

QUESTIONS AND ANSWERS

Q1: On page 6 of the RFP, it states that the contractor shall submit a list of personnel working on the NRL site to DCAA within 60 days of award and once per year thereafter. Does the Government really mean DCAA, or do they want this information sent locally to someone at NRL or to some other security authority? Please elaborate on DCAA's role here.

Response: Info should be submitted as required. DCAA will utilize provided data in accordance with their internal policy.

Q2: Page 21 states, "The fixed fee shall be in the same proportion to the estimated cost for each task order as the maximum fixed fee is to the maximum estimated cost for the contract as set forth in Section B." Does this mean on execution of a task order that fee can be bid and earned on ODCs?

Response: As stated under Section B, no fee shall be applied against travel and/or material costs.

Q3: Page 33 provides an SBA link for small business size standards. This link does not work. Can the Government provide a link that is current and active?

Response: <http://www.sba.gov/services/contractingopportunities>

Q4: Page 35 ends in mid-sentence which is not continued onto page 36. Can the Government provide clarification?

Response: Required date "To Be Completed Upon Award"

Q5: Sections I-8 (page 36) states that the Government can extend the term of the contract. However, it also states that the contract total duration shall not exceed three years duration. The base contract with options is three years in duration. Please clarify the contract duration (with options), the Government's option to extend, and the maximum duration of the contract.

Response: Contract duration is as set forth under Sections I-4 and I-8(c). Each twelve month option is considered an extension of the contract, which is the Government's option to exercise.

Q6: Section L-4 (page 51) states that, "Submission of cost or pricing data is not required." Yet under the Section M Evaluation Factors, specifically Parag 5(c) "Completeness" at the bottom of Page 68, the RFP reads, "Cost/Fee proposals shall be evaluated for completeness by assessing the responsiveness of the requested cost/price documentation, by assessing the level of detail of the offeror-provided cost/pricing data as requested and assessing the traceability of estimates. For the cost/pricing data to be complete, the offeror, or its subcontractors must provide all the data necessary to support the offer." Please clarify whether and to what extent the Government is requiring cost or pricing data.

Response: The Section L-4 clause, FAR 52.215-20-- Requirements For Cost Or Pricing Data Or Information Other Than Cost Or Pricing Data, refers to certified cost or pricing data. Offerors shall provide all other cost/price data as set forth under the applicable sections of the RFP.

Q7: Section L-10 (page 54) states that no facilities will be furnished by the Government. However, Section C-4 (page 5) states, "All or a portion of the effort under this contract will be performed on a Government Installation." Please clarify whether the Government will be providing facilities or not. If the Government will be providing facilities and/or GFE, can the Government provide a list of what facilities and GFE that it will provide?

Response: On-site performance entails the "rent-free" usage of Government facilities/equipment, which will remain in the possession of the Government. No facilities/equipment will be furnished to the contractor unless officially requested and approved.

Q8: Section L-12 (page 54) states that, "The technical proposal is restricted to a maximum of 175 pages." It further states that, "This does not include double page copying." Can the Government clarify whether this means that the offeror is limited to 175 written pages, or is the offeror limited to 175 pieces of paper?

Response: 175 sheets of paper.

Q9: In Section L-15, Section C (page 56), the RFP asks for corporate commitment letters stating that, "the company plans to maintain the proposed key personnel for the duration of the tasks they have been proposed for." To what task is the Government referring? Does this mean that the company has to commit its employees for the full three-year base contract performance period?

Response: The Government intends to award an IDIQ Task Order contract. Each Task Order issued against the contract will have its own period of performance, against which proposed personnel are expected to perform.

Q10: In Section L-15, Section C (page 56), the RFP asks for, “documentation indicating immediate availability for all proposed personnel who are not currently contractor employees.” What about current employees of proposed subcontractors? Are these considered “contractor employees”, or do we need to get commitment letters from all of our proposed subcontractor employees?

Response: Required documentation shall be provided for all personnel proposed against any labor category set forth under Attachment 4 to the RFP.

Q11: In Section L-15, Section H (page 57), the RFP requests that the offeror should indicate the extent that HBCU/MI's will be utilized by including in the Technical Proposal, “the extent of participation of such firms in terms of the value of the total acquisition.” If the Technical Proposal is to have no mention of cost/price, how can the offeror provide the value number requested? Also, how can the offeror submit its small business subcontracting plan listing total contract value?

Response: Section B sets forth a Maximum Total Cost Plus Fixed Fee and Firm Fixed Price value. Offerors should not confuse the listing of values in the Technical Volume for the purpose of fulfilling technical requirements versus cost documentation for the purpose of evaluating cost/price reasonableness, completeness, and realism.

Q12: In Section L-15, end of Section H (page 59), the RFP states, “NOTE: This Factor does not apply to small business concerns.” At the beginning of Section H (page 58), the RFP states, “Small business concerns that are not required by FAR 52.219-9 to submit a subcontracting plan must indicate the extent to which proposed joint ventures, teaming arrangements, or subcontracts are with historically black colleges or universities and minority institutions.” Can the Government clarify the information regarding small business participation that it requires from offerors bidding as a small business?

Response: As stated under Section H, Factor 6, if a Small Business proposes a joint venture, teaming arrangement, are subcontracts, they must indicate the extent these partnerships are with historically black colleges or universities and minority institutions.

Q13: In Section L-17 (page 61), the RFP states, “Each Offeror is required to complete and submit a technical and cost proposal against a Sample Task for evaluation. The proposal shall be included as part of Volume I.” Since no cost/pricing information is allowed in Volume I, does the Government want the offeror to put the task cost as part of the Cost Volume (Volume II). If so, should the Sample Task pricing be included in the package sent to DCAA as required in Section L-16 (page 60)? If not, can the Government clarify how it would like the offeror to submit the Sample Task cost.

Response: Response to the Sample Task is considered part of the technical proposal. The complete response against the Sample Task shall be submitted as set forth under Section L-17.

Q14: In Section L-17, Subtasks 1 & 2 (page 62), the provided web links do not work and/or require a separate login. Can the Government provide other links, or can the Government provide these documents directly?

Response: Milspecs and Preservation Process Instructions (PPI) can be accessed via the following site: <http://www.nstcenter.biz/>. Offerors must click on the applicable follow-on links listed on the viewed site-page.

Q15: Can the Government clarify its rating criteria? Are the first two technical factors more important, or significantly more important than the last three? Also, can the Government clarify why it mentions Small Business Utilization as an evaluation criterion on the first list, and not in the other two?

Response: Personnel Qualifications and Past Performance are of equal importance and are significantly more important than Corporate Experience, Technical Understanding, Program Management, and Small Business Utilization, which are of equal importance.

Q16: In Sections M-1 and M-2 (page 63), reference is made to grading for Small Business Utilization. It is further mentioned on page 67. At the bottom of page 67, the RFP states, "NOTE: This Factor does not apply to small business concerns." If the offeror is bidding as a small business, do they get full credit or an "Outstanding" rating for this criterion automatically? If not, how are small businesses graded when compared to large businesses in this category?

Response: Offerors will not be evaluated against criteria that is not applicable. Offerors will not be evaluated against each other, but against the criteria set forth in the RFP.

Q17: Can the Sample Task be priced as an FFP effort? If so, the RFP provides no guidance as to how to price an FFP task. Can the Government provide this guidance?

Response: Offeror responses to the Sample Task will be used in evaluation of submitted proposals. No additional guidance is provided.

Q18: CDRL A006 Box 16 requires, "copies of invoices submitted for payment by the Contractor, subcontractors and consultants; receipts for purchase of materials and equipment, travel expenses, and other direct costs." Does this mean that the Contractor must submit receipts for all of the ODC expenditures that each individual subcontractor incurs? If so, can this requirement be waived because most subcontractors will not provide this data directly to another contractor due to the fact that such data would reveal certain business-sensitive indirect rate data relative to that subcontractor? Also, given the scope of the effort and the likely volume of transactions, can the invoice and receipt requirements be waived altogether and allow this instead to be checked by DCAA?

Response: CDRL Item A006 requires submission of Contractor invoices and those of subcontractors/consultants. Submission of receipts are required from the Contractor ONLY. All subcontractor incurred costs should be included in their submitted invoice(s) and it is the contractor's responsibility to ensure that subcontractor invoiced costs are allocable and appropriate.

Q19: Does the Government intend to award unclassified tasks as well as classified tasks on this contract?

Response: Each issued task order will fall under the Contract Security Classification (DD254) document that will be attached under the resulting Basic contract.

Q20: Attachment 4 of the RFP requires that all positions, including the non-key and junior personnel, must have a SECRET clearance at the time of proposal submission. This requirement seems to be anti-competitive to small businesses and non-incumbent contractors. Is it an absolute requirement that ALL personnel on this contract be cleared to the SECRET level? What about unclassified tasks in the future? Can this requirement be amended to state that select proposed personnel must either have an existing clearance or the ability to obtain one within 90 days of contract award?

Response: Offerors must possess the required personnel and facility clearances at time of proposal submission.

Q21: Can relevant experience be substituted for degree/educational requirements?

Response: Personnel Qualifications shall be in accordance with Attachment 4 of the RFP.

Q22: Should offerors propose out-year rates with reasonable escalation for each of the required personnel categories? Or does the Government want only one rate for each of the required personnel categories?

Response: Offerors shall submit their Business proposals IAW Sections L-16 that would allow reasonable, sufficient, and detailed analysis of potential cost/fee over the entire contract period.

Q23: If an offeror is awarded a contract as a result of its proposal, will the offeror be held to the proposed rates for the life of the contract?

Response: The technical and cost proposals for each Task Order issued under any resulting contract over the three year period, will be evaluated individually.

Q24: In Section L-16, is the Government suggesting that offerors are not required to multiply their rates by all the hours in Section L-14 and use the results to submit a completed Section B as part of their proposals? Or will the Government perform the calculations and complete the CLIN values in Section B for the successful offeror?

Response: Section L-16 addresses minimum required documentation. Offerors may provide any additional reasonable and traceable documentation they think will allow the Government to conduct a complete assessment of their proposal.

Q25: Does the Government expect offerors to provide the same rates in anticipation of CPFF task orders as they would for FFP orders? If yes, then is the Government saying there will be no difference in the values of CLIN 0001 vs. CLIN 0007, CLIN 0002 vs. CLIN 0008 and CLIN 0003 vs. CLIN 0009? If this is incorrect, how will the Government determine the values for six labor-related CLINs?

Response: The Government expects offerors to utilize personnel proposed against the labor categories set forth under Attachment 4 to the RFP in performance of Task Order requirements. Offerors are expected to propose reasonable, fair, and verifiable costs and rates for performance of all CPFF and/or FFP task orders issued against any resulting contract.

Q26: Regarding the Business Proposal Volume II, does the government expect to see rates and rate build ups, including out year escalation, for each individual year of the three year period of performance or does the government only want to see the base year rate?

Response: The Government will assess the reasonableness, completeness, and realism of offeror proposals in accordance with Page 68 of the RFP, Evaluation of Potential Cost/Fee.

Q27: Certain labor categories require multiple personnel. In such a case, will the Government accept a blending of various actual labor rates as the base labor rate that is then burdened in order to derive the proposed "loaded rate" for a specific category?

Response: Proposals shall provide required and sufficient detail to allow evaluation and analysis of proposed costing data, for both prime and subcontractor personnel proposed against the required labor categories.

Q28: Assuming the blending of rates described in the previous question is acceptable, can a subcontractor/team member also be part of such a blend?

Response: Proposals shall provide required and sufficient detail to allow evaluation and analysis of proposed costing data, for both prime and subcontractor personnel proposed against the required labor categories

Q29: Should subcontractors/team members send a fully-disclosed version of their cost proposal directly to the Contracting Officer? Should they send it to their cognizant DCAA office as well per the instructions at the bottom of RFP Page 60?

Response: It is the Offeror's responsibility to ensure that all required proposal documentation is received at the designated location within the established closing date and time.

Q30: When preparing the cost proposal for the sample task, are offerors required to use the rates they derive for the overall offer per the requirements of Section L-16? Or, assuming these rates were derived by blending multiple personnel within a given labor category, should we propose the actual rates for the specific individuals proposed to perform the work on the sample task (and not the blended rate)?

Response: As set forth in Section L-17, the required Sample Task Order is for the Offeror to demonstrate their ability to provide soundness of approach, credibility, realism, and logic to proposed tasking. The Sample task will also be used to assess the Offerors methodology for proposing task order costs.

Q31: In L-14 of the RFP, it is stated that, "This distribution shall be used by the offeror in preparing the cost proposal against term type task orders." Does this mean that the Government wants the offerors to develop rates for each category and multiply them out by the hours to generate a total to be applied in Section B? If not, what is meant here? If so, the instruction states to do this only for term type task orders. Does the Government want the same protocol performed for both CPFF as well as FFP CLINS in Section B using the same labor matrix?

Response: CPFF task orders issued against this RFP may consist of two types: "completion" and/or "term". One (1) distinct difference is that under term type orders, the Government provides the Level of Effort estimated for performance of the task, while under completion types, the Contractor proposes the hours required for performance.

Q32: In Section L-15, Section G (page 57), the RFP requests that the, "Offerors shall contact the contracting organizations identified as soon as possible and request them to send past performance information on the identified contracts to the address in Block 7 of the face page of this solicitation." Should the offerors send the request to the Contracting Officer, Contracting Officer's representative, program manager, similar official, or all/some of the above?

Response: Past Performance information shall be completed by the contracting organization and forwarded to the address listed in Block 7 of the SF33, to the attention of the contracts point of contact listed in the RFP.