

Request for Quote (RFQ) # FA301623U0047

Combined Synopsis/Solicitation
502d Contracting Squadron

ARNORTH Caisson Farrier Services
Joint Base San Antonio (JBSA) – Fort Sam Houston, TX
23 January 2023

1. This is a Combined Synopsis/Solicitation for commercial items prepared in accordance with a combination of procedures including FAR Parts 12 and 13, under the authority of FAR Subpart 13.5 "Simplified Procedures for Certain Commercial Items", FAR Subpart 19.5 Small Business Total Set-Asides, Partial Set-Asides, and Reserves. This announcement constitutes the only solicitation; a written solicitation will not be issued.

This is a competitive acquisition for Farrier Services for the Army North (ARNORTH) Caisson Section herd located on Joint Base San Antonio (JBSA) - Fort Sam Houston, Texas.

This requirement is critical in meeting the Caisson Platoon's mission of performing Military Funeral Honors at Fort Sam Houston National Cemetery, San Antonio, TX. The Farrier services shall be procured in accordance with the Performance Work Statement (PWS) (Attachment 1). The Government reserves the right to award Firm Fixed-Price contract for this requirement.

2. The Combined Synopsis/Solicitation incorporates provisions and clauses that are in effect through Federal Acquisition Circular (FAC), No 2023-01 Effective December 30, 2022.
3. This requirement is a **100% small business set-aside**. The North American Industrial Classification System (NAICS) Code for this requirement is 115210 - Support Activities for Animal Production with a Size Standard of \$11,000,000.00.
4. **Bid Schedule.** Contractor shall complete the Excel spreadsheet for Price or Cost for each Contract Line Item Number (CLIN) to include the unit, extended and total prices in the schedule. The total price shall include quoted price unit and extended prices to include discounts for each CLIN. If a CLIN item is not separately priced (NSP), please annotate unit price as zero (0) and place "NSP" in the total price column.

NOTE: Quotes should include the quoter's best pricing, inclusive of all discounts, as there may not be another opportunity to offer further discounts.

5. **Period of Performance:** This requirement has a base year plus four (4) one (1) year options ss follow:

Base Year	01 April 2023	31 March 2024
Option Year 1	01 April 2024	31 March 2025
Option Year 2	01 April 2025	31 March 2026
Option Year 3	01 April 2026	31 March 2027
Option Year 4	01 April 2027	31 March 2028

6. **Inspection and Acceptance and Place of Performance:**

- a. **Inspection & Acceptance:** By the Government
- b. **Place of Performance:** At the Contractor's location and
US ARMY NORTH Caisson Platoon
2133 North Pine Street
Building 2186/2187
JBSA, Fort Sam Houston, TX 78234

7. **Note: For COVID-19 Joint Base San Antonio Guidance Updates. COVID-19 Guidance Memorandums found at <https://www.jbsa.mil/coronavirus/>.**

8. The provision at FAR 52.212-1, Instructions to Offerors - Commercial Items, applies to this acquisition, in addition to the following Addenda:

Addendum, FAR 52.212-1, Instructions to Offerors - Commercial Items, is hereby tailored as follows:

A. General. To ensure timely and equitable evaluation of Quotes, Quoters must follow the instructions contained herein. Quoters are required to meet all solicitation requirements, including terms and conditions, representations and certifications, and technical requirements in addition to those identified as evaluation factors and any sub factors. Failure to meet a requirement may result in a quote/quotation being ineligible for award in the absence of Interchanges. Taking exception to any content in the solicitation without addressing the exception with the Contracting Officer (CO) before the quote cutoff time listed in Paragraph 15 below will render the quote ineligible for award.

B. Request for Quote Submission:

A complete copy of the solicitation shall be submitted to include:

Quote Clarity: The quote shall be clear, concise, and include sufficient detail for effective evaluation. Responses to this solicitation shall strictly adhere to the requirements set forth in the solicitation. Submissions that do not adhere to format and content requirements may be considered non-compliant. The Government reserves the right to eliminate any such quotes from consideration for award. The quote shall not contain any extraneous information such as advertisements or marketing material.

The Quoter shall be compliant with the requirements as stated in this solicitation and conform to all of the required specifications stated in the Performance Work Statement (PWS) (Attachment 1). A quote 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.

Contractor shall complete all contract clause fill-ins below, as applicable.

FAR 52.204-24
FAR 52.212-3
FAR 52.212-3 Alt 1
FAR 52.223-22

In the event that any written amendments to the Request for Quote are issued, a signed copy of each amendment shall be submitted with the Contractor's Quote.

NOTE: Period for Acceptance of Quotes. The quoter agrees to hold the prices in its quote firm for **60 calendar days** from the date specified for receipt of quotes.

The Contracting Officer (CO) reserves the right to withdraw or cancel this RFQ/requirement at no additional cost to the Government. In the event the Government cancels this solicitation, the Government has no obligation to reimburse the quoter for any costs.

The Government reserves the right to award a firm-fixed price contract resulting from this RFQ to the quoter(s) whose quote conforms the solicitation and is the most advantageous **(Best Value)** to the Government, for performance of all services identified in the PWS, price and other factors considered.

- C. Quote Preparation:** All sections requiring fill-in information within this RFQ, must be returned with the quoter's quote, unless otherwise changed via RFQ amendment. RFQ amendments must be acknowledged in writing, or the quote may not be considered. It is the offeror's responsibility to check SAM.gov for amendments issued against this RFQ and respond accordingly.

Quoters are strongly advised to submit their quotes well in advance of the closing date and time to mitigate the risk of technical difficulty and ensure that the complete quote is timely received. Late submissions, modifications, revisions, and withdrawals of Quoters will be handled in accordance with FAR 52.212-1(f). Hard copies of the quotes are not required and will not be accepted.

Disclaimer: This is not the typical contract, as such our main intent is to ensure that the awardee is responsive and is able to meet the contract requirements. Once all quotes are evaluated on the above factors, the Government will determine which quote represents the overall **Best Value** to the Government.

Interchanges: The Government reserves the right to hold interchanges if, during the evaluation, it is determined to be in the best interest of the Government. Interchanges are fluid interaction(s) between the contracting officer and the vendor that may address any aspect of the quote and may/may not be documented in real time. Interchanges may be conducted with one, some, or all, as the Government is not required to conduct interchanges with any and/or all Contractors responding to the solicitation.

Options: The Government will evaluate quotes for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that the Quoter's quote is unacceptable if the option prices are significantly unbalanced or unrealistically low. Evaluation of options shall not obligate the Government to exercise the option(s). To account for the option period(s) available under FAR Clause 52.217-8, Option to Extend Services, for evaluation purposes, the Government will take last service CLIN for the last available priced option period and prorate six (6) month value. The six (6) month value will be added to the total of all priced CLINs to arrive at the Total Evaluated Price (TEP). Option prices will be evaluated exclusive of any applicable wage increases (Service Contract Labor Standards).

The CO has determined there is a high probability of adequate price competition in this acquisition. Upon examination of the initial quotes, the CO will review this determination, and if adequate price competition exists, no additional cost information will be requested. However, if at any time during this competition the CO determines that adequate price competition no longer exists, Quoters may be required to submit IAW FAR 15.403-3, Requiring Data Other Than Certified Cost or Pricing Data, to the extent necessary for the CO to determine the reasonableness of the proposed prices.

9. ADDENDUM TO FAR 52.212-2, EVALUATION--COMMERCIAL PRODUCTS AND COMMERCIAL SERVICES.

FAR 52.212-2 (a): The Government intends to award a firm fixed-price award for this acquisition. The Government is not assigning a relative importance to each evaluation factor. The quote or quotes that provide the best solution for this

requirement, when considering the stated evaluation factors, that have fair and reasonable pricing, and that are found responsible will be awarded the contract.

Quotes: The Government will rank all quotes by the Quoter's total evaluated price (TEP) from lowest to highest. A Quoter's quoted estimated price will be determined by multiplying the estimated quantities by the quoted unit price for each CLIN. The extended amount for each CLIN will be totaled to obtain the estimated total. The total estimated price also includes the amount associated with all Price CLINs. This will be followed by a technical evaluation.

Unit pricing shall be inserted for the Firm Fixed Price (FFP) Contract Line-Item Number (CLIN) and shall be rounded up to two decimal places. The total amount must equal the sum of all unit prices (CLINs). Quoters who change the quantities stated in the solicitation will render the quote ineligible for award. The Quoters shall submit only pricing information that will be evaluated for award or become part of the resulting contract.

To be awarded a contract, the total price (including option year periods) must be found to be fair and reasonable.

Technical Evaluation. The Government will only select the **three (3) lowest priced quotes** and then evaluate them for Technical Acceptability. The Government, at its discretion, may continue technical evaluations until the Contracting Officer determines that a sufficient number of technically acceptable quotes have been identified to permit determination of price fair and reasonable based on adequate price competition. If additional quotes are evaluated for technical acceptability, they will be selected in the order of total evaluated price.

Factor 1: Technical Acceptability of the quoter meeting the required work experience for Farrier Services in accordance with the Performance Work Statement.

NOTE: Minimum 5 years of experience as a Farrier with quarter horses and draft horses.

Factor 2: Must be a licensed Farrier by the State of Texas Racing Commission
OR other Texas Farrier License/Certification

NOTE: Contractors may submit other similar certifications as appropriate for Government review and approval.

Factor 3: Price

FACTOR 1. Technical Acceptability

The Government technical evaluation team shall evaluate the technical quotations on a pass/fail basis, assigning ratings of Acceptable or Unacceptable. Only those quotations determined to be technically acceptable, will be considered for award.

TABLE 1 – TECHNICAL RATINGS

Rating	Description
Acceptable	Contractor has at least five (5) years of experience as a Farrier with quarter horses and draft horses in accordance with the Performance Work Statement.
Unacceptable	Contractor does not have at least five (5) years of experience as a Farrier with quarter horses and draft horses in accordance with the Performance Work Statement.

FACTOR 2. Farrier License/Certification

TABLE 2 – LICENSED FARRIER/CERTIFICATION RATINGS

Rating	Description
Acceptable	The Contractor is a licensed Farrier by the State of Texas Racing Commission OR other Texas Farrier License/ Certification approved by the Government.
Unacceptable	The Contractor is not a licensed Farrier by the State of Texas Racing Commission OR other Texas Farrier License/ Certification approved by the Government.

FACTOR 3. Price

Contractor's quote shall be evaluated to determine fair and reasonable pricing. This will be accomplished by comparing the quote to the Independent Government Cost Estimate (IGCE) and other competitors' quotes, if available. Quoters whose price is determined to be unreasonable may not be considered for award.

(End of Addendum)

10. Contractor SHALL be registered in System for Award Management (SAM) database and have the NAICS Code **115210 - Support Activities for Animal Production** in their profile. Please ensure registration is **not expired**.

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

12. FAR 52.212-4, Contract Terms and Conditions - Commercial Items, applies to this acquisition (Attachment 3)

13. In addition to the applicable clauses in FAR 52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders - Commercial Items, applicable clauses and provisions are identified in the Provisions and Clauses in the RFQ

14. There are **NO contract financing arrangements** requirements for this acquisition.

15. Submissions:

QUESTIONS: Any written questions must be received electronically via email on or before **Monday, 6 February 2023, 10:00 a.m. Central Standard Time (CDT).** Questions will be submitted to both Ms. Jill Van Plew, Contract Specialist, at jill.van_plew@us.af.mil and Mr. Gary Beck, Contracting Officer, at gary.beck@us.af.mil. Any questions submitted after the question due date may not be accepted. Answers to written questions will be made accessible to all potential Quoters. In the event issues pertaining to this solicitation cannot be resolved to the satisfaction of the Contracting Officer (CO), the CO reserves the right to withdraw or cancel the proposed requirement at no additional cost to the Government.

QUOTES: Submit quotes electronically via email on or before **Tuesday, 22 February 2023, 10:00 a.m. Central Standard Time (CDT)** to the 502d Contracting Squadron (502d CONS) to both Ms. Jill Van Plew, Contract Specialist, at jill.van_plew@us.af.mil and Mr. Gary Beck, Contracting Officer, at gary.beck@us.af.mil.

NOTE: Prospective vendors submitting a quote for this acquisition shall confirm with the Government POCs that their quote has been received by the Government.

All quote submissions requiring fill-in information must be returned with the Contractor's quote, unless otherwise changed via solicitation amendment. Amendments must be acknowledged in writing, or the quote may be considered nonresponsive.

It is the Quoter's responsibility to check the <https://Sam.gov/content/home> Website for any amendments issued against this solicitation and respond accordingly. Quotes shall include unit price and extended prices for all line items, all required quoter representations and certifications, cage code and discount terms, if applicable.

Due to Government computer firewall security and file size limitations, **please be advised that it is the prospective Contractor's responsibility to ensure that 502d CONS receives ALL required documents on time, including acknowledgment of receipt from the Government.**

Items to be Submitted by 10:00 am CDT, Tuesday 21 February 2023

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| 1. Resume/Farrier Work Experience |
| 2. Copy of Farrier License/Certification |
| 3. Attachment 2 – Contractor's Quote (Excel spreadsheet) |

16. ALL CORRESPONDENCE WILL BE SUBMITTED TO THE FOLLOWING:

Primary Point of Contact:

Jill Van Plew
Contract Specialist
502d Contracting Squadron
395 B Street West, Bldg. 224
JBSA-Randolph, TX 78150-4525
Office: 210-652-8425
jill.van_plew@us.af.mil

Alternate Point of Contact:

Gary D. Beck
Contracting Officer
502d Contracting Squadron
395 B Street West, Bldg. 224
JBSA-Randolph, TX 78150-4525
Office: 210-652-8548
Email: gary.beck@us.af.mil

Independent consultation with Government Officials concerning the project requirements is prohibited since evaluation of quotations will be based on the requirements stated in this RFQ. Industry generated questions regarding the technical requirements, coordination, and/or the interpretation of RFQ requirements during the solicitation phase shall be written and directed to the Contract Specialist and Contracting Officer as noted above.

Attachments

1. Atch 1 Performance Work Statement
2. Atch 2 Contractor Information (Complete and Return with your quote submission)
3. Atch 3 Provisions and Clauses