


<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE J	PAGE OF PAGES 1   10
2. AMENDMENT/MODIFICATION NO. 0007	3. EFFECTIVE DATE 15-Aug-2018	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable) CP1018486	
6. ISSUED BY 1SOCONS/PKB - TRACY ANDERSON 350 TULLY ST (BLDG 90339) HURLBURT FIELD FL 32544	CODE FA4417	7. ADMINISTERED BY (If other than item 6) <b>See Item 6</b>		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) <b>The Green-Simmons Company, Inc.</b> <b>3407 North W Street</b> <b>Pensacola, FL 325405 Escambia County</b> <b>DUNS: 159686195 CAGE: 094Q7</b>				X	9A. AMENDMENT OF SOLICITATION NO. FA441718R0009
				X	9B. DATED (SEE ITEM 11) 06-Jul-2018
					10A. MOD. OF CONTRACT/ORDER NO.
					10B. DATED (SEE ITEM 13)
CODE		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  The purpose of this Amendment is to revise the proposal submission method. Amendment 6 removed the option for AMRDEC Safe Access File Exchange (SAFE) submission due to website technical difficulties. This Amendment reinstates the AMRDEC SAFE website submission option. Proposals may be submitted via mail, in person, or AMRDEC as specified in Section L. The proposal due date has not changed.					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print) <b>Jason Christiansen, Vice President</b>			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 15-Aug-2018	

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

## SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:

INSTRUCTIONS TO OFFERORS**1.0 GENERAL INSTRUCTIONS.****1.1 General Information.**

1.1.1 The offeror's proposal must include all data and information requested by these Instructions to Offerors and must be submitted in accordance with these instructions. The offer shall be compliant with the requirements as stated in the Specifications and Solicitation. **Non-conformance with the instructions provided in these Instructions to Offerors may result in an unfavorable proposal evaluation.**

1.1.2 The proposal acceptance period is specified in Block 13, SF 1442, of this solicitation. By signing block 20B of the SF 1442, the offeror certifies that the proposal is valid from the due date and time listed in block 13A through the entire period specified in block 13D.

1.1.3 All referenced documents for this solicitation are available on the Federal Business Opportunities website at <http://www.fbo.gov>. Potential offerors are encouraged to subscribe for real-time e-mail notifications when information has been posted to the website for this solicitation.

1.1.4 The Government reserves the right to revise or amend the specifications, drawings, or the solicitation prior to the proposal closing time. Such revisions or amendments will be communicated by amendments to the Request for Proposal (RFP) and posted on the Federal Business Opportunities website. If such amendments require material changes in quantities or prices, the proposal closing date may be postponed by enough days to enable offerors to revise their proposals. In such cases, the amendment will include an announcement of the new closing date and time. Offerors **MUST** acknowledge all amendments in their proposal, either by completing SF 1442 Block 19, providing signed copies of the amendments with their proposal (Section III), or by separate letter which includes a reference to the solicitation and amendment numbers.

1.1.5 The Contracting Officer listed below is the Government's sole point of contact for this acquisition. Address any questions or concerns you may have to the Contracting Officer. Written requests for clarification may be sent to the Contracting Officer at the following email address: [marlena.perez@us.af.mil](mailto:marlena.perez@us.af.mil)

1.1.6 In accordance with FAR Subpart 4.8 (Government Contract Files), the Government will retain a copy of all unsuccessful proposals.

1.1.7 The Contracting Officer will promptly notify offerors of any decision to exclude them from the competition; whereupon, they may request and receive a debriefing in accordance with FAR 15.505. Excluded offerors may request a pre-award debriefing or they may choose to wait until after the source selection decision to request a post award debriefing. However, excluded offerors are entitled to no more than one debriefing for each proposal. The Contracting Officer will notify unsuccessful offerors of the source selection decision in accordance with FAR 15.503. Upon such notification, unsuccessful offerors may request and receive a debriefing. Offerors desiring a debriefing must make their request in accordance with the requirements of FAR 15.505 or FAR 15.506, as applicable.

1.1.8 If an offeror believes that the requirements in these instructions contain an error, omission, or are otherwise unsound, the offeror shall immediately notify the Contracting Officer in writing with supporting rationale as well as

the remedies the offeror is asking the Contracting Officer to consider as related to the claimed omission or error. The offeror is reminded that the Government reserves the right to award this effort based on the initial proposal, as received, without discussions. This reservation includes matters of additional or substitute pages of the initial proposal.

1.1.9 The Contracting Officer has determined there is a high probability of adequate price competition in this acquisition. Upon examination of the initial offers, the Contracting Officer will review this determination and if, in the contracting officer's opinion, adequate price competition exists no additional cost information will be requested and certification under FAR 15.406-2 will not be required. However, if at any time during this competition the Contracting Officer determines that adequate price competition no longer exists, offerors may be required to submit information to the extent necessary for the contracting officer to determine the reasonableness and affordability of the price.

1.1.10 Who Can Participate. Proposals may only be submitted by HUBZone business firms. At the time of initial contract offer and at time of award, each business must be a certified HUBZone business. In order to submit an offer on a solicitation, each business concern in a Teaming Agreement must be a small business under the designated NAICS size standard, and must also be a small business when combined in the aggregate of all teaming affiliates.

## **2.0 SPECIFIC INSTRUCTIONS.**

### **2.1 The following instructions are to aid in the evaluation process.**

2.1.1 Offerors are responsible for submitting proposals (including any revisions, and amendments) so as to reach the Government office designated in this solicitation by the time specified in this solicitation. With exception of hard copy bid bonds which must be hand carried or sent by mail by the time specified in this solicitation, only electronic versions of the proposals will be accepted. Paper copies of proposals will not be evaluated, will be rejected, and will not be considered for award. Proposals may be submitted electronically in one of the following three ways:

2.1.1.1 Contractors may submit proposals electronically to the Government via the Army AMRDEC SAFE site (<https://safe.amrdec.army.mil/safe/>). All documents submitted must be saved in .pdf format, and shall follow the instructions in 2.1.4 below. Title of the documents should include the offerors CAGE code (i.e. "Vol 1 Tech Proposal CAGE#"). Additionally, Bid Bonds must be submitted hard copy in original form either by hand carrying or mail.

2.1.1.2 Proposals may be hand carried submissions of compact disks (CDs) containing electronic files. All documents must be in .pdf format and shall follow the instructions in 2.1.4 below. Title of the documents should include the offerors CAGE code (i.e. "Vol 1 Tech Proposal CAGE#"). Bid Bonds must be submitted in original hard copy form when delivering proposals to the 1<sup>st</sup> Special Operations Contracting Squadron at Hurlburt Field, Florida. The physical address for hand carried deliveries is 350 Tully Street, Building 90339, Hurlburt Field, Florida 32544. Contractors should request base access for hand carried proposal delivery NLT 24 hours prior to the proposal due date/time by sending an email request identifying the company name and list of individuals requesting access to the Contracting Officer identified in paragraph 1.1.5 in the previous section.

2.1.1.3 Proposals may also be submitted by mail to the 1<sup>st</sup> Special Operations Contracting Squadron at Hurlburt Field, Florida. Mailed proposals must be on compact disk (CD) and all files must be in .pdf format. Title of the documents should include the offerors CAGE code (i.e. "Vol 1 Tech Proposal CAGE#"). Bid Bonds must be submitted by the time specified in this solicitation in original hard copy form when mailing in proposals. The address for proposal and bond submission is:

1<sup>st</sup> Special Operations Contracting Squadron  
Construction Flight

Attention: Marlina N. Perez, Contracting Officer  
350 Tully Street  
Hurlburt Field, FL 32544

2.1.2 Any proposal, bond, modification, or revision, that is received at the designated Government office after the exact time specified for receipt of proposals will be “late” and will not be considered unless the Contracting Officer determines the criteria set forth in FAR 15.208 exists.

2.1.3 Proposals shall be complete, clearly presented, and include sufficient detail for effective evaluation as detailed in section M of this solicitation and for substantiating validity of stated claims. The proposal should not simply rephrase or restate the Government's requirements but rather provide convincing rationale to address how the offeror intends to meet these requirements. Offerors shall assume that the Government has no prior knowledge of the offeror's facilities and/or experience and will rely heavily, on the information presented in the offeror's proposal. Proposals shall be neat, indexed (cross-indexed as appropriate) and assembled electronically in an orderly manner. Elaborate artwork and expensive visual and other presentation aids are neither necessary nor desired. Include only information that is relevant to this source selection.

#### 2.1.4 Organization/Number of Copies/Page Limits.

2.1.4.1 A complete proposal shall consist of three (3) volumes: Volume I, Technical Proposal, Subfactor 1 and Subfactor 2; Volume II (a), Past Performance; Volume II (b), Signed Teaming Agreement (if applicable); and Volume III, Cost/Price Proposal (Executed RFP Documents)/Contractor Responsibility. Specific guidance regarding the content of each volume will be discussed further below. Page limitations shall be treated as maximums. **If exceeded, the excess pages will not be read or considered in the evaluation of the proposal.** When Evaluation Notices (ENs) are necessary, the Government will issue them by electronic means to prospective offerors. Page limitations may be placed on responses to these ENs and such limitations will be provided at the time the EN is issued.

#### 2.1.4.2 Electronic Page Size, Format and Limit.

2.1.4.2.1 An electronic page is defined as each face of an 8 ½” X 11” electronic sheet of paper containing information. Page limits apply to all electronic files whether submitted via AMRDEC SAFE or compact disk (CD). Pages in excess of the maximum page limits defined below will not be evaluated. For the purposes of formatting, the type font shall not be less than 12 pitch. Pages shall be numbered sequentially by volume.

Volume I – **Technical Proposal:** 50 Page Limit Subfactor 1 – 20 Page Limit  
Subfactor 2 – 30 Page Limit

Volume II (a) – **Past Performance:** 20 Page Limit  
Volume II (b) – **Signed Teaming Agreement** (required if proposing a teaming agreement): No Page limit

Volume III – **Cost/Price Proposal and Contractor Responsibility:** No Page Limit

2.1.4.2.2 All pages of each part shall be appropriately numbered and identified with the Request for Proposal (RFP) number. Pages in excess of the maximum will not be evaluated.

2.1.4.3 Cost or Pricing Related Data. All cost and/or pricing data shall **ONLY** be addressed in the Cost/Price Proposal Volume.

2.1.4.4 Indexing. Electronic files should be titled appropriately so as to easily discern each volume as outlined in paragraph 2.1.4.1. Each file shall contain a more detailed table of contents to

delineate the subparagraphs within that file. Tab indexing shall be used to identify sections. Indexing is not included in the page limitations.

2.1.4.5 Proposal Acceptance Period. The proposal acceptance period is specified in Block 13d of the Standard Form 1442 of the Solicitation. In accordance with Block 17, the number inserted must be equal to or greater than the number of days listed in Block 13d.

**3.0 GENERAL:** The Technical proposal shall be prepared in accordance with these instructions and shall be evaluated in accordance with the evaluation criteria and evaluation standards in Section M, Evaluation Factors for Award. Technical proposals shall include necessary information to enable the evaluators to form a definitive conclusion concerning the offeror's ability to perform the required construction.

**3.1 FACTOR 1, Volume 1 – Technical Proposal** (Submit one (1) original and one (1) sanitized copy with CAGE code only in place of Company Name). Sanitized copy shall be provided as a separate file name. (i.e., “Subfactor 1 Sanitized Tech Proposal CAGE#”). Sanitized copy shall include all subfactors.

3.1.1 SUBFACTOR 1 – Project Schedule: Using the provided specifications, the offeror must provide a project schedule and narrative supporting the schedule. The proposal shall describe procedures, processes, and methods for tracking the progress of the project and interface with the Government and contractor team from beginning to end. The project schedule and supporting narrative shall capture the separate work elements of the project, the order of work elements to include project phasing, number of days for each work element, and the identification of long lead time materials. Long lead items such as major equipment, electrical equipment, pre-engineered piping, etc., must be specifically identified in the Technical proposal. If there are no Long Lead Time Materials, the proposal must state that there are no Long Lead Time Materials. At a minimum, the project schedule must include mobilization, submittals, demolition, and major work elements by specification division, final inspection, demobilization, and close-out documents. The schedule must be in the form of a progress chart of suitable scale to indicate appropriately the percentage of work scheduled for completion by any given date during the performance period. The submitted schedule must be developed using project scheduling software such as MS Project, Primavera, or any other comparable form. The AF Form 3064, Contract Progress Schedule, may also be used for submission of this item. Offerors should only include the work elements necessary to complete the required work. The AF Form 3064, Contract Progress Schedule shall reflect a maximum of 365 day performance period. This list is provided as a guide and is not all inclusive or exclusive. It is the offeror's responsibility to identify all necessary work elements. The form must show major measurable line items of the construction project, percentage/value each line item represents in the total proposal cost and a timeline when each line item is scheduled to be completed. The project schedule itself shall visually depict and address each of the following elements:

3.1.1.1 Identification of separate work elements

3.1.1.2 Order of work elements to include project phasing (including identification of critical period as discussed in paragraph 3.1.1 above)

3.1.1.3 Number of days for each work element

3.1.1.4 Identification of Long Lead Time Materials (Long lead items such as major equipment, electrical equipment, pre-engineered piping, etc., must be specifically identified in the technical proposal. If there are no Long Lead Time Materials, the proposal must state that there are no Long Lead Time Materials.)

3.1.2 SUBFACTOR 2 – Management Plan and Qualifications

3.1.2.1 Management Plan/Approach:

Provide a plan that shows the offeror's overall management plan/approach. This plan shall include the offeror's overall management approach with regard to organization, coordination, development, monitoring and control of the construction process. The plan shall also describe

the offeror's site office organization with regard to levels of management, supervisory experience, personnel authority, and specific positions required to manage requirements throughout construction to completion. The plan shall also describe your material purchasing system and capabilities. Describe how warranty/maintenance support, unforeseen site conditions, design errors, etc. will be handled by your organization. Describe interface with home/site office, subcontractor operations, and construction teams. Describe interface and partnering with government project managers, contracting officials, inspectors, and users. Finally, the plan shall include an organizational chart with names of assigned personnel and proposed subcontractors and their areas of responsibility for each portion, along with policies and procedures for selection and management of subcontractors. The chart shall also clearly delineate on-site from off-site personnel. The Management Plan must ensure the requirements of the specifications are met at a minimum. The Management Plan shall include the minimum elements for the following components:

- Levels of management
- Supervisory experience
- Personnel authority
- Offeror's ability to furnish manpower and equipment necessary to perform and manage multiple disciplines of this requirement
- Policies and procedures for effective selection and management of subcontractors
- Material purchasing system and capabilities
- Process and procedures for warranty/maintenance support, unforeseen site conditions and design errors
- Interface with home/site office, subcontractor ops, and construction teams
- Include an organizational chart with names of assigned personnel and proposed subcontractors and their areas of responsibility for each portion

### 3.1.2.2 Qualifications:

Provide resumes, certifications or licenses that show offeror's personnel has achieved the minimum qualifications. The contractor's key personnel who will be involved in the day-to-day accomplishment of this contract shall include, as a minimum, personnel qualified in the areas identified below. The following sub-paragraphs identify the minimum requirements, certifications, licenses, etc. required for personnel performing activities or acting in a specific capacity:

#### -Program/Project Manager (PM):

The contractor's Program/Project Manager shall have as a minimum at least five (5) years experience managing construction projects. The PM is the primary POC for the CO for all contractual issues with regards to project/program execution and is responsible for the overall management of this contract. The PM is to ensure that quality work is accomplished on schedule and ensuring qualified personnel and subcontractors are assigned to complete performance. It is the PM's responsibility to ensure that contractor personnel and subcontractors possess the appropriate qualifications and experience to complete specified project tasks and that they comply with all statutes, regulations, as well as the contract requirements. The PM shall have and provide to CO, upon request, all required employee or subcontractor certifications and qualifications.

#### -Superintendent:

Must have a minimum of five (5) years experience in construction with at least two (2) of those years as a superintendent on projects similar to the relevancy of the required project. Must demonstrate the familiarity with the requirements of EM 385-1-1 and have experience in the areas of hazard identification and safety compliance, to include

successful completion of the OSHA 10-hour Training Course within the past three (3) years.

**4.0 FACTOR 2, PAST PERFORMANCE.** Submit one (1) copy. Volume II (a) is limited to 20 pages and Volume II (b) – Signed Teaming Agreement has no page limit. Past Performance Questionnaires and Contractor Performance Assessment Reporting System (CPARS) evaluations are not included in the page limitation.

**4.1 Volume II (a) - Past Performance** - Offerors shall provide adequate past performance information on completed or current contracts (including Federal, State, local government and private) considered most relevant in demonstrating the ability to perform the proposed work as identified within the Specifications. Offerors must provide past performance information to establish Recency and Relevancy on all Federal contracts before State, local government or private contracts. The Government's evaluation of past performance information will take into account past performance information regarding predecessor companies, key personnel who have relevant experience, or subcontractors that will perform major or critical aspects (See Teaming Agreements, para 4.2), when such information is relevant to the instant acquisition. Offerors are required to explain what aspects of each contract are deemed relevant to complexity and magnitude as related to the requirements of this solicitation and in accordance with Section M. Failure to provide required relevancy description may impact the confidence rating, (i.e. aspects of previous projects should match work elements identified in the Solicitation/specification).

4.1.1 Provide a summary of the previous contracts described above, not to exceed 1 page of past performance information per reference. The summary should explain what aspects of each contract are deemed recent and relevant as related to the requirements of this solicitation and in accordance with Section M. Failure to provide required relevancy description may impact the confidence rating, (i.e. aspects of previous projects should match work elements identified in the solicitation/specification). The summary should not exceed 1 page per reference (maximum total of 10 pages) and include:

- a) Name of project (Contract number, if applicable)
- b) Name and address of customer or Government agency
- c) Name, telephone, fax number and/or email of customer contact or contracting officer
- d) Dollar value
- e) Period of performance/Completion date
- f) Brief description of work performed, and why the effort is relevant
- g) Comments regarding any known performance deemed unacceptable to the customer, or not in accordance with the contract terms and conditions

4.1.1.1 Each proposal shall provide current and relevant information regarding an offeror's actions under previously awarded contracts:

- a) Recency Assessment:

An assessment of the past performance information will be made to determine if it is recent. To be recent, the effort must be ongoing or must have been performed during the past three (3) years from the issuance month of this solicitation. Past performance information that fails this condition will not be evaluated.

- b) Relevancy Assessment:

The Government will conduct an in-depth evaluation of all recent performance information obtained to determine how closely the products provided/services performed under those contracts relate to the Technical factor and Cost/Price factor, including their relative order of importance [reference Section M, para 1.1(a)(2)]. Consideration will be given to projects involving the type of construction and work elements described in the attached Specifications. Relevant past performance information must demonstrate construction experience involving the type of construction and work elements described in

the attached Specifications, Section 01 11 00, paragraph 1.1.1, and costs comparable to the project magnitude as specified in Block 10 for the SF 1442, Request for Proposal. A relevancy determination of the offeror's past performance will be made based upon the aforementioned considerations, including joint venture partner(s). In determining relevancy for individual contracts, consideration will be given to the effort, or portion of the effort, being proposed by the offeror or teaming partner whose contract is being reviewed and evaluated. The past performance questionnaires and information obtained from other sources will be used to establish the degree of relevancy of past performance.

4.1.2 Complete Section A, Contractor Information, of Attachment 5, Past/Present Performance Questionnaire and mail, or email the attached Past/Present Performance Questionnaire to all past performance references in the list you provide and instruct them to return the completed questionnaire to the individual(s) indicated in paragraph 4.1.3 below. Evaluators are only allowed to use the Attachment 5, Past Performance Questionnaire. Altered or substituted questionnaires will not be evaluated. Also, Past Performance Questionnaires will only be accepted electronically by email from Project Owners or their authorized representatives. Past Performance Questionnaires will not be accepted from Prime Contractors, Subcontractors, or Manufacturers. Offerors are responsible to ensure questionnaires are transmitted to their references, and to indicate which references the questionnaire was sent to.

4.1.3 Inform your references that they shall forward questionnaires electronically by email directly to the address below. Questionnaires must be received in the 1<sup>st</sup> Special Operations Contracting Squadron office not later than the closing date of the solicitation. Offerors are responsible for ensuring their references transmit the questionnaire to the Contracting Office. In lieu of a Past/Present Performance Questionnaire, if a project is currently available in the Past Performance Information Retrieval System (PPIRS), the contractor should attach the evaluation to the questionnaire with the relevant solicitation number and submit directly to the 1<sup>st</sup> Special Operations Contracting Squadron office before the official closing date and time. Electronic submissions shall be sent to:

Contracting Officer: Marlina N. Perez, [marlina.perez@us.af.mil](mailto:marlina.perez@us.af.mil)  
Contract Specialist: Tracy Anderson, [tracy.anderson.4@us.af.mil](mailto:tracy.anderson.4@us.af.mil)

4.1.4 Lack of any past performance will not automatically disqualify an offeror, but it is a factor that is considered in the Best Value Subjective Tradeoff Source Selection described in Section M.

4.1.5 If the offeror claims there is no past performance, then that status must be identified to the Contracting Officer not later than the date/time proposals are due from all offerors.

**4.2 Volume II (b) Signed Teaming Agreement** – If Teaming Agreements are contemplated they must comply with 13 CFR Part 121 – Small Business Size Regulations. The teaming members must provide complete information as to relevant and recent past performance information on previous teaming agreements. If this is a first time joint effort, each party to the teaming agreement must provide information on all relevant contracts as specified in paragraph 4.1. The maximum number of references combined shall not exceed 15 total.

4.2.1 The Government will recognize the integrity and validity of formal contractor Teaming Agreements; provided, the agreements are identified and company relationships are fully disclosed in an offer. A Teaming Agreement must establish each party's role in the proposal preparation process and will be incorporated into the contract. Failure to clearly define roles and/or provide a Teaming Agreement with a proposal shall make teaming arrangements and related subcontractor past performance ineligible for evaluation and consideration of award. The prime contractor shall remain fully responsible for contract performance, regardless of any Teaming Agreement between the prime contractor and its subcontractors. Teaming Agreements must provide the following information as part of their proposal, Volume II (b), not later than the date/time proposals are due:

4.2.1.1 Clearly establish roles of each party (who is prime and who is subcontractor, who is responsible for what tasks, contract administration, proposals, work management, etc.)

4.2.1.2 Provide for protection of competition-sensitive proprietary information. (Subcontractor



past performance cannot be disclosed to the prime offeror without the subcontractor's consent). Provide a letter from all subcontractors that will perform major or critical aspects of the requirement, consenting to the release of their past performance information to the prime contractor, only if it is being used as part of the past performance evaluation.

4.2.1.3 Identify each member's share of the prospective contract, 50/50, 51/49, etc.

4.2.1.4 Exclusivity. Assurance that the team member will not be replaced for the duration of the contract, any exceptions should be identified. Assurance that the team members are not teaming with another firm for the same procurement.

4.2.1.5 Statement of acknowledgement that the Prime Contractor is responsible for adhering to contract terms and conditions and daily management. The Prime Contractor is obligated to negotiate in good faith and responsible for conveying mandatory government terms and conditions to subcontractors.

4.2.1.6 The prime contractor shall remain fully responsible for contract performance, regardless of any teaming agreement between the prime contractor and its subcontractors.

4.2.2 At the time of initial contract offer and at time of award, each business must be a small business. In order to submit an offer on a contract, each business concern in a Teaming Agreement must be a small business under the designated NAICS size standard, and must also be small when combined in the aggregate of all teaming affiliates.

**5.0 FACTOR 3, VOLUME III – PRICE/COST PROPOSAL.** Submit the Standard Form 1442 and all pages originally included in the RFP. Submit one (1) copy.

5.1 Complete blocks 14, 15, 16, 17, 19, and 20a-c of the SF 1442, Solicitation, Offer, and Award. An authorized official of the firm submitting the offer must sign and date the SF 1442 in block 20a-c. In doing so, the offeror accedes to the contract terms and conditions as written in the RFP, Sections A through K.

5.2 Insert prices in Section B for each Contract Line Items, including all options. All line items must be filled in. Failure to provide prices for all line items may eliminate you from competition.

5.3 Complete representations and certifications in Section K or the System for Award Management (SAM).

5.4 Submit the Financial Reference Worksheet, Attachment 6, with the top portion only completed.

5.5 Submit an electronic copy of the original Bid Bond. Note, the original hard copy Bid Bond must be submitted in accordance with paragraph 2.1.1.

### **6.0 RELATIONSHIP BETWEEN INSTRUCTIONS AND EVALUATION.**

Your attention is directed to the functional relationship between Sections L and M of this solicitation. Section L provides information for the purpose of organizing the proposal and is not intended to be all inclusive. Section M describes evaluation factors for award. Since the Government evaluation of proposals will cover areas identified in Section M, proposals should address all such areas of evaluation.

### **7.0 AMENDMENT OF SOLICITATION PRIOR TO CLOSING.**

The Government reserves the right to revise or amend the specifications, drawings, or the solicitation prior to the proposal closing time. Such reservations or amendments will be communicated by amendments to the Request for Proposal (RFP) and posted on the Federal Business Opportunities website (<http://www.fbo.gov>). If such amendments require material changes in quantities or prices, the proposal closing date may be postponed by enough days to enable offerors to revise their proposals. In such cases, the amendment will include an announcement of the new closing date and time. Offerors MUST acknowledge all amendments in their proposal, either by completing SF

1442 Block 19, providing signed copies of the amendments with their proposal (Section III), or by separate letter which includes a reference to the solicitation and amendment numbers.

### **8.0 QUESTIONS.**

All questions regarding this solicitation must be submitted in writing. All questions and subsequent answers will be posted to the Federal Business Opportunities website [www.fbo.gov](http://www.fbo.gov). It is the responsibility of the contractor to continuously monitor the site for updates. To mitigate the risks associated with the cancellation of this solicitation due to untimely submission of questions, all questions must be submitted electronically to the individual(s) listed below no later than close of business 5 business days after the site visit. Any questions submitted after this period may not be answered.

Contracting Officer: Marlena N. Perez, [marlena.perez@us.af.mil](mailto:marlena.perez@us.af.mil)

Contract Specialist: Tracy Anderson, [tracy.anderson.4@us.af.mil](mailto:tracy.anderson.4@us.af.mil)

(End of Summary of Changes)