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U.S. Army Contracting Command - Rock Island (ACC-RI)

Solicitation Overview and Virtual Site Visit Procedures for the Enhanced Army Global Logistics Enterprise (EAGLE) – Afghanistan W52P1J-15-R-0004

**Brett Luchsinger, Contracting Officer
0700 CT 24 March 2015 and
0700 CT 25 March 2015**

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SOURCE SELECTION INFORMATION
See FAR 2.101 and 3.104



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Agenda

- Solicitation Overview
- Virtual Site Visit Procedures
- One on One Meeting Procedures



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Solicitation Overview



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Estimated Timeline of Key Events

All dates are estimates and subject to change. Verify dates in the formal RFP on Federal Business Opportunities and/or the EAGLE BOA Holder's website (www.fbo.gov or http://www.acc.army.mil/contractingcenters/acc_ri/eagle/index.html)

- Receipt of Industry Questions from Draft RFP Due (0900 CT 30 March 2015)
- Formal RFP (05/01/15)
- Proposals Due (06/01/15)
- Award (4th Quarter FY15)
- Transition-In (4th Quarter FY 15) (90 day transition following debriefs and protest period)
- Full Operation Capability (FOC) (1st Quarter FY16)

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Solicitation – Section A

Executive Summary

- Army Sustainment Command (ASC)/401st Army Field Support Brigade (AFSB) has a requirement for logistics support services including Maintenance, Supply and Transportation support.
- Solicitation for performance-based services under FAR Part 15, Modified Best Value.
- Offeror/Teammates/Subcontractor/Managing Partner identified on Attachment 0015 will be required to have a SECRET Facility Clearance.
- All questions/comments for the DRAFT RFP must be issued to the EAGLE mailbox: usarmy.RIA.acc.mbx.eagle@mail.mil

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Solicitation – Section A (cont.)

Executive Summary (cont.)

- Government will award one single Cost Plus Fixed Fee (CPFF) requirements contract with some non-fee bearing cost elements (e.g., Other Direct Costs).
- Government intends to award a contract without discussions.
- Proposals must not merely repeat the RFP requirements, but rather must provide convincing documentary evidence of how contract requirements will be met. Offeror's are required to report potential Organizational Conflicts of Interest (OCI).
- Offerors should pay close attention to the CLIN structure of each solicitation as they differ from each task order competition.

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Solicitation – Section H

- EAGLE Business Rules - Step Three Task Order Request for Proposals
 - Offeror must be a qualified BOA holder to compete for this requirement prior to the RFP closing.
 - It is important for Offerors to understand their BOA Attachment 0002, including who the Offeror can propose and for which functional areas.
 - A "teammate" is defined as a Joint Venture partner and/or subcontractor(s) who are included in the Offeror's EAGLE BOA Attachment 0002 – Team Arrangement at the closing date of this task order RFP.
 - Offerors are required to demonstrate the capability to perform all three functional areas. That capability may have been achieved with or without teammates. Offerors shall propose itself and/or approved teammates listed in the Offeror's EAGLE BOA Attachment 0002 – Team Arrangement. The Government will verify that the Offeror's proposal includes approved teammates by comparing the Offeror's proposal to their EAGLE BOA Attachment 0002 – Team Arrangement as of the closing date of the RFP.

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Solicitation – Section J

- Attachments 0001 – 0017
 - The following Attachments from Section J have strict compliance requirements:
 - Attachment 0002 – Staffing / Labor Mix
 - Attachment 0003 – Performance Questionnaire
 - Attachment 0004 – Letter of Consent
 - Attachment 0005 – Cost / Price Matrix
 - Attachment 0010 – Teaming Matrix
 - Attachment 0013 – Mission Essential Contractor Services
 - Attachment 0015 – SECRET Facility Clearance
 - Attachment 0016 – Teammate/Subcontractor Cost Information Submission

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Solicitation – Section J (cont.)

- Exhibits A-BB
 - Please note: Offerors must provide their proposed Staffing / Labor Mix Attachment 0002 in relation to the PWS requirements and the provided workload data identified in all the applicable Technical Exhibits.
 - Offeror's proposed approach must present a Staffing and Management Plan which demonstrates an understanding of this effort and provides its expected skill level, to include level of responsibility, to properly perform all of the PWS requirements.

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Solicitation – Section L

- Instructions
 - Submit proposal through Army Single Face To Industry (AFSI)- Bidders Response System (BRS).
 - ANTICIPATED PROPOSAL DUE DATE: 06/01/15, however, refer to formal RFP.
 - Offerors should allow for adequate time for proposal submission by the date/time required.
 - For detailed proposal submission instructions, refer to Section L, Paragraph L.3 of the RFP.

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Source Selection Procedures

- **Strict Compliance Review**
 - The Government will conduct the strict compliance review starting with the lowest total proposed priced offer to the highest total proposed priced offer, until at least 5 or 20% of the proposals are determined to be compliant.
 - NOTE: Only the pool of 5 or 20% of the proposals found compliant will move to Step 1 – Technical Factor.
 - The Government will compare the Offerors proposal to Section L in order to perform a compliance review. Any Offerors proposal determined non-compliant will not be evaluated and will not be further considered for award.
 - a. The Contracting Officer will verify that the CAGE code(s) for the Offeror/Teammates/Subcontractor/Managing Partner identified on Attachment 0015 possess a SECRET Facility Clearance via the DSS ISFD.
 - b. The Contracting Officer will compare the Offeror's Attachment 0010 – Teaming Matrix with the Offerors BOA Attachment 0002 – Team Arrangement. The information on both Attachments must match.
 - c. The Government will verify the Offeror's proposed Functional Labor Category 1 (FLC1) Employee hours on its Attachment 0002 – Staffing Labor Mix, FTE Count Option Periods 1-4 tab, are equal to or greater than the total minimum FLC1 Employee hours.
 - Only Offerors whose proposals are determined to be compliant will move to Step 1 of the Evaluation Process.

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Source Selection Procedures

- Pay Close Attention to Strict Compliance Requirements
 - Example:
 - The Offeror shall include one executed signed copy of the solicitation titled, “Solicitation, Offer and Award” (SF33).
 - Naming Convention: Offerors_Name_Vol_1_SF33
 - File Format: Adobe or MS Word
 - Page Limit: None
 - Failure to provide the signed SF 33 and in compliance with **L.5.1.1(a) through L.5.1.1(c)** shall render the Offeror’s proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

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Source Selection Procedures(cont.)

- Evaluation Approach
 - Step 1 – Technical Factor Evaluations
 - The Technical Volume will be evaluated on an Acceptable/Unacceptable basis.
 - Government will evaluate the Technical proposals against the evaluation criteria, from the lowest to the highest total proposed priced offer, until five (5) or 20% of the proposals (whichever is greater) are determined technically acceptable, or if necessary until all proposals are evaluated.
 - Only five (5) or 20% (whichever is greater) of the technically acceptable proposals will move to Step 2.

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Source Selection Procedures (cont.)

- Evaluation Approach (cont.)
 - Step 2 – Past Performance and Cost / Price Factor Evaluations
 - Proposals moving onto Step 2 will receive a Past Performance and Cost/Price Evaluation.
 - Past Performance is based on a Qualitative Assessment. Offerors need to receive a Substantial Confidence assessment in order for their proposal to move to Step 3.
 - Cost/Price – Cost Realism and cost/price reasonableness – no rating
 - All proposals which are determined to have Substantial Confidence in past performance, with a fair and reasonable evaluated price move to Step 3.
 - Step 3 – Award
 - The Government will make an award to the responsible Offeror whose proposal complies with the RFP requirements and is determined to be the **lowest total evaluated (fair and reasonable) priced proposal that is determined Technically Acceptable with Substantial Confidence.**

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Common Mistakes

- Offerors must ensure there is consistent proposal information between the Offeror and proposed teammate / subcontractor.
- Provide working formulas in MS Excel Files. Do not use hard coded numbers.
- Provide required proposal format/ data for subcontractor proposals.
- Allow adequate time to upload proposals. Even 1 second late results in the proposal not being evaluated.

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Common Mistakes (cont.)

- Ensure the most current Attachment(s) associated with the specific task order being proposed against is utilized. Do not utilize attachment(s) provided with previous procurements. Utilize the Attachment(s) provided in AFSI with the particular solicitation.
- Ensure that CAGE codes for the Offeror and its proposed teammates / subcontractors provided in Attachment 0010 – Teaming Matrix match those in the Offeror’s BOA Attachment 0002 – Team Arrangement.
- **The total estimated dollar value in Attachment 0010 – Teaming Matrix should equal the subtotal - proposed contract value in Attachment 0005 – Cost / Price Matrix.**

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Common Mistakes (cont.)

- Ensure your file submissions are IAW with the Solicitation (i.e. pay close attention to Word, Excel or Adobe file formats requested in the RFP).

REMINDER: One strict compliance issue results in the proposal being removed from evaluation.



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Virtual Site Visit Procedures

- Questions should relate specifically to 401st AFSB facilities, layout, procedures, etc.
- Questions should be captured during the site visit day and annotated on the forms provided to the greatest extent possible.
- Any answers / information provided during the one-on-one teleconferences will be disseminated to all EAGLE BOA Holders to the greatest extent possible (proprietary information will be protected).

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Virtual Site Visit Procedures (cont.)

- Questions are to be asked by submission of a written question, oral question during the Q&A session, and during the one-on-one sessions. No questions are to be posed during the virtual site visit day to anyone other than the designated Government representative(s).



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One-on-One Meetings

- One-on-One meetings will not be used as a pre-evaluation; what-ifs, hypothetical scenarios, or any questions requiring any evaluation will not be answered.
- Only questions pertaining to the Afghanistan task order competition will be addressed. No other task orders may be discussed.

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Questions