

**Engineering & Technical Services
DAAE20-98-R-0182**

Labor Category	Pricing Period 1		Pricing Period 2		Pricing Period 3		Pricing Period 4		Pricing Period 5	
	Hours *	Hourly Rate								
1		0.00		0.00		0.00		0.00		0.00
2		0.00		0.00		0.00		0.00		0.00
3		0.00		0.00		0.00		0.00		0.00
4		0.00		0.00		0.00		0.00		0.00
5		0.00		0.00		0.00		0.00		0.00
Totals	2,000.00		2,000.00		2,000.00		2,000.00		2,000.00	

* The Government estimates that 2,000 hours per pricing period will be required to accomplish the anticipated tasks.

** Offerors must submit their proposed hours and "fully loaded" hourly rates for each labor category in all Pricing Periods by filling in all shaded boxes above.

*** In addition to filling in the blocks above, you are required to provide a breakdown of the elements which include the application of Overhead, G&A, and Profit.

****NOTE****

The Government will negotiate the fully burdened labor rates for the base year at the time of award. These rates will remain firm for the first ordering period. The labor rates in the additional ordering periods will be negotiated yearly.

Section L – INSTRUCTIONS TO OFFEROR

Proposal Submission Information. *Written proposals must address all three major factors and each subfactor where appropriate, and will be kept to a maximum length of 10 pages for information on both past performance and on technical capability. Proposals will be submitted using 12-point font, one-inch margins, and using 1-1/2 line spacing. The use of tables, lists, and charts that summarize experience or expertise is preferred. Brief proposals are recommended so as to make review of this material easy for the SS/EB team members. Photocopies of course diplomas, trade certifications, and letters of reference should not be submitted with the written proposals. Rather, this material should be available for review during the oral presentation stage of this procurement.*

Offerors shall submit as part of their written proposal, and be prepared to discuss orally, each of the following items, in order to be considered for evaluation.

L.1 PERFORMANCE RISK

L.1.1 Past Performance

Offerors shall submit a description of its previous U.S. Government, foreign government and/or commercial contracts (as prime or subcontractor), that are relevant to the effort required in this solicitation, and performed during the past five (5) years. The descriptions will include the following information:

- a. Buying Agency/Company and address
- b. Contract number, Purchase Order Number, and Award Date
- c. Point(s) of contact and/or References (Names and Phone Numbers)
 1. Procuring Contracting Officer
 2. Administrative Contracting Officer
 3. Other points of contact (Quality Assurance, Program Engineers, etc.)
- d. Item/Service procured (include NSN, Part Numbers, and/or description of services)
- e. Record of any deviations from the completion of scheduled work.
- f. Any records that document customer satisfaction
- g. Customer claims for noncompliance, poor service, etc. Describe noncompliance analysis of both internal and external customer complaints, and corrective action procedures (include past examples)

L.1.2 Proximity to TACOM-ACALA and the Rock Island Arsenal

Offerors shall identify the location from which their key personnel will be leaving, to travel to Rock Island, Illinois.

L.1.3 Small Business Utilization

Offerors must provide the following information in their proposal:

- a. Offerors shall describe their best efforts to utilize other small businesses (SBs), small disadvantaged businesses (SDBs), woman-owned small businesses (WOSBs), historically black colleges/universities or minority institutions (HBCU/MIs) as subcontractors for the previous three years.
- b. Current plans/policies for subcontracting with Small Business (SB), Small Disadvantaged Business (SDB), Women Owned Small Business (WOSB), and Historically Black Colleges and Universities/Minority institutions (HBCU/MI).
- c. The names of SBs, SDBs, WOSBs, or HBCU/MI that would participate in the instant contract, the extent of the commitment to use such firms, the identification of the specific components/efforts to be performed by those firms and the estimated total dollar value of such work.

L.2 TECHNICAL CAPABILITY

THE OFFEROR SHALL IDENTIFY THE KEY PERSONNEL FOR THIS EFFORT. (School transcripts, certificates, diploma, and/or personnel records that document the award of a relevant military occupational specialty (MOS) or civilian occupation codes that show employment as a maintenance practitioner can be provided during the oral presentation.)

L.2.1 Relevant Education and/or On-the-job Training - In the field of mechanical, hydraulic, electrical, and optical systems design, modification, and/or repair

L.2.2 A detailed knowledge of Artillery - Emphasis on practical expertise over theoretical knowledge.

L.2.3 History of Employment within a military or civilian maintenance organization

1. Prior military service within a maintenance Military Occupational Specialty (MOS).
2. Prior employment as a governmental civilian working in a DS, GS, or depot-level maintenance organization will be given equal weight to military employment.

3. Prior employment with Industry repairing military equipment

L.3 Cost

- a. Offerors shall identify the job categories of the key personnel and include the hourly wage or rate for any individuals identified to work on this task order-based contract for each ordering period. The offeror's hourly wage shall include a breakdown of elements which may include the application of the following rates: Overhead, General & Administrative, and Profit for purposes of evaluations. The Government estimates that 2,000 hours per year will be required to accomplish the anticipated tasks.
- b. Failure to provide a detailed breakdown as outlined in paragraph L.3 a. above will render your offer unacceptable.
- c. Travel to Rock island: Government authorized travel time to and from Rock Island is reimbursable labor time, and will count as part of the 2,000 hours/year estimate. Travel time to and from Rock Island will be reimbursed at the agreed upon, fully burdened labor rate and is included in the estimated 2000 hours per year. Lodging and per diem shall not be reimbursable for travel to Rock Island.
- d. Travel Away from Rock Island: Since the Government will supply airline tickets for trips away from Rock Island, these costs **must not** be included in the proposal. Travel Voucher submission shall be in accordance with AR 37-106, Finance and Accounting for Installations: Travel and Transportation Allowances, 31 Jul 90 and the Joint Travel Regulations (JTR) Volumes I & II. Lodging and per diem are reimbursable, and must be included on the travel voucher for complete entitlement. Receipts for all job related expenditures must be attached to the travel voucher for verification and reimbursement. Travel time will be reimbursed at the agreed upon, fully burdened labor rate.
- e. The Government reserves the right to require the submission of any information necessary to validate the reasonableness and realism of an offer.

L.4 Oral Presentations

- a. Oral presentations during step #2 will focus on answering questions that arise from the SS/EB members' review of written material. Additionally, offerors may be called upon to solve a problem and/or explain their methodology or approach to a sample task. In order to keep this process competitive and to ensure that it accurately reflects the offeror's capabilities, the government does not intend to give any advance information to potential contractors on the specific nature of the tasks or problems to be presented in the oral portion of this evaluation. The Government will develop variations of its questions

in case offerors are using the same subcontractors to avoid later presenters having a prepared answer. Presentation material (i.e., charts) will be submitted at the time of the actual presentation.

b. Offerors will be allowed one hour each to make the presentation, and the presentation should be made by the offeror's key personnel who will perform or personally direct the work being described.

c. The oral presentation shall encompass cost but does not constitute discussions.

d. The site for the oral presentation is the Rock Island Arsenal, Rock Island, IL, in one of the classrooms located in the basement of building 108.

e. For presentation purposes an overhead projector will be available for use.

f. The presentations will be audio taped.

g. Estimated date for oral presentations will be 30 days after receipt of offers.

SECTION M – EVALUATION OF OFFERS

1. The factors for evaluation in descending order of importance are Performance Risk, Technical Capability, and Cost.
2. The acquisition strategy for the procurement of these services will be a tradeoff process, small business set-aside competition, resulting in a five-year IDIQ. The Source Selection Authority (SSA) might not select the lowest cost offer even it is technically acceptable. The SSA might not select the offeror rated the highest in the non-cost elements, if its perceived advantages are considered not worth the cost premium. In selecting which offer represents the best value, the SSA will consider the evaluation elements and their relative importance as stated above. Using this as a guide, the SSA will determine which offer represents the best value to the Government, comparing the cost and the non-cost advantages and disadvantages.
3. Although cost is not the most important consideration, it could be determinative. If an otherwise superior proposal is not affordable, or if two proposals are considered nearly equal, or if the advantages of a superior proposal are not worth the cost premium, cost could be the deciding element.
4. Any proposal that is considered unrealistic or unreasonably priced (too high or too low), or contains significant inconsistencies between proposed performance and cost may be judged as reflecting a failure to understand the nature of the work required. Such proposals may be rejected.
5. Proposals which merely offer to perform the work in accordance with the Request for Proposal (RFP), and fail to provide the information required by Section L of the RFP, such that the Government cannot conduct a meaningful evaluation without significant supplemental information, are unacceptable, and may be rejected.

M.1 Performance Risk

M1.1. Past Performance

Offerors shall provide documented experience of successful, relevant past performance with any relevant contract(s). Relevant experience must be in the specific engineering and technical Services outlined in the scope of work. Emphasis will be given to hands-on experience in weapon systems modification, hands-on support and logistics influence on new equipment design, maintenance, and logistics planning for prototype and advanced developmental systems.

Required: Offeror's key personnel has/have hands-on experience with applying *modification work orders, a history of DS-level maintenance of fielded systems (to include boresighting procedures, assembly and disassembly, repair, etc.), and an understanding of the provisioning of spares.*

Desired: Offeror's key personnel meet(s) all required standards and also has/have worked on new equipment design projects to include logistics planning for advanced developmental systems.

M1.2. Proximity to TACOM-ACALA and the Rock Island Arsenal.

Proximity to TACOM-ACALA and the Rock Island Arsenal is highly desirable since a rapid response is needed to short-notice task orders. Approximately 50% of all tasks will be performed at Rock Island. The remainder will be tasks that require travel throughout the United States and occasionally to locations overseas. In some cases there will be less than 24-hours advanced notice before the contractor must report to Rock Island or initiate travel to a remote location.

Required: Offeror's key personnel can fly to Rock Island, IL, within same business day given less than 24 hours notice.

Desired: Offeror's key personnel are located within 200 miles driving distance from Rock Island.

M1.3. Small Business Prior and Proposed Utilization

The Government will consider the use of Small Business (SB), Small Disadvantaged Business (SDB) and Woman Owned Small Business (WOSB) in the execution of the contract requirements. The proposal must contain a clear and concise approach to meeting the applicable requirements outlined here and in Section L. The SB/SDB/WOSB goals and additional evaluation criteria are outlined in Appendix 3.

Required: Offeror can demonstrate compliance with the Small Business utilization Program.

Desired: Offeror meets all required standards and also makes an active effort to identify and qualify other SBs, SDBs, Women-Owned SBs, and/or HBCU/MIs to include lists of sources for subcontracting opportunities.

M.2 Technical Capability

Technical capability consists of the following sub-factors: relevant education and/or on-the-job training, detailed knowledge of artillery, and a history of employment within a military or civilian maintenance organization. The offeror's proposal will be evaluated to determine the risk associated with the offeror's ability to satisfy the requirements of this Engineering and Technical Services effort.

M.2.1 Relevant Education and/or On-The-Job Training

Relevant education and/or OJT should be in the fields of mechanical, hydraulic, electrical, and optical systems design, modification, and/or repair.

Required: Offeror's key personnel has/have a working knowledge of the repair and maintenance of (1) mechanical, (2) hydraulic, (3) electrical, and (4) optical systems.

Desired: Offeror's key personnel meet(s) all required standards and also has evidence of knowledge and/ or experience in logistics planning and hands-on support of new equipment design.

M.2.2 Detailed Knowledge of Artillery

Detailed knowledge of artillery should emphasize practical expertise over theoretical knowledge

Required: Offeror's key personnel has/have knowledge of how to replace artillery components.

Desired: Offeror's key personnel has/have knowledge of how to repair artillery components.

M.2.3 History of Employment within a Military or Civilian maintenance Organization

An offeror should be able to document a history of employment in direct support (DS), general support (GS), and/or depot-level maintenance organizations. Prior military service within a maintenance military occupational specialty (MOS) is a plus. Prior employment as a governmental civilian working in a DS, GS, or depot-level maintenance organization will be given equal weight to military employment. Depot-level knowledge is highly desirable.

Required: Offeror's key personnel has/have been employed in a DS or GS maintenance unit in either a military or civilian capacity or industry equivalent.

Desired: Offeror's key personnel has/have been employed in a depot-level maintenance facility as either a military or civilian capacity.

M.3 Cost

Evaluation of costs shall include determining reasonableness and realism. Reasonableness is interpreted to mean the price does not exceed what would be incurred by an ordinarily prudent person in the conduct of competitive business. Realism asks "Does the proposal price accurately reflect the offeror's proposed effort to meet the program requirements and objectives?" The Defense Contract Audit Agency (DCAA) may be requested to verify rates and projections.

The Government will negotiate the fully burdened labor rates for the base year at the time of award. These rates will remain firm for the first ordering period. The labor rates in the additional ordering periods will be negotiated yearly.

Travel costs, especially those to and from Rock Island, will be carefully evaluated in this "best value" competition. Contractors whose key personnel is/are located nearest Rock Island will have an advantage, since there will be less cost associated with their travel, and thus more actual work can be performed on the contract funds available. For example, if key personnel must drive three hours one way to Rock Island, the result might be that the Government will receive only 4 hours' actual effort while reimbursing the contractor for a 10 hour workday.

M.4 Oral Presentation

Oral presentations will encompass the same three major factors: (1) Performance Risk, (2) Technical Capability, and (3) Cost. The evaluator(s) will ask questions and may request offerors to demonstrate (e.g., solve a problem, explain methodology, hands-on assembly/disassembly, or other demonstration) the expertise that is documented in the offeror's written proposal.

SCOPE OF WORK

Work will be related primarily to the M198 Howitzer, M198 Rapid Force Projection Initiative (RFPI), M119A1 Howitzer and the Lightweight 155 Howitzer, and will be tasked through specific work directives. Type of work that may be ordered includes:

1. Planning support requirements and developing related technical information for maintenance documents, training, testing, equipment publications and provisioning. An illustrating example might be:

The contractor is tasked to develop instructions for removing a recuperator from the recoil mechanism and gives hands-on demonstrations to assist writers and illustrators in development of equipment publications.

2. Certifying the technical accuracy and adequacy of equipment publications through review and hands-on verification.
3. Develop and provide recommendation and rationale for positions on logistics issues concerning maintenance/operational concepts and design features, recommend and provide rationale/data to simplify system maintenance and improve its serviceability.
4. Hands-on maintenance technical assistance on weapon systems and/or training to equipment users or maintainers.
5. Development of Logistics Management Information (LMI) related to provisioning of equipment improvements and/or new systems.
6. Hands-on application of towed artillery system modification.
7. Perform maintenance of towed artillery sighting and fire control equipment and guide, advise, and mentor other personnel in these functions.
8. Must perform to current maintenance parameters and restrictions involved in removing, handling, and storing fire control instruments containing radioactive elements.
9. Daily, weekly, and /or monthly reports as tasked in specific work directives.

10. The preponderance of work is intended to be performed within the general Rock Island, IL/RIA geographic area. Some travel within the United States may be required as well as rare OCONUS travel.
11. All products will be subject to review by government representatives.
12. The Contractor is required to effectively perform these functions without the need of the Government's investment of time, personnel resources, or funds in the contractor's training.