

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE 1 OF 5		
2. AMENDMENT/MODIFICATION NUMBER 0001		3. EFFECTIVE DATE 16 Feb 2023		4. REQUISITION/PURCHASE REQUISITION NUMBER		5. PROJECT NUMBER (If applicable)	
6. ISSUED BY FA3016 502 CONS CL 1655 SELFRIDGE AVE BLDG 5450 CP 210-671-3617 JBSA LACKLAND, TX 78236-5286 UNITED STATES Rosa Lara, Email: rosa.lara.1@us.af.mil Telephone: 210-671-0790		7. ADMINISTERED BY (If other than Item 6)		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)				<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NUMBER FA301623R0005 <input checked="" type="checkbox"/> 9B. DATED (SEE ITEM 11) 09 Feb 2023 <input type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NUMBER  <input type="checkbox"/> 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 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication 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 letter or electronic communication, provided each letter or electronic communication 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)

See Section G - Contract Administration Data

### 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	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).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	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.)

This Amendment changes Site Visit location to info below:

Luke East Gate Visitor Center,  
Address: 2602 Luke Blvd, JBSA Lackland, TX 78236

No other changes have been made

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) LAUREN R. MACIAS	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Lauren R. Macias</i> (Signature of Contracting Officer)	16C. DATE SIGNED 16 Feb 2023
(Signature of person authorized to sign)			

Previous edition unusable

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

### SUMMARY OF CHANGES

#### Instructions, Conditions, & Notices to Offerors or Quoters

##### Miscellaneous text in this section has been modified to:

i Dr.Addendum to 52.212-l(b), Instructions to Offerors. The paragraph is tailored as follows:

1.0 General Instructions. This section provides general guidance for preparing proposals, as well as specific instructions on the format and content of the proposal. The Offeror's proposal must include all data and information requested and must be submitted in accordance with (IAW) these instructions. The Offeror shall be compliant with the requirements as stated in the solicitation. A proposal that is sufficiently documented to support technical capability and price in a complete, orderly, and specific detailed manner will enable the Government to perform a thorough and fair evaluation. Compliance with the instructions and solicitation is mandatory. Failure to comply may result in an unfavorable proposal evaluation and render the proposal ineligible for award.

2.0 Information Regarding Submission Requirements. Documents submitted in response to this solicitation must comply with requirements of the solicitation and Performance Work Statement (PWS). To be considered, the complete proposal must be submitted electronically and contain both Volume I and Volume II The proposal must be received not later than the date and time established in Block 8 of the SF1449. Late proposals will be processed in accordance with FAR 52.212-l(f)"Late submission, modifications, revisions, and withdrawals of offers." Submit proposals electronically via email to the following email addresses:

CS/Recipient: Rosa G.Lara  
Email: rosa.lara.1@us.af.mil

CO/Recipient: Lauren Macias  
Email: lauren.macias.1@us.af.mil

Offerors should be aware of the potential that the Government experiences delays in email service to JBSA Lackland and take all necessary precautions. All proposals must be in English. FAX OR HARD COPY PROPOSALS SHALL NOT BE CONSIDERED.

3.0 Site Visit. A site visit will be scheduled for 21 Feb 2023 at 9:00 am CST at JBSA Lackland, TX. The meeting place will be **Luke East Gate Visitor Center, address: 2602 Luke Blvd, Lackland, TX 78236**. Departure to the site will be promptly at 9:30 am CST. The Government WILL NOT provide transportation to travel between the sites. IAW JBSA health safety measures, masks may be mandatory and social distancing measures shall be taken. The Government reserves the right to dismiss any individual in attendance not adhering to the aforementioned safety measures. Interested parties should send a request to both Rosa Lara at rosa.lara.1@us.af.mil and Lauren Macias at lauren.macias.1@us.af.mil, NOT LATER THAN 15 Feb 2023 at 10:00AM CST. Refer to Atch 4. Unescorted Access request, complete page 3. The request should include the following information: (a) Name(s) of the individuals who will be in attendance (b) State or Federal issued Identification such as Driver's License, State Identification, or U.S. Passport (c) Vehicle Information (License plate state and number) This information will be used to obtain base access passes and safeguarded IAW procedures outlined in the Privacy Act of 1974 and DoD5400.11R.

3.1 Questions. All questions must be submitted in writing via email by 23 Feb 2023 at 10:00 am CST. Responses to questions will be posted on the SAM.gov, contracting opportunities website as received. Questions submitted after this date will not be considered. Submit question electronically via email to the following email addresses:

CS/Email: rosa.lara.1@us.af.mil  
CO/Email: lauren.macias.1@us.af.mil

3.2 "Notice to Offeror(s)/Supplier(s): Funds are not presently available for this effort. No award will be made under this solicitation until funds are available. The Government reserves the right to cancel this solicitation, either before or after the closing date. In the event the Government cancels this solicitation, the Government has no obligation to reimburse an offeror for any costs."

4.0 Proposal Preparation and Format Instructions. This section provides general guidance for preparing proposals in regards to the format and content of the proposal. Each volume shall be complete in itself. To assure timely and equitable evaluation of proposals, offerors must follow the instructions contained herein; all the requirements specified in this solicitation are mandatory. Offerors are representing that your firm will perform all the requirements specified in the solicitation by submitting your proposal. Offerors are required to meet all solicitation requirements, including terms and conditions, and representations and certifications, in addition to those identified as evaluation factors or sub factors. Offerors must clearly identify any exception to the solicitation terms and conditions and provide complete accompanying rationale.

4.1 Page Limitations. Page limitations shall be treated as maximums. Total page count will be based on the proposal submission.. If page limitations are exceeded, excess pages will not be read nor considered in the evaluation of the proposal. A page is defined as each face of an 8.5 x 11 inch sheet of paper containing information. All information except for document numbers, page number, etc., shall be provided in an image area with no less than one inch in margin. The maximum number of pages for each volume is listed below. Price information shall be limited to Volume I. Excess pages will not be evaluated, but will be retained in the file. See table below for specific number pages for each of the Volumes.

Volume I - Contracting& Pricing Proposal: No page limitation

## Volume II - Technical Proposal Limit to no more than thirty (30) pages total

Pages Counted. Each page shall be counted except for the following:

- (a) Cover pages
- (b) Table of Contents
- (c) List of Figures
- (d) Glossaries
- (e) Tabs
- (f) Dividers
- (g) Blank pages

4.2 Text. Text type should be Times New Roman or Arial, no smaller than 12-point with normal proportional spacing. Illustrations and tables shall be no smaller than Times New Romans or Arial 10 point. Text lines will be, at a minimum, single- spaced.

4.3 Tables, Charts, Graphs, and Figures. Legible tables, charts, graphs and figures shall be used wherever practical to depict organizations, systems and layout, implementation schedules, plans, etc. These displays shall be uncomplicated, legible, and shall not exceed 11 x 17 inches in size. Foldout pages shall fold entirely within the volume, and count as a single page. Foldout pages may only be used for large tables, charts, graphs, diagrams and schematics not for pages of text. For graphics, exhibits and figures, text shall be no smaller than Times New Roman or Arial 10-point font. Text within tables shall be no smaller than Times New Roman or Arial 10-point font.

4.4 Proposal Clarity. The proposal shall be clear, concise, and shall include sufficient detail for effective evaluation of the Offeror's capabilities and for substantiating the validity of stated claims. The Offeror's proposal shall not simply rephrase, reiterate, or restate the Government's own language, but rather shall provide convincing rationale describing how it intends to fulfill the requirement. Legibility ,clarity, and coherence are very important. Provide as specifically as possible the actual methodology you would use for accomplishing and satisfying the requirements. The Offeror shall assume that the Government has no prior knowledge of its capabilities, facilities and experience, and will base the evaluation on the information presented in the Offeror's proposal.

4.5 Decimals in Pricing. The proposal's pricing per unit and extended prices shall consist of no more than two (2) decimal places.

5.0 Specific Proposal Instructions. To assure timely and equitable evaluation of the proposal, the Offeror must follow the instructions contained herein. The proposal must be complete, stand-alone, and respond directly to the requirements of this solicitation. The response shall consist of two (2) separate volumes.

## Volume I - Contracting & Pricing

## Volume II -Technical

5.1 Volume I -Contracting & Pricing. The Offeror's proposal shall include a signed copy of the solicitation and signed copy of any issued amendments. Complete all contract clause fill-ins if applicable.

5.1.1 Instructions. The CO has determined there is a high probability of adequate price competition in this acquisition. Upon examination of the initial offers, the CO will review this determination and if, in the CO's opinion, adequate price competition exists no additional cost information will be requested. However, if at anytime during this competition the CO determines that adequate price competition no longer exists offerors may be required to submit other than certified cost or pricing data to the extent necessary for the CO to determine the reasonableness of the price.

5.1.2 Schedule of Supplies/Services. The Offeror shall complete the Schedule of Supplies/Services of the RFP, the electronic Schedule B excel spreadsheet (Attachment 2) and submit within Volume I. A unit price shall be proposed and inserted for each Firm Fixed Price (FFP) Contract Line Item Number (CLIN) foreach performance period and shall be rounded up to two decimal places. The extended amount must equal the unit price multiplied by the number/quantity of units. The proposed prices shall be based on the Offeror's own approach and the Government's Performance Work Statement (PWS) requirements as set forth herein. Offerors who change the quantities stated in the solicitation will render the proposal ineligible for award.

The Offeror shall submit only pricing information that will be evaluated for award or become part of the resulting contract. Supply costs and associated General and Administrative(G&A) cost plus profit or fee, should be included in the unit price foreach task listed in the Schedule of Supplies /Services. Wages will be subject to Service Contract Labor Standards Wage Determination increases over the contract life. Each Offeror shall submit a contracting & pricing volume IAW the format below.

5.1.2.1 A signed copy of the SF 1449 from an individual legally authorized to bind the offeror, and completed blocks 12, 17, and 30; in doing so, the Offeror accedes to the contract terms and conditions as written in the solicitation with attachments. In the event that any amendments (SF 30) to the solicitation are issued, a signed copy of each amendment should be placed before the solicitation in order starting with the most recent amendment issued.

5.1.2.2 Representations and Certifications. Complete the necessary fill-ins, certifications, and provisions. The offeror shall complete only paragraph (b) of the provision FAR 52.212-3 if the Offeror has completed the annual representations and certification electronically via the System for Award Management (SAM) Web site. If the offeror has not completed the annual representations and certifications electronically, the offeror shall complete only paragraphs (c) through (p) of the provision FAR 52.212-3 and return it along with the proposal.

5.1.2.3 Financial Disclosure Release Statement. Provide a release statement authorizing the Government to request information from current financial institutions or lenders must be submitted on official letterhead. In addition to this authorization, the offeror should include the financial institution or lender's address, and a point of contact including email and phone number to be contacted with the authorization.

5.1.2.4 Teaming Agreement. All Team Members shall have a signed Teaming Arrangement (TA) or Letter of Intent (LOI) and provide a copy in this section. To be valid under this solicitation, a Teaming Arrangement (TA) or Letter of Intent (LOI) must commit the business entities to performance

under this contract, should it be awarded to the Offeror.

- (a) Any business entity without a TA or LOI with the Offeror is NOT considered as part of the "team" and will not be evaluated as such.
- (b) Mentor-Protege (M-P) is a relationship and not a business entity. M-Ps require formal TAs or LO to qualify for consideration as a Team Member.
- (c) A Joint Venture (JV) will be considered a sole business entity. Signed JV documentation must be provided in Volume I, Contracting.
- (d) The proposal shall present a complete, coherent presentation of the Team's ability as applicable.

5.2 Volume II -Technical Proposal. Each Offeror shall submit a technical volume with its proposal IAW the format below. Offerors are cautioned that the Government will only use data provided by each Offeror in this volume in the technical evaluation. By your proposal submission, you are representing that you will perform all the requirements specified in the solicitation. It is not necessary or desirable for you to tell us so in your proposal. Do not merely reiterate the objectives or reformulate the requirements specified in the solicitation.

Tab 1: Technical Factors.

All the requirements specified in the solicitation are mandatory. The contractor shall address the proposed approach to meeting the minimum performance or capability requirements of each technical factor. The responses will be evaluated against FAR 52.212-2, Evaluation Factors. Marketing presentations are not wanted and will not be evaluated. sound and compelling evidence of capabilities is required to receive credit for evaluation factors. Legibility, clarity, and coherence are very important. Offerors are strongly encouraged to provide as specifically as possible, the actual methodology to be used for accomplishing and satisfying the requirements.

(A) Technical Factor# 1- Management Plan.

Standard: The Offeror shall submit a "management plan" that illustrates the corporate philosophy and management approach to demonstrate evidence of sound organization, appropriate manning and qualifications proposed, and performance management processes to successfully accomplish tasks delineated in the PWS. The plan should provide evidence of knowledge and capability of performing HVAC Water Chemical Treatment services as defined in the solicitation. At a minimum, the plan should:

- i. Demonstrate the capability to provide local off base storage that allows for immediate access, use, delivery and storage of water treatment chemicals.
- ii. Include a list of all specific chemicals used to treat the specified systems to show quantity and type of chemicals to be stocked on hand (and/or just-in-time) for immediate delivery and application as required to ensure the systems are balanced to meet or exceed manufacturer's recommendations.
- iii. Approach for structuring, staffing (to include a proposed manning mix of personnel), retaining personnel, and utilization of key personnel to plan, control, and direct the labor force to meet the requirements of the PWS. The approach shall include an organizational chart with definition of roles and responsibilities of key operating personnel and staffing levels depicting various job classifications (including supervision).
- iv. Provide mitigating strategies and processes designed to prevent and proactively identify and forecast potential risks that could have an adverse impact to schedule or performance.
- v. Identify phase-in activities (to include a timeline with rationale addressing the start and completion of staffing, training, and equipment/supplies acquisition) designed to provide seamless continuity of services without interruption or degradation of services by contract start date.

(B) Technical Factor# 2- Quality Control Plan

Standard: The Offeror shall submit a "quality control plan" (QCP) with a complete written system for identifying and correcting deficiencies and degradation in the quality of services before the level of performance becomes unacceptable. At a minimum, the plan should specifically address contract requirements and location (s) listed and provide the following:

- i. The plan shall address responsibilities for oversight of the QCP, functions associated with such oversight, and specify authority to coordinate with the COR and CO.
- ii. Describe the methodology to monitor deficiencies/complaints in relation to the performance standards. Describe the approach to inform employees of validated deficiencies/complaints, and a process to ensure that the deficiencies/complaints are corrected and eradicated.
- iii. Include samples of inspection forms, records, reports, and any other internal quality control methods tailored to the specific building(s)being serviced under the PWS.

Addendum to 52.212-1(c)Period for Acceptance of Offers. The paragraph is tailored as follows: "The offeror agrees to hold the prices in its offer for 180 calendar days from the date specified for receipt of offers." Addendum to 52.212-1(d),Product Samples, is deleted in its entirety.

Addendum to 52-212-1(e),Multiple Offers, is deleted in its entirety.  
Addendum to 52.212-1(g),Contract Award. is deleted in its entirety.  
Addendum to 52.212-1(h),Multiple Awards is deleted in its entirety.

(End of Addenda)

