



DEPARTMENT OF THE ARMY  
ARMY CONTRACTING COMMAND – REDSTONE  
BUILDING 5303 MARTIN ROAD  
REDSTONE ARSENAL, ALABAMA 35898-5000

EXPRESS/Strategic Services Directorate

February 12, 2013

ATTENTION: EXPRESS Logistics DOMAIN CONTRACTORS

SUBJECT: Task Order Request for Quotation (TORFQ), 2013L-2 **REVISION 2**

The U.S. Army Contracting Command requests your quotation for this TORFQ entitled “Integrated Logistics Services In Support of The Apache Attack Helicopter Project Manager’s Office.” This TORFQ is competitively solicited for award in accordance with the EXPRESS Blanket Purchase Agreements (BPAs). The Performance Work Statement (PWS), Contract Data Requirements List (CDRLs), and evaluation criteria/quotation contents are provided herewith.

**This is a notice that this order is a total set-aside for small business concerns. Only quotes submitted by small business concerns will be accepted by the Government. Any quote that is submitted by a contractor that is not a small business concern will not be considered for award. Offers will not be accepted from large business BPA holders who propose a direct award. The following clauses will apply:**

**52.219-6, Notice of Total Small Business Set-Aside (Nov 2011)**

**52.219-14, Limitations on Subcontracting (Nov 2011)**

Funds are not presently available for this task order. The Government’s obligation under this task order is contingent upon the availability of appropriated funds from which payment for contract purposes can be made.

**Please be advised that the Offeror’s business size for this quotation will be determined by the small business representation made on the primary GSA Schedule for the NAICS code identified in the Offeror’s BPA. The business size for Team Members will be determined by the small business representation made on the primary GSA Schedule/applicable NAICS code in the Offeror’s BPA. The business size for Subcontractors will be determined by the small business representations in the System for Award Management (SAM) for the applicable NAICS code on the schedule to which they are being mapped. You are cautioned that the business size noted on the GSA Schedule may be different from the business size for EXPRESS. Whereas a GSA Schedule may contain small business representations for multiple NAICS codes; the one determined primary for GSA will determine that schedule size. However, the NAICS code applicable to EXPRESS will be used to determine business size for EXPRESS, regardless of schedule size. Therefore, the NAICS code applicable to EXPRESS must be available on the GSA schedule.**

Following is a summary of the applicable EXPRESS NAICS:

If MOBIS or LOGWORLD is identified as the primary schedule, the NAICS Code and business size standard assigned to the schedule by GSA will apply. If PES is identified as the primary schedule, NAICS 541330 and a size standard of \$27M, will apply to the Business & Analytical, Logistics and Programmatic Domains and NAICS 541712 and a size standard of 1,000 employees will apply to the Technical Domain. If IT is identified as the primary schedule, NAICS 541511/541512/541513 and a size standard of \$25M will apply to all domains. If the Consolidated Products and Services Schedule is identified as the primary schedule, the primary special item number covered by this schedule (PES, MOBIS, LOGWORLD, or IT) that will be used to satisfy the majority of domain requirements must also be identified. The NAICS and size standard for the primary special item number, as identified above, will then apply.

The Government intends to evaluate quotations and award this order without discussions. Failure to strictly comply with the Government's instructions regarding any of the following items will make your offer ineligible for award, unless the Government elects to enter into discussions and all deficiencies are remedied in a revised quotation.

- \*All option hours are priced
- \*Page count for Experience/Functional Approach is within the specified number
- \*Proposed GSA schedules are listed on the currently approved BPA Attachment 4
- \*Proposed labor categories are listed on the currently approved BPA Attachment 4
- \*Proposed rates do not exceed those listed on the currently approved BPA Attachment 4
- \*The Offeror is a small business in accordance with the schedule representation for the primary schedule/applicable NAICS identified in the BPA.
- \*All proposed Team Members are small business in accordance with the schedule representation/applicable NAICS for the primary schedule identified in the Offeror's BPA.
- \*At least 50 percent of the proposed labor cost is proposed for personnel of the awardee and its SB Team Members

Your quotation shall separately address experience, functional approach, price, and socio-economic support. You are also required to submit an executed Organizational Conflict of Interest Certification for the prime contractor/team leader and any proposed subcontractors and/or team members, utilizing the format set forth in BPA Attachment 5.

Anticipated Task Order Type:

Labor: Fixed Rate Level of Effort

Travel, Material, ODC (as applicable): Cost Reimbursement, no fee

Basic Effort Period of Performance: Task Order Award Date through **12 months**.

Option Exercise Period: From date of task order award through 5 Years.

The following travel, material, and/or ODC estimates (as applicable) will be established in the resultant Task Order:

Basic Effort:

Option:

Travel: \$1,812,634.19  
Material/ODC: \$ 0

Travel: \$11,812,363.210  
Material/ODC: \$ 0

The procurement history for this effort is as follows:

Contractor Name: VT-AEPCO, Inc.  
Contract Number: W31P4Q-05-A-0020/0035

The anticipated labor mix from this contract/task order is:

**BASE EFFORT:**

Labor Category	Mix
On-Site:	
<i>Sr. Analyst/Log/Spec</i>	62%
<i>Journeyman Analyst/Log/Spec</i>	17%
<i>Principal Engineer/Scientist</i>	3%
<i>Engineer/Scientist</i>	3%
<i>Technical Specialist</i>	3%
Off-Site:	
<i>Program Manager</i>	1%
<i>Task Order/Project Lead</i>	2%
<i>Sr. Analyst/Log/Spec</i>	3%
<i>Journeyman Analyst/Log/Spec</i>	4%
<i>Administrative Support</i>	2%

**OPTION EFFORT:**

Labor Category	Mix
On-Site:	
<i>Sr. Analyst/Log/Spec</i>	70%
<i>Journeyman Analyst/Log/Spec</i>	13%
<i>Principal Engineer/Scientist</i>	3%
<i>Engineer/Scientist</i>	3%
<i>Technical Specialist</i>	3%

Off-Site:

<i>Program Manager</i>	1%
<i>Task Order/Project Lead</i>	1%
<i>Sr. Analyst/Log/Spec</i>	2%
<i>Journeyman Analyst/Log/Spec</i>	2%
<i>Administrative Support</i>	2%

Total estimate of level-of-effort labor hours:

Basic Effort: 57,338 hours

Option: 286,984 hours

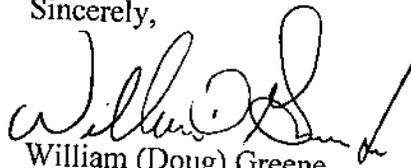
Offerors may adjust the total estimated hours for the basic effort in accordance with the offered approach. All estimated option hours shall be priced. For quotation preparation purposes, offerors shall assume that the option hours shall be distributed evenly for the time period of 12 months after task award through 5 Years.

The Government **will not** entertain the use of Co-ops/Interns in performance of this effort. The Government **will not** entertain the use of entry-level labor categories in performance of this effort.

This TORFQ shall not be discussed with any Government employee except via the undersigned Contracting Officer or the Contract Specialist, Ron Missildine, 256-955-9002. Offerors may communicate with the Task Order Ombudsman, as noted in the BPA, Paragraph (5). Failure to adhere to this restriction may be grounds to declare your firm ineligible for consideration of an award.

It is anticipated that the Draft RFQ phase will end at approximately 2:00 p.m. on **February 19, 2013**. It is requested that any questions be submitted via EXPRESS-Net as soon as possible, but not later than 9:00 a.m. on **February 19, 2013**. Your quotation shall be submitted by uploading to the EXPRESS-Net secure website no later than 2:00 p.m. on **March 5, 2013**.

Sincerely,



William (Doug) Greene  
Contracting Officer

EVALUATION CRITERIA  
TORFQ: 2013L-2

**EXPERIENCE:** The government will evaluate the depth and breadth of the offeror's experience in the requirements of the task order performance work statement.

**FUNCTIONAL APPROACH:** The government will evaluate the offeror's understanding and knowledge of the requirements as evidenced by the proposed approach to accomplish the effort required by the performance work statement. This will consider the adequacy and feasibility of the proposed labor categories/hours and the use of team members/subcontractors. The government will evaluate the offeror's proposed plan for managing the activities to be performed to include the ability to organize, direct and control the required effort in a manner that assures high quality and cost effective performance.

**PRICE:** Price will be evaluated using the proposed task order labor rates as defined in the price paragraph of the Quotation Contents. The proposed task order labor rates will be applied to the proposed hours to calculate the total evaluated price. The Government will evaluate offerors for award purposes by adding the total for all options to the total for the basic effort. Evaluation of options will not obligate the Government to exercise the options.

**SOCIO-ECONOMIC SUPPORT:** The Government will evaluate the extent of the offeror's support of small business/socio-economic programs. This will consider whether the offeror, or its proposed direct awardee is a small business, which would result in AMCOM receiving small business credit for resultant award. The evaluation will also consider whether the offeror proposes a majority of the effort to be performed by small business.

## EVALUATION CRITERIA

TORFO: 20134-2

### RELATIVE IMPORTANCE OF EVALUATION CRITERIA

The evaluation will consider Experience, Functional Approach, Price and Socio-Economic Support. Experience is the most heavily weighted criteria and is slightly more important than Functional Approach. Functional Approach is the next most heavily weighted criteria and is significantly more important than Price. Price is the next most heavily weighted criteria and is slightly more important than Socio-Economic Support. Socio-Economic Support is considered the least important criteria. Experience and Functional Approach combined are substantially more important than Price and Socio-Economic Support combined.

EVALUATION CRITERIA

TORFQ: 2013L2

QUOTATION CONTENTS

Quotations shall contain a minimum 1 inch margin and a 12-point font style using "Arial" or "Times New Roman". Tables or illustrations, if included, shall also be 12-point font. All quotation pages shall be standard letter size (8 ½ x 11).

NOTE: The EXPERIENCE and FUNCTIONAL APPROACH portions of the quotation are limited to a total of 20 pages.

**EXPERIENCE:** The offeror shall submit up to 3 examples to demonstrate experience in support of all aspects of the proposed performance work statement. Provide a brief explanation of how the experience relates to the Performance Work Statement and any significant positive impact as a result of the effort. Experience examples shall include the contract/task order number, period of performance, and whether performed by the prime, team member and/or subcontractor.

**FUNCTIONAL APPROACH:** The offeror shall provide a complete, clear and accurate description of the approach to accomplish each of the requirements of the performance work statement. Describe the role and efforts to be performed by any proposed team members and/or subcontractors and the corresponding management approach. If a direct award to a team member is contemplated, clearly state that a direct award is proposed. The offeror shall clearly describe the management approach to be applied to this task order to include the plan to organize, direct and control the efforts to be performed. Provide a summary of the proposed numbers of hours by labor category for the prime, subcontractor(s), and/or team member(s) for the basic effort and the option period (or provide a clear reference to the corresponding pricing spreadsheet that summarizes the labor categories and hours by prime, subcontractor, and/or team member for the basic effort and the option period). This summary should be consistent with and easily identifiable to the Price portion of the quotation. Describe the basis for the categories of labor and number of hours proposed.

**PRICE:** The offeror shall submit an Excel spreadsheet reflecting the application of proposed task order labor rates to the proposed labor hours. Proposed GSA Schedule Number(s), labor categories, hours, and rates shall be clearly identified for the prime and each subcontractor and/or team member. All labor hours shall be entered as whole numbers and labor rates entered to the closest whole cent. BPA rates shall be shown adjacent to the task order rates. (Note: application of the BPA rates to

## EVALUATION CRITERIA

TORFQ: 2013L-2

the proposed hours is not required.) Offerors shall assure that all GSA schedules and labor categories offered are included in BPA Attachment 4 and that the task order rates do not exceed the BPA Attachment 4 rates.

If the offeror anticipates any separately priced costs as a result of compliance with "Accounting for Contractor Support," the contractor shall clearly identify the separately priced items in the spreadsheet.

Spreadsheets shall include pricing for the base period, the option, and a total roll-up.

A Task Order Rate Table shall be submitted in Excel spreadsheet format.

A labor mix spreadsheet shall be provided which lists the labor categories and number of hours proposed for the base and option periods. No rates shall be included in the labor mix spreadsheet.

A crosswalk shall be provided which maps the relevant proposed GSA schedule labor categories into the Labor Category Baseline for the anticipated labor categories listed in the TORFQ. If a proposed GSA labor category is not relevant to any of the anticipated labor categories listed in the TORFQ, it does not have to be mapped. The GSA labor categories should not be mapped to multiple baseline categories, but to the single most appropriate baseline category. The Labor Category Baseline minimum education and experience requirements are provided on the EXPRESS public website. GSA labor categories must meet the minimum education and experience requirements for the Labor Category Baseline to which they are mapped. If a GSA labor category has multiple education/experience criteria, as a minimum, it must meet at least one of the baseline requirements to be mapped to that baseline category.

The labor mix and crosswalk is required to be submitted in the provided template.

If not included in the price quotation, the successful offeror shall provide a total undiscounted price at the time of award. This information will be used to determine the total savings to the government as a result of discounts to the GSA FSS rates.

EVALUATION CRITERIA

TORFQ: 2013L-2

Spreadsheets shall be formatted to facilitate printing on a standard letter size page. There is no page limit for this portion.

**SOCIO-ECONOMIC SUPPORT:** The extent of commitment to support small business/socio-economic programs as evidenced by the proposed approach to perform this task order shall be addressed.

A table shall be submitted which shows the total number and % of hours, and the socio-economic status by prime/subcontractor/team member. The socio-economic status shown shall be that currently identified on the applicable GSA schedule subject to the NAICS applicability defined in the final BPA RFQ and the current associated size standards established by the Small Business Administration (SBA).