

NOTICE TO OFFERORS

The Naval Sea Systems Command Warfare Centers appreciate the interest Industry has shown in the DRAFT RFP (N00178-04-R-4000) and the Industry Brief published on 14 November 2003. Your questions and insight has been extremely valuable in developing the final RFP.

The Warfare Centers have provided answers to all timely responses received. Significant effort has been made to thoroughly understand the proposed questions and accurately answer the questions consistent with the SEAPORT Enhanced Acquisition Strategy.

Offerors are advised that the governing document setting forth the Warfare Centers Acquisition Strategy is the final RFP not the answers to the questions.

Thank you again for your interest in this important Warfare Center Acquisition.

NAVSEA WARFARE CENTER PROCUREMENT COUNCIL

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Time and Material contracts are mentioned as specifically excluded. Why?

Answer: The Federal Acquisition Regulation (FAR) 16.601 states in part “A time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency.” One of the key objectives of the SEAPORT ENHANCED acquisition is to encourage industry to find methods to reduce costs and identify efficiencies. The Time and Material contract requires increased government surveillance and does not encourage the contractor to be as efficient as other contractual vehicles.

Question: There are high goals listed for Small Business participation. How would teams comprised of only Small Businesses be categorized?

Answer: The dollars awarded to the Small Business and its Small Business teams would be categorized as dollars awarded to Small Business as part of the 33% goal.

Question: The Government is very good at paying contractors, eventually. Even considering Prompt Payment requirements, delays frequently occur well past acceptable commercial standards with no accountability. Will the new acquisition strategy address existing payment deficiencies?

Answer: The resulting contract will contain the FAR clause 52.232-1 Payments.

Question: Can you be a Prime in more than one Zone? Potentially all seven Zones?

Answer: A contractor will only be awarded one contract as a Prime. That contract will provide for performance in all Zones for which you qualify.

Question: We have an office in the National Capital area (Zone 2) and will have an office in the Southwest (Zone 6) by December 1st. Are we limited to those two zones with respect to being in consideration for a prime contract award or can we submit a request for consideration in other zones if other companies on our team have existing offices in those zones. As an example, company “X” is part of our team and has an existing office, or prime contract, in the Mid-Atlantic (Zone 3), can we be considered for a prime contract award supporting zone 3 along with zones 2 & 6? Is the prime contractor’s office location (or prime contract) the only allowable method of meeting that restriction or can the requirement be met by one of the subcontractor’s facilities (or prime contracts)?

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) you wish to be considered in. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

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Question: I realize that you can't at this point know how many awards will be made, or how many will be made to a small business. Can you at least confirm for us that some portion of prime awards will definitely be awarded to Small Business / 8(a)? The Small Business community would like some assurance that we can play here as prime contractors.

Answer: A goal of this acquisition is 33% of the dollars obligated during the life of the contract will go to Small Business Primes.

Question: Your solicitation mentions that to be able to bid for a particular zone that firms need to have a current contract within that zone - Please clarify what qualifies as a "contract". For instance, is a GSA delivery order considered to be a contract? Also, does the contract have to be with a NSWC field activity? For instance, if our firm has a prime contract with NAWC Lakehurst, NJ does this qualify as a prime contract within the Northeast region? Does the contract within a region have to be current? For example, can we justify bidding for the Northeast zone if our prime contract with NUWC expired last year?

Answer: The Zone presence definition states "To be considered in one or more of the Seven Zones you must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered." For the purpose of the qualification requirement contract means meaningful work performed at one or more of the Warfare Center sites in one or more of the 21 Functional Areas. An order on a GSA contract may qualify as a contract if its relevant to the 21 Functional Areas of the SOW.

Work performed at NAWC Lakehurst, NJ is not a NAVSEA Warfare Center and would not qualify you as having a presence in a Zone. The work performed at NAWC may be used if applicable as depth and breadth experience if it relates to the 21 Functional Areas of the SOW.

Question: In order to bid for a zone, can prime contractors utilize the current contracts and past performance of their subcontractors? For instance, can we utilize our subcontractors prime contractor experience with NSWC Panama City as sufficient to justify bidding for work in the Gulf Coast?

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) you wish to be considered in. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

Question: Page 71, paragraph H.1 states; "To be considered in one or more of the Seven Zones you must have held or currently hold a prime contract or currently have a local Office in the Zone(s) in which you wish to be considered." Does this apply to the Prime or to the Prime and it's team members in total? What is the definition of local office? Any where in the Zone? Within 25 miles of a Warfare Center?

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Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) you wish to be considered in. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

The definition of local office is an office within the geographical Zone(s) identified in the RFP page 71 of 134 that is; 1) in existence at the time the RFP is issued; 2) is in business to provide the support found in Functional Areas identified in the SOW; and 3) staffed by employees employed by the Prime contractor who proposes on RFP N00178-04-R-4000 or at least one of it's team members (subcontractor).

For purposes of the MAC award Offerors will be deemed eligible for award if they meet the presence definition within the Zone they wish to be considered for. Be advised that during the fair consideration process (after award) ordering activities may have specific response times identified as a minimum requirement (i.e., 1 hour response time).

Question: **Page 80, paragraph H.9 states; “may... add additional IDIQ holders. Since long-term business partnering is encouraged, current IDIQ holders and their team members will not be eligible to compete for these contracts.” In our Opinion this is unfair to the Small Business which is a sub of one of the would-be existing IDIQ holders; who after a period of time; wishes to become a prime. Request you re-evaluate this statement.**

Answer: The last sentence of H.9 Rolling Admission on page 80 of 134 will be deleted.

Question: **Page 127, paragraph 5.4.3; states that Large Businesses must subcontract 20% to Small Business with 1% going to Hub-Zone Businesses and 1% going to Veteran Owned Small Businesses. Present requirement call for subcontracting 23% to Small Businesses, 3% to Hub-Zone Businesses, and 3% to Service Disabled Veteran Owned Small Businesses. Request you reconsider these requirements.**

Answer: The present requirement identifies a 20% requirement for Large Businesses to subcontract to Small Businesses. The RFP further identifies specific minimum requirements be met. These are identified on page 127 of 134, 5.9.3 Subcontracting (Large Businesses only). The Hub-Zone goal will be changed to reflect the FAR requirements (3%).

Question: **We respectfully request that you raise the Small Business Subcontracting goal for Hub-Zone companies from 1% to 3%. This is in accordance with the latest FAR provisions.**

Answer: The Hub-Zone goal will be changed to reflect the FAR requirement (3%).

Question: **Page 16, Paragraph 5.0 – What percentage of Task/Delivery Orders do you expect to be classified in nature?**

Answer: Since the proposed type of contract will be ID/IQ the specific tasks and security requirements for these tasks are unknown. Once specific tasks are identified, the security requirement will also be identified.

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Question: Page 64, POINTS OF CONTACT – Will the Contracting Officer Representative assignments be site specific, region specific, or directorate specific?

Answer: It is anticipated that the COR assignments will be Task Order specific and issued by the various Warfare Center sites.

Question: Page 75, H-6 TASK ORDER PROCESS, subparagraph (2)i – Please more clearly define positive and negative incentives.

Answer: Orders converted to performance based will have Quality Assurance plans that identify both positive and negative incentives. These incentives will be clearly identified in the Quality Assurance Plan.

Question: Page 81, paragraph H.11 GUARANTEED SAVINGS CLAUSE – How does the Government anticipate the contractors to guarantee savings on level of effort tasking where a fixed amount and type of labor is to be delivered?

Answer: This is an opportunity for Offerors to demonstrate their unique ideas for cost savings. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting could be examples of ideas for cost savings. The Navy's objective is to move to Performance Based SOW.

Question: Page 82, paragraph H.11 GUARANTEED SAVINGS CLAUSE – If the work volume on any given task is reduced year-to-year, does the requirement to show cost savings still apply?

Answer: One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, innovations, and cost saving initiatives to provide high quality savings at a reduced cost to the Government. Cost savings initiatives proposed by Offerors that are conditioned upon certain volumes of work may be affected if the work volume is decreased.

Question: Page 82, paragraph H.11 GUARANTEED SAVINGS CLAUSE – Does the reference to pass through rates apply to the prime and subcontractors contractual relationship? Would the Government please clarify their definition of “pass through rate”?

Answer: “Pass through rate” is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e., subcontractor). The cost could include fee, material handling or general and administrative costs.

Question: Page 120, 52.222-46 EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (FEB 2003) – Where does the total compensation plan go into the proposal content? It is not referenced in paragraph 4.3 on page 124. Is there a page count limit to this?

Answer: There are no page count limits in your response to 52-222-46 Evaluation of Compensation for Professional Employees (Feb 2003). This Compensation Plan may be submitted with the cost proposal.

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Question: Page 123, paragraph 3.7 – Will the Government provide a WORD version of the sections to be filled in?

Answer: No, The RFP will be provided in PDF format.

Question: Page 126, paragraph 5.4.1 Depth and Breadth: – This paragraph requests that the Offerors complete sheet 2 of Table A that shows a multi-disciplinary labor mix. In addition, the requirement is to provide one key individual for each functional area proposed. Can we interpret this to mean that the Offeror only needs to identify for proposal purposes a single, qualified individual for each functional area? Can the same individual be named in support of more than one functional area? Does the individual named have to reside or have their primary work location in the Zone they propose to support?

Answer: For proposal purposes, the Offeror must identify one key individual per Functional Area proposed. The same individual may be proposed more than once. Be advised that the Navy is extremely interested in your depth and breadth of experience, thus the more individuals identified with work experience in the 21 Functional Areas the more favorably the Navy will view your proposal.

The individual named does not have to reside or have their primary work location in the Zone they propose to support. Be advised that during the Task Order process minimum response time requirements may be identified.

Question: Award Term Plan, Page 3, 4.0 AWARD TERM PROCESSES, subparagraph e. – This subparagraph states that the ATRB will meet within 45 days after the end of the evaluation period. It further states that the first session will be held no later than the beginning of year four under the base period (April 2007). This conflicts with the statement in paragraph 1.0 INTRODUCTION, subparagraph a. that states “Evaluation for term periods will begin 12 months after the effective date of the contract.” Can the Government please clarify the evaluation schedule? To which types of orders will this Award Term Plan apply?

Answer: The sentence “Evaluation for term periods will begin 12 months after the effective date of the contract” will be deleted. The Award Term process will apply to the MAC not the orders.

Question: Page 124, paragraph 4.3 (c) – Is the Subcontracting referred to in this paragraph the same as the Subcontracting Plan required by FAR 52.219-8 referred to on page 85?

Answer: The Subcontracting referred to on page 124 of 134, 4.3 Evaluation Factor 1: (c) Subcontracting (Large Business Only) refers to the evaluation factor of Subcontracting 20% of the work to Small Business concerns. This is a specific evaluation factor separate from the requirement of 52-219-8. There are no page limitations in providing a subcontracting plan in accordance with 52-219-8.

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Question: SF 33, Block 9, page 1. It is anticipated that the RFP will require Offerors to submit their proposals in accordance with the Additional Instructions for Offerors (Section L, paragraph 2.0, page 122), i.e., only at Dahlgren. Such a requirement places firms outside the National Capital Region at a distinct disadvantage in that they must complete proposal preparations a significant amount of time (as much as 48-72 hours earlier) before those located near Dahlgren to ensure on-time delivery. Since the contract is intended to service NAVSEA warfare centers in seven geographical zones and TO's will eventually be managed from these sites, in the final proposal will the Government stipulate that Offerors may submit original proposals at NSWC/NUWC contracting office sites other than Dahlgren, e.g., NSWC Port Hueneme, NUWC Newport, etc., and confirm the names and locations of these sites in Section L, paragraph 2.0?

Answer: The Naval Surface Warfare Center Dahlgren Laboratory is acting as the PCO on these multi-award contracts on behalf of the NAVSEA Warfare Center. Offerors must plan appropriately to ensure their proposal is received at the address identified on page 119 at the day and time identified in the RFP.

Question: Section H, paragraph H.9, page 80. What provisions are there for IDIQ holders to add a zone over the lifetime of contract, e.g., after adding new business location or technical capability?

Answer: H.8 Rolling Admissions will allow the Government to determine if there is a need to announce a new competition for the purpose of adding additional ID/IQ holders, increasing Zone representation by Small Businesses or allowing for contractors who expand business locations to other Zones. Be advised the last sentence of H.8 has been deleted.

Question: Section H, paragraph H.11, page 81. The paragraph requires the Offeror to agree to provide a volume discount based upon the dollar value of task orders awarded during a calendar year. We believe a volume discount based upon the actual amount funded provides a fairer measure of the contractor's ability to offer a meaningful discount in that it does ask him to give back something he does not yet have. Therefore, we request that the Government consider modifying the basis for the volume discount to read task orders "funded."

Answer: The volume discount will be on the orders funded.

Question: Section I, clause 52.222-46, page 120. This clause requires an Offeror to submit a total compensation plan as part of its proposal. The Additional Instructions for Offerors section does not contain instructions on where this compensation plan should be placed; in fact, does not mention it at all. Is a compensation plan required, and if so, please clarify in paragraph 4.3 on page 124 in which section of an Offeror's proposal it should be included? Could the Government also clarify if subcontractors are required to submit supporting compensation plans, and if so, what are the procedures for doing so?

Answer: The compensation plan identified in Section I Clause 52-222-46 is required. There are no page limitations, they need only be submitted for the Prime contractor.

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Question: Section L, paragraph 4.2 page 124. Could the Government clarify the width of Table A left right margins?

Answer: The Government will provide Table A in PDF format.

Question: Section L, paragraph 5.3.1.1, page 125. This paragraph requires the Offeror to submit a ceiling unit price for Item 0001. In addition, paragraph 5.6. on page 128 requires the Offeror to provide a breakdown of the derivation of the ceiling unit price, including indirect burdens. If the rate used to meet the ceiling price requirement comes from a subcontractor who deems its derivation proprietary information, is it permissible that the subcontractor submit this information directly to the Government under separate cover?

Answer: Yes, it is permissible.

Question: Section L, paragraph 5.3.3, page 126. Are subcontractors required to submit Section K, Representations and Certifications? If so, should they be placed in the prime Offeror's proposal or may subcontractors submit them to the Government under separate cover?

Answer: Section K Representation and Certifications are only required for the Prime contractor Offerors.

Question: Section L, paragraph 5.4.1, page 126. Offerors are instructed to "provide the maximum amount of experience/expertise that the Offeror (or Offeror's team) has performed...for each functional area." However, on page 1 of Table A, there is no column for indicating which contracts listed are those of the prime and which are those of its subcontractors (assuming the Prime/Subcontractor column refers to the Offeror's role on the contract referenced on a given line). Could the Government clarify how Offerors are to distinguish between their contracts and those of their team members? In addition, the paragraph only permits identification of "one key individual per Functional Area proposed" on page 2 of Table A, which limits the amount of "expertise" an Offeror can demonstrate in terms of numbers of employees, zones, etc., and may adversely affect the evaluation of the contractor's expertise. Could the Government confirm that Personnel is to be an evaluation factor, and if so, further confirm that Offerors will not be penalized for limiting the number of personnel on page 2 of Table A to the prescribed one per functional area?

Answer: Table A is only one way the Offeror may demonstrate his Depth and Breadth of experience. Section 5.4.1.1 requires the Offeror to discuss in detail experience/expertise identified for each listing found in Table A. This narrative should identify specific Prime and Team Member experience.

Depth and Breadth paragraph 5.4.1 states in part "Additionally, Offerors shall complete Sheet 2 of Table A that shows workforce composition relative to the Functional Area and Zone being proposed on. The Offeror's labor mix should be multi-disciplinary that identifies one key individual per Functional Area." The evaluation of Personnel experience/expertise will be included in the Depth and Breadth evaluation.

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Question: Section L, Paragraphs 5.5.3 and 5.4.3.1, page 127. These two paragraphs appear out of sequence; which is correctly numbered? Is it the Government's intent that only large businesses must submit subcontracting/teaming agreements with their proposals (which is consistent with the evaluation criteria set forth in paragraph 4.0 beginning in page 131)? Could the Government confirm in which section of the proposal they are to be included and that they will be exempt from the page count limit for that section?

Answer: The RFP has been changed, see Section L.

Question: Section L, paragraph 5.5.3, page 127. Are large businesses proposed as subcontractors to a small business prime required to submit a Small Business subcontracting plan? If so, where are they to be placed in the proposal or may subcontractors submit them to the Government under separate cover?

Answer: No, only Large Business Primes.

Question: Section M, Paragraph 3.1, page 29. This paragraph states "if one portion or element of an evaluation factor is considered unacceptable, this shall result in a rating of unacceptable for the evaluation factor." Since contracts will be awarded by zones, if an Offeror's technical capability, e.g, depth and breadth of SOW experience, is evaluated as unsatisfactory in one zone will that Offeror's entire proposal be rated unacceptable? Or will Offerors be evaluated as acceptable/unacceptable by zone and contracts awarded accordingly?

Answer: Offerors will be evaluated in accordance with the evaluation criteria set forth in Section M.

Question: What current work/contracts will SeaPort Enhanced absorb? NAVSEA has not yet provided an indication of exactly which NAVSEA field activity contracts will be replaced by SeaPort Enhanced. Will SeaPort Enhanced replace all current contracts for services addressed in the SOW?

Answer: There is no intention for an immediate wide scale disruption of existing contractual relationships upon award of SEAPORT ENHANCED. It is expected that SEAPORT ENHANCED will be considered when attempting to exercise existing options, the renewal of service contracts, or new service contract requirements.

Question: Will current NAVSEA field activity contracts not suitable for SeaPort Enhanced be placed under SeaPort I? The SeaPort Enhanced SOW does not cover all services currently being provided by contractors. It is rumored that current contracts with SOWs not covered by SeaPort Enhanced will be incorporated into SeaPort.

Answer: It is anticipated that the Warfare Centers will use numerous tools to secure services; such as, SEAPORT I, SEAPORT ENHANCED, existing Warfare Center contracts and other contractual vehicles that meet the Navy's program needs.

QUESTIONS FROM INDUSTRY

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Question: How will NAVSEA account for the difference in labor rates at the various Warfare Center and contractor locations around the United States? The rates in Newport are typically lower than those in Washington but higher than those in Norfolk, for example. If a contractor is located in Newport and has existing work there, he could be competing for his existing work with a company out of Norfolk with lower rates. If cost were the major evaluation factor, the Norfolk company would have the advantage. However, should the Norfolk company win, the cost of their performance in Newport would be very similar to the Newport company -- the Norfolk company would still have to hire personnel in Newport. By the same measure the Newport company would be unlikely to win any work in the Norfolk area. The net result is that the Newport company would be placed in a competitive disadvantage and would be likely to lose existing work.

Answer: During the Fair Consideration Process (Task Orders), the Warfare Center Sites placing the Task Orders will be responsible for determining price reasonableness and overall best value based upon the various terms and conditions and place of performance of the Task requirements.

Question: Will SeaPort Enhanced take into account the limited resources of Small Businesses? Most Small Businesses find themselves strained under current phased-award, multiple source contracts at the local level. Typically, in a given year Small Businesses respond to hundreds of requests for quotes (RFQs) under existing delivery orders for their incumbent work. Our understanding is that under the SeaPort concept, they would be required to provide a technical proposal for each of those RFQs -- that would be required just to maintain their existing DOs. (A proposal typically requires a written technical approach tailored to the particular statement of work, plus resumes, and past performance information.) This would mean at least two to three technical proposals a week just to retain existing work. This approach would require hiring more personnel and allocating more resources to develop those proposals just to maintain current tasking - which would have a severe impact on overhead, competitive position, and performance. This lack of resources leaves them at a severe disadvantage against large businesses.

Answer: Task Order proposal requirements will vary based upon the service required and the data needed to determine the overall best value. Task Order Proposal requirements will only request the data needed by the Warfare Center to determine the overall best value.

Question: Will RFQ response procedures be similar to those used for SeaPort I? Will quick turnaround requirements be just as prevalent? Turnaround requirements on SeaPort I are typically three to five days. SeaPort I required prime contractors to establish dedicated web sites and conducted RFQ issuance and response actions through the dedicated NAVSEA web site. This may have expedited issuance and response times to NAVSEA's benefit, but not necessarily to that of contractors, especially Small Businesses who are almost exclusively subcontractors under SeaPort I. Small Businesses do not have enough resources to meet all quick turnaround and simultaneous requirements in the bidding environment that SeaPort Enhanced is expected to bring.

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Answer: It is anticipated that the RFQ Task Order process will be similar to what has been developed by NAVSEA for SEAPORT I. Each Warfare site will be responsible for determining the length of time required for proposal submittal. Factors such as the complexity of the Task and the program schedule will determine the length of time allowed for proposal submittal.

Question: How will work currently being performed under the regulations of the Service Contract Act be incorporated under SEAPORT Enhanced? If the current contract is SCA, the task order under SeaPort Enhanced should be SCA. Most of the current NUWC Newport contracts invoke the SCA. Assuming that SeaPort Enhanced did not invoke the SCA and work currently being performed under the regulations of the SCA was included in SeaPort Enhanced, contractors would be at risk with the Department of Labor. Once DOL has determined that the work should fall under the SCA, the fact that the SCA has not been invoked does not relieve the contractor from the requirements of the SCA. Based on the scenario above, if a company bid against the incumbent and did not use SCA rates, the incumbent contractor would be placed at a severe disadvantage.

Answer: The Warfare Center site responsible for the award and administration of the Task Order will be responsible for the SCA Wage Determination process.

Question: Will contractor size status be "grandfathered" under SeaPort Enhanced? A current rumor is that once a contract is awarded to an 8a or other Small Business, it will be tracked as an 8a or other Small Business contract for the 15-year life of SeaPort Enhanced. This would occur regardless of the Awardee's being acquired by a larger company, the Awardee's outgrowing its small business size standard, or the Awardee graduating from the 8a Program. If "grandfathering" is allowed, the potential exists for distortion of numbers in achieving Small Business goals including both Government and Large Business Primes.

Answer: Size status will be re-evaluated every five (5) years or as required by regulations. When it is known through a novation agreement that a previously categorized Small Business has changed its size status, Small Business preferences will no longer be available to that firm.

Question: Will NAVSEA maintain reports of dollars awarded to Small Disadvantaged Businesses, Woman-owned Small Businesses, Hub-Zone Businesses, Veteran Owned Businesses and Small Businesses under SeaPort Enhanced? Will they be available to the Small contractor community? Current SeaPort I reports to the contractor community give no visibility to this issue. Large awards made to Small Businesses may or may not have been passed through to Large Business team members. The actual dollars awarded to the Small Business primes and subcontractors are not visible. If there are going to be truly enforceable goals, visibility to all concerned will be vital.

Answer: SEAPORT ENHANCED data collection will identify Small Business dollars obligated for the various types of Small Business firms. Subcontracted dollars to Small Business will also be captured. This data will be made available to the various Warfare Center Sites.

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Question: Will existing work be bundled into larger task orders under SeaPort Enhanced? The possibility exists for work across multiple current contracts to be bundled into large task orders under SeaPort Enhanced. If that occurs, Small Businesses may be precluded from bidding on new or incumbent work since the TO may be too large and may require a broad range of capabilities beyond their resources. This is a situation that already exists under "contract bundling." If it occurs at the task order level, the net results are the same - Small Businesses do not have the resources to go after large bundled, multiple disciplinary task orders and will be severely disadvantaged.

Answer: Each proposed Task Order will be reviewed by the local Small Business Advocate to: 1) ensure adequate work is set aside for Small Business concerns and, 2) Tasks are not developed that exclude Small Business participation due to the size of the effort.

Question: If existing work is bundled into larger task orders under SeaPort Enhanced, will justification be required for bundling of Task Orders? Current regulation requires justification for bundling at the contract level.

Answer: Each proposed Task Order will be reviewed by the local Small Business Advocate to: 1) ensure adequate work is set aside for Small Business concerns and, 2) Tasks are not developed that exclude Small Business participation due to the size of the effort.

Question: Will reasonable pass-through charges be allowed? SeaPort I required bidders to provide a Cost Savings Approach, which included describing how offerors would achieve price reductions and "volume discounts," and how it would "minimize pass-through charge and ability to reduce it below the proposed percentage during lifetime of contract." SeaPort Enhanced allows a minimal pass-through and no fee on subcontractors. If that is the case, the Government will have passed its administrative costs on to the contractor but then declined to reimburse him for that cost. The resource requirements for responding to RFQs and for administration of subcontracts will be much greater under SeaPort Enhanced. Currently, a pass-through of 1% or less is the goal under SeaPort Enhanced. The additional cost will have to be taken from off the bottom line or be added to G&A, neither of which is a good option. A typical fee for a small services-type contractor averages 3 to 5 percent.

Answer: Reasonable pass through charges will be allowed. One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, and cost savings initiatives to provide high quality services at a reduced cost to the Government.

Question: When a small business has been acquired and its task orders are incorporated into a large business's task order portfolio, will these task orders continue to count in NAVSEA's small business goals?

If the work was awarded to a Small Business the dollars obligated to the Small Business will be counted towards the NAVSEA Small Business goal. Small Business set asides will be made on a Task Order basis.

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Question: Cost reductions are usually associated with a reduction in provisional rates; which are generally approved by DCAA. If a company bills the government at the provisional rates, and is audited several years later, it is quite possible that the audited rates will yield no cost savings to the Government as those costs are captured by the business well after the specific contract has closed. How will the Government prevent actual costs superseding “cost reductions based on volume”, after the auditing process is completed? Will the Government establish a “cost review organization to review each company’s cost performance, before a follow-on is negotiated? Although, this is currently not done at most Navy R&D facilities, but if implemented, would ensure that competition is fair and reasonable.

Answer: All cost savings measures proposed will be made part of the awarded contract and will be enforced by the Government. It is anticipated that cost evaluations on individual Task Orders will be based on actual rates to the extent possible.

Question: The proposal states that NAVSEA has a set-aside goal of 30% for small business. Similarly, the original SEAPORT vehicle at NAVSEA had small-business set-aside goals. How have those set-asides been measured and enforced? Does NAVSEA have any statistics/metrics that demonstrate that the set-aside goals were achieved on an annual basis?

Answer: The SEAPORT vehicle has no provisions to set-aside any requirements for Small Business. As such, there have been no set-asides. Therefore, no statistics/metrics are possible. The NAVSEA SEAPORT solicitation and resultant contracts did contain goals for Small Business subcontracting over the life of the contracts.

Question: How will the government enforce the requirement that large business must set-aside 20% of obligated dollars to small business? How will that metric be measured? What will be the remedy for the small business community if a large business does not meet this goal? Applying a remedy at the award-fee level does nothing for the small business concerns in each region, which may be forced out of business because of a large business that is not willing to adhere to the NAVSEA goals. Will the large business be prevented for competing on the follow-on work?

Answer: As part of the Award Term Evaluation Plan, Large Business contractors must demonstrate that their proposed subcontracting goals have been met or exceeded. The SF294s’ will be used as a data source, as well as the contractor’s written self assessment. The achievement of the required subcontracting goals will be a key consideration in determining whether the contractor will receive additional years of performance.

Question: If a company submits a bid as a small business, and subsequently exceeds the NAICS size standard of \$23 million, for three consecutive years during the task performance period, will that company’s status remain “small business” for the duration of the contract (15 years), or, will the company’s status change to large business, and the work be re-competed in the small business venue? *The concern is that small business set-aside task orders can be locked up for 15 years, thereby, denying the small business community a fair and reasonable opportunity to gain access to the work.*

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Answer: Company size status at a minimum will be reviewed every five years or as required by regulations to determine if any changes in size status have occurred.

Question: If a small business is acquired by a large business, will the large business's newly acquired "small business" orders remain in the small business venue, or will they be removed from competition and become part of the large business task order portfolio for 15 years?

Answer: Small Business set-aside determinations will be made on a Task Order basis.

Question: If a small business has compelling evidence that another small business has exceeded the size standard, how will that small business lodge a protest in the SEAPORT Enhanced multi-award environment? Will that business be forced to transition over to a large business status, or will it remain a small business for the next fifteen year; which is patently unfair and unreasonable to the rest of the small business community?

Answer: Such concerns should be brought to the attention of the Contracting Officer and ombudsman during the Fair Consideration Process. During the Fair Consideration Process, as well as during the MAC Award Process, the procedures found in FAR 19.302 will apply.

Question: DRFP p. 126 - 5.4.1: Because of the statement "*provide the maximum amount of experience/expertise*". Can it be assumed correctly that each Functional Area in Table A may have multiple contracts listed?

Answer: Only one contract per Functional Area is required for Table A. To further demonstrate your Depth and Breadth of experience/expertise you may identify additional contracts in the narrative identified in 5.4.1.1.

Question: DRFP p. 127 - 5.4.3.1: Since this section is subordinate to section 5.5.3 which is for "Large Business Only", can it be assumed correctly that subcontracting or teaming agreements do not need to be submitted by Small Business concerns?

Answer: All Offerors proposing subcontractors must fill out Exhibit B.

Question: DRFP p. 71 – H.1: Interpretation of "you" in the statement "... *you must have held or currently hold a prime contract or currently have a local office ...*". Does "you" refer to the prime contractor only, the team as whole, or only zone-qualifying members on the team?

Answer: "You" means the Prime or any member of the Prime Team (Company).

Question: DRFP p. 59 – HQ C-2-0037: Will the Organizational Conflict of Interest clause be invoked on the contract level, or relegated to the Task Order level due to the broad nature of the contract?

Answer: The Organizational Conflict of Interest Clause will be invoked at the Task Order level.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: DRFP p. 125 - 5.3.1.1: “ ... *actual hourly labor rate appropriate for the Zone and Functional Areas being proposed on, ...*”. The statement above seems to imply that there will be a separate price for each zone? There is only one ceiling price for CLINs 001, 004, and 007 in Section B. Please clarify.

Answer: The Offeror is required to submit only one actual labor rate. Rates associated with the performance of specific Zones will be dealt with during the Task Order process.

Question: DRFP p. 126 – 5.4.1: Is a separate Table A required for each member of the team, or for the team as a whole? If for the whole team, how should the team’s members be identified for each contract referenced?

Answer: Table A requires one Key individual per Functional Area proposed. Section 5.4.1.1 provides Offerors the opportunity in narrative form to discuss in detail his experience/expertise identified for each listing found in Table A. Specific experience is defined as recent relevant work under an identified (Table A) contract.

Question: DRFP p. 127 – 5.5: “*The Government may use the first fifteen entries in Table A, ...*” Does this mean that contract references for Functional Area’s 3.16 thru 3.21 may not be used? Also, if multiple contracts are referenced per Functional Area, Functional Area’s preceding 3.16 may not be used?

Answer: All relevant experience will be evaluated by the Navy within applicable page limitations.

Question: DRFP p. 130 – 3.2(a): Adjective ratings of “*Acceptable*” and “*Unacceptable*” are not defined in sections 4.0 and 5.0. Assume “*Acceptable*” equals “*Average*”, and “*Unacceptable*” equals “*Unsatisfactory*”?

Answer: Pages 131 through 134 identified the definition of Outstanding, Good, Average and Unsatisfactory as they relate to the evaluation factors. Page 130 will be changed to read Outstanding, Good, Average, and Unsatisfactory.

Question: DRFP p. 132 – 4.0-2: Past Performance. Does “*highest possible ratings*” mean only “*Outstanding*” on CPARS, or does it also include “*Excellent*”?

Answer: Per the RFP evaluation criteria, Outstanding is defined in Section 5.0 of page 133. As identified on page 131, an outstanding rating in past performance relates to an Excellent rating in CPARS.

Question: Industry Brief, Frame #20: “*To be considered in one or more of the Seven Zones you must have held or currently hold a prime contract or currently have a local Office in the Zone(s) in which you wish to be considered.*” (a) How recently must an Offeror “have held” a prime contract or an office in order to qualify for a Zone? (b) Must the “local office” be in the general vicinity of a Warfare Center installation, or anywhere in the geographic area comprising the zone? E.g., all else being equivalent, will an Offeror with an office in Tucson, AZ be given equal qualifying consideration for Zone 6, Southwest, as an Offeror with an office in San Diego, CA?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: The Offeror must have held a relevant contract within the last three years to be considered for the Zone or Zone(s) proposed.

Question: **Industry Brief, Frame # 5: The Government intends to, “Award a series of nationwide multiple award (MAC) ID/IQ contracts that provide for the service requirements of the Warfare Centers, while protecting the unique vendor base and business relationships of the individual Warfare Centers.” (a) Will each individual Warfare Center be evaluating and selecting Offerors and/or teams that qualify within their respective Zone in order to protect “the unique vendor base and business relationships” associated with an individual Warfare Center? (b) Assuming equivalent evaluations in the “Good” to “Outstanding” range for Technical, Past Performance, and Price, does the Offeror that only does business with one Warfare Center in one Zone have equal opportunity to be awarded a Prime Contract as an Offeror or team that serves multiple Warfare centers and /or Zones? (c) In Zones with two or more Warfare Centers, how will an Offeror/team be evaluated if the Offeror/team only does business with one Warfare Center? (d) Will businesses that only support a single Warfare Center be at a disadvantage in bidding as a Prime because they do not provide the Government with the contracting contract consolidation and strategic breadth sought under the Enhanced Seaport concept?**

Answer: It is envisioned that the Evaluation Team will be structured such that the technical evaluators from each Zone will review Offerors who propose to be considered for work in that Zone. It is also envisioned that Offerors who propose to be considered for work in multiple Zones will be evaluated by each Technical Evaluation Team member who represents that Zone(s) being proposed. The evaluation criteria found in Section M for Technical Capability, Depth and Breadth Small Business Offerors must have relevant experience in 1 Functional Area to be considered average. The Depth and Breadth evaluation criteria provides for higher adjective ratings for greater experience in the 21 Functional Areas of the SOW.

For purposes of the MAC award Offerors will be deemed eligible for award if they meet the presence definition within the Zone they wish to be considered. Specifically for the MAC award there is no minimum or maximum distance from a Warfare Center required. Be advised that during the Fair Consideration Process (after award) ordering activities may have specific response times identified as a minimum requirement. (i.e., 1 hour response time).

Question: **Industry Brief, Frame # 34: “The Government shall evaluate the Offerors Technical Capability, Past Performance and Price Proposals using four adjective rating definitions: Outstanding, Good, Acceptable, Unacceptable” (a) If an Offeror’s work qualifies as “Outstanding” in Past Performance for work performed for one Warfare Center in Zone 2 and as “Acceptable” for work performed in different Functional Areas for a different Warfare Center in Zone 2, what evaluation rating will that Offeror receive? (b) What if the “Acceptable” Past Performance occurred in a different Zone? (c) What if the “Acceptable” Past Performance was by a team member?**

Answer: Offerors will receive an evaluation rating by Zone. With regard to Past Performance the Government will evaluate the overall team proposed to determine the Past Performance rating.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: **Industry Brief, Frame # 40: “Answer: Although the objective is to broaden the scope and geography of the contractors available to support the Warfare Centers, the Government reserves the right to limit the number of Awards if it is determined that an adequate number of outstanding or good proposals that represent both Large and Small Businesses have been received.” (a) If a team’s proposal is rated “Outstanding” in one (1) Zone, “Good” in another and “Acceptable” in three (3) others, what will be the overall rating of the proposal? (b) Will the number of Warfare Centers within a Zone or the relative size of the Centers influence the overall rating?**

Answer: Offerors will receive an evaluation rating by Zone. The number of Warfare Centers within a Zone or the relative size of the Center will not influence the overall rating. Section M of the RFP establishes how Offerors will be rated.

Question: **Will "directed" task orders to specific contractors be allowed?**

Answer: Page 72 identifies conditions in which Exceptions to the Fair Opportunity Process may exist. It is the intent of the Navy to maximize the competitive process to the fullest and it is envisioned that directed Task Orders will be minimized.

Question: **Why did you select "the highest labor category"? From our historical perspective, the highest labor category typically provides ~ 10% of the total effort. Possibly another approach would be to select that labor category, which is typically utilized the most on the referenced contracts. Is the rate / hour for the identified labor category to be utilized solely for calculation of the CLIN MAXIMUM AMOUNT?**

Answer: It provides a reasonable and consistent basis to establish a contract line item ceiling price.

Question: **Can you please provide a list of Small Disadvantaged Businesses that are currently performing contracts: Carderock, Dahlgren & Newport Division?**

Answer: Yes, a list identifying all contractors doing business with the NAVSEA Warfare Centers will be provided on the Dahlgren Laboratory Business Opportunity page.

Question: **For prototyping and modeling, we typically procure material and COTS items from small businesses utilizing firm fixed priced orders. Normally, we would not list these firms as "team members". Is this acceptable?**

Answer: This is acceptable.

Question: **Is converting to fixed price Task Orders priced at a value less than the previous CPFF Task Orders and / or Conversions to Performanced Based Task Orders an acceptable Savings?**

Answer: Converting Cost Reimbursement Task Orders to Performanced Based Task Orders is one of the goals of this acquisition. This conversion would be considered one area for cost savings.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: We are requested in Table A - to provide a workforce composition relative to the functional area and zone being proposed. (Assume "functional area" refers to SOW's 3.1 to 3.21). Can we list multiple functional areas per individual?

Answer: Functional Areas do relate to SOW 3.1 to 3.21. Table A requires only one Key individual per Functional Area. In the narrative discussions of your proposal required by 5.4.1.1, you may list as many individuals as desired within the page constraints.

Question: The individuals shown typically will not be in the highest labor category. Is that okay?

Answer: The Navy is looking for individuals who have the Depth and Breadth of experience in the 21 Functional Areas of the SOW. Your Offer should demonstrate the individuals that have this experience/expertise.

Question: Are we limited to just one Table A for the workforce composition?

Answer: Table A requires only one Key individual per Functional Area. In the narrative of your proposal required by 5.4.1.1, you may list as many individuals as desired.

Question: To achieve an outstanding rating - What is the relationship, if any, to 18-21 functional areas versus the number of PAD areas covered? For example, it is possible to claim experience in 18 functional areas covering only 5 of 12 PAD areas.

Answer: The Navy will be evaluating your experience as it relates to the 21 Functional Areas of the SOW.

Question: Will there be a pre-proposal conference?

Answer: No, there will not be a pre-proposal conference. The Industry Brief with the Draft RFP identifies the acquisition strategy and the details of the upcoming RFP. It further affords industry the opportunity to ask questions concerning the upcoming solicitation.

Question: Will one Center coordinate the Task Order process or will each Center handle their own requirements?

Answer: Each Warfare Center will award and administer their respective Task Orders.

Question: How many contracts do you anticipate awarding? Will you issue an award to a firm scoring less than outstanding rating?

Answer: The Navy is unable at this time to determine how many contracts will be awarded. The Navy reserves the right to limit the number of awards if it is determined that an adequate number of outstanding proposals that represent both Large and Small Business have been received.

Question: Page 77, H-6 TASK ORDER PROCESS, paragraph E. – Is the website that is referenced in this paragraph limited to Government personnel? How will the Government protect information that is proprietary (such as cost data) to the Prime/Sub teams?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: The referenced website is a secure website limited to Government personnel only. Information provided by Prime/Sub teams is limited by the Contracting Officer to that personnel which has a need to review such information, such as proposal evaluation teams.

Question: **Page 78, H-6 TASK ORDER PROCESS, Subparagraph d. Task Order Execution/Award, subparagraph i. – Is the website that is referenced in this paragraph limited to Government personnel? How will the government protect information that is proprietary (such as cost data) to the Prime/Sub teams?**

Answer: The referenced website is a secure website limited to Government personnel only. Information provided by Prime/Sub teams is limited by the Contracting Officer to that personnel which has a need to review such information, such as proposal evaluation teams.

Question: **Page 124, paragraph 4.2 – May page numbers and company logos be placed in the header/footer in less than 12 point type?**

Answer: Yes.

Question: **It appears that a company may only have one contract. My company has several different divisions. May they propose separately?**

Answer: No, only one proposal may be offered.

Question: **Does the Navy encourage the formation of teams? It seems as though the evaluation criteria is structured to put large teams and individual businesses without teams on equal footing.**

Answer: The evaluation criteria does not require teaming. The Navy encourages potential Offerors who meet the evaluation criteria to Offer a proposal.

Question: **If the contractor would propose to offer discounts in cost for employees who perform their services on a government site, how is that to be accounted for in section H-11, page 81? The “fill-in” table offers no apparent means to recognize that cost avoidance.**

Answer: Cost savings measures offered in the proposal may be discussed in the narrative Evaluation Factor 3 Price. These proposed savings approach will be conducted during the proposal evaluation process.

Question: **In section M, page 132ff. in the discussion about the savings clause, it states that the “unit ceiling rate” is “The actual hourly rate for the team’s highest paid labor category.” Does this mean (a) the cost derived by adding salary, overhead, G&A, and fee to achieve an actual cost for a person, or group, or (b) the cost for a labor category from an approved labor category cost schedule such as a GSA schedule? The distinction being that under (a) the actual cost of every individual must be computed to determine the highest cost individual and under (b) the labor category cost from a schedule is cited wherein the costs of any one qualified person may be slightly above or below the category rate.**

QUESTIONS FROM INDUSTRY N00178-04-R-4000

Answer: You may choose either method to develop the required rate.

Question: On page 129, it is not clear if factor one and factor two individually are worth more than factor three, or if only the sum of factors one and two is more than the value of factor three. What is the correct interpretation?

Answer: Section M has been changed. Factor 1 is significantly more important than Factor 2, 3 and 4. Factors 2 and 3 are approximately equal, and together, are more important than Factor 4.

Question: With respect to section H-11, page 81, the assertion is that this contract vehicle will be used for “repetitive” tasks; the implication is, therefore, that the cost reductions do not apply to “non-repetitive” tasks. Is it the correct interpretation that cost reduction do not apply to non-repetitive, non-comparable tasks? If not, what is the correct interpretation?

Answer: The correct interpretation is that cost reductions apply to all Task Orders.

Question: With respect to section H-11, page 81, the phrase “For any task order with a base period of one year...” implies that the cost reductions do not apply to tasks that are for periods of less than one year, and hence are not year-over-year comparable. Is it the correct interpretation that cost reductions apply to only tasks that are, therefore, year-over-year comparable? If not, what is the correct interpretation?

Answer: The correct interpretation is that cost reductions apply to all Task Orders.

Question: Under section H-8, page 79, there is reference to both “companies” and “key persons.”

- a. What is the definition of “key person”?
- b. Is/are the “key person(s)” submitted and approved with each Task Order response submitted? If not, by what process and at what times are “key persons” approved?
- c. Is “Exhibit A” and “Table A” the same thing?

Answer: a. A key person is defined as the individual you have identified in your proposal in Table A that is used to demonstrate depth and breadth of experience in one of the 21 Functional Areas of the SOW.

b. The Task Order process will involve any key personnel requirements the Task Order may require for performance.

c. Exhibit A should read Exhibit B. It will be changed in the RFP.

Question: Reference page 129, Section 3.0, Evaluation Criteria: Please clarify the methodology under which the overall adjectival rating of the proposal will be determine for each of the three factors of Technical Capability, Past Performance and Price. For instance, technical capability has three areas to be evaluated (depth and breadth, management approach, and subcontracting). If a business has one outstanding, one good and one average, what is his score for that factor?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: The Government will access the overall merits of the proposal and determine the overall adjective rating. It is impossible to give an answer without accessing the specific overall merits of the proposal.

Question: The third paragraph of solicitation text states that, “Each contractor shall be evaluated relative to the following: Factor 1: Technical Capability, and Factor 2: Past Performance”. Are subcontractor Technical Capabilities and Past Performance considered equal in value to those of the prime as proposed for a particular zone? For example, if the proposal presents Technical Capability and Past Performance for a subcontractor (not the prime) in a particular zone that is evaluated as Outstanding, does that portion of the proposal sustain an outstanding evaluation?

Answer: Past Performance and Technical Capabilities will be evaluated equally for the prime and its team (subcontractors) as a whole.

Question: As a large business, in order to achieve an outstanding rating, does the Offeror have to show relevant experience in 18-21 functional areas of the SOW across all zones (cumulative) or per zone (zone specific)? If it is zone specific, if the Offeror is evaluated as unacceptable in a zone(s) in which they desire to be considered, will this prevent the Offeror from receiving a contract award or will it only mean that the Offeror will not receive an award for that particular zone(s)?

Answer: The Draft RFP language has been changed. The Offerors will be evaluated by Zone as set forth in the evaluation criteria found in Section M.

Question: The asterisk note in the Table A example states that, “To be considered in one or more of the Seven (7) zones the Offeror must have or had a prime contract and currently have a local office in the zone or zone(s)”. Does the term “Offeror” refer to the prime contractor specifically or all team members? For example, if the prime did not have a local office in one of the seven zones but a team member did, would this satisfy the requirement that the Offeror had a local office?

Answer: Offeror, which is defined as you or a member of your team (subcontractor), must have a presence in the Zone(s) in which you wish to be considered.

Question: Solicitation text states that, “The Government may use the first fifteen entries in Table A ...”. Does this mean that the Government might only evaluate the first fifteen past performance contracts referenced in Table A? If so, would the inclusion of multiple past performance contract references in some SOW functional areas potentially eliminate an Offeror from consideration for functional areas based on the sixteenth and higher past performance contracts submissions? Also, if a particular contract is referenced as being relevant to more than one SOW functional area, would the contract be considered by the Government as a single entry or would each contract reference be considered as a separate entry in potentially determining the first fifteen entries? Should the term entries be changed to referenced contracts?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: The instructions for Table A have been changed. The “first fifteen evaluations” language has been deleted. All relevant experience will be evaluated.

Question: **The second paragraph states that, “A finding of unacceptable in any single evaluation factor renders the entire proposal unacceptable, and therefore not eligible for award.”**

Does this statement apply to each zone or the entire proposal? For example, if a company proposes to support NSWC and NUWC activities in Zones 2, 3 and 4, but is evaluated unacceptable in Zone 2 but Outstanding in Zones 3 and 4, will the Government award a contract to the Offeror for Zones 3 and 4?

Answer: The language in the DRAFT RFP has been changed to allow for evaluation of proposals by Zone. Based on your example the Offeror would be awarded a contract to perform in Zones 3 and 4.

Question: **In completing Table A, can purchase orders be used in the “Contract No.” column to document technical capability and past performance for small business team members?**

Answer: If the purchase orders are relevant to the Functional Areas proposed, they may be used to document technical capability and past performance.

Question: **Table A shows workforce composition relative to the functional area and zone being proposed.**

Does the Offeror have to provide a representative key individual for each SOW functional area, by zone, or one person for each SOW functional area and zone? For example, if the Offeror wants to be considered for award in all seven zones for SOW functional area 3.2 – Engineering Support, is it acceptable for the Offeror to identify one key individual from amongst the Offeror’s team with that experience, or does the Government desire the Offeror to identify seven different key individuals, each located in one of the seven different zones?

The RFP states “Offerors shall specify which zone or zones they propose to support as well as the specific functional areas (SOW paragraphs 3.1 through 3.21)”. However, Section M – Evaluation Factors for Award, does not specify that awards will be made for specific zones.

Will every SEAPORT Enhanced contract award geographically cover all seven zones and all NSWC and NUWC activities?

Answer: SEAPORT Enhanced awards will identify the Geographical Zone or Zones in which Offerors are qualified to receive Task Orders in.

Question: **The solicitation text states that, “Experience in these functional areas may be gained from working with NAVSEA, it’s PEO’s, Warfare Center sites as well as other Government organizations”. Will relevant experience for other Government organizations be evaluated equally with NAVSEA experience?**

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: The Government will evaluate Offerors relevant experience/expertise in the 21 Functional Areas listed in the SOW. Experience/expertise working with other Government organizations is one way to demonstrate experience/expertise in the 21 Functional Areas.

Question: The solicitation text states that, “The Offeror’s labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed”.

Does the Government only desire contractors to propose one key individual and labor category for each of the functional areas proposed or does the Government desire contractors to propose a multi-disciplinary labor mix for each functional area and identify one key individual within that multi-disciplinary labor mix?

Answer: One key individual per Functional Area (21 Functional Areas of the SOW) proposed. As an example, if you propose in all 21 Functional Areas the Government anticipates 21 Key entries proposed.

Question: This section states, “This rate must be the actual hourly rate appropriate for the Zone and Functional Areas being proposed.” Does this mean that the Offeror must submit different rates for each zone and possibly each functional area?

Answer: The language has been changed to read “*Only one ceiling unit price should be proposed for Item 0001. This rate will be the highest (direct cost) labor category with the team proposed to cover all Zones proposed.*”

Question: If an Offeror proposes to support more than one zone, it is logical to assume that geographical economic factors may effect the hourly labor rates prevalent for a particular zone. Can the requirement of paragraph 5.3.1.1 be clarified to account for this assumption?

Answer: The language has been changed to read “*Only one ceiling unit price should be proposed for Item 0001. This rate will be the highest (direct cost) labor category with the teams proposed to cover all Zones proposed.*”

Question: Should the electronic version of the proposal contain all submissions required under 4.3 to include:

Cover letter

SF33

Sections B, H, and K

Evaluation Factor 1: Technical Capability (including all teaming agreements and Exhibits)

Evaluation Factor 2: Past Performance

Evaluation Factor 3: Price

Answer: The information has changed. See Section L 4.3.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: The instructions for completion of Table A, specifically sub-bullet 3, specify “8.5 x 11 inch left and right margins”.

Clarification: Please clarify the desired left and right page margins for Table A.

Answer: The Government will provide the Table A Chart electronically.

Question: Can 10-point font be used on tables and flowcharts in the management approach or cost savings approach?

Answer: The information has changed. See Section L 4.2.

Question: Due to the page limitations imposed, can clarifying data, flow charts, tables, etc, be included as attachments which would not count against the imposed page limitations?

Answer: Instructions in Section L 4.2 should be followed.

Question: Section text states that, “As part of their proposals, Offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract”. However, a compensation plan is not listed under the evaluation factors/page count on pages 124 and 125.

In which Evaluation Factor part of the proposal should the total compensation plan be provided? Will there accordingly be an increase in the page limit for that portion of the proposal to include the total compensation plan?

Answer: The Total Compensation Plan has no page limits and should be submitted with the cost proposal.

Question: Section H.11 requires the Offeror to specify both a volume discount percentage and an annual total value ceiling in which the volume discount would be invoked. Also, Section M, Sub-Section 4.0 does not provide specific guidance on how volume discount will be evaluated. How will the Government evaluate volume discount? Will both the volume discount percentage and annual total value ceiling be evaluated, and is one more important than the other? Specifically, how will the Government evaluate a proposal that contains a larger volume discount percentage associated with a very high annual total value ceiling amount in comparison to a proposal with a lower volume discount percentage associated with a lower total value ceiling amount?

Answer: This is an opportunity for Offerors to submit innovative and unique methods of cost savings approaches.

Question: For SEAPORT Enhanced awardees with an Approved Purchasing System, will the Government establish a dollar threshold amount under which approval of a subcontractor that isn't in our proposal is not required?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: Subcontractors proposed to be added by the Prime Contractors will require Contracting Officer approval regardless of dollar value of the subcontract.

Question: The solicitation text in Section H.11 identifies the following three separate cost elements as part of the guaranteed savings clause:

- annual cost savings (percentage),
- volume discount, and
- maximum pass through rate.

However, in the Section M, Sub-Section 4.0, the Price evaluation factors on Pages 132 through 134 only make reference to two of the three - Maximum Pass Through Rate and Guaranteed Savings.

Did the Government inadvertently omit evaluation criteria for volume discount in Section M of the solicitation? If not, is the volume discount a cumulative element with the annual cost savings percentage? For example, if an Offeror wanted to achieve an evaluation of outstanding in guaranteed savings per the solicitation text on page 132; would the savings of greater than 5% per year be based on a cumulative savings achieved through a combination of both cost savings and volume discount?

Answer: The Guaranteed savings proposed by Offerors could encompass cost savings measures such as volume discounts, maximum pass through rates and reduced fees. Offerors should be clear in their cost proposal how offered discounts should be applied.

Question: The industry briefing indicated that each zone contracting office would administer the work to be performed in that zone. Does that mean, for instance, that the Zone 4 (Gulf Coast) Contracting Office, will contract for all work that would be accomplished in Zone 4 (including Carderock Division Detachments, Remote Offices in Port Canaveral, FL or Fort Lauderdale, FL, or Corona Division Detachment Remote Office in Key West, or Dahlgren Division Detachments in Tampa, FL, Joint Gulf Test Range, NEDU, or NDSTC, and NUWC's Mayport, FL and AUTECH facility), or will the contracting office in the zone of the parent organization contract for such work to be performed in other zones?

Answer: The Task Order will be awarded and administered at the Warfare Center site where the requirement was identified.

Question: Regardless of where the Offeror's current technical capability and experience areas reside, will prime contracts be awarded covering all zones, allowing the Offeror to select the specific zones in which they have local offices and wish to compete for Task Orders during secondary competition?

Answer: Contracts will be awarded to Offerors based on their presence in the Zone(s) they are proposing and their depth and breadth of experience in the 21 Functional Areas of the SOW.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Sub paragraph (1) of Section C states that, “All IDIQ holders included in the zone where place of performance will occur will receive notification of the posting of each proposed T O at the time a proposed T O is posted to the website”. Can work to be performed in one geographic zone be administered in another zone if the latter represents the zone in which the work will be performed? For example, if the Government contracting office at NUWC, Newport , becomes aware of a technical capability available from a SEAPORT Enhanced contractor in another zone, will the NUWC, Newport contracting office contract directly with the needed contractor, or will NUWC, Newport send funding to the appropriate Government contracting office in the zone in which the work is to be performed?

Answer: The NUWC Contracting Officer can solicit multiple Zones to satisfy NUWC requirements if it is determined to be in the best interest of the Navy Program being supported.

Question: The first paragraph under “C. Competitive Ordering Process” states that “All IDIQ holders included in the zone where place of performance will occur will receive notification of the posting of each proposed T O...” Will both prime and subcontractors in a particular zone be notified?

Answer: All Team members will be notified, both Prime and subcontractors.

Question: Will all SEAPORT Enhanced winners (both prime and subcontractors) have access to the web site where T Os are posted?

Answer: Yes, all SEAPORT Enhanced winners (both Prime and subcontractors) will have access to the website where Task Orders are posted for the various Zones in which they are eligible to participate.

Question: Page 71 H.1 Geographical Zones

The first paragraph states that, “Offerors are requested to identify in Table A the geographical zones for which they wish to be considered during the Task Order, Fair Consideration Process. To be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered”. Might identified contract past performance presented in Table A that was performed within a particular geographic zone be considered more favorably than past performance from a different geographic zone? For example, if a contractor wishes to be considered during the Task Order, Fair Consideration Process for evaluation in the Northeast Zone in an identified SOW area, will past performance from a contract performed in the Northeast Zone be evaluated more favorably than similar relevant past performance from one of the other zones?

Answer: The instructions for Table A are changed from that set forth in the DRAFT Solicitation. Criteria for qualifications in a Zone requires you or a member of your team (subcontractor) to have a presence in the Zone(s) in which you wish to be considered, as well as being rated favorable in Depth and Breadth and Past Performance as they relate to the Zone you wish to be considered in. The Offeror will be evaluated per Zone.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Will a fee/hr be developed based on labor cost for individual delivery orders (which does not exceed the fee/hr in this table)?

Answer: The fee proposed for the basic MAC award will be the maximum fee applied to all resulting Task Orders.

Question: Page 16 5.0 Security Requirements - The first paragraph states that, "The work to be performed under this contract may involve access to, handling of, and generation of classified material up to and including SECRET". If a requirement emerges that requires Top Secret or SCI, will the DD254 be revised to support the requirement?

Answer: Each Task Order that involves classified material will contain the proper DD254 to support the requirement.

Question: Page 2 Section B - The first sentence states, "The offer shall insert the proposed amount or contractor specific information where an * appears." It further states that there will be a maximum quantity of 29,425,000 hours for ITEM NO 0001 in the base period and approximately \$3.4B in task orders, each of which is escalated in the option years. Is there an estimated maximum dollar value anticipated across all task order awards?

Answer: The multiple award contractor will have a minimum obligation of \$10,000 and a maximum ceiling amount per line item that will be determined at time of award.

Question: Page 4 Cost Plus Fixed Fee Allocation Table - It is understood that the \$* data entered in this table represents ceiling prices. In pricing CPFF delivery orders under any resultant contracts, are Offerors required to use the same escalation and fee % used to build up the data in this table?

Answer: Yes, the fee proposed for the basic MAC award will be the fee applied to all resulting Task Orders.

Question: Page 132, paragraph 3. Price To achieve an outstanding rating, the Offeror must propose a guaranteed savings in excess of 5% per year, limit pass through rate to less than 1%, have an escalation rate less than 4% annually, and a fee/profit below 6%.

Concern: The combination of the above requirements appear to severely limit a company's ability to achieve an outstanding rating and still remain profitable on tasks awarded under this contract vehicle in the option years of the contract. Additionally, in the original SeaPort MAC, every company that submitted a proposal was awarded a contract, regardless of whether they proposed an "outstanding" or simply "good" cost proposal. As a result of this, some SeaPort MAC prime contractors can earn a higher fee on their tasks as compared with others who bid in the "outstanding" category. Thus, the contractors who were trying to meet or exceed NAVSEA's requirements are now being penalized. Is it NAVSEA's intention to evaluate the cost proposals, in a similar fashion, for this solicitation? If this is the case, there would appear to be no benefit for the contractor to try to achieve an "outstanding" rating from a price standpoint. Request the Government reevaluate the evaluation criteria for the price section.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, and cost savings initiatives to provide high quality services at a reduced cost to the Government. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting, are areas the Navy will be evaluating.

Question: **Page #71, paragraph H.1 states "... To be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered. ..." Is it the Government's intention that the Prime Contractor is the one who must meet this requirement, or can these requirements be met by the Prime Contractor's team?**

Answer: You or a member of your Team (subcontractor) must have a presence in the Zone(s) in which you want to be considered.

Question: **General Question: Is it NAVSEA's intention to award a contract to every contractor that submits a compliant bid, as they did on the original SeaPort MAC?**

Answer: It is the Navy's intention to award multiple contracts to companies who demonstrate a depth and breadth of experience/expertise in the 21 Functional Areas of the SOW.

Question: **75/76 of Section H.6 Task Order Process, Is there a page limitation, font size, etc for the response to 134 sub-paragraph C (2) the TO pre-solicitation or solicitation or will that be Competitive Ordering Processes, established in the TO pre-solicitation or solicitation?**
Responses

Answer: Any page limitations or font size requirements during the Task Order process will be identified in the proposed Task Order.

Question: **82 of 134 Section H.12 Contractor Webpage Is the cost of establishing and maintaining the Webpage borne by the contractor or paid for by another means?**

Answer: It is assumed that the Contractor Webpage would not be a direct charge under the MAC award or any of the resulting Delivery Orders.

Question: **Question No-Page No.- - Paragraph No. or Identifier----- Question 72 of 134 Section H.4 Post Award Conference Is the cost of attending the post award conference(s) part of the task order costs or should it be reflected in the Overhead rate?**

Answer: If a Task Order requires a Post Award conference it may be considered as a direct charge to the Task Order. No Post Award conferences are contemplated on the basic contract awards (MAC awards).

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: 75 of 134 Section H.6 Task Order Process, Is there any reason why all "awardees" should not receive sub-paragraph C (1) Competitive notification of the posting of each proposed TO, at the time Ordering Process, Pre-solicitation the proposed TO is posted versus "All IDIQ holders and solicitation included in the zone where the place of performance will occur ..."?

Answer: Task Orders will be initiated by Zone by the Warfare site who has the Task Order requirement.

Question: Page 128 Paragraph 5.6.2 Ceiling Unit Price for Item 0001 - Does the Government want to receive sealed, unsanitized proposals from subcontracting?

Answer: The Government prefers that the Prime Contractor and its team members be submitted as one proposal.

Question: Table A, Page 2 - Shouldn't this Page 2 also require the identification of the appropriate employer whether that be the Prime Contractor or Subcontractor?

Answer: Page 2 of Table A should correspond with page 1 of Table A.

Question: Page. 75 C.(1) Pre-Solicitation and solicitation - Will Teams awarded a contract under the provisions of this solicitation be provided the opportunity to bid on tasking in additional Zones not included in their initial contract award if they are able meet the Zone qualification requirements as expressed on page 71., Section H.1 - Geographical Zones, after contract award?

Answer: Yes, see page 77 of 133, H.8 Rolling Admissions. The last sentence of H.8 will be deleted.

Question: Page 128 Paragraph 5.6.2 Ceiling Unit Price for Item 0001 - Is subcontractor cost backup necessary in the submittal of the prime contractor's proposal?

Answer: Subcontractor cost backups may be submitted separately. Please insure this data can be traced to the Prime contractors proposal.

Question: Page 124 - Proposal Format - The RFP does not specify required volumes and volume numbers and what documents must be submitted in each volume. Request clarification.

Answer: Section L 4.3 identifies the Proposal Format and Page Limitations.

Question: Page 124, 4.2 - Will the Government reconsider an allowance for graphics in the event the Contractor can better present an aspect of its Management Approach as a graph?

Answer: Due to the large number of proposals expected and the aggressive acquisition schedule, graphics and pictures are not allowed.

Question: Page 124, 4.3 - Evaluation Factor 1: Technical Capability - (c) The RFP indicates "Subcontracting" and a 10 page limitation. Should this section be shown as "Subcontracting Plan" for the sake of clarification?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: Section 4.2 (b) Subcontracting (Large Businesses Only) is a requirement to subcontract 20% of the total amount obligated under the contract. It requires Offerors to discuss how the contract requirement will be achieved. Section 5.5.3 is separate and distinct from the requirement found on page 118 of 133, HQ L-2-0009 Small Business Subcontracting Plan which has no page limitation.

Question: Evaluation Factor 2: Past Performance - The RFP does not specify where in the Contractor's proposal this Table A should be presented. In addition, in the case where the company is a Subcontractor, shouldn't the Contractor be required to list the entire name of the Subcontractor in the event that the Government will contact the appropriate Government POC, as required?

Answer: Table A should be presented under the Proposal Area, Evaluation Factor 1 Technical Capability (a) Depth and Breadth. Exhibit B requests Offerors to identify all Team members (companies).

Question: Page 120, Evaluation of Compensation For Professional Employees - Please identify any incumbent Contractor(s) and applicable contract number. The Government appears to be requiring a Compensation Plan for Professional Employees, however the RFP does not specify where in the Contractor's proposal this document should be located and any established page limitation. Please clarify. Further, will the Government provide a list of potential bidders?

Answer: The Government has provided Prime contract awards for FY03 for the Surface and Undersea Warfare Centers. This list may be found on the Dahlgren Procurement Organization Website at <http://www.nswc.navy.mil/wwwDL/XD/SUPPLY/solicita/04r4000/solpoc.htm>. The Government does require a Compensation Plan as identified on page 117 of 133, 52.222-46. There are no page limitations for the submittal of the Compensation Plan. This plan should be submitted with the Offerors cost proposal. The Government will not provide a bidders list. It is anticipated that the awarded contracts list previously mentioned will provide Offerors adequate information for teaming/subcontracting purposes.

Question: Would SEAPORT II supercede the following inquiries? -

**N65540-02-R-0039 - NSWCCD-SSES Philadelphia (Code 90)
N65540-03-R-0071 - NSWCCD-SSES Philadelphia (Code 934)
N65540-03-R-0041 - NSWCCD-SSES Philadelphia (Code 93)**

Answer: There is no intention for an immediate wide scale disruption of existing contractual relationships upon the award of SEAPORT Enhanced. It is expected that SEAPORT Enhanced will be considered when attempting to exercise existing options, the renewal of service contracts, or new service contract requirements.

Question: On TABLE A of the Draft RFP, the asterick statement "...Offeror must have or had a prime contract or currently have a local office in the Zone...*". Would you consider Subcontracts along with "prime contracts"?**

Answer: Yes.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Attachment J.3; Table A; Page 2: If an individual is proposed in multiple Functional Areas, should that individual be entered into the table once or once for each Functional Area?

Answer: The individual should be entered for each Functional Area proposed.

Question: Attachment J.3; Table A; Page 1: Is there any significance affecting evaluation or award to the data entered into "Product Area For Which Function Was Performed"?

Answer: The Table identifies the Functional Area worked to the Product Area Directorate. This information will aid the evaluation in determining your Depth and Breadth of experience.

Question: Attachment J.3; Table A; Page 1: Table A does not have a field to distinguish which team member performed the work described in a Table A entry. Is the Offeror required to make this distinction?

Answer: 5.4.1 Depth and Breadth states in part "The Offeror's labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed." The Key individual proposed should have experience/expertise in the Functional Area proposed.

Question: P. 126 of 134; Additional Instructions to Offerors, paragraph 5.4.1: Does the last sentence of this paragraph require that at least one key individual per Functional Area be proposed or only one key individual per Functional Area?

Answer: The last sentence of 5.4.1 states "The Offeror's Labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed." For every one of the 21 Functional Areas proposed you must identify one key individual in Table A.

Question: P. 127 of 134; Additional Instructions to Offerors, paragraph 5.5: Since a single contract may be used to address multiple SOW Functional Areas, will the first 15 entries referred to in the Past Performance evaluation count a single contract used more than once as one entry or more than one entry?

Answer: For proposal purposes, the Offeror must identify a contract per Functional Area proposed. The same contract may be proposed more than once. Be advised that the Navy is extremely interested in your depth and breadth of experience, thus the more contracts identified with work related experience in the 21 Functional Areas the more favorably the Navy will review your proposal.

Question: Attachment J.3; Table A; Page 1: Should the "\$ Value" represent the total Contract (or subcontract) value or should it represent approximate \$ value for work performed in that single SOW Functional Area?

Answer: It should represent the dollar value of the work performed in one of the 21 Functional Areas.

QUESTIONS FROM INDUSTRY N00178-04-R-4000

Question: Attachment J.3; Table A; Page 1: If a team is bidding in all zones should "Performance Zones to Be Considered In" be filled in as "All" for every SOW Functional Area bid or should the Offeror list only the zones for each Functional Area the contractor expects the Government to order and only those zones the Contractor expects to work?

Answer: Fill in all Performance Zones in which you wish to be considered. If it's all seven then you may state "All".

Question: Is it permissible for a company to be both a prime and subcontractor in the same zone(s)?

Answer: It is permissible.

Question: The Government reserves the right to retroactively set aside any task for a small business if two or more small business propose on the order. What consideration, if any, will be given to a large business that is using its small business subcontractor on these orders?

Answer: If a task is retroactively set-aside for Small Business then only Small Business would be considered.

Question: Whereas, during a industry brief, attendees were advised that companies should focus on and propose the SOW areas where they offer unique capabilities and strong past performance, the draft solicitation indicates that a large business must demonstrate relevant experience in 18-21 areas of the SOW in order to receive an Outstanding evaluation.

a. In light of the aforementioned focus on specialized experience, what benefit does a prime contractor gain by receiving an Outstanding rating versus a Good or Average rating? In other words, is there any intention to limit awards to the top X companies, thereby possibly eliminating the teams that score less than exceptional?

b. Each of the SOW functional areas is subdivided into greater detail. Are offers required to address the finite levels of detail (system specific) or the general functional areas?

Answer: The language has been changed to read *"The Government reserves the right to limit the number of Prime Contract Awards if it is determined that an adequate number of outstanding proposals that represent both Large and Small Business have been received."*

Offerors should provide the necessary detail to allow evaluation to clearly understand your experience/expertise in the 21 Functional Areas of the SOW.

Question: One of the key factors listed in the draft solicitation for evaluating a proposal is the "depth and breadth" of the team. Given the page limitations of the proposal, it would be difficult to evaluate and compare proposals from two companies when one company is limited to 30 pages for seven zones compared to another company using the same number of pages for one zone. That said, will there be consideration given to establishing a 30 page limitation for each zone?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: Due to the anticipated number of Offerors responding to the solicitation, the Government determined it would be prudent to limit the size of the proposals. The page limitations are total number of pages not per Zone proposed.

Question: Whereas the Government would like to mitigate the size of the teams, the evaluation criteria would suggest larger teams with specialized partners in order to receive the higher evaluation and be an overall better value to the Government. Which objective is of higher priority to the government, smaller teams or meeting all of the SOW functional areas?

Answer: The Government is looking for Offerors who meet the requirements of the solicitation. Depth and Breadth of experience in the 21 Functional Areas may be accomplished through a Prime with no Team members, few Team members or a large group of Team members.

Question: What is the meaning of "Prime Contract"; i.e., can it cover multiple zones? Does a single proposal from a company cover multiple zones? Or need a company submit multiple proposals to qualify as prime in more than one zone?"

Answer: A Prime contract can cover multiple Zones, if you meet the presence criteria and demonstrate Depth and Breadth in the 21 Functional Areas, as well as the other identified evaluation criteria.

Question: If a large business proposes to prime in more than one zone but is found unqualified in one or more of the zones proposed, may the company still be issued a prime contract for the other zone(s) in which they are qualified? Will failure to qualify in one or more of the zones proposed adversely affect the offer's rating in the remaining areas?

Answer: An Offeror may be deemed unqualified in one or more Zones but found qualified in other Zones, consistent with the evaluation criteria.

Question: Page 127, Section 5.4.3.1: Does this clause apply to a Small Disadvantaged Business concern that is submitting a proposal as a Prime Contractor?

Answer: Yes, Section 5.4.2.1 applies to a Small Disadvantaged Business concern submitting a proposal as a Prime Contractor if you are proposing a Team member (subcontractor).

Question: Page 126, Section 5.4.1 Depth and Breadth: Regarding the completion of Table A, Workforce Qualifications, the following questions are submitted:

- a. If proposing a Team, may proposed Team Members' personnel be included in Table A?
- b. If yes to a. above, where should the personnel's company affiliation be identified?
- c. May more than one person be identified in an individual functional area to demonstrate depth and breadth of personnel in that functional area?

Answer: Team members may be listed in Table A. Company affiliation may be listed in Table A, page 2 Employee/Location as well as the Narrative required by Section 5.4.1.1. Table A requires only one Key individual per Functional Area. In the Narrative discussion of your proposal required by Section 5.4.1.1, you may list as many individuals as desired within the page constraints.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

- Question:** Page 126, Section 5.4.1 Depth and Breadth: Regarding the completion of Table A, Past Performance Information, the following questions are submitted:
- a. If proposing a Team, may proposed Team Members' past performance be included in Table A? (On Page 126, Section 5.5 Past Performance, the last sentence states, "... all team members proposed under 5.4.3.1 may be evaluated."')**
 - b. Will the Zone(s) in which a Team Member possesses a prime contract or current facility, expand the Prime Contractor's offer to include those Zones?**
 - c. An Offeror has a large ID/IQ contract that contains Delivery Orders that demonstrate past performance information in more than one of the functional areas. Is it permissible to identify Contract Number/Delivery Order Number(s) in Table A to show past performance for individual functional areas?**
 - d. May more than one Contract be used to demonstrate depth and breadth of past performance in an individual functional area?**

Answer: An employee of the Prime contractor or a Team Member (subcontractor) past performance may be listed in Table A. You or a member of your team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime Contract or currently have a local office in the Zone(s) in which you wish to be considered.

It is permissible to identify Contract Number/Delivery Order Number(s) in Table A to show past performance for individual Functional Areas.

You may list as many contracts as you desire within the page constraints in the Narrative discussion of your proposal required by 5.4.1.1. Table A only requires one contract per Functional Area.

- Question:** Page 71, Section H.1 Geographical Zones: Must a proposed Team Member possess a prime contract or local office in the Zone(s) for which the Prime Contractor is submitting a proposal?

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime Contract or currently have a local office in the Zone(s) in which you wish to be considered.

- Question:** Page 71, Section H.1 Geographical Zones: If a Detachment of an applicable Command does not accomplish their own contracting, with which Zone is that Detachment identified? It's physical Zone or that of its Command? What if the detachment does accomplish its own contracting?

Answer: The physical location of the detachment.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 81, Section H.11, Guaranteed Savings Clause: The first sentence states "The Government anticipates this contract will be used primarily for the acquisition of repetitive, high-dollar value professional support services." How will multi-Zone identical, repetitive work be addressed? For example, a task to operate facilities to maintain/repair identical equipment with requirements for offices in Zone One, Zone Three and Zone Six with the Government program management in Zone Three.

Answer: Opportunities for consolidation will be explored. The Task Order will be initiated in the Zone in which the requirement originated (i.e. where the Program Manager resides).

Question: Page 127, paragraph 5.5.3; states that Large Businesses must subcontract 20 % to small business with 1% going to Hub-Zone Businesses and 1% going to Veteran Owned Small Businesses. It is our understanding that Government Agencies are required to subcontract 23% to Small Businesses, 3% to Hub-Zone Businesses, and 3% to Service Disabled Veteran Owned Small Businesses. Can you please clarify?

Answer: Section 5.4.2 states in part "At least 20% of the total amount obligated, must be subcontracted to Small Business." Obligated amount differs from 20% of subcontracted dollars in that it has the potential to be larger than just what is to be proposed to be subcontracted. The percentage for HubZones is increased from 1% to 3%.

Question: Can you provide a Contractual POC for this effort?

Answer: Bruce W. Franks
SEAPORTENHANCED@nswc.navy.mil.

Question: Page 127, Para. 5.5 Past Performance

Is it acceptable for the Offeror to provide more than 15 references and clearly indicate the 15 "preferred references" by using bold text or some other clear marking? Example: If significant experience is shown in sow items 3.1 through 3.15, then it could be the case that experience shown in items 3.16 through 3.21 would not be considered.

Answer: All relevant experience in Table A will be evaluated by the Navy.

Question: Page 126, Para. 5.4.1.1 "This requirement applies equally to primes and subcontractors. Not to exceed 30 pages."

Does the "not to exceed 30 pages" apply to the entire teams response as a whole, or is the page count limited to 30 pages for each member of the team, in providing a description of their experience.

Answer: The "not to exceed 30 pages" applies to the entire team.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 126, Para. 5.4.1. General question concerning zones. - If a team-member, whether the prime or a sub, is eligible in given zone, does this make the entire team eligible in that zone as well? Example: A prime may be eligible in only two zones, but they have a sub who is eligible in all 7 zones. Does this make the Prime eligible to compete in the other five zones, based upon the composition of the entire team?

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered.

Question: Referencing Table A, Workforce Requirements, under the "School" column, is the location of the school required or just the name of the school.

Answer: The name of the school is required in Table A. You may provide further narrative information as required by 5.4.1.1.

Question: Since there are no labor categories discussed in the DRAFT Solicitation, is it safe to assume that specific labor categories and applicable SCA Wage Determinations will be addressed by individual task orders?

Answer: Yes, SCA Wage Determinations will be handled at the Task Order level.

Question: Will service-type functions performed under a Production Contract be viewed as valid past performance for a Services Contract?

Answer: Yes, if its relevant to the Functional Areas of the SOW.

Question: Referencing Pg. 127, Para. 5.5 states, "The Government may use the first fifteen entries in Table A..."

Clarification requested - Table A, Past Performance, in the DRAFT RFP is laid out by Functional Area. Does this mean that the Offeror can list multiple past performance entries per Functional Area and the Government may use the first fifteen entries per Functional Area?

Will past performance for other military branches score as high as past performance for Navy customers, as long as the services rendered are similar in nature to the associated Functional Area?

Answer: The Government will evaluate all relevant experience proposed. Depth and Breadth in the 21 Functional Areas will be evaluated. Section 5.4.1 Depth and Breadth states in part "*Experience in these Functional Areas may be gained from working with NAVSEA, it's PEO's, Warfare Center sites as well as other Government organizations.*"

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Business Unit A enter a prime bid in and for Zone 1 while Business Unit B enters a prime bid in and for Zone 6? If an offeror submits a prime proposal encompassing multiple geographic zones (up to and including all 7 zones), and during the evaluation the government finds that this offeror is lacking in some, but not all of the zones proposed, will the offeror still be considered for the the zones that they qualify for or will their proposal be disqualified in its entirety?

Answer: Offerors may submit only one proposal (as a corporation) as a Prime Contactor. They will be considered in the Zone(s) in which they qualify.

Question: Referencing Pg. 126, Para. 5.4.1, the last sentence states, "*Offerors labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed.*" Can a single individual be proposed as the key individual for multiple Functional Areas? For example, can one person be proposed to satisfy SOW 3.2 - Engineering and SOW 3.4 - Prototyping?

Answer: For proposal purposes, the Offeror must identify one key individual per Functional Area proposed. The same individual may be proposed more then once. Be advised, the Navy is extremely interested in your depth and breadth of experience, thus the more individuals identified with work experience in the 21 Functional Areas, the more favorably the Navy will review your proposal.

Question: Referencing Pgs. 96 and 121, Para 52.252-2 and 52.252-1 respectively, clarification requested - are both of these strictly referencing Section I - Contract Clauses listed on Pgs. 85 - 88 or are there additional clauses to be invoked?

Answer: Yes, these paragraphs are referencing Section I Clauses. The Navy has attempted to reference all clauses that may be involved at the Task Order level.

Question: Referencing Pg. 123, Paragraph 3.9 states, "Offerors may submit only one proposal as a prime contractor, but may be listed as a subcontractor in one or more competing proposals."

Clarification requested - does the term "Offeror" refer to "corporation," "business unit" or "geographic business location?" Can independent business units of a corporation enter mutually exclusive prime bids on separate zones.

Answer: The term Offeror refers to corporations. Offerors may submit only one proposal (as a corporation) as a Prime Contractor.

Question: Referencing Pg. 89, Para. 52.222-2 (a), the not to exceed overtime premium cost epicted is \$0.00. Will this figure be replaced with a real number and will this apply contract wide or be task order specific?

Answer: Due to the indefinite quantity nature of these MAC requirements, it is impossible to estimate at contract award the extent of overtime requirements. Overtime premiums will be handled on a Task Order basis.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Referencing Pg. 71, Para. H.1 states, "To be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered." If the Offeror held or currently holds a prime contract or currently has a local office within proximity of a Division Detachment (i.e. NAVSEA Port Hueneme Virginia Beach Detachment, Virginia Beach), does that meet the criteria for the Port Hueneme Division (Southwest Zone)? If the Offeror has an office within the zone, does that meet the criteria for providing support to any NAVSEA Activity within the zone (i.e. does an office in San Diego meet the criteria to provide the Port Hueneme Division support)?

Answer: Meeting the presence definition for the Mid Atlantic Zone (i.e. NAVSEA Port Hueneme Virginia Beach) does not qualify you for consideration in the Southwest Zone. If you have a presence in the Southwest Zone you may be solicited to provide support to any NAVSEA Activity in that Zone.

Question: Referencing Pg. 58, Para. HQ C-2-0011(c), will the purchase of a perpetual software license/25 year agreement under specific tasking be an allowable contract reimbursable expense?

Answer: Each Task Order will specify the specific requirements the contractor will be required to fulfill. If the Task Order requires the purchase of a perpetual license, then it would be deemed an allowable cost.

Question: Referencing Pg. 69, Para. Ddl-G40 (b), will attendance at workshops or symposiums by direction of the Government under a specific task be an allowable contract reimbursable expense?

Answer: Each Task Order will specify the specific requirements the contractor will be required to fulfill. If the Task Order requires attendance at workshops or symposiums, then they would be allowable contract reimbursable expenses.

Question: In the second sheet of Table A, can a person have more than one functional area assigned? Is the government asking the offeror to provide a separate key person for each functional area?

Answer: Table A requires a separate entry (not a separate) person for each Functional Area.

Question: Para 4.3, Page125, Evaluation Factor 3: Price, (b) ceiling price for item 0001. Para 5.3.1.1, Section B, page 125, requires all fill-ins to be completed. Page 2, Section B has fill-ins for Items 0001 and 0004. Page 3 has fill-ins for 0007. What is the controlling paragraph for the proposal response? Is a ceiling price required for Item 0001 only, or for Items 0001, 0004 and 0007?

Answer: A fill-in rate is required for items 0001, 0004 and 0007.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Para 5.4.1.1, Page 126. Regarding detailed discussion or experience/expertise for each listing found in Table A. Not to exceed 30 pages. The requirement applies equally to Primes and Subs. Is the 30 page limit applicable to the entire team, or are 30 pages allowed separately for the Prime and each Sub?

Answer: Due to the anticipated large number of Offerors the 30 page limit applies to the whole Team.

Question: Para 5.5.3, page 127, appears to be mis-numbered. Should this Paragraph be numbered 5.4.3?

Answer: Please see changes in Section L.

Question: Evaluation criteria establish the number of functional areas in which an Offeror must show relevant experience. Is that the number required for each zone in which the Offeror wants to be considered?

Answer: Yes.

Question: Table A asks for Government POC. Is this Technical POC or Contracts POC?

Answer: The POC listed should be an individual who has detailed knowledge of your experience related to the 21 Functional Areas of the SOW.

Question: Does “Discipline” in table A refer to the degree major?

Answer: Yes.

Question: Can an Offeror submit more than one contract per functional area in Table A?

Answer: Only one contract per Functional Area in Table A may be listed. Other relevant contracts that demonstrate depth and breadth of experience/expertise may be listed in the narrative referenced by 5.4.1.1.

Question: Table A footnote. Please define Offeror. Does Offeror constitute the ‘team’ or just the prime contractor? This response will determine which zones can be bid.

Answer: Offeror means you or a member of your Team.

Question: Paragraph 5.4.1 of Section L states “The offeror should provide the maximum amount of experience/expertise that the offeror (or offeror’s team) has performed in the past five years for each functional area.” How does one provide the maximum amount? In Full Time Equivalent (FTE)? Should the “maximum experience” be confined to that experience gained in the cited past performance or across the entire team for all experience?

Answer: The narrative part of your proposal found in 5.4.1.1 should demonstrate depth and breadth of experience/expertise in the 21 Functional Areas of the SOW.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Evaluation criteria in section M, 4.0, Technical Capability, page 131, do not address the situation for a large business to submit relevant experience in only one functional area.

- a. **Unsatisfactory: Offeror does not demonstrate relevant experience in any functional area.**
- b. **Average: Relevant experience in 2-9 functional areas.**

Answer: The criteria was developed to encourage Small Business participation as a Prime contractor thus only 1 Functional Area is required.

Question: Paragraph 5.5. Past Performance states “The Government may use the first fifteen entries in Table A,...”. Table A has 21 functional areas. If the Government exercises the option to use only the first fifteen entries, some functional areas will not be considered. Please explain what is meant by the “first fifteen” statement.

Answer: The instructions for Table A have changed. The “first fifteen” language has been deleted. All relevant experience will be evaluated.

Question: For Table A, does one contract example in a zone constitute coverage in that zone? Also, Table A does not provide a way for an Offeror to show coverage for that zone by having an office in that zone. Should this simply be covered in the written proposal?

Answer: You may demonstrate your presence in the Zone in the narrative discussion Section 5.4.1.1.

Question: What Labor Categories should be used for the second sheet of Table A, the prime contractor’s labor categories or the subcontractor’s?

Answer: You may use Prime contractor employees or other members of your Team (subcontractors).

Question: Para 5.6.2, Ceiling Price for Item 0001. If the Ceiling unit price is derived from a Subcontractor’s labor standards, and the information to be provided is considered by the Subcontractor to be "Company Private", what method will the government accept for submittal of this information?

Answer: It may be provided separately. It must be clearly identified to the Prime contractor proposed.

Question: Table A: There is no provision for identifying the company associated with the line item entry. Is this an oversight, or will the table be modified to add this information?

Answer: 5.4.1.1 requires Offerors to discuss in detail his experience/expertise identified for each listing found in Table A. Specific experience is defined as recent relevant work under an identified (Table A) contract.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Para 5.3.1.1 on page 125 of the draft RFP asks the offeror for appropriate rates for each zone and for each functional area. This is potentially 147 different rates that may have to be explained in a single page, as defined by the page limitations on page 125 of the draft RFP. Does the government intend to refine this requirement or allow more than one page? Also, Section B of the draft RFP asks for a single rate.

Answer: Only one rate is required. This rate provides reasonable and consistent basis to establish a contract line item ceiling price.

Question: Same Para; Subcontracting (Large Business only) has a not to exceed limit of 10 pages. The next sentence says "In addition, the Offeror must include the following subcontracting requirements". Does this mean that "additional" pages are allowed for discussing the Small Business requirement?

Answer: This is a specific evaluation factor separate from the requirement of 52-219-2. There are no page limitations in providing a subcontracting plan in accordance with 52-219-8.

Question: Same Para; Will the Government waive the requirement for submitting SF294s for companies that were Small businesses in 2003, and will be considered in 2004 as large business who will Prime for this procurement?

Answer: Companies who are Large Business Primes at time of RFP issuance are required to submit SF294's if available.

Question: Will the Government consider expanding the Small Business standard to include Not-to-Exceed Employee Size criteria in addition to the not-to exceed dollar limitations?

Answer: The NAICS Code 541330 represents the vast majority of the anticipated work to be contracted for.

Question: For explanation of the rate structure as required by Para 5.3.1.1 on page 125, will the government accept GSA rates as a standard for applicable rates rather than the absolute highest rate of the Offeror?

Answer: 5.3.1.1 states "*for the highest (direct cost) labor category within the team proposed.*"

Question: Pages 59 & 60, Clause HQ C-2-0037 Organizational Conflict of Interest (NAVSEA) (JUL 2000), paragraph e. Will the Government consider adding "...and for which the Contractor in fact provided services under a task order issued under this Contract." at the end of the first sentence of this paragraph? Will the Government consider adding "...whether such recompitation is under this Contract or any other United States Government contract." to the end of the second sentence? Will the Government consider adding the following to the end of this paragraph: "The authorization of the cognizant Contracting Officer shall not be unreasonably withheld."?

Answer: Specific Organizational Conflict of Interest provisions will be handled at the Task Order level.

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Question: Page 60, Clause HQ C-2-0037 Organizational Conflict of Interest (NAVSEA) (JUL 2000), paragraph g. Will the Government consider deleting the following from the first sentence of this paragraph: "..., or should have been aware,..." as there is no way to apply this requirement in an objective manner.

Answer: Specific Organizational Conflict of Interest provisions will be handled at the Task Order level.

Question: Page 64, Section G – Contract Administration Data, Points of Contact. Is the listed Contracts Representative the PCO?

Answer: The PCO is the Contract Representative. Contracting Officer Representatives will be identified at the Task Order level.

Question: Page 12, Paragraph 1.3 Scope of Contract. This paragraph states that the SOW defines the overarching requirements for providing engineering, technical, and programmatic support services for the Warfare Centers. The Industry Brief issued on this RFP states on page 41 that at the time of contract renewal or option exercise that the work under existing contracts will be analyzed to determine if the MACs are the appropriate contract vehicle. As this issue is currently only addressed in the Industry Brief, will the final RFP address the transition of work under existing contracts to this NAVSEA MAC? Will the final RFP provide the list of contracts that will be consolidated into this MAC? FAR Part 10 – Market Research states in section 10.001, paragraph (c)(2) that if an agency contemplates awarding a bundled contract that the agency must notify any affected incumbent small business concerns of the Government’s intention to bundle the requirement at least 30 days before release of the solicitation. Will the Government comply with this requirement?

Answer: Work will be transitioned to the MAC on a case by case basis, thus no list of transitioned contracts exists. The Government does not anticipate awarding bundled contracts, but if this situation occurs, the Government will comply with all FAR requirements.

Question: Page 16, Paragraph 5.0 Security Requirements. This paragraphs states that the work to be performed may involve access, handling and generation of classified material up to and including Secret. Page 83, Clause H.14 Security Requirements states in paragraph (b) that Top Secret clearances may be required. Please clarify.

Answer: References to specific levels of classified material will be deleted from the RFP. Specific classification instructions and applicable DD254’s will be handled at the Task Order level.

Question: Page 127, Please clarify the paragraph number for paragraph 5.4.3.1 as it follows paragraph 5.5.3.

Answer: Please see Section L of the RFP.

Question: Page 127, Paragraph 5.4.3.1. Are all Offerors required to supply copies of teaming agreements with their proposal or is this only a requirement for large businesses?

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Answer: All Offerors including Small Businesses must provide Exhibit B Team members. Actual copies of the teaming agreements are not required.

Question: Page 127, Paragraph 5.5. In regards to Past Performance in Table A, is the 15 entry reference per functional area or in total across the functional areas? And if in total, how should Offerors group the functional areas on the left column of the table?

Answer: All relevant experience will be evaluated. The 15 entry reference has been deleted.

Question: Page 131, Paragraph 4.0 Factor Rating Scale. Will the subfactor of Management Approach under Technical Capability be evaluated equally for large and small businesses as it pertains to the management of teams?

Answer: Management Approach will be evaluated equally for Large and Small Businesses as it pertains to the management of the team.

Question: Page 125, Paragraph 5.3.1.1. This paragraph states that the ceiling unit price may be the rate from the prime or any other team member. If the rate is not from the prime, will the applicable team member be required to submit its proprietary price derivation to the Government?

Answer: Yes, it may be separated, but clearly marked so that the Government can clearly determine what Prime Offeror proposal it is part of.

Question: Page 126, Paragraph 5.4.1. This paragraph states that Offerors must demonstrate applicable relevant experience in at least one Functional Area found in SOW Paragraphs 3.1 through 3.21. It is assumed that a successful Offeror will only be awarded a contract for those SOW areas that it proposed. Please confirm or correct this assumption.

Answer: Offerors will be awarded a contract that includes the entire SOW, not just the Functional Areas proposed.

Question: Page 126, Paragraph 5.4.1. Is Exhibit B part of the “Technical Capability” page count?

Answer: Exhibit B is separate from the Technical Capability page count. There is no page count for Exhibit B.

Question: Page 124, Paragraph 4.2. Must all subcontractors be identified in Table A?

Answer: No, all Team members must be listed in Exhibit B. Only the subcontractor who you wish to demonstrate depth and breadth of experience in the 21 Functional Areas should be identified in Table A.

Question: Page 124, Paragraph 4.2. Does the paper proposal have any special binding requirements?

Answer: No special binding requirements exist.

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Question: Page 125, Paragraph 5.2 Cover Letter requirements. Is the Cover Letter considered the first page of the proposal? The question is predicated on Section K , paragraph 52.215-1 which cites somewhat differing requirements for the first page of the proposal. Is a Title Page acceptable as the first page and would it count toward the entire proposal page count?

Answer: The Cover is limited to one page and is not counted as one of the pages of the Technical or Cost proposal.

Question: Page 83, Clause H.13 Conversion to a Performance Based Services Contract. Please clarify as to whether this is an optional process or a mandatory requirement.

Answer: One of the key objectives of this acquisition is the conversion of Task Orders to Performance Based. This is a mandatory process.

Question: Page 122, Paragraph 2.3. As the proposal is required to be submitted in electronic format, will the Government consider issuing the final solicitation in a format that will allow form field fill-in or at least content copying?

Answer: Table A is the only portion of the RFP that will allow electronic fill-ins.

Question: Page 122, Paragraph 2.3. Electronic Media – Presumably the offeror has a choice of one of three electronic media types. However, labeling instructions in paragraph 2.5 are for only floppy disk, please clarify.

Answer: See Section L 2.3 of the RFP.

Question: Page 75, Clause H-6 Task Order Process. Paragraph B. (4) states that cost and pricing data may be required for sole source orders issued under the contract. FAR 16.505 states in paragraph (b) (3) that if the contract did not establish the price for the supply or service, the contracting officer must establish prices for each order using the policies and methods in Subpart 15.4. Would this requirement only apply to sole source orders issued on a fixed price basis?

Answer: Applies to all sole source orders that meet the dollar threshold.

Question: Page 79, Clause H-6 Task Order Process. Paragraph K states that all Procuring Contracting Officers from NAVSEA and its field activities are authorized to place orders under this ID/IQ contract. Are these individuals referred to in the RFP as Procuring Contracting Officers (PCOs) or Contracting Officers? Would it be possible to refer to these individuals in the RFP/contract as Ordering Officers in order to clearly define the authority of these individuals vs. the Procuring Contracting Officer for the contract?

Answer: The resulting contracts will identify the Primary Contracting Officer. Any warranted NAVSEA Contracting Officer will have authority to place a Task Order.

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Question: Page 79, Clause H-8 Substitution of Team Members and Substitution of Personnel. Paragraph 3 stipulates 45 and 90-day notification periods for proposed substitutions of key personnel. As employees are not required to give such notice to their employers, will the Government consider modifying this requirement?

Answer: The Clause will not be modified since the use of key personnel in this acquisition is vital to its overall success. It is incumbent upon the Contractor to notify the Government of any proposed substitutions.

Question: Page 80, Clause H.10 Contract Award Term Provisions. Will there be a single TDO for all IDIQ contracts?

Answer: Detailed concept of operations are being developed for post award administration of the MAC's. These concept of operations will be provided at a later date.

Question: Page 68, Clause Ddl-G40 Payment, Selected Items of Cost Reimbursement, paragraph (c). This paragraph states that the cost of acquisition of GPOE and IT shall not be allowable as direct charges to this contract. Does this restriction include computer usage charges?

Answer: If the specific Task Order requires computer usage and can be identified as direct charge to the Task Order it would be an allowable cost.

Question: Page 69, Submission of Invoices (Cost-Reimbursement, Time-and-Materials, Labor-Hour, or Fixed Price Incentive) Clause, paragraph (c). What number of calendar days will be entered in the third sentence of this paragraph?

Answer: The number of calendar days is 30.

Question: Page 71, Clause H.1 Geographical Zones. This clause states that to be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered. Does this requirement apply to the Prime Contract offeror only or can a team member meet this requirement for the team?

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) you wish to be considered in.

Question: Reference Clause H.13, page 83 - Will the contractor be given the opportunity to reprice the delivery order if it is to be converted from a term contract to a fixed price completion performance based service contract?

Answer: Yes, to be considered on a Task Order basis.

Question: Reference Section L, Paragraph 5.5.3, page 127 - Will the government issue a credit to Large Businesses that propose Small Businesses that are subsequently awarded their own contract? These small businesses may not be interested, after award, in supporting the large business since they have their own contract.

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Answer: No such credit is contemplated.

Question: Reference Clause H.8, page 79 - Can new team members be added, and their role evaluated by the Government, in response to a specific Delivery Order without a prior modification to the contract? - If so, are these subcontractors approved for support on subsequent orders or do they need to be evaluated on each delivery order?

Answer: Any new Team member proposed by the Prime to be added to the Team must first be approved by the Contracting Officer. These additions will be reviewed on a case by case basis. If approved, a contract modification will be issued to add the new Team member.

Question: Reference Clause H.11, page 81 - Is the guaranteed savings clause limited to Fixed Price and Completion Form Delivery Orders only?

Answer: The guaranteed savings clause is applicable to all contract types and is applicable at the Task Order level.

Question: If an Offeror bids in multiple zones and is found unacceptable in one zone but acceptable in the other zones how will that effect that Offeror's bid, i.e. must a company qualify in all the zones it proposes in order to get an award?

Answer: Offerors will be evaluated on a Zone by Zone basis.

Question: Will SeaPort Enhanced eventually replace the existing SeaPort contract?

Answer: It is anticipated both sets of contracts will be tools available to NAVSEA and its Warfare Center sites to secure professional services.

Question: If a particular warfare center has a history of awarding a percentage of its task orders dollars to small business, how will this proposed MAC contract insure that the same small business quota is maintained?

Answer: Each proposed Task Order will be reviewed by the local Warfare Center Small Business Advocate to: 1) ensure adequate work is set aside for Small Business concerns and 2) Tasks are not developed that exclude Small Business participation due to the size of the effort.

Question: Industry Brief, page 8. This page of the brief states that task orders that involve SCA limit that effort to five years. Will follow-on orders be permitted for task orders that involve SCA such that the total orders under the contract may exceed a five-year period?

Answer: The order itself (that contains SCA) will be limited to no more than 5 year period of performance. Follow-on tasks are permitted.

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Question: Industry Brief, page 38. This page of the industry brief states that if the Government elects to set aside a task order for small business participation, either before or after issuance of the RFQ, the Offeror must not exceed the NAICS Code in average annual sales over the past three years. Will offerors for set aside task orders be required to certify their size? Will this process be included in the RFP?

Answer: Offerors will be required to certify that they are a Small Business consistent with the NAICS Code criteria prior to award of the MAC.

Question: Industry Brief, page 38. When measuring performance of work for purposes of subcontracting is 51% based on hours or dollars? FAR 52.219-4 states that at least 50 percent of the cost of contract performance incurred for personnel shall be expended for employees of the concern. Can you please clarify the requirement?

Answer: 51% of the hours must be performed by the Small Business.

Question: Table A Past Performance – if the contract is not completed, is it permissible to insert “on-going” in Date completed column?

Answer: Yes, inserting “on-going” is permissible.

Question: Table A Past Performance - \$ Value – Is this value of contract or delivery order under which work was performed?

Answer: Either, as long as it reflects the value of the work performance related to the SOW Functional Areas.

Question: Table A Personnel – Proposed Position – Presumably this is either a company labor category or the labor category the individual is/was assigned to performing work applicable to Functional Area proposed.

Answer: Your presumption is correct.

Question: Attachment J.3 “Table A Workforce Qualifications” is there a limit to the number of personnel that may be presented? Given that bids may be comprised of a large numbers of companies it is possible that hundreds of people may qualify for a functional area. Should only the prime enter names or is the table open to all teammates?

Answer: Per Section 5.4.1 Depth and Breadth, only one key individual per Functional Area proposed is required in Table A.

Question: Page 134, Paragraph 5.0 Overall Rating Scale. This rating scale refers to factor ratings of “unacceptable” or “acceptable.” Please clarify as these rating titles are not used in Paragraph 4.

Answer: “Unacceptable” should be “unsatisfactory” and “acceptable” should be “satisfactory”. These changes will be made in the RFP.

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Question: **Table A. Can a prime contractor's experience as a subcontractor be included in Table A?**

Answer: Yes, the narrative should clearly state that the contract listed was a contract in which the Offeror performed as a subcontractor.

Question: **Table A Past Performance – Date Completed column – is this date contract was completed or work performed completed?**

Answer: The date the work performed was completed.

Question: **Section M Evaluation Factors for Award, Paragraph 4.0 factor Rating Scale, Subparagraph 3 Price, provides rating scales with one element involving the maximum proposed pass through rate e.g. a rating of OUTSTANDING stipulates the maximum pass through rate proposed is less than 1%. Is the percentage factor applicable only to the fee/profit associated with the cost?**

Answer: No, it could be G&A, material handling, etc.

Question: **In the Industry Brief, under "Small Business Topics" "RFP issued on an unrestricted basis" It states that "The Government reserves the right to set aside any task for small business, or if two or more qualified small businesses propose during the fair consideration process (cascading) the task may be set aside for Small Business." On page 38 of the Industry Brief it states that the Government may elect to set aside the Task Order for Small Business after responses have been received.**

How will potential Offerors be notified that this potential for after the fact set aside exists, and what is the governing procurement regulation that enables this type of set aside?

Answer: The Offeror will be notified during the Fair Consideration process. FAR 19.502-2 Total Small Business set-aside states in part "(b) The Contracting Officer shall set aside any acquisitions over \$100,000 for Small Business participation where there is a reasonable expectation that (1) Offerors will be obtained from at least two responsible Small Business concerns."

Question: **Page 20 of the Industry Brief states: " To be considered in one or more of the seven zones you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered." It is assumed that this means consideration as a prime contractor within the zone of consideration. Must the prime contract previously or currently held within a particular zone be with a Warfare Center? Will a prime contract held with NAVSEA or other NAVSEA Field activities fulfill this requirement?**

Answer: The Prime contract must be with a NAVSEA Warfare Center or NAVSEA Headquarters.

Question: **Is there any weighting factor or preference towards having held or holding a prime contract in a zone versus having a local office within that zone?**

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Answer: No, either will qualify you for consideration in that Zone.

Question: In the second of the Frequently Asked Questions contained in the Industry Brief, it states, "Only one award as a Prime Contractor per Company will be permitted." Will this single Prime Contract award cover multiple geographic zones?

Answer: Yes.

Question: Within Section 4.0, Factor Rating Scale, beginning on page 130 of Draft Solicitation N00178-04-R-4000, a pass through of greater than 7% is deemed unsatisfactory. Does "pass through" include G&A or is pass through recognized as a cost and pass through considered the price charge to the government beyond G&A?

Answer: "Pass through rate" is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e., subcontractor). The rate could include fee, material handling or general and administrative costs.

Question: Will contracts/task orders for Warfare Center detachments that are located in a different geographical zone from the parent Warfare Center be competed/administered by the lead Warfare Center for that zone, or by the parent command? For example, will task orders for the Acoustic Research Detachment, Bayview, ID, be administered by NSWC, Carderock Division (parent command) or by NUWC, Keyport (Zone 7-Northwest)?

Answer: The Task Orders will be awarded and administered by the Warfare Center site who generates the requirement.

Question: Section M, 4.0, 3. Price, page 132 of 134. To achieve any given rating, do all criteria have to be satisfied?

Answer: Yes.

Question: Section H11, page 82 of 134. What is included in the "maximum pass through"?

Answer: "Pass through rate" is defined as the cost added by the Prime for work performed by a member of the Prime contract team (i.e. subcontractor). The rate could include fee, material handling or general and administrative costs.

Question: Section L, Para 4.2, Table A format instructions. What are the correct left and right margins for Table A?

Answer: Please see Section L of the RFP.

Question: Section M. What are the standards for experience to be considered "relevant"?

Answer: The work should relate to the 21 Functional Areas of the SOW.

Question: Section H, page 71 of 134. Are qualified geographic regions limited to where only the prime has prime contracts or offices, or does a team member's contract(s) or office(s) qualify the team in additional regions? EXAMPLE: The proposed team's prime has offices in two regions and a team member has offices in a third region. Could the team receive an award in all three regions?

QUESTIONS FROM INDUSTRY N00178-04-R-4000

Answer: You or a member of your Team (subcontractor) must have a presence in the Zone(s) you wish to be considered in.

Question: Attachment J.3, Table A. Does the “Prime or Sub” column refer to the performing contractor’s status on the team being proposed or status while performing the work?

Answer: The status while performing the work in one of the 21 Functional Areas of the SOW.

Question: Will an electronic version of Attachment J.3, Table A be provided with the final RFP?

Answer: Yes, an Excel spreadsheet will be provided.

Question: Attachment J.3, Table A. If referenced contracts were performed by team members and not the prime, how should the performing contractor be identified? Should a separate Table A be provided for each team member with referenced contracts?

Answer: 5.4.1.1 requires in narrative form the Offeror to discuss in detail his experience/expertise identified for each listing found in Table A. The performing contractor can be identified in the narrative.

Question: L, p. 116 - Item (2) of clause 52.215-1 provides a list of items that are to be included in the “first page” of the proposal. Should we interpret “first page” to mean the proposal cover? Can we place this information on the title page of the proposal?

Answer: See 5.0 Proposal content of Section L.

Question: L, p. 120 - Clause 52.222-46 requires a total compensation plan. Where should we place this information in our proposal? Will this be excluded from the page limits?

Answer: It should be part of the cost proposal. There are no page limitations for the Total Compensation Plan.

Question: L.5.4.3 - Will it be acceptable if we place the teaming agreements in an appendix? Should we assume the teaming agreements will be exempt from page limitations?

Answer: The Team member (companies) should be listed in Exhibit B. There no requirements for the submittal agreement.

Question: Table A, page 2 - It is not clear how many people we should include in this table. One interpretation might be one person for each functional area. Another might be one person for each functional area for each performance zone. And another might be one person from each company for each of the above.

Answer: One entry for Functional Area for each Zone.

Question: Table A, page 2 - The table also has a column for Product Area Directorates (PAD). Should we attempt to identify personnel for each PAD for each functional area for each performance zone?

Answer: You are requested to identify the PAD the work was associated with.

Question: M.3.1.a - How will the evaluation process consider our identification of performance zones? Is it necessary for us to have performed work in each of the technical areas of interest in each of the performance zones of interest?

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Answer: To be considered in one or more of the Seven Zones, the Offeror must have held or currently hold a Prime contract or have a local current office in the Zone or Zones which you wish to be considered in and demonstrate depth and breadth of experience in the SOW Functional Areas.

Question: H-8 - First paragraph – “The list is included as Exhibit A...” Should this be “Exhibit B?”

Answer: Yes.

Question: Table A, page 1 - If we are working in the Norfolk area under a contract issued by Carderock, does this citation count for both zones II and III?

Answer: Your example would qualify you for consideration in Zone II since you hold a Prime contract awarded by an activity in the National Capital Zone.

Question: Table A, page 1 - What happens to work that is being moved to a new geographical area because of the NSWC reorganization?

Answer: Whatever Warfare site that has the responsibility for the award and administration of the Task Order will be responsible for the Task.

Question: Table A, page 1 - Does a contract to do work under the old NSWC/NUWC organization meet the requirements for relocated work under the realignment?

Answer: Yes.

Question: Table A, page 1 - Should we show only one contract for each functional area, or one contract for each zone and each functional area? Can we use the same contract to support several functional areas?

Answer: See revised instructions for Table A Section L. The same contract may support several Functional Areas.

Question: Table A, page 1 - Will the failure to bid all zones result in an overall lower score?

Answer: No, your proposal will be evaluated on a Zone basis.

Question: Table A, page 1 - Do you prefer one combined table for the bidding team, or one table for each teammate?

Answer: A combined Table that shows the Depth and Breadth of your team.

Question: Table A, page 1 - It is apparent that we need to demonstrate our technical capability in the functional areas we are bidding. Do we need to demonstrate this experience in each of the performance zones we are interested in, or will simply having an office in a zone automatically qualify us for all functional areas in that zone?

Answer: Having an office in the Zone you wish to be considered will qualify you for consideration in the Zone based upon the evaluation criteria listed in Section M.

Question: General - The draft RFP is in PDF format. Please issue the final RFP in MS Word format.

Answer: The final RFP is in PDF format.

Question: Table A, page 1 - Will the awarded contract allow us to bid on tasks in all 31 functional areas and in all 7 performance zones, or only the functional areas and performance zones that we have indicated on Table A in our proposal?

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Answer: Only the performance Zone you have demonstrated a presence in and relevant experience/expertise.

Question: **Table A, page 1 - Should Table A be limited to the experience of the prime, or may we include experience from our subcontractors also?**

Answer: Table A may demonstrate experience of the Prime or your subcontractor.

Question: **L.5.4.3 - If we use the same format for each teaming agreement, may we simply include one (instead of one for each subcontractor), in order to save pages in the proposal.**

Answer: Teaming agreements are not required to be submitted.

Question: **L.5.5.3 - Should this read L.5.4.3?**

Answer: See Section L 5.4.2.(b).

Question: **L.5.5.3 - Are the specific minimums for small business to be obligated by zone or the overall contract?**

Answer: The Government will reserve a minimum of five set-asides per Zone for 100% Small Business MAC awards. There is also a 33% goal (dollars obligated) for Small Business Prime contract awards and a 20% requirement (dollars obligated) for Large Business subcontracting to Small Business.

Question: **Contract - Will an awarded contract specify which functional areas and which performance zones we are allowed to bid on?**

Answer: Each award will identify which Geographical Zone(s) you may propose in. You may propose on any Functional Area.

Question: **Schedule B - In completing Schedule B of the solicitation, should the Contractor insert the highest hourly rate to be utilized in this procurement in the unit price section? Would the maximum amount would be the highest hourly rate multiplied against the maximum quantity of man-hours in the solicitation?**

Answer: Yes.

Question: **M 4.3 - Define what is meant by “the maximum pass through rate shall be charged against any and all line items under this contract shall not exceed *%. The maximum pass through rate is equal to the maximum amount above the price of the work paid to the Firm performing the work.” Does pass thru include burden plus fee?**

Answer: A “Pass through rate” is defined as the cost added by the Prime for work performed by a member of the Prime Contractor Team (i.e. subcontractor). The cost could include fee, material handling or general and administrative costs.

Question: **H 1.0 - In regards to qualifying for a geographical zone in which”...you must have held or currently hold a prime contract or currently have a local office in the zone in which you wish to be considered.” Can this requirement be applied to either the prime or subcontractor(s)?**

Answer: Yes.

Question: **L.5.4.3 - The subcontracting plan is limited to 10 pages. Are the required SF294s, teaming agreements, and exhibit B exempt from the page limit?**

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Answer: The SF 294's and Exhibit B are exempt from the page limitation. There is no longer a requirement for teaming agreements to be submitted.

Question: **Page 81, Paragraph H.11 – are Task Orders of less than one year's period of performance, even though repetitive from the Base Year to Option Years, excluded from the price reduction targets?**

Answer: No, all work performed under these multiple award contracts are subject to cost savings measures.

Question: **Page 82, Paragraph H.11 – regarding volume discount, is this assuming the same or greater work is received in the next calendar year? If significantly less work is received this could cause a large fee reduction.**

Answer: You may propose a volume discount conditioned on the receipt of a specified volume of work.

Question: **Page 82, Paragraph H.12, third bullet – should the exhibit be identified as B not A? This paragraph lists four functional areas (program management, logistics, financial management and engineering) which appear to mirror the original NAVSEA Headquarters MAC statement of work but do not reflect the functional areas of the SeaPort Enhanced Statement of Work. Does this requirement apply to the 21 functional areas in the Statement of Work? What are the "Shall" Statements mentioned in this paragraph, in the context of this RFP?**

Answer: The Exhibit should be B. The Functional Areas relate to the 21 Functional Areas of the SOW. The sentence "*The Contractor may use Table A from Section L of the solicitation, or may provide substantially the same information for groups of "shall statement" (sub area under the Functional Area)*" will be deleted.

Question: **Page 71, Paragraph H.1 - if a company holds a prime contract awarded in one zone, say Southwest, and has people supporting an activity in another zone such as the Mid-Atlantic under that contract, does this qualify the company in one or two zones? Can new geographical zones be added after award?**

Answer: It qualifies you for consideration in one Zone, the Southwest. H.8 Rolling Admissions allows for the Government to announce a new competition. Please note that the last sentence of H.8 will be deleted.

Question: **Page 71, Paragraph H.1 - please define the term "local office."**

Answer: The definition of a local office is an office within the Geographical Zone(s) identified in the RFP page 70 of 133 that is: 1) in existence at the time the RFP is issued; 2) is in business to provide the support found in the Functional Areas identified in the SOW; and 3) staffed by employees employed by the Prime contractor who proposes on RFP N00178-04-R-4000 or at least one of its team members (subcontractors).

Question: **Page 81, Paragraph H.11 – what is the definition of cost savings? Is the calculation of cost savings before or after direct or indirect rate increases?**

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Answer: Cost savings is defined as measures taken by the contractor to reduce the cost of services to the Government. Offerors are requested to use their innovation to develop cost savings proposals.

Question: **Page 104, FAR 52.219-1 – What NAICS will this acquisition come out under?**

Answer: The NAICS Code 541330, Small Business size standard, \$23 million in average annual sales over the past three years.

Question: **Page 124, Paragraph 4.2 – for Table A, what is meant by 8.5 x 11 inch left and right margins? We assume the word “test” should be “text”.**

Answer: Table A requirements are clarified in the RFP, Section L.

Question: **Page 125, Paragraph 5.3.1.1 – regarding the labor rate for Item 0001 – the statement that this should be the actual labor rate for the geographical zone being proposed on implies that there could be multiple rates for different zones if more than one zone is being proposed on – if so, how would it be reflected in item 0001? Also, should this rate be escalated from the most recently completed year to Year 5 of the contract? The same question applies to the rate for Item 0004 (Year 10) and Item 0007 (Year 15).**

Answer: Only one rate for Item 0001 is required. There is no requirement to propose labor rates per Geographical Zones. Offerors may use appropriate escalation for any rates proposed.

Question: **Page 126, Paragraph 5.4.1 – the following questions apply to the instructions for completing Table A:**

- **Can a separate Table A be submitted for each geographical area supported by the prime?**
- **Can separate Table A’s be submitted for each team member and each geographical area supported?**
- **It is conceivable that a company has past performance experience in a SOW area in more than one geographical area. Can multiple entries be submitted in the functional areas or only one line per functional area as shown in the example?**

The instructions for completing Sheet 2 of Table A mention “workforce composition”. Sheet 2 has only 21 rows, apparently corresponding to the 21 functional areas of the SOW. If the intent is to show workforce composition, allowing only one entry per functional area is not indicative of the total workforce. Are multiple entries per functional area permitted? Can multiple Sheet 2’s be submitted for separate geographical areas (similar question to bullets one and two above)?

QUESTIONS FROM INDUSTRY

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Answer: The RFP has been changed to read “Offerors are requested to provides a copy of Table A in their proposal for each Geographical Zone or Zone(s) for which they wish to be considered during the Task Order, Fair Consideration Process.” For each Geographical Zone or Zone(s) proposed the Offeror shall identify in Table A one key individual per Functional Area.

Only one entry demonstrating past performance for each Zone or Zone(s) is required. Offerors may discuss in detail his experience and expertise identified for each listing found in Table A in the narrative within the page limitations.

Question: **Page 126, Paragraph 5.4.1.1 – the first sentence of this paragraph requires detailed discussion of the experience/expertise for each listing in Table A. The next sentence identifies this as work under identified contracts. In some cases, a contract may be cited to demonstrate work in more than one functional area. Can the discussion be by individual contract, including several functional areas rather than by each individual line?**

Answer: The narrative should track with the Table A listings.

Question: **Page 129, Paragraph 2.0 – the last paragraph states that “Factor 1 and Factor 2 are approximately equal and more important than Factor 3.” Does this mean that either factor 1 or factor 2 is more important than factor 3, e.g. 40/40/20, or are factor 1 and combined more important than factor 3, e.g. 30/30/40?**

Answer: 2.0 Basis for Contract Award has changed. See Section M.

Question: **Page 130, Paragraph 4.0 – please describe the application of the rating factors in more detail. The first heading under 4.0 (Technical Capability) includes three separate factors and the following paragraphs set forth criteria for achieving an adjectival grading in each factor. If an Offeror achieves a grade of Outstanding in two of three factors and a grade of Good in the third, is the overall grade Good or is there a scale between Outstanding and Good that will be applied? Similarly in evaluation of price (Factor 3), must an offeror achieve all objectives under a grade to be awarded the overall grade?**

Answer: The DRAFT RFP evaluation criteria has changed and is reflected in the RFP. Please refer to the new Section M to determine the Evaluation Factors for award.

Question: **Attachment J.3, Table A – what dollar value is required in the fourth column (\$ Value)? The example shows \$15,000,000 under functional area 3.2, Engineering Support. Many delivery order contracts are used to support several of the functional areas and may be listed more than once. Is the value in this column the overall value of the contract or the value of work performed on delivery orders in support of the individual functional areas cited? If the value is the overall contract value, is required value the awarded value of the contract or task order values issued against the functional area? If work is still in progress, is the required value the awarded contract value, the task orders awarded or the amount expended to date?**

Answer: The value of the work performed . If the Task is on going identify the awarded amount.

QUESTIONS FROM INDUSTRY

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Question: If your team member has an Office or Prime Contract in an area or region but the prime does not. Can you still submit as a prime for that particular region?

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) you wish to be considered in. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

Question: What is the definition of an office in a region, i.e. distance, location, etc...

Answer: The definition of local office is an office within the geographical Zone(s) identified in the RFP page 71 of 134 that is 1) in existence at the time the RFP is issued; 2) is in business to provide the support found in Functional Areas identified in the SOW; and 3) staffed by employees employed by the Prime contractor who proposes on RFP N00178-04-R-4000 or at least one of it's team members (subcontractor).

Question: SECTIONS M, 3 Price, the goals to achieve an outstanding in cost are the same for large business and small business. Can the government set a reduced standard to achieve an outstanding in cost for small business as they have in the technical evaluation? Currently the requirement to achieve and outstanding in cost would be very prohibitive for many small businesses.

Answer: One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, innovative and cost savings initiatives to provide high quality services at a reduced cost to the Government. This objective does not change with regard to business size. A change in the evaluation criteria is not contemplated.

Question: How many Table A's can be used? If only one, can you put more than one past performance on one line?

Answer: The solicitation now requires the completion of a Table A for each of the Zones in which you wish to be considered. This is a change from the Draft Solicitation. Appropriate changes to the Instructions to Offerers and Evaluation for award are also included in the solicitation.

Question: Is there a format the government wants to use for Exhibit B.

Answer: The information may be provided in table format found as Exhibit B.

Question: Section L Paragraph 5.5 Past Performance says that the government may use the first 15 entries in Table A. There are 21 functional areas in the SOW. Does this mean that not all functional areas will be reviewed? If so how does that impact the Section M's technical evaluation for large business? Currently large businesses must show relevant experience in 18-21 functional areas to receive an outstanding.

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Answer: The solicitation now requires the completion of a Table A for each of the Zones in which you wish to be considered. This is a change from the Draft Solicitation. Appropriate changes to the Instructions to Offerers and Evaluation for award are also included in the solicitation. Language concerning the use of the first 15 entries in Table A has been deleted.

Question: According to the Industry Brief and Section M of the draft solicitation, Factor 1 - Technical Capability and Factor 2 - Past Performance are considered approximately equal and when combined more important than Factor 3 - Cost. Will the fair opportunity consideration process during contract performance where a task order is not designated a small business set-aside, use the same scoring? Will special consideration be given to a small business in the area of cost when there is only one small business competing and that small business has Factor 1 and Factor 2 scores equal to those of its large business competitors?

Answer: The evaluation criteria set forth in the solicitation deals exclusively with the award of the MAC contract, and does not set the standard for evaluations on individual task orders. Statutory/Regulatory requirements will be met for small businesses during the fair opportunity consideration process.

Question: In the event that 2 or more qualified small businesses propose on a task order during the fair opportunity consideration process, how will the Government decide if it will elect to designate the task as a small business set-aside?

Answer: A goal of this acquisition is 33% of the dollars obligated during the life of the contract will go to Small Business Primes. Each proposed Task Order will be reviewed by the local Small Business Advocate to determine if a set-aside is appropriate. During the Fair Opportunities Consideration process, if two or more qualified Small Businesses provide acceptable offers at fair and reasonable prices, then the local Small Business Advocate can declare the order to be awarded based on a set-aside basis (Cascading).

Question: In Part I, Section H.11, Guaranteed Savings Clause, pass through is defined as the "...amount above the price of the work paid to the Firm performing the work." Traditionally, the pass through amount (between Prime Contractor and Subcontractor) has included cost elements associated with subcontractor management (including requisite technical support supervision); absorbable overhead costs specific to the contract; general and administrative costs specific to the contract; and nominal profit. However, included in the evaluation criteria of the subject solicitation are the following rankings and associated pass through rates: [Outstanding – less than 1%], [Good – less than 3%], [Average – less than or equal to 6%], [Unsatisfactory – greater than 7%] Assuming the above pass through rates accurately represent the intentions of NSWC, Dahlgren, it appears that some or all of the above stated traditional cost elements of pass through are deemed unallowable or are not to be incurred by the Prime contractor. On the other hand, if the stipulated pass through rates are intended to cover the traditional cost elements, then, based upon generally approved DCAA indirect rates, the stipulated pass through rates appear unrealistic. What cost elements are anticipated to be covered by the specified pass through rates in Part IV, Section M.4.0.3, Factor Rating Scale – Price, of Solicitation #N00178-04-R-4000?

QUESTIONS FROM INDUSTRY

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Answer: “Pass through rate” is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e., subcontractor). The cost could include fee, material handling or General and Administrative costs.

Question: Table A of the draft RFP, states “To be considered in one or more of the Seven (7) Zones the Offeror must have or had a prime contract or currently have a local office in the Zone or Zones.” In the age of omnibus contracts, subcontractors are selected for teams based on many reasons including specific capabilities. In many cases, certain subcontractors can be the sole provider of a certain service in a specific geographic region or on a team. Additionally, many subcontractors can perform a larger percentage of work under a contract than the prime. With these facts in mind, will the government consider removing the requirement for a prime contract only?

Answer: Criteria for qualification in a Zone has been changed and now includes subcontractors in the definition for presence.

Question: If a Team is established to respond to this RFP, Table A does not allow for the identification of which team member hold the contract listed. Should Offerors include multiple versions of Table A, one for each team member, or should all contracts be listed on one table (if so, will the government modify Table A to include a column for company name)?

Answer: The solicitation now requires the completion of a Table A for each of the Zones in which you wish to be considered. This is a change from the Draft Solicitation. Appropriate changes to the Instructions to Offerers and Evaluation for award are also included in the solicitation. Team members are required to be identified in Exhibit B.

Question: On page 127 of the RFP, the government states “The government may use the first 15 entries in Table A, therefore Table A entries should reflect significant recent relevant experience performed within the past (5) years”. Based on the structure of Table A, this 15 contract limit might exclude contracts cited for functional areas 16 thru 21. For Offerors who are attempting to be evaluated as “Outstanding” and therefore must show proven past performance in at least 18 functional areas, more than 15 contracts may be listed. Will the government remove this limitation?

Answer: The solicitation now requires the completion of a Table A for each of the Zones in which you wish to be considered. This is a change from the Draft Solicitation. Appropriate changes to the Instructions to Offerers and Evaluation for award are also included in the solicitation. Language concerning the use of the first 15 entries in Table A has been deleted.

Question: The awarding of multiple contracts under this RFP will drive increased competition for delivery orders. Currently many delivery orders and tasks issued by NSWC/NUWC are small, focused efforts that do not exceed \$50K. Is it the government’s intention to hold competitions for small tasks among all contract holders in a specific region?

QUESTIONS FROM INDUSTRY

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Answer: Awardees will not be given a fair opportunity to be considered for requirements which are expected to exceed \$25,000 when the Contracting Officer determines one of the following conditions apply:

- The agency need for such services is of such urgency that providing such opportunity would result in unacceptable delays;
- Only one Awardee is capable of providing such services required at the level of quality required because the services ordered are unique or highly specialized;
- The order must be issued on a Sole-Source basis in the interest of economy and efficiency because it is a logical follow on to an Order already issued under the contract in which Awardees were given a fair opportunity to be considered.
- It is necessary to place an order to satisfy a minimum guarantee.

If the above conditions do not apply, the Task Order will be competed.

Question: NSWC/NUWC have recently held and/or are currently holding competitions for LOE contracts for many types of services. Once these contracts are awarded, what is the government's intention regarding contracts already in-place?

Answer: There is no intention for an immediate wide scale disruption of existing contractual relationships upon award of SEAPORT ENHANCED. It is expected that SEAPORT ENHANCED will be considered when attempting to exercise existing options, the renewal of service contracts, or new service contract requirements.

Question: Will multiple-year tasks be competed under these contracts?

Answer: Yes. It is contemplated that Task Orders could be issued for a term equal to the duration of the contract. Any Award Term Incentives in a Task Order cannot exceed the performance period of the base contract.

Question: Will task orders competed under these contracts include all current government award methods (CPFF, FFP, T&M, CPAF, etc)?

Answer: Time and Material orders are specifically excluded. See Section I, FAR Clause 52.216-1 for a listing of the contemplated contract types for Task Orders.

Question: Table A in the Draft solicitation was provided by the government in PDF format, this would require the Offeror to recreate their own version in a usable electronic format. Will Table A be provided in MS Excel format in the final release of the solicitation?

Answer: Yes. Please note that the instructions for use of Table A is different in the solicitation than was set forth in the Draft Solicitation.

Question: Page 124, Para 4.2, Table A, 3rd bullet, states "8.5 x 11 inch left and right margins". This does not specify a value of use for the left and right margins.

QUESTIONS FROM INDUSTRY

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Answer: The instructions for use of Table A is different in the Solicitation then was set forth in the Draft Solicitation. Table A will be provided in Excel format in the Solicitation.

Question: Can team member capabilities as they apply to geographical regions, personnel, and functional areas as they are defined in the SOW be included as part of the primes response to this solicitation? Specifically can team member resources and/or capabilities be listed in Table A?

Answer: The instructions for Table A are changed from that set forth in the Draft Solicitation. Criteria for qualification in a Zone requires you or a member of your team (subcontractor) to have a presence in the Zone(s) in which you wish to be considered as well as the appropriate technical ratings for Depth and Breadth and Past Performance as they relate to the Zone. Section L, Paragraph 5.4.1.1 of Proposal Content provides an opportunity to expand on the information provided in Table A.

Question: Does the maximum pass through percentage, as described in Section M, Paragraph 4.0, include or exclude DCAA approved G&A/M&S rates?

Answer: "Pass through rate" is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e., subcontractor). The cost could include fee, material handling or general and administrative costs.

Question: Do permanently assigned personnel working onsite at a government facility performing services under a government contract qualify the Offeror in a geographic region?

Answer: You must meet the presence definition to be considered for a Zone(s).

Question: Within the last 5 year period we have only completed a single prime contract requiring a Form 294. Under our current NAVSEA prime contract we are qualified as a small business based on other NAICS codes but do not qualify as a small business under this solicitation. Can we use existing contracts with current Form 294s to satisfy this requirement per Section L, Paragraph 5.5.3: Subcontracting (Large Business Only)?

Answer: Paragraph 5.5.3 is now numbered 5.4.2 (b). The use of existing contracts is acceptable if you can show relevance to the requirements of this Solicitation.

Question: Under Section L, Paragraph 5.4.1: Depth and Breadth, "the Offeror's labor mix should be multidisciplinary that identifies one key individual per Functional Area proposed." By this do you mean for the Offeror to submit a single representative for each functional area or should multiple representatives be included within each functional area?

Answer: There is a change in the Solicitation from the Draft Solicitation to the instructions for the use of Table A. Section L, Paragraph 5.4.1 provides an opportunity (within applicable page limits) for the Offeror to expand on the information provided in Table A to further demonstrate your capabilities in the Zone(s) in which you are proposing. Table A requires the listing of one key individual per Functional Area proposed.

QUESTIONS FROM INDUSTRY

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Question: Why are there no Time and Materials task orders (Industry Brief slide 8)?

Answer: The Federal Acquisition Regulation (FAR) 16.601 states in part “A *time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency.*” One of the key objectives of the SEAPORT ENHANCED acquisition is to encourage industry to find methods to reduce costs and identify efficiencies. The Time and Material contract requires increased government surveillance and does not encourage the contractor to be as efficient as other contractual vehicles.

Question: In the Industry Brief (slide 8) what does “minimum guarantee at MAC level not zone” refer to?

Answer: It is an attempt to explain that each awarded contract will only have a \$10,000 minimum guarantee regardless of the number of Zones in which you qualify. This covers the Base and Award Term Option periods.

Question: Many of the small business are both submitting prime proposals as well as subcontracting to large business. As a result, some of the small business subs will be bidding for task orders as a prime. This makes it difficult for large business’ to make their small business goals. Will large business’ get any consideration towards their small business goals if their sub wins a prime task?

Answer: No. The Solicitation specifies a number of contracts to be awarded in each Zone to Small Businesses. The Solicitation also contains a goal of 33% of the dollars awarded be to Small Business Concerns, and a requirement that 20% of the dollars awarded to Large Businesses be subcontracted (or other appropriate teaming arrangements) to Small Businesses. The 20% is further defined in the Solicitation for disadvantaged businesses, hub zones, etc. Your past performance evaluation for follow on task orders and the Award Term for the awarded contract will include an assessment of your success in meeting the Small Business Goals.

Question: Page 126, section 5.4.1 states that “The Offeror shall complete Table A to: (1) Specify which zone or zones are to be supported”. Do we list the Zones to be supported for each Contract listed as a qualification or for the SOW area as a whole?

Answer: There is a change in the Solicitation from the Draft Solicitation to the instructions for the use of Table A. Section L, Paragraph 5.4.1 provides an opportunity (within applicable page limits) for the Offeror to expand on the information provided in Table A to further demonstrate your capabilities in the Zone(s) in which you are proposing. The Depth and Breadth narrative and Past Experience should be related to the Zone(s) for which you wish to be considered. Table A requires the listing of one key individual per Functional Area proposed.

Question: Page 126, section 5.4.1 states that “The Offeror’s labor mix should be multi-disciplinary that identifies one key individual in per Functional Area proposed.” Are we limited to one individual per functional area?

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Answer: Same as preceding answer. There is a change in the Solicitation from the Draft Solicitation to the instructions for the use of Table A. Section L, Paragraph 5.4.1 provides an opportunity (within applicable page limits) for the Offeror to expand on the information provided in Table A to further demonstrate your capabilities in the Zone(s) in which you are proposing. The Depth and Breadth narrative and Past Experience should be related to the Zone(s) for which you wish to be considered. Table A requires the listing of one key individual per Functional Area proposed.

Question: Page 127, section 5.5 states that “The Government may use the first fifteen entries in Table A...”. Is this 15 entries per SOW area or 15 total?

Answer: Based on the changes in the instruction for use of Table A, the language concerning the “first fifteen entries” is deleted from the Solicitation.

**Question: We understand that as ERP is deployed, the receiving activity will have to do work that will not be provided by the central ERP program office. This work will include items such as: data cleansing, data conversion, legacy system shut down, and pre and post go-live support. Based on this we recommend adding the following statement to the SOW Paragraph 3.12 Information System (IS) Development, Information Assurance (IA), and Information Technology (IT) Support:
"Provide ERP deployment support in addition to, or outside the scope of that provided to the activity by the central ERP program office"**

Answer: It is assumed that “ERP” means Enterprise Resource Planning. A requirement supporting this effort would not be considered outside the scope of the contract, however, it will not be added to the SOW. Specific requirements will be set forth in Task Orders.

Question: Reference RFP Section L, Paragraph 3.9, page 123: The RFP states "the Navy is open to joint ventures or other legal arrangements of Offerors to maximize quality and minimize prices...".

a) If a Joint Venture (JV) is proposed as a subcontractor to a Prime contractor and the JV proposal includes the team subcontractors to the JV, will the JV subcontractors be accepted?

b) If a Joint Venture (JV) that is proposed as a subcontractor includes small business (SB) team subcontractors to the JV, can the value of those SB subcontracts be counted in meeting the SB goals under the prime contract?

c) If a Joint Venture (JV) submits a proposal as a Prime for one Zone can a Principal company of that JV submit a separate proposal as a Prime for contracts in other Zones?

Answer: a) The Solicitation has been changed. Joint Ventures will not be permissible.

QUESTIONS FROM INDUSTRY

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Question: Reference RFP Section L, Paragraph 5.4.1, page 126: For Offerors that wish to propose in more than one Zone, do "experience and expertise" as well as "workforce composition relative to the functional area" need to be demonstrated in every Zone for which the Offeror desires to be considered (Table A Page 1, Column 6)? Or, will data demonstrating that the capabilities exist within the team corporate structures in any Zone suffice for proposal evaluation purposes in all Zones for which the Offeror qualifies?

Answer: There is a change in the Solicitation from the Draft Solicitation to the instructions for the use of Table A. Section L, Paragraph 5.4.1 provides an opportunity (within applicable page limits) for the Offeror to expand on the information provided in Table A to further demonstrate your capabilities in the Zone(s) in which you are proposing. The Depth and Breadth narrative and Past Experience should be related to the Zone(s) for which you wish to be considered. Table A requires the listing of one key individual per Functional Area proposed.

Question: Reference RFP Section L, Paragraph 5.4.1.1, page 126: Does the requirement to "discuss in detail... each listing found in Table A" include the Page 2 personnel listings, or only the Page 1 contracts? If so, the 30-page limitation seems restrictive for large businesses trying to qualify as Outstanding in multiple Zones.

Answer: Please note the change in instructions for Table A. The 30 page limitation remains unchanged. The contents of the 30 pages should demonstrate your qualifications in each Zone(s) for which you propose, and should be considered as an extension of Table A.

Question: Reference Section L, Paragraph 5.5.3 (should be 5.4.3) and 5.4.3.1, page 127: Does the Government intend that (a) the 3 required SF294s, (b) the list of subcontractors (Exhibit B), and (c) the copies of teaming agreements be appended to the Subcontracting Section and thus fall outside the 10-page limitation?

Answer: The paragraph number is corrected in the Solicitation. The SF 294s and Exhibit B are not included in the page count. Teaming Agreements are not required to be submitted.

Question: Reference RFP Section M, Paragraph 4.0, page 132: The SEAPORT I MAC maximum pass-through rate for an Outstanding score was "less than 8%". "The maximum pass-through rate is equal to the maximum amount above the price of the work paid to the firm performing the work. It includes but is not limited to: all direct costs incurred by the Prime or other team members, all the Prime and higher tier subcontractor applicable indirect rates including the Overhead rates, G&A rates, FCCM rates and profit/fee". The maximum pass-through rate for an Outstanding score on this procurement is less than 1%. It is requested that the Government review the pass-through ceilings for market competitiveness and establish a maximum pass-through rate for an Outstanding score for this procurement that is more closely aligned with SEAPORT I.

Answer: Reasonable pass through charges will be allowed. One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, innovative and cost savings initiatives to provide high quality services at a reduced cost to the Government. The evaluation subfactor remains unchanged.

QUESTIONS FROM INDUSTRY

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Question: Reference RFP Attachment J.3 Table A Page 1 past Performance Information:

- a) Several current Navy contracts cover many of the functional SOW areas. If a contract is listed multiple times (i.e., in multiple functional areas) in Table A Page 1, will one discussion in detail of the contract in the 30-page narrative be acceptable, versus a separate discussion for each listing in the table?
- b) Table A does not provide for the identification of the holder of each referenced contract, whether the Prime Offeror or one of the Offeror's team subcontractors. Should the Offeror indicate that the supplied contract is from a subcontractor teammate, and if so, how?
- c) The note at the foot of Table A states "... or currently have a local office in the Zone or Zone(s)". The indication of the local office is not specifically requested to be provided in the Table or in the 30-page narrative. By listing a Zone in Column 6, is it to be understood that the Offeror has a qualifying office if no prime contract is listed?

- Answer:
- a) The 30 page narrative should include information sufficient to document your expertise in the Zone(s) for which you offer. Repetitive information from the same contract would not be desired, but the Zone(s) which the discussion supports should be identified.
 - b) Table A instructions have been changed in the solicitation. Supporting information for Table A shall be set forth in the 30 page narrative.
 - c) Exhibit B should identify offices and their locations, and all Team members.

Question: Reference RFP Attachment J.3 Table A Page 1, Column 7 Product Area For Which Function Was Performed

- a) If relevant work was performed for another (non-PAD) Government organization (reference RFP Section L 5.4.1), should that organization be entered in Column 7?
- b) Does a technically relevant non-DoD Prime contract within one of the seven Zones (not with one on the identified NAVSEA activities) qualify the Offeror to be a Prime in that Zone?
- c) Can the PADs be numbered (similar to the Zone numbers) to conserve space in the Table where multiple PADs are applicable?
- d) The Pad structure is relatively new and potentially difficult to relate to prior year contract references. This will force Offerors to make judgment calls in completing Column 7. Does the Government wish Offerors to relate all NAVSEA contracts to PADs or only contracts clearly issued in support of the PADs?

QUESTIONS FROM INDUSTRY N00178-04-R-4000

- Answer: a) No.
- b) No.
- c) Table A will provided in EXCEL format. This will allow multiple entries in the column.
- d) Offerors should relate referenced contracts to appropriate PAD where applicable.

Question: Reference RFP Attachment J.3 Table A Page 2, Column 8 Brief Description of Experience Relevant To Functional Area Within Past 5 Years: How much detail is desired in Column 8? The RFP example is very brief.

Answer: Information should be limited to what can reasonably be placed in the column. Any additional information that you wish to provide should be contained in the 30 page Narrative.

Question: I want to bring to the attention of procurement officials a severe inequity present in the procurement strategy for the Naval Sea Systems Command SEAPORT Contracting initiative. These problems limit the access and validity of small business participation in this important program. If the limitations to small business are manifested in the final RFP, a severe reduction in participation and quality performance will be present. Indeed, many of the historical problems from NAVSEA procurement practices that have inhibited small business contracting will be perpetuated.

1) Geographic Restrictions to Competition

Many small businesses provide niche services that are unique and highly specialized. These focused services may be provided to commercial, utility, maritime or government customers from a central location. Service personnel and equipment can then be dispatched upon demand to apply the assistance that is needed. Examples include turbine inspections, non-intrusive system examinations, highly specialized communication equipment, and systems unique to a vessel but requiring unique service equipment or training. Specialization can generate higher prices for services when a restriction such as proximity to a geographic area is imposed. Your requirement that, "To be Considered in one or more of the Seven Zones you must have held or currently hold a prime contract or currently have a local Office in the Zone(s) in which you wish to be considered" will reduce competition! Consideration for travel costs will be mitigated by an effective competitive process.

a. We respectfully request that this restriction be removed from small businesses

Answer: Evaluation criteria was established to assure a manageable number of meaningful contracts for each Zone. Having or having had a contract, or an office in a Zone does not automatically qualify an Offerer as an Awardee in that Zone. The Offeror must also demonstrate appropriate capability and past performance. In the examples cited, it would appear that you would meet the criteria of having a contract if you had performed the listed effort.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: **2) Small Business Standards**

The nature of the work scope of the contract is oriented to hours of work and numbers of personnel to be applied to tasks. Further, the \$23 million small business standard is extremely low and inconsistent with small businesses performing similar tasks. A more appropriate measure for small businesses is the total number of personnel. Recently the Small Business Administration has announced that their standards will be based upon numbers of employees and not revenue. In addition, the small business goals will be efficiently and reliably achieved by the Navy and Nationwide MAC contractors if a realistic standard is established.

b. We respectfully request that the small business standard be established at 1000 employees.

Answer: The NAICS Code selected for this contract represents the work anticipated to be performed.

Question: **3) Past Performance**

Each Offeror is required to complete a table to demonstrate depth and breadth of experience within the past (5) years. For small businesses, the opportunity to compete, perform and address work unique to the U.S. Navy may not be available on a regular basis. However, it may be present from the experiences and credentials of key personnel who are hired to bring skills and capabilities to the small business. Additional time for consideration of specific past performance is needed for small business. This does not compromise the Navy's consideration or the availability of recent technical, training or vessel specific requirements. Unique needs can be specified on tasks for the individual ship or service.

c. We respectfully request that small businesses be allowed to present past performance from the past 10 years and to include the past performance and experience of key employees as an important part of the Offeror's proposal.

Answer: No distinction is made in the RFP between corporate experience and that of the key employees. If, within the page limitations, you wish to discuss additional experience beyond the three years you may do so.

Question: **With a primary purpose of the ID/IQ to develop strategic commercial relationships, was any consideration given to reducing the extent of use of FAR Ts and Cs and incorporating FAR 52.212-4?**

Answer: FAR 52.212-4 Contract Terms and Conditions – Commercial Items (May 2001) may be applicable for some task orders, and as such could be used by the Ordering Officer. It is deemed to be inadequate for the majority of the efforts contemplated under the awarded contracts.

QUESTIONS FROM INDUSTRY

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Question: Page 1, Paragraph H.1 - Please verify that a company can be certified for a work zone if an individual is working in that work zone now (i.e. Southwest) but working under an NSWCDD contract?

Information. We have individuals working in San Diego, CA and Orlando, FL for customers that are in the Southwest and Gulf Coast zones. These are government site employees, but the contract used for this is our current contract issued by NSWCDD. It appears this satisfies the requirement to be considered for southwest and zone work, but want to verify this.

Answer: Yes, but be reminded that is but one of the criteria in qualifying for consideration in a Zone.

Question: Page 123, Paragraph 4.2 - Are text boxes and/or tables allowed in the Technical Capability Section? *Information:* The formatting instructions say no "graphics or pictures." A text box or table allows highlight of various important facts and we would like clarification if text boxes and tables that include only text are allowed in the Technical Capability Section.

Answer: Text boxes and tables should not be utilized in the Technical Capability Section.

Question: Page 124, Paragraph 4.2 - Please specify the margins for the left and right margins on Table A. *Information:* On page 124, Section 4.2, there appears to be a typo under TABLE A format definition. It says "8.5 X 11 inch left and right margins." We assume this means 8.5 X 11 in paper with margins of some size.

Answer: The oversight has been corrected in the Solicitation

Question: Page 125, Paragraph 4.3 - Please verify there is no limit on the number of pages to TABLE A. *Information:* You ask for specific information but do not set a page limit.

Answer: The instructions for Table A have been changed in the solicitation. Table A is limited to two (2) pages per Zone. It is desired that summary information be provided in Table A, with additional information, as desired, be placed in the 30 page narrative.

Question: Page 126, Paragraph 5.4.1 – In the second to the last sentence of the paragraph, it states that Sheet 2 of Table A “shows workforce composition relative to the functional area and zone being proposed on.” Could you please clarify which column requires the zone entry or if it is not required since it is shown on Sheet 1? *Information:* There is no column that requests a zone on sheet 2.

Answer: A separate Table A is now required for each Zone in which the Offeror wishes to be considered.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 126, Paragraph 5.4.1 - – In the last sentence of the paragraph, it states, “The Offeror’s labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed.” Could you please clarify this sentence (see Information area below)? **Information:** **It is possible to make at least two interpretations from this sentence. One interpretation could be that each Functional Area should contain one Key name (possibly indicated with an asterisk or by some other means), with all other employees of the prime and subcontractors listed below it therefore ensuring there is a “multi-disciplinary” mix within each of the 21 Functional Areas. A second interpretation could be that each Functional Area should contain one Key name and no others, with the Functional Areas being multi-disciplinary in themselves, the prime and subcontractors should ensure that the 21 names listed are multi-disciplinary across the 21 Functional Areas.**

Answer: Your second interpretation is correct. You may provide additional information, as desired, in the 30 page narrative.

Question: Page 126, Paragraph 5.4.1 - Can a provision for a short Executive Summary section be made in the proposal? If not, is it acceptable to provide an Executive Summary in the Technical Capability Section, using some of the allowed 30 pages of writing. **Information:** An Executive Summary is a useful tool in writing that allows a quick overview of the main points of a paper and provides a roadmap for reading same.

Answer: There is no prohibition against providing an Executive Summary in the Technical Capability Section within identified page limitations.

Question: Page 127, Paragraph 5.5 – Can you please clarify the statement, “The Government may use the first fifteen entries in Table A”? **Information:** As the table is organized by SOW items it could be possible to have 15 contracts (5 in each of the first three SOW items 3.1. thru 3.3) thereby limiting relevant experience in later SOW items, for ex: SOW 3.21. To ensure our most relevant experience is in the pool of contracts to evaluate should we limit contracts so the 15 lines cover all SOW items?

Answer: The instructions for Table A have changed. The “first fifteen entries” language has been deleted.

Question: Page 127, Paragraph 5.5 - Please state if there is a preferred sort order for the data in TABLE A, page 2 (Workforce qualification) and also provide a definitive statement if a repetition of workforce names is allowed should one individual have worked in more than one functional area? **Information:** It appears the best sort order would be by Functional Area that would correspond to sort order of TABLE A, page 1. This would mean that an individual could be counted several times if that person worked in more than one functional area. This would also mean that prime and sub contractor work force personnel would be intermixed as you moved down the workforce qualification chart.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: A separate Table A is now required for each Zone in which you wish to be considered, and there is no preferred order. For proposal purposes, the Offeror must identify one key individual per Functional Area proposed. The same individual may be proposed more than once. Be advised that the Navy is extremely interested in your depth and breadth of experience, thus the more individuals identified with work experience in the 21 Functional Areas the more favorably the Navy will view your proposal.

The individual named does not have to reside or have their primary work location in the Zone they propose to support. Be advised that during the Task Order process minimum response time requirements may be identified.

Question: **Table A - Please describe the type of government POC you want posted to the last column on TABLE A, page 1? Should this be the Contracting Officer, Contracting Officer's Representative (COR) or Technical Point Of Contact (TPOC)?** *Information:* Since an evaluation of work is required we assume this POC should be the TPOC but would like the assumption verified.

Answer: You should provide the name of the individual that can provide the most comprehensive assessment of your performance under the named effort.

Question: **Table A - Please confirm that on Table A, page 2 under the "Proposed Position" column we are to use our company labor categories.** *Information:* We would like to confirm that company labor categories are to be used since contract labor categories are not listed.

Answer: Use of your company labor categories is acceptable if the category name provides an understandable description of the individual's proposed position.

Question: **No page or paragraph number – Will the Government post or provide upon request a Microsoft Word/Excel version of the solicitation to allow bidders ease in completing the SF33, Sections B, H and K?**

Answer: No – however Table A will be provided in EXCEL format which allow for fill-in.

Question: **Page 125, para. 5.3.1.1 - Will you provide more direction on pricing item 0001 with the “actual hourly labor rate appropriate for the Zone and Functional Areas being proposed on? *Information:* It is possible that highest rates may be different in different zones and functional areas, but item 0001 only provides one line for the rate. Our company will bid in several zones and the rates for the team may be different. Should we just average the highest rates per zone to come to a rate determination? From a reading of para 5.6.2 on page 128 it appears we can then justify the number we used to satisfy the item 0001 rate by showing our scheme for providing a rate (e.g. 80% of the highest labor rate in zone 1 where we'll do most work and 20% for another zone where we'll do less work). Of course, we must provide the additional info required by para 5.6.2. Further clarification would be of benefit to us to ensure you received what you really need for evaluation.**

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: It is requested that you provide the loaded labor rate for the highest paid individual proposed for your team (may be prime or team employee). Only one rate is to be submitted. Information required by paragraph 5.3.1.1 shall support the proposed rate.

Question: **Reference: Attachment 1/Attachment 2 - the Product Area Descriptions (Attachment 1) do not seem to relate to The specific Warfare Center Activities (Attachment 2) in a one-to-one manner. Question: In responding to describe an Offeror's capabilities in the Functional Areas outlined in the SOW (Para 3.0), which takes precedence, the Product Area Descriptions or the Warfare Center Activities?**

Answer: The Warfare Center Activities. The Technical Evaluation will primarily be based on the 21 areas listed under SOW Paragraph 3.0, Requirements.

Question: **Reference: Section L, Page 126, Para 5.4.1 - indicates that experience in functional areas may be gained, among other means, from working with "...other Government organizations". Question: Is experience in functional areas gained from working for foreign Government organizations considered acceptable (and equal) to equivalent experience in functional areas gained from working for US Government organizations?**

Answer: The primary purpose of this paragraph is to require documentation concerning your Depth and Breadth of experience as it relates to the Functional Areas of SOW paragraph 3.0 requirements. Without seeing your proposal, it is not possible to judge whether or not experience gained from any source is relevant.

Question: **Reference: Section L, Page 126, Para 5.4.1 - indicates that "Sheet 2 of Table A... (is to show) work force relative to the functional area and zone being proposed on." Para 5.4.1 goes on to indicate that the "Offeror's labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed." Question: Does the identification of key individuals for each of the Functional Areas proposed apply to the entire Offeror's proposal (and thus allowing a maximum of 21 key individuals), or to each of the Functional Areas in each of the seven Zones (thus allowing a possible maximum of 147 (21 Functional Areas x 7 Zones) key individuals)?**

Answer: Proposals will be evaluated per Zone; therefore, a maximum of 147 Key individuals could be proposed.

Question: **Page 7 of the Industry Brief states "Each Task is competed by the Warfare Center that has the requirement in the applicable Zone". Page 20 of the Industry Brief states "The Warfare Center Sites will solicit these Zones for services to be performed during the life of this contract". If a particular Warfare Center has a detachment, which is geographically located outside of the zone where its headquarters is located, does the detachment solicit for services in the zone where it resides or in the zone where its headquarters is located?**

Answer: The award of the MAC contract(s) as a result of this solicitation will not change the relationship of a Detachment and its Headquarters. It is contemplated that order placement would remain unchanged. The detachment would solicit the Zone where the Primary place of performance resides.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 39 of the Industry Brief (Frequently Asked Questions) answers the Question “*Can my company be on more than one Team as a Subcontractor*” with the statement: “*Yes, you may be on as many Teams as you think are appropriate. Only one Award as a Prime Contractor per Company will be permitted*”. **If two or more companies form a Joint Venture to propose services in a particular zone, does this prevent the individual companies from proposing as a prime contractor in the same zone? Does this prevent the individual companies from proposing as a prime contractor in any or all other zones?**

Answer: Joint Ventures will not be considered.

Question: Will awards be made by zone or for the entire proposal? I.e. if I bid all zones will you evaluate my proposal zone by zone and make a partial award, or will you evaluate the proposal as a whole and make an “all or nothing” award decision?

Answer: You may propose on a single Zone, or multiple Zones based on your ability to meet the requirements established for Zone qualifications. The Solicitation contains a provision that allows for award on all or part of your offer as it pertains to Zones. Award will not be based on “all or nothing”.

Question: The government is looking for a reduced price for services provided after each base year. It is difficult to meet this goal (desire/requirement?) when services often call for specific personnel qualifications and retention. At a time when most companies (and government agencies) have limited salary increases to the cost of living scale, or below, how do you propose that we balance these two disparate and conflicting requirements? A further confusion, and apparent conflict, is in the evaluation criteria where the Offeror will receive a price rating of “Outstanding” if he has an annual escalation rate of less than 4%? How does this limited annual escalation meet the desire/requirement of your price reduction?

Answer: This is an opportunity for Offerors to demonstrate their unique ideas for cost savings. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting could be examples of ideas for cost savings. The Navy’s objective is to move to Performance Based SOW.

Question: In the evaluation criteria for price, where you discuss the guaranteed savings clause percentage (first criteria in each category) are you referring to the “volume discount” portion of that clause?

Answer: Volume discounts, reduced fees, reduced G&A expenses are some of the ways costs may be reduced.

Question: On page 127 of the solicitation under paragraph 5.5 it states that “*The Government may use the first fifteen entries in Table A, therefore Table A entries should reflect significant relevant experience performed with the past five (5) years*”. **Does this mean that if we have good relevant experience for the items after 15 they will not be viewed or factored into the evaluation? I would think that you would want to look at the first 21 entries at a minimum to ensure that all functional areas are covered?**

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: Based on the changes in the instruction for use of Table A, the language concerning the “first fifteen entries” is deleted from the Solicitation.

Question: **HQ C-2-0037 OCI -The intent of this paragraph is to ensure there are no conflicts of interest in the performance of the tasks awarded under the resultant contract. Since the composition of the various teams will more than likely cover a very large range of companies, potential conflicts of interest are inevitable, almost unavoidable. Does the Government look to the prime contractors and its team members to self police during the Task Order bidding process by excluding itself or certain members of its team from bidding where a potential conflict of interest exists? Or, is the Government looking for the Offerors to identify where potential OCI issues may arise as a result of work being performed on other contracts? Please clarify.**

Answer: As indicated in your question, this clause will be invoked as necessary at the Task Order Level. When the clause is included in the Task Order Request for Quotation, the Offeror will be responsible for identifying any possible conflicts, and including that identification in the submitted offer. If an acceptable mitigation plan cannot be achieved, then the Prime and its proposed Team will be excluded from award of the particular Task Order.

Question: **Geographic Zones This clause states: “To be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered.” When the Government refers to the prime contract, do you mean where the actual services are being performed or where the contract itself was awarded? For instance, under GSA schedules, a Task Order may have been awarded by GSA in one Region [correlating to a particular zone in this DRFP] for a client where the actual performance of the Task Order is in a different zone. Is the zone of the prime contract tied to: (1) the location of the customer/ sponsor; or (2) the issuing office of the Task Order; or (3) the location where work is performed (as in the instance where all work under a prime contract is performed on-site at Government facilities within a certain zone), or a combination of these possibilities?**

Answer: The intent of the requirement is to establish a presence in the Zone in which you offer. This presence may be represented by the Prime or a proposed team member in the Prime offer. If your offer includes efforts for one of the Zones and the Warfare Center has a Detachment(s) in another Zone, then a presence in either would qualify you to compete for that Zone. A combination of the scenarios in the question could establish presence. On-site work at a Government facility does not qualify unless the Prime or Sub meets the definition of presence.

Question: **H.14 Security requirements, par. (b) This paragraph states that contractor personnel may be required to hold a Top Secret security clearance. Par. 5.0 of the SOW (page 16) states that the work and information under the contract may be classified up to the level of Secret. DD 254 will be issued on a TO basis. Please clarify what each of these clearances levels refers to – personnel, facility, storage.**

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: The Solicitation language regarding security has been changed to simply indicate that orders may be awarded with Security Requirements. The particular Security requirements will be established in the Request for Quotation(s) issued for Task Orders. It may require all, or any combination of personnel, facilities, and storage.

Question: **52.215-1(c)(2) This part asks that the information (i through v) be provided on the first page of the proposal. Is this first page a part of any of the sections identified in paragraph 4.3 on pages 124 and 125 or is it a separate page count?**

Answer: The SF 33 should contain the solicitation number, name, address, etc. of the Offerer, and the name title, and signature of person authorized to sign the proposal. Item (c)(2)(iii) should be in the cover letter, and the Authorized Negotiator(s) should be listed in Section K, DdI-K20, Authorized Negotiators, and in the cover letter.

Question: **52.222-46 This provision requires the Offeror to submit a Total Compensation Plan (TCP) as part of the proposal response. The TCP responding to this FAR Clause can run between 10 and 30 pages. Section L, Paragraph 5.0 identifies the Proposal Content. Nowhere in this paragraph does it identify where the TCP is to be included. If it is to be included as part of the already identified Sections, a change in the page limitation would be required in order to be compliant with the DRFP requirements or not made a part of the page limitation. Please provide guidance.**

Answer: The Total Compensation Plan should be included as part of the Cost Proposal. A page limit on the TCP is not imposed.

Question: **Section L, Para 4.3 states Sections B, H, and K have no page limitations. Para 5.3.1 says “Do not include the entire Solicitation in the proposal, only those pages containing “fill-in” information.” Since Sections B & K will be submitted in their entirety (B with 4 pages and K with 16), does the Government want the Offeror to submit only the 2 pages for Section H requiring the fill-ins? Also, since the Government states there is no page limitation for any of these Sections, are Offerors permitted to submit additional information in these Sections for evaluation purposes?**

Answer: The information required by Section H. Clause H.10, Guaranteed Savings Clause, should be presented as part of the Cost Proposal, Which has a 20 page limitation. In addition, Offerors are required to submit one hard copy of the complete RFP with applicable fill-ins completed.

Question: **Section L, Para 4.3 states that the Cover Letter is limited to 1 page. Para 5.2 lists the information that must be included in the cover letter. If an Offeror and its Team members plan on providing services in all 7 zones, the 1 page limit will not accommodate the full range of the information being requested. Recommend the Government make (#4) the addresses of the locations and (#5 & 6) the DCAA and ACO information separate attachments to the cover letter with no page limitation.**

Answer: Proposal instructions have been changed and can be found in Section L 4.0.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: 5.4.1 Regarding the personnel requirements of this paragraph: (1) May the same individual be listed as key in more than one functional area? (2) Is listing more than one key desirable in completing Table A to demonstrate breadth and depth across PADS?

Answer: 1) Yes.
2) For proposal purposes, the Offeror must identify one key individual per Functional Area proposed. The same individual may be proposed more than once. Be advised that the Navy is extremely interested in your depth and breadth of experience, thus the more individuals identified with work experience in the 21 Functional Areas the more favorably the Navy will view your proposal. The 30 page narrative should be utilized to expand on information provided in Table A.

Question: Title - There are several different titles for this opportunity: Naval Warfare Center and other NAVSEA field sites Engineering, Technical, and Support Services (10 Oct 03 Notice); Systems Engineering and Analysis/Advanced Technology Support (31 Oct 03 Notice); and Engineering, Technical and Programmatic Support Services (Seaport Enhanced) (Industry Brief) (Nov. 2003). The RFP doesn't have a title. Which is the correct name?

Answer: The procurement is titled Seaport Enhanced (Seaport*e*).

Question: P.124, para. 4.0 - Is a table of contents permitted? If so, are they included in page count?

Answer: A table of contents may be included, but will be included in the total page count.

Question: P.124, para. 4.0 - Are tabs allowed? If so, are they included in page count?

Answer: Tabs are acceptable, and will not be included in the page count.

Question: P.124, para. 4.2 Table A - Is Test: 10-point Arial font; Text: 10-point Arial font?

Answer: Yes – The typo has been corrected in the Solicitation

Question: P.127, para. 5.5.3 - Should the paragraph number 5.5.3 be 5.4.3?

Answer: Yes – The paragraph number has been corrected in the Solicitation.

Question: P.130, para 3.1 (A) and p.71, para. H.1 - Is Offeror the entire team or the prime only?

Answer: The term Offeror refers to the Offeror and his team (subcontractors).

Question: P.71, para. H.1 - In the second sentence, does "you" encompass the prime or the entire team?

Answer: The language has been changed to indicate you or one of your team members (subcontractors).

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: P.71, para. H.1 - What is the timeframe in which "you" must have held a prime contract? In this case is "you" referring to the entire team or the prime only?

Answer: You or a member of your team (subcontractor(s)) must have held a prime contract within the last 3 years

Question: P.13, para. 3 - The term contractor is used throughout the proposal. Is contractor and Offeror (reference section H1) one in the same?

Answer: Yes.

Question: Industry Brief, p.12; and p.104; para.52.219-1b - If a prime graduates from small business any time during the base or option years, will it affect their ability to bid on small business set-aside Task Orders or limit their chance of receive contract options?

Answer: Size status will be re-evaluated every five (5) years, or as required by regulation. When it is known through a novation agreement that a previously categorized Small Business has changed its size status, Small Business preferences will no longer be available to that firm.

Question: Table A - Are you limited to one contract per functional area?

Answer: Only one contract will be issued to a company. That contract may cover a single or multiple Zones, and will include all Functional Areas.

Question: P.85 - Will FAR 52.219-14 limitations on subcontracting be included in the RFP?

Answer: Yes, the Clause has been added to the Solicitation. PCO approval will be required, via modification to add a subcontractor/team member not identified in your initial proposal.

Question: Industry Brief, p.38 - If a subcontractor is a small business to a small business prime, does the requirement of the prime performing 51% of the work still apply?

Answer: No. The requirement is applicable if a Small Business is subcontracting to a large business.

Question: P.124, para. 3.9 - If you are a member of a joint venture, can you still bid as a prime?

Answer: Joint Ventures will not be contemplated.

Question: P.131, para. 1, outstanding, A. - If you address only 3 functional areas, are you restricted to only bid those 3 functional areas when a task order is released?

Answer: Zones will be identified in the awarded contracts, and not functional areas. An awardee should be able to access and propose on any Request for Proposal released within the Zone(s) in which they have qualified.

Question: P.126, para. 5.4.1 -The RFP states that "each team member must appear in Exhibit B - List of Team Members". Is it required that they also appear on Attachment J.3 - Table A?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: No.

Question: May we have a bidder's list?

Answer: A bidders list was not prepared. A listing of all contractors awarded contracts for FY03 for all NAVSEA Warfare Centers are currently posted on the NSWCCD *SEAPORTE Website*.

Question: **Table A is obviously critical to establishing technical capability in both functional and geographic areas. Draft proposal paragraph 5.5, Past Performance, indicates that "the Government may use the first fifteen entries in Table A." Are potential subcontractors' contracts also to be listed in Table A, or only the prime's? If subcontractors' contracts cannot be listed here because of line-item limits, how will the prime Offerers establish the experience credentials of their team-members? If an Offerer lists several significant contracts beside a single functional area, does each contract constitute an "entry" among those fifteen to be considered? Because of the importance of this table, and the apparent need to prioritize and restrict the amount of information provided, please provide a more detailed explanation of how the government's consideration of line items will be limited.**

Answer: The solicitation now requires the completion of a Table A for each of the Zones in which you wish to be considered. This is a change from the Draft Solicitation. Appropriate changes to the Instructions to Offerers and Evaluation for award are also included in the solicitation. Please note that Past Performance will be evaluated to determine your qualification as an Awardee. The Depth and Breadth evaluation will be used to determine your eligibility in a Zone(s). Subcontractors are to be included in Table A.

Question: **Will the number of awards be limited or will all responsive Offerers (those evaluated better than "Unsatisfactory", for example) receive an award? If awards are to be limited, how will the number of awards be arrived at? How many awards will be made to small businesses? Will geographic quotas or guidelines be used in establishing the number of contracts to be awarded?**

Answer: The Government expects to award multiple contracts. The exact number is unknown since it is impossible to predict the number of technically acceptable proposals that will be received. The objective is to broaden the scope and geography of the contractors available to support the Warfare Centers, the Government reserves the right to limit the number of awards if it is determined that an adequate number of outstanding proposals that represent both Large and Small Businesses have been received. The plan is to award no less than five contracts to Small Businesses in each Zone.

Question: **Paragraph H.11, "Guaranteed Savings Clause," addresses a "volume discount." Clearly, volume discounts are common when applied to goods, due to the cost savings which can be accrued through production line, warehousing and transportation economies of scale and optimal/full use of equipment and facilities. It is not so clear how savings would be achieved in services provided on a cost-plus basis, since the cost of a labor hour is fixed, regardless of the number of hours worked. Can you provide an explanation of the Government's thinking in regard to "volume discounts" applied to labor costs?**

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: This is an opportunity for Offerors to demonstrate their unique ideas for cost savings. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting could be examples of ideas for cost savings. The Navy's objective is to move to Performance Based SOW. An intent of this acquisition is to encourage contractors to identify business improvement processes, innovations, and cost saving initiatives to provide high quality savings at a reduced cost to the Government. Cost savings initiatives proposed by Offerors that are conditioned upon certain volumes of work may be affected if the work volume is decreased.

Question: **What will be the highest level of security classification for this contract?**

Answer: The Solicitation and awarded contracts places the Offeror/Awardee that there may be Security requirements during the Task Order process. Each Task Order that contains a Security Requirement will contain its own DD Form 254, and associated information.

Question: **Contractors for NUWC Division Newport currently use the automated Electronic Cost Reporting and Financial Tracking (e-CRAFT) System to provide monthly "Contractor's Funds and Man-Hour Expenditure Reports." The e-CRAFT requirements and functionality have been fully integrated into the contractors' accounting procedures. Will e-CRAFT continue to be employed under this contract?**

Answer: There are no provisions in the Solicitation that would preclude the requirement to use e-CRAFT at the Task Order level.

Question: **As a small business, quick turnaround times are a disadvantage due to the lack of dedicated marketing or business development resources. What is the anticipated turn-around time from the receipt of a request for quote to delivery of responses for Task Orders?**

Answer: The amount of time to respond to a Request for Quotation will be established at the Warfare Center level for each Task Order requirement. The turn-around time will be dependent upon the nature and complexity of the requirement, and will differ accordingly. If you are eligible to offer on an RFP, and feel that the response time is too short, you can always petition the PCO to increase the time.

Question: **The Industry Brief states, "To be Considered in one or more of the Seven Zones you must have held or currently hold a prime contract or currently have a local Office in the Zone(s) in which you wish to be considered." Does this mean that if you have or held a prime contract you may bid all zones or you must have a prime contract from that zone?**

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Also, if you do not currently hold a prime contract or do not currently have a local office in some Zones but due to teaming partnership as a subcontractor meet the requirements as stated in question 2 above, will we still be exempt from bidding in that Zone? For example, if we are currently in the Northeast Zone and have a partnership with a prime contractor in the Midwest, will the subcontractor in the Northeast Zone be prohibited from bidding in the Midwest Zone even though a local office maybe established upon award?

Answer: See answer above.

Question: If submitting a proposal to bid multiple zones and was not awarded a contract for one zone, will this disqualify or affect the award to other zones?

Answer: No.

Question: If teamed as a subcontractor on multiple prime contracts, it is possible to be bidding the same task order with multiple primes. Will there be any restrictions or guidelines established by SeaPort?

Answer: No.

Question: Will the list of personnel as identified in the Industry Brief (Table A, Workforce Qualifications) be used to establish a set of labor categories that must be used when submitting responses to Task Orders?

Answer: The submission will be one of the factors in qualifying you as an eligible Awardee by demonstrating that you have a suitable work force. Individual Task Order Request for Proposals will establish proposal requirements including those of personnel qualifications.

Question: Past experience has shown that smaller contracts are sometimes bundled together or combined with larger contracts. This has been a major impact to small businesses. Should we anticipate that current contracts transitioning to SEAPORT will remain as is or be bundled?

Answer: The SADBU will review all Task Orders before Task Orders are solicited.

Question: Are there any plans to monitor and enforce the small business requirements against unrestricted Task Orders? Will the monitoring be enforced on an annual basis or will the end of the 5 year period be the measure for SDB goals

Answer: This will be reviewed on an annual basis by the Government.

Question: **RFP Section L, ¶ 5.5.3** requires the Offeror to provide copies of three final SF 294s for three relevant contracts. Is this submittal to be included with our Subcontracting section and is it excluded from the page count for this section?

Answer: The forms should be submitted with the Subcontracting Section, and they do not count in the page limitation for that Section.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: **RFP Section L, ¶ 5.5** states: “The Government may use the first fifteen entries in Table A, therefore Table A entries should reflect significant recent relevant experience performed within the past five (5) years.” It is not clear how the first fifteen entries will be selected (by zone or by functional area) or for what purpose they will be used. Please clarify how they will be selected and treated differently from the other entries?

Answer: The instructions for Table A has been changed from the Draft Solicitation. The Solicitation requires the submittal of a Table A for each Zone in which you wish to be considered. The language concerning the first fifteen entries has been deleted.

Question: **RFP ¶ H.11** provides the following definition: “The maximum pass through rate is equal to the maximum amount above the price of the work paid to the Firm performing the work.” **RFP Section M, ¶ 3 on page 132** provides values associated with the maximum pass through rate. These rates appear to be unreasonably low and will act as a disincentive to a prime contractor awarding work to subcontractors, including small businesses. Additionally, most companies DCAA Disclosure Statements contain rate factors that would exceed even the maximum pass through rate for the unsatisfactory rating. Most companies can achieve this criterion only by taking exception to their DCAA approved disclosure statements or working at a loss when subcontracting efforts to other companies, including small businesses. Even if we are able to do this, this criterion does not provide an incentive for companies to perform using small business subcontractors. In the spirit of promoting small business subcontracting opportunities, would the government consider increasing the maximum pass through rate associated with each of the adjectival evaluation criterion. The government still has the advantage of competing task orders to achieve further reductions, given the specific content of each task. The following increases are recommended:

Outstanding

Maximum Pass Through – Less than 5%

Good

Maximum Pass Through – Less than 8%

Average

Maximum Pass Through – Less than 10%

Unsatisfactory

Maximum Pass Through – Above 10%

Answer: The values set forth in the Draft Solicitation remain unchanged. Reasonable pass through charges will be allowed. One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, innovative and cost savings initiatives to provide high quality services at a reduced cost to the Government.

Question: **RFP Section L, ¶ 5.6.2** requires the submission of a “Ceiling Unit Price” for Section B, CLIN 0001. We anticipate a large variance in the unit prices submitted by bidders because there are no identified labor categories. Please clarify how these unit prices will be evaluated.

QUESTIONS FROM INDUSTRY

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Answer: The proposed rate must be the actual hourly labor rate from the most recent fully completed accounting year for the highest (direct cost) labor category within the team proposed. The rate may be that of a Prime, or one of the Team Members (subcontractors). Backup cost data should support the proposed fully burdened rate. This is deemed to be a reasonable and consistent method to determine the Ceiling Price for CLIN 0001. Offers in response to Request for Quotations for Task Orders shall be based on the instructions provided in the RFQ, but will require the more traditional cost data necessary to establish cost reasonableness for the proposed Task Order. The proposed rate from different Offerors are expected to vary slightly, but not to the extent that it would influence an award decision.

Question: **RFP Section M, ¶ 3.1** includes the following sentence: “in other words, although the Government requests each Offeror to provide various types of information for the three factors, this information does not constitute separately rated and weighted sub-factors.” **RFP Section M, ¶ 4.0 at the top of page 134** includes the following note: “If a proposal receives an unsatisfactory rating in any factor or subfactor, it will be excluded from award consideration.” The two statements appear to be in conflict. Please clarify.

Answer: Sections L and M have been revised in the Solicitation. The language mentioned above has been deleted or changed.

Question: **Table A for Past Performance Information.** The seventh column requires an entry for “Product Area For Which Function Was Performed.” How will this information be evaluated?

Answer: This information will be used as part of the Depth and Breadth evaluation.

Question: **RFP Table A – Past performance Information** does not provide for identification of the company performing the work. We suggest that the heading of the second column be modified to include both Contract No. and name of company performing the work.

Answer: Table A has not been changed, however, it is provided as an attachment in EXCEL format. The company name can be inserted there, or in the 30 page narrative.

Question: **RFP ¶HQ C-2-0002 (a) (page 55)** specifies that the contractor must obtain written agreement for access/use of proprietary data or computer software. This requirement is appropriate and understood. However, the sentence “In addition, the agreement shall not impose any limitation upon the Government or its employees with respect to such data or software” cannot, in truth, be applied. If a company has proprietary data, then the Government would ultimately be held to the same basic provisions concerning use of said data as the Seaport prime contractor would. The prime contractor cannot guarantee to the Government complete and unlimited use of data for which the owning company has specific proprietary rights and use provisions. Please clarify.

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Answer: It is anticipated that data provided under Task Orders will not contain limitations upon the Government's use of the data. Exceptions shall be identified when offering on a Task Order RFQ, and it will be the responsibility of the requiring Warfare Center to appropriately deal with these exceptions.

Question: **RFP ¶ HQ C-2-0037 Organizational Conflict of Interest (page 59): Suggest that an Offeror be permitted to address its mitigation plan at the specific task order level.**

Answer: This clause will be invoked at the Task Order level.

Question: **RFP ¶ G20, Ordering (page 64): Based on recent experiences, we suggest that to fully comply with export control statutes and as a part of the task ordering process, that this clause be modified to include wording that the government ordering officers identify any actual or potential inclusion of Non-U.S. organizations or individuals involved in the applicable task order. Such early identification will permit obtaining necessary federal export control approval as early as possible.**

Answer: This will be dealt with on a Task Order basis.

Question: **5252.216-9122 Level of Effort (page 66) and G21 Types of Orders (page 65): Subparagraph (a) of the Level of Effort clause indicates that this clause is applicable "in performance of the work described in Sections B and C of this contract" which could be interpreted as all contract types. Clause G21, subparagraph (c), term form of contract, indicates that only this type of contract embodies "level of effort" tasks. Please confirm that the SEA clause on level of effort is only applicable to term form of task orders.**

Answer: This clause will be invoked at the Task Order level when appropriate.

Question: **RFP ¶ SEA 5252.216-9122, Level of Effort, subparagraph (c) (page 67): among the listed set of work efforts that "shall not include time and effort expended" and considered in the certification of level of efforts hours delivered, includes "uncompensated effort while on travel status." Please clarify that the intent is to not include uncompensated hours while actually in the process of traveling, therefore, uncompensated hours logged while actually performing task order work outside of one's normal duty location (i.e., while TDY) would be valid LOE hours (assuming subparagraph (b) identifies un-comp hours for a specific task order).**

Answer: Implementation of this provision will be at the Task Order level. It is not the intent of this contract to change the normal/accepted method of LOE accounting.

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Question: **RFP ¶G40 Payment, Selected Items of Cost Reimbursement Contracts, subparagraph (c) (page 69):** The requirements of this subparagraph are clear and reasonable as they apply to services rendered at contractor facilities. In cases where the contractor is required to work in Government facilities the situation can become more complex as any specific task order could require the contractor to locate contractor-owned GPOE and/or IT equipment, to those government facilities with the attendant costs. Other considerations can arise such as network connectivity, data security, etc. which could be an additional requirement(s) over and above what would be normal operating costs for a contractor. Please clarify the government's intent regarding GPOE and IT when the contractor is required to operate on government site.

Answer: Implementation of this provision will be at the Task Order level. It is not the intent of this contract to change the normal/accepted method in the treatment of cost under Government Contracts.

Question: **RFP ¶ H.12, first sentence of second paragraph (page 82) identifies the functional areas as program management, logistics, financial management and engineering. This appears to be inconsistent with the SeaPort Enhanced statement of work. Please clarify.**

Answer: This language has been deleted. The 21 Functional Areas of the SOW are the disciplines identified with SEAPORT ENHANCED.

Question: **Clause no. 52.219-9 (page 85), requiring a Small Business Subcontracting Plan, is incorporated by reference. RFP ¶ 5.5.3 (page 127) provides instructions for a Subcontracting section. It does not specify the need to submit a company's approved subcontracting plan. Are Offerors required to submit their subcontracting plans? If yes, in what part of the proposal and is it included within a specified page count?**

Answer: The required Subcontracting Plan shall be included as a stand alone document, and may be included in the Subcontracting Section. It does not count in the page limitation.

Question: **RFP Section L, ¶ 52.222.46 (page 120) mentions submittal of a total compensation plan setting forth salaries and fringe benefits for professional employees who will work under the contract. We assume it is not a proposal requirement since it is not included in the instructions to Offerors nor as an evaluation factor. Is this assumption correct? If not, which submission should include the total compensation plan.**

Answer: A Total Compensation Plan is required with the offer for this Solicitation and should be included as part of the Cost Proposal. There is no page limitation on the Plan.

Question: **Industry Brief and RFP Section H-6. The Industry Brief indicates that the different Warfare Centers will have ordering authority under the resultant contracts. RFP Section H-6 indicates that the contractor is required to provide 1 employee and 2 alternate employees having authority to legally bind the company. Will the specified company employees be specific to each zone or for the contract overall (all awarded zones)?**

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Answer: The information requested by H-5 is for the purposes of this solicitation and any resulting questions/clarifications that may be required and should be for the overall contract.

Question: **Industry Brief.** In order for Contractor's to have sufficient time to adequately respond to the government's solicitation and given the holiday season and associated demands on both contractor and government personnel, will the government consider delaying the release of the final solicitation for two (2) weeks from the anticipated release date of 16 December 2003?

Answer: The Government has tried to minimize the impact for all parties by providing the electronic Industry Brief and Draft RFP. It is our intent to adhere to the schedule.

Question: Attachment 2 to Section C (pages 31 through 55) indicates that Warfare Centers may be located in more than one performance zone. Does this allow prime contracts awarded by a specific detachment or remote office to be counted as a prime contract in all performance zones in which the Warfare Center may be located? For example, if an Offeror has a prime contract with NSWC Carderock Division, is the Offeror eligible in the Northeast zone as well as the National Capital zone?

Answer: The Offeror should complete the information in Table A, and the 30 page narrative to support the Zone(s) in which he wishes to be considered. Presence in a Zone is defined in the Solicitation.

Question: Page 69, section Ddl-G40, (c) General Purpose Office Equipment (GPOE) and Information Technology (IT), states that neither GPOE nor IT shall be allowable as direct charges to this contract. While the definitions provided in the paragraph make clear that certain generally available equipment may not be invoiced as an other direct charge, paragraph H.3 on page 72 directs the contractor to procure IT equipment required for connectivity to NMCI from the NMCI contractor pursuant to contract #N00024-00-D-6000. There is an apparent conflict between the two sections because there is a possibility that there will be a requirement for a contractor network consisting of IT resources to be connected directly to the NMCI, in which case every piece of contractor-owned IT equipment in the network could fall into this NMCI category (e.g., a classified connection). The section H reference states the government shall reimburse the contractor for NMCI orders. Please clarify.

Answer: GPOE and IT that is required as the result of specific Task Orders issued by a Warfare Center for access to/connectivity to NMCI may be reimbursable under the order. There is no expectation that an Offeror purchase equipment based on this Solicitation. The need will be addressed on a Task Order basis.

Question: Page 71, Section H, paragraph H.1 GEOGRAPHICAL ZONES requires an Offeror to have held or currently hold a prime contract, or to have a local office in the zone to be considered for an award in that zone. Table A requires only contract data be disclosed for specific zones. The omission of local office data implies that a prime contract in use within a specific zone is the only criterion for eligibility rather than both as stated. Please clarify.

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Answer: Presence in a Zone is defined in the Solicitation. Sections L and M of the Solicitation has changed from the Draft Solicitation, including the use of Table A. Offerors should supplement information provided in Table A in the 30 page narrative.

Question: Section H.3 page 72 also requires NAVSEA Contracting Office approval before ordering from the NMCI contractor in order to be reimbursed. Will any of the Warfare Center or NAVSEA field activity contracting officers be delegated authority to allow NMCI orders in their respective zones? If this contract performance area is expanded to other DOD services that may require connectivity to the NMCI, will the NAVSEA Contracting Officer still be required to approve NMCI orders?

Answer: Contracting Officers at the Requiring Activity will provide the authority as required under their Task Order(s).

Question: Page 76, Section H.6 Task Order Process subsection C. Competitive Ordering Process, paragraph (1) Pre solicitation and solicitation states the “All IDIQ holders included in the zone where place of performance will occur will receive notification of the posting of each proposed TO”

a) Does the government anticipate that TOs may be 100% set aside for small businesses?

b) If TOs may be small business set asides, will they be restricted only to small business primes, or may small businesses that are part of a team lead by a large business also compete?

c) If small businesses are partners in a joint venture, can they compete for a small business set aside?

d) With the geographic dispersion of the Warfare Centers and field offices, it is possible for the place of performance to be in a different zone from the contracting agency, yet this paragraph implies that only contract holders in the performance zone will be allowed to compete for the TO. Please clarify.

Answer: a) Yes, and in the Fair Consideration Process, a non set-aside requirement may be set aside upon receipt of offers if it is determined that two or more Small Businesses offer acceptable proposals at reasonable prices.

b) As Primes only.

c) Only if they hold the Prime Contract

d) An Offeror will be eligible to compete on efforts in the Zone(s) for which they qualify.

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Question: Page 76, Section H.6 Task Order Process subsection C. Competitive Ordering Process paragraph (3) Evaluation, states that the "... award decision will be based upon, as a minimum, price/cost and past performance." Since eligibility criteria are a prime contract OR office in the zone, the award criteria appear to be at variance with eligibility criteria and an otherwise eligible offeror could be judged not technically capable based on no previous prime contract in the zone resulting in neutral past performance. How will the government handle the apparent conflict?

Answer: In order to be eligible to offer on a specific Zone(s) requirement, the Offeror must have that Zone(s) included in the awarded contract. The Rolling Admission process provides a vehicle to expand your contract to include additional Zones.

Question: Pages 80, 81 Section H.10 CONTRACT AWARD TERM PROVISIONS paragraph (a) Award Term and paragraph (h) Necessary Condition Precedent. Since an Award Term is an incentive that permits extension of the contract, the section implies that superior performance on all TOs would be required to award an extension of the term of the contract. Paragraph (h), however, states that a continued need for the same goods and services must exist for the given award term period or the award term will be voided. Since the necessary condition for continuance of the award term is continuing need for same services, and the possibility exists that services needed for one TO may not necessarily be the same as services needed for all TOs, it appears to be unduly restrictive to require that the needs for all goods and services must continue when the intent appears to be to void the remaining term only on one particular TO. Please clarify.

Answer: The Award Team Provisions will be executed if the Navy does not have a continuing need for the services.

Question: Page 122, Section L ADDITIONAL INSTRUCTIONS TO OFFERORS, paragraph 2.3 requires one paper proposal and one electronic proposal with files in Microsoft Office compatible format. Page 124, paragraph 4.2 requires the paper proposal and the electronic proposal to be prepared in accordance with the stated format. This format requires the use of Microsoft Word; however, Standard Form 33 and Sections B, H, and K require Offerors to fill in certain data. While paragraphs 5.3.1 through 5.3.3 detail proposal content, no mention is made of required file format for the above RFP sections. Since the government did not provide those sections in Microsoft Word format, what electronic file format is required for including the scanned pages in our electronic proposal copy? May Offerors be allowed to omit the fill-in pages from the electronic proposal?

Answer: The Offeror is required to submit a fully executed hard copy of the RFP.

Question: Page 122, Section L ADDITIONAL INSTRUCTIONS TO OFFERORS, paragraph 2.5 requires markings on floppy disks. Was it the intention of the government to require all disks to be marked rather than just 3.5" floppy disks?

Answer: All submitted Electronic Media should be marked such that its contents can be identified with visual inspection.

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Question: Page 126, Section L, paragraph 5.4.1 Depth and Breadth. Instructions from this paragraph imply that Offerors should list at least one contract per functional area per zone, resulting in seven contracts detailing expertise for each functional area. In addition, because of the dispersion of roles, responsibilities, and tasks among the Warfare Centers and NAVSEA field activities, it seems likely that all 21 functional areas may not be required in each performance zone. Accordingly, would the government please provide a matrix showing the most likely functional areas associated with each performance zone? Also, if the requirement for depth and breadth applies equally to subcontractors as well as primes, there is potential for an extraordinarily large number (7 zones times 21 functional areas times # of subcontractors) of contracts per functional area per zone. Would the government consider limiting the number of contracts per functional area to less than 7?

Answer: The Government's intent is to award multiple contracts that corporately satisfy numerous Warfare Center functional areas. It is quite possible that the 21 functional areas of the SOW may be performed at all Warfare Center sites, thus it is not the intent of this acquisition to identify "likely" functional areas associated with each performance Zone. 5.4.1 states in part "The Offerors labor mix should be multi-disciplinary that identifies one Key individual per Functional Area proposed."

Question: Page 126, Section L, paragraph 5.4.2, Management Approach. Part 1 requires Offerors to describe their approaches to integrating services ... but the way the part is written could be interpreted as a requirement to write a management plan for NAVSEA rather than for the Offeror. Can we assume that the Offeror is supposed to describe how the Offeror will integrate his provided services within the company to institute best practices and realize cost savings?

Answer: Yes.

Question: Page 129, Section M, paragraph 2.0 BASIS FOR CONTRACT AWARD. In evaluating Factor 1, if only subfactors 1(a) and 1(b) are considered for each small business prime, how are the evaluations normalized when considering small-business lead teams and large-business lead teams together? Is it correct to assume that these two subfactors are equal in importance for evaluating Factor 1 for a small business?

Answer: Section M has been changed, Please refer to RFP.

Question: Page 130 and beyond, Paragraph 4.0 FACTOR RATING SCALE, previous paragraphs used the term "unacceptable" while this sections uses "unsatisfactory". For the purpose of this evaluation, are the two terms equivalent?

Answer: The Solicitation has changed such that the terms are consistent.

Question: Page 134, Section M, Paragraph 5.0 OVERALL RATING SCALE, This paragraph uses the terms "unacceptable" and "acceptable" even though they were not used as adjectival scores. If the answer to question 13 is yes, is "average" the adjectival score represented by "acceptable"?

Answer: The Solicitation has changed such that the terms are consistent.

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Question: Page 125, Section L, Paragraph 5.2. COVER LETTER. This paragraph requires in addition to signatures, identification of enclosures and acknowledgments, eight other items including list of addresses and phone numbers for various Government administration offices to be included in the cover letter. It appears impossible for Offerors to furnish all this information and still meet the one page, 12-point type, and other formatting requirements for the cover letter as specified on page 124 at paragraphs 4.2 and 4.3. Please revise or comment.

Answer: See Section L 4.0 for proposal requirements. It has changed from the Draft RFP.

Question: Are logos (e.g., company logos) that are placed in the headers and/or footers of the proposal considered "graphics" or "pictures"? (The proposal indicates "No graphics, or pictures").

Answer: Information in the headers and/or footers are not considered graphics or pictures.

Question: If a company has staff working on site at a warfare center, can this be considered local presence equating to a local office, even if there is not a physical company office in that zone? In some cases, the customer prefers to have the contractor working on site to (a) reduce costs, and (2) facilitate a more integrated work force. Forcing the establishment of a local office to qualify for the zone only serves to add cost to the Offerer's services.

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

Question: Is the definition of "Offerer" the team assembled to respond to the solicitation? If so, will all the associated resources of the "team" (prime and subcontractors) proposed for this effort be equally considered as part of the Offerer's resources?

Answer: Yes to both questions.

Question: In determining specific zone qualifications, will the capabilities of the Team or the capabilities of the prime only be considered? (e.g., if a teammate has a local office in a zone, and/or has or held a prime contract in that zone, AND the prime does not have a local Office nor has nor held a prime contract in that zone, will the team still be considered eligible for award in that zone?)

Answer: You or a member of your team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered. Presence is defined as you or a member of your team (subcontractor) must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered.

Question: In Table A, in regards to the "Prime or Sub" heading, is this to be used to identify whether the prime Offeror was a "Prime or Sub" on the contract so identified, or is it to identify the contract as it is associated with efforts the prime Offeror or its subs (or teammates) performed?

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Answer: This is to identify whether the prime Offeror was a Prime or Sub on the contract identified.

Question: **Small Business Size Standard.** This Solicitation proposes a Small Business size standard using \$23 million average annual sales over the past three years (NAICS Code 541330). This acquisition would replace “Hundreds of Contracts (many with the same contractors) for similar services scattered around the country” with a lesser number of “nationwide” contracts (Industry Brief, pp. 4-5). In order to enhance the ability of small businesses to participate in this acquisition – involving fewer contracts with potentially higher dollar values – request that the Navy shift to the more appropriate Small Business size standard of 500 employees (NAICS Code 541710), the standard that is used for the SBIR program.

Answer: After careful review, involving all of the Warfare Centers, and NAVSEA Headquarters, it is determined that the NAICS Code set forth in the Solicitation is the most appropriate Code.

Question: **Cost Accounting Standards (CAS) Coverage.** The Solicitation states that “The minimum obligation under any awarded contract is \$10,000.” For purposes of CAS coverage, is \$10,000 the contract value? If not, what contract value should be used for CAS coverage purposes? If a greater amount than the minimum obligation is used, is it the Government’s intent to cause contractors who are presently not covered by CAS, to become CAS-covered by award of this contract, thus increasing their indirect costs?

Answer: FAR Part 30 sets forth Cost Accounting Standards Administration, and FAR Part 31 sets forth Contract Cost Principles and Procedures. The minimum contract value is \$10,000.00. The maximum contract value will be determined at award. The Government’s obligation under the contract is \$10,000.00.

Question: **Pass Through Cost Limitations.** Clause H-11, Guaranteed Savings Clause, on page 82 states: “The maximum pass through rate is equal to the maximum amount above the price of the work paid to the Firm performing the work.” Does the “pass through rate” include (a) profit; (b) overhead; and/or (c) general and administrative (G&A) expenses? Does it include the prime contractor’s management hours, travel expenses and other direct costs? How does the Government propose a prime contractor account for its standard G&A? Is it the intent of this Solicitation to force some companies to shift to a “value added G&A” to be within the limitations mandated for an acceptable proposal? If a contractor’s standard G&A is above 6%, does the Government recognize that the requirements for a lower pass through on this Solicitation will have the effect of driving up the standard G&A on other Government contracts and also increasing the contractor’s overall indirect costs?

Answer: It is the objective of this acquisition to require industry to develop innovative cost saving techniques that reduce the cost to the Navy for professional services. “Pass Through Rate” is defined as the cost added by the Prime for work performed by a member of the Prime Contractor Team (i.e. subcontractor). The cost could be fee, material handling or General and Administrative costs.

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Question: **Guaranteed Cost Savings:** This clause states that the contract will be used for the acquisition of “repetitive” services. Is it the Government’s intention that the guaranteed savings required by the contract will only apply to such “repetitive” services? If so, please define the term “repetitive”, especially as it relates to the very wide variations in services to be provided in the various functional areas.

Regarding the estimated savings from business improvement processes, innovations, and cost savings initiatives, can we assume that cost savings may be stated as projected reductions in labor hours rather than as projected reductions in actual cost. We note that other provisions of the solicitation expressly contemplate increases in hourly labor rates to reflect inflation. If hourly rates increase because of inflation, as seems inevitable over 15 years, reductions in actual costs at the rates required for high evaluation scores in the solicitation appear virtually impossible. If projected reductions in labor hours may not be proposed as a basis for estimated cost savings pursuant to this Clause and Sections L and M (pages 127-28 and 130-33) please explain how “savings clause” reductions in the hourly rate can be reconciled with FAR § 52.222-46 that warns that “lowering the compensation (salaries and fringe benefits)” of professional employees “can be detrimental in obtaining the quality of professional services needed for adequate contract performance.” (Page 120 of the Solicitation.)

The ability of contractors to reduce labor hours over the life of the contract is going to depend on the types of effort that are awarded to the contractor. Reductions in labor hours for repetitive administrative work may be relatively easy as new technology is deployed. Reductions in labor hours for specialized professional engineering and analysis services will be much more difficult. Companies, particularly small businesses, that focus their work on the “high end” services that will be acquired under the contract are not going to be able realistically to project the same kinds of savings that can be projected by businesses that focus more on low end services or by large businesses that offer a broader range of services. In evaluating the proposals and in administering the savings provisions of the contract after award, how does the Navy intend to take such factors into account?

Answer: This is an opportunity for Offerors to demonstrate their unique ideas for cost savings. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting could be examples of ideas for cost savings. The Navy Objective is to move to Performance Based SOW. Cost savings measures apply to all Task Orders not just repetitive services. Repetitive services are defined as services that are not “one time efforts” but are needed on a continual basis.

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Question: **Profitability.** All companies, whether they do Government work or not, need to earn a reasonable profit on all of their sales to remain in business. The Government recognizes this in its contracting regulations, and it also recognizes that it has an extremely strong bargaining position in most of its contracting activities. Consequently, the Federal Acquisition Regulations (FAR) set forth the reasons for providing a fair profit and the standards to be used to prevent agencies from paying insufficient profit. “It is in the Government’s interest to offer contractors opportunities for financial reward sufficient to stimulate efficient contract performance, attract the best capabilities of qualified large and small business concerns to Government contracts, and maintain a viable industrial base. Both the Government and contractors should be concerned with profit as a motivator of efficient and effective contract performance. Negotiations, aimed merely at reducing prices by reducing profit, without proper recognition of the function of profit, are not in the Government’s interest. Negotiations of extremely low profits, use of historical averages, *or automatic application of predetermined percentages to total estimated costs do not provide proper motivation for optimum contract performance.*” FAR §15.404-4(a)(2) and (3) (*emphasis added*).

Consider together all of the limitations which apply to both cost and profit as set forth in the Price Proposal Evaluation Factors for an outstanding rating set forth in Section M:

- the “Guaranteed Cost Savings” of at least 5% per year would require a 54% cost reduction over the 15 year life of the contract. This is exclusive of the escalation factor of 4 percent which would cause this number to be even higher;
- the one percent pass through allowed for subcontractor’s costs (which must be at least 20% of the amounts awarded) will be substantially less than the G&A of most contractors, and will certainly not allow for fee on subcontractors’ work, for which the prime contractor takes greater risk;
- the requirement for a volume price discount will require a reduction in profit, as any savings in cost will be allocated to the “Guaranteed Cost Savings” required; and
- the maximum of 6% fee for not only cost reimbursement orders, but also fixed price orders in which greater risk is possible, is hardly sufficient to recompense contractors for the many cost reductions in both direct and indirect costs that are required under this Solicitation.

Rather than achieving a goal of efficient and optimum contract performance, it appears that the totality of these requirements could very well cause a contractor to lose money in order to achieve a price proposal that will be judged to be outstanding. This result cannot be in either the contractor’s or the Government’s best interest.

Answer: Section M identified the Factors to be utilized in the Governments evaluation of Cost/Price.

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Question: **Subcontracting Goals:** : This section requires 5% of the total dollars obligated under the contract be awarded to both Small Disadvantaged Businesses and Women-Owned Small Business each and 1% be awarded to both Hub-zone businesses and Veterans preference businesses each. When reporting these percentages and amounts on the SF 294, the percentages listed for these business classifications are calculated as a percentage of the total amount subcontracted, not as a percentage of the total contract price. Does this Solicitation intend to use a different standard than the one used by the Small Business Administration and the Defense Contract Management Agency?

Answer: The requirement is that 20% of the total dollars funded to Large Business Concerns be subcontracted to Small Businesses. The percentage for Hub-Zones is increased to 3%.

Question: **Section C., Paragraphs “Machinery systems and Components” and Signature and Silencing Systems, Pages 19 and 20:** These paragraphs include a reference to the "aircraft carriers (CV class)..." Does this mean the CVN class is excluded?

Answer: Due to the broad nature of the SOW it is impossible to identify all work that may be ordered. Its possible during the Task Order process to include CVN class ship requirements.

Question: **Section H, Clause H-6, Task Order Process, Paragraph C.(2)i, Page 75:** This clause refers to “positive and negative incentives.” Please define “positive and negative incentives.”

Answer: They refer to motivators that would be included in a Quality Assurance Plan that an Offerer would submit in their proposal for a Performanced Based Task Order.

Question: **Section H, Clause H-8.2, Substitution of Team Members and Substitution of Personnel, Page 79:** Our experience is that practices relating to key personnel vary greatly among procuring activities and solicitations. Are key personnel to be identified on an individual Task Order basis or must all key personnel be identified as key on Sheet 2 of Table A? If only those listed on Sheet 2 are deemed to be key for purposes of all Task Orders, will the substitution or addition of key personnel be restricted by the Contracting Officers? Refer also to page 126, Section 5.4.1, last sentence.

Answer: The personnel listed required by the Solicitation is for the sole purpose of evaluating an Offeror’s capabilities to be awarded a contract. The above referenced clause will be invoked and administered at the Task Order level as required by the Requiring Activity placing the order.

Question: **Section H, Clause H-11, Guaranteed Savings Clause, Page 81:** This clause and Section M refer to “guaranteed savings,” but the text of Clause H.11 only mentions savings “to the maximum extent practicable.” Recommend that the term “guaranteed” be deleted from the Solicitation as being inconsistent with the text of Clause H.11.

Answer: One of the primary objectives of this acquisition is to encourage contractors to identify business improvement processes, innovations, and cost saving initiatives to provide high quality savings at a reduced cost to the Government. It is not appropriate to delete “Guaranteed”, as Offerors are expected to propose cost savings which can be made a part of the awarded contract, and enforced contractually.

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Question: **Section H.12, Contractor Web-page, Page 82:** Does the Government envision that the cost of establishing and maintaining a web-site for this purpose will be chargeable to this contract or should be accommodated as an overhead expense.

Answer: Charges to this contract will be through Task Orders awarded. As this is an overall contract requirement, it would seem best suited for one of the Indirect Expense Pools.

Question: **Section L, Paragraph 1.0, Page 122:** The Solicitation states: *“The period of performance shall be five years from date of contract award, plus two five-year Award Term Options.”* Federal Acquisition Regulation (FAR) § 17.204(e) mandates, in part, that *“the total of the basic and option periods shall not exceed 5 years in the case of services.”* Please state whether the Navy has obtained the required approval for the Seaport Enhanced proposed period of performance.

Answer: As of the date of this answer the Navy is in discussion on this topic. The resulting RFP will identify the total Performance period.

Question: **Section L, Paragraph 5.3.1. Section B, Page 125:** Does the requirement to complete Section B include blocks with asterisks on pages 4 and 5 of the RFP? If not, will these entries be completed by the Government or contractor at time of award?

Answer: All asterisk blocks must be filled in by the Offeror.

Question: **Section L, Paragraph 5.3.1.1, Page 125:** The first sentence appears to state that the Offeror must propose a ceiling unit price for Item 0001... for the zone and functional area being proposed. Does this section require a separate labor category rate for each Functional Area and each zone in that area? This would necessitate completing multiple sections B's. Or is this information supposed to be provided on a separate attachment created for this purpose?

Answer: Neither, a single rate shall be proposed for Section B. The proposed rate must be the actual hourly labor rate from the most recent fully completed accounting year for the highest (direct cost) labor category within the team proposed. The rate may be that of a Prime, or one of the Team Members (subcontractors). Backup cost data should support the proposed fully burdened rate. This is deemed to be a reasonable and consistent method to determine the Ceiling Price for CLIN 0001. Offers in response to Request for Quotations for Task Orders shall be based on the instructions provided in the RFQ, but will require the more traditional cost data necessary to establish cost reasonableness for the proposed Task Order.

Question: **Section L, Paragraph 5.4.1, sixth sentence, Page 126:** Does the *“...maximum amount of experience/expertise the Offeror... has performed...”* relate to a total level of effort (in \$ or hours?) for a single relevant contract in each Functional Area or is it intended that the Offeror provide (list) all relevant contracts performed within the last five years for each functional area and then specify the hours or dollar value expended for each?

QUESTIONS FROM INDUSTRY

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Answer: The sentence is not intended to require a list of contracts, hours, or dollars, but rather a description of the effort that best demonstrates your experience/expertise.

Question: **Section L, Paragraph 5.4.1, Depth and Breadth, next to last sentence, Page 126:** Relating to the requirement to show work force composition on Sheet 2 of Table A, should only labor categories be listed or should the proposal list the individuals for all labor categories required to accomplish the tasking of the functional area? Should different individuals or labor categories be listed for each zone proposed?

Answer: Sections L and M have changed as they relate to Table A. Please read these changed Sections for guidance in completing your proposal.

Question: **Section L, Paragraph 5.4.1, Depth and Breadth, last sentence, Page 126:** In amplification of the term “multi-disciplinary,” does the Government envision that different key individuals will be listed for each functional area proposed? Referring to the previous sentence in the same paragraph, addressed above, do key individuals need to be specified for each zone proposed under a functional area. Must a multi-disciplinary labor mix be shown for each functional area or across functional areas/key individuals?

Answer: Sections L and M have changed as they relate to Table A. Please read these changed Sections for guidance in completing your proposal.

Question: **Section L, Paragraph 5.4.3 (actually printed as “5.5.3”) Subcontracting, Page 127:** Do the "three final SF 294s" count against the 10 page limit of the subcontracting section or may they be provided as a separate enclosure?

Answer: They may be attached, and do not count against the page limitation.

Question: **Section L, Paragraph 5.4.3.1, Subcontracting, Page 127:** Are the Subcontracting/Teaming Agreements to be provided as a separate enclosure in the proposal submission?

Answer: The solicitation has changed. There is no requirement for the Teaming Agreement to be submitted with your proposal.

Question: **Section L, Paragraph 5.5. Past Performance, Page 127:** We are unclear about the level of detail that should be included in the list of contracts for Table A. Should only one contract listed in each functional area or should all the contracts listed that apply to a functional area, including contracts for subcontractor team members?

Answer: Sections L and M have changed as they relate to Table A. Please read these changed Sections for guidance in completing your proposal.

Question: **Section L, Paragraph 3.1 (c), Price, Page 130:** The second sentence states the Offeror’s ceiling unit price for Item 0001 will be evaluated. Relating to question 4 above, is the contractor required to provide a separate unit price for each Functional Area? For each Zone?

QUESTIONS FROM INDUSTRY

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Answer: Neither, a single rate shall be proposed for Section B. The proposed rate must be the actual hourly labor rate from the most recent fully completed accounting year for the highest (direct cost) labor category within the team proposed. The rate may be that of a Prime, or one of the Team Members (subcontractors). Backup cost data should support the proposed fully burdened rate. This is deemed to be a reasonable and consistent method to determine the Ceiling Price for CLIN 0001. Offers in response to Request for Quotations for Task Orders shall be based on the instructions provided in the RFQ, but will require the more traditional cost data necessary to establish cost reasonableness for the proposed Task Order.

Question: **Attachment J.3, Table A:** With respect to the “Prime or Sub” column in Table A, does the “P” address work that the Prime has done and the “S” address work that the subcontractors on the Offeror’s team have done, or is the designation to reflect whether the submitting company was prime or sub on the contract (s) listed for that particular functional area? If only one contract is to be listed in each functional area, how does the Offeror designate which company performed the work, if one or more of the companies perform the work as a prime or a subcontractor? Paragraph H.1, page 71 also refers to this subject.

Answer: Sections L and M have changed as they relate to Table A. Please read these changed Sections for guidance in completing your proposal.

Question: **Attachment J.3, Table A:** With respect to the “\$ Value” column in Table A, should the amount listed be the total ceiling amount of each contract listed for each functional area?

Answer: If the ceiling amount is a fair representation of what was/is to be funded, then it is acceptable. The number should reflect the actual final funding under the contract for the work accomplished for the Functional Area proposed.

Question: **Contract Bundling:** FAR § 7.107 (Federal Acquisition Circular 2001-17) establishes “Additional Requirements for Acquisitions Involving Bundling.” 68 Fed. Reg. 60005 (Oct. 20, 2003). Request advise how Seaport Enhanced “Consolidated contracts” (Industry Brief, p. 6) have been justified under FAR § 7.107’s requirements for contract bundling.

Answer: All requirements have been satisfied.

Question: Page 132 – 134, Section M, paragraph (4.0)(3), >>>Price>>> The referenced paragraph identifies several criteria for achieving each adjectival rating. (1) Must a contractor meet each of the criteria for a particular rating (pass through, unit ceiling, escalation, and fee/profit) in order to be given that rating, or (2) will a contractor be given separate ratings based upon each criteria listed and then be provided an overall rating for Price based upon those individual ratings?

Answer: In the evaluation of the Price factor, the proposal must meet or exceed each of the criteria established for a particular rating in order to receive that rating.

QUESTIONS FROM INDUSTRY

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Question: Page 127, paragraph 5.5, states, in part, that “The Government may use the first fifteen entries in Table A. . .” Does the Government intend to use the first 15 entries per zone, or only the first 15 entries, regardless of how many zones the contractor addresses in their bid?

Answer: This paragraph has been revised. “The Government may use the first fifteen entries in Table A. . .” has been removed. The Government will evaluate all relevant experience submitted by the Offeror.

Question: Page 128, paragraph 5.6.2, should the contractor submit a Ceiling Unit Price and breakdown for each zone that their bid addresses, or does one Ceiling Unit Price apply across all zones nationwide?

Answer: One ceiling unit price will apply across all zones nationwide.

Question: Page 124, paragraph 4.2 states that no graphics are allowed but tables and flow charts are allowable only in the management approach and cost savings approach. Can tables and flowcharts be utilized in the 30-page technical write up (reference L.5.4.1.1)? This would allow the Offeror to better depict their experience/expertise for each listing found in Table A.

Answer: With the exception of Table A, other Tables and flowcharts are not to be utilized in responding to the Technical Capability factor.

Question: Page 122, paragraph 2.3 states, in part, “one electronic proposal via 3.5 inch floppy disks, one 100 MB zip disk or one compact disk”. We interpret the above to mean 3.5 inch floppy (s) OR zip disk OR CD. This interpretation correct?

Answer: This paragraph has been revised. The electronic proposal is to be submitted on one (1) compact disk.

Question: Page 127, paragraph 5.4.3.1 states, in part, “shall submit a copy of all subcontracting or teaming agreements ...”, we assume that these copies ARE NOT part of the page count. Is this assumption correct?

Answer: The RFP has been changed. There is no longer a requirement for Team Agreements to be submitted with the Offerors proposal.

Question: Page 124, Section 4.2, Table A, bullet 6 states, “Test: 10-point Arial Font”. Bullet 6 refers to “Test”. Can we assume this means “Text?” Also, given the volume of information to be contained in Table A, would the Government consider B-point Arial font?

Answer: Test should have been Text. The Government requires proposal text to be submitted in 12-point (Times New Roman font.)

QUESTIONS FROM INDUSTRY

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Question: Page 124, paragraph 4.2, under Table A, bullet number 3 states “8.5 x 11 inch left and right margins”. We assume this means 8.5 x 11 inch paper. But, the left and right margins are not defined. Can we assume a .25 inch margin to ensure the form fits on one page?

Answer: The Government will provide Table A in PDF format.

Question: Page 71, Section H.1: Does any sized contract between the Offeror and NAVSEA or the Warfare Centers qualify as a “prime contract”?

Answer: Yes.

Question: Page 71, Section H.1: Are there specific requirements for “having an office” in a particular zone (e.g. having a facility clearance for that office)?

Answer: The definition of local office is an office within the geographical Zone(s) identified that is 1) in existence at the time the RFP is issued; 2) is in business to provide the support found in Functional Areas identified in the SOW; and 3) staffed by employees employed by the prime contractor who proposes on RFP N00178-04-R-4000 or at least one of its team members (subcontractor). During the fair consideration process (after award) ordering activities may have specific requirements for offices to have facility clearances.

Question: Page 74, Section H.6: If a small business prime Offeror is awarded a contract based on a proposal which lists experience in less than all functional SOW areas, will they still be allowed to respond to any and all functional areas in response to proposed tasked orders?

Answer: During the Fair Consideration process the Offeror will be provided the opportunity to respond to Task Orders in all functional areas within the Zone(s) included in their MAC award.

Question: Page 124 Section L.4.2: Small table inserts may help reviewers better assess depth and breadth narratives. Will you consider their use?

Answer: The 30 page narrative is to be utilized for any amplifying information regarding depth and breadth. Additional tables and charts should not be utilized for this factor beyond Table A.

Question: Page 126 Section L.5.4.1: Does a prime contract with another Navy Laboratory (we have a \$6M, 5 year contract with ONR) within a zone qualify a contractor to be considered in that zone? There seems to be a conflict between Page 71, Section H.1 and this Section L.5.4.1: To be considered in one or more of the seven zones you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered.” L Section L.5.4.1: Experience in these functional areas may be gained from working with NAVSEA, its PEOs, Warfare Center sites as well as other Government organizations.” Can we list experience in functional areas working under subcontracts with companies like Electric Boat, Bettis Laboratories, KAPL, BBN?

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Answer: The Zone presence definition states “To be considered in one or more of the Seven Zones you must have held or currently hold a Prime contract or currently have a local office in the Zone(s) in which you wish to be considered.” For the purpose of the qualification requirement contract means meaningful work performed at one or more of the Warfare Center sites in one or more of the 21 Function Areas of the SOW. Therefore, the experience listed in your question would not meet the “Presence” definition of the RFP (although you may be able to meet it through the definition of ‘local office’). On the other hand, this experience would be acceptable for use in demonstrating capability in the functional areas of the SOW and/or Past Performance.

Question: **Page 126 Section 5.4: If a small business prime Offeror has large business subcontractors, can the Offeror limit the zones and functional areas that the large business past experience applies to?**

Answer: This may be done in your offer.

Question: **Page 126 Section L.5.4.1: Should depth and breadth by SOW area be presented separately for each zone for ease of evaluation by zone specific evaluators?**

Answer: The RFP contains guidance for Offerors to submit a separate Table A for each Zone in which they wish to be considered. The 30 page limitation on the narrative applies regardless of number of Zones proposed.

Question: **Page 127 Section L.5.4.3.1: Can companies show workforce experience in projects for key employees supporting functional areas prior to their employment with the Offeror if the company has less than 5 years of corporate history?**

Answer: Current employees experience may be utilized to demonstrate experience in the functional areas of the SOW. Five (5) years has been changed to 3 years in the Solicitation.

Question: **Page 129 Section M General: Will technical representatives from each of the zones be responsible for evaluating technical and past performance sections related to efforts performed in their zone?**

Answer: It is envisioned that the Evaluation Team will be structured such that the technical evaluators from each Zone will review Offerors who propose to be considered for work in the Zone. Offerors who propose in multiple Zones will be evaluated by each Technical Evaluation Team member who represents the Zone being proposed.

Question: **Page 130 Section M.3.1.b: What is the impact of a neutral rating on past performance to the Offeror’s overall rating? Does it mean that Past Performance is not factored into the overall rating scale in Section M.5.0?**

Answer: A neutral rating will be assigned to the past performance factor if an Offeror does not have a history of relevant experience. This neutral rating will be factored into the overall rating of the proposal.

QUESTIONS FROM INDUSTRY

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Question: Page 130 Section M.3.1.b: If an Offeror bids in multiple zones and is rated “outstanding”, “good” or “average” in some zones/functional areas, and is rated “unsatisfactory” in others, is the entire proposal “unsatisfactory”?

Answer: Offerors will be rated by Zone. Therefore, if an unsatisfactory rating is received in any one element within a Zone, the Offeror will not be eligible for award in that Zone. The proposal may still be eligible for award in other Zones for which it scored average or above.

Question: Page 134 Section M.5.0: What are the “acceptable” and “unacceptable” factor ratings in Section M.5.0 referring to? Previous discussion of factor ratings use “outstanding, good, average, and unsatisfactory”.

Answer: Acceptable has been changed to Satisfactory and unacceptable has been changed to Unsatisfactory.

Question: Table A, Page 1: Can a single contract from an agency in one zone reference multiple performance zones, if it is representative of work that can be performed in another zone? And should a contract be listed on one line only, with multiple performance zones and multiple SOW/Product Areas? Should Table A include a column for the Offeror to indicate which company’s (ies’) contracts are being referenced (if there are team members)? Should subcontracts list the subcontract number or the prime contract number? Is the “\$ Value” the contract amount including unexercised options or funded amount to date? How should the contractor fill in “Date Completed” for active work? Can the contractor fill in the subcontractor technical representative for subcontracts where the technical point of contact is unknown? Can you submit experience areas that support SOW areas but are not performed directly for the Navy?

Answer: Table A will be filled out by the Offeror for each Zone in which they wish to be considered. Table A should not be modified by Offerors. Subcontractors should list the Prime Contract number under which the services were performed. If the referenced contract is still active, so state. Provide known technical points of contact. Relevant experience may be submitted. The dollar amount should reflect the amount funded.

Question: Table A Page 2: If an individual supports multiple functional areas as a key employee, should he be listed on a separate line (showing his name more than once)? Should Table A include a column for the Offeror to indicate which company’s (ies’) key employees are being referenced (if there are team members)?

Answer: Do not modify Table A. Provide supporting information in the narrative. The Navy will evaluate both the Depth and Breadth of the experience listed in the proposal.

QUESTIONS FROM INDUSTRY

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Question: The application of NAICS 541330 with a size standard of \$23M is too broad for this solicitation. NAICS 336611 carries a size standard of 1000 employees. Application of the \$23M standard unfairly excludes small ship repair companies from able to take advantage of the small business benefits. Small businesses of all sizes should be fairly considered and NOT required to have expertise in up to 17 SOW elements in order to be rated outstanding. Under the solicitation as currently configured, a small ship repair firm (less than 1000 employees but more than \$23M revenue) will not be able to prime the contract without engaging a set of team mates to cover the vast array of engineering and professional services. This does not seem equitable. Please consider allowing small business of ALL sizes/types as per NAICS to take advantage of this procurement as a prime contractor without having to engage a large set of team member/subcontractors.

Answer: The NAICS Code that best represents the overall anticipated tasking under the MACs is 541330.

Question: Section I invokes the Service Contract Act. How is this considered applicable to ship repair/shipboard equipment installation efforts that are not currently contracted under the SCA?

Answer: The Service Contract Act is to be invoked on a Task Order basis only in those cases where the ordering office considers it to be applicable to the tasking.

Question: Page 4 Contract Minimum/Maximum Quantity and Contract Value. It is assumed that the MAXIMUM VALUE block in the cost tables for the award terms includes the cost for all CLINS for that period (i.e. Base Period = CLINS 1,2,3; Award Term 1 = CLINS 4,5,6' etc) Is this a correct assumption?

Answer: Yes.

Question: Page 81, Clause H.11 Guaranteed Savings Clause. Does the guaranteed savings clause apply only to the Task Orders that are awarded for more than a year and for follow-on Task Order awards? Or, does it also apply to new work gained in the out years of the contract term period?

Answer: The H.11 Guaranteed Savings Clause applies to any work ordered that has a performance of one year or more, and any follow on orders to that tasking.

Question: Page 120 Clause 52.222-46 – Evaluation of Compensation for Professional Employees. The pricing requirements for this proposal only indicate that the highest (direct cost) labor category be presented. Reading this clause indicates that the contractor needs to list all their labor categories and compensation levels/bands. Is this a correct assumption? If so, where is this to be presented, in the Management Approach or Price section of the proposal? Also, it seems, if this is a requirement, that additional pages may be required to adequately address all the factors currently required for each section.

Answer: The Offeror is required to describe its overall corporate compensation plan for professional employees. This plan is to be presented as part of the Cost Proposal and does not have a page limitation.

QUESTIONS FROM INDUSTRY

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Question: Page 125, Paragraph 5.3.1.1. It is understood that the ceiling price for CLIN 0001 is derived from the highest (direct cost) labor category that will be proposed under this contract. But, this does not necessarily have to be the highest labor category in the company. Is this correct?

Answer: Yes.

Question: Page 129, Paragraph 3.0 Evaluation Criteria. It is assumed that Clause 52.222-46 “Evaluation of Compensation for Professional Employees” will be evaluated as part of the Technical Capability “Management Approach” criteria. Is this correct?

Answer: The Compensation Plan for Professional Employees will be evaluated as part of the Cost Proposal.

Question: Page 132, Paragraph 4.0 – Factor Rating Scale, Item 3 – Price. The evaluation criteria value assigned for the Guaranteed Savings Clause. Is this the cumulative value of savings from both the guaranteed savings proposed and the volume discounts proposed? How will you tabulate the cumulative savings so that our proposed savings equals the government’s evaluated savings?

Answer: This is an opportunity for contractors to demonstrate their unique ideas for cost savings. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting could be examples of ideas for cost savings. Offerors need to be clear as to how cost savings initiatives are to be applied to their proposed costs for the duration of the contract.

Question: Attachment J.3, Table A – Past Performance Information. Is the “Prime or Sub” column of Table A for designating whether the contractor was a Prime or Subcontractor under the contract listed? Or, is this column for identification of experience for the Prime bidder or Subcontractor proposed under this solicitation?

Answer: This column is to indicate if the contractor was a prime or subcontractor on the referenced effort.

Question: Attachment J.3, Table A – Past Performance Information. How are team members of a Prime bidder to be identified in Table A?

Answer: You may use the narrative to describe this additional information.

Question: Attachment J.3, Table A – Past Performance information. Does consideration for zones require that the past performance occurred in the zone or only that an office or prime contract is in the zone? If the contractor has past performance capabilities in one zone and presence in another zone, will the past performance capabilities be considered in all zones that the contractor has presence?

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Answer: An Offeror must demonstrate that the definition of “Presence” has been met in the Zone before they can be considered. Past performance will be considered for relevance within the Zone proposed.

Question: Attachment J.3, page 2 Table A – Workforce Qualifications. How are team member (subcontractor) personnel to be identified in Table A – Workforce Qualifications?

Answer: Subcontractor personnel will be evident by identifying Employer (in seventh column).

Question: Page 16, 3.18 Training Support. The SOW paragraph requires training support for the warfare centers, yet in Section 2, Section B1, NUWC, Newport, there is only one reference to training for this entire center (page 50 of 134, para. B.1.0©. Should this SOW element be extended to other major focus areas?

Answer: It is intended that any of the Warfare Centers or NAVSEA will have the opportunity to order in any of the 21 functional areas of the SOW.

Question: Page 81, Para. H.11 Guaranteed Savings Clause. Does this price reduction apply to all contract types? Is the reduction related to doing the same work year over year so the economies of scale would apply, i.e. bidding less hours?

Answer: The H.11 Guaranteed Savings Clause will apply to all contract types under the MAC. It is an opportunity for Offerors to propose unique ideas for cost savings. Areas for savings such as volume discounts, reduced fees, reduced material handling costs and reduced costs relating to subcontracting could be examples of ideas for cost savings.

Question: Page 82, Para. H.11 Guaranteed Savings Clause. The Government is requesting an additional discount based on a \$ volume for a calendar year with the discount provided during the following year. Since the contractor has no control over the volume during the following year where the discount is to be applied, will the government allow the discount to be applied at the end of the year for which the discount applies (based on the level of volume received)?

Answer: Offerors are to propose and clearly explain all cost savings initiatives included in their proposal. This is an opportunity for Offerors to demonstrate their own unique ideas for cost savings.

Question: Page 82, Para. H.12 Contractor Web-Site. Some of the information required appears to be company confidential. Will the Government consider reducing the amount/type of information required?

Answer: Access to the Web-site will be limited to Government employees with a need to know. Therefore, all information requested is expected to be included.

QUESTIONS FROM INDUSTRY

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Question: Page 125, Para. 5.3.1.1 and Page 128, Para. 5.6.2. Since paragraph 5.3.1.1 requires the Offeror to provide the ‘actual hourly labor rate appropriate for the Zone and Function Area being proposed on’ and paragraph 5.6.2 requires a “breakdown of the derivation of the ceiling unit price,...” how does the Government anticipate that the Offeror identify this in Section B, Item N. 0001, etc. if they are proposing in more than one Zone? Does the Offeror need to complete separate proposals by Zone? Does the Offeror identify what Zone and Functional Area and labor category, company, etc. in the one(1) page narrative for paragraph 5.6.

Answer: While Offerors may propose on multiple Zones, only one labor rate will be utilized to calculate the amount for CLIN 0001. The Offeror must explain the derivation of the rate.

Question: Page 125, Para. 5.3.1.1, Due to the anticipated due date of this proposal, it is anticipated that many companies (those using a calendar year as their accounting year) will not have indirect costs final and audited. This would put many companies in a position of using data more than one year old to provide an “actual” full burdened rate. Considering the length of this contract, would the Government consider using provisional rates effective for the companies accounting year for 2004, the year in which the proposal is due and award is anticipated?

Answer: If the provisional rates are DCAA approved, these rates would be acceptable for use in determining the realism of the proposed costs.

Question: Page 126, Para. 5.4.1. “The Offeror should provide the maximum amount of experience and expertise that the Offeror (or Offeror’s team) has performed within the past five (5) years for each functional area.” Is it the Government’s anticipation that multiple contracts will be referenced for each SOW element?

Answer: Offerors will be required to demonstrate both depth and breadth of experience for the 21 functional areas. Only one reference is required for each SOW element per Zone.

Question: Page 126, Para 5.4.1. “...Offeror’s labor mix should be multi-disciplinary that identifies one key individual per Functional Area proposed.” In completing Table A, does this mean that the Government only wants one key person identified for each Functional Area? This would limit the multi-disciplinary spread the Government has requested? In order to provide multi-disciplinary information per Functional Area, should the vendor identify ‘key’ personnel with an asterisk, for example, and include other non-key personnel/labor categories?

Answer: Only one individual needs to be identified for each Functional Area per Zone. The written narrative can supplement any additional information you chose to submit regarding Key personnel.

QUESTIONS FROM INDUSTRY

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Question: Page 127, Para 5.4.1.1. Due to the page limitation for the 30 page narrative for ‘Depth and Breadth’, please clarify the Government expectations with regard to describing “in detail his experience/expertise identified for each listing found in Table A. Specific experience is defined as recent relevant work under an identified (Table A) contract.” One sentence seems to require details for each listing in Table A, which would include all contracts and personnel for twenty-one (21) SOW elements for the prime and subcontractors, while the next implies that details are required for some of the contracts identified in Table A, Page 1.

Answer: Offerors should use the narrative to supplement the information contained in Table A.

Question: Page 127, Para. 5.5. “The Government may use the first fifteen entries in Table A...” Is this per functional area of the SOW or is the Government considering not reviewing past performance for SOW areas 3.16 – 3.21?

Answer: The Government will evaluate all relevant past performance information submitted.

Question: Attachment J.3, Table A, Since contractors (bidders) may have multiple contracts/personnel satisfying Functional Area items, Table A will most likely require multiple Table A pages to complete. The Evaluation Factor 1: Technical Capability states under “Depth and Breadth” that the page limit is Table A plus 30 pages. Do multiple pages of Table A count against the 30 pages of narrative? Is there a page limitation on Table A?

Answer: One Table A submission is required for each Zone in which the Offeror proposes to be considered. Table A consists of 2 pages; therefore, 2 pages per Zone is the maximum page limitation on Table A.

Question: Attachment J.3, Table A, Pages 1 & 2. Should Pages 1 (Past Performance Information) and Page 2 (Workforce Qualifications) be considered two (2) Tables or two (2) Sections of a Table in essence? Since it is anticipated that multiple pages will be required for each of Page 1 and Page 2, how does the Government want the contractor to number each section i.e., 1-1,1-2,; 2-1,2-2, 1-a, 1-b, 2-1, 2-b?

Answer: Offerors are to submit one Table A (2 pages) per Zone in which they are proposing.

Question: Attachment J.3 – Table A, Page 1 – Past Performance Information. Would it be beneficial to the government to list the name of the company holding each contract?

Answer: Provide this information in your narrative.

Question: Attachment J.3, Table A, Page 1, Past Performance Information. Under column 1, shouldn’t Function Area (SOW 3.1-3.2) be (SOW 3.1 – 3.21)?

Answer: Yes.

QUESTIONS FROM INDUSTRY

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Question: Attachment J.3 – Table A, Page 1 – Past Performance Information. What is the option when the contract government POC is no longer in that position or his/her present location is unknown?

Answer: Provide the information for a POC that can verify performance.

Question: Attachment J.3 – Table A, Page 2 – Past Performance Information. Please clarify the government requirement for the column titled “\$ Value”, ie. The total contract award value (\$) for prime contracts and the awarded value (\$) to the subcontractor for subcontract awards that are currently being performed? The total contract actual performance value (\$) for contracts that have been completed?

Answer: If the contract is referenced for the Prime, the funded dollar value should be provided. If the contract is a subcontract, the funded value of the subcontract should be provided.

Question: Attachment J.3, Table A, Page 2 – Workforce Qualifications. How should key personnel be annotated or are only key personnel to be included, i.e. one per Functional Area?

Answer: Only Key personnel should be included.

Question: Page 128, para 5.6.2 Ceiling Unit Price for Item 0001. Please clarify what the Government means by : “...include the method for developing the direct labor rate...”, i.e., and individual’s salary divided by 2080 hours?

Answer: The Offeror shall provide a breakdown of the derivation of the ceiling unit price, including the method for developing the direct labor rate (what labor category for what company), the indirect burdens applied, the escalation used, and the fee rate applied.

Question: Page 128, para 5.6.2 Ceiling Unit Price for Item 0001. Please clarify what the Government means by “...the indirect burdens applied..”, i.e., does the Government require that the contractor identify what elements are included in their indirect burdens, such as overhead, benefits, G&A, facility cost of money, etc.? If the highest labor category rate belongs to a subcontractor, percentages or dollar amounts associated are company proprietary. This would preclude the prime from adequately completing the one page narrative.

Answer: The prime will be responsible for providing adequate information for analysis. This may be submitted under separate cover from the subcontractor. The Offeror is responsible for demonstrating the composition of the rate proposed for Item 0001.

Question: Page 128, para 5.6.2 Ceiling Unit Price for Item 0001. Please clarify what the Government means by: “...escalation used...” If the contractor is required to use the “actual hourly labor rate...from the most recent fully completed accounting year...”, how will escalation apply?

Answer: Since the period of performance for Item 0001 is five years, the Offeror may escalate the rate to ensure it reflects the anticipated base period.

QUESTIONS FROM INDUSTRY

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Question: Page 128, para 5.6.2, Ceiling Unit Price for Item 0001. Please clarify what the Government means by: "...fee rate..." Is this to be a fee per hour, % of burdened labor?

Answer: Fixed Fee/Profit percentage that is proposed.

Question: After contract award can Large Business (LB) Prime contractor "A" and LB Prime Contractor "B", together bid a Task Order (TO) with one being a subcontractor to the other?

Answer: It depends entirely upon if they originally proposed/and received MACs based upon this type of arrangement.

Question: After contract award on a full and open competition TO, can a Small Business (SB) Prime Contractor bid as both a prime and as a subcontractor to a LB Prime Contractor?

Answer: If this arrangement existed in the award of the MAC, then it would be permissible in the solicitation of a Task Order.

Question: After contract award, will a TO organizational conflict of interest (OCI) issue that can't be mitigated and precludes a prime contractor or any of its teaming partners from bidding, preclude all other team members from bidding as the prime performing organization even though they do not have an OCI conflict (i.e. a single conflict precludes all team members from competing)?

Answer: If the OCI cannot be mitigated with the Prime, then an offer cannot be considered from that MAC holder.

Question: How does NAVSEA intend to handle SB procurements? For example, if a SB is not selected as a Prime Contractor but is on a Large Businesses team, will that SB be allowed to compete for SB set aside procurements through their Large Business Prime as a pass through? If not, how will SBs who are not Prime's be able to compete for SB set aside contracts?

Answer: Task Orders can only be solicited from Prime contractor MAC award holders. A large business MAC holder will not be considered for award of a SB set-aside.

Question: Does NAVSEA desire exclusive arrangements in their stated goal for 'strategic alliances' (refer to Industry Brief) and "long term business partnerships" (Section H9 Rolling Admissions)? Please advise/clarify.

Answer: It is up to Offerors to decide the best bidding strategy for their firm. NAVSEA does not advocate exclusive arrangements for partnering for the MAC awards.

Question: How will NAVSEA treat joint ventures (JV) and similar company arrangements? For example, Company "A" and Company "B" have a JV performing work with a warfare center called Company "C". Can Company "C" bid as a Prime Contractor in the same region as their parent company's "A" & "B"?

QUESTIONS FROM INDUSTRY N00178-04-R-4000

Answer: Joint Ventures are not permissible.

Question: If a company is awarded a contract in 6 of 7 zones, are they restricted from competing for work in the one zone they did not qualify in simply because they did not today have an existing contract or location in that one zone? If yes, and a company is restricted from competing, please clarify how the government intends to allow companies to grow their business in those geographic regions for which they do not initially qualify. For example, a company qualified to perform the SOW elements 3.17, 3.18, and 3.19 in six zones will be disqualified for competing for and providing that work in the seventh. Please clarify.

Answer: A company cannot compete in a Zone not awarded to them in the MAC. The Rolling Admissions provision of the RFP addresses how the Government may expand the contractor base in a Zone in the future.

Question: If a company does not demonstrate qualifications in a specific SOW element today, will they be restricted from bidding those SOW elements in the future? If companies are restricted, what mechanism does the government intend to implement to allow companies to offer those services in the future.

Answer: All awarded MACs will contain all 21 functional areas of the SOW and awardees will not be restricted in bidding on any of these areas in the Zone(s) for which they qualified.

Question: How will a Prime Contractor's future CPARs be affected by team member performance? For example, if a Prime is not performing on a TO in a direct engineering capacity (i.e. it's a TO pass through), and the team member struggles and receives a poor technical/engineering performance evaluation on the TO, will this adversely impact the Prime's engineering performance evaluation on future procurements; even though the Prime only performed a MAC administration pass through function and not an engineering function? Please clarify.

Answer: The Government does not have privity with subcontractors. Therefore, prime contractors have the responsibility in overseeing all work subcontracted in the MAC, and will be held accountable for performance of that work.

Question: H.9 Rolling Admissions. Last sentence indicates that once a company decides to become a team member they will be precluded from competing to become a prime. Is this correct? Please clarify.

Answer: The last sentence has been removed.

Question: H.11 Guaranteed Savings Plan. Please verify that H.11 in it's entirety is only applicable to cost reimbursable Items 0001 and 0003 and all cost reimbursable Award Term Option Items.

Answer: The Guaranteed Savings Plan will apply to all contract types covered by the MAC, not just cost reimbursable.

QUESTIONS FROM INDUSTRY

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Question: **H.11 Guaranteed Savings Plan. Asking industry to guarantee fixed labor cost reductions to the government over a 15 year period on a cost reimbursable Task Order contract that is competitively procured for requirements that are not yet specified does not appear applicable at the MAC level. Recommend this clause be deleted and the government allow market competition to achieve lowest costs similar to the commercial market, and that guaranteed cost saving clauses be implemented on a case by case basis at the TO level.**

Answer: One of the primary objectives of this acquisition is to encourage contractors to identify business process improvements, innovations, and cost saving initiatives to provide high quality services at a reduced cost to the Government. The requirement for a Guaranteed Savings Plan will remain in the RFP.

Question: **Guaranteed Savings Plan. Please clarify how the government intends to evaluate and measure prime contractors. For example, will a Prime Contractor be evaluated negatively if business process improvements, innovations and cost saving initiatives identified to achieve the proposed previous year cost percentage Reduction are not implemented by the customer?**

Answer: The contractor will be measured against goals proposed . If these are conditioned upon certain volumes of work, or other variables, the Offeror's proposal must explain.

Question: **H.11 Guaranteed Savings Plan. Since many/most of the on going processes at the Warfare Centers are not controlled/owned/performed by industry, how does the government intend to evaluate and quantify cost savings to process improvements that streamline organic functions where much process cost reductions exist?**

Answer: This is an opportunity for Offerors to respond with innovative ideas for cost savings.

Question: **H.11 Guaranteed Savings Plan – Volume Discount. Please clarify how the government intends to evaluate and measure.**

Answer: Your proposal should describe in detail any reductions offered and the basis for applying these discounts during contract performance. Your response will be evaluated for reasonable price savings over the life of the contract.

Question: **Please verify that Prime contractors are not required to bid on every Task Order Request for Offer issued by the government.**

Answer: Prime contractors may choose which Task Order requests they respond to, in the Zones for which they qualified.

Question: **In Section G, Page 69, para (c), the last sentence reads, “There shall be a lapse of no more than _____ calendar days between”, please clarify/complete the blank.**

Answer: 30 Calendar Days should be inserted.

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Question: Page 4, Section B, CPFF Allocation. The text refers to fee percentage, but the table only requires \$/hr. Please clarify.

Answer: The fixed fee dollars in the chart should be representative of the percentage of fee rate proposed in the cost proposal.

Question: Page 4, Section B, Contract Min/Max Value. Are the min/max values to be inserted by contractor for Base and Award Terms 1 & 2 based on value of orders or hours?

Answer: The contractor will insert the amounts based on hours for CLINs 0001, 0004, and 0007. On page 5 the Government has provided the maximum amounts for the remaining CLINs.

Question: Page 12, Section C-1.3 Scope of Contract. Will any required labor premiums for non-standard tasks, e.g. tasks performed outside the US, be treated as ODCs?

Answer: This circumstance will be addressed in individual Task Orders and bidding instructions will be provided at that time.

Question: Page 56, Data Rights. Does the government intend to include a broader definition of proprietary that includes trade secrets?

Answer: The issue will be addressed as necessary, in individual Task Orders.

Question: Page 59, Section HQ- C-2-0037(d)(1) & (2), Organizational Conflict of Interest. There appears to be a conflict between the cited sections. In (1) "This prohibition shall not expire after a given period of time." And in (2) "This prohibition shall expire after a period of three years after completion of performance of this contract." Can the government clarify this?

Answer: OCI provisions will only be invoked on a Task Order basis. Each individual situation will be evaluated for restrictions at that time and provisions included in any request for quotation.

Question: Page 69, Submission of Invoices (b)(1). Does the government intend to use electronic invoicing?

Answer: Electronic invoicing will be utilized.

Question: Page 69, Submission of Invoices (c), Payments. Does the Government intend to insert "number of calendar days" between performance and submission?

Answer: 30 Calendar Days is inserted.

QUESTIONS FROM INDUSTRY

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Question: Page 71, Section H.1, Geographical Zones. This section says “To be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered.” How is this to be demonstrated in the proposal? Table A will not show locations of current offices. Also, Table A is limited to the last five years, but is not limited to price of contracts. Can the government clarify this?

Answer: The narrative portion of the proposal should be utilized to amplify information regarding technical capability.

Question: Page 80, Section H-10 Award Term. How will the government provide equitable treatment for an outstanding team member who is a subcontractor under a poorly performing prime?

Answer: The Government does not have contract privity with subcontractors. The prime contractor’s performance will be reflected in their CPARs rating.

Question: Page 96, Section I-252.227.7017, Restrictions Disclosure. Will disclosures required under this clause be at the Task Order level?

Answer: Yes.

Question: Page 99, Section K-52-203-2, Price Determination. For Offerors participating on multiple teams, either as a subcontractor or as a prime, can the government clarify that otherwise legal and appropriate activity will not cause a certification issue under this clause, especially (a)(1)(ii)?

Answer: For purposes for awarding the MAC contracts, this clause is not invoked. However, it will apply at the Task Order level.

Question: Page 103, Section K-52.215-6, Place of Performance. Should the Offeror list all relevant facilities in this section? If so, is this regardless of location inside or outside of Geographic Zone?

Answer: This clause has been deleted from the RFP.

Question: Page 113, Section K-252.227-7028 Data/Software Previously Delivered. Can the government confirm that the implementation of this clause will be at the Task Order level?

Answer: This clause is to apply at the Task Order level.

Question: Page 120, Section K-52-222-46, Compensation Plan. Will the Offeror submit this as part of Section K or elsewhere? Will this be evaluated at the Task Order level?

Answer: This plan is to be submitted as part of the Cost Proposal.

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Question: Page 128, Additional Instructions Section 5.6.2, Ceiling Unit Price. In deriving the ceiling unit price, how should the Offeror treat, for example, “Subject Area Experts”, usually a very highly priced category, but will not be representative of the mainstream work intended? Would the government agree that more specific guidance is needed in the solicitation to assure that all offers can be evaluated uniformly?

Answer: Subject Area Experts should be considered consultants and will be treated as an ODC under the contract.

Question: Page 130, Section 4.0, Factor Rating Scale. Each evaluation level has several factors. Using Technical Capability as an example, is the rating based on meeting all three factors (A, B, and C) or is each factor evaluated and then an average taken? For example, to achieve a good rating, must the Offeror meet each of the A, B, C, criteria for GOOD, or would an outstanding on A, good or B, and Average on C provide the same result?

Answer: All areas of the factor must be achieved in order to receiving the adjectival rating.

Question: Page 131, Section 4.0, Factor Rating Scale. The evaluation factors for functional area experience require a significantly larger number of areas to be covered by large business than by small business in order to qualify for Outstanding or Good ratings. Companies that do not qualify as small businesses for this procurement, but are still under 500 people in size will be placed at a competitive disadvantage for achieving Outstanding or Good ratings against very large businesses for Functional Area coverage. Has the government considered creating a moderate size business category with requirements for fewer Functional Areas to be covered to ensure more equitable evaluations?

Answer: These factors are unchanged.

Question: Attachment J.3, Table A, Past Performance Table. Can one contract satisfy several Functional Areas? If so, what is the government’s intent and procedure for using only the first 15 entries in Table A, as stated in Additional Instructions 5.5 on page 127?

Answer: The solicitation has been changed to reflect deletion of only reviewing the first 15 entries.

Question: Attachment J.3, Table A, Past Performance Table, What is the desired method of presentation where the Offeror has an office and a capability in a Zone, but no contract? How will this influence the evaluation?

Answer: It is incumbent upon the Offeror to demonstrate that they can offer the best value to the Government. It would be premature to try to evaluate your situation at this time without the benefit of the full proposal.

Question: Table A, Page 2, Workforce. Can we assume that if Zone requirements are satisfied by contract experience or office location, that the workforce can be located at any facility?

Answer: The Offeror must demonstrate that an appropriately experienced and educated workforce will be used to provide support within each Zone proposed on.

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Question: Table A, Workforce. The instructions to Offerors, paragraph 5.4.1, require identification of one key person per Proposed Functional Area. Table A Page 2 does not have a block to identify key personnel. For uniformity of submission, how does the government want key personnel to be identified in Table A?

Answer: Please identify the person by name in the first column on page 2 of Table A.

Question: Table A, page length. The instructions for page limits in Section 4.3 specify Breadth and Depth page limit as “Table A plus 30”. Does that mean that there is no limit to the length of the completed Table A pages 1 & 2?

Answer: Table A is to be two(2) pages for each Zone in which you wish to be considered.

Question: Section L, paragraph 52.222-46 on page 120 of 134 requires Offerors to submit a total compensation plan, a plan that is usually a standard corporate document. As there is no provision for it under paragraph 4.0 on pages 124 and 125 of 134, please indicate where the plan should be placed and that there is no page limited.

Answer: There are no page count limits in your response to 52.222-46 Evaluation of Compensation for Professional Employees (Feb 2003). This Compensation Plan may be submitted with the cost proposal.

Question: In Section L, paragraph 4.2 under Table A, on page 124 of 134, the third bullet appears to be two separate items run together. Please clarify the intent of this bullet, in particular the margin size for Table A.

Answer: The format requirements for Table A have been revised in the final solicitation.

Question: In Section L, paragraph 4.2 under Table A, sixth bullet, on page 124 of 134, should “test” be changed to “text?”

Answer: This bullet has been removed from the Table A format requirements.

Question: Please clarify the requirement in Section L, paragraph 5.4.1, on page 126 of 134, to demonstrate that an appropriately experienced and educated workforce will be used to provide support. The requirement to show “workforce composition relative to the functional area and zone being proposed on” implies that individuals must be identified in Table A, page 1 (Workforce Qualification) for each SOW area proposed for support in each zone proposed. Is this interpretation correct? Also, may an individual be proposed in multiple functional areas or must a separate individual be proposed for each functional area supported in every zone proposed?

Answer: For proposal purposes, the Offeror must identify one key individual per Functional Area proposed. The same individual may be proposed more than once. Be advised that the Navy is extremely interested in your depth and breadth of experience, thus the more individuals identified with work experience in the 21 Functional Areas the more favorably the Navy will view your proposal. The RFP will require that a separate Table A be completed for each Zone for which you wish to be considered.

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Question: In Section L, paragraph 5.4.1, line 7, on page 126 of 134, should “proposed” be “performed”?

Answer: Line 7 has been corrected to read “performed”.

Question: The last sentence of Section L, paragraph 5.4.1, on page 126 of 134, appears to mix two thoughts. Please clarify.

Answer: The Offeror’s labor mix should be multi-disciplinary to indicate its depth and breadth of experience. Only one individual per Functional Area is to be included in Table A.

Question: What is intended by the word “final” in the last sentence in Section L, paragraph 5.5.3 on page 127 of 134? Should it be “final or most recent (for ongoing contracts)?”

Answer: Three final or most recent SF 294s are required for three relevant contracts in order to demonstrate the Offeror’s ability to achieve the proposed subcontracting goals.

Question: The term “Offeror” appears to be used interchangeably to refer to the “prime” and the “Team”. Please clarify meanings throughout.

Answer: “Offeror” refers to you or a member of your team if subcontractors are proposed.

Question: There appears to be no page allowance in Section L, paragraph 4.3 on pages 124 and 125 of 134 for the information required by Section L, paragraph 52.215-1(c)(2). Also, is it the Government’s intent to have Offerors provide names, titles, and telephone and facsimile numbers of persons authorized to negotiate orders under this contract or of persons authorized to negotiate only the prime contract resulting from this solicitation? If the Government’s intent is to include Task Order negotiators, one page may not be sufficient to list all negotiators in the seven zones. Please clarify.

Answer: The information requested in 52.215-1(c)(2) should be included in the Offeror’s cover letter and the SF33. Information pertaining to the authorized negotiators for the prime contract resulting from this solicitation is also included in the last clause of Section K, entitled “Authorized Negotiators”. The authorized negotiators for any resultant task orders will be handled at the task order level.

Question: The cover letter directions in Section L, paragraph 5.2 require the addresses of the locations at which the Offeror intends to perform the proposed effort. How can this information be provided prior to receipt of the individual orders? Also, the cover letter directions request the names and telephone numbers of persons authorized to conduct negotiations. As this is duplicative of the information required by Section L, paragraph 52.212-1(c)(2), in the first page of the proposal, can this requirement be eliminated in one place or the other? Do you require information only on the negotiator for this prime contract or all potential negotiators throughout the seven zones?

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Answer: The address included in the Cover Letter should indicate the location of the prime contractor. The information pertaining to authorized negotiators will be included in Section K of the solicitation.

Question: Section L, paragraph HQ L-2-0009 on page 121 of 134 requires large businesses to submit a subcontracting plan. This appears to be a different requirement than that stipulated in Section L, paragraph 5.5.3 (should be 5.4.3) on page 127 of 134 which requires a subcontracting section not to exceed 10 pages. Please clarify if pages 121 and 127 address two distinctly different requirements. Further, it appears the section requirement includes up to four things over and above the subcontracting plan: 1) subcontracting information about the team itself, 2) three SF 294s, 3) teaming agreements, and 4) an Exhibit B. First, can the subcontracting plan, which itself can be up to 10 pages, be exempt from the page limit? Second, where should the subcontracting plan go? Third, can the teaming agreements, which can be up to 9 pages each, be exempt from the page limit? Fourth, is this the appropriate place for Exhibit B and can it be exempt from the page limit? Fifth, does Exhibit B only require the names of team members?

Answer: The Subcontracting (Large Business Only) referred to on page 124 refers to the evaluation factor of Subcontracting 20% of the work to Small Business Concerns. This is a specific evaluation factor separate from the requirement of a Small Business Subcontracting Plan identified on page 118 under HQ L-2-0009. There are no page limitations in providing a subcontracting plan which may be included with the Offeror's management plan. Exhibit B should include the company names of the teaming members and does not have any page limitations. Teaming Agreements are not required to be submitted.

Question: Section L, paragraph 5.5, Past Performance, is written in past tense; Table A, Past Performance Information, has a column headed "Date Completed:" and final SF 294s are required for three contracts. Based on those indicators, please clarify whether Past Performance Information can contain performance for ongoing as well as completed contracts. If yes, should the fifth column on page 1 of Table A be changed to indicate period of performance rather than just date completed?

Answer: Past performance information can be provided on completed or ongoing contracts.

Question: The Government intends to use Table A to evaluate both technical capability (all entries) and past performance (the first fifteen entries). As it is possible for the first 15 entries to be fifteen different contracts all relating to SOW functional area 3.1, does that mean the Government would only evaluate performance on R&D support? Or would you evaluate the first entry under the first 15 SOW areas? Or do you expect entries for each functional area in each zone? Please clarify "entry", as well as total intent.

Answer: Only one contract per Functional Area is required for Table A. To further demonstrate your Depth and Breadth of experience/expertise you may identify additional contracts in the narrative identified in 5.4.1.1.

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Question: In Table A, page 1 (Past Performance), how should dollar value be defined? Can dollar value be defined at the contract negotiated value if for an ongoing contract and dollar expended if for a completed contract?

Answer: The funded dollar value of the contract should be included in Table A.

Question: On Table A, page 2 (Workforce Qualification), the two subjects in the second column heading do not appear to relate. Would the Government consider changing the heading of the second column to degree/major?

Answer: The second column of Table A will remain as is. It provides the degree of the individual as well as the functional area that is being proposed.

Question: On Table A, page 2 (Workforce Qualification), please clarify what is required in the column headed “discipline.” Is this intended to provide the academic discipline related to the degree listed in the first column or functional area discipline 3.1 – 3.21?

Answer: The academic discipline related to the degree provided in the first column.

Question: As there are no labor categories or proposed positions indicated in the solicitation, please clarify what is required in the column headed “Proposed Position” on Table A, page 2 (Workforce Qualification).

Answer: The Proposed Position is the labor category that the individual is being proposed as.

Question: In Section M, paragraph 3, page 132 of 144, please clarify the components (e.g., G&A, M/H, fee) of the pass-through percentage to be evaluated for each of the rating metrics.

Answer: Pass through rate is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e. subcontractor). The cost could include fee, material handling or general and administrative costs.

Question: In Section L, paragraph 5.5.3 on page 127 of 134, it states “at least 20% of the total amount obligated under the contract (not per task order) must be subcontracted to small businesses”. Section M, paragraph 4.1.C. AVERAGE, on page 131 of 134 states “C. Large business – Offeror plans to subcontract 20% of the total dollars obligated to small, small disadvantaged, women owned, HUB Zones and Veteran owned firms . . .” By “obligated” does the Government mean 20% of the total amount of subcontracting dollars obligated by the Prime or 20% of the total amount obligated by the Government to the Prime contractor? If the latter is intended, should the subcontracting plan goals contain percentages only, since there is no way to estimate the dollar goals from the information provided in the cost proposal?

Answer: At least 20% of the total amount obligated by the Government under the contract must be subcontracted to small businesses. The subcontracting plan should include the Offeror’s goals by percentages.

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Question: Section H, paragraph H.1 on page 71 of 134 states “... you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered.” How would the Government consider a zone if the Prime contract for work actually performed on-site in that zone is held in a different zone? For example if a contract is awarded by NSWCCD, but a portion of the work is performed in San Diego, can the contractor Team claim credit for the Southwest Zone as well as the National Capital Zone? If a contract is awarded by a San Diego contracting office but the work is totally performed in Norfolk, can two zones be claimed? If only one zone can be claimed, is it the zone of the contracting office or the zone of performance?

Answer: The zone presence definition states “To be considered in one or more of the seven zones you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered”. In the example above, if the Offeror had a prime contract with NSWCCD, there would be a presence in the National Capital Zone. If the Offeror also had a local office in the San Diego area, there would also be a presence in the Southwest Zone.

Question: Will an Offeror who qualifies for and receives an award based on performance/capabilities in the National Capital Zone, AND has offices in all other zones, be eligible to compete for task orders in all zones?

Answer: Offerors will be able to compete for task orders for the Zone(s) for which they have been determined to be qualified.

Question: Section L, paragraph 5.4.1.1 on page 126 of 134 requires the Offeror to “discuss in detail his experience/expertise identified for each listing found in Table A.” Paragraph 5.4.1.1 further defines specific experience as “recent relevant work under an identified (Table A) contract.” Table A, page 1 (Past Performance), as provided in the draft RFP, is formatted to provide a listing by SOW functional area. For purposes of compliance with paragraph 5.4.1.1, what does the Government consider to be “each listing found in Table A” which must be discussed in detail, each contract or each SOW functional area?

Answer: Table A is one way for the Offeror to provide its depth and breadth of experience and expertise in the functional areas of the Statement of Work. Additional information to demonstrate your depth and breadth is in the narrative identified in paragraph 5.4.1.1.

Question: Does the requirement in Section L, paragraph 5.4.1.1 on page 126 of 134 to discuss the details of “each listing found in Table A” apply to Table A, page 2 (Workforce Qualification) as well? If so, what kind of details, other than those identified by the column headings, are sought?

Answer: The narrative identified in paragraph 5.4.1.1 should address both pages of Table A. This narrative should identify specific prime and team member experience.

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Question: Based on the information provided in the draft RFP and the Industry Brief, it appears that either (1) holding or having held a prime contract in a zone or (2) having a local office currently operating in the zone is a necessary as well as sufficient condition for an Offeror (if otherwise successful on this solicitation) to be considered for a task order in that zone. The evaluation process (Section M), considers the number of SOW areas in which an Offeror has relevant experience but does not appear to discriminate based on capability by zone. Will the evaluation for the MAC awards consider the experience and/or capabilities of Offerors by geographical zones? If so, how is this reflected in the Factor Rating Scale of paragraph 4.0 of Section M?

Answer: The technical capability will be evaluated by zones proposed on. Section M of the solicitation has been changed to reflect this.

Question: Can an Offeror qualify to support a SOW functional area in a zone in which it has an operating local office based on its demonstration of capability in the functional area (without specific past experience in the subject geographic zone)?

Answer: The Offeror will have met the definition of presence for that Zone.

Question: Is it possible for the Government to award a MAC to an Offeror in fewer zones than the Offeror proposed, even if the Offeror satisfies the stipulated minimal conditions (i.e., a prime contract or current local office) for consideration in all the proposed zones? If so, on what basis?

Answer: The Government reserves the right to award a contract on all or some of the zones proposed. The Government also reserves the right to limit the number of awards if it is determined that an adequate number of outstanding proposals that represent both large and small businesses have been received.

Question: Page 128, under Section 5.6.2, with the one page limit, if a subcontractor's rate is used (because it is the highest rate), can a one page sealed package be supplied that shows his indirect burdening rates, in addition to the prime's one page write-up in the proposal, which would not show the subcontractor's indirect rates?

Answer: If a subcontractor's rate is used, a separate one page sealed package may be submitted with the prime's proposal.

Question: Page 131, Section 4.0 To achieve an outstanding rating, the Offeror has to have relevant experience in 18+ functional areas. Will the evaluation of relevant experience in a functional area performed in one zone qualify the Offeror as having relevant experience for only that zone or can that experience be used to qualify the Offeror in that functional area for all zones bid?

Answer: The technical capability for each functional area will be evaluated by Zones.

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Question: Page 126, Section 5.4.1 in the last two sentences of the paragraph concerning the workforce portion of Table A, does the government want just one key individual per functional area bid, or should the teams entire workforce for a functional area be listed? Teams with 2 or more significantly large companies on them may have an extremely large Table A if the entire workforce is requested.

Answer: Only one key individual per Functional Area proposed shall be included in Table A. Additional information can be included in the narrative.

Question: Page 125, Section 5.3.1.1 states “the actual hourly rate appropriate for the Zone and Functional Areas being proposed on”. If the Offeror is proposing in more than one zone, should they submit a Section B for each zone or just one Section B that will cover all zones proposed?

Answer: Only one ceiling unit price should be proposed for Item 0001. This rate will be the highest (direct cost) labor category within the team proposed to cover all zones proposed.

Question: Page 1 of Attachment J.3 (Table A) Can IDIQ contracts, including GSA schedules, where orders are funded and performed for a facility in a specific zone be considered a prime contract for that zone even though the issuing activity is a different facility not in that zone? (For example, an awarded NAVSEA HQ contract that is used exclusively for work of NSWC SSES Philadelphia).

Answer: An order under a GSA contract may qualify as a contract. The definition for zone presence states “To be considered in one or more of the seven zones you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered.” In the example stated, the Offeror would have a presence in the National Capital Zone. If there was a local office in Philadelphia, the Offeror would also have a presence in the Northeast Zone.

Question: The Government defines the geographic zones in Section H.1 on page 71. In attachment 2 to the SOW (beginning on page 31) the zone membership is identified for each NSWC and NUWC Division and for selected Detachments (e.g. Carderock SSES and Dahlgren Dam Neck). Additionally, some of these detachments do not have their own contracting activity and depend on their division contracting activity for contract support.

a. What is the government’s intention for how to treat the remaining detachments and activities which are geographically segregated from their Division Headquarters for the purposes of characterizing tasking in Table A and determining which zone(s) an offeror proposed to support?

b. What zones should be proposed to be considered for work detachments outside of the contiguous United States (e.g. Hawaii)?

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- Answer:
- a. For purposes of completing Table A and which zone(s) an Offeror wishes to be considered in, the Offeror must have or had a prime contract or currently have a local office in the zone or zones.
 - b. Hawaii has been added to the Southwest Zone and Alaska has been included in the Northwest Zone.

- Question:** For the purposes of qualifying under the requirement first stated in Section H.1, page 71: “To be considered in one or more of the zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered.”
- a. Is it acceptable for the qualifying office and/or contract to be under the auspices of a subcontractor?
 - b. Do the Table A entries for “zones to be considered in” refer to where the work was performed or where the contractor would be evaluated for purposes of zone qualification?
 - c. Will any other factors (e.g. Depth and Breadth, Product Areas, and Workforce qualifications and locations) in addition to office locations and contracts be used to determine which bidders will be qualified in the zones?
 - d. Given the requirements of Section L 5.4.1.1, Table A needs to have a provision for listing the company that performed the work. Where should this information be placed in the table?
 - e. Section L 5.4.1 has conflicting requirements as to the number of individuals to be listed. In one place, one person per functional area is required. In another place, within the section, individuals are to be specified relative to both the functional areas and the proposed zones. Please clarify.

- Answer:
- a. Yes, you or a member of your team (subcontractor) must have a presence in the zone(s) for which you wish to be considered.
 - b. The “Zones to be considered in” listed on Table A refer to the zones that the Offeror is proposing on.
 - c. The evaluation factors listed in the solicitation will be used to determine which Zone(s) and Functional Area(s) the contractor is qualified to receive an award on.
 - d. Any additional information relating to Table A should be included in the narrative described in Section 5.4.1.1.
 - e. One key person individual per Functional Area should be included in Table A. Additional information should be provided in the narrative.

- Question:** Clause HQ L-2-0009 on page 121 requires the submission of a Small Business Subcontracting Plan IAW FAR 52.219-9. Is it the government’s intention that this requirement should be met through the Subcontracting portion of the Technical Capability section defined at 5.5.3 (sic) on page 127?

- Answer:
- The Subcontracting (Large Business Only) referred to on page 127 refers to the evaluation factor of Subcontracting 20% of the work to Small Business Concerns. This is a specific evaluation factor separate from the requirement of a Small Business Subcontracting Plan identified on page 118 under HQ L-2-0009.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: In Section L, 4.2 the government allows flow charts and tables as a part of the management and cost savings approach. Will this exception be extended to the subcontracting section as well?

Answer: The Subcontracting (Large Business Only) section shall not exceed 10 pages including flow charts and tables.

Question: In section 5.4.1 Depth and Breadth on page 126, the government states that Offerors are to “...complete Table A ... to : (1) Specify which zone or zones are to be supported; (2) which functional areas are to be performed...” Will the government identify a specific element of the proposal (e.g. cover letter) where the specification by the Offeror of zone(s) they plan to support and the specific functional areas in which the Offeror intends to qualify shall be provided in a discrete format?

Answer: The Offerors will be requested to indicate in Section B which Zone(s) and Functional Area(s) in which they wish to be considered.

Question: Section L para 5.5.3 (sic) specifies that three final SF 294s be submitted.
a. Do these submissions count against the 10-page allowance for subcontracting?
b. Given the extended duration of recent relevant contracts, specifically the original SeaPort Multiple Award Contracts (MAC) (possibly the best example of a related contract), can SF 294s for current contracts covering a minimum period of performance (e.g. 2 years) be submitted in lieu of final?

Answer: a. The three SF 294s do not count against the page limitation.
b. The Government is requesting that final or recent SF 294s be submitted.

Question: Section M, page 132 makes reference to “maximum pass through rates.” What factors are included in pass through?

Answer: Pass through rate is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e. subcontractor). The cost could include fee, material handling or general and administrative costs.

Question: Section L 5.5 states that the Government may use the first fifteen entries in Table A for evaluation of Past Performance. Given the complexity of the Government’s requirements as defined in the SOW, Product Areas and Zones of performance, Table A could contain hundreds of individual contract entries. Since Table A is ordered in SOW sequence, it is possible that larger and more significant contracts may not appear within the first fifteen entries while other contracts of lesser importance do appear within the first fifteen. Would the Government consider a separate contract listing with contract references ordered based on size and relevance?

Answer: Only one contract per Functional Area is required for Table A. To further demonstrate your Depth and Breadth of experience/expertise you may identify additional contracts in the narrative identified in 5.4.1.1.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

- Question:** Over the course of the fifteen-year period of performance it is likely that many of the companies receiving small business set aside awards will graduate from small business status under the defined size standard.
- a. Will companies that graduate from small business status continue to be eligible to bid on small business set aside task orders?**
 - b. Will companies that graduate from small business status continue to count as small business credit for large business primes.**

Answer: Size status will be re-evaluated every five (5) years or as required by regulation. When it is known through a novation agreement that a previously categorized Small Business has changed its size status, Small Business preferences will no longer be available to that firm and they will not count as small business credit for large business primes.

- Question:** Page 75, Section H.6-C – Competitive Ordering Process. Once incumbency for a task has been established, will it be required to compete follow-on tasking in the same area?

Answer: Follow-on tasking will be handled in accordance with the Competitive Ordering Process.

- Question:** Page 80, Section H.9 – Rolling Admission
- a. Does this provision prevent subcontractors on existing teams from ever seeking a position as a Prime contractor? This is very unfair to Small, new businesses that might currently lack the resources and requirements to be a prime, but could certainly qualify in a 5 or 15 year period.**
 - b. It is requested that this clause be modified such that Small Businesses are allowed to compete as primes in subsequent competitions to add new Id/IQ holders**

Answer: The Rolling Admissions Clause has been modified to delete the last sentence included in the draft solicitation.

- Question:** Page 81, Section H.10(j) – Incentive Criteria. What is the relative weighting of these three factors? Are they of equal importance?

Answer: The three evaluation criteria will be evaluated on a pass/fail basis.

- Question:** Page 125, Section 5.3.1.1 – Ceiling Unit Price. What is the purpose of a ceiling unit price? Does this represent the maximum that the contractor and subcontractors can charge the government on an hourly basis? Will this matter for Firm Fixed Price tasks?

Answer: The ceiling unit price establishes the maximum hourly rate that may be proposed under orders.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 126, Section 5.4.1 – Depth and Breadth

- a. Can a small business propose a zone without a contract or an office if one of the subcontractors fills this requirement.
- b. The statement is made that “Experience ... may be gained from working with NAVSEA...as well as other government agencies”. This would seem to preclude commercial work experience including work performed for a Prime Contractor that may have been DoD related. This represents a major hurdle for Small Business, such as our own that is focused on both the DoD and commercial markets and performs significant work for DoD Prime Contractors. Recommend that this be modified for Small Business to include commercial work experience.
- c. The statement is made that “Offeror’s labor mix ... Identifies one key individual per Functional Area proposed”. Does this person have to be an employee of the Prime, or can the individual be an employee of the subcontractor? Does it detract from the proposal evaluation if these individuals are not employees of the Prime? Is there a minimum number of these individuals that must be employed by the Prime to receive an “outstanding” evaluation?

Answer:

- a. Yes, you or a member of the team must meet the requirement.
- b. Table A includes a column where an Offeror may indicate if it was the prime or subcontractor to a Government contract. Additional information may be provided in the narrative discussed in 5.4.1.1.
- c. The individual listed in Table A can be employed by the prime contractor or be a member of the prime’s team (subcontractor).

Question: Page 129, Section M – Evaluation Factors For Award. Will evaluators be assigned by Zone?

Answer: Evaluators will be representative of all zones covered in this solicitation.

Question: Page 129, Section M, paragraph 3.1 – General. This statement appears to be in conflict with Section M, paragraph 2.0 that identifies weighting for each factor and subfactor. Will there be separately rated and weighted subfactors?

Answer: Section 2.0 of Section M has been changed to read “Factor 1 is the most important. Factors 2 and 3 are equally important. Factor 4 is least important”.

Question: Page 132, Section M, paragraph 4.0 – Factor Rating Scale. In subsection 3, Price, the guaranteed savings clause and pass through rates required for an “Outstanding” evaluation are extremely aggressive for a Small Business that may not have the business base diversity and depth to offset these goals in other market areas. In addition, Small Businesses require the additional capital to stabilize and grow the business during the early years. It is recommended that NAVSEA consider different, more realistic requirements for Small Businesses that support NAVSEA’s saving goals without adversely impacting our ability to survive and grow.

Answer: The guaranteed savings clause and pass through rates have remained as stated in the draft solicitation.

QUESTIONS FROM INDUSTRY N00178-04-R-4000

Question: Attachment J.3 (Table A) Page 1 – POC field.

a. This table requires a Government POC. For many Small Businesses, the prime is the government customer POC and the subcontractors report to a Prime customer. Can small businesses use Prime POCs in that block?

b. Same locator as above – The RFP requests the leveraging of industry best practices, innovations, an e-business solutions that can add value/reduce costs to the Government, yet no commercial experience is mentioned or allowed in Table A (Government POC is the only option). Can companies include commercial contracts that contribute to their experience in functional areas.

Answer: a. The Government POC is listed as a means to check on past performance. Using Prime as POC is not permissible.

b. Table A provides the opportunity to list efforts that were performed as a subcontractor for a Government effort. Additional information detailing an Offeror’s depth and breadth of experience may be included in the narrative.

Question: Reference 4.2, Section L, Page 124, Attachment J-3, Page 1 - The RFP says that Table A should have “8.5 x 11 inch left and right margin.” Is text missing here? Should it say “8.5 x 11 inch paper, with .25 left and right margins”?

Answer: Instructions for completing Table A have been changed in the RFP and can be found in Section L.

Question: Reference 5.4.1.1 Depth & Breadth & Attachment J.3, Table A, Past Performance Information, Section L, Page 126 - The Offeror shall discuss in detail its experience/expertise for each listing found in Table A. (Not to exceed 30 pages). Table A does not have a Contract title section, which would be helpful for the evaluators to have as they assess the information in the 30-page narrative as it related to Table A. May Offerors add a column to Table A to add that information as well as an internal numbering scheme for entries on a table (for example Company A’s entries could be labeled A-1, A-2; Company B’s, B-1, B-2, etc.) Otherwise, Offerors may need to repeat entries from rows in Table A just so the evaluators know to which specific contract the 30-page description relates.

Answer: No changes to Table A are permitted. The narrative discussion required by paragraph 5.4.1.1 requires Offerors to discuss in detail his experience and expertise identified for each listing found in Table A.

Question: Reference 4.0 Proposal Format, Section L, Page 124 - May Offerors use tables in the 30-page narrative that accompanies Table A? Tables are permitted in the management approach and the cost savings sections. It will be useful for the evaluators to see some kind of summary of the Table A data (which may have more than 100-200 entries depending on the size of the team).

Answer: You may in the narrative demonstrate your experience/expertise in any manner you choose within the page limitations.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Reference 5.5.3 Subcontracting, 5.4.3.1, Section L, Page 127 - Section 5.5.3 in the RFP states that the Subcontracting Plan is not to exceed 10 pages. Is Section 5.5.3 Subcontracting mis-numbered? Should it be 5.4.3? May we assume that copies of the three final SF 294s for the three relevant contracts are excluded from the 10 pages? (5.5.3) May we assume that copies of the teaming agreements and the list of all proposed team members (Exhibit B) from the 10 pages? (5.4.3.1)

Answer: Yes, it has been changed in the RFP. The SF 294's are excluded from the 10 page limitation. The Teaming agreements are not required to be submitted with the proposal.

Question: Reference 4.0 Proposal Format, Section L, Page 124 - Format instructions do not mention a Table of Contents or tabs to separate sections in the hard copy bid. Are these items permitted and, if so, do they count toward page limitations?

Answer: Due to the large volume of Offerors anticipated the Government has limited the size of the proposals. Table of Contents will be counted towards the page limitation.

Question: Reference 4.0 Proposal Format, Section L, Page 124 - May text in flow charts and tables (permitted in the management approach and cost savings approach) contain a font size smaller than 12 point Times New Roman?

Answer: The RFP has been revised. See Section L for guidance.

Question: Reference 52.222-46, Evaluation of Compensation for Professional Employees, Section L, Page 120 - Section L 52.222-46, page 120 of DRFP, requires Offerors to "submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract." Which volume would the Government like this plan to be included in and what is the page limit for this plan? For information purposes please note that our full compensation plan is approximately 70 pages if all attachments are included. Will a summary of our plan which meets the requirements to "submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract" be sufficient for this purpose?

Answer: The total Compensation Plan should be submitted with the cost proposal. There are no page limits on this plan but due to the expected volume of Offerors a summary of the plan will be acceptable.

Question: Reference 4.0 Proposal Format, Section L, Page 124 - Section 4.3 lists the submissions to be included in the proposal. Is it a correct assumption that the total submission should be broken into two separately bound volumes – one to include all administrative and technical capability information, and the second to include all pricing information (Section B and Response to Evaluation Factor 3)?

Answer: Cost information shall be limited to Volume II Cost/Price Proposal . No Cost or Price Information shall appear in Volume I Technical Proposal.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Reference Table A, Section Attachment J.3 (and associated Section L instructions, L.5.4.1: Depth and Breadth and L.5.5: Past Performance), Page Attachment J.3 (and pages 126 & 127) - Request clarification on completing Table A to fully meet the requirements specified in Section L:

- Table A is currently organized by Functional Area – are we to assume that a contract covering multiple Functional Areas should appear multiple times – under each Functional Area covered?
- Section L.5.5: Past Performance indicates that the Government may use the first 15 entries in Table A for past performance evaluation. Based on the organization of Table A, the first 15 entries may all be in one Functional Area. We assume it is not the Government’s intent to check past performance in only one SOW area. Please clarify the organization of entries in Table A to ensure ease of evaluation by the Government.
- If an Offeror intends to bid each Functional Area in all Performance Zones, is it permitted to enter “all zones” under the column titled “Performance Zones to be Considered In”?

Sheet 2 instructions request Offerors identify one key individual per Functional Area proposed. Instructions also indicate that the workforce composition should be shown relative to both Functional Area and Zone. Allowing only one key individual per Functional Area will not show the availability of resources in a given Functional Area across multiple Zones. Suggest Sheet 2 should include one key individual per Zone for each Functional Area proposed.

Answer: Section L and M have been changed and these changes are reflected in the RFP. It is recommend that you review these sections of the RFP. These changes were initiated as a result of Industry comments.

Question: Reference H-8 Substitution of Team Members and Substitution of Personnel H-12, Section H, Pages 79, 82 - There is a reference in this section to Exhibit A as the list of Team Members proposed. Should this paragraph be corrected to say “Exhibit B”, which is the “Listing of Team Members”?

Answer: It should read Exhibit B.

Question: Reference H.9 Rolling Admission, Section H, Page 80 - H.9 states that the Government may announce and hold new competitions in the out years if deemed in the best interest of the Government. Specifically it states “... current IDIQ holders and their team members will not be eligible to compete for these contracts.” It is understood that the prime would not be able to bid another contract but does this preclude subcontractors to a prime from bidding as a prime on their own?

Answer: The last sentence of H.8 has been deleted.

Question: Reference H-11, Guaranteed Savings Clause, Section H, Page 81 - Does this clause apply to all contracts or only those contracts which transition to Firm Fixed Price?

Answer: It applies to all Task Order types.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Reference, General Will the Government post the final RFP in Microsoft Word or a text-searchable pdf? This is very useful for Offerors to prepare a compliant proposal.

Answer: The solicitation will be posted in a searchable pdf format.

Question: Reference H.1 Geographical Zones, Section H, Page 71 - The RFP states, "To be considered in one or more of the zones, you must have held or currently hold a prime contract or currently have a local office in the zone (s) in wish you wish to be considered." Can the Prime use team-members' contracts or locations to satisfy the requirements of H-1?

Answer: You or a member of your Team (subcontractor) must have a presence in the Zone(s) for which you wish to be considered.

Question: Reference H-6. C (1) Pre-solicitation and Solicitation, Section H, Page 74 - Will the Delivery Order Solicitations include the identification of current incumbents for work being solicited?

Answer: It is not anticipated that the data will be readily available for each Task Order.

Question: Reference 5.4.1.1 Depth and Breadth & Attachment J.3, Table A, Past Performance Information, Section L, Page 126 - If an Offeror is bidding all seven zones, must the Offeror list at least one contract in each functional area (21) for each zone (7) for a minimum of 147 entries in Table A? If this is the case, and each listing must be discussed in the 30 page narrative, this will result in abbreviated descriptions where it will be difficult to describe complex past performance information. Also, this page constraint might offer an unfair advantage to a bidder bidding in one zone (21 contract descriptions in 30 pages) versus seven zones (147 contract descriptions in 30 pages.)

Answer: Due to the volume of Offerors anticipated the Government must limit the number of pages submitted. You are correct that given the above scenario you would have to list one contract per Functional Area per Zone in which you wish to be evaluated.

Question: Reference 5.4.1 Depth & Breadth & Attachment J.3, Table A, Past Performance Information, Section L, Page 126 - Many Offerors will be proposing large teams with multiple subcontractors. Must each team member listed in Exhibit B also have to have an entry on Table A (which would need to be described in the 30 pages)? Please clarify.

Answer: No, Team member (individuals) found in Table A are used to demonstrate Depth and Breadth of experience and expertise in the 21 Functional Areas of the SOW. Exhibit B is requesting Team Member (companies) be listed.

Question: Reference Additional Instructions To Offerors, Section L 5.4.1 Depth and Breadth, Page 126 - Are these individuals unique or is it possible for one individual to be assigned to multiple Functional Areas and/or multiple Zones?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: For proposal purposes, the Offeror must identify one key individual per Functional Area proposed. The same individual may be proposed more than once. Be advised that the Navy is extremely interested in your depth and breadth of experience, thus the more individuals identified with work experience in the 21 Functional Areas the more favorably the Navy will view your proposal.

Question: **Reference Paragraph 5.4.3.1 – Subcontracting, Section L, Page 127 - This paragraph states that “the Offeror shall submit a copy of all subcontracting or teaming agreements for any team member who may perform effort directly chargeable to this contract...). Is it the Government’s intention to limit subcontracting by a successful Offeror to only the members of the Offeror’s proposed team?**

Answer: Yes, you will be limited to subcontracting with proposed Team members unless the Contracting Officer authorized changes/additions to your subcontractors.

Question: **Reference Paragraph 5.6.1.1-Price, Section L, Page 127 - This paragraph states that the Offeror shall “Describe how you will minimize the pass-through charge and your ability to reduce it below the proposed percentage during the life of the contract.” Any substantial reduction in the pass-through to achieve an Outstanding evaluation runs the risk of violating our cost accounting disclosure statement or incurring a loss. Will the government modify this requirement to allow the contractor to charge disclosed indirect charges in addition to the allowable pass-through?**

Answer: The Government is looking for innovative cost savings approaches. This is an opportunity for industry to identify such approaches. No change to the evaluation criteria in these areas are contemplated.

Question: **Reference Paragraph 3.2 (d), Section M, Page 132 of 134 - The RFP state that “The Government reserves the right to limit the number of Prime Contract Awards if it is determined that an adequate number of Outstanding or Good proposals have been received.” If the Government intends to award contracts to Offerors who receive a Good rating there is little incentive to achieve an overall Outstanding rating since those Offerors that achieve an outstanding rating will be penalized by receiving less fee and pass-through than Offerors who achieve an overall Good rating. Will the government modify this requirement to allow Contractors who achieve an Outstanding rating for the Technical Capability and Past Performance evaluation factors to achieve fee and pass-through rates at least equal to Contractors who receive less than an Outstanding Technical Capability and Past Performance Evaluation? Note also that achieving an overall rating of Outstanding also requires a greater commitment to small business subcontracting. Can this requirement also be modified in the same way?**

Answer: Paragraph M 3.2 (d) has been changed. Please see changes.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Reference Paragraph 4.0 Factor Rating Scale, Section M, Page 132- Does the “outstanding” rating requirement pass through of 1% on Subcontractors include fee? If we cannot we apply fee to Subcontractors cost as a separate element and bid to achieve an Outstanding rating and then subcontract 50% of the work our profitability will be reduced from approximately 5.9% to about 3%.

Answer: It includes all additional dollars the Prime adds to the subcontractor costs.

Question: Reference Paragraph 5.0- Overall Rating Scale, Section M, Page 134 - The RFP in this paragraph states, the Offeror cannot achieve an “outstanding” rating if they receive “any acceptable or unacceptable factor ratings.” Does this requirement also include the sub-factor level? For example, can an Offeror bid a price sub-factor at the acceptable or unacceptable level and still achieve an outstanding or good rating? How are subfactors averaged to calculate the overall factor rating? Are all factors and subfactors equally weighted? If not please provide the individual weightings.

Answer: Please see Section M 5.0.

Question: *Section B, Cost Plus Fixed Fee Allocation, Page 4*, requires the estimated cost to be filled in. Is the Estimated Cost the same as the ceiling unit price that is determined using guidelines provided in 5.3.1.1, Page 125. Also is this estimated cost then applied to the maximum man-hours of 29,425,000 in order to calculate the maximum amount for the base period?

Answer: Yes to both questions.

Question: *Paragraph H.11 Guaranteed Savings Clause, Page 81*, requires % reductions from previous year for base and award term options. How do you account for increased costs as a result of escalation. Or are the cost savings computed after accounting for escalation?

Answer: Your proposal should be specific with regard to how you are proposing to offer this.

Question: Can a company lose small business status after contract award for options or task orders?

Answer: Size status will be re-evaluated every five (5) years, or as required by Regulations. When it is known through a novation agreement or growth that a previously categorized Small Business has changed its size status, Small Business preferences will no longer be available to that firm.

Question: Will Fixed Fee for task orders be based upon the proposed percent of profit or on fee per hour of the max labor category as described on page 4 of the DRFQ?

Answer: Fixed Fee or profit on Task Orders cannot exceed that which you propose in this Solicitation. There is no prohibition if you wish to propose a lower fee or profit on Task Order RFQs issued by the Requiring Activity.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Can zones be added after contract award?

Answer: Yes. See the Rolling Admissions requirements.

Question: Do remote offices in Attachment 2 of the SOW fall under the geographic zone or under the parent detachment/divisions zone definition? For example, does NSWC Crane Division, Fallbrook Detachment, Fallbrook, Ca, fall under the Southwest zone or does it fall under Crane Division's Midwest zone? (see pages 37 and 38 of the DRFQ)

Answer: They would fall under the Geographic Zone. Therefore, Fallbrook, CA would be in the Southwest Zone.

Question: In Attachment J.3 (Table A) of the DRFQ, under past performance can companies list more than one experience (contract) per requirement?

Answer: The instructions for the use of Table A has changed. Please see the Solicitation for the new requirements concerning the completion of Table A.

Question: Is there any expectation or minimum requirement for experience in a certain number of Product Areas? (p. 31)

Answer: The evaluation/selection will be based upon your qualification(s) in one of the 21 Functional Areas set forth in Section C, Paragraph 3.0.

Question: Can fee be included in the pass through rate? (Sect. H-11, p. 82)

Answer: "Pass through rate" is defined as the cost added by the Prime for work performed by a member of the Prime contractor team (i.e., subcontractor). The cost could include fee, material handling or general and administrative costs.

Question: What are the minimum hardware/software requirements necessary to access and do business on the e-business (SEAPORT) portal? (Sect. H-6, I, p. 77)

Answer: Please see Section H.18 of the RFP.

Question: What criteria will the government use to determine if a cost savings approach has a high probability of resulting in savings? (Section M, 4.3, p.132)

Answer: The expectation is that Offerors will propose measurable cost saving approaches which will be included in the awarded contract, and enforced accordingly.

Question: What are the estimated number of awards for small and large businesses? (Section M, 3.2, p. 130)

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: No predictions have been made concerning the total number of awards. A goal of this acquisition is 33% of the dollars obligated during the life of the contract will go to Small Business Primes. There is also a requirement to award at least five contracts in each Zone to Small Disadvantaged Businesses.

Question: Where can we obtain a list of companies that have expressed an interest in the RFP?

Answer: A listing for this Solicitation has not been compiled, however, a list identifying all contractors doing business with the NAVSEA Warfare Centers is currently available on the Dahlgren Laboratory Business Opportunity page.

Question: Page 125, paragraph 5.3.1.1. The instructions for developing the Ceiling Unit Price for CLIN 0001 needs to be clarified. Does the Government expect the actual hourly rate to be used in this calculation to be developed for each region/zone in which the Offeror is proposing? If yes, can the Offeror expend 1 page per region/zone in showing the derivation of the labor category rate?

Answer: The Offeror will propose only one rate, regardless of the number of Zones being proposed. Therefore, one page is the limitation for showing the derivation of the rate.

Question: Page 126, paragraph 5.4.1.1 and Attachment J.3, Table A. May Offerors provide more than one past performance reference for each of the 21 functional areas shown in Table A? May Offerors provide multiple Workforce Qualification entries per functional areas shown in Table A?

Answer: Offerors are to provide one reference for each of the 21 functional areas per Zone. The same applies to multiple Workforce Qualification entries. The 30 page narrative may be used to expand upon your capabilities.

Question: Page 127, paragraph 5.5.3. Please verify that this paragraph should be numbered 5.4.3.

Answer: That is correct.

Question: Page 127, Paragraph 5.4.3.1. Please clarify instructions for subcontracting teaming arrangements as to where they are to be placed in the proposal. Will they need to be an appendix or a separate volume.

Answer: Subcontracting teaming arrangements are not to be submitted.

Question: Industry Brief, Page 39. The answer to the second Frequently Asked Question on this page indicates that only one Award will be made on a Company as a Prime Contractor. Does this mean that if an Offeror proposes to perform in 5 of the 7 Zones and that if the Government finds this acceptable, that the resultant contract will be for those 5 Zones. Likewise, should an Offeror propose in 7 of the zones but the Government only finds the Offeror acceptable in 4 of the Zones, that the resultant contract will be for those 4 zones?

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Answer: Factoring in the fact that this is a Best Value selection process, this example essentially is correct.

Question: Page 81 and 82, Paragraph H.11. This clause breaks the contract period into three 5-year periods. Guaranteed savings are requested for years 2 through 5 of each period. Is it the Government's intent that a distinct baseline price will be established for each 5-year period prior to application of the savings clause?

Answer: Offerors are to clearly define the basis of their proposed Guaranteed Savings and how it is to be applied.

Question: Industry Brief, page 20. What does a "local office" mean? Does having an office anywhere in the Zone qualify as 'local' or is there a mileage/time to commute restriction?

Answer: The definition of local office is an office within the geographical Zone(s) identified in the RFP that is 1) in existence at the time the RFP is issued; 2) is in business to provide the support found in Functional Areas identified in the SOW; and 3) staffed by employees employed by the Prime contractor who proposes or at least one of its team members (subcontractors). Be advised that during the fair consideration process (after award) ordering activities may have specific response times identified as a minimum requirement (i.e. 1 hour response time).

Question: Page 104, Please insert the NAICS and Size Standard applicable to this procurement.

Answer: This information has been included with the RFP.

Question: Page 120, FAR 52.222-46 Evaluation of Compensation for Professional Employees. This clause requests submittal of a total compensation plan. The Offeror assumes that this is to be submitted as part of Evaluation Factor 3 – Price and is not included in the 21 page limit noted under Section L.4.0. This Offeror assumes the Compensation Plan may be submitted as an Attachment without page limits. Is this assumption correct. Please clarify.

Answer: The Compensation Plan For Professional Employees is to be submitted with the Price/Cost proposal. This plan does not contain any page limitations.

Question: Page 124, Section L, Item 4.2, Proposal Format. Please clarify the left and right margins required for Table A. The RFP currently states "8.5 x 11 inch left and right margins".

Answer: Table A is being provided in an Excel spreadsheet format as part of the RFP.

Question: Page 124, Item 4.3, Evaluation Factor 1. Would the Government consider an increase to the page limit to 15 pages for item c, Subcontracting. Ten pages are insufficient to supply our currently approved Subcontracting Plan format and the three requested copies of the SF294.

QUESTIONS FROM INDUSTRY N00178-04-R-4000

Answer: The Subcontracting Plan document is not included in the page limitations for the “Subcontracting” factor listed in this section. The Offeror must demonstrate in a narrative format how the subcontracting goals cited in the RFP (and that are included in the submitted Subcontracting Plan) are to be achieved under the contract. The SF294s should support similar goals under completed or ongoing efforts the Offeror is or has performed.

Question: Page 124, Item 4.3. This Offeror assumes that the requested copies of Subcontracting and Teaming Agreements to be included as Exhibit B are excluded from the 10 page limit noted in this section. Is this assumption correct? Please clarify?

Answer: The Solicitation has been changed. Copies of Subcontracting Teaming Agreements are no longer required.

Question: Page 123, Item 3.7 and Item 4.3. Item 3.7 states that Offerors shall not alter the solicitation; however, Item 4.3 only requires the return of specific sections of the RFP. Please confirm that the Government’s instructions are to complete and return only the specific Sections of the solicitation noted in Item 4.3 – SF33, Section B, Section H, and Section K.

Answer: The RFP has been revised. It is now requested that the Offeror complete and return the total RFP, annotated accordingly.

Question: Page 68, Section G, item (i). Item (i) requires submission of man-hour and financial data within 45 days after completion of work under each separately identified period of performance. For efforts involving subcontractor support, subcontractor information will not generally be available within 45 days thereby diminishing the accuracy of such a submission. Would the Government consider increasing the time frame to 90 days after completion of work?

Answer: This is a request that the Offeror can make on a Task Order basis when subcontracting is required.

Question: Page 82, Section H, maximum pass through rate. A) Is the pass through rate applicable to the Prime Contractor’s pass through on a Subcontractor’s work? B) Given the maximum pass through rates cited in the Evaluation Criteria for Price (pg. 132) please confirm that the pass through rate is exclusive of fee.

Answer: The pass through rate is applicable to the Prime Contractor’s pass through on Subcontractor work. This rate includes all burdens and profit/fee the Prime contractor is applying to subcontractor costs.

Question: Page 126, Paragraph 5.4.1. For Page 1 of Table A, is the Offeror limited to one contract per Functional Area, or are multiple contracts desired for each Functional Area?

Answer: Only one reference is required per functional area, per Zone.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 126, Paragraph 5.4.1. Sheet 2 of Table A requires the Offeror to identify one key person per Functional Area proposed. Is one person per Functional Area required to be shown for each Zone bid, or just one person per Functional Area? In many cases, Functional Area can be performed for multiple zones using personnel in one location, and forwarding the work to the local offices in other zones.

Answer: One person per Function Area, per Zone is expected.

Question: Page 131, To be evaluated Outstanding in Technical Capability, the Offeror must demonstrate relevant experience in 18-21 Functional Areas of the SOW. Must this experience be solely on the part of the prime bidder, or is it acceptable to be a composite of the team members' experience.

Answer: This experience can be a composite of the Prime plus any proposed subcontractors.

Question: Page 85 and 86 – The Service Contract Act is invoked in this solicitation. As this is an Engineering, Technical and Programmatic Support contract, why is the SCA invoked?

Answer: The Service Contract Act is not invoked on the MAC award. If after award it is determined that a Task Order will need to include SCA provisions, the Request for Quotation will inform Offerors during the Fair Consideration process of this need. It is anticipated that SCA will only apply in very limited circumstances.

Question: Can a large company propose for only one functional area?

Answer: Under the current evaluation scheme, a large business proposing on only one functional area would be rated unacceptable.

Question: Does a large business prime have to demonstrate that it satisfies all areas of the SOW to “qualify technically”.

Answer: No. See Section M Criteria.

Question: Will the Service Contract Act apply for a company doing shipboard AIT work for NSWC-SSES?

Answer: The determination as to when to apply SCA provisions will be made on a Task Order basis by the Contracting Officer placing the Task Order.

Question: Will there be a line item for contractor provided material?

Answer: The ODC line item has been provided for this.

Question: What is the size standard for shipboard AIT work for NSWC-SSES? Is it 1,000 employees as is being considered now?

Answer: The NAICS Code for this effort is 541330 with a size standard of \$23M.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: As a potential subcontractor on one or more teams, is there any guarantee that subcontractors (who are not also primes) will see all pertinent task order solicitations or is the Navy leaving that to be determined between parties in the prime-subcontractor teaming arrangement?

Answer: Currently the software is in development but it is anticipated that Primes and team members will be notified of a pending Task Order through the software to be utilized for SEAPORT Enhanced.

Question: This proposal provides opportunities for some very new and unique ways for the government and its contractors to perform this work. Can the period of performance be lengthened on the RFQ so contractors have ample time to develop the best response for the government?

Answer: The Government is working to a schedule for contract awards to be made on or about 5 April 2004. In order to meet this goal, it is important that all milestones be achieved as originally scheduled.

Question: Is the guaranteed savings clause applicable to all CLINs on the RFP? If so, is it expected that these savings apply to the labor rate or some improvement in efficiency of product development or services?

Answer: The guaranteed savings clause is applicable to all CLINs. The Government is expecting savings in both contractor rates and efficiencies in processes.

Question: Is the volume discount saving applicable to all CLINs on the RFP? If so, how will the expected savings be measured (e.g. labor hours, labor rates, total cost, etc)?

Answer: Savings could be reasonably expected in all mentioned areas. Your proposal should address where you propose these savings to take place in your offer.

Question: Does the small business percentage outsource requirements apply at the task order level?

Answer: The goals will be set at the contract level, and enforced at the Task Order level.

Question: Relative to Section B, Cost Type orders, is the "maximum amount" the highest individual rate or a composite rate to be worked under the CLIN? Does the rate include material costs or labor only?

Answer: It is the highest individual rate. It does not include material costs. ODCs are covered in CLIN 0003.

Question: Relative to Section B, Other Direct Costs, is material included or are these other direct labor costs?

Answer: The ODC CLIN provides for all material, travel, and miscellaneous costs that are other than Direct Labor costs.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: In the Presolicitation Notice released in FEDBIZOPS on October 31st for SEAPORT II there are "seven zones" listed. Can you tell me which states are included in the specific zones? The zones listed are: Northeast; National Capital; Tidewater; Gulf Coast; Midwest; Pacific Northwest; and Southwest.

Answer: The map has been changed to more clearly identify the states and the Zones they are in. Please see the RFP H.1 Geographical Zones.

Question: Reference page 129, Section 3.0, Evaluation Criteria: Please clarify the methodology under which the overall adjectival rating of the proposal will be determined for each of the three factors of Technical Capability, Past Performance and Price. For instance, technical capability has three areas to be evaluated (depth and breadth, management approach, and subcontracting). If a business has one outstanding, one good and one average, what is his score for that factor?

Answer: It is impossible to conduct an evaluation of your proposal without reviewing it in its entirety. A Best Value determination will be made on the merits of your entire proposal.

Question: Page #71, paragraph H.1 states "... To be considered in one or more of the seven zones, you must have held or currently hold a prime contract or currently have a local office in the zone(s) in which you wish to be considered. ..." *Question:* Is it the Government's intention that the Prime Contractor is the one who must meet this requirement, or can these requirements be met by the Prime Contractor's team?

Answer: You or a member of your Team (subcontractor) must have a presence in the Zone(s) in which you wish to be considered.

Question: Is it NAVSEA's intention to evaluate the cost proposals, in a similar fashion, for this solicitation? If this is the case, there would appear to be no benefit for the contractor to try to achieve an "outstanding" rating from a price standpoint. Request the Government reevaluate the evaluation criteria for the price section. *General Question:* Is it NAVSEA's intention to award a contract to every contractor that submits a compliant bid, as they did on the original SeaPort MAC?

Answer: The Government is extremely interested in industry cost savings initiatives. This area will be an important evaluation factor. The Government expects to award multiple contracts. The exact number is unknown since its impossible to predict the number of technically acceptable proposals received.

Question: Page 127, paragraph 5.5, states, in part, that "The Government may use the first 15 entries in Table A..." *Question:* Does the Government intend to use the first 15 entries per zone, or only the first 15 entries, regardless of how many zones the contractor addresses in their bid?

Answer: This language has been deleted in the RFP. The Government intends to evaluate all relevant experience.

QUESTIONS FROM INDUSTRY

N00178-04-R-4000

Question: Page 128, paragraph 5.6.2, refers to the requirement to submit a Ceiling Unit Price and breakdown. *Question:* Should the Contractor submit a Ceiling Unit Price and breakdown for each zone that their bid addresses, or does one Ceiling Unit Price apply across all zones nationwide?

Answer: One ceiling unit price applies across all Zones nationwide.

Question: Page 124, paragraph 4.2 states in bullet 4 and 5 that no graphics are allowed but tables and flow charts are allowable only in the management approach and cost savings approach. *Question:* Can tables and flowcharts be utilized in the 30-page technical write up (reference L 5.4.1.1.)? This would allow the Offeror to better depict their experience/expertise for each listing found in Table A.

Answer: No tables or flowcharts may be utilized. See 4.0 Proposal Format.

Question: Page 122, paragraph 2.3 states, in part, "ONE ELECTRONIC PROPOSAL via 3.5 INCH FLOPPY DISKS, ONE 100 MB ZIP DISK OR ONE COMPACT DISK. *Question:* We interpret the above to mean 3.5 inch floppy (s) OR Zip disk OR CD. This is interpretation correct?

Answer: The language has been changed in the RFP. Please refer to 4.0 Proposal Format.

Question: Page 127, paragraph 5.4.3.1 states, in part, "shall submit a copy of all subcontracting or teaming agreements" *Question:* We assume that these copies ARE NOT part of the page count. Is this assumption correct?

Answer: Subcontracting or Teaming Agreements are not required to be submitted with this proposal. See Exhibit B.

Question: Page 124, Section 4.2, Table A, bullet 6 states, "Test: 10-point Arial Font" *Question:* Bullet 6 refers to "Test." Can we assume this means "Text?" Also, given the volume of information to be contained in Table A, would the Government consider 8-point Arial font?

Answer: The language has been changed in the RFP. Please refer to 4.0 Proposal Format.

Question: Page 124, paragraph 4.2, under Table A, bullet number 3 states "8.5 x 11 inch left and right margins." *Question:* We assume this means 8.5 x 11 inch paper. But, the left and right margins are not defined. Can we assume a .25 inch margin to ensure the form fits on one page?

Answer: The Government will provide Table A in Pdf format.