

SECTION L - SUBMISSION REQUIREMENTS

The offeror's proposal must be submitted in two parts: a technical proposal and a price proposal. Each of the parts shall be separate and complete so that evaluation of each may be accomplished independently.

1 DOCUMENTS TO SUBMIT

1.1 STANDARD FORM 1442

Submit the SF 1442 issued under this solicitation, with Blocks 10 (DUNS Number) and Blocks 14 through 20 properly filled-out by the Offeror. Include acknowledgment of any and all Amendments that may have been issued, either by: (1) listing them in Block 19 of the SF 1442, or (2) including copies of the Amendment document(s) (Standard Form 30) with Blocks 8 and 15 filled in and signed, or (3) including signed acknowledgement in the form of a separate letter that includes a reference to the solicitation and amendment numbers.

NOTE: Failure to acknowledge any and all Amendments issued pursuant to this solicitation may be cause for rejection of your offer.

1.2 OFFER GUARANTEE (BID BOND)

In accordance with solicitation provision 52.228-1, Bid Guarantee, failure to furnish a bid guarantee, in the proper form and amount, by the deadline established for submitting offers, may be cause for rejection of the offer.

1.3 DOCUMENTATION OF TECHNICAL ACCEPTABILITY

Proposals received in response to this solicitation will be evaluated in accordance with procedures outlined in Federal Acquisition Regulations (FAR) Part 15.101-2 for the Lowest Price Technically Acceptable (LPTA) Offer.

The following significant Evaluation Factors will be used as the basis for determining Technical Acceptability: Technical Construction Capability; Technical Qualifications of Proposed Staffing; and Past Performance.

NOTE: There is a realistic possibility that some offerors may choose to submit the same construction project as a qualifying example for both the past performance and the technical experience evaluation factors. This is not prohibited, but the supporting documentation must demonstrate that the submitted projects absolutely do comply with the specific minimal requirements, identified below, for each separate evaluation factor.

2 TECHNICAL FACTORS

2.1 FACTOR A: TECHNICAL CONSTRUCTION CAPABILITY

To be Technically Acceptable, offerors must provide a written technical construction management plan that shall be submitted by the offeror to demonstrate their understanding and capabilities of completing all work in accordance with the Statement of Work and project drawings.

2.1.1 Subfactor 1: Construction Management Plan

The construction management plan must demonstrate a sound approach to the design, constructability, environmental compliance, mobilization, safety, and quality control of this project. Each approach must provide adequate details to explain methodology of successfully completing the project. The narrative shall include an understanding of the various efforts, permits, codes and disciplines required to complete the project. The plan must identify all work that will be accomplished with in-house resources and what project requirements will be performed by a subcontractor.

2.1.2 Subfactor 2: Professional Qualifications

The Offeror must identify key personnel, teaming partners, and subcontractors, their roles in this project, their applicable qualifications, certifications, specialized experience, and how they will ensure the requirements within the RFP, SOW, and attachments are met.

The Offerors team to include staff members licensed in the State of Ohio in the following disciplines:

- a) Fire Protection

2.1.3 Subfactor 3: Proposed Schedule

The Offeror must provide a detailed proposed project schedule that is complete, realistic, reasonable, and traceable to the work specified in the SOW. The schedule shall capture all SOW requirements, execution timelines, and critical path items to include the demonstration of coordination of work activities, phasing, special considerations, and ensure the project will be delivered on time.

2.2 FACTOR B: TECHNICAL QUALIFICATIONS OF PROPOSED STAFFING

Certain skilled, experienced, professional and/or technical personnel are essential for successful accomplishment of the work to be performed under this contract. These are defined as " key personnel " and are those persons whose resumes are submitted as part of the technical/business proposal for evaluation. The contractor shall use key personnel as identified in its proposal during the performance of this contract and will request contracting officer approval prior to any changes. Requests for approval of any changes shall be in writing with a detailed explanation of the circumstances necessitating the change. The request must contain a complete resume for the new key personnel and any other pertinent information, such as degrees, certifications, and work history. New key personnel must have qualifications that are equal to or higher than those being replaced. The contracting officer will evaluate the request and notify the contractor whether the requested change is acceptable to the Government.

The written qualifications statement shall be certified and signed by a principle of the offeror. Offerors need only submit a brief resume of each key individual. This will be evaluated to determine if they have the appropriate technical training, certifications, if required, and previous construction experience to meet the technical requirements of a project of this nature. If any of the submitted individuals will perform more than one of the listed functions, this is acceptable as long as the submitted documentation identifies any and all functions the given individual will be performing.

To be Technically Acceptable, qualified offerors must provide information regarding the technical qualifications of the proposed project staff, to include the individuals who will be responsible for the following functions:

2.2.1 Subfactor 1: Project Management

Written qualification statement for the individual who will be functioning as the project manager, demonstrating 5 years of project management experience for projects similar in nature to work described in the statement of work.

2.2.2 Subfactor 2: Quality Control

Written qualifications statement for the individual who will be responsible for quality control demonstrating 5 years of quality control experience for projects similar in nature to work described in the statement of work.

2.2.3 Subfactor 3: Fire Protection Specialist

A written statement for the individual who will be functioning as the Fire Protection Specialist demonstrating a minimum of (3) years of FPS experience for projects similar in nature, size and complexity to the work describe in the statement of work. The FBS shall be a registered professional engineering and a Member of the Society of Fire Protection Engineers or shall be certified as a Level IV Technician by the National Institute for Certification in Engineering Technologies (NICET).

2.2.4 Subfactor 4: Safety Compliance

Written qualifications statement for the individual who will be responsible for safety demonstrating 5 years of safety experience for projects similar in nature to work described in the statement of work. This individual must document a minimum of 30 hours of OSHA safety training. (Note: The SSHO(s), as a minimum, must have completed the 30-hour OSHA Construction safety class or as an equivalent, 30 hours of formal construction safety and health training covering the subjects of the OSHA 30-hour course (see Appendix A, paragraph 4.b) applicable to the work to be performed and given by qualified instructors. The SSHO is also required to have five (5) years of construction industry safety experience or three (3) years if he possesses a Certified Safety Professional (CSP) or safety and health degree).

2.3 FACTOR C: PAST PERFORMANCE

To be Technically Acceptable, Offerors should identify no less than THREE (3), and no more than FIVE (5), previously awarded, and completed construction contracts of similar scope and size, which were issued by either: Federal, State, or Local Government Agencies; and/or Private Organizations that are deemed to meet recency, relevancy and quality requirements.

2.3.1 Subfactor 1: Recency

Refers to contracts awarded and completed within the last three (3) years as of the closing date of this solicitation.

2.3.2 Subfactor 2: Relevancy

Relevant past performance includes experience and expertise in construction activities specifically focusing on construction work which is the same or similar in scope, magnitude and complexity, as described in the solicitation, including the statement of work, contract type, contract environment, subcontractor interaction and price. Relevant efforts would have included most or all of the following commercial building construction work:

- a) Removal of electric fire pumps and existing fire protection equipment\
- b) Upgrades and placement of electric fire pumps, fire pump controllers, valves, piping, etc. that will be supplied for a wet pipe fire suppression system.

2.3.3 Subfactor 3: Quality of Performance

Refers how well the vendor performed on present / past contracts. The past performance evaluation process gathers information from customers on how well the vendor performed those past contracts and includes history of successful completion of projects; history of producing high-quality reports and deliverables; commitment to customer satisfaction and history of staying on schedule and within budget. Past Performance information may be obtained from Past Performance Questionnaires, Past Performance Information Retrieval System (PPIRS), Contractor Performance / Assessment Reporting System (CPARS) or other sources available to the Government. The Past Performance evaluation process does not establish, create, or change the existing record and history of the offeror's past performance on present / past contracts.

For each of the submitted Relevant Past Performance contracts, provide the following information:

- a) The name of the construction contract, and the contract ID number
- b) The name of the contracting agency or organization the contract was awarded by
- c) The date of the construction contract award and the contract award amount in dollars
- d) The date of the construction contract completion, and the final contract amount, in dollars
- e) A brief description of the construction contract scope of work

- f) Identification of at least one point-of-contact at the organization that awarded the submitted contract, including: the name of the point-of-contact; their current mailing address; phone number; and email address (if applicable).
- g) If applicable per FAR 15.302(a)(2)(ii) provide information on problems encountered on the submitted contracts and include the corrective actions

Note: In accordance with FAR Part 15.305(a)(2)(iv), in the case of an offeror without a record of relevant past performance or for whom information on past performance is not available, the offeror may not be evaluated favorably or unfavorably on past performance. Therefore, the offeror shall be determined to have unknown past performance. In the context of acceptability/unacceptability, "unknown" shall be considered "acceptable" (DOD Evaluation Guide, Section 3.1.3.3.). Such offerors may submit relevant past performance information regarding predecessor companies; key personnel who have relevant experience; or subcontractors that will be performing major or critical aspects of this requirement; provided that such information is relevant to the construction in this solicitation. Offerors may provide information on problems encountered on the identified contracts and the offeror's corrective action, which may be considered by the Government. The Government also reserves the right to consider past performance information from all available sources, in addition to any information submitted by offerors.

SECTION M – EVALUATION FACTORS FOR AWARD

1 BASIS FOR AWARD:

- 1.1** Proposals will first be evaluated on the basis of technical acceptability, which will be determined by evaluating both the Technical and Past Performance factors. The evaluation factors are: Technical Construction Capability; and Technical Qualifications of Proposed Staffing, Past Performance, and Price.
- 1.2** The technical non-price factors are Technical Construction Capability, and Technical Qualifications of Proposed Staffing. These factors address the contractor’s capability and provide evidence that they can perform the requirements described in the SOW.
- 1.3** Past Performance information will be provided by the Contractors to show their history of successfully accomplishing SOW tasks and to determine the quality of their relevant past performance. Assessment for this area will be subjective based on consideration of all relevant facts and circumstances. Evaluation will investigate information furnished by the contractor to ensure they have consistently demonstrated a commitment to administration, customer satisfaction, timely delivery, and quality goods and services in prior contracts of similar scope and complexity. This is a matter of judgment and will be a subjective assessment based on investigative findings.
- 1.4** Only the proposals found to be technically acceptable will be further evaluated for award. This means a proposal is “acceptable” for all factors.
- 1.5** Price will be evaluated for reasonableness and completeness.
- 1.6** Contract Award will be made to the responsible vendor that offers the lowest priced technically acceptable proposal.

2 SUMMARY EVALUATION FACTORS

Evaluation factors represent those specific characteristics that are tied to significant RFP requirements. They are the uniform baseline against which each offeror’s proposal is evaluated allowing the Government to make a determination of acceptability. The THREE (3) evaluation factors for determination of technical acceptability consist of:

- A) Technical Qualifications of Proposed Staffing
- B) Technical Construction Capability
- C) Past Performance

2.1 FACTOR A: TECHNICAL CONSTRUCTION CAPABILITY

The term “technical,” as used herein, refers to non-price factors other than past performance. More than one “technical” factor can be used and titled to match the specific evaluation criteria appropriate for the RFP. The purpose of the technical factor is to assess whether the offeror’s proposal will satisfy the

Government's minimum requirements. The evaluation team shall evaluate the offeror's proposal against the minimum requirements established by the RFP to determine whether the proposal is acceptable or unacceptable, using the ratings and descriptions outlined in Table 1.

Table 1. Technical Acceptable / Unacceptable Ratings	
Rating	Description
Acceptable	Proposal clearly meets the minimum requirements of the solicitation.
Unacceptable	Proposal does not clearly meet the minimum requirements of the solicitation.

To be Technically Acceptable, qualified offerors must provide information regarding the following subfactors:

Subfactor 1: **Construction Management Plan**

Subfactor 2: **Professional Qualifications**

a) Fire Protection

Subfactor 3: **Proposed Schedule**

2.2 FACTOR B: TECHNICAL QUALIFICATIONS OF PROPOSED STAFFING

The evaluation team shall evaluate the offeror's proposal against the minimum requirements established by the RFP to determine whether the proposal is acceptable or unacceptable, using the ratings and descriptions outlined in Table 2.

Table 2. Technical Acceptable / Unacceptable Ratings	
Rating	Description
Acceptable	Proposal clearly meets the minimum requirements of the solicitation.
Unacceptable	Proposal does not clearly meet the minimum requirements of the solicitation.

To be Technically Acceptable, qualified offerors must provide information regarding the technical qualifications of the proposed project staff, to include the individuals who will be responsible for the following functions:

Subfactor 1: **Project Management**

Subfactor 2: **Quality Control**

Subfactor 3: **Fire Protection Specialist**

Subfactor 4: **Safety Compliance**

Offerors need only submit a brief resume of each key individual. This will be evaluated to determine if they have the appropriate technical training, certifications, if required, and previous construction experience to meet the technical requirements of a project of this nature. If any of the submitted

individuals will perform more than one of the listed functions, this is acceptable as long as the submitted documentation identifies any and all functions the given individual will be performing.

2.3 FACTOR C: PAST PERFORMANCE

Past Performance shall be used as an evaluation factor within the LPTA selection process.

The past performance evaluation results in an assessment of the offeror's probability of meeting the minimum past performance requirements. This assessment is based on the offeror's record of recent and relevant past performance information that pertain to the products and/or services outlined in the solicitation requirements. The vendor shall identify its past performance information as requested in the solicitation. The basis of this assessment is from the following subfactors:

Subfactor 1: **Recency**

Subfactor 2: **Relevancy**

Subfactor 3: **Quality of Performance**

The evaluation team shall evaluate the offeror's proposal against the minimum requirements established by the RFP to determine whether the proposal is acceptable or unacceptable, using the ratings and descriptions outlined in Table 3

Table 3. Past Performance Evaluation Ratings	
Rating	Description
Acceptable (A)	Based on the offeror's performance record, the Government has a reasonable expectation that the offeror will successfully perform the required effort. See Note Below.
Unacceptable (U)	Based on the offeror's performance record, the Government has no reasonable expectation that the offeror will be able to successfully perform the required effort.

Note: In accordance with FAR Part 15.305(a)(2)(iv), in the case of an offeror without a record of relevant past performance or for whom information on past performance is not available, the offeror may not be evaluated favorably or unfavorably on past performance. Therefore, the offeror shall be determined to have unknown past performance. In the context of acceptability/unacceptability, "unknown" shall be considered "acceptable" (DOD Evaluation Guide, Section 3.1.3.3.). Such offerors may submit relevant past performance information regarding: predecessor companies; key personnel who have relevant experience; or subcontractors that will be performing major or critical aspects of this requirement; provided that such information is relevant to the construction in this solicitation. Offerors may provide information on problems encountered on the identified contracts and the offeror's corrective action, which may be considered by the Government. The Government also reserves the right to consider past performance information from all available sources, in addition to any information submitted by offerors.