

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION A - SOLICITATION/CONTRACT FORM

The Issued By organization has changed from

NAVSUP FLC JACKSONVILLE

CONTRACTS DIVISION

ALISE TAYLOR-SINDAB

BLDG 110 3RD FLOOR NAS

JACKSONVILLE FL 32212-0097

to

NAVSUP FLC JACKSONVILLE CONTRACTS DIV

WILLIAM JORDAN

110 YORKTOWN AVE, 3RD FLOOR NAS

JACKSONVILLE FL 32212-0097

SECTION C - DESCRIPTIONS AND SPECIFICATIONS

The following have been added by full text:

QUESTIONS & ANSWERS

QUESTIONS:
N68836-15-T-0143
UNITAS IPC – Vina Del Mar Chile

QUESTION #1: Paragraph C.3.1.H. Meals Requirements – There is a discrepancy between the bid schedule and the description in the solicitation we would like further clarification on. The solicitation indicates that the Chilean Navy will be providing lunch to PN participants from 28th April – 1 May (a 4 day period). However, on row 16 of the “Bid Schedule” worksheet it asks for an itemized cost for Lunches at the Naval Club for a quantity of 30 meals. Can the government please clarify if the SC needs to include an itemized cost for Naval Club lunches? We assume the Naval Club refers to the Chilean Naval Club.

ANSWER: The Chilean Navy will be providing the venue for lunch, but the lunches will be paid for utilizing the contract.

QUESTION #2: Paragraph C.3.1.F. Service Breakdown - This paragraph indicates that the Hotel is to provide maintenance and repairs to the hotel to ensure the success of the conference. Can the government clarify the scope of the solicitation? Is the government requesting that conference hosting services be provided under the current solicitation or only lodging services? This information is important in obtaining an accurate quote for services to be rendered from the Hotel.

ANSWER: This is standard hotel service stating repairs will be made to rooms and facilities as needed. No conference hosting services are required at the hotel only lodging services.

QUESTION #3: Paragraph C.3.1.K. Translation Services - Can the government please clarify requirement for translation services in terms of the number of personnel requiring translation services. Is it only the 10 PN personnel who will need the services or are there additional personnel?

ANSWER: The translation on Day 1 and 2 will be primarily for briefings and presentations to a group. There will likely be 60 to 80 persons listening to these presentations and the presenters speaking will need to be translated from English-Spanish and some from Spanish-English. In the afternoon of Tuesday and Wednesday we will need at-hoc support from the translators who can support the smaller groups who may need translation for specific discussions. Thursday morning we will need translation again for presentations and for a final closing ceremony. We would like the vendor to work directly with the Chilean Navy for any specific requirements they have at their facilities so this should remain a little flexible based on their facilities and access, etc.

QUESTION #4: Paragraph C.3.1.K. Translation Services - Can the government please clarify the translation services requirement and what is meant by the statement...“and for approximately 2 smaller breakout groups”. This affects the pricing of the translation services and number of personnel needed for support. Will there be 2 smaller breakout groups each day? What is the maximum number of personnel who will be within each breakout group and how many times will these breakout groups occur during the course of the conference? Will the government need support on an ad hoc basis for breakout groups?

ANSWER: There will be several smaller breakout groups, but we think that 2 translators to support all of these groups should suffice. There may only be a few discussions that require the translators support during some of these breakout groups and they should be available upon request during these smaller meetings.

QUESTION #5: When "Expeditionary Logistic Support" is stated what exactly is required.

ANSWER: “Expeditionary Logistic Support” is a term that is used to describe the cumulative services set forth in the Statement of Work (SOW).

QUESTION #6: Does the RFP also require a bid from a hotel other than the Sheraton Miramar?

ANSWER: Section C.3.1.A. states “The Sheraton Miramar Hotel MUST be used due to Force Protection and conference logistics requirements.” Bids from other hotels are not required or requested.

The following have been modified:

SOW

**STATEMENT OF WORK FOR UNITAS PAC 2015 IPC
Support for Partner Nation Participants in
Vina del Mar, Chile**

As of 15 APR 2015

C.1 DEFINITIONS AND/OR ACRONYMS:

CONTRACTING OFFICER - Representative of the Government authorized to execute Contracts.

COR - Contracting Officer Representative

NTR – Contracting Technical Representative

BILINGUAL: English, verbal and/or written

ESC- The Expeditionary Service Contractor

PN – Partner Nation

C.2 OBJECTIVE:

The primary objective of this contract is to obtain expeditionary Logistic Support for Partner Nation (PN) Forces and their designated personnel operating ashore in Chile during UNITAS PAC 2015 Initial Planning Conference (IPC) from 27 April to 2 May 2015.

C.3 SCOPE:

COMUSNAVSO requires lodging and meals in support of UNITAS PAC 2015 IPC for PN personnel per the attached Performance Work Statement (PWS). Attendees of UNITAS PAC 2015 IPC will arrive Vina Del Mar on 27 April, 2015 and depart 2 May, 2015.

C.3.1. GENERAL REQUIREMENTS

The SC shall provide lodging and meals for 10 PN personnel in Vina del Mar, Chile attending IPC for UNITAS PAC 2015.

C.3.1.A.HOTEL REQUIREMENTS

Hotel is required for Partner Nation participants during the UNITAS PAC 2015 IPC. The Sheraton Miramar Hotel MUST be used due to Force Protection and conference logistics requirements.

Point of Contact: Cristian Mara, (56)(32) 238 8600, Cristian.mara@Sheraton.com

C.3.1B.LOCATION: The hotel shall be in a safe secure location that is acceptable to United States Department of Defense security assessment. Lodging and meals must be provided within the main facilities with all lodging rooms within close proximity of each other. The Sheraton Miramar Hotel MUST be used due to Force Protection and conference logistics requirements.

C.3.1.C.SECURITY: The hotel shall have a modern professional system of internal and external security to include cameras strategically located to monitor the interior and exterior of the hotel.

C.3.1.D.The following hotel has been approved by the U.S. Security Cooperation Office (SCO) in Chile:

Sheraton Hotel

Avenida Marina N 15

Viña del Mar, Chile

(56)(32) 238 8600

http://www.starwoodhotels.com/sheraton/property/overview/index.html?propertyID=1536&language=en_US

C.3.1.E.HOTEL REPRESENTATIVE: The hotel shall provide a representative to act as a liaison with the US GOV logistics director. The hotel representative shall be of sufficient authority to resolve issues involving contract execution and invoicing as they arise, and will be available during the period of the conference and travel, 27 April – 2 May, 2015.

C.3.1.F.SERVICE BREAKDOWNS: The hotel shall ensure that any maintenance or repairs of hotel facilities, to include: guest rooms and suites, elevators etc., will be corrected immediately at the hotel's expense, to ensure the success of the conference and the meals served therein.

C.3.1.G.LODGING:

Hotel shall provide lodging with breakfast included for approximately ten (10) Partner nation personnel in Vina del Mar, Chile from 27 April – 2 May, 2015. Rooms will be single occupancy. Late check outs should be at no additional cost. US GOV may change or cancel lodging requirements to include the person designated for any room up to 24 hours prior to occupancy without penalty.

Day	Mon	Tue	Wed	Thu	Fri	Total Room Days
Date	27	28	29	30	1	
PN	10	10	10	10	10	50

C.3.1.H.MEALS REQUIREMENTS:

Lunch and dinner are required for PN participants during the UNITAS PAC 2015 IPC. Meal vouchers shall be provided for lunch and dinner during IPC for PN meals. PN Participants will be provided lunch at the Chilean Naval Club on 28 April – 1 May. US Gov will not be charged for unused meal vouchers.

C.3.1.I. MEALS REQUIREMENTS: Lunch, and dinner meals shall be provided by the hotel as indicated by Chart 1 and at the Chilean Naval Club as indicated in Chart 2. Meal vouchers should be provided to PN personnel according to Chart 1, however they should be flexible to support any last minute conference changes. Arrangements are to be made with the Chilean Naval Club to procure meals listed in Chart 2.

Chart 1

Day	Mon	Tue	Wed	Thu	Fri	Sat	
Date	27	28	29	30	1	2	Total
Lunch	10*	--	--	--	--	10**	20
Dinner	10	10	10	10	10	10***	60

Chart 2

Day	Mon	Tue	Wed	Thu	Fri	Sat	
Date	27	28	29	30	1	2	Total
Lunch	--	10	10	10	10	--	40
Dinner	--	--	--	--	--	--	--

*If checking in prior to 1300 local time

**If checking out prior to 1300 local time

***If checking out after 1700 local time

C.3.1.J.EXCLUSIONS: The US GOV will not pay for movies, mini-bars, laundry room service, telephone calls from or charged to guest rooms, or any other hotel charges other than those specifically provided for in this contract. Movies, mini-bars, laundry, service charges, etc. will be itemized separately on service bills and provided to guest participants for payment. Hotel guests will be responsible for all legitimate charges appearing on their lodging statements. *Hotel staff will inform guests during check-in which services will not be covered by the US GOV.* The hotel staff should request a credit card from guests upon check-in. Charges not covered by the conference are to be resolved between the guests and the hotel.

C.3.1.K. Translation Services: Simultaneous interpretation services are required for this conference. (1) Spanish to English Translator and (1) English to Spanish Translator are required

to provide translation services during formal conference meetings and for approximately 2 smaller breakout groups. The dates required are 27 April – 1 May, 2015 for approximately 8-10 hours per day. This includes all equipment and technicians required (headphones, microphones, and any other required equipment). The companies provided by the Security Cooperation Office (SCO) in Chile are the following:

Verónica Madariaga
Celular: +569 5178 2997
Correo: vero.madariaga@gmail.com

Traductores y Interpretes Force for Communication Excellence
Mirtha Parada
Executive Director
Phone: +562 – 2848 26 84
Mobile: +569 – 8 288 47 91
force@forceinterpretes.cl

C.4 Supporting Documents: See attached work statement on IGE.

C.5 GOVERNMENT POINT OF CONTACT: The point of contact for mission is [*Information to be provided upon award of the contract*] and designated as the Contracting Officer's Representative (COR) or Navy Technical Representative is the POCs under this contract and can be reached at [*Information to be provided upon award of the contract*].

C.6 QUALITY: The contractor shall provide the timely delivery of goods and services. Quality of all services or supplies provided shall conform at least to commercial standards in the relevant profession, trade, or field of endeavor. All services shall be performed by individuals fully qualified and licensed in their relevant area.

C.7 LOCATION OF WORK: Work site is in the local vicinity of Vina del Mar, Chile.

PERIOD OF PERFORMANCE FOR UNITAS 2014 IPC IS:

27 April – 2 May, 2015.

C.8 CONTINGENCY SITUATIONS/MISSION OPERATIONS:

Contingency situations (natural disasters, military peacetime and wartime contingency operations/exercises, serious accidents, civil disturbances, major mobilization or repatriation of non-combatants) may necessitate that the SC be flexible in arranging different levels of support and service operational hours. The SC shall respond to contingency situations and revise priorities as directed by the COR. If the SC cannot accomplish normal activities due to activation or exercise of any contingency plan, the ESC shall not be held liable for non-support of lower priorities. The COR will determine the lower priorities that can be temporarily relaxed in contingency situations. If appropriate, the SC shall be reimbursed for contingency operations requiring a higher level of response and resources. The SC shall submit a Request for Equitable

Adjustment detailing the impact resulting from the incorporation and operation of such contingency actions prior to the beginning of the contingency operations. In the event that operations are curtailed as a result of weather emergencies or other unplanned mission-related events, SC personnel may be considered non-essential personnel and thus, not required to be at the work site. They may, however, be required to be on call, to work at a designated evacuation site, or to be part of a crisis response team at a nearby site.

FUNDING REQUIREMENTS:

COMUSNAVSO/C4F will send mission funding via Request for Contractual Procurement, NAVCOMPT Form 2276, to FLCJ Jacksonville; ATTN: Ms. Alise Sindab, Jacksonville, FL 32212-0097; alise.taylor@navy.mil; (904) 542-1265). Incidental CLIN and funding will be included in the contract for the amount totaling three (3) percent of the total cost of the contract. The CLINs of the contract shall match the CLINs of the funding documents. For payments of invoices, the ESC is instructed to send invoices to COMUSNAVSO/C4F points of contact at COMUSNAVSO/C4F; ATTN: Mr. Julio Camana; Building 1878 NS Mayport: Jacksonville, FL 32228. Julio.camana@navy.mil; (904) 270-4550.

METHOD OF PAYMENTS:

Vendors may submit invoices via Wide Area Work Flow (WAWF). For this situation, the words "Prompt Payment Certification" will be replaced by EFT (Electronic Funds Transfer) which is WAWF.

Invoices for goods received or services rendered under this contract shall be submitted electronically through WAWF in the Receipt and Acceptance section of WAWF.

INVOICING INSTRUCTIONS

Invoices will be processed via manual submission.

Submit invoices to:

ATTN: JULIO CAMANA
COMUSNAVSO
BLDG 1878 NS MAYPORT
JACKSONVILLE FL, 32228
TEL: 904-270-4550

DFAS Paying Office DODACC/address:

DODAAC N68732
DFAS CLEVELAND
Norfolk Accounts Payable
PO Box 998022 N68732
Norfolk, VA 44199-8022

(End of Summary of Changes)