

SAM.gov Synopsis for A-E Services

INDEFINITE DELIVERY CONTRACTS FOR ARCHITECT-ENGINEER (A-E) SECURITY AND RENOVATION DESIGN SERVICES FOR US ARMY CORPS OF ENGINEERS - UNRESTRICTED

Reference number: W9128F22R0073

1. CONTRACT INFORMATION: The Government is procuring this contract in accordance with the Brooks A-E Act as implemented in FAR Subpart 36.6 and will select firms for negotiation based on demonstrated competence and qualifications for the required work. The A-E services to be provided will be in support of Defense Intelligence Agency (DIA) Defense Attaché Office renovations. These services require highly specialized design experience as well as the need for Top Secret cleared team members with the ability to work overseas, and consist of security and renovation engineering, design, and construction phase services.

The Architect Engineer (A-E) Indefinite Delivery Contract (IDC) Multiple-Award Task Order Contract (MATOC) will target three (3) unrestricted IDCs to be negotiated and awarded, with a five-year ordering period (5-year base period) and \$30,000,000 in shared capacity. There will be a \$2,500 minimum guarantee, and task order maximums will be limited to the amount of available remaining contract capacity.

Work will be issued by negotiated firm fixed-price task orders. Previous task order ranged from \$50,000.00 to \$3,000,000.00. The Government anticipates that future task orders will be in this dollar range as well. When the Government awards a task order under this MATOC, the Contracting Officer will notify all A-E firms within the MATOC pool of the task order requirement. The Task Order Requirement Notice (TORN) will include a short summary of the scope of work, selection criteria, and may include a Request for Supplemental Information tailored to the specific task order requirement. Alternatively, the Government may feel that they have enough information to make the selection, in which case no request for supplemental information will be made however the Government will still afford the MATOC pool the opportunity to provide supplemental information in their response. Using the selection criteria specified in the TORN, the selection board will evaluate the SF 330s on file and responses to the TORN to determine the three most highly qualified firms for the specific task order requirement. The board will submit a report to the Selection Board Authority who will then make the selection in accordance with AFARS 5136.602-4 and 5136.602-5 and USACE implementation guidance. The Government will prompt awardees to update their SF 330s on a yearly basis. The Government also reserves the right to ask for updated SF 330s later or at the task order level.

Project locations are predominantly OCONUS, but some task orders will occur at CONUS locations.

North American Industrial Classification System code is 541330, which has a size standard of \$22,500,000 in annual average gross receipts over the past three years. This announcement is open to Unrestricted service providers. All Offerors will be evaluated on the extent of participation of small business community (SBC) members in the performance of the acquisition.

The Subcontracting Plan is NOT required with this submittal. If a large business is selected for this contract, it must comply with FAR 52.219-9 regarding the requirement for a subcontracting plan on that part of the work it intends to subcontract. The following informational subcontracting goals are to be considered: Award approximately 10% of the total subcontracting dollars to all Small Business concerns. Although the subcontracting plan is not required with this submittal, it will be required with the fee proposal of the firm selected for negotiations. Selected and successful firm(s) will be required to comply with the subcontracting limitations as set forth by the FAR Clause 52.219-14 LIMITATIONS ON

SUBCONTRACTING, wherein stated in pertinent part, "Services (except construction). The wages and benefits of service employees (see FAR 22.10) performing under these contracts must be at least equal to those determined by the Department of Labor under the Service Contract Act. Service wage rates will be determined relative to the employee's office location rather than the location of work.

Additionally, in accordance with FAR Part 22.1303, all firms must complete their VETS-4212 report. Information can be found at the Department of Labor website <https://www.dol.gov/agencies/vets/programs/vets4212> or call the service center at 1-866-237-0275; you will be asked to provide your company name, employer identification number (EIN), and DUNs number.

To be eligible for contract award, the Contractor must register in the System for Award Management (SAM). Registration is free and Contractors can access the site at <http://www.sam.gov>. Ensure representations and certifications in SAM are current.

2. PROJECT INFORMATION:

Projects will consist primarily of design services for renovation of the Defense Attaché Offices (DAO) facilities located in United States embassies other DoD facilities throughout the world and within the United States. These facilities are tenant CORE space. Additional services may be provided for the support of the Department of Defense (DoD) Mission to include, but not be limited to Special Forces, Security Forces, Tactical Forces and the Support Forces required to complete mission requirements. These services may entail permanent and temporary requirements including, but not limited to, design of internal and perimeter security such as fencing, entry control points; command facilities either on a permanent or temporary basis and all associated support infrastructure; support facilities and infrastructure; communication support to include CORE space and data centers.

The A-E firm may be requested to provide A-E support to the Project Delivery Team during the solicitation and/or construction phases.

Antiterrorism and Force Protection (AT/FP) – Integration of current Antiterrorism and Force Protection (AT/FP) measures will be required on all military design projects.

The Government requires that firms use construction cost estimating for all design projects using the Micro-Computer Aided Cost Estimating System 2nd Generation, MII software. The Government requires that contractors develop and edit all specifications are using the SpecsIntact automated specification processing system. Firms should demonstrate experience with using and writing project specifications in the SpecsIntact processing system.

Construction phase support services may include, but are not be limited to, participation in on-site partnering/preconstruction meetings; review of construction contractor's submittals for government approval and for information only; review of contractor's request for information; participation in site visits and development of inspection reports at critical points of construction; participation in start-up, commissioning and performance verification of systems; attending warranty inspections; participation in lessons-learned sessions; preparation of operations and maintenance support information manuals.

The Government also requires integration of current Antiterrorism and Force Protection (AT/FP) measures on all military projects.

The Government requires the A-E to use the DrChecks design review and checking system.

3. SELECTION CRITERIA

The selection criteria are listed below in descending order of importance. Criteria a – e are primary; Criteria f – g are secondary and will only be used as tiebreakers between technically equal firms.

- a. Specialized Experience and Technical Competence
- b. Professional Personnel Qualifications
- c. Past Performance
- d. Capacity
- e. Knowledge of Locality
- g. Location of the firm
- h. SB/SDB Participation

PRIMARY CRITERIA:

- a) **Specialized Experience and Technical Competence.** Provide examples of not more than 10 completed projects that best demonstrate the specialized experience and technical competence of the firm and significant subcontractors working together with the firm to execute the types of projects and activities as indicated in the Project Information section listed above and in the bulleted items below. The firm must demonstrate how the previous experience information is relevant to the proposed contract. Only relatable experience that has occurred in the last seven years from the date of this announcement should be included and projects that were completed within the last seven years will be evaluated more favorably than those that have not. All projects cited must identify start/complete dates, size (cost and scope), and the work performed by the prime and subcontractors. Projects where the prime performed the majority of the work with in-house forces will be evaluated more favorably than projects performed predominantly by subcontractors. If more than 10 projects are submitted, only the first 10 projects listed in the proposal will be evaluated. IDIQ contracts, where numerous task orders are listed together, are not acceptable as projects. Rather each task order would be considered a project. Example projects are limited to no more than 2 pages per project. (SF 330, Part I, Section F)

Verify ability to receive, store, and process classified secret material via a DoD-accredited security facility clearance. The prime contractor's facility and any subcontractor's facility that will be receiving, storing, and processing hard copy and electronic classified material shall have secret facility clearance validated by active Commercial or Government Entity (CAGE) Code to store and process (electronic) secret material. Provide CAGE Code for verification for both storage and electronic processing of Secret documents.

Identify not more than 10 projects within the last seven years where your firm has performed the following:

- i. Experience as the design agent obtaining Department of State OBO permit for a Tenant Renovation at a U.S. Embassy.
- ii. Experience designing renovation projects on DoD facilities overseas and within the United States dealing with Core space and physical security according to government specifications and ICD 705 standards.
- iii. Experience developing permit design documents to renovate U.S. Embassy Tenant Agency offices from CAA-restricted to CAA-CORE space in accordance with Overseas Policy Board (OPB) standards and ICD 705. Note: New Embassy Construction or new construction experience is not considered equal project experience for Overseas Building Operations (OBO) permit review process.
- iv. Document recent experience in developing design documents for permanent or temporary facilities for the following type of projects:

1. Experience designing internal and perimeter security, such as fencing, entry control points, etc.
2. Design of command facilities either on a permanent or temporary basis and all associated support infrastructure.
3. Experience designing support facilities and infrastructure.
4. Experience designing communication support to include CORE space and data centers.

Criterion a Evaluation: The Government will evaluate the specialized experience of a firm based on projects and technical capabilities that demonstrate the items identified in the project information above for the prime firm and committed key subcontractors. Offerors who demonstrate experience completing Secure Spaces design/bid/build and design/build packages for the DoD in all of the following locations may be deemed more highly qualified: CONUS, Europe, Asia, and the Middle East. Offerors who demonstrate experience with renovation contracts will be deemed more highly qualified than those with only new construction experience.

b. Professional Personnel Qualifications. Firms shall demonstrate professional personnel qualifications and specialized experience for key management and technical personnel in providing services similar to those identified above for this contract. Evaluation of professional qualifications will consider education, training, professional registrations, relevant design experience, recency of design experience, and longevity with the firm. Experience in the discipline in which he/she will be working will be identified. Any past design and/or planning experience on USACE military projects should be identified. (SF 330, Part I, Sections E & G)

- i. For the following key disciplines, identify and provide resumes/qualifications specific to renovation of U.S. Embassies with CAA-restricted to CAA-CORE space upgrades for Tenant space.

- | | |
|------------------------|-----------------------------|
| a. Program Manager | f. Structural Engineer |
| b. Project Manager | g. Cost Estimator |
| c. Architect | h. Communications Engineer |
| d. Electrical Engineer | i. Fire Protection Engineer |
| e. Mechanical Engineer | |

Demonstrate ability to work on classified projects or installations. Members of the firm's proposed design team should currently have a minimum of a Top-Secret security clearance. Identify type and number of disciplines your firm has with Top Secret personnel security clearance issued by the Office of Personnel Management (OPM), the Defense Industrial Security Clearance Office (DISCO), or other U.S. Government agency meeting Security Classification Specification DD Form 254 for the above personnel.

(AM0001) The project manager may also serve under exactly one (1) engineering/design discipline. The Electrical Engineer is permitted to serve as the communications engineer in addition to their normal duties. All other job disciplines must be separate individuals.

Criterion b Evaluation: The Government will evaluate and consider education, training, professional registration, certification, overall and relevant experience, and longevity with the firm. Submittals should demonstrate that the firm's staff is capable of certifying that all work is in compliance with all applicable codes and regulations. (SF 330, Part I, Sections E & G).

- c. **Past Performance:** Past performance on DoD and other contracts performing work similar in size and scope as described in the PROJECT INFORMATION section listed above, with respect to the quality of work, compliance with performance schedules, and overall performance rating as determined by CPARS and other sources. (Note: Past Performance Questionnaires (PPQ) may be used to provide or supplement a firm's past performance with other than U.S. Governmental clients. Firms which choose to use the PPQ may obtain a PPQ standard form by submitting a request to the below referenced POC via email.)

Criterion c Evaluation: Past Performance of the A-E, joint venture, partners, and key subcontractors on DoD and other contracts with respect to cost control, quality of work and compliance with performance schedules as determined from the PPIRS, completed PPQs other sources will be evaluated. Incomplete and unsigned PPQs will not be considered. The Government will evaluate the Offeror's past performance to determine how relevant project work is, as described in Factor 1 Specialized Experience and Technical Competence. The Government will evaluate the Offeror's performance to determine a confidence assessment of the Offeror's performance. With respect to relevancy, more relevant past performance will typically be a stronger predictor of future performance and have more influence on the past performance confidence assessment than past performance of lesser relevance.

- d. **Capacity.** Capacity is the ability to complete task orders within a reasonably aggressively schedule. Firms shall demonstrate the capacity to accomplish at least five task orders annually with an aggregate value of \$2,000,000.

This is in addition to the existing workload being performed by the firm. The evaluation will consider the availability of an adequate number of personnel in key disciplines to complete the task orders and offeror's project execution strategy. The evaluation will consider the key persons identified in Sections D, E, and G of the SF330, as well as other available staff and information provided in Section H and Part II (SF 330, Part I, Section H, Item 1). A proposed Management Plan shall be presented that articulates how efforts under this contract will be executed and will include an organization chart and addresses team organization related to this contract, any anticipated subcontractors or entities to supplement the project team, quality management (QA/QC) procedures, cost control, coordination of in-house disciplines and consultants, and prior experience of the prime firm and any of their identified subcontract consultants. The SF 330 shall clearly indicate the offices where the work will be performed and the staffing to be utilized for this contract at these offices (SF 330, Part I, Section H, Item 2)

As indicated above, a quality management (QA/QC) process will be included. The plan will identify the quality processes and procedures that will be implemented by the A-E to insure high quality products and services and that designs are biddable, constructible, and operable and meet environmental laws and regulations. (SF 330, Part I, Section H, Item 3)

Criterion d Evaluation: Evaluation will be based on the board's subjective assessment of the firm's ability to effectively address the Capacity to Accomplish Work as described above. A firm that more effectively addresses all the Capacity requirements will be considered more highly qualified than one that is not able to. A firm with a longer relationship with key sub-consultants may be considered more highly qualified than one with a shorter relationship with key sub-consultants.

- e. **Knowledge of Locality.** Submittals shall demonstrate knowledge of performing the type of projects and activities as described in the PROJECT INFORMATION section listed above for the multiple locations and various military installations Worldwide. The localized knowledge includes demonstration of working with multiple agencies and other stakeholders to execute projects described herein. ~~(AM0001) Additionally, offerors must demonstrate an understanding of certification and registration requirements for companies in OCONUS locations, primarily Europe, Asia, and the Middle East, and the ability to meet the requirements.~~

Criterion e Evaluation: The Government will evaluate the Offeror's knowledge of locality based on the experience presented and performance evaluations related to the previous factors.

SECONDARY CRITERIA:

- f. **Location of the firm:** The location of the firm and their secure storage facility (CAGE Code Submitted) in the general geographical area of the City of Washington D.C.
- g. **SB/SDB Participation:** All Offerors will be evaluated on the extent of participation of small businesses community (SBC) members in the performance of the acquisition. Offerors shall propose their best efforts when projecting the level of participation of Small Businesses (as a Small Business prime and/or Small Business subcontractors) for the anticipated performance of this contract. Large Business primes may achieve the Small Business participation through subcontracting to Small Business. Subcontracting Plans will be required from the Large Business primes during the negotiations of the IDIQ. Small Business primes may achieve Small Business participation through their own performance/participation as a prime and through subcontracting to other Small Businesses. (SF 330, Part I, Section H, Item ~~5~~ (AM0001) 4)

4. ANNOUNCEMENT - RATINGS AND DEFINITIONS:

The following ratings will be used to evaluate documentation submitted by offerors (note that documentation submitted for evaluation in response to this announcement may be referred to throughout this announcement as an "offer", "proposal", or "response" - all of which are representative of the SF330 information being requested by this announcement):

Exceptional - The offer exceeds the scope of the announcement requirements in the majority of the aspects of the particular factor. Strengths are present indicating maximum benefit to the government and no weaknesses, significant weaknesses or deficiencies are indicated.

Above Average - The offer exceeds the scope of the announcement requirements in many aspects of the particular factor. Strengths are present Indicating significant benefit to the government. The proposal may have weaknesses that have no impact on the proposal as a whole and do not require correction.

Average - The offer matches the scope of the announcement requirements of the particular factor. There may be strengths, but they may not aggregate into an advantage Indicating additional benefit to the Government, or they may be offset by weaknesses. Any weaknesses noted have only a minor impact on the proposal and are easily correctable.

Marginal - The offer matches some, but not all, of the announcement requirements of the particular factor. There may be limited or individual strengths, but they do not aggregate into an advantage and are offset by weaknesses, significant weaknesses and/or deficiencies. Weaknesses, significant weaknesses and/or

deficiencies are correctable without major revision to the proposal. The Government may still receive benefit from the offer submitted.

Unacceptable - The offer fails to meet a majority of announcement requirements or has omitted critical information required to evaluate the factor. There are no strengths. The offer contains multiple weaknesses, significant weaknesses and/or deficiencies, which are all correctable only with major revision to the proposal. A proposal that receives a final rating of "Unacceptable" for any factor may not be considered for award.

Neutral - 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 either favorably or unfavorably on past performance.

Definitions:

Strength - Any aspect of a proposal that, when judged against a stated evaluation factor, enhances the merit of the proposal, or increases the probability of successful performance of the contract.

Weakness - A flaw in the proposal that Increases the risk of unsuccessful contract performance. A "significant weakness" in the proposal is a flaw that appreciably Increases the risk of unsuccessful contract performance.

Deficiency - A material failure of a proposal to meet a Government requirement or a combination of significant weaknesses in a proposal that increases the risk of unsuccessful contract performance to an unacceptable level.

5. SUBMISSION REQUIREMENTS: Interested firms having the capabilities to perform this work must submit a copy of their SF 330 Part I and Part II for the prime firm and all consultants/subcontractors through electronic mail, to the following US Army Corps of Engineers Omaha District Contracting Personnel: Melanie Caines; melanie.a.caines@usace.army.mil, Tyler Hegge; tyler.hegge@usace.army.mil, and Jennifer Gilbreath jennifer.c.gilbreath@usace.army.mil not later than 2:00pm Central time on 14 October 2022. PLEASE SEND SUBMITTAL PACKAGES AS A SINGLE PDF FILE.

Submittal must clearly identify the announcement number. Regulation requires that the Selection Board not consider any submittals received after the specified time and date. The Government will follow late proposal rules in FAR 15.208 for submittals received after 2:00 pm Central time on the closing date specified in this announcement. The SF 330, 07/2021 edition, must be used, and may be obtained from the following web site: <http://www.gsa.gov/portal/forms/download/116486>. Include DUNS number and CAGE code in SF330 Part I, Section B, Block 5. Additionally, SF 330 Part I, Section C, Block 9, should identify the DUNS number for EACH TEAM MEMBER. The submittal has a page limit of 75 pages. A page is one side of a sheet. Blank sheets/Tabs separating the sections within the SF 330 will not count against the maximum page count. All fonts must be at least 10 point or larger. Pages must be 8-1/2 inches by 11 inches. The firm may present organizational charts on a sheet up to 11 inches by 17 inches. The PDF file submitted shall include bookmarks for each section and project required by the announcement. A Part II is required for each branch office of the prime firm and any consultants/subcontractors that will have a key role in the proposed contract (i.e. a Part II is required for all entities identified in SF 330 Part I, Section C of the submittal). Part II of the SF 330 and Past Performance Submittals will not count towards the 75-page limit; however, cover letters, company literature and extraneous materials are not desired and will be ignored by the board. Sections E and G of SF 330 Part I must include only individuals proposed to perform the anticipated work, including all consultants/subcontractors. In SF 330 Part I, Section G, Block

26, along with the name, include the firm with which the person is associated. The Government will review a maximum of ten (10) projects including the prime and consultants/subcontractors for SF 330 Part I, Section F. When listing projects in SF 330 Part 1, Section F, an Indefinite Delivery Contract (IDC) with multiple Task Orders as examples is not a project. A task order executed under an IDC contract is a project.

SF 330, Part I, Section H (Additional Information) shall contain the following information:

(1) Item 1 - Capacity to complete the work. Reference Paragraph c above. Provide a narrative discussing the capacity of the firm to meet schedules, including adequacy of qualified personnel available and past experience in meeting tight schedules.

(2) Item 2 - Management Plan: Include the information requested in Section 3.d).

(3) Item 3 - Quality Management (QA/QC) Process: Include the information requested in Section 3.d).

(4) Item 4 - Extent of participation of SB, SDB, WOSB, SDVOSB, HUBZone, and, if appropriate, historically black colleges and universities, measured as a percentage of the total estimated effort.

Submittal should also include a) - f) below:

a) Identify if you (Prime offeror) are a Small Business or Other-than-Small Business.

b) If a Small Business, also identify which Small Business Community (SBC) categories, if any, you belong to (i.e. SDB, WOSB, HUBZone, VOSB, SDVOSB, HBCU/MIs).

c) Provide overall percentage (%) of total acquisition value planned to be subcontracted to SBC members.

d) Provide TOTAL planned subcontracted dollar amount (\$), and its corresponding percentage (%) as a percent of total acquisition value, to ALL business types (both to SBC members and other-than-small businesses combined).

e) Provide percentages (%) and corresponding dollar amounts (\$) of that total dollar amount per item d) above that is planned to go separately to SBC members and other-than-small businesses.

f) Provide percentage (%) of planned subcontracted dollars to each SBC category. Note that this is NOT the detailed subcontracting plan that would be required from a selected large business concern.

Proposal Expenses and Pre-Contract Costs: The Request for Proposal (RFP) solicitation does not commit the Government to pay any costs incurred in the preparation and submission of a proposal or for any other costs incurred by any firm submitting a proposal in response to this solicitation.

Joint ventures. An Offeror that is part of a Joint Venture must submit a legally binding joint venture agreement. The Government will not evaluate the capability of any Offerors that are not included in the Joint Venture agreement. Joint Ventures must include a copy of the legal joint venture agreement signed by an authorized officer from each of the firms comprising the Joint Venture with the chief executive of each entity identified and must be translated into English if the original agreement is in a language other than English.

If submitting a proposal as a Joint Venture, the experience and past performance of each of the Joint Venture Partners can be submitted for the Joint Venture Entity. The experience for each Joint Venture Partner will be considered the experience of the Joint Venture entity. Joint ventures shall submit the following additional documentation regarding their business entities:

a) A copy of their Joint Venture agreement in English.

b) A detailed statement outlining the following in terms of percentages, where appropriate.

(1) The relationship of the joint venture parties in terms of business ownership, capital contribution, and profit distribution or loss sharing.

- (2) The management approach of the joint venture in terms of who will conduct, direct, supervise and control the project and have custody and control of the assets of the joint venture and perform the duties necessary to complete the work.
- (3) The structure of the joint venture and decision-ranking responsibilities of the joint venture parties in terms of who will control the manner and method of performance of the work.
- (4) The bonding responsibilities of the joint venture parties.
- (5) Identification of the key personnel having authority to legally bind the joint venture to subcontracts and state who will provide or contract for the labor and materials for the joint venture.
- (6) Identification of party maintaining the joint venture bank accounts for the payment of all expenses and the deposits of all receipts, keep the books and records, and pay applicable taxes for the joint venture.
- (7) Identification of party furnishing the facilities, such as office supplies and telephone service.
- (8) Identification of party having overall control of the joint venture.

Other sections of the proposal shall identify, where appropriate, whether key personnel are employees of the individual joint venture parties and identify the party or hired as employees of the joint venture.

If one of the joint venture parties possesses relevant experience and/or past performance, the experience and/or past performance of that firm will be considered as the experience and/or past performance of the joint venture.

A complete and legally binding document with all the information required under this section titled "Joint Ventures" shall be included.

*** The Joint Venture Agreement must be signed and submitted. A signed English translation must also be provided (when applicable)***

ALL QUESTIONS SHALL BE SUBMITTED VIA THE BIDDER INQUIRY PORTAL in ProjNet at <http://www.projnet.org/projnet>. Submit questions no later than Close of Business 10 days prior to the submission date to allow time for a response; the Government will close the portal on this date and time. The Government will not accept any other means of communication for questions (i.e. e-mail, fax, or telephone). To submit and review inquiry items, prospective vendors will need to use the Bidder Inquiry Key presented below and follow the instructions listed below. A prospective vendor who submits a comment/question will receive an acknowledgement of their comment/question via email, the Government will follow with an answer to the comment/question after the team processes the inquiry. The Government will use ProjNet to process all timely questions and approved answers. To submit and review inquiries, firms will need to be current registered users of the ProjNet system.

Registration for ProjNet Bidder Inquiry Access

(Firms who are already registered in ProjNet should go to Entering Bidder Inquiries in ProjNet Bidder Inquiry System below.)

1. From the ProjNet home page link above, click on Quick Add on the upper right side of the screen.
2. Identify the Agency. Mark as USACE.
3. Key. Enter the Bidder Inquiry Key listed below.

4. Email. Enter the email address you would like to use for communication.
5. Click Continue. A page will then open saying that a user account is not found and will ask you to create one using the provided form.
6. Enter your First Name, Last Name, Company, City, State, Phone, Email, Secret Question, Secret Answer, and Time Zone. Make sure to remember your Secret Question and Answer as you will need to use them from this point on to access the ProjNet system.
7. Click Add User. Once completed, you are registered within ProjNet and logged into the system.

Entering Bidder Inquiries in ProjNet Bidder Inquiry System

1. For future access to ProjNet, the system will not email you will any type of password. You will utilize your Secret Question and Secret Answer to log in.
2. From the ProjNet home page link above, click on Quick Add on the upper right side of the screen.
3. Identify the Agency. Mark as USACE.
4. Key. Enter the Bidder Inquiry Key listed below.
5. Email. Enter the email address you used to register previously in ProjNet.
6. Click Continue. A page will then open asking you to enter the answer to your Secret Question.
7. Enter your Secret Answer and click Login. Once this is complete you are logged into the system.
8. Follow online screen instructions to enter specific bidder inquiries for the project.

The Solicitation Number is: W9128F-22-R-0073

The Bidder Inquiry Key is: - TPH89K-Y2CTHH

The Government requests firms review the Bidder Inquiry Portal for previous questions and responses, prior to submission of a new inquiry in the Portal. Caution: Any inquiry submitted and answered within this system will be accessible to view by all interested firms on this solicitation. The call center for the ProjNet operates weekdays from 8 AM to 5 PM U.S. Central Time Zone. The telephone number is 1-800-428-HELP.

Key Subcontractors: If an Offeror wishes to be credited with the experience of a key subcontract or supplier **(AM 0001) in Section F of the SF330** (i.e., a firm that is not the prime contractor part of the Joint Venture) a letter of commitment signed by the key subcontractor and the prime contractor is required. The commitment letter must be submitted even if the firm is in some way related to a Joint Venture Partner (for example, the Key Subcontractor is subsidiary of a Joint Venture Partner, or a subsidiary of a firm to which the Joint Venture partner is also a subsidiary). Letters of commitment must unequivocally state that a key subcontractor or firm will perform for the purpose that its experience is being submitted. **If the Letter of Commitment is not submitted or signed by both parties, the Experience of the key subcontractor will not be considered.**

Forms must be complete and current. Each firm identified as part of this contract including free-lance associates must complete a separate Part II of the SF 330. Firms may be rejected for incomplete or missing SF 330s. Part II must show only the office or offices that are intended to have a key role in the contract. Blocks E and G of Part I must include only individuals proposed to perform the anticipated work, including all subcontractors or consultants, in the appropriate columns, and should not include persons that will not actually do the work. Block E must clearly show if individuals are full-time, consultants or free-lance. Do not include promotional brochures, advertisements, or other extraneous material in a submission such as prices, as this is not a request for proposal. Include the firm's point-of-contact, email address, telephone number and facsimile number in the submittal.

FILE DESCRIPTION: Include a "File Description" for each file(s) you upload as described previously. The system will include each recipient and they will receive the "File Description" in the email notice to each of

the recipients you choose to have access your file(s). NOTE: Do NOT enter Privacy Act Data (Personal Identification Information (PII)) in the File Description.) Submission shall be in Adobe PDF format.

The Government will not be responsible for submissions delivered to any location or to anyone other than those designated Government personnel identified to receive proposals. Offerors are responsible for ensuring that their submitted proposals reach the designated recipient. Offerors are also responsible for allowing sufficient time for receipt of their proposal in accordance with the instructions provided.