

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT1. Contract ID Code
Cost Plus Fixed Fee

Page 1 Of 18

2. Amendment/Modification No.

0001

3. Effective Date

4. Requisition/Purchase Req No.

SEE SCHEDULE

5. Project No. (If applicable)

6. Issued By

Code

W52P1J

7. Administered By (If other than Item 6)

Code

ARMY CONTRACTING COMMAND - RI
SARAH E. LUTYENS
ROCK ISLAND, IL 61299-8000
BLDGS 60 & 62

EMAIL: SARAH.E.LUTYENS.CIV@MAIL.MIL

8. Name And Address Of Contractor (No., Street, City, County, State and Zip Code)

9A. Amendment Of Solicitation No.

W52P1J-16-R-0126

9B. Dated (See Item 11)

2016JUL26

10A. Modification Of Contract/Order No.

10B. Dated (See Item 13)

Code

Facility Code

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offers 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 2 signed copies of the amendments; (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 ONLY APPLIES TO MODIFICATIONS OF CONTRACTS/ORDERS

It Modifies The Contract/Order No. As Described In Item 14.

- A. This Change Order is Issued Pursuant To: _____ 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 data, 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 is not, 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.)

SEE SECOND PAGE FOR DESCRIPTION

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)

16A. Name And Title Of Contracting Officer (Type or print)

15B. Contractor/Offeror

15C. Date Signed

16B. United States Of America

16C. Date Signed

(Signature of person authorized to sign)

By _____
(Signature of Contracting Officer)

NSN 7540-01-152-8070

30-105-02

STANDARD FORM 30 (REV. 10-83)

PREVIOUS EDITIONS UNUSABLE

Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SHEET**Reference No. of Document Being Continued****Page 2 of 18****PIIN/SIIN** W52P1J-16-R-0126**MOD/AMD** 0001**Name of Offeror or Contractor:**

SECTION A - SUPPLEMENTAL INFORMATION

Buyer Name: SARAH E. LUTYENS

Buyer Office Symbol/Telephone Number: CCRC-FC/(309)782-1615

Type of Contract 1: Cost Plus Fixed Fee

Type of Contract 2: Firm Fixed Price

Kind of Contract: Service Contracts

*** End of Narrative A0000 ***

1. The purpose of Amendment 0001 to the USMA West Point, NY, RFP W52P1J-16-R-0126, is to update the language found in Paragraph L.5.4.2.9(a)(4).

2. All other terms and conditions remain unchanged.

*** END OF NARRATIVE A0002 ***

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Name of Offeror or Contractor:

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L.1 GENERAL INSTRUCTIONS:

L.1.1 These instructions are a guide for preparing a proposal. These instructions describe the type and extent of information required, and emphasizes the significant areas to be addressed in the proposal. Review the Performance Work Statement (PWS) contained in this Request for Proposal (RFP) for further insight into the areas that must be addressed within the proposal. Include detailed information sufficient to enable the Government evaluators to conduct a meaningful review and make a determination relative to the Offeror's understanding of the requirements in each of the evaluated areas. It is the Government's intent to award a single combination Cost-Plus Fixed Fee / Firm Fixed Price (Transition-In CLIN only) Requirements contract with some non-fee bearing cost elements (e.g., Other Direct Costs) which are ancillary to the services provided.

L.1.2 In accordance with FAR Clause 52.215-1, Instructions to Offerors - Competitive Acquisition (Jan 2004), the Government intends to award a contract without discussions. Offerors are cautioned to examine this RFP in its entirety and to ensure that proposals contain all necessary information, provide all required documentation, and are complete in all respects. The Government is not obligated to make another request for the required information nor does the Government assume the duty to search for data to cure problems it finds in proposals. The Government reserves the right to conduct discussions in the evaluation process and to permit Offerors to revise proposals, if deemed necessary. During the evaluation process, the Government may request clarifications as needed. Clarifications do not constitute discussions and an Offeror is not allowed to change its proposal in response to a request for clarification. In accordance with FAR 15.306(c)(2), if the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals. Any Offeror eliminated from further consideration will be notified in writing.

L.1.3 The proposal shall be valid for 180 days from the required submission date.

L.1.4 Proposals, modifications, revisions, or withdrawals of proposals received after the date established in this RFP for receipt of proposals will be handled in accordance with FAR Clause 52.215-1.

L.1.5 An Offeror is defined as the prime BOA Holder submitting a proposal under this RFP.

L.1.6 For the purposes of this Task Order RFP, a Teammate is defined as a Joint Venture partner and/or Subcontractor that is included in the Offeror's BOA Attachment 0002 - Team Arrangement by the closing date of the Task Order RFP.

L.1.7 Updates related to this Task Order RFP, to include the RFP, amendments, notices, and other information, will be made available on the FBO.gov website. Offerors are advised to continuously monitor the FBO.gov website for new information. Offerors are deemed to have knowledge of all information that is posted to the FBO.gov website.

L.2 PROPOSAL PREPARATION:

L.2.1 The proposal shall be prepared in a clear and legible manner. In addition, the Offeror shall write the proposal in English and the proposal must be specific and complete as described in these instructions. Offerors shall not specifically prepare samples or descriptive literature for submission with the proposal. Adherence to the prescribed format is required. Failure to provide proposals in compliance with the instructions specified as COMPLIANCE REQUIREMENTS in Section L of this RFP and in compliance with ALL instructions in Section M.3 of this RFP shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award. An authorized official of the firm shall sign the Standard Form (SF) 33, all signed amendment coversheets (SF30) and all certifications requiring original signature. Electronic signatures are acceptable.

L.2.2 All information pertaining to a particular volume shall be confined to that volume. For example, no Cost/Price information shall be included in any volume other than the Cost/Price Proposal volume. The Government is not required to and will not search other volumes for a missing file or missing information.

L.2.3 No classified material shall appear anywhere within the proposal.

L.2.4 Offeror must be registered in the System for Award Management (SAM) and have a Marketing Partner Identification Number (MPIN) and Commercial and Government Entity (CAGE) Code.

L.2.5 Digital MS Word files and MS Excel files shall be compatible with Microsoft (MS) Office 2013.

L.2.5(a) Please Note: The Offeror shall not lock or password protect any file (e.g. *.doc, *.pps, *.xls, *.txt, *.msg).

L.2.6 Adobe PDF (Portable Document Format) Files. Scanned PDF documents must be legible and shall have the ability to be viewed in Adobe Acrobat.

L.2.6.1 Text Searchable Adobe PDFs: File formats that are identified as Text Searchable Adobe PDF must be formatted to contain searchable text. All elements of the file to include tables, diagrams, charts, etc. must be able to be searched for text. The

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Name of Offeror or Contractor:

Government will not accept scanned or image-only PDF files in lieu of this requirement and will not invoke the text recognition feature within Adobe.

L.2.7 Compressed files (e.g. *.zip) and Executable files (e.g. *.bat, *.exe, *.jar, *.vb, *.wsf) will NOT be accepted. Refer to Attachment 0010 - Blocked File Extensions for a complete list of non-acceptable file types.

L.2.8 For the purposes of proposal preparation and evaluation only, the Offeror shall use 31 December 2016 as the Notice to Proceed (NTP) date. Proposal information shall reflect that NTP date.

L.3 PROPOSAL SUBMITTAL INSTRUCTIONS:

L.3.1 Offeror shall submit its proposal through the FedBizOpps (FBO.gov) system. The requirements and procedures for offer submission are found in the FBO Vendor User Guide located on the FBO webpage at: https://www.fbo.gov/downloads/FBO_Vendor_Guide.pdf.

L.3.2 The proposal submittal method used for this solicitation is the electronic response via document upload method.

L.3.3 Offerors should enter a description for every file uploaded. For files over 10 megabytes (MB) the "Large Upload (JAVA)" button must be utilized. The combined file size limit for upload using "Large Upload (JAVA)" is 100MB. If needed, the Offeror can break single files over 100MB into smaller files or use the upload utility multiple times if files exceed the 100MB size limit.

L.3.4 Digital file names shall use the required naming convention for each specific proposal document identified below. Filenames must be 40 characters or less and must not contain single quotes, spaces and pound or percent signs. If an Offeror's file name is too long (more than 40 characters), it is permitted to abbreviate the Name of the Company field within the file name.

L.3.5 Reserved

L.3.6 Once the Offeror's proposal is submitted, it can be systematically revised prior to the solicitation response deadline. Refer to Paragraph 4.3.2 of the FBO Vendor Guide titled "Reviewing / Editing an Electric Response" for detailed guidance on completing a revision to an electronic proposal submission. Note: the FBO bid response system will send an email to the email address on file for the user confirming the electronic submission.

L.3.6(a) Note: the Offeror must be logged in to the system to be able to submit / revise electronic responses.

L.3.6(b) For assistance and troubleshooting for the FBO electronic bid response system, contact the Federal Service Desk (FSD.gov). Phone: 866-606-8820 or Web Form (<https://gsafsd.service-now.com/fsd-gov/login.do>).

L.3.7 Do not assume submission will be instantaneous. File size and number of files to be uploaded will be factors to consider. Offeror/Teammate/Subcontractors should allow adequate time for submission completion because the entire proposal (i.e. Offerors submission and all Teammate/Subcontractor(s) independent submissions) must be received by the due date and time for the proposal to be considered.

L.3.8 To avoid rejection of an offer, the Offeror must make every effort to ensure its electronic submission is virus-free. Proposals, or portions thereof, submitted with the presence of a virus or which are otherwise unreadable will be treated as unreadable pursuant to FAR 15.207(c).

L.3.9 Instructions for Teammate/Subcontractor Cost proposal submission can be found in L.5.4.2.7.3.

L.4 PROPOSAL STRUCTURE:

L.4.1 The Offeror shall submit a proposal in accordance with the guidelines below.

L.4.1.1 For all documents, each page shall include the complete Offeror's name, volume number, file name, date, and solicitation number in a header and/or footer.

L.4.1.2 Each Offeror shall submit ONLY one proposal and that proposal shall address all of the requirements of the RFP. To be considered for this requirement, the Offeror must submit a complete response to this RFP using the instructions provided in Section L. If the Offeror's proposal fails to meet the terms and conditions of the RFP or takes exception to any of the terms and conditions of the RFP, it shall render the Offeror's proposal will be not acceptable and will not be further considered for award.

L.4.1.3 The Offeror shall provide sufficient detail to substantiate the validity of all stated assertions. Proposals must not merely repeat the RFP requirements, but rather must provide convincing documentary evidence of how contract requirements will be met. Clarity and completeness are essential. Data not submitted with the proposal, but submitted previously, or presumed to be known (i.e., previous projects performed for the United States Government (USG)) will not be considered as part of the proposal, except for Past Performance (see paragraph L.5.3.1).

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L.5 INFORMATION TO BE SUBMITTED:

L.5.1 General Documents: The Offeror shall include the following:

L.5.1.1 One executed signed copy of the RFP coversheet titled "Solicitation, Offer and Award" (SF33).

L.5.1.1(a) Naming Convention: Offeror's_Name_Vol_1_SF33

L.5.1.1(b) File Format: Adobe PDF or MS Word

L.5.1.1(c) Page Limit: none

L.5.1.1(d) COMPLIANCE REQUIREMENT: Failure to provide the signed SF 33 shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.1.2 EITHER all signed amendment coversheets titled "Amendment of Solicitation/ Modification of Contract " (SF30) or one executed signed copy of the RFP coversheet with block fourteen (14) completed.

L.5.1.2(a) Naming Convention: Offeror's_Name_Vol_1_SF30(Amends)

L.5.1.2(b) File Format: Adobe PDF or MS Word

L.5.1.2(c) Page Limit: none

L.5.1.3 Section I clauses that require Offeror completion.

L.5.1.3(a) Naming Convention: Offeror's_Name_Vol_1_IClauses

L.5.1.3(b) File Format: Adobe PDF or MS Word

L.5.1.3(c) Page Limit: none

L.5.1.4 Section K clauses that require Offeror certification.

L.5.1.4(a) Naming Convention: Offeror's_Name_Vol_1_KClauses

L.5.1.4(b) File Format: Adobe PDF or MS Word

L.5.1.4(c) Page Limit: none

L.5.1.5 Offeror Points of Contact (POC): The Government does not intend to conduct discussions prior to awarding this requirement. However, any exchanges to include clarifications between the Government and the Offeror will be conducted through the use of e-mail. Therefore, the Offeror is required to provide at least two (2) company individuals whose responsibilities will include reading and responding to Evaluation Notices (ENs) through e-mail. For example, the Offeror's Contract Manager, as an agent of the company might be the main agent responsible, but a second agent shall be available in case of the main agent's unavailability. The agents' names, company titles, telephone numbers, facsimile numbers, and e-mail addresses should be provided. A Title Page is allowable to provide for the restriction or disclosure and use of data as specified in FAR Clause 52.215-1.

L.5.1.5(a) Naming Convention: Offeror's_Name_Vol_1_POCS

L.5.1.5(b) File Format: Adobe PDF or MS Word

L.5.1.5(c) Page Limit: none

L.5.1.6 SECRET Facility Clearance: Offerors must possess a SECRET Facility Clearance by the RFP closing date, at the time of award, and throughout the life of the contract. Any and all Teammates and/or Subcontractors who will be performing contract requirements which necessitate facility clearance must also have a SECRET Facility Clearance by RFP closing date, at the time of award, and throughout the life of the contract. In order for an Offeror/Teammate/ Subcontractor to request and sponsor an individual employee's SECRET Security Clearance to perform the functions identified in the PWS, the Offeror/Teammate/Subcontractor must possess a SECRET Facility Clearance by the RFP closing date. Possession of an INTERIM SECRET Facility Clearance will be sufficient to meet the requirement at time of proposal submission provided that it can be validated by the Defense Security Service (DSS); however, please note that access to classified COMSEC information requires a FINAL US Government Clearance at the appropriate level and therefore if contractor employee requires access to classified COMSEC the offeror will be required to possess a FINAL US Government Clearance at the appropriate level in order to perform after award.

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L.5.1.6(a) The Offeror shall complete and submit Attachment 0015 - SECRET Facility Clearance.

Attachment 0015 shall include a list of all proposed entities (i.e. Offeror and Teammates/Subcontractors/Subsidiaries/Multiple Facility Organizations) that require a SECRET Facility Clearance in accordance with the PWS. The Contracting Officer will verify the Offeror and the Teammates/Subcontractors/Subsidiaries/Multiple Facility Organizations identified on Attachment 0015 possess a SECRET Facility Clearance via the Defense Security Services (DSS) Industrial Security Facilities Database (ISFD).

L.5.1.6(b) The CAGE code listed on Attachment 0015 shall be the CAGE code of the entity that possesses the Secret Facility Clearance and shall match the CAGE code provided on Attachment 0005 Tab 2 (Teaming Matrix). However, it is acceptable, in some instances, for a CAGE code listed on Attachment 0015 to differ from the CAGE code listed on Attachment 0005 Tab 2 (i.e. Multiple Facility Organizations per Chapter 2-108 of the NISPOM), but to be acceptable both of the CAGE codes MUST be from the SAME LEGAL ENTITY.

The Offeror shall note on its Attachment 0015 if its CAGE code or its Teammate's/Subcontractor/Subsidiaries/Multiple Facility Organizations CAGE code on Attachment 0005 Tab 2 differs from the CAGE code that holds the SECRET Facility Clearance, and in this case, the Offeror shall identify its CAGE code or its Teammate's/ Subcontractor's CAGE code that holds clearance. The Offeror shall also provide an explanation of the relationship between the CAGE code on Attachment 0005 Tab 2 and CAGE code identified on Attachment 0015 to demonstrate that the different CAGE codes are in fact for the same legal entity.

While it is acknowledged that the Offeror may form contractual relationships with additional legal entities (i.e. Prime/Subcontracts, Partnerships, etc.) in order to perform work under this contract, including the specific work which necessitates the SECRET Facility and Security Clearances, the Offeror (i.e. the legal entity that is submitting the proposal and would be identified as the awardee of the contract) must possess a SECRET Facility Clearance itself and cannot rely solely on the clearance of a Teammate or Subcontractor. For a proposal submitted by a Joint Venture, the SECRET Facility Clearance must be granted under the name and CAGE code of the Joint Venture itself to meet this solicitation requirement; even if the managing partner of the Joint Venture has a SECRET Facility Clearance, or if all members of the Joint Venture have a SECRET Facility Clearance, the proposal will not be eligible for award unless the Joint Venture possesses the clearance under its own name and CAGE code.

L.5.1.7 Business Systems Information:

L.5.1.7.1 The Contracting Officer will review the Offeror's accounting system status for determining contractor responsibility in accordance with FAR 16.301-3; a cost-reimbursement type contract may be used only when the contractor's accounting system is adequate for determining costs applicable to the contract. An adequate system is a system that can separately accumulate costs under a Government contract and has the ability to generate the specific cost information required under the anticipated contract. An SF 1408 has been attached to this RFP (Attachment 0006) which contains the specific procedures that are considered part of an adequate system. Therefore, in order for an Offeror to receive an award under this RFP, the successful Offeror will be required to demonstrate that the design of its accounting system can accomplish the specific SF 1408 procedures; as a result, the Offeror is required to provide in its proposal:

- Official documentation, from either a successful Defense Contract Audit Agency (DCAA) audit of the Offeror's accounting system; or
- A letter from the Defense Contract Management Agency (DCMA) documenting its approval/adequacy of the Offeror's accounting system; or
- Rationale for why documentation cannot be presented at proposal submission and a proposed date for which required documentation will be available. Absent an adequate accounting system, an apparent awardee cannot be determined responsible under FAR 9.104-5 and will be ineligible for award. Per FAR 9.104-5(b), an apparent awardee who does not furnish the certification or such information as may be requested by the Contracting Officer shall be given an opportunity to remedy the deficiency. Therefore, if an Offeror is unable to provide the certification with its proposal as required, it will be given another opportunity to present the required certification prior to award in the event it is determined to be the apparent awardee.

L.5.1.7.1(a) Naming Convention: Offeror's_Name_Vol_1_AcctSys

L.5.1.7.1(b) File Format: Adobe PDF or MS Word

L.5.1.7.1(c) Page Limit: none

L.5.1.7.2 The Offeror shall provide its current Government approval status of the following business systems: billing (internal controls), estimating, budget and financial control, purchasing and quality assurance. The Offeror shall provide official Government approval documentation for any systems that have Government approval. The approval status and approval documentation will not be evaluated and is for Government contract administration. If approval of any of these business systems is not available, provide a statement of such and a brief rationale as to why these systems have not been approved.

L.5.1.7.2(a) Naming Convention: Offeror's_Name_Vol_1_BusSys

L.5.1.7.2(b) File Format: Adobe PDF or MS Word

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L.5.1.7.2(c) Page Limit: none

L.5.1.7.3 In accordance with FAR 52.245-1(b) Property management, Offerors shall have a system of internal controls to manage (control, use, preserve, protect, repair and maintain) Government property in its possession accountable to the contract. The system of internal controls shall be adequate to satisfy the requirements of this clause. In doing so, the successful Offeror shall initiate and maintain the processes, systems, procedures, records, and methodologies necessary for effective and efficient control of Government property accountable to the contract. The Offeror may employ customary commercial practices, voluntary consensus standards, or industry-leading practices and standards that provide effective and efficient Government property management that are necessary and appropriate for the performance of this contract (except where inconsistent with law or regulation). Offerors shall provide a written plan detailing its system of internal controls to manage Government property in its possession. Offerors' property management plan must address all elements under FAR 52.245-1(f) Contractor plans and systems. This plan shall be submitted with the Offerors' proposal. The Contracting Officer will review Offerors' property management plan as part of a responsibility determination in accordance with FAR 9.104-1. Note: After award, the successful Offeror will be required to update its property management plan specific to the place of performance sites.

L.5.1.7.3(a) Naming Convention: Offerors_Name_Vol_1_PMP

L.5.1.7.3(b) File Format: Adobe PDF or MS Word

L.5.1.7.3(c) Page limit: none

L.5.1.8 Teaming Matrix (Attachment 0005, Tab 2): The Offeror shall provide the full company name, CAGE code, role of participant, functional area(s) to be performed, total estimated dollar value for the total period of performance of 5 years, percent of participation, and the cost proposal submittal method. The Offeror shall populate every column using the instructed fill-ins on the Attachment 0005, Tab 2 for itself, proposed Teammates and proposed Subcontractors.

L.5.1.8(a) COMPLIANCE REQUIREMENT: The amount in the total of Column F (Total estimated dollar value) provided on Attachment 0005, Tab 2 shall match the amount of "Subtotal - Proposed Labor/Fee" found on Attachment 0005, Tab 1. Failure to make these two amounts match shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.1.8(b) Teammate/Subcontractor Utilization: Offerors proposing the use of Teammate(s)/Subcontractor(s) shall do so in accordance with Section H, paragraphs H.1 (d and e) of this RFP. The Government will verify that the Offeror's proposal includes approved Teammates by comparing the Offeror's Teaming Matrix (Attachment 0005, Tab 2) to the Offeror's BOA Attachment 0002 - Team Arrangement as of the closing date of the RFP.

L.5.1.8(c) Naming Convention: Offeror's_Name_Vol_4_Att0005

L.5.1.8(d) File Format: MS Excel

L.5.1.8(e) Page Limit: none

L.5.1.8(f) COMPLIANCE REQUIREMENT: Failure to provide a fully completed Teaming Matrix (Attachment 0005, Tab 2) containing all of the required information (including populating every column) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.1.9 Pre-Award Safety Responsibility

L.5.1.9.1 Offers shall demonstrate capability to comply with the contract safety requirements IAW DFARS Clause 252.223-7002, Safety Precautions for Ammunition and Explosives, Clause 252.223-7003, Change in Place of Performance Ammunition and Explosives and paragraph 5.19.1 of the PWS to be part of a responsibility determination. The following shall be submitted with the proposal:

L.5.1.9.1(a) A safety plan outlining the Offeror's approach to ensure compliance with each of the General Safety Requirements described in Chapter 3 of the DoD Contractor's Safety Manual For Ammunition and Explosives (4145.26-M) dated 13 March 2008. The Offeror may provide evidence of the development and implementation of a safety program used during the performance of Ammunition Supply Services under another Government contract which includes operational procedures intended to prevent ammunition and explosive related accidents. However, the Offeror's safety plan shall still address each of the General Safety Requirements described in Chapter 3 of the DoD 4145.26-M. If an offeror does not have an existing safety plan, it may submit a draft safety plan addressing each of the General Safety Requirements described in Chapter 3 of the DoD 4145.26-M.

L.5.1.9.1(b) A history of accident experience that meets the reporting requirements at DoD 4145.26-M C2.2 Reporting Criteria for any Federal, State or Local Government contracts for any type of ammunition or explosive related services with performance between the dates of 08 August 2011 to present [5 years prior to RFP closing date]. If the Offeror has no history of accidents that meets the reporting requirements at DoD 4145.26-M C2.2, then the Offeror shall submit, with its proposal, a statement indicating it has no accident experience that meets the reporting requirements at DoD 4145.26-M C2.2.

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L.5.1.9.1(c) Subcontractor information:

- (1) Identification of all subcontractors proposed for the ammunition supply services.
- (2) Proposed methods used to evaluate the capability of the subcontractor to comply with the requirements of DoD 4145.26-M.
- (3) Propose methods used to ensure subcontractor compliance.

L.5.1.9.1(d) Naming Convention: Offerors_Name_Vol_1_Safety

L.5.1.9.1(e) File Format: Adobe PDF or MS Word

L.5.1.9.1(f) Page Limit: None

L.5.1.10 Offerors shall submit its Small Business Administration 8(a) Certification Letter as proof of being an 8(a) contractor.

L.5.1.10(a) Naming Convention: Offeror's_Name_Vol_1_8(a)cert.

L.5.1.10(b) File Format: Adobe PDF or MS Word

L.5.1.10(c) Page Limit: none

L.5.1.10(d) COMPLIANCE REQUIREMENT: Failure to provide the Small Business Administration 8(a) Certification Letter shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.2 Technical Factor:

L.5.2.1 The Offeror shall demonstrate mission capability by detailing its proposed technical approach to meet the requirements specified in the PWS and this RFP by providing the following:

L.5.2.1(a) Staffing and Management Plan (SMP)

L.5.2.1(b) Mission Essential Contractor Services (MECS)

L.5.2.1(c) Organizational Diagram (OD)

L.5.2.1.1 Staffing and Management Plan (SMP):

L.5.2.1.1(a) The Offeror's SMP proposal shall adhere to the following:

L.5.2.1.1(a)(1) Naming Convention: Offeror's_Name_Vol_2_SMP

L.5.2.1.1(a)(2) File Format: Text Searchable Adobe PDF

L.5.2.1.1(a)(3) Page Limit: 11 Pages

L.5.2.1.1(a)(3)(i) Page limit excludes cover page, table of contents, and glossary of abbreviations and acronyms

L.5.2.1.1(a)(3)(ii) Pages larger than 8.5 inches x 11 inches will be counted as two pages

L.5.2.1.1(a)(3)(iii) The font size shall be no less than 10 point font and no more than 14 point font for all documents; however, for charts, tables, and diagrams, font size shall be no less than 8 point font and no more than 14 point font.

L.5.2.1.1(a)(4) COMPLIANCE REQUIREMENT: Failure to provide the Staffing and Management Plan and in compliance with L.5.2.1.1(a)(2) through L.5.2.1.1(a)(3)(ii) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.2.1.1(b) The Offeror's Staffing and Management Plan must detail its approach to deliver services required in the RFP and PWS. The Offerors SMP must detail the overarching methodology used to determine the proposed skill sets / skill level; the SMP must also contain any assumptions used to support staffing decisions with any explanations needed to clarify staffing decisions. As the Government is utilizing the Attachment 0008 - Collective Bargaining Agreement (CBA), Service Contract Act (SCA) Directory of Occupations (5th Edition) and TE 1-G-005 Key & Specified Non-Key Positions for technical evaluation purposes, the Offeror must include appropriate duty descriptions for all position titles proposed that are NOT in the CBA, SCA Directory of Occupations (5th Edition) or Exhibit D TE 1-G-005 Key & Specified Non-Key Positions. The Offeror shall utilize the CBA, SCA Directory of Occupations (5th Edition) or Exhibit D TE 1-G-005 Key & Specified Non-Key Positions when possible. The SMP MUST BE SUPPORTED BY THE OFFEROR'S ATTACHMENT 0002 STAFFING/LABOR MIX, and at a minimum, must address the following elements:

L.5.2.1.1(b)(1) Staffing and organization of the required effort by providing its approach to creating its management structure from

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general staff oversight by first line supervisors through its company headquarters management to include adequate FLC2 supervisor to FLC1 employee ratio and manager to supervisor ratio. This approach must detail the chain of command structure and methodology; and internal controls for problem resolution.

L.5.2.1.1(b)(2) Flexible Staffing Approach: The Offeror must provide its approach to effectively and efficiently support short-term fluctuations in effort (increase/decrease), long-term increase to workload, and long-term decrease to the effort by addressing:

L.5.2.1.1(b)(2)(i) Cross-utilization / temporary reallocation: Effectively and efficiently make use of existing staffing to better support short-term requirement changes; provide better and more timely support; and reduce costs through more efficient staffing. Cross utilization must address an approach to ensuring safety, training, and certification requirements are met and must not impact or appear to impact quality of the effort.

L.5.2.1.1(b)(2)(ii) Rapid increase: An effective and efficient approach during surges in effort to both long-term and short-term increases in workload where cross-utilization or temporary reallocation is not appropriate.

L.5.2.1.1(b)(2)(iii) Responsible reduction in staffing: Address an effective and efficient approach to reduce staffing to levels commensurate with decreased requirements during periods of protracted reductions in workload.

L.5.2.1.1(b)(3) Transition-in Approach: Offeror must provide its time-phased approach to transitioning-in the effort from Notice to Proceed (NTP) to successfully reaching a fully operational capability (FOC) within the time allotted in M.1.1, by addressing:

L.5.2.1.1(b)(3)(i) Open communications: Approach to open communications including timely periodic meetings with the incumbent contractor and the Government documenting progress of transition (i.e., GFP/GFE inventories, hiring actions.)

L.5.2.1.1(b)(3)(ii) Hiring actions approach to proper and timely: Hiring actions (i.e., pre-employment drug screening, qualification verification), requisition / issuance of Contractor Common Access Cards (CAC) / access badges and security clearances to ensure no impact to current operations.

L.5.2.1.1(b)(3)(iii) Accountability of Government Furnished Property (GFP) / Government Furnished Equipment (GFE): Approach to proper and timely assumption of accountability of GFP / GFE that includes properly conducting a joint inventory with incumbent contractor while ensuring no impact to current operations. Offeror must address its plan to complete joint inventories and the reconciliation of any inventory discrepancies prior to the end of transition-in.

L.5.2.1.1(c) Staffing/Labor Mix (Attachment 0002 - Staffing/Labor Mix): The Offeror must provide its proposed staffing mix/labor categories (skill sets / skill level, FLC1, FLC2, number of employees) in relation to the PWS requirements and the provided workload data (see applicable Technical Exhibits) for both the base period and option periods (fully operational capable 12-month periods (365 day periods)). The Offeror's proposal must present a staffing approach which demonstrates a thorough understanding of the effort and provides the expected skill sets / skill level of each position, to include level of responsibility in order to successfully perform the specific workload requirements identified at Exhibit A TE 5-001 M-S-T Minimum Functional Labor Category 1 Hours and meet all the PWS requirements. NOTE: For Technical evaluation purposes only, the Government will utilize the Attachment 0008 Collective Bargaining Agreement (CBA), Service Contract Act (SCA) Directory of Occupations (5th Edition) labor category definitions and Exhibit D TE1-G-005 Key & Specified Non-Key Positions or Offeror provided definitions to determine if the proposed labor category is consistent with the task(s) proposed. Proposed position titles not identified in the CBA, SCA Directory of Occupations (5th Edition) or Exhibit D TE1-G-005 Key & Specified Non-Key Positions must be defined by the Offeror in its SMP (see L.5.2.1.1(b)). A cross-walk between the CBA and the SCA is provided in Attachment 0017.

L.5.2.1.1(c)(1) Offeror's proposal shall adhere to the following:

L.5.2.1.1(c)(2) Naming Convention: Offeror's_Name_Vol_2_Att0002

L.5.2.1.1(c)(3) File Format: MS Excel

L.5.2.1.1(c)(3)(i) The Offeror shall not add or remove any tabs (other than the example tab) to the Attachment 0002 Staffing/Labor Mix.

L.5.2.1.1(c)(4) COMPLIANCE REQUIREMENT: Failure to provide the Staffing/Labor Mix Attachment 0002 in the Government provided format, in compliance with L.5.2.1.1(c)(3) and L.5.2.1.1(c)(3)(i), and to provide the following required information: proposed hours per FTE for both the base period and option periods 1-4; option period total proposed FLC1 Hours by Functional Area; FLC1/FLC2; identification of CBA/SCA/Exempt; SCA Code; Offeror Position Title; and identification of Functional Area shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.2.1.1(c)(5) Definitions relating to Staffing/Labor Mix:

L.5.2.1.1(c)(5)(i) Full Time Equivalent (FTEs): Compensable hours are determined by the Offeror and are the work hours available to perform a function in one year less holiday and vacation hours. An employee who works all available compensable hours is one Full Time Equivalent. If an employee works less than the total compensable hours for one year, that is considered a fractional FTE. Fractional

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FTEs are determined by dividing the hours scheduled for that employee by the total available compensable hours.

L.5.2.1.1(c)(5)(ii) Functional Labor Category 1 (FLC1): Contract or task order level positions that are specifically identified to directly accomplish the tasks/functions of the workload provided in Exhibit A TE 5-M-S-T-001 (e.g. mechanic / shop supply clerk in support of the maintenance effort). Note: Leads may be proposed as solely FLC1, if applicable.

L.5.2.1.1(c)(5)(iii) Functional Labor Category 2 (FLC2): Contract or task order level positions required for the completion of RFP requirements, but do not directly perform the tasks / functions of the workload provided in Exhibit A TE 5-M-S-T-001. FLC2 positions may be required by the RFP, regulation, or the Offeror's business practices, but are not directly supporting the workload (e.g. project manager, supervisory functions, and administrative assistant). Additionally, all managers must be proposed as solely FLC2; supervisors may be split FLC1 and FLC2 with the FLC2 portion proposed commensurate with the level of supervisory duties assigned.

L.5.2.1.1(c)(6) The purpose of Staffing/Labor Mix - Attachment 0002 is to provide the Government with a complete picture of each Offeror's staffing and total proposed labor hours for each Shop or PWS requirement for this effort. For proposal purposes staffing must be constant for all periods of performance. The Government intends to use the MS Excel program to analyze the data provided.

The following instructions pertain to the Staffing/Labor Mix - Attachment 0002:

L.5.2.1.1(c)(6)(i) The Offeror must identify all of its proposed staffing required to support all PWS requirements and Exhibit A TE 5-001 M-S-T Minimum Functional Labor Category 1 Hours in terms of FTEs and FLC1 or FLC2 on the Staffing/Labor Mix - Attachment 0002. The Government required Key Position labor categories are prepopulated as identified at TEL-G-005 Key & Specified Non-Key Positions; the Offeror must identify its associated FTEs for the pre-populated Key Positions. The Offeror's Attachment 0002 must identify the required Specified Non-Key positions using "(Non-Key)" following the Offeror Position Title; see example tab in Attachment 0002.

L.5.2.1.1(c)(6)(ii) The Offeror must insert FLC1 or FLC2 for all proposed labor categories. Please note: The hours associated with FLC2 positions (including managers proposed as FLC1 and supervisors proposed solely as FLC1), in whole or part, will not count toward the total minimum FLC1 hours specified in L.5.2.1.1(c)(6)(v), and positions incorrectly identified as FLC1 will not count toward the total minimum FLC1 hours specified in L.5.2.1.1(c)(6)(v).

L.5.2.1.1(c)(6)(iii) The Offeror must clearly identify all FTEs that are cross utilized FTEs, or, in other words, when a portion of an FTE (e.g. supervisor) is applicable to an FLC1 labor category and a portion of the same FTE is also applicable to an FLC2 labor category. These positions must be listed on the Attachment 0002 - Staffing/Labor Mix in all applicable locations (e.g. part time worker (.20 FLC1) and part time supervisor (.80 FLC2)) with the appropriate percentage of hours applicable to each labor category expressed as a decimal (not to exceed two decimal places to the right of the whole number). Additionally, supervisors must, by definition, have a portion of their proposed time proposed FLC2. (See "Example Tab" contained in Attachment 0002 - Staffing/Labor Mix.)

L.5.2.1.1(c)(6)(iv) The Offeror must provide its proposed annual labor hours by employee type in the Hours Per Year column (in both the Base Period and Option Periods 1-4) for Exempt, CBA and SCA.

L.5.2.1.1(c)(6)(v) Proposed FLC1 FTEs, when multiplied by the associated annual hours per year by employee type proposed for the option periods, shall be equal to or greater than the total minimum hours of: Maintenance 76,608, Supply 21,888, and Transportation 67,488 as provided at Exhibit A TE 1 M-S-T-001 Functional Labor Category 1 Hours. The proposed FLC2 FTEs (i.e., FLC2 portion of proposed supervisors, if applicable) are not to be included in the total Proposed FLC1 Hours by Functional Area.

L.5.2.1.1(c)(6)(vi) The Offeror must insert the proposed Offeror Position Title and it must match the labor category description found in either the CBA, SCA, TEL-G-005 Key & Specified Non-Key Positions or be provided by the Offeror if Exempt (e.g., manager, supervisor). If SCA is identified, the Offeror must also provide the corresponding SCA labor code in the Column indicated as SCA Code. In the event the labor code and the Offeror Position Title do not match, the SCA labor code will take precedence over the Offeror Position Title. Additionally, the Offeror may insert the "Duty Title" in order to better identify the functional nature of the position.

L.5.2.1.1(c)(6)(vii) The Offeror must insert the applicable functional area (i.e. Maintenance, Supply, or Transportation) in the Column(s) indicated as "Fill in Functional Area." This column is intended to match or align with the Functional Areas listed in Exhibit A TE 1 M-S-T-001 Functional Labor Category 1 Hours. The Offeror may add or delete columns as needed.

L.5.2.1.1(c)(6)(viii) The Offeror must insert the corresponding shop or PWS requirement in the cells labeled "Shop or PWS Requirement."

L.5.2.1.1(c)(6)(ix) The Offeror must insert the number of FTEs (or less than full time equivalents expressed as FTEs) within the applicable FTE Count column. The Offeror's staffing must be rounded to the nearest hundredth decimal (i.e. two decimal places to the right of the whole number). Formatting the cells to display only two decimal places is not considered rounding; the values entered in each cell should only contain two decimal places. FTEs entered by the Offeror with greater than two decimal places will be rounded by the Government to the nearest hundredth decimal (two decimal places to the right of the whole number) using the Microsoft Excel formula "=ROUND (number,num_digits)" in accordance with generally accepted rounding methods, i.e. numbers 5 through 9 are rounded up to the next whole number; numbers 1 through 4 are rounded down to the next whole number.

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L.5.2.1.1(c)(6)(x) The Offeror must complete the section of the Attachment 0002 - Staffing/Labor Mix marked "Option Period Total Proposed FLC1 Hours by Functional Area" by correctly calculating its total proposed FLC1 hours for Maintenance, Supply and Transportation. Calculations must correctly multiply total proposed FLC1 FTEs by the Offeror provided Hours per Year applicable to the specific employee type. The calculated total proposed FLC1 hours must be equal to or greater than the minimum required hours as stated in Exhibit A.

L.5.2.1.1(c)(6)(xi) According to Attachment 0008, the maximum available work year for CBA employees is 1824 hours per employee. The Offerors proposed hours per year for CBA positions shall not exceed the maximum hours established by Attachment 0008. Note: Available hours for the base year shall be adjusted to reflect the transition-in period associated with this solicitation.

L.5.2.1.1(c)(6)(xii) L.5.2.1.1(c)(6)(xii) COMPLIANCE REQUIREMENT: Proposing in excess of the maximum hours identified in L.5.2.1.1(c)(6)(xi) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.2.1.2 Mission Essential Contractor Services (MECS):

L.5.2.1.2(a) The Offeror's MECS proposal shall adhere to the following:

L.5.2.1.2(a)(1) Naming Convention: Offeror's_Name_Vol_2_MECS,

L.5.2.1.2(a)(2) File Format: Text Searchable Adobe PDF,

L.5.2.1.2(a)(3) Page Limit: 2 pages,

L.5.2.1.2(a)(3)(i) Page limit excludes cover page, table of contents, and glossary of abbreviations and acronyms,

L.5.2.1.2(a)(3)(ii) Pages larger than 8.5 inches x 11 inches will be counted as two pages, and

L.5.2.1.2(a)(3)(iii) The font size shall be no less than 10 point font and no more than 14 point font for all documents; however, for charts, tables, and diagrams, font size shall be no less than 8 point font and no more than 14 point font.

L.5.2.1.2(a)(4) COMPLIANCE REQUIREMENT: Failure to provide the Mission Essential Contractor Services and in compliance with L.5.2.1.2(a)(2) through L.5.2.1.2(a)(3)(ii) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.2.1.2(b) Mission Essential Contractor Services (MECS): The Offeror shall provide its MECS Plan that details its approach as to how it will continue to perform the essential contractor services listed in Attachment 0013 - Mission Essential Contractor Services by addressing each part of the DFARS 252.237-7024 (b)(2)(i through v) .

L.5.2.1.3 Organizational Diagram (OD):

L.5.2.1.3(a) The Offeror's Organizational Diagram proposal shall adhere to the following:

L.5.2.1.3(a)(1) Naming Convention: Offeror's_Name_Vol_2_OD

L.5.2.1.3(a)(2) File Format: Adobe PDF

L.5.2.1.3(a)(3) Page Limit: 4 pages

L.5.2.1.3(a)(3)(i) Page limit excludes cover page, table of contents, and glossary of abbreviations and acronyms

L.5.2.1.3(a)(3)(ii) Pages larger than 8.5 inches x 11 inches will be counted as two pages

L.5.2.1.3(a)(3)(iii) The font size shall be no less than 10 point font and no more than 14 point font for all documents; however for charts and diagrams, font size shall be no less than 8 point font and no more than 14 point font.

L.5.2.1.3(a)(4) COMPLIANCE REQUIREMENT: Failure to provide the Organizational Diagram and in compliance with L.5.2.1.3(a)(2) through L.5.2.1.3(a)(3)(ii) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.2.1.3(b) The Offeror must provide an Organizational Diagram to depict a comprehensive organizational overview that identifies the following:

L.5.2.1.3(b)(1) Identification of the tasks the proposed Teammate(s) (if applicable) and/or proposed Subcontractor(s) (if applicable) will be performing.

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L.5.2.1.3(b)(2) Identification of the command and control relationship among the Offeror, proposed Teammate(s) (if applicable) and proposed Subcontractor(s) (if applicable) to include identification of leadership positions (e.g., site leads, foremen, directors, deputies, managers, supervisors, and team leads) and who is responsible for performing successful oversight of each of the primary task areas identified in Section C-5 of the PWS. FTE Counts are not required on the Organizational Diagram. Proposed FTEs will only be evaluated on the Attachment 0002.

L.5.2.1.3(b)(3) Identification of an independent quality control organization (i.e. local onsite quality control organization reporting directly to the corporate quality office).

L.5.3 Past Performance Factor:

L.5.3.1 The Government will consider the recent past performance references that were provided with the Offeror's BOA proposal, task order proposals to date, data calls, and the BOA annual review, as well as references obtained from sources other than those identified by the Offeror. Offerors are not required or allowed to provide additional past performance contract references for itself, proposed Teammates, and/or Subcontractors for use in this task order evaluation. The Government will not evaluate any new past performance references provided by the Offeror in its proposal with the exception of the information requested in L.5.3.5.1 through L.5.3.5.4 below.

L.5.3.1.1 Definitions:

L.5.3.1.1(a) Teammate, as used in this factor, is only those Teammates (defined in L.1.6) expected to perform 20% or more of the Offeror's total estimated dollar value as found in column F of the Offerors Teaming Matrix (Attachment 0005, Tab 2).

L.5.3.1.1(b) Subcontractor, as used in this factor, are not considered those Teammates identified in the Offeror's BOA Attachment 0002 - Team Arrangement, who are expected to perform 20% or more of the Offeror's total estimated dollar value as found in column F of the Offerors Teaming Matrix (Attachment 0005, Tab 2).

L.5.3.1.2 The Offeror shall provide a Letter of Consent for each Subcontractor and Teammate, using the Letter of Consent template provided in Attachment 0004. This letter allows the release of the Subcontractors' and Teammates' present and past performance information to the Offeror. Failure to include written consent from each Subcontractor and Teammate will result in the Government's inability to contact the Offeror to communicate the findings from its Subcontractor(s) and Teammate(s) references. A Letter of Consent from the BOA Step Two process is not relevant to this Task Order RFP. A new Letter of Consent is required and shall adhere to the following:

L.5.3.1.2(a) Naming Convention: Offeror's_Name_Vol_3_Att0004,

L.5.3.1.2(b) File Format: MS Word or Adobe PDF, and

L.5.3.1.2(c) Page Limit: none.

L.5.3.1.2(d) COMPLIANCE REQUIREMENT: Failure to provide a completed Letter of Consent for each Subcontractor and Teammate will render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.3.2 The Government is under no obligation to search for additional information in order to identify contracts/performance references.

L.5.3.3 Additional narratives are not required in this factor and will not be evaluated if provided.

L.5.3.4 Recency and relevancy definitions can be found in M.5.2.7 and M.5.2.8, respectively

L.5.3.5 The Offeror shall complete Attachment 0003 - Performance Questionnaire. A separate questionnaire shall be provided for the Offeror and each proposed Teammate and Subcontractor.

L.5.3.5(a) If the Offeror, and/or its proposed Teammates and Subcontractors have experienced any performance problems as described in L.5.3.5.1 through L.5.3.5.4, it shall mark Yes for the applicable paragraph(s) on Attachment 0003 Performance Questionnaire.

L.5.3.5(b) If the Offeror, and/or its proposed Teammates and Subcontractors have not experienced any performance problems as described in L.5.3.5.1 through L.5.3.5.4, it still shall mark "No" for the applicable paragraph(s) on Attachment 0003 - Performance Questionnaire.

L.5.3.5(c) The Offeror's proposal shall adhere to the following:

L.5.3.5(c)(1) Naming Convention: Offeror's_Name_Vol_3_Att0003,

L.5.3.5(c)(2) File Format: MS Word or Adobe PDF, and

Name of Offeror or Contractor:

L.5.3.5(c)(3) Page Limit: none.

L.5.3.5(c)(4) COMPLIANCE REQUIREMENT: Failure to provide a completed Performance Questionnaire - Attachment 0003 for the Offeror AND each of its proposed Teammate(s) and Subcontractor(s) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.3.5.1 The Offeror shall identify all recent contracts where it or its proposed Teammates or Subcontractors experienced any performance problems that occurred in the timelines identified below. For each contract identified, the Offeror shall provide copies of all Level III Corrective Action Reports (CARs), cure notices or show cause letters received regardless of whether or not the contract was provided as a contract reference in the Offeror's BOA proposal, the BOA annual review process, data calls or task order proposals to date. In addition, it shall include the contract number, a brief description of the issue, the corrective actions taken to avoid recurrence of the problem, the extent to which the corrective action has been successful, a mitigation plan of how to prevent similar future issues, and Customer points of contact who can confirm the success of the corrective measures.

L.5.3.5.1.1 Offeror and Teammates: From the date of the Offeror's original BOA RFP Step 2 proposal and the closing date of this RFP.

L.5.3.5.1.2 Subcontractors: Within five years prior to the closing date of this RFP.

L.5.3.5.2 The Offeror shall disclose all recent contracts that were terminated for default or terminated for cause, in whole or in part for teammates and subcontractors. The Offeror shall provide the contract number, type of termination, reason for the termination, and a Customer point of contact who can verify the information provided. Information to be disclosed shall be in accordance with the following timeframes:

L.5.3.5.2.1 Offeror and Teammates: From the date of the Offeror's original BOA proposal to the closing date of this RFP.

L.5.3.5.2.2 Subcontractors: Within five years prior to the closing date of this RFP

L.5.3.5.3 Offerors are hereby put on notice that this is the single opportunity to address any adverse past performance submitted by the offeror in response to this RFP. The Government will not give the offeror an opportunity to address adverse past performance information contained in this questionnaire during evaluations.

L.5.4 Cost/Price Factor**L.5.4.1 Cost/Price General Instructions.**

L.5.4.1.1 MS Excel documents provided in response to the Cost/Price Factor may contain macros. A macro is a series of commands and instructions that are grouped together as a signal command to accomplish a task automatically.

L.5.4.1.1(a) If the Offeror's proposal contains macros, the Offeror shall submit a narrative that explains instructions for operating the macros. If a Teammate/Subcontractor is submitting an independent cost proposal that contains macros, then that Teammate/Subcontractor shall also submit a narrative that explains instructions for operating the macro.

L.5.4.1.1(b) The Offeror's proposal and its Teammate/Subcontractor proposal(s) shall adhere to the following:

L.5.4.1.1(b)(1) Naming Convention of Offeror: Offeror's_Name_Vol_4_MacroInst; or, Naming Convention of Teammates/Subcontractors: Offeror's_Name_Sub_Name_Vol_4_MacroInst,

L.5.4.1.1(b)(2) File Format: MS Word or Adobe PDF, and

L.5.4.1.1(b)(3) Page Limit: none.

L.5.4.1.2 All costs and expenditure profiles shall be stated in U.S. dollars.

L.5.4.1.3 The cost/price proposed shall be based on the workload data and PWS requirements. Offerors are advised that the workload contained in the solicitation is based on a best estimate of the Government's current requirements and, therefore, should be viewed as sample workload. Because the sample workload provided is an estimate and is used for evaluation purposes only, there may be fluctuations in the Government's requirements during the evaluation period which may lead to increases or decreases in the actual workload after award. However, Offerors are cautioned to base proposal submissions strictly on the workload contained in the solicitation.

L.5.4.1.4 The cost/price proposed must be consistent with the Offeror's Technical Proposal. Consistency between the Offeror's Cost/Price and Technical Proposals reflects the Offeror's ability to perform the effort required at the proposed amount. Any significant inconsistencies if unexplained, raise a fundamental question as to the Offeror's inherent understanding of the work required and its ability to perform the contract.

L.5.4.1.4.1 The Offeror's firm fixed-price Transition-in proposal shall include all cost/price elements for performance from notice to

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proceed until full operational capability within the time allotted in the PWS. The Offeror's proposed cost/price must be commensurate with its proposed transition-in approach provided in its Technical Proposal. As this is a firm-fixed price portion of the overall effort, Offerors will not be able to adjust this price after award; therefore Offerors must perform this portion of the effort at the price proposed.

L.5.4.1.5 Areas of cost to be considered (not a complete list nor are these elements mandated):

L.5.4.1.5.1 All required inventories, inspections, assessments.

L.5.4.1.5.2 All coordination, planning, travel, other meetings, events.

L.5.4.1.5.3 All human resources actions, planning, notifications, security clearance application/processing, employee identification requirements.

L.5.4.1.5.4 Any potential direct labor costs associated with performance prior to end of transition-in period.

L.5.4.1.5.5 Other key events, coordination, milestones, supplies, materials, processes, applications, services.

L.5.4.1.6 A proposal is presumed to represent the Offeror's best efforts in response to this RFP. Any inconsistency, whether real or apparent, between promised performance and the costs shall be explained in the proposal. For example, if a business policy decision was made to absorb a portion of the estimated costs, that approach shall be stated within the proposal (including any associated calculations). The burden of persuasion as to the cost credibility rests with the Offeror.

L.5.4.1.7 Proposal Errors/Omissions. The Government is not under any obligation to correct proposal errors/omissions. Those proposals with errors/omissions, where the Government is unable to ascertain the Offeror's intent without discussions shall be removed from further consideration.

L.5.4.2 Cost/Price Proposal Specific Instructions.

L.5.4.2.1 The Offeror shall submit a table of contents outlining all of the documents (by document file name) comprising the Offeror's Cost/Price Volume. If a Teammate/Subcontractor is submitting an independent cost/price proposal, then that Teammate/Subcontractor shall also submit a table of contents outlining all of the documents (by document file name) comprising the Teammate's/Subcontractor's Cost/Price Volume. Offerors (and Teammate(s)/Subcontractor(s)) shall adhere to the following table of contents format:

L.5.4.2.1(a) Naming Convention of Offeror: Offeror's_Name_Vol_4_TOC; or, Naming Convention of Teammates/Subcontractors: Offeror's_Name_Sub_Name_Vol_4_TOC

L.5.4.2.1(b) File Format: MS Word or Adobe PDF

L.5.4.2.1(c) Page Limit: none

L.5.4.2.2 The Offeror shall provide an overall Cost/Price Matrix which summarizes the transition period, base period, all option periods, and overall proposed price for the contract. The Offeror shall complete tab 1 (worksheet) of Attachment 0005 - Cost/Price Matrix Tab 1 for the base year and option years by populating the highlighted blue cells. All un-highlighted cells are formula driven. For areas that the Offeror intends to propose no cost, Offerors shall populate those cells with a zero (0). Offerors shall not unlock/unprotect the Attachment 0005 - Cost Price Matrix Tab 1. Offerors shall adhere to the following:

L.5.4.2.2(a) Naming Convention: Offeror's_Name_Vol_4_Att0005

L.5.4.2.2(b) File Format: MS Excel, locked and protected as provided with the RFP with no modifications to the lock/protection feature.

L.5.4.2.2(c) Page Limit: none

L.5.4.2.2(d) COMPLIANCE REQUIREMENT: Failure to provide a fully populated Attachment 0005 - Cost Price Matrix Tab 1 - to include all highlighted blue cells on the Cost Price Matrix Tab 1 or one not otherwise in compliance with L.5.4.2.2(b), shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.4.2.3 The Offeror shall provide all cost/pricing assumptions and associated rationale in a narrative format. If a Teammate/Subcontractor is submitting an independent cost proposal, then that Teammate/Subcontractor shall also provide all of its cost/pricing assumptions and associated rationale in a narrative format. Offerors (and Teammate(s)/Subcontractor(s)) shall adhere to the following:

L.5.4.2.3(a) Naming Convention of Offeror: Offeror's_Name_Vol_4_Assumptions; or, Naming Convention of Teammates/Subcontractors: Offeror's_Name_Sub_Name_Vol_4_Assumptions

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L.5.4.2.3(b) File Format: MS Word or Adobe PDF

L.5.4.2.3(c) Page Limit: none

L.5.4.2.3(d) COMPLIANCE REQUIREMENT: Failure of the Offeror or its proposed Teammates/Subcontractors to provide the Assumptions and Rationale and in compliance with L.5.4.2.3(b) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.4.2.4 The Offeror shall provide local DCAA and DCMA information including: POC name, phone number, email address, and physical office address in a narrative format.

L.5.4.2.4(a) Naming Convention: Offeror's_Name_Vol_4_DCAA_DCMA

L.5.4.2.4(b) File Format: MS Word or Adobe PDF

L.5.4.2.4(c) Page Limit: none

L.5.4.2.5 The CLINs for ODCs are Government provided surrogate numbers, which are inclusive for any Offeror's applicable indirect rate adders. ODCs are defined in Attachment 0001 PWS.

L.5.4.2.6 The Offeror and its proposed Teammates/Subcontractors (or affiliated divisions/subsidiaries, etc.) shall submit a Cost/Price Proposal in accordance with L.5.4.2.6(a) or L.5.4.2.6(b). The information detailed in L.5.4.2.6(a) or L.5.4.2.6(b) is required for the Offeror and its proposed Teammates/Subcontractors. This is required whether the Teammates/Subcontractors were selected on a competitive or non-competitive basis.

L.5.4.2.6.1 The Offeror must state the contract type into which it will enter with each of its proposed Teammate(s)/Subcontractors(s). This information shall be included within the Offerors Volume 4 Cost/Price Proposal Excel document (i.e. Offeror's_Name_Vol_4_CostProp).

L.5.4.2.6(a) The Offeror and its proposed Teammate(s)/Subcontractor(s) who will enter into Cost type subcontracts for the CPFF CLINs, shall provide a detailed cost element proposal by CLIN submitted electronically in Microsoft Excel format, with working formulas/algorithms - prepared in accordance with FAR 15.408 - Solicitation Provisions and Contract Clauses Table 15-2, Instructions for Submitting Cost/Price Proposals When Certified Cost or Pricing Data Are Required. The Cost/Price Proposal shall be supported with verifiable facts, figures, and basis of estimates in accordance with instructions at FAR 15-2.

L.5.4.2.6(b) The Offeror and its proposed Teammate(s)/Subcontractor(s) who enter into FFP type subcontracts for the CPFF CLINs, shall provide a detailed price proposal which clearly shows the proposed labor categories, proposed labor hours, proposed FTEs, and proposed firm fixed rates/prices for all periods of performance. The Offeror must provide a detailed and fully supported price reasonableness determination of the FFP subcontracted labor costs for each subcontract.

L.5.4.2.6(c) The Offerors proposal shall adhere to the following:

L.5.4.2.6(c)(1) Naming Convention of Offeror: Offeror's_Name_Vol_4_CostProp; or, Naming Convention of Teammates/Subcontractors: Offeror's_Name_Sub_Name_Vol_4_CostProp

L.5.4.2.6(c)(2) File Format: Cost/Price Proposal in MS Excel; Supporting Documentation in MS Excel, MS Word, Adobe PDF

L.5.4.2.6(c)(3) Page Limit: none

L.5.4.2.6(c)(4) COMPLIANCE REQUIREMENT: Failure of the Offeror or its proposed Teammate(s)/Subcontractor(s) to provide its Cost/Price Proposal in compliance with L.5.4.2.6(c)(2) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

L.5.4.2.7 If a proposed Teammate/Subcontractor chooses to provide its cost/price information independently to the Government, it shall submit its cost/price proposal through FBO.gov. FBO.gov Instructions are found in L.3 above. If a Teammate/Subcontractor submits a proposal for more than one Offeror, that Teammate/Subcontractor shall provide its cost/price information as separate documents for each Offeror.

L.5.4.2.7.1 The proposed Teammate(s)/Subcontractor(s) shall include Attachment 0016, titled Teammate/Subcontractor Cost Information Submission with its FBO.gov submission. Attachment 0016 shall include the Teammate's or Subcontractor's company name, CAGE code, task order solicitation number, the Offeror's name for which it is submitting this particular proposal, and the Offeror's corresponding BOA number.

L.5.4.2.7.1(a) Naming Convention of Teammates/Subcontractors: Offeror's_Name_Sub_Name_Vol_4_Att0016

L.5.4.2.7.1(b) File Format: MS Word or Adobe PDF

Name of Offeror or Contractor:

L.5.4.2.7.1(c) Page Limit: none

L.5.4.2.7.1(d) COMPLIANCE REQUIREMENT: Failure of any Teammates/Subcontractors submitting Cost/Price Proposals independently to the Government, to provide Teammate/Subcontractor Cost Information Submission - Attachment 0016 and in compliance with L.5.4.2.7.1(b) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

Note: Attachment 0016 shall only be submitted by the Teammates/Subcontractors.

L.5.4.2.8 The Offeror also must ensure that its proposed Teammate(s)/Subcontractor(s) submit their information by the proposal due date and time and all the proposed values that pull forward to the Offeror's proposal are consistent with the Teammate(s)/Subcontractor(s) overall proposed price, along with identifying supporting data and explanations. The Offeror is responsible for ensuring that the proposals of these other entities conform to the same criteria, including supporting data and explanations.

L.5.4.2.9 The Offeror shall provide the rate data as stated in the paragraphs below. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall also provide the rate data as stated in the paragraphs below. The requested data is required for the Government to perform the mandatory cost realism analysis of proposed direct and indirect expenses.

L.5.4.2.9(a) Direct Labor Rates.

L.5.4.2.9(a)(1) The Offeror shall provide the basis of proposed direct labor rates. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall also provide the basis of proposed direct labor rates. The data may include, but is not limited to, SCA wage determinations, collective bargaining agreements, current payroll records, historical payroll records, current wage surveys, and/or Forward Pricing Rate Agreements (FPRAs).

L.5.4.2.9(a)(2) Compliance with the Service Contract Act (SCA) (Attachment 0007) and the Collective Bargaining Agreement (CBA) (Attachment 0008) is required. For evaluation and proposal submission purposes only, Offerors should assume a 30 December 2016, Notice to Proceed date. Offerors (including Teammates/Subcontractors) shall use the SCA rates included with the solicitation (Attachment 0007) and shall not include any escalation for the entire period of performance. Offerors (including Teammates/Subcontractors) shall use the CBA rates included with the solicitation (Attachment 0008) through the final year of the CBA and shall not include escalation through the remainder of the period of performance. As the CBA expires on 30 September 2020, Offerors (including Teammates/Subcontractors) will continue to use the last applicable rate(s) in force (without escalating) for the remainder of the period of performance.

L.5.4.2.9(a)(3) The Offeror's proposal (including independent submissions from Teammates and Subcontractors) shall include supporting data for Direct Labor costs for personnel not covered by the SCA or a CBA (i.e., exempt positions). The supporting payroll documentation should consist of current and/or historical payroll records provided as screen shots from the payroll system, copies of payroll reports, and/or copies of paystubs with a narrative explanation of why each payroll title was selected, how that payroll information was used to determine the proposed labor rates, and accompanying calculations to show how the supporting payroll data was used to calculate the proposed labor rates for each applicable labor category. The provided documentation should be redacted to ensure no Personally Identifiable Information (PII) is included in the submission. EXAMPLE: The proposed rate for a Supply Manager is based on the median salary for a Warehouse Manager with 5 years of service; annual rate \$XX.XX divided by 2080 = \$XX.XX per hour. The Warehouse Manager title was selected from the utilized wage survey as the duties and qualifications for that position are considered to be most similar to the duties as required by the PWS.

L.5.4.2.9(a)(4) For proposal preparation purposes only, for the Option Years, the Offeror and its Teammate(s)/Subcontractor(s) SHALL escalate its proposed Exempt Base Labor Rates, compounded annually, by 2.8% for each Option Year. If the Offeror proposes escalation of exempt rates utilizing different percentages than the one provided, or proposes no escalation of exempt rates, the Offeror's exempt rates will be normalized (adjusted) by the Government consistent with the percentage provided above.

L.5.4.2.9(b) Naming Convention of Offeror: "Offeror's_Name_Vol_4_DLRD_Applicable_Year(s)" , Naming Convention of Teammates/Subcontractors: "Offeror's_Name_Sub_Name_Vol_4_DLRD_Applicable_Year(s)"

Note: Contractors shall include applicable year(s) in the title that are included in the file. For example, the end of the file name would be 2011-2018 (with the years representing the actual years of the data).

L.5.4.2.9(c) File Format: MS Word, MS Excel, or Adobe PDF.

L.5.4.2.9(d) Page Limit: None

L.5.4.2.9(e) COMPLIANCE REQUIREMENT: Failure of the Offeror, or its proposed Teammates/Subcontractors to provide its Direct Labor rate data and in compliance with L.5.4.2.9(c) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

Name of Offeror or Contractor:

L.5.4.2.10 Indirect Expense Rates.

L.5.4.2.10(a) Indirect rates allocate indirect costs such as overhead, general & administrative (G&A) expense, and fringe benefit costs. The Offeror shall provide the pool and base costs for all proposed indirect expense rates for itself and all Teammate(s)/Subcontractor(s) who do not submit a proposal independently. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall also provide the pool and base costs for all proposed indirect expense rates. All data shall be provided in a Microsoft Excel file with accompanying explanatory notes. Proposals also shall include an appropriately detailed description of how proposed indirect rates have been applied to proposed direct costs.

L.5.4.2.10(a)(1) Indirect Cost Rate = Indirect Cost Pool divided by Indirect Cost Allocation Base

L.5.4.2.10(a)(2) Pool: A descriptive summary of the costs proposed in each pool is required to be submitted in the Offeror's proposal for itself and all Teammate(s)/Subcontractor(s) who do not submit a proposal independently. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall also provide a descriptive summary of the costs proposed in each pool. An indirect cost pool is a logical grouping of indirect costs with a similar relationship to the cost objectives. For example, maintenance overhead pools include indirect costs that are associated with maintenance effort. Proposals also shall include an appropriately detailed description of how proposed indirect rates have been applied to proposed direct costs.

L.5.4.2.10(a)(3) Base: The Offeror shall describe the indirect cost allocation base for itself and all Teammate(s)/Subcontractor(s) who do not submit a proposal independently. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall describe the indirect cost allocation base. The indirect cost allocation base for overhead rates is usually labor dollars; for G&A rates, the base is usually Total Cost Input or Value Added; and for fringe benefit rates the base is labor dollars.

L.5.4.2.10(b) The Offerors proposal shall include Budgetary and Historical Cost Data.

L.5.4.2.10(b)(i) Budgetary Data.

L.5.4.2.10(b)(i)(1) The Offeror shall provide budgetary rate data for 2017 through 2021 depending upon availability for itself and all Teammate(s)/Subcontractor(s) who do not submit a proposal independently. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall also provide budgetary rate data for 2017 through 2021 depending upon availability. The data provided shall be the costs for the pools and bases used to calculate the proposed indirect cost rates. Appropriately detailed explanations shall be provided for the basis of 2017 through 2021 forecasted indirect rates. If budgetary data for 2016 has been used to estimate proposed 2017 through 2021 rates, provide that explanation. If any portion of the proposed 2017 through 2021 forecasted rates is a discrete estimate, an explanation and supporting data shall be provided. The budgetary data shall include the pool and base summary information as explained in L.5.4.2.10(a)(2) through L.5.4.2.10(a)(3). If the data is not available, the Offeror shall provide an explanation why the data cannot be provided.

L.5.4.2.10(b)(i)(2) If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal and the data is not available, then that Teammate/Subcontractor shall also provide an explanation why the data cannot be provided.

L.5.4.2.10(b)(ii) Historical Cost Data (Historical Rates). The Offeror shall provide historical cost data for 2014, 2015, and 2016. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall provide historical actual cost data for 2014, 2015, and 2016. The historical data shall be provided in the same format as proposed rates and include detailed actual pool and base costs. If the data is not available, the Offeror shall provide an explanation why the data cannot be provided.

L.5.4.2.10(b)(ii)(1) If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal and the data is not available, then that Teammate/Subcontractor shall provide an explanation why the data cannot be provided.

L.5.4.2.10(c) Naming Convention of Offeror: "Offeror's_Name_Vol_4_IERD_Applicable_Year(s)"; or, Naming Convention of Teammates/Subcontractors: "Offeror's_Name_Sub_Name_Vol_4_IERD_Applicable_Year(s)"

Note: Contractors shall include applicable year(s) in the title that are included in the file. For example, the end of the file name would be 2011-2018 (with the years representing the actual years of the data).

L.5.4.2.10(d) File Format: MS Excel.

L.5.4.2.10(e) Note: Information submitted in MS Excel shall be submitted with working formulas/algorithms. Any additional narrative explanation in support of how indirect rates are developed may be submitted in MS Word or Adobe PDF format.

L.5.4.2.10(f) Page Limit: None

L.5.4.2.10(g) COMPLIANCE REQUIREMENT: Failure of the Offeror, or its proposed Teammates/Subcontractors to provide its Indirect Expense rate data and in compliance with L.5.4.2.10(d) shall render the Offeror's proposal non-compliant. The proposal will not be evaluated

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and will not be further considered for award.

L.5.4.2.11 The Offeror shall prepare and provide a cross-walk of all proposed labor categories subject to the SCA or CBA to the corresponding labor categories or occupation codes in either the Attachment 0007 - Department of Labor Wage Determination (DOL WD) or the Attachment 0008 - Collective Bargaining Agreement (CBA). At a minimum, there must be a column listing all of the proposed labor categories, followed by two or more columns listing the corresponding DOL WD or CBA labor categories/occupation codes; Offerors may also include columns that list the applicable rates for each category. If a Teammate/Subcontractor is submitting an independent Cost/Price Proposal, then that Teammate/Subcontractor shall also prepare and provide a cross-walk of all proposed labor categories subject to the SCA or CBA to the corresponding labor categories or occupation codes in either the Attachment 0007 - Department of Labor Wage Determination (DOL WD) or the Attachment 0008 - Collective Bargaining Agreement (CBA).

L.5.4.2.11(a) Naming Convention of Offeror: Offeror's_Name_Vol_4_CW; or, Naming Convention of Teammates/Subcontractors: Offeror's_Name_Sub_Name_Vol_4_CW

L.5.4.2.11(b) File Format: MS Word or Excel

L.5.4.2.11(c) Page Limit: none

L.5.4.2.11(d) COMPLIANCE REQUIREMENT: Failure of the Offeror or its proposed Teammates/Subcontractors, submitting independent Cost/Price Proposals to provide the detailed information shall render the Offeror's proposal non-compliant. The proposal will not be evaluated and will not be further considered for award.

*** END OF NARRATIVE L0001 ***