (cover letter, attachments, and excess information beyond the 30-page limit, unless otherwise excepted, will not be considered in the evaluation).

System for Award Management (SAM) Database: In accordance with FAR 52.204-7, System for Award Management Registration, ensure your firm has an active SAM entity record. SAM is a Federal Government owned and operated free web site that consolidates the capabilities of CCR (Central Contractor Registration), ORCA (Online Representations and Certifications Application), and EPLS (Excluded Parties List System). SAM is the primary Government repository for current and prospective federal awardee information. **Please complete your SAM registration for the same name and address identified as the submitting office on your SF330, with its associated CAGE code and DUNS or DUNS+4.** Registration instructions and information can be accessed from the SAM home page at: <https://www.sam.gov>.

In accordance with the Selection of Architects and Engineers (formerly the Brooks Act), the A-E firm must be a registered/licensed architectural and/or engineering firm. Provide evidence that your firm, subcontractor or proposed team members are permitted by law to practice the profession of Architecture and/or Engineering, i.e., State registration number, a brief explanation of the firm's licensing in states that do not register firms, etc. Firms will be required to submit proof of required professional A-E registration/licensure prior to the interview phase of the selection process. This documentation is not counted as part of the 30-page limitation.

A-E firms meeting the requirements described in this announcement are invited to submit a completed SF330 package per the submission requirements to the office shown below. The submittal package (original, plus 3 copies and 1 CD) shall be received in this office (NAVFAC Southwest, Attn: Hal Hayes, Code RAQ20.HH, 1220 Pacific Highway, San Diego, CA 92132) **no later than, 2:00 P.M. Pacific Time on Thursday, July 7, 2016.** Facsimile and emailed SF330 packages will not be accepted. Submittals received after this date and time will not be considered.

**Read the following information carefully.**

An Offeror risks the late receipt and rejection of their SF330 package when delivery is delayed until the last few minutes before the deadline. Offerors intending to deliver the SF330 package in-person are cautioned that the NAVFAC Southwest facility is located in downtown San Diego. It is recommended that the Offeror allow for delays driving through downtown San Diego caused by traffic (both freeway and downtown), train/trolley crossings, parking at the pay lots/meters near the facility, and gaining access to a secure Government facility. No parking or offloading of SF330s is available at the Government facility. SF330s shall be delivered to the mailroom in Building 128 and reasonable time shall be allowed for mailroom personnel to receive and time stamp the SF330. The stamp time is determined by the NAVFAC Southwest facility mailroom time stamp device only, not by any other time keeping device that the Offeror may use or own. Immediately upon proposal delivery, the Offeror shall leave the premises of the Government facility. An Offeror that does not leave the premises may be requested to leave or be escorted off the premises.

**THIS IS NOT A REQUEST FOR PROPOSAL. ALL INFORMATION NEEDED TO SUBMIT SF330 DOCUMENTS IS CONTAINED HEREIN. NO SOLICITATION PACKAGE, TECHNICAL INFORMATION, OR BIDDER/PLAN HOLDER LIST WILL BE ISSUED. It is the offeror's responsibility to check the NAVFAC electronic solicitation website NECO (Navy Electronic Commerce Online) at: <https://www.neco.navy.mil> for any revisions to this announcement or other notices. Plan-holder list is available via the NECO website and an Interested Vendors List is available via the FedBizOpps website, [www.fbo.gov](http://www.fbo.gov), under this solicitation number. Address inquiries via email: [harold.hayes@navy.mil](mailto:harold.hayes@navy.mil) or via telephone: 619-532-1251.**

\*\*\* END OF ANNOUNCEMENT \*\*\*

## **DEFINITIONS OF TERMS:**

**OFFEROR**: Refers to the contractor submitting the proposal, including joint ventures, designated in Section C of Standard Form (SF) 330 (Architect-Engineer Qualifications) as the prime contractor.

**OFFEROR'S TEAM**: Refers to the Offeror/Prime A-E Firm (see definition) and the other firm(s)/entity(ies) proposed to perform the work of the contract together as a team, as listed in the Offeror's submitted SF330, Section C.

**JOINT VENTURE (JV)**: A legal business entity formed between two or more companies (parties) to undertake the performance activities of a contract together.

**FIRM**: Any individual, firm, partnership, corporation, association, or other legal entity permitted by law to practice the professions of architecture or engineering.

**BRANCH OFFICE**: An office of a firm located separately from a firm's other office(s) and having a separate address.

**PAST PERFORMANCE**: Relates to how well an Offeror has performed; e.g., the quality of work accomplished, cost control, schedule compliance, customer satisfaction. Past performance is distinct from experience.

**RELEVANT or RELEVANT EXPERIENCE**: Pertains to work performed by an Offeror, within the prescribed timeframe, which is the same or similar to the work that may be ordered under this contract in terms of size, scope, and complexity. Experience is distinct from past performance (how well an Offeror has performed).

**PROJECT or SPECIFIC PROJECT**: A single project contract or a single task order under an IDIQ or other multiple award type contracts; a design-build or a design-bid-build activity or task, with a single starting point and a single ending point. Combined projects (see definition) will not be considered.

**COMBINED PROJECT(S)**: Projects with multiple starting and ending points, performed under separate task orders, delivery orders, or multiple contracts combined in a single description. No credit will be given for work performed under IDIQ or other multiple-award type contracts in the aggregate (multiple projects completed under more than one task/delivery order).

**PROFESSIONAL REGISTRATION/CERTIFICATION**: Professional registration/license/certification in one or more of the 50 United States and its territories. For the purposes of this procurement, "Evidence-based" design accreditations/certificates are not acceptable as professional credentials.

**KEY PERSONNEL**: The personnel of the offeror's team who are the registered/licensed/accredited professionals in their respective disciplines, directly responsible for the design and management of the relevant contract work. These are the individuals for which resumes are being submitted.

**PROGRAM MANAGER (formerly Project Lead)**: The individual who is responsible for overall management of the A-E IDIQ contract. This individual shall be an employee of the prime A-E firm. This position is distinct from that of individuals who are responsible for managing individual task orders/projects under the IDIQ contract or special programs.

**QUALITY CONTROL MANAGER**: The individual who is responsible for management of the quality control program for the A-E IDIQ contract. The QCM shall be a registered/licensed engineer or certified planner with minimum five (5) years of relevant experience.

**SELF-PERFORM**: Refers to performing relevant architectural-engineering work in-house without sub consultants/subcontractors. Relevant work is that which is the same or similar to the primary or secondary services that may be ordered under this contract.

**PAGE**: Refers to one printed side of a piece of paper (e.g., 15 pieces of paper printed on both sides equates to 30 total pages). Minimum font size is 10 point.