

N69450-15-RP-00035 – Amendment 2
Relocation Assistance Services for MILCON P-433, Beaufort County, South Carolina

The deadline for RFP question submissions has passed. The Government's responses to questions submitted prior to the posted deadline are provided below:

1. On page 6, under "2. Specific Project Information," are the "owner non-occupant" units vacant or do they house tenants?

"Owner non-occupant" units include both vacant and tenant-occupied units.

The Mobile Home Development contains approximately 23 mobile homes. The Government estimates that 22 are occupied and 1 is vacant. The approximate numbers of owner non-occupants, tenants, and owner-occupants are provided in paragraph 2 of the Statement of Work.

The 40 Acre Parcel contains approximately 4 mobile homes that the Government estimates are all occupied. The updated approximate numbers of owner non-occupants, tenants, and owner-occupants are provided in the amendment (#3) to paragraph 2 of the Statement of Work.

2. Can physical addresses be provided for the two proposed project sites? We would like to either visit the sites or view the properties on-line.

In order to protect the privacy of displaced persons, we cannot disclose the physical addresses of the proposed site prior to contract award.

3. On page 4, "Technical Factor 2: Capacity and Key Personnel," line item (3) suggests that at least one staff member needs to be available all day, every business day. Is this to be interpreted as "physically available" or by telephone/800 number? We ask this because line item (4) indicates that staff members must be able to be "in Beaufort, SC" given 36 hours of notice, which suggests that physical presence 40+ hours a week is not required.

Telephone and e-mail are sufficient for daily business contact availability requirements.

4. Regarding Past Performance Questionnaires, are these to be completed by our references and returned by said references directly to the Government? Or are they to be completed by the Proposer and returned as a component of the submitted proposal? We ask this because, for other Federal solicitations, the questionnaires are required to be completed by references and returned directly to the soliciting agency.

Offerors should only provide current contact information for references. The references provided should correlate directly with the project examples submitted for Technical Factor 1. The Government will contact references directly.

5. Another question in reference to the requirement for the 2 key personnel must "possess all required licenses or certifications with the State of South Carolina at the time proposals are submitted" - can you please confirm what those certificates are?

The Contractor is expected to have a thorough knowledge of any local certification and licensing requirements. Any such certifications or licenses the Contractor holds should be itemized in the Contractor's résumé.

6. Are the age range and condition of the mobile homes known at this time?

The age range and condition of the mobile homes is not known at this time. The Contractor is expected to be instrumental in determining whether acquiring or relocating the mobile home is most appropriate.

7. If a mobile home mover requires a fee to give a bid to move a mobile home is the payment of this fee the contractors' responsibility?

Any fees for cost estimates will be the responsibility of the Contractor.

8. When a mobile home is moved by a low bidder will the Government or the Contractor make payment to the mover? Also, will the mobile home mover need to have a DUNS number and be in the SAM database?

Payments will be handled by the Government's local escrow agent. Commercial movers will not need to have a DUNS or be registered in SAM.

9. On the Proposal Sheet the row for Completed Relocations has a 1 for Total Units. Should The Offeror enter their price for all the relocations based on the information in the RFP on the Total Price column or give a unit price per relocation? If the latter, a total number of relocations would need to be agreed upon.

The Offeror should submit a total fixed price bid based on the entire project scope provided in paragraph 2 of the Statement of Work, which contains the estimated number of relocations. Please note that paragraph 6.A. of the Statement of Work states, "This contract covers all eligible, displaced persons impacted by MILCON P-433 residing at the Mobile Home Development and the 40 Acre Parcel. During the course of this project, additional displaced persons may be identified and/or the list of such persons may be amended."

10. Will the Government provide a "Brochure" explaining the displaced persons' rights to be distributed to the displacees or is this the responsibility of the Contractor?

For the Mobile Home Development, all known expected displaced persons have been provided a copy of the brochure "Relocation: Your Rights and Benefits as a Displaced Person Under the Federal Relocation Assistance Program" as provided by the U.S. Department of Transportation Federal Highway Administration. For the 40 acre parcel, the Government will provide the Contractor pamphlets to disseminate to displaced persons.

11. Section 4 – Deliverables, Paragraph A requires a final Relocation Assistance Planning Report be delivered within 60 days of the NTP. Contractor assumes no relocation offers can be

made until after the Planning Report has been prepared, submitted and approved by the Government. Section 5, requests completion of relocation by May 31, 2015. To be in compliance with the Uniform Act, Contractor must give 90 day notices to vacate at the time of the relocation offer. How will the Government manage handling both of these requirements within this timeframe?

The Government identifies May 31, 2015 in the Statement of Work as the ideal date for all relocation work to be completed. This date is reflective of the Government's intention to complete all relocation work as expeditiously as possible and will not serve as a suspense deliverable requirement within the contract. The Government acknowledges that work shall be completed in compliance with the Uniform Act.