

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 24
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 23-Oct-2014	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY NAVFAC PACIFIC ENVIRONMENTAL CONTRACTS BR 258 MAKALAPA DR STE 100 JBP HH HI 96860-3134	CODE N62742	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. N62742-14-R-1888	
		X	9B. DATED (SEE ITEM 11) 30-Sep-2014	
			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 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 _____ 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.) AMENDMENT 0002 FOR SOLICITATION N62742-14-R-1888. PLEASE REVIEW THE AMENDMENT; COMPLETE BLOCK 8; SIGN AND DATE BLOCKS 15A/B/C OF THE STANDARD FORM (SF)30 TO ACKNOWLEDGE RECEIPT AND UNDERSTANDING AND SUBMIT THE (SF)30 WITH YOUR PROPOSAL.				
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 23-Oct-2014	

SF 30 BLOCK 14 CONTINUATION PAGE

1. Contractors' questions with corresponding answers and clarifications are attached as part of this Amendment to the solicitation. As a result of these questions, changes have been made to Section L, and Section M, of Solicitation N62742-14-R-1888. As such, make the following changes to conform Sections L and M of the solicitation:

	<u>REMOVE</u>	<u>REPLACE WITH</u>
a. Section L	All pages in Section L	Revised Section L
b. Section M	All pages in Section M	Revised Section M

2. Proposal revision shall be complete and correct addressing all amended portions of Section L and Section M and any other affected areas with respect to price and performance of the stated requirements. All amendments must be signed and included with your technical and price proposal.

3. Solicitation Closing Date: 31 October 2014; 02:00 PM Hawaii Standard Time.

QUESTIONS RELATED TO RFP N62742-14-R-1888

1. **QUESTION:** Attachment J-7, Sample Project I. E. Schedule of Deliverables only identifies one end-of-field report, one draft final report and one final report. However, the work to be performed would typically be reported separately in multiple reports. These would include the HABS report for submission to NPS, the Inventory Survey report, and the Archaeological Monitoring Report. (A separate Archaeological Monitoring Plan may also be appropriate depending on the response to question 2 below.) Should the offeror assume that separate reports are to be provided for these distinct project phases?

ANSWER: Propose the numbers and types of reports you think are required to successfully perform and complete the sample project.

2. **QUESTION:** Attachment J-7, Sample Project I. C. Specific Tasks, Item 4 calls for archaeological monitoring in accordance with Section C.2.3 of the basic contract. Section C.2.3 states that the preparation of an Archaeological Monitoring Plan may be a part of the work to be performed under that SOW section. Should the offeror's proposal include the preparation of an Archaeological Monitoring Plan?

ANSWER:

See response to Question 1.

3. **QUESTION:** Attachment J-7, Sample Project I. C. Specific Tasks, item 4 calls for archaeological monitoring over a four week period. For costing purposes, can the offeror assume that a single, full-time monitor will be sufficient to provide adequate monitoring during construction activities?

ANSWER:

See response to Question 1.

4. **QUESTION:** Attachment J-8, Sample Project II. C. Specific Tasks, item 4 Task 4 calls for archaeological monitoring in accordance with Section C.2.3 of the basic contract. Section C.2.3 states that the preparation of an Archaeological Monitoring Plan may be a part of the work to be performed under that SOW section. Should the offeror's proposal include the preparation of an Archaeological Monitoring Plan?

ANSWER:

See response to Question 1.

5. **QUESTION:** Attachment J-8, Sample Project II. C. Specific Tasks, item 4 Task 4 calls for archaeological monitoring over a four week period. For costing purposes, can the offeror assume that a single, full-time monitor will be sufficient to provide adequate monitoring during construction activities?

ANSWER:

See response to Question 1.

6. **QUESTION:** Section L1. Tab 2 – Pre Award Survey/Responsibility Determination

The notes in this section of the RFP state:

“All proposed contractors shall ensure that they are listed in OFCCP's National Preaward Registry via the Internet at <http://www.dol-esa.gov/preaward/>.”

Our firm has never had a Pre Award Survey conducted by OFCCP in relation to any government contracts and we are not in their registry. Further, after reviewing information related to the registry, it does not appear that we can request listing in the database. The internet address provided offers no information on how a contract

can become listed in a database, other than through the request of a government contracting office as part of a pre award evaluation.

ANSWER:

Please refer to Amendment 0002 and revision to L1-Tab 2.

7. **QUESTION:** Will our firm's not being in the OFCCP Registry at the time of proposal submission exclude us from consideration for an award under the set-aside portion of this procurement or otherwise reduce the overall rating of our proposal?

ANSWER:

No.

8. **QUESTION:** M8, 3, b, (3) D Required Competencies lists 12 Specific Tasks that the offeror shall, at a minimum, demonstrate experience performing. Will the experience of Key Personnel whose resumes are provided in the submittal be considered in demonstrating experience in these core competencies?

ANSWER:

The experience of Key Personnel can be used to demonstrate experience in a core competency only if the Key Personnel's project is considered "relevant" as defined under Factor 1.

9. **QUESTION:** M8. 3. Technical Evaluation Factors, Factor 5 requests PPQ-O forms Attachment J-10 for substantially completed projects submitted in response to Factor 1. Although one project we wish to submit is substantially complete and the draft report has been submitted, our NTR has informed us that the PPQ form cannot be completed because the project is not 100% completed and the Navy is awaiting customer review comments. Can a NTR fill out a PPQ for a project before it is totally completed?

ANSWER:

Yes, see Amendment 0002, M8.3.a.(1)B

10. **QUESTION:** Given the extent of clarifications and changes provided in Amendment 1, will the government consider an extension in the due date of the proposal?

ANSWER:

Solicitation closing date remains unchanged at 31 October 2014.

SECTION L
INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS

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NFAS 5252.209-9300 ORGANIZATIONAL CONFLICTS OF INTEREST (JUN 1994) ALT I (JUN 1994)

- L.1 NUMBER OF COPIES/CONTENT/TIME OF RECEIPT OF PROPOSAL
- L.2 PRICE PROPOSAL
- L.3 INSTRUCTIONS FOR SUBMITTING QUESTIONS REGARDING SOLICITATION
- L.4 AMENDMENTS
- L.5 PROPOSAL SHALL BE SUBMITTED TO
- L.6 RESTRICTION ON DISCLOSURE AND USE OF DATA

SECTION L
INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS

L1 NUMBER OF COPIES/CONTENT/TIME OF RECEIPT OF PROPOSAL

The Technical and Price Proposals shall be submitted in separate binders, tabbed appropriately and must include a cover page with the name of the prime contractor, addresses, phone and fax numbers, email addresses, solicitation number, and point of contact. Should there be a discrepancy between paper and electronic information provided, the paper copies shall govern.

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to the solicitation, as well as, elaborate art work, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

An original plus five (5) paper copies and one (1) electronic copy (CD-ROM) of the technical and price proposal shall be submitted no later than the date and time provided in Block 9 of the Standard Form 33, "Solicitation, Offer, and Award", in a sealed envelope and marked in the bottom right corner, "PRICE PROPOSAL – SUBMITTED UNDER RFP N62742-14-R-1888 – DO NOT OPEN IN MAILROOM." Identify the original proposal as "Original" on the cover of the proposal. The price proposal shall be submitted in a three-ring binder with a table of contents and shall be tabbed. The price proposal shall include the following:

VOLUME I : PRICE PROPOSAL
SECTION I – STANDARD FORM 33

Tab 1 – SF 33, Solicitation, offer and award

Signed and completed SF33 (Solicitation Offer and Award). Indicate period of validity of the offeror's proposal in Block 12 (at least 120 days) and the following information:

Acknowledgement of all amendments issued for this solicitation prior to the date specified for receipt of proposals
Cage Code, DUNS, and tax ID numbers for the prime contractor. For joint ventures the cage code for each member of the joint venture, as well as, the joint venture should be provided

Tab 2 – Pre Award Survey/Responsibility Determination

Evidence of financial capability; Demonstrated ability to establish and maintain financial/accounting management systems meeting the Government's approval; current company balance sheets;

A list of existing commercial and government business commitments to include contract numbers, names of Contracting Officers, telephone numbers, value of contract, completion date and percent complete.

Name, title, email address, phone number of the person or persons authorized to negotiate and bind your firm

Date of Last Equal Employment Opportunity (EEO) Check for prime contractor and each member of a joint venture.

Federal Contractor Veteran's Employment Report (VETS-100 Annual Report).

Notes:

In accordance with FAR Part 22.805--Procedures— pre-award clearance for each proposed contract and for each proposed first-tier subcontract of \$10 million or more shall be requested by the contracting officer directly from the OFCCP regional office(s) unless the specific proposed contractor is listed in OFCCP's National Pre-award Registry. FAR Part 11.805(4) The contracting officer does not need to request a preaward clearance if—(i) The specific proposed contractor is listed in OFCCP's National Preaward Registry via the Internet at <http://www.dol-esa.gov/preaward/>.

In accordance with FAR Part 22.13 Equal Opportunity for Veterans and specifically Part 22.1304—Procedures, proposed contractors must verify that they are current with its submission of the VETS-100 and/or the VETS-100A Report.

Tab 3 – Completed Section K (Representations and Certifications)

For the set aside portion of the solicitation (U.S. funded \$26,000,000), Small Business offerors shall confirm that they are registered and qualify for the size standards set forth by NAICS 712120.

Tab 4 - Teaming/Joint-Venture/Mentor Protégé Agreements and Approvals (if applicable)

When proposing as a joint venture, all members of the joint venture shall sign the SF33 unless a written agreement by the joint venture is furnished with the proposal designating one firm with the authority to bind the other member(s) of the joint venture. In addition, a copy of the joint venture agreement shall be submitted with the proposal. Failure to comply with the foregoing requirement may eliminate the proposal from further consideration. If the joint venture is subject to the SBA Mentor-Protégé Program, a copy of the SBA approval of the joint venture arrangement shall be included.

CORPORATIONS, JOINT VENTURES, PARTNERSHIPS, AND OTHER SIMILAR ENTITIES MAY NOT BE A PARTY TO MORE THAN ONE OFFEROR. FAILURE TO COMPLY WITH THIS MAY RESULT IN DISQUALIFICATION OF THE OFFEROR FOR CONTRACT AWARD.

Notes:

1. *Definition: "Offeror" typically refers to a single corporation submitting the proposal as a prime contractor, a joint venture composed of multiple organizations submitting a proposal as joint-venture partners or a Limited Liability Company (LLC). In its evaluation of past performance and experience, the Government's evaluation will generally focus on the entity submitting the proposal (single corporation, individual joint venture partners or the LTD or LLC company as identified on the SF33).*

2. *If proposing as a joint venture, LLC, and/or if the offer includes teaming arrangements, the Offeror shall submit a legally binding joint venture agreement, LLC Operating Agreement and/or Teaming Agreement with the proposal that clearly defines the roles and responsibilities of each of the members. In addition, the Offer shall include a detailed statement outlining the following terms or percentages where appropriate:*

(a) The relationship of the team/partners/parties in terms of business ownership, capital contribution, profit distribution or loss sharing.

(b) The management approach in terms of who will conduct, direct, supervise, control and the controlling partner's authority to obligate the entity.

(c) The structure and decision-making responsibilities of the team/partners/parties in terms of who will control the manner and method of performance of work.

(d) Identify the personnel having the authority to legally bind the offeror including the person authorized to sign the SF33 and bonds.

(e) Set forth procedures to be followed in the event that the entity is dissolved due to unforeseen circumstances, such as the bankruptcy of a member.

(f) A list of subcontractors/partners/parties, to include company names, DUNS and CAGE numbers, address, point of contact, email address, phone number and facsimile number.

If an Offeror is relying on past performance, experience and/or key personnel information from affiliates/subsidiaries/parent companies/LLC/LTD member companies,(name is not exactly as stated on the SF33), the proposal shall clearly demonstrate that the affiliate/subsidiary/parent firm/LLC/LTD member companies will have meaningful involvement in the performance of the contract in order for the past performance, experience and/or key personnel information of the affiliate/subsidiary/parent firm/LLC/LTD member companies to be considered. The proposal shall state the specific resources (e.g., workforce, management, facilities, or other resources) that the affiliate/subsidiary/parent/LLC/LTD member companies will commit toward the performance of the contract. If meaningful involvement is not demonstrated in the proposal, the affiliate, subsidiary or parent company's past performance, experience and/or key personnel information will not be considered.

Prime contractor-subcontractor teams/Joint Ventures/LLCs/LTDs arrangements with a demonstrated history of working successfully together on prior projects may be considered more favorably than those without such history.

Similarly, Joint Ventures with a demonstrated history of working successfully together on prior projects may be considered more favorably than those without such history.

SECTION II – PRICE AND RELATED INFORMATION

Tab 1 – Price proposal for Sample Projects 1 with supporting documentation

Offerors shall complete and submit, *Sample Project I Price Sheet, Attachment J-11.*

Tab 2 – Price proposal for Sample Project 2 with supporting documentation

Offerors shall complete and submit, *Sample Project II Price Sheet, Attachment J-12.*

VOLUME II: TECHNICAL PROPOSAL

The written technical proposal shall be precise, detailed, and complete so as to clearly and fully demonstrate a thorough knowledge and understanding of the requirements. Section M explains the basis for award and detailed the technical evaluation criteria. **YOUR PROPOSAL MUST ADDRESS EACH FACTOR AND PROVIDE SUFFICIENT INFORMATION**, as required in the subparagraphs entitled “solicitation submittal” requirements following each technical factor, including applicable attachments in Section J).

In the event of ambiguities or inconsistencies between the offeror’s narrative and other submittals, the offeror’s narrative shall have precedence over all the information contained elsewhere, including any notes provided thereon. The technical proposal shall be in the following order and tabbed by sections and plans:

Executive Summary. The content shall summarize the key points addressed in the proposal and identify all major subcontracts

TECHNICAL PROPOSAL (FACTORS 1, 2, 3, 4 AND 5): An original plus five (5) paper copies and one (1) electronic copies (CD-ROM) of the technical proposal for Factors A, B, C, and D shall be submitted no later than the date and time provided in Block 9 of the Standard Form 33, “Solicitation, Offer, and Award” Form in a sealed envelope/package/box and marked in the bottom right corner "TECHNICAL PROPOSAL SUBMITTED UNDER RFP N62742-14-R-1885. DO NOT OPEN IN MAILROOM. " Identify the original proposal as "Original" on the cover of the proposal. The technical proposal shall be submitted in a three-ring binder with a table of contents and shall be tabbed by Factor. The technical proposal shall include the following: (Reference Section M.8 for technical factors solicitation submittal requirements)

All information required by the following:

Evaluation Factor 1. Experience of the Firm

Evaluation Factor 2. Small Business Utilization

Sub factor 2A – Past Performance in Utilization of Small Business Concerns

Sub factor 2B– Small Business Participation

Evaluation Factor 3. Safety

Evaluation Factor 4. Sample Projects (2)

Evaluation Factor 5. Relevant Past Performance

The Government is not liable for any proposal preparation expenses incurred in response to this solicitation nor any proposal preparation expenses incurred for individual task orders issued under the resultant contract.

L2 PRICE PROPOSAL (VOLUME I)

Offerors are provided with two (2) sample projects and shall describe their technical approach to completing the projects including price for each. (Reference Section M.8 for price factor and technical factor solicitation submittal requirements)

L3 INSTRUCTION FOR SUBMITTING QUESTIONS REGARDING SOLICITATION

Questions concerning the specification or the preparation of the proposal shall be in writing via electronic email to Ms. Velma Wong, velma.wong@navy.mil. Electronic mail must be received no later than ten (10) working days in advance of the closing date. Verbal queries will not be entertained.

All questions will be addressed as promptly as possible and will be posted on NECO/FBO.

L4 AMENDMENTS

a. Amendments will be posted to the web site <http://www.neco.navy.mil>. It is the offeror's responsibility to check the web site periodically for any amendments to the solicitation

L5 PROPOSAL SHALL BE SUBMITTED TO THE FOLLOWING ADDRESS:**IF SENT VIA UNITED STATES POSTAL SERVICE:**

NAVFAC FACILITIES ENGINEERING COMMAND PACIFIC
SOLICITATION NO. N62742-14-R-1888
ENVIRONMENTAL CONTRACTS BRANCH (CODE ACQ32:VW)
258 Makalapa Drive, Suite 100
Pearl Harbor, HI 96860-3134

IF HAND-CARRIED/ OR VIA COURIERSERVICES:

NAVFAC FACILITIES ENGINEERING COMMAND, PACIFIC
ENVIRONMENTAL CONTRACTS BRANCH (CODE ACQ32: VW)
4262 Radford Drive, Building 62
Honolulu, HI 96818-3296

a. Depository hours between 8:00 a.m. and 4:00 p.m., HST. Monday through Friday, except for holidays. If hand delivering the proposal on other than the designated RFP closing date, please contact Ms. Velma Wong at (808) 474-5720.

b. Proposals not received at the above address on or before the hour and date set forth for receipt of proposals shall be subject to the provisions of FAR 52.215-1(c), "Late submission, modification, revision, and withdrawal of proposals".

c. Offerors should submit complete and accurate information. The Government may elect not to request additional information in order to make a contract award.

L6 RESTRICTION ON DISCLOSURE AND USE OF DATA

Offerors or quoters who include in their proposals or quotations data that they do not want disclosed to the public for any purpose or used by the Government except for evaluation purposes, shall –

(a) Mark the title page with the following legend:

“This proposal or quotation includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal or quotation. If however, a contract is awarded to this offeror or quoter as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets];” and

(b) Mark each sheet of data it wishes to restrict with the following legend:

“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal or quotation.”

PART I. EVALUATION AND BASIS OF AWARD

M1 PROJECT SCOPE

M2 PREFERENCE FOR MAKING MULTIPLE AWARDS

M3 MAGNITUDE OF THE ACQUISITION

M4 BASIS OF AWARD

M5 INTENT TO AWARD WITHOUT DISCUSSIONS

M6 COMPETITIVE RANGE

M7 ENFORCEABILITY OF PROPOSAL

PART II. EVALUATION FACTORS / FOR AWARD

M9 ADJECTIVAL RATINGS/DESCRIPTION

SECTION M, EVALUATION FACTORS FOR AWARD

M1 GOVERNMENT OF JAPAN OBSERVERS: Offerors are advised that officials of the Government of Japan (GOJ) will be observing the source selection process, the evaluation of proposals and the review of other documentation. Accordingly, submission of a proposal in response to this synopsis and referenced solicitation will be considered evidence of your consent and permission for the Contracting Officer to reveal your proposal and related submissions to participating GOJ officials (who will, in turn, sign Non-Disclosure Statements that will be retained in the contract files).

M2 PREFERENCE FOR MAKING MULTIPLE AWARDS

This procurement consists of a single solicitation with the intent to award a minimum of three (3) and a maximum of six (6) Indefinite Delivery Indefinite Quantity (IDIQ) type service contracts to the offerors whose proposals, conforming to the solicitation, will be the most advantageous to the Government resulting in the best value, price and technical factors considered. The Government prefers to award a minimum of three (3) contracts in each of the two Divisions, unless all successful offerors are small business concerns—which would eliminate the need for two Divisions (see M4 below). The Government reserves the right to award more than six (6) contracts if it is determined to be in the best interest of the Government. Successful awardees (also called MAC Holders) will compete for future work during the term of the multiple award contracts.

M3 MAGNITUDE OF THE ACQUISITION

The estimated workload for the Unrestricted Division is approximately \$10 million and the amount for the SBSA Division is approximately \$30 million, for a combined Not-to-Exceed (NTE) aggregate amount of \$40 million. These amounts are subject to change based on the needed Cultural Resources Management Services specific tasks ordered by the Government.

M4 BASIS FOR AWARD

1. The contracts resulting from this solicitation will be awarded to those responsible Offerors whose offers, conforming to the solicitation, are determined to be the most advantageous to the Government considering “Price” and “Technical” evaluation factors. Award may be made to other than the lowest priced Offerors or other than the highest technically rated Offerors. The “technical” evaluation factors, when combined, are considered significantly more important than “price.” Business judgments and tradeoffs will be used to determine the proposals offering the “Best Value” to the Government. In determining the best value to the Government, the Government need not quantify the tradeoffs that led to the best value decisions.
2. Any proposal found to have a deficiency in meeting the stated solicitation requirements or performance objectives will be considered ineligible for award, unless the deficiency is corrected through discussions. Proposals may be found to have either a significant weakness or multiple weaknesses that impact either the individual factor rating or the overall rating for the proposal.
3. Rating Scheme. The following information is pertinent to the rating of the technical proposals:
 - a. Significant Strength: A proposed method or technique in the proposal that has a high magnitude of value to the Government and appreciably increases the likelihood of successful contract performance.
 - b. Strength: A proposed method or technique in the proposal that is of value to the Government and increases the likelihood of successful contract performance.
 - c. Weakness: A flaw in the proposal that increases the risk of unsuccessful contract performance.
 - d. Significant Weakness: A flaw that appreciably increases the risk of unsuccessful contract performance.

e. Deficiency: A material failure of a proposal to meet a Government requirement or a combination of significant weaknesses in a proposal that increases the risk of unsuccessful contract performance to an unacceptable level.

4. As set forth in Section H, paragraph H1, this Cultural Resources Management Services MAC will be competed as an unrestricted procurement with a partial small business set-aside. The resulting multiple award contracts will be comprised of two major divisions: An Unrestricted Division established for competing and awarding task orders to perform Government of Japan (GOJ) funded projects that support the Defense Policy Review Initiative (DPRI)/Guam Realignment, and a partial Small Business Set Aside (SBSA) Division established for competing projects funded by United States appropriations (in support of either DPRI or non-DPRI requirements). The selection of the MAC Holders will be made in the manner described below as required by FAR 19.502-3(c)(1) & (2).

a. The contracting officer shall award the non-set-aside portion (Unrestricted Division) using normal contracting procedures.

b. After all awards have been made on the non-set-aside portion, the contracting officer shall negotiate with eligible concerns on the set-aside portion (SBSA Division), as provided in the solicitation, and make award. Negotiations shall be conducted only with those offerors who have submitted responsive offers on the non-set-aside portion (Unrestricted Division).

c. Pursuant to the Small Business Jobs Act of 2010, Section 1331, and the Small Business Administration Final Rule (effective 31 DEC 2013), the set-aside portion will be competed amongst all Small Business Concerns that submitted responsive offers for the non-set-aside portion of the solicitation.

d. While the non-set-aside portion (Unrestricted Division) will utilize normal contracting procedures (as set forth in FAR Part 15), it is possible that one or more of the offerors determined to be the most advantageous to the Government could be small business concerns. If all successful offerors in the Unrestricted Division are small business concerns, the Government may elect not to award additional contracts under the SBSA Division.

M5 INTENT TO AWARD WITHOUT DISCUSSIONS

The Government intends to evaluate all proposals received and award a contract or contracts without conducting discussions; therefore, your initial proposal shall conform to the solicitation requirements and should contain your best offer from a technical and price standpoint. However, the Government reserves the right to conduct discussions.

M6 COMPETITIVE RANGE

If discussions are deemed necessary to maximize the Government's ability to obtain the best value, discussions will be held with those Offerors determined to be within the competitive range. The Government may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals, considering technical merit and price.

M7 ENFORCEABILITY OF PROPOSAL

The proposals must set forth full, accurate and complete information as required by this solicitation. The Government will rely on such information in the award of a contract or contracts. By submission of the offer, the Offeror agrees that all items proposed (e.g., key personnel, subcontractors, management plan, etc.) will be utilized for the duration of the contract and any substitutions will be equal or better than as proposed and accepted for contract award and shall require prior Contracting Officer's approval.

M8 EVALUATION FACTORS FOR AWARD

1. The evaluation factors are as follows:

FACTOR 1, EXPERIENCE OF THE FIRM

FACTOR 2, SMALL BUSINESS UTILIZATION

Subfactor 2A, Past Performance in Utilization of Small Business Concerns

Subfactor 2B, Small Business Participation

FACTOR 3, SAFETY

FACTOR 4, SAMPLE PROJECTS (2)

FACTOR 5, PAST PERFORMANCE ON RECENT, RELEVANT PROJECTS

FACTOR 6, PRICE

2. The relative order of importance of the evaluation factors and their respective Subfactors are as follows: Factors 1, 2, 3, and 4 are of equal importance to each other, and, when combined are equal in importance to the past performance evaluation/performance confidence assessment Factor 5. *Subfactors within Factor 2 are in ascending order of importance (i.e., Subfactor 2B is weighted more heavily than Subfactor 2A.* When the proposal is evaluated as a whole, the technical factors and past performance/performance confidence assessment factor combined are significantly more important than the price factor. The importance of price will increase if the Offerors' non-cost/price proposals are considered essentially equal in terms of overall quality, or if price is so high as to significantly diminish the value of a non-cost/price proposal's superiority to the Government.

3. TECHNICAL EVALUATION FACTORS (FACTORS 1 – 5).

a. **NOTES** applicable to Factor 1, Experience of The Firm and Factor 5, Past Performance on Recent, Relevant Projects:

(1) Definition of "recent relevant project" is as follows:

A. In general, relevant project means projects whose scopes of work were similar to the types of projects that may be ordered against this MAC that require the performance of one or more of the Specific Tasks described in Section C, paragraphs 2.1 through 2.47.

B. A relevant project shall also be for an amount of at least \$50,000 in dollar value and shall be at least 80% completed from the issuance date of this solicitation. A relevant project shall involve performance that involved the application of Federal regulatory requirements in carrying out cultural resources management services. A relevant project must be either a standalone contract or task order under an Indefinite Delivery/Indefinite Quantity (IDIQ) Contract. The submission of information or the description of the scope of a Basic IDIQ contract will not be considered a relevant project.

C. Recent is defined as five (5) years from the issuance date of this solicitation.

(2) There is a clear distinction between "experience" and "past performance." Experience pertains to previously executed relevant projects. Past performance pertains to how well a contractor performed those same relevant projects.

(3) Definition: "Offeror" typically refers to a single corporation or business entity submitting the proposal as a prime contractor. "Offeror" is also defined as other legal entities such as joint ventures, Limited Partnerships (LTD), or a Limited Liability Company (LLC). In its evaluation of past performance and experience, the Government's evaluation will generally focus on the entity submitting the proposal (single corporation, individual joint venture partners, or the LTD or LLC identified on the SF33). Corporations, joint ventures, partnerships, and other similar entities may not be a part to more than one offeror. Failure to comply with this may result in disqualification of the offeror for contract award.

(4) If proposing as a joint venture, LTD, or LLC, the Offeror shall submit a legally binding joint venture agreement, LTD or LLC Operating Agreement, and/or Teaming Agreement with their proposal that clearly defines the roles and responsibilities of each of the member firms. In addition, the Offer shall include a detailed statement outlining the following terms or percentages where appropriate:

A. The relationship of the team/partners/parties in terms of business ownership, capital contribution, profit distribution or loss sharing.

B. The management approach in terms of who will conduct, direct, supervise, control and the controlling partner's authority to obligate the entity.

C. The structure and decision-making responsibilities of the team/partners/parties in terms of who will control the manner and method of performance of work.

D. Identify the personnel having the authority to legally bind the offeror including the person authorized to sign the SF33 and bonds.

E. Set forth procedures to be followed in the event that the entity is dissolved due to unforeseen circumstances, such as the bankruptcy of a member.

F. A list of partners/parties, to include company names, DUNS and CAGE numbers, addresses, points of contact, email addresses, phone numbers and facsimile numbers.

(5) If an Offeror is utilizing or relying on experience or past performance information from affiliates/subsidiaries/parent companies/LLC/LTD member companies (where their name is not exactly as stated on the SF33), the proposal shall clearly demonstrate that the affiliate/subsidiary/parent firm/LLC/LTD member companies will have meaningful involvement in the performance of the contract in order for the experience, past performance, and/or key personnel information of the affiliate/subsidiary/parent firm/LLC/LTD member companies to be considered. The proposal shall state the specific resources (e.g., workforce, management, facilities, or other resources) that the affiliate/subsidiary/parent/LLC/LTD member companies will commit toward the performance of the contract. If meaningful involvement is not demonstrated in the proposal, the affiliate, subsidiary or parent company's experience or past performance and/or key personnel information will not be considered.

(6) A subcontractor's experience and past performance will not be given the same level of consideration as either a prime contractor or a joint venture partner because there is no direct legal relationship between the Government and a subcontractor. The Government may consider the experience or past performance of a subcontractor where the prime contractor provides, in its proposal, evidence of a binding teaming agreement or other contractual agreement which creates legal responsibility on the part of the subcontractor. However, the level of consideration will depend on the extent to which the proposal demonstrates the subcontractor's commitment to the project and legal accountability and will not be accorded the same level of consideration as a prime contractor's experience or past performance.

(7) Prime contractor-subcontractor teams/Joint Ventures/LLCs/LTDs with a demonstrated history of working successfully together on prior projects may be considered more favorably than those without such history. Similarly, Joint Ventures with a demonstrated history of working successfully together on prior projects may be considered more favorably than those without such history.

b. FACTOR 1, EXPERIENCE OF THE FIRM

(1) This factor considers the breadth and depth of the offeror's experience and expertise in performing the requirements of this solicitation and their ability to recruit and employ qualified Key Personnel. Offerors shall provide no more than eight (8) relevant cultural resources projects completed within the past 5 years. Project information shall be in the format set forth in Attachment J-9 template and clearly indicate which of the Section C Specific Tasks were performed in each contract or task order submitted.

(2) Solicitation Submittal Requirements:

A. Submit no more than eight (8) project information sheets. Project information shall contain the specific types of information and be in the format set forth in the Attachment J-9 template (Offeror's Past Performance / Experience Information). Clearly indicate whether the project was performed by the offeror or team subcontractor (see Note 6 above on applicability of subcontractor experience) and list which of the Section C Specific Tasks were performed in each contract or task order submitted in response to Factor 1.

B. Project information sheets shall also address the following (if applicable to the contract or task order): description of regulatory and stakeholder interactions; and period of performance (to include original contract/task order award date, original project completion date, the actual completion date—with an explanation for any late finish).

C. Page limit for Factor 1: Project information sheets are limited to a total of 32 pages single-sided or 16 pages double-sided. Each page will utilize one-inch or larger margins on all four sides of the page and print type of no less than font size 11. Each page shall be numbered and the page number may print within the margin at the bottom of each page. If the offeror exceeds the page limit, the Government evaluation team will stop reading at the end of page 32 and will not consider or evaluate any information beyond the page limit.

D. Key Personnel. Key Personnel for this MAC are Principal Investigator, Project Director, and Architectural Historian. See Section C, paragraphs 9.1, 9.2, and 9.13 for the detailed qualifications required for these three Key Personnel positions. In addition to identifying the former Key Personnel employed under each project (as cited on the project information sheets), Offerors shall submit resumes for the former Key Personnel. Resumes will not count towards the page limit cited in paragraph b(2)C above. (The Government evaluation team acknowledges that some projects may not have employed all three types of Key Personnel, however, all three Key Personnel positions should be sufficiently covered, among all of the projects. Furthermore, the former Key Personnel identified are not required to be employed under this contract effort, nor are they required to submit letters of commitment for future task orders for evaluation purposes.)

(3) Basis of Evaluation:

A. The Government will evaluate the extent to which the proposal demonstrates recent relevant experience by the offeror in performing cultural resources management services. The offeror's depth and breadth of experience will be evaluated in terms of their ability to perform as many of the Specific Tasks listed in Section C, paragraph 2.1 through 2.47.

B. Projects with values greater than \$100,000 may be evaluated more favorably.

C. Offerors that demonstrate experience in performing cultural resource management services at sites in both Hawaii and Guam will be evaluated more favorably. Offerors that can demonstrate experience in performing cultural resource management services at sites in Japan and can submit evidence they are licensed to conduct such business in Japan may also be evaluated more favorably.

D. Required Competencies. At a minimum, Offerors shall be able to demonstrate experience at performing the following Specific Tasks (see Section C, paragraphs 2.1 through 2.42 for descriptions/requirements to performing the following Specific Tasks):

- 2.1 Archaeological Survey: Phase I Reconnaissance
- 2.2 Archaeological Survey: Phase II Detailed Recording
- 2.3 Archaeological Monitoring
- 2.4 Emergency Data Recovery
- 2.5 General Laboratory Analysis
- 2.7 Archaeological Subsurface Testing
- 2.9 & 2.10 Documentary Archival Research and Archival Document Reproduction

2.12 & 2.13 Integrated Cultural Resources Management Plans (ICRMP) and Cultural Resource Management Overview Surveys
 2.41 Geographic Information Systems [Mapping]
 2.42 Architectural History Studies

E. Desired Additional Competencies. Offerors that can demonstrate experience at performing the following Specific Tasks (see Section C, paragraphs 2.6 through 2.47 for descriptions/requirements to performing the following Specific Tasks) in addition to the Required Competencies cited above in paragraph D may be evaluated more favorably:

2.46 Historical/Cultural Landscape Studies
 2.36 Interpretive Programs
 2.11 The Preparation of National Register of Historic Places (NRHP) Nomination Forms
 2.8 Fieldwork at Potential or Known Hazardous Waste Sites
 2.37 Scientific Illustrations
 2.45 Photographic Documentation
 2.32 Geomorphological Studies
 2.47 Foreign English Editing and Background Information
 2.29 Chemical Soil and Sediment Analysis
 2.6 Site Protection

F. Key Personnel: Offerors that submit resumes for all three types of former Key Personnel (Principal Investigator, Project Director, and Architectural Historian) where the Key Personnel individuals' qualifications are equal to or superior to the requirements set forth in Section C, paragraphs 9.1, 9.2, and 9.13, respectively, may be evaluated more favorably.

c. FACTOR 2, SMALL BUSINESS UTILIZATION

(1) Factor 2 consists of two Subfactors, 2A, Past Performance in Utilization of Small Business Concerns, and 2B, Small Business Participation. The evaluation of Subfactor 2B is of greater importance than Subfactor 2A to the determination of Factor 2 Rating.

(2) Definitions: "SB" as used herein, is intended to include Small Business concerns, Small Disadvantaged Business concerns (SDB), Women-Owned Small Business concerns (WOSB), Historically Underutilized Business Zone Small Business concerns (HUBZone), Veteran-Owned Small Business concerns (VOSB), and Service-Disabled Veteran-Owned Small Business concerns (SDVOSB). All small business programs are self-certifying with the exception of HUBZone certifications, see HUBZone SB Certifications below. Small Business Program requirements and definitions may be found in the Federal Acquisition Regulations (FAR), Part 19.

(3) HUBZone SB Certifications: Offerors are reminded that HUBZone SB concerns must obtain formal certification from the Small Business Administration (SBA) if they expect to receive the evaluation benefits associated with the HUBZone SB programs either as a prime or subcontractor(s). For more information on the HUBZone SB certification requirements and available benefits, contact your local SBA representative. Certified HUBZone SB firms are listed on the U.S. Small Business Administration's Dynamic Small Business Search (DSBS) website at http://web.sba.gov/pro-net/search/dsp_dsbs.cfm. It is the responsibility of the prime contractor to periodically check the DSBS as certifications are subject to change.

(4) SUBFACTOR 2A, PAST PERFORMANCE IN UTILIZATION OF SMALL BUSINESS CONCERNS

A. Solicitation Submittal Requirements: Proposals that do not include responses addressing ALL elements of the requirements stated below ((i) through (v)) must include an explanation why that element was not addressed.

(i) Provide performance evaluation ratings (i.e., SF1420, DD2626, or equivalent) obtained on the implementation of small business subcontracting plans for all of the offeror's projects referenced under Factor 5-- Past Performance. Recently completed project evaluations are desired, however, in the absence of recently completed project evaluations, interim ratings for projects that are 80% complete may be considered. If more than five evaluation ratings are provided, only the first five will be considered. In addition, the Government may consider past performance information on other projects as made available to the Government from other sources (such as the Construction Contractor Appraisal Support Systems (CCASS)), Architect-Engineer Contract Administration Support System (ACASS) and Contractor Performance Assessment Reporting System (CPARS).

(ii) Provide small business subcontracting history. Large businesses with Federal prime contracting experience shall provide final or current Subcontracting Report for Individual Contracts (SF294) or Individual Subcontracting Reports (ISR's) on prime (only) contracts submitted under Factor 5, Past Performance. If Factor 5 submitted contracts are not prime contracts, submit SF294s or ISRs for contracts of similar scope performed as the prime contractor. If goals were not met on any submitted contracts, an explanation for each unmet goal is required. Large Businesses with no documented SF294/ISR history shall submit a subcontracting history on Attachment J Small Business Past Performance. If more than five (5) reports are provided, only the first 5 reports will be considered.

(iii) Small Business proposers shall provide a subcontracting history on Attachment J-13, Small Business Past Performance.

(iv) If an Offeror is utilizing past performance information of affiliates/subsidiaries/parent/LLC/LTD member companies (name is not exactly as stated on the solicitation), the proposal shall clearly demonstrate that the affiliates/subsidiaries/parent/LLC/LTD member companies will have meaningful participation of all members in the management of the subcontracting program/plan by identifying the personnel or resources from the member companies that will be dedicated to managing the plan, and an organization chart which demonstrates the reporting chain within the membership.

(v) If the Offeror is a Joint Venture, Partnership LLC or other entity consisting of more than one entity, provide past performance information, elements (i) through (iv), for all individual business entity(ies) that will be responsible for managing the subcontracting program/plan.

B. Basis of Evaluation:

(i) The extent to which the proposal demonstrates the proposer's level of past performance in utilizing Small Business (SB) concerns, AbilityOne, Mentor-Protégé Agreements, and other socio-economic programs, as defined in FAR Parts 26.1 and 26.2, in subcontracting, and in meeting established Small Business subcontracting goals.

(ii) Proposals including information on any of the following additional elements may be rated higher, based on the evaluated extent to which the information addresses the basis of evaluation in paragraph (B):

(a) Provide information on national-level, and industry-issued awards that offerors received for outstanding support to SB concerns within the past five (5) years. Include purpose, issuer, and date of award(s). National and industry-issued awards received beyond five (5) years will not be considered.

(b) Provide information on previous, existing, planned or pending mentor-protégé agreements (MPA) under any Federal Government, or other, program held within the last five years. Information should include, at a minimum, the members, objectives, period of performance, and major accomplishments during the MPA.

(c) Provide information on past use of Community Rehabilitation Program (CRP) organizations certified under the AbilityOne Program by SourceAmerica, or the National Industry for the Blind (NIB). Information should include the contract type, type of work performed, period of performance, and number of employed severely handicapped persons.

(5) SUBFACTOR 2B, SMALL BUSINESS PARTICIPATION

A. Solicitation Submittal Requirements:

(i) Identify in terms of dollar value and percentage of the total acquisition, the extent of work you will perform as the prime contractor. If submitting an offer as a Joint-Venture, identify the percentage of work each member will be responsible for and indicate the size status of each member, e.g., LB, SB, SDB, WOSB, HUBZone SB, etc.

(ii) If you are a Large Business, submit Attachment J-14, Small Business Subcontracting Plan, for this project in the format provided for this factor, to include all information required in the attachment. If you are a Small Business, submit Attachment J-15 Proposed Subcontracting Participation Breakdown. All proposers: To demonstrate commitment in using small business concerns, the Small Business Subcontracting Plan or subcontracting participation breakdown may list all subcontractors by name. If the proposed Small Business Subcontracting goals do not meet the minimum NAVFAC Small Business Subcontracting Targets, include a detailed explanation describing the actions taken to arrive at that determination, along with an explanation for the goals that actually are proposed.

(iii) Firm commitments to subcontract to multiple companies: The Offeror may provide a demonstration of commitments in planned subcontracts by listing multiple names of companies that will be used to support specific small business categories (i.e., SDB, WOSB, HUBZone SB, VOSB and SDVOSB).

(B) Basis of Evaluation:

(i) The extent to which the proposal demonstrates maximum practicable participation of SBs in terms of the total value of the acquisition, including options.

(ii) The extent to which the proposal demonstrates a commitment to use SB concerns that are specifically identified in the proposal, including but not limited to use of mentor protégé programs.

(iii) The extent to which the proposal demonstrates SB participation in a variety of industries expected during the performance of work.

(iv) The realism of the proposal to meet the proposed goals.

(v) The following will be evaluated on proposals submitted by Large Business firms

(a) The extent to which the proposal provides Small Business Subcontracting goals that meet or exceed the minimum NAVFAC Small Business Subcontracting Targets and utilization of AbilityOne CRP organizations. Proposals that provide goals exceeding the NAVFAC Subcontracting Targets may be rated higher. The proposed goals and NAVFAC Subcontracting Targets are expressed as a percentage of total subcontracted values. The minimum NAVFAC Subcontracting Targets are as follows:

	FY2015	FY 2016	FY2017	FY2018	FY2019
SB	66.80%	66.94%	67.07%	67.20%	67.33%
SDB	17.27%	17.44%	17.62%	17.79%	17.79%
WOSB	15.30%	15.45%	15.61%	15.77%	15.93%
HUBZone	8.94%	9.03%	9.12%	9.21%	9.30%
SDVOSB	3.03%	3.06%	3.09%	3.12%	3.15%

(b) The extent to which the proposer's Small Business Subcontracting Plan establishes reasonable efforts demonstrating the subcontracting targets can be met during the performance of the contract.

(c) A copy of the blank forms to be used for offeror submission of Small Business Utilization are included as follows: Attachment J-14, Small Business Subcontracting Plan (submitted by Large Businesses); Attachment J-15, Proposed Subcontracting Participation Breakdown (submitted by Small Businesses); Attachment J-16, Base Period and Option Year Subcontracting Goals (submitted by Small and Large Businesses).

d. FACTOR 3, SAFETY:

(1) Solicitation Submittal Requirements. Note: For any partnership (JV, LLC, LTD, etc.), the following submittal requirements must be provided for each partner firm; however, only one safety narrative is required. EMR and DART Rates shall not be submitted for subcontractors. (See Attachment J-17, Safety Data Sheet)

A. Experience Modification Rate (EMR): For the *three* previous complete calendar years 2011, 2012, 2013, submit your EMR for each of these years (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.

B. OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate: For the *three* previous complete calendar years 2011, 2012, 2013, submit your OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate for each of these years, 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.

C. 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.

(2) Basis of Evaluation: The Government is seeking to determine that the Offeror has consistently demonstrated a commitment to safety and that the Offeror plans to properly manage and implement safety procedures for itself and its subcontractors. The Government will evaluate the Offeror's overall safety record, the Offeror's plan to select and monitor subcontractors, and any innovative safety methods that the Offeror plans to implement for this procurement. The Government's sources of information for evaluating safety may include, but are not limited to OSHA, NAVFAC's Facility Accident and Incident Reporting (FAIR) database, and other related databases. While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete safety information regarding these submittal requirements rests with the Offeror. The evaluation will collectively consider the following:

A. Experience Modification Rate (EMR): The Government will evaluate the EMR to determine if the Offeror has demonstrated a history of safe work practices taking into account any upward or downward trends and extenuating circumstances that impact the rating. Lower EMRs will be given greater weight in the evaluation.

B. OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate: The Government will evaluate the OSHA DART Rate to determine if the Offeror has demonstrated a history of safe work practices taking into account any upward or downward trends and extenuating circumstances that impact the rates. Lower OSHA DART Rates will be given greater weight in the evaluation.

C. Technical Approach to Safety: The Government will evaluate the narrative to determine the degree to which subcontractor safety performance will be considered in the selection of all levels of subcontractors on the upcoming project. The Government will also evaluate the narrative to determine the degree to which innovations are being proposed that may enhance safety on this procurement. Those Offerors whose plan demonstrates a commitment to hire subcontractors with a culture of safety and who propose innovative methods to enhance a safe working environment may be given greater weight in the evaluation.

e. FACTOR 4, SAMPLE PROJECTS

(1) Offerors are provided with two (2) sample projects and shall describe their technical approach to performing and completing the projects. See Attachment J-7, Sample Project I and Attachment J-8, Sample Project II. The Sample Projects are for evaluation purposes only and will not be awarded or result in a task order.

(2) Submittal Requirements:

A. Technical Approach: For each Sample Project, submit a narrative describing the offerors proposed technical approach to accomplishing the requirements and include a project schedule. Demonstrate how your proposed technical approach (innovative or traditional) will reduce costs and time while meeting all regulatory and contract requirements. Address methods used to ensure that technical work, document quality and schedules are adhered to according to each scope of work;

B. Staffing Resources: Provide a narrative describing your proposed plan for field staffing and include an organization chart for each Sample Project. Identify potential use of local resources and your firm's ability to handle unexpected surges in workload to meet deadlines. In addition, provide a detailed description of the key personnel that you propose to use and describe their level of experience and expertise.

C. List assumptions for each sample project (i.e., basis for level of effort / specific tasks proposed, etc.).

(3) Basis of Evaluation:

A. The Government will evaluate the extent to which the offeror's technical approach for the sample projects demonstrates a proper understanding of the work and is a realistic approach for completion of the sample projects within a plausible timeframe.

B. Incorporating the appropriate labor, identifying the necessary specific tasks, and project staff.

C. Project scheduling and coordination of work with a logical sequencing of events towards timely completion, based on realistic and reasonable estimates of work to be performed.

D. Methodology of operations and conducting the work, with innovative and proven work strategies that save time and cost, including project-specific sub-tasks, i.e. research; fieldwork, laboratory work, and/or analysis will be evaluated based on efficient, appropriate and applicable methods for each task.

E. Developing appropriate project-specific plans (e.g., work plans, research designs, data recovery or monitoring plans, etc.).

F. Identifying and conforming to applicable federal statutes, regulations, standards, and guidelines.

f. FACTOR 5, PAST PERFORMANCE ON RECENT, RELEVANT PROJECTS:

(1) The Offeror's past performance evaluation will be based upon customer satisfaction in the execution of the same recent relevant projects submitted for Factor 1 (Experience of The Firm) and completed or

substantially completed within the last five (5) years. Customer satisfaction will include assessing quality control and timely performance.

(2) Solicitation Submittal Requirements:

A. IF A COMPLETED CPARS EVALUATION IS AVAILABLE, IT SHALL BE SUBMITTED WITH THE TECHNICAL PROPOSAL. IF THERE IS NOT A COMPLETED CPARS EVALUATION, the Past Performance Questionnaire (PPQ) included in the solicitation as Attachment J-10 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 1, Experience of The Firm. AN OFFEROR SHALL NOT SUBMIT A PPQ WHEN A COMPLETED CPARS IS AVAILABLE.

B. 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 (Attachment J-10), 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, Ms. Velma Wong, via email at velmawong@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.

C. Also include performance recognition documents received within the last five (5) years, such as awards, award fee determinations, customer letters of commendation, and any other forms of performance recognition.

D. 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 (FAPPIIS), Electronic Subcontract Reporting System (eSRS), and any other known sources not provided by the offeror.

E. 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."

(3) Basis of Evaluation: The degree to which past performance evaluations and all other past performance information reviewed by the Government (e.g., PPIRS, Federal Awardee Performance and Integrity Information System (FAPPIIS), Electronic Subcontract Reporting System (eSRS), performance recognition documents, and information obtained from any other source) reflect a trend of satisfactory performance considering:

- A. A pattern of successful completion of tasks;
- B. A pattern of deliverables that are timely and of good quality;
- C. A pattern of cooperativeness and teamwork with the Government at all levels (task managers, contracting officers, auditors, etc.);
- D. Recency of tasks performed that are identical to, similar to, or related to the task at hand; and
- E. A respect for stewardship of Government funds.

g. FACTOR 6, PRICE FACTOR:

(1) Solicitation Submittal Requirements:

A. Two sample projects will be utilized for the price evaluation. Offerors are provided with two (2) sample projects (Attachments J-7 and J-8) and are required to use the template sample project price sheets (Attachments J-11 and J-12) and include all pricing information as specified for the five (5) subline items 0001AA through 0001AE and the Total Amount.

B. Offerors shall submit their completed sample project price sheets for sample projects 1 and 2 in their Price Proposal binder/folder (see Section L for additional information).

(2) Basis of Evaluation:

A. The offeror's proposed prices will be evaluated to verify the offeror's understanding of the requirements and to assess the accuracy with which the proposed prices represent the most probable cost of performance for each of the sample projects. An offer may be declared unbalanced if its prices are found to be either unreasonably high or unrealistically low in relation to the proposed work, which may result in a less than favorable rating.

B. The Government will evaluate each offeror's Total Price. Total Price consists of the sum for all offered amounts for all five (5) subline items 0001AA through 0001AE for both sample projects. The Government may utilize one or more of the following price analysis techniques:

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

M9 PRE-AWARD SURVEY/RESPONSIBILITY DETERMINATION

1. FAR §9.104 requires prospective contractors to demonstrate, among other things, that they have adequate financial resources to perform the contract or the ability to obtain them, capability to comply with the required performance schedule, a satisfactory performance record, and be otherwise eligible to receive an award under applicable laws and regulations. The pre-award survey is not a part of the technical evaluation. The following information shall be submitted as part of your Price Proposal:

a. Company financial statements (balance sheets and income statements) for past three years.

b. Financial resources available to perform the contract. Submit evidence of availability of working/operating capital that will be used for the performance of the contract. If the offeror plans to rely on financial support from other sources, identify the maximum lines of credit that will be available to include documentation to support the amounts. The maximum lines of credit should be based upon the inclusion of this contract effort. For joint ventures discuss the financial responsibilities among companies and provide same information for each partner.

c. Newly-formed entities (e.g. limited liability companies ("LLC's"), limited partnerships ("LTD's") and newly-created corporate subsidiaries) that are responsible and liable for the contract ordinarily have no record—or an insufficient record—of relevant experience, past performance, and financial capability to support a responsibility determination. In such cases, the offeror may rely on the resources of the LLC member, parent, limited partner, or other entities related to the offeror for responsibility purposes where the offeror submits a guaranty from the entity providing the resources.

c. A list of existing commercial and government business commitments to include contract numbers, names of Contracting Officers, telephone numbers, value of contracts, completion dates and percent complete. If the list of existing commitments is extensive, provide the required information on at least five projects of similar dollar value and a summary of the existing commitments to include number of contracts, total dollar value of all contracts, and total dollar value of work remaining.

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