

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0001			3. EFFECTIVE DATE 15-Dec-2003	4. REQUISITION/PURCHASE REQ. NO. W22W9K-3321-8586
6. ISSUED BY U. S. ARMY ENGINEER DISTRICT, LOUISVILLE 600 DR. MARTIN LUTHER KING, JR. PLACE ROOM 821 LOUISVILLE KY 40202-2230			7. ADMINISTERED BY (If other than item 6) MILITARY/RESERVE TEAM 600 DR. M. L. KING, JR. PL., RM 821 ATTN: LILLIAN A. BRAUNER LOUISVILLE KY 40202-2230	5. PROJECT NO.(If applicable) DACA27
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			X	9A. AMENDMENT OF SOLICITATION NO. W912QR-04-R-0005
			X	9B. DATED (SEE ITEM 11) 09-Dec-2003
				10A. MOD. OF CONTRACT/ORDER NO.
				10B. DATED (SEE ITEM 13)
CODE	FACILITY CODE		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS	
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended.				
Offer 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 <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram 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 telegram or letter, provided each telegram or letter 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)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> 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.) Solicitation W912QR-04-R-0005 for Facilities Operations, Maintenance Service and Minor Construction for DFAS, Columbus OH is hereby amended as follows: 1. The designated NAICS code 561210 is increased from \$6 million to \$30 million in accordance with new SBA size standard. 2. The revised Bid Schedule is included in its entirety. 3. The revised Section C.1. is included in its entirety. 4. The revised Section L text insert is included in its entirety. 5. The revised Section M text insert is included in its entirety. 6. All other aspects of this Solcitation remain unchanged.				
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)	
			TEL: _____ EMAIL: _____	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)		15-Dec-2003

**BID SCHEDULE SUMMARY**

BASE PERIOD (Total for Tables II, III, & IV) \$ \_\_\_\_\_

OPTION YEAR 1 (Total for Tables II & III) \$ \_\_\_\_\_

OPTION YEAR 2 (Total for Tables II & III) \$ \_\_\_\_\_

OPTION YEAR 3 (Total for Tables II & III) \$ \_\_\_\_\_

OPTION YEAR 4 (Total for Tables II, III, & IV) \$ \_\_\_\_\_

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TOTAL CONTRACT \$ \_\_\_\_\_

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**BID SCHEDULE**

**BASE PERIOD**

**TABLE I**

**Hourly Rate Determination:**

Occupation	Job Title	Scope Reference	Wages	Taxes & Insurance	Subtotal	Overhead	Subtotal	G&A	Subtotal	Profit	Total Burdened Rate
Contract Manager *	None	C.1.11.2.1.1	\$	\$	\$	\$	\$	\$	\$	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	\$	\$	\$	\$	\$	\$	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	\$	\$	\$	\$	\$	\$	\$	\$
Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	\$	\$	\$	\$	\$	\$	\$	\$
*Note- The Contract Manager's rate is not covered by the Service Act so therefore the contractor shall specify this rate.											

**Table II**

**Base Period Labor Cost:**

**(24 February 2004- 30 September 2004)**

Occupation	Job Title	Scope Reference	Burdened Rate	Hours	Subtotal	Overtime Rate	Hours	Subtotal	TOTAL
Contract Manager	None	C.1.11.2.1.1	\$	1240	\$	\$	80	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	1240	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	1240	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	1240	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	1240	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	1240	\$	\$	80	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>1240</b>	<b>\$</b>	<b>\$</b>	<b>80</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	1240	\$	\$	80	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	1240	\$	\$	80	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	1240	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	1240	\$	\$	80	\$	\$

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Work Processor III	1613	C.1.11.2.1.8	\$	1240	\$	\$	80	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	1240	\$	\$	80	\$	\$
Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	1240	\$	\$	80	\$	\$
<b>TOTAL BASE PERIOD LABOR COST</b>									
									\$

**TABLE III**  
**Base Period Subcontractor and Other Costs:**  
**(24 March 2004-30 September 2004)**

Scope Reference	Item	Cost	Markups	Line Item Total
C.5.1.1	Elevator maintenance, repair, and annual testing	\$	\$	\$
C.5.1.1	Fire alarm testing and maintenance	\$	\$	\$
C.5.1.1	Sprinkler system and fire extinguisher testing and maintenance	\$	\$	\$
C.5.1.12	Quarterly grease trap cleaning	\$	\$	\$
C.5.1.9	Curtain wall maintenance	\$	\$	\$
C.5.1.10	Audio/Visual inspection and maintenance	\$	\$	\$
C.1.10.2	Datastream MP2 software maintenance and licensing	\$	\$	\$
C.4.2	Forklift at Supply Warehouse	\$	\$	\$
C.5.1.4	Bulb recycling	\$	\$	\$
C.5.1.7	Backflow preventor annual testing	\$	\$	\$
C.5.1.8	Kitchen hood testing	\$	\$	\$
C.5.1.5	Plotter maintenance	\$	\$	\$
C.5.1.6	Uninterrupted Power Supply maintenance	\$	\$	\$
C.1.10.4.1.4	Water system testing and chemicals	\$	\$	\$
C.5.1.13	Johnson Controls Metesys maintenance and repair	\$	\$	\$
C.5.1.11	Annual Boiler testing and inspection	\$	\$	\$
C.5.1.11	Annual Generator oil and fuel testing	\$	\$	\$
C.5.1.11	Annual Chiller oil testing	\$	\$	\$
	Other- Specify	\$	\$	\$
	Other- Specify	\$	\$	\$
	Other- Specify	\$	\$	\$
	Other- Specify	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
<b>Total Base Period Subcontractor and Other Costs</b>				\$

**TABLE IV**  
**Transition Period Cost:**  
**(1 February 2004-23 February 2004)**

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<b>Occupation</b>	<b>Job Title</b>	<b>Scope Reference</b>	<b>Burdened Rate</b>	<b>Hours</b>	<b>Total</b>
Contract Manager	None	C.1.11.2.1.1	\$	120	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	120	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	120	\$
<b>TOTAL TRANSITION COST</b>					\$

## BID SCHEDULE OPTION YEAR 1

**TABLE I  
Hourly Rate Determination:**

Occupation	Job Title	Scope Reference	Wages	Taxes & Insurance	Subtotal	Overhead	Subtotal	G&A	Subtotal	Profit	Total Burdened Rate
Contract Manager *	None	C.1.11.2.1.1	\$	\$	\$	\$	\$	\$	\$	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	\$	\$	\$	\$	\$	\$	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	\$	\$	\$	\$	\$	\$	\$	\$
Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	\$	\$	\$	\$	\$	\$	\$	\$
*Note- The Contract Manager's rate is not covered by the Service Act so therefore the contractor shall specify this rate.											

**TABLE II  
Option Year 1 Labor Cost:  
(1 October 2004- 30 September 2005)**

Occupation	Job Title	Scope Reference	Burdened Rate	Hours	Subtotal	Overtime Rate	Hours	Subtotal	TOTAL
Contract Manager	None	C.1.11.2.1.1	\$	2080	\$	\$	80	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>2080</b>	<b>\$</b>	<b>\$</b>	<b>80</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	2080	\$	\$	80	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	2080	\$	\$	80	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	2080	\$	\$	80	\$	\$

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Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	2080	\$	\$	80	\$	\$
<b>TOTAL OPTION YEAR 1 LABOR COST</b>									\$

**TABLE III  
Option Year 1 Subcontractor and Other Costs:  
(1 October 2004-30 September 2005)**

Scope Reference	Item	Cost	Markups	Line Item Total
C.5.1.1	Elevator maintenance, repair, and annual testing	\$	\$	\$
C.5.1.1	Fire alarm testing and maintenance	\$	\$	\$
C.5.1.1	Sprinkler system and fire extinguisher testing and maintenance	\$	\$	\$
C.5.1.12	Quarterly grease trap cleaning	\$	\$	\$
C.5.1.9	Curtain wall maintenance	\$	\$	\$
C.5.1.10	Audio/Visual inspection and maintenance	\$	\$	\$
C.1.10.2	Datastream MP2 software maintenance and licensing	\$	\$	\$
C.4.2	Forklift at Supply Warehouse	\$	\$	\$
C.5.1.4	Bulb recycling	\$	\$	\$
C.5.1.7	Backflow preventor annual testing	\$	\$	\$
C.5.1.8	Kitchen hood testing	\$	\$	\$
C.5.1.5	Plotter maintenance	\$	\$	\$
C.5.1.6	Uninterrupted Power Supply maintenance	\$	\$	\$
C.1.10.4.1.4	Water system testing and chemicals	\$	\$	\$
C.5.1.13	Johnson Controls Metesys maintenance and repair	\$	\$	\$
C.5.1.11	Annual Boiler testing and inspection	\$	\$	\$
C.5.1.11	Annual Generator oil and fuel testing	\$	\$	\$
C.5.1.11	Annual Chiller oil testing	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
<b>Total Option Year 1 Subcontractor and Other Costs</b>				\$

## BID SCHEDULE

### OPTION YEAR 2

**TABLE I**  
**Hourly Rate Determination:**

Occupation	Job Title	Scope Reference	Wages	Taxes & Insurance	Subtotal	Overhead	Subtotal	G&A	Subtotal	Profit	Total Burdened Rate
Contract Manager *	None	C.1.11.2.1.1	\$	\$	\$	\$	\$	\$	\$	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	\$	\$	\$	\$	\$	\$	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	\$	\$	\$	\$	\$	\$	\$	\$
Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	\$	\$	\$	\$	\$	\$	\$	\$
*Note- The Contract Manager's rate is not covered by the Service Act so therefore the contractor shall specify this rate.											

**TABLE II**  
**Option Year 2 Labor Cost:**  
**(1 October 2005- 30 September 2006)**

Occupation	Job Title	Scope Reference	Burdened Rate	Hours	Subtotal	Overtime Rate	Hours	Subtotal	TOTAL
Contract Manager	None	C.1.11.2.1.1	\$	2080	\$	\$	80	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>2080</b>	<b>\$</b>	<b>\$</b>	<b>80</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	2080	\$	\$	80	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	2080	\$	\$	80	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	2080	\$	\$	80	\$	\$

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Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	2080	\$	\$	80	\$	\$
<b>TOTAL OPTION YEAR 2 LABOR COST</b>									\$

**TABLE III**  
**Option Year 2 Subcontractor and Other Costs:**  
**(1 October 2005-30 September 2006)**

Scope Reference	Item	Cost	Markups	Line Item Total
C.5.1.1	Elevator maintenance, repair, and annual testing	\$	\$	\$
C.5.1.1	Fire alarm testing and maintenance	\$	\$	\$
C.5.1.1	Sprinkler system and fire extinguisher testing and maintenance	\$	\$	\$
C.5.1.12	Quarterly grease trap cleaning	\$	\$	\$
C.5.1.9	Curtain wall maintenance	\$	\$	\$
C.5.1.10	Audio/Visual inspection and maintenance	\$	\$	\$
C.1.10.2	Datastream MP2 software maintenance and licensing	\$	\$	\$
C.4.2	Forklift at Supply Warehouse	\$	\$	\$
C.5.1.4	Bulb recycling	\$	\$	\$
C.5.1.7	Backflow preventor annual testing	\$	\$	\$
C.5.1.8	Kitchen hood testing	\$	\$	\$
C.5.1.5	Plotter maintenance	\$	\$	\$
C.5.1.6	Uninterrupted Power Supply maintenance	\$	\$	\$
C.1.10.4.1.4	Water system testing and chemicals	\$	\$	\$
C.5.1.13	Johnson Controls Metesys maintenance and repair	\$	\$	\$
C.5.1.11	Annual Boiler testing and inspection	\$	\$	\$
C.5.1.11	Annual Generator oil and fuel testing	\$	\$	\$
C.5.1.11	Annual Chiller oil testing	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
<b>Total Option Year 2 Subcontractor and Other Costs</b>				\$

## BID SCHEDULE OPTION YEAR 3

**TABLE I  
Hourly Rate Determination:**

Occupation	Job Title	Scope Reference	Wages	Taxes & Insurance	Subtotal	Overhead	Subtotal	G&A	Subtotal	Profit	Total Burdened Rate
Contract Manager *	None	C.1.11.2.1.1	\$	\$	\$	\$	\$	\$	\$	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	\$	\$	\$	\$	\$	\$	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	\$	\$	\$	\$	\$	\$	\$	\$
Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	\$	\$	\$	\$	\$	\$	\$	\$
*Note- The Contract Manager's rate is not covered by the Service Act so therefore the contractor shall specify this rate.											

**TABLE II  
Option Year 3 Labor Cost:  
(1 October 2006- 30 September 2007)**

Occupation	Job Title	Scope Reference	Burdened Rate	Hours	Subtotal	Overtime Rate	Hours	Subtotal	TOTAL
Contract Manager	None	C.1.11.2.1.1	\$	2080	\$	\$	80	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>2080</b>	<b>\$</b>	<b>\$</b>	<b>80</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	2080	\$	\$	80	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	2080	\$	\$	80	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	2080	\$	\$	80	\$	\$

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Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	2080	\$	\$	80	\$	\$
<b>TOTAL OPTION YEAR 3 LABOR COST</b>									\$

**TABLE III  
Option Year 3 Subcontractor and Other Costs:  
(1 October 2006-30 September 2007)**

Scope Reference	Item	Cost	Markups	Line Item Total
C.5.1.1	Elevator maintenance, repair, and annual testing	\$	\$	\$
C.5.1.1	Fire alarm testing and maintenance	\$	\$	\$
C.5.1.1	Sprinkler system and fire extinguisher testing and maintenance	\$	\$	\$
C.5.1.12	Quarterly grease trap cleaning	\$	\$	\$
C.5.1.9	Curtain wall maintenance	\$	\$	\$
C.5.1.10	Audio/Visual inspection and maintenance	\$	\$	\$
C.1.10.2	Datastream MP2 software maintenance and licensing	\$	\$	\$
C.4.2	Forklift at Supply Warehouse	\$	\$	\$
C.5.1.4	Bulb recycling	\$	\$	\$
C.5.1.7	Backflow preventor annual testing	\$	\$	\$
C.5.1.8	Kitchen hood testing	\$	\$	\$
C.5.1.5	Plotter maintenance	\$	\$	\$
C.5.1.6	Uninterrupted Power Supply maintenance	\$	\$	\$
C.1.10.4.1.4	Water system testing and chemicals	\$	\$	\$
C.5.1.13	Johnson Controls Metesys maintenance and repair	\$	\$	\$
C.5.1.11	Annual Boiler testing and inspection	\$	\$	\$
C.5.1.11	Annual Generator oil and fuel testing	\$	\$	\$
C.5.1.11	Annual Chiller oil testing	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
<b>Total Option Year 3 Subcontractor and Other Costs</b>				\$

## BID SCHEDULE OPTION YEAR 4

**TABLE I  
Hourly Rate Determination:**

Occupation	Job Title	Scope Reference	Wages	Taxes & Insurance	Subtotal	Overhead	Subtotal	G&A	Subtotal	Profit	Total Burdened Rate
Contract Manager *	None	C.1.11.2.1.1	\$	\$	\$	\$	\$	\$	\$	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	\$	\$	\$	\$	\$	\$	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	\$	\$	\$	\$	\$	\$	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	\$	\$	\$	\$	\$	\$	\$	\$
Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	\$	\$	\$	\$	\$	\$	\$	\$
*Note- The Contract Manager's rate is not covered by the Service Act so therefore the contractor shall specify this rate.											

**TABLE II  
Option Year 4 Labor Cost:  
(1 October 2007- 30 September 2008)**

Occupation	Job Title	Scope Reference	Burdened Rate	Hours	Subtotal	Overtime Rate	Hours	Subtotal	TOTAL
Contract Manager	None	C.1.11.2.1.1	\$	2080	\$	\$	80	\$	\$
Secretary IV	1314	C.1.11.2.1.2	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
General Maintenance	23370	C.1.11.2.1.4	\$	2080	\$	\$	80	\$	\$
<b>General Maintenance</b>	<b>23370</b>	<b>C.1.11.2.1.4</b>	<b>\$</b>	<b>2080</b>	<b>\$</b>	<b>\$</b>	<b>80</b>	<b>\$</b>	<b>\$</b>
Maintenance Painter	11210	C.1.11.2.1.5	\$	2080	\$	\$	80	\$	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	2080	\$	\$	80	\$	\$
Personnel Assistant	1261	C.1.11.2.1.7	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Work Processor III	1613	C.1.11.2.1.8	\$	2080	\$	\$	80	\$	\$
Maintenance Trade Helper	23580	C.1.11.2.1.9	\$	2080	\$	\$	80	\$	\$

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Laborer, Grounds Maintenance	11210	C.1.11.2.1.10	\$	2080	\$	\$	80	\$	\$
<b>TOTAL OPTION YEAR 4 LABOR COST</b>									\$

**TABLE III  
Option Year 4 Subcontractor and Other Costs:  
(1 October 2007-30 September 2008)**

Scope Reference	Item	Cost	Markups	Line Item Total
C.5.1.1	Elevator maintenance, repair, and annual testing	\$	\$	\$
C.5.1.1	Fire alarm testing and maintenance	\$	\$	\$
C.5.1.1	Sprinkler system and fire extinguisher testing and maintenance	\$	\$	\$
C.5.1.12	Quarterly grease trap cleaning	\$	\$	\$
C.5.1.9	Curtain wall maintenance	\$	\$	\$
C.5.1.10	Audio/Visual inspection and maintenance	\$	\$	\$
C.1.10.2	Datastream MP2 software maintenance and licensing	\$	\$	\$
C.4.2	Forklift at Supply Warehouse	\$	\$	\$
C.5.1.4	Bulb recycling	\$	\$	\$
C.5.1.7	Backflow preventor annual testing	\$	\$	\$
C.5.1.8	Kitchen hood testing	\$	\$	\$
C.5.1.5	Plotter maintenance	\$	\$	\$
C.5.1.6	Uninterrupted Power Supply maintenance	\$	\$	\$
C.1.10.4.1.4	Water system testing and chemicals	\$	\$	\$
C.5.1.13	Johnson Controls Metesys maintenance and repair	\$	\$	\$
C.5.1.11	Annual Boiler testing and inspection	\$	\$	\$
C.5.1.11	Annual Generator oil and fuel testing	\$	\$	\$
C.5.1.11	Annual Chiller oil testing	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
	Other- Specify:	\$	\$	\$
<b>Total Option Year 4 Subcontractor and Other Costs</b>				\$

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**TABLE IV**

**Transition Period Cost:**

**(1 October 2008-15 October 2008)**

<b>Occupation</b>	<b>Job Title</b>	<b>Scope Reference</b>	<b>Burdened Rate</b>	<b>Hours</b>	<b>Total</b>
Contract Manager	None	C.1.11.2.1.1	\$	80	\$
Maintenance Electrician	23160	C.1.11.2.1.3	\$	80	\$
HVAC Mechanic	23400	C.1.11.2.1.6	\$	80	\$
<b>TOTAL TRANSITION PERIOD COST</b>					<b>\$</b>

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

## SECTION SF 30 - BLOCK 14 CONTINUATION PAGE

The following have been added by full text:

AMENDMENT 1

**C.1 GENERAL REQUIREMENTS** - The Contractor shall furnish all labor, material, equipment and plant to perform all work in strict accordance with these specifications and technical exhibits.

**C.1.1 PROJECT DESCRIPTION** - The Defense Finance and Accounting Service (DFAS) Columbus Center is located within the Defense Supply Center Columbus (DSCC), a Defense Logistics Agency (DLA) installation. The primary DFAS facility consists of an approximate 592,000 square foot building containing seven stories plus a basement and penthouse. Individual floor space varies from 66,804 to 87,825 gross square feet. The central mechanical plant and main electrical switchgear are housed in a separate Central Plant structure. The cooling towers servicing the Columbus Center are located directly north of the Central Plant building. DFAS also occupies space in:

Building 10	Section 10	21,480 SF	File Storage Space
Building 10	Section 11	18,695 SF	File Storage Space
Building 10	Section 12	21,510 SF	Administrative Space
Building 10	Section 13	21,555 SF	Administrative Space
Building 11	Section 1	16,334 SF	Warehousing Space
Building 11	Section 5	19,580 SF	Administrative Space
Building 11	Section 6	19,282 SF	Administrative Space

The services to be provided under this contract extend to include these subordinate locations occupied by DFAS within the DSCC Installation.

**C.1.2 WORK DESCRIPTION** - The primary work to be performed under this contract is for the general building operation, routine maintenance, and preventative maintenance. Additional maintenance and repair services necessitated by age, wear and/or tear, which cannot be reasonably anticipated (in terms of scope of effort or quantity), are termed under this contract as Demand Maintenance. Routine & Preventative Maintenance and Building Operation will be executed in accordance with a scheduled work plan. A task order will be issued at the beginning of each year for the performance of Routine & Scheduled Maintenance and Building Operation for a one-year period. Demand Maintenance will be initiated by the Building Manager and an individual task order issued by the Contracting Officer's Representative (COR), as required, for execution of the demanded effort. Additionally, a task order will be initially issued for the purpose of pre-positioning up to \$25,000 of Priority 1 Emergency Demand Maintenance effort to be utilized at the direction of the COR.

### C.1.3 SCHEDULED & PREVENTATIVE MAINTENANCE SERVICES -

The Contractor shall service, maintain and repair all buildings, systems and equipment covered by this Contract that is under warranty in accordance with the manufacturer's warranty instructions and shall assume full responsibility for such equipment and systems after any warranty expires. The Contractor shall also be responsible for the operation of all mechanical systems, including heating, ventilation, and air conditioning systems, as well as an ability to provide Priority 1 Emergency Demand Maintenance on a twenty-four (24) hour basis, seven (7) days per week, including holidays. Routine & Preventative Maintenance Services are defined in Section C.2. Specific tasks and maintenance standards are specified in Section C.5.

C.1.4 DEMAND MAINTENANCE & REPAIR SERVICES - The Contractor shall provide Demand Maintenance & Repairs to the permanent building's exterior, interior and architectural/mechanical/electrical/alarm systems, to include commercial kitchen equipment and providing locksmith services. Demand services include performing carpentry, painting, ceiling & flooring work and other tasks specified in Section C.5. Demand Maintenance & Repair Services are defined and prioritized in Section C.2. Specific tasks and work standards are specified in Section C.5.

C.1.5 NEW WORK - The Contractor shall have the capacity to provide limited New Work. New Work includes performing carpentry, painting, ceiling and flooring work, electrical work, and mechanical work. New Work is defined in Section C.2. The Contractor is not required to provide engineering services.

C.1.5.1 The Building Manager will request New Work of the COR. The COR will provide the Scope of Work for the new work to the Contractor.

C.1.5.2 The Contractor shall respond with a proposal to the COR for requested New Work. Proposal shall include a list of trades needed to perform the work, estimated man-hours per trade to perform the work, total labor cost (including overhead and profit), materials, supplies, and parts needed to perform the new work, costs of materials, supplies, and parts needed, as well as the timeframe (number of days) needed to complete the work.

C.1.5.3 The COR will consider the proposal and negotiate until an agreeable scope of work and price is achieved.

C.1.5.4 Upon accepting the Contractor's revised proposal, the COR will place a work order, which will constitute the Contractor's Notice to Proceed.

C.1.5.5 The Contractor shall not allow work orders to remain open for more than 30 calendar days.

C.1.5.6 Upon acceptance of the work by the COR in consultation with the Building Manager, the Contractor shall close out the work order.

C.1.5.7 The value of an individual work order for New Work will not exceed \$100,000.

C.1.6 TRANSITIONAL SERVICES- The selected Contractor will be involved with transitional services at the beginning and end of the contract.

C.1.6.1 Preliminary Contract Transitional Services-Approximately 21 days prior to the current contract expiration, the Contract Manager, HVAC Mechanic and an Electrician of the selected Contractor's staff shall work with the current contractor to assure a smooth transition in operations. The anticipated start of the transition period is 02 February 04 with completion on 23 February 04. The remainder of the Contractor's staff is to report 24 February 04.

C.1.6.2 Contract Closeout Transitional Services- Approximately 20 days prior to completion of the final contract option year and 10 days into the succeeding contract award, the Contractor will provide transitional services to the new contractor. The Contractor will provide the newly selected contractor with training, status of on-going operations and assistance to assure a seamless transition of services up to the termination date of the performance period. The Contractor will extend the services of the Contract Manager, HVAC Mechanic, and an Electrician for the first 10 days of the new contractor's performance period to assist with questions and issues arising from the new contractor's hands-on operation.

C.1.7 CONTRACT ADMINISTRATION SERVICES - The Contractor is responsible for scheduling & coordinating all work and providing quality control and administrative support for all Routine & Preventative Maintenance Services, Demand Maintenance & Repair Services, New Work, and Operation of Heating, Ventilation, and Air Conditioning Equipment. Specific tasks, requirements, and work standards are specified in Section C.5.

C.1.8 GOVERNMENT-FURNISHED PROPERTY & SERVICES - Specific property and services furnished to the Contractor as part of this Contract are outlined and specified in Section C.3.

C.1.9 CONTRACTOR-FURNISHED ITEMS - Items furnished by the Contractor as part of this Contract are outlined and specified in Section C.4.

C.1.10 - MANAGEMENT SYSTEMS -

C.1.10.1 Management Plan: The Contractor shall have a Management Plan for defining or stating policy, objectives, or requirements; assigning responsibility; controlling utilization of resources; periodically measuring performance; comparing that performance against stated objectives and requirements; showing work control; and taking appropriate action. The Contractor's day-to-day operation shall adhere to this documented method. The Management Plan shall include, but not be limited to the following:

- Organizational Structure
- Lines of Support
- Subcontractor Relationships
- Operational Procedures
- Job Resumes

Overall Approach to Work  
Transition Plan  
Quality Management Plan  
Safety Plan  
Security Plan  
Information Management

C.1.10.1.1 Maintenance & Repair Services Administration - The Contractor shall organize, coordinate, and manage maintenance & repair activities based on the requirements of the Contract. Contractor shall also provide a technically qualified & trained staff; submit maintenance & repair data and reports; comply with quality control & safety plans, prepare equipment logs, attend meetings, and comply with DSCC and DFAS security requirements as follows:

#### C.1.10.1.1.1 Contract Services Coordination

C.1.10.1.1.1.1 Maintenance & Repair Coordinator - The Contractor shall designate a Coordinator authorized to manage and coordinate all maintenance, reporting, quality control, and administrative services or tasks related to this Contract. This individual shall be accessible to the COR 24-hours a day throughout the Contract period. The Contractor shall notify the COR in writing, of any additions, deletions, or changes in designation(s) within (2) days of that change.

C.1.10.1.1.1.2 The Contractor shall organize, schedule, and manage all Routine & Preventative Maintenance Services and Demand Maintenance & Repair Service requests to assure that a sufficient number of experienced, trained, and qualified personnel are available to perform all of the services and tasks required by this Contract.

C.1.10. 2 Automated System: The Contractor shall use the existing automated system, *MP2 Professional* system by Datastream Systems Inc., a commercial software system for tracking and reporting all phases of maintenance and repair services. The software operates in Microsoft Windows in a file server environment with an Access database and has and shall continue to have a capacity for up to 8 users. The system is capable of scheduling routine and preventative maintenance tasks and repairs, generating work orders, tracking parts inventory, and equipment history, and creating purchase orders and basic management reports. The software has the flexibility to allow the customization of screen layouts and the ability to report analyses down to specific locations, pieces of equipment and specific employees. The Contractor is responsible for providing and maintaining all hardware and software, including licensing and software maintenance agreements necessary for satisfactory operation of the tracking and reporting system. In the event the system malfunctions, the Contractor shall continue to work until the system is restored.

The Contractor's automated tracking and reporting system shall provide for remote access by the Building Manager and the COR.

At the end of the Contract, the Contractor shall provide a complete copy of the database to the COR by means of CD-ROM or floppy disk.

C.1.10.2.1 The automated system shall generate numbered work orders. Each work order shall contain the following information: description of work, name of requester, date and time request received, piece of equipment, priority, building number, scheduled completion date, description of work performed, labor hours by trade, labor cost (using hourly rate and fringes as stated in Contractor's Proposal), parts cost (to include expendable items), total cost, date and time work completed, and name(s) of employee(s) performing the work. The system shall provide an equipment history record for each major piece of equipment. The system shall be capable of generating a backlog report. The system shall provide a building history by category of work, i.e., painting history, electrical repair, etc. The system shall be able to generate a list of incomplete work orders.

C.1.10.2.1.1 The Contractor is responsible for initiating all work orders related to preventative maintenance in accordance with the Contractor's Preventative Maintenance Plan, as well as work orders related to the operation of HVAC equipment. The COR is responsible for informing the Contractor of demand maintenance and new work requests.

C.1.10.2.1.2 The Contractor shall submit a monthly invoice to the COR. This invoice shall show which work orders were completed, labor costs, and material costs. The labor costs shall show by trade the number of hours worked, the hourly labor cost by trade, the labor cost by trade, and the total labor cost. The material cost shall show the invoice cost of materials used, including expendables. The Contractor shall submit copies of receipts and invoices for the materials.

C.1.10.2.2 Control of Materials: The automated system shall provide an audit trail from the time of purchase to the point of installation. The system shall provide a part history on each part. This shall include all receipts, and if the part was used for routine & preventative maintenance, demand maintenance, or new work. The work order number shall be included with each part. The system shall provide an issue report which shall list the description of each part, date used, work order number, cost, and if the work order was routine & preventative maintenance, demand maintenance, or new work.

C.1.10.2.3 Quality Control: The results of the Contractor's Quality Control inspections shall be automated. A report shall be generated containing the number of inspections performed, number satisfactory, number unsatisfactory, equipment inspected, work order number, date inspected, description of problem, date of follow-up inspection, and corrective action taken.

C.1.10.2.4 Preventative Maintenance Program: The Contractor shall have a preventative maintenance program that shall be structured to perform the manufacturer's recommended inspections, maintenance and testing regimes in accordance with the appropriate operation and maintenance manual for all building equipment and systems addressed under this contract. It shall also be structured to perform inspections, maintenance, and testing regimes in accordance with industry standards for such systems as roofs, plumbing, and commercial kitchen

equipment. The program shall define the inspection interval for each individual item of equipment and records shall be maintained to reflect the dates of inspection and maintenance as well as the status of all equipment. The Contractor shall be responsible for initiating work orders to perform all preventative maintenance according to this plan.

### C.1.10.3 CONTROL OF WORK

C.1.10.3.1 The Contractor's Management Plan shall address work control.

C.1.10.3.2 Records shall be kept of each repair and maintenance task.

C.1.10.3.3 The Contractor shall maintain operating data on the equipment covered by this contract. The Contractor shall provide and use approved standard forms, charts, and logs approved by the COR in coordination with the Building Manager. For the most part, the baseline operating data has been captured and entered into the system. The Contractor will be responsible of capturing and inputting any data voids as well as information on new equipment installed during the term of the contract. Data to be collected/compiled /maintained includes, but is not limited to:

- Description (i.e. 10,000 BTU Oil Burner)
- Manufacturer name, address, telephone number
- Model Number
- Class (Boiler)
- Dimensions
- Speed/Capacity
- Category (asset, assembly, part)
- Relationship (association with what other asset)
- Serialized (serial number of the asset)
- Maintained (yes/no requires PM)
- In-Use (currently in use or spare)
- Remarks (relative to function)
- Location (room number)
- Cost (of this equipment)
- Life (expectancy in months)
- In Service Date
- Acquisition Date
- Service Expiration
- Warranty Vendor
- Warranty Expiration
- Belt Sizes and Quantities (where applicable)
- Filter Sizes and Quantities (where applicable)
- Bearing Sizes and Quantities (where applicable)
- Bar Code Number (where applicable)

Data shall take the following forms:

C.1.10.3.3.1 Daily plant or system operating logs.

C.1.10.3.3.2 Monthly consolidated operating logs for the system.

C.1.10.3.3.3 Recording charts filed chronologically and by piece of equipment.

C.1.10.3.3.4 Systems report that lists all major systems in the facility and provides the operational status of each.

C.1.10.3.4 All records kept by the Contractor shall be available to the COR and/or Building Manager on request. The Contractor shall be prepared to substantiate all entries made on operating log sheets.

C.1.10.3.5 Any changes in procedures, records, or forms shall require written approval in advance by the COR. The COR may require the Contractor to modify procedures, records, or forms, if necessary, for more efficient operation.

C.1.10.4 QUALITY CONTROL: The Contractor shall maintain a Quality Control program that ensures that all requirements of the contract are met as specified.

C.1.10.4.1 Contents: The program shall include, as a minimum, the following:

C.1.10.4.1.1 All key personnel of the Contractor's organization shall be identified. Their authority shall be clearly defined.

C.1.10.4.1.2 A Quality Control inspection system covering all general and specific tasks included in the contract scope of work. It shall specify tasks or areas to be inspected on both a scheduled or unscheduled basis, and the manner in which inspections are to be conducted. The inspection system shall address the Contractor's operation, safety plan, environmental plan, preventative maintenance, demand maintenance, and new work individually.

C.1.10.4.1.3 The names of firms or individuals tasked to perform inspections and the extent of their authority.

C.1.10.4.1.4 Proposed test methods and qualified testing laboratories to be used. Tests shall include testing of chemical treatment at the chilled water, hot water, and condenser water systems. The Successful Contractor for this contract shall provide for both water testing and water system maintenance to include supplying treatment chemicals.

C.1.10.4.1.5 Method of identifying deficiencies in the quality of services performed before the level of performance becomes unacceptable.

C.1.10.4.1.6 Method of documenting and ensuring quality control operations of both prime and any subcontractor work, including inspection and testing. Copies of all inspections and tests shall be available to the COR and Building Manager.

C.1.10.4.1.7 All plans shall be constructed in such a manner that each functional area plan may be extracted and used for that function only and not contain information extraneous to that function.

## C.1.11 PERSONNEL AND QUALIFICATIONS

C.1.11.1 QUALIFICATIONS: The Contractor shall have in his/her employment at all times a sufficient number of qualified employees to enable him/her to properly, safely, and economically manage, operate, and maintain the buildings and systems identified in this contract. The personnel employed by the Contractor shall be journeymen, certified or licensed in their respective trades for the state of Ohio. A copy of each employee's certification or license shall be made available to the COR upon request.

C.1.11.2 STAFFING: The Contractor is expected to provide and maintain an on-site core staff during normal work hours.

C.1.11.2.1: The following staff positions are to be included, as a minimum, under Table I of the bid schedule. The Contractor will include in his/her bid documents, 80 hours of overtime work per year for each of these positions. Any overtime hours that are not worked will be credited back to the Government at the end of the contract period.

C.1.11.2.1.1 Contract Manager (to coordinate contract requirements and direct the contractor's workforce). The Contract Manager shall be on-site dedicated to this contract.

C.1.11.2.1.2 Administrative Clerk (to receive maintenance service requests, input data and manage the automated maintenance management system). The administrative clerk shall be on-site dedicated to this contract.

C.1.11.2.1.3 Two Maintenance Electricians (to operate and maintain electrical system). The Maintenance Electricians shall be on-site dedicated to this contract.

**C.1.11.2.1.4 Three General Maintenance Workers (to provide daily routine maintenance and preventative maintenance assistance). The General Maintenance Workers shall be on-site dedicated to this contract.**

C.1.11.2.1.5 Maintenance Painter (to provide daily routine painting). The Maintenance Painter shall be on-site dedicated to this contract.

C.1.11.2.1.6 Heating, Refrigeration, Air Conditioning Mechanic (to operate HVAC system). The HVAC Mechanic shall be on-site dedicated to this contract.

C.1.11.2.1.7 One experienced Personnel Assistant for the DFAS Front Desk (1B). The normal working hours for the front desk is 7:30 am to 4:30 pm. Duties for the Front Desk will include highly skilled telephone support, greeting visitors, and friendly receptionist desk administration. Daily tasks will comprise of planning, greeting, and professional receptionist desk administration. Other duties include coordinating activity services to support the visitors to the Center. Items that require coordination include audio/visual support, interior furniture arrangements, computer support, and other special requests. Customer services will include providing a wide range of recommendations to include hotel accommodations, eating establishments, and activities in the Columbus area to attend. Administrative duties include providing copying and printer services offered by the Columbus Center. This position may coordinate ticket purchases for Government

employees through the ITR office or Wagonlit Travel. The Personnel Assistant shall be on-site dedicated to this contract

C.1.11.2.1.8 Two experienced Personnel Assistants to support the DFAS Conference Center Desk (1C). The normal working hours for the Conference Center Desk is 8:00 am to 5:00 pm. The Conference Center Desk positions will administer coordination, registration, and room scheduling. The Conference Center Assistants should have strong personal computer skills in Microsoft Excel, Powerpoint, and Word. These positions may be required to attend Government activities outside of normal working hours to accommodate evening and/or weekend conferences. These positions will be required to back up each other and the DFAS front desk during working hours to ensure full time coverage at both desk locations. Daily tasks will comprise of conference center planning, greeting, and professional receptionist desk administration. Other duties include coordinating activity services to support the conference center attendees and visitors to the Center. Items that require coordination include audio/visual support, interior furniture arrangements, computer support, and other special requests. Customer services will include providing a wide range of recommendations to include hotel accommodations, eating establishments, and activities in the Columbus area to attend. Other special tasks may include arranging transportation for the attendees by Government or public transportation. Administrative duties include providing copier and printer services offered by the Columbus Center. This position may coordinate ticket purchases for Government employees through the ITR office or Wagonlit Travel. The Personnel Assistants shall be on-site dedicated to this contract

C.1.11.2.1.9 Maintenance Trade Helper- The Contractor will provide one laborer to support the DFAS Columbus Center. The laborer will provide a variety of services to include furniture moves, stage setups, light bulb changes, minor plumbing repairs, sign installations, specialized custodial duties, and other various tasks. The laborer will provide assistance to journeymen electricians, HVAC mechanics, boiler operators and other building trades. The laborer provides these duties in accordance with subject contract. The Maintenance Trade Helper shall be on-site dedicated to this contract

C.1.11.2.1.10 Laborer, Grounds Maintenance – The laborer will provide a variety of services to include furniture moves, stage setups, light bulb changes, minor plumbing repair, sign installations, specialized custodial duties, emergency snow removal, landscape weeding and mulching, and other various tasks. The laborer will provide assistance to journeymen electricians, HVAC mechanics, and boiler operators, and other building trades. The laborer provides these duties in accordance with subject contract. The Laborer, Grounds Maintenance shall be on-site dedicated to this contract

C.1.11.2.2 The Contracting Officer may require the dismissal of any Contractor employee and/or subcontractor employee from the work site who is identified as a potential threat to the health, safety, security, general well being or operational mission of the building and its population. The Contracting Officer may require the Contractor to remove any employee from the job site who is found to violate the Disciplinary Rules or Standards of Conduct applicable to Federal employees. The removal from the job site of such person(s) shall not relieve the Contractor of the requirement to provide sufficient personnel to perform adequate and timely services.

C.1.11.2.3 Contractor employees shall not loiter around the DFAS Center nor DSCC during off-duty hours.

C.1.11.3 SUPERVISION: All matters pertaining to the employment, supervision, compensation, promotion, and discharge of contract employees are the responsibility of the Contractor, who is in all respects, their employer. The Contractor shall provide adequate on-site supervision to fulfill the terms and conditions of this contract. The Contractor shall ensure that all work required by this contract is satisfactorily supervised by a Contract Manager. The Contractor Manager, or his/her designated representative shall be available at all times, while work is in progress, to receive notices, reports, and/or requests from the CO, COR or the Building Manager. The Contractor shall provide the Contracting Officer and Building Manager with the name(s) and telephone number(s) of the Contract Manager and alternate(s) immediately upon award of the contract. The Contractor shall also provide a listing of the telephone numbers, which the Government may use at any time to directly contact the Contractor, Contract Manager, or designated representatives after normal work hours or in the event of an emergency. The Contract Manager shall be made available to the work site no later than one hour from notification of an emergency service request. The Contractor shall supply, as part of the Contractor's business cost, effective local communication devices for each of the maintenance electricians, maintenance trade helper, grounds maintenance laborer, HVAC mechanic, and painter to facilitate efficient operations and communications between the Government and the Contractor's core staff.

C.1.11.4 UNIFORMS: All contractor employees, with the exception of administrative personnel, while on duty, shall wear a distinctive uniform having the Firm's name device permanently affixed to the uniform. All employees, including administrative personnel, shall display a nametag showing first and last names in readily readable letters and photograph. Uniforms shall be furnished by the Contractor and of a design approved by the Building Manager. Security badges and keycards shall be provided by DSCC-I. Personnel shall present a neat, clean, and well-groomed appearance at all times.

C.1.11.5 CONTINUITY OF OPERATIONS: The Contractor shall maintain, without interruption, the services defined in this specification. In the event that the Contractor's employees strike, the Contractor shall obtain (at the Contractor's expense) qualified outside or management employees to continue the services required in the performance of this contract.

## C.1.12 ADMINISTRATIVE

### C.1.12.1 REPORTS BY THE CONTRACTOR:

C.1.12.1.1 The Contractor shall be responsible for operating a well-organized administrative function, and shall properly record and file all administrative type data.

C.1.12.1.2 The following data shall be filed for periodic Government review:

C.1.12.1.2.1 Reports of safety inspections.

C.1.12.1.2.2 Incident reports.

C.1.12.1.2.3 Policy and procedures manual including organizational chart; periods of coverage; job descriptions; and written procedures for normal and emergency operations.

C.1.12.1.2.4 Records noting number and qualifications of employees.

C.1.12.1.2.5 All data required by paragraph C.1.9, Management Systems.

C.1.13 HOUSEKEEPING SERVICES - The Contractor shall be responsible for cleaning all equipment rooms, mechanical spaces, electrical closets, HVAC supply and return grills, light fixtures, and the areas of the DFAS Center furnished to the Contractor. Areas shall be maintained in a clean, uncluttered manner.

#### C.1.14 SAFETY

The Contractor shall submit their Safety Plan within 30 days from contract award.

##### C.1.14.1 RESPONSIBILITIES

C.1.14.1.1 The Contractor shall comply with the safety requirements of EM 385-1-1 and as well as those specified herein.

C.1.14.1.2 The Contractor shall establish a comprehensive safety program, which shall consist of education, training, and enforcement of safety standards. All equipment and facilities shall be maintained in accordance with safe practices. The use of hard hats will only be required during construction activities unless an unusual hazard exists.

C.1.14.1.3 The Contractor shall be responsible for planning, organizing, and implementing an electrical ground safety program to include the management of such programs by compliance with regulatory directives; accident prevention and control; safety education and promotion; accident investigation, analysis, and reporting; and coordination in support of occupational health and sanitation.

C.1.14.1.4 The Contractor shall conduct and document a monthly safety meeting for all employees.

C.1.15 ACCIDENT/INJURY REPORTING - Immediately upon the occurrence of a job-related injury, the Contractor shall prepare a report and forward it through the COR (with a copy furnished to the Building Manager) to the Installation Safety Officer. If an injured employee is incapacitated and unable to report for work on his/her next regularly assigned shift, the Contractor shall prepare and forward a form stating such through the COR (with a copy furnished to the Building Manager) to the Installation Safety Officer within seven workdays after the accident occurs. Any technical advice and assistance necessary in accident investigation and reporting may be requested from the Installation Safety Officer through the Building

Manager.C.1.16 ENVIRONMENTAL COMPLIANCE C.1.16.1 The Contractor is responsible for knowledge of and compliance with all environmental laws, regulations, and programs of this installation, and those of the counties, state, and Federal agencies that relate to or may arise under the performance of this contract. Included, but not limited to, is compliance with the DSCC Environmental Protection Program via compliance with applicable standards for the prevention, control and abatement of environmental pollution in full cooperation with the Installation and Federal, States, and local Governments. C.1.16.2 Penalty charges resulting from citations against Department of Defense, Defense Logistics Agency, Defense Finance and Accounting Service, or Defense Supply Center Columbus or its agents, officers, or employees due to the Contractor's failure to comply with environmental laws, regulations, and programs, that relate to or may arise under the performance of this contract may be deducted or set-off by the Government from any moneys due the Contractor, and with respect to such citations, the Contractor shall further take any corrective or remedial actions as directed by such agencies.

C.1.17. TRAINING. The Contractor is responsible for maintaining a qualified and well-trained workforce.

C.1.17.1 Training courses normally required to maintain general occupational currency and/or certification will not be reimbursed by the Government. Certain training, which has a significant and direct benefit to this contract and the Government, may be required of the Contractor. When such training is determined necessary, a task order will be negotiated with the Contractor.

C.1.17.2 As part of the initial contract annual task order, the Contractor's Contract Manager, electrician, and primary boiler plant operator will attend up to 30 days each of on-the-job training on the DFAS heating and cooling system and electrical system. This training is to be scheduled with the Building Manager and is expected to occur as the Central Plant and maintenance responsibilities are transitioned from the previous operator to the Contractor (see C.1.6. Transitional Services). The current contract is anticipated to expire on 23 March 2004.

**Section L - Instructions, Conditions and Notices to Bidders****QUESTIONS REGARDING THE SOLICITATION**

Inquiries must be submitted in writing to Contracting Division, ATTN: Lillian A. Brauner, Contract Specialist, by fax to 502-315-6193 or email to [lillian.a.brauner@usace.army.mil](mailto:lillian.a.brauner@usace.army.mil)

PROJECT NUMBER AND NAME: Facilities Operations, Maintenance Services, and Minor Construction, DFAS, Columbus, Ohio.

Date:

Organization:

Originator of Inquiry:

Telephone No:

Fax No.:

Email address:

Reference (Section #or Drawing #)

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Question:

Answer:

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*FOR GOVERNMENT USE*

Control # \_\_\_\_\_ Answered by: \_\_\_\_\_ Phone: \_\_\_\_\_

Has this inquiry resulted in: \_\_\_\_\_ Clarification only, no need to change solicitation  
 \_\_\_\_\_ Need for amendment

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**LCL 0000-004 SUBMITTING BIDS/OFFERS BY EXPRESS MAIL**

Firms choosing to submit bids/offers by courier or express mail should address their packages to the street address as follows:

U.S. Army Corps of Engineers  
 ATTN: CELRL-CT-M/Lillian Brauner  
 600 Dr. Martin Luther King, Jr., Place, Room 821  
 Louisville, KY 40202

**PROPOSAL SUBMITTAL PROCEDURES**

The procedures for submission of all proposals shall be specified in this section.

**This solicitation does not permit proposal of items not specified within the solicitation.**

**General Requirements**

The intent of this solicitation is to select one contractor for the Facilities Operations, Maintenance Services, and Minor Construction, DFAS, Columbus, Ohio site. Offerors submitting proposals for this project should limit submissions to data essential for evaluation of proposals so that a minimum of time and monies will have been expended in preparing information required herein. However, in order to be effectively and equitably evaluated, the proposals must include information sufficiently detailed to clearly describe the offeror's experience, technical approach and management capabilities to successfully complete the project. Proposals should follow in the order sequence set forth in the RFP. Information provided out of sequence may not be evaluated and may result in the offeror's disqualification from award. Requirements stated in this RFP are minimums.

Offerors shall certify that all items submitted in proposals comply with the requirements of the Description/Specifications. The criteria specified in this RFP are binding contract criteria and in case of any conflict, subsequent to award, between RFP criteria and contractor's submittals, the RFP criteria shall govern unless there is a written agreement between the Contracting Officer and the contractor on the waiving of a specific requirement.

Clarification of the Provisions of this Request for Proposal. Any explanation desired by an offeror regarding the meaning or interpretation of the RFP shall be requested in writing and received by the Contracting Officer not later than 14 days prior to the closing date of this solicitation. Any interpretation made will be in the form of an amendment to the RFP and will be furnished to all prospective offerors. Receipt of all amendments must be acknowledged in the space provided on the proposal form, or by letter or telegram received by the time set for receipt of proposals.

**Offerors are required to submit a proposal made up of a Technical Proposal and a Price Proposal. All proposal materials shall be submitted in binders with a table of contents and tabbed section dividers. The sections should parallel the submission requirements identified below. Sections 1, 2, 3, 4 and 6 shall be submitted in original and 6 copies. Section 5 shall be submitted in original and 2 copies and shall be placed in a separate envelope. This solicitation does not require the submission of formal drawings. However, offerors may submit drawings or sketches to demonstrate any required procedure or information.**

#### SECTION 1: OPERATIONAL PLAN

- a. **Organizational Structure-** Provide an organization chart depicting the Contractor's structure to include subcontractors. The chart should show all major elements and lines of management, supervision and communication. Clearly indicate the authorities and/or responsibilities for each level (including the interaction of all subcontractors). Include pertinent data on the Subcontractors intended to be utilized during the execution of the contract. Submittal should include the specific areas in which the subcontractor will be working and the subcontractor's previous working relationship with the prime firm.
- b. **Transition Plan-** Provide a plan for establishment of the Contractor's operation on the installation. The plan is to include a timeline and/or chronological listing of the Contractor's actions to occur from contract award to 'fully operational'. The successful offeror's submitted plan will be followed upon contract award and any deviations from the submitted plan must be coordinated with and approved by the COR.
- c. **Quality Management Plan-** Provide a quality management plan for providing all the services and supplies necessary to operate and maintain the DFAS facilities; addressing work control and including samples of forms to be used. Describe the procedures that will ensure prompt actions in case of urgent requirements, also explaining what communication plans you will institute to provide immediate point of contacts and twenty-four hour availability of personnel. Provide a safety plan for this project.

#### SECTION 2: PREVIOUS EXPERIENCE

##### a. Company

Provide projects within the past three years that are similar to this project in scope and size that the company has an association. Offerors should identify past or current contracts (including Federal, State, and local government and private) for efforts similar to the Government requirement. The listing should include the name, telephone number and position of the person(s) offering the contract that may be contacted for further reference. The narrative associated with each listed project should include the nature of the work, the size of job in terms of dollar value, number of full time, part time and subcontractor employees, and the extent of the Contractor's involvement (i.e. primary contractor providing full contract management, supervision of in-house and subcontractor personnel, subcontractor providing electrical/mechanical maintenance services, etc.) Also, as part of this narrative, the offeror also should provide information on problems encountered and the offeror's corrective actions on any identified contract(s).

##### b. Personnel

Provide resumes on key personnel that will participate in the contract to include the Contractor's managers, coordinators, primary administrative staff, operators, quality control management, and each Journeyman responsible for the major trades to be provided for this project. Personnel submitted must be used for this project unless the Contracting Officer approves a substitution. The same individual may occupy more than one of the above listed positions. The resumes should include, as a minimum, the

name, education/training, total years experience, and years experience with the firm. A copy of each employee's certification or license shall also be provided when applicable to their performance on this project.

c. Subcontractor

Provide a listing of projects that the subcontractor has been involved with that are similar to the intended function of this contract. The listing should provide the scope of services provided and the extent of the subcontractor's involvement. The listing should also include the name, telephone number and position of the person(s) offering the contract that may be contacted for further reference. Any previous or on-going working relationships between the offeror and the designated subcontractor(s) should be noted. Provide resumes on key subcontractor personnel that are to be utilized on this contract. Personnel submitted must be used for this project unless the Contracting Officer approves a substitution. The same individual may occupy more than one position. A copy of each employee's certification or license shall be provided when applicable to their performance on this project.

### SECTION 3: AUTOMATED ASSET MANAGEMENT SYSTEM – MP2

- a. Implementation and System Integration Plan: Describe firm's experience using automated asset management system, MP2 by Datastream Systems, Inc., or similar systems. Include personnel assigned to this project experience in using system.
- b. System Management: Identify the location and describe the size and type facilities managed.
- c. Customer Support: Include duration of experience and provide point of contact and phone number.
- d. Previous Automated Asset Management System Experience: For past experience in systems other than MP2, describe difference and similarities and include plan to become educated on the MP2 system and timeframe to become operable.

### SECTION 4: PAST PERFORMANCE

Provide a record of the firm's past performance on projects equivalent in size and nature. Provide point(s) of contact with phone number of individual who worked directly with the contractor for each of the various projects listed. Include any Notices of Violation reported along with any resulting corrective action taken to resolve the violation for these projects during the period of performance. The offeror may provide letters, awards and other documentation demonstrating past performance on listed projects.

### SECTION 5: COST PROPOSAL

The offeror shall submit their cost proposal in a separate envelope. The Evaluation Board requests that the offeror submit their price proposal following the breakdown schedule included in Section B, Supplies or Services and Prices/Costs of this solicitation. The contract is for one base period, with the possibility of four (4) option years.

SECTION 6: SUB-CONTRACTING PLAN

Past Performance on Utilization of Small, Small Disadvantaged, and Women owned Small Businesses.

All firms must identify your efforts to comply with FAR Clause 52.219-8, Utilization of Small Business Concerns.

**If you are a small business, provide details of efforts on previous projects that clearly represent your efforts to comply with FAR Clause 52.219-8. Information is to be limited to the projects identified under Section 2, Previous Experience.** Limit the previous project responses to no more than three (3) examples of no more than three (3) pages each.

END OF SECTION L

## SECTION M

### EVALUATION FACTORS FOR AWARD

#### M.1 PRICE BASIS

Price must be firm. Offerors will not be considered which provide for subsequent increase in prices.

#### M.2 52.217-5 EVALUATION OF OPTIONS (JUL 1990)

(a) Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(b) The Government may reject an offer as non-responsive if it is materially unbalanced as to prices for the basic requirement and the option quantities. An offer is unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated for other work.

(End of provision)

#### M.3 EVALUATION FACTORS FOR AWARD OF OFFERS

1. **STATEMENT OF WORK.** The contractor shall perform Facilities Operations, Maintenance Services, and Minor Construction, DFAS, Columbus, Ohio in accordance with the provisions set forth in the Request for Proposal (RFP) and in the contractor's proposal thereto.
2. **PROPOSAL EVALUATION SYSTEM.** A Source Selection Evaluation Board (SSEB) comprised of representatives of the Corps of Engineers and the DFAS, Columbus office. The number and identities of offerors are not revealed to anyone who is not involved in the evaluation and award process or to other offerors. Proposals will be evaluated based on the factors described herein, and the basis of award is the Cost equals sum of Technical factors combined.
3. **EVALUATION PROCESS.** The evaluation process essentially consists of four parts: proposal compliance review and responsibility determination, technical/quality evaluation, price evaluation, and price/technical trade-off analysis.
  - 3.1 Proposal Compliance Review. This is an initial review to ensure that all required forms and certifications are complete and both a technical and a price proposal were received and are in separate binders.
  - 3.2 Technical/Quality Evaluation. The SSEB will evaluate and rate those proposals passing the first review, above. Proposals will be evaluated against the RFP requirements. Factors will be rated using an adjectival-based system.

- 3.3 Price Evaluation: The SSEB will evaluate price proposals independent of technical/quality evaluation. The price proposal will be evaluated using a cost realism and reasonableness determination (FAR15.305 and 15.404.1). The SSEB will not have access to price information until completion of the technical/quality evaluation. The initial review of price proposals, including any options, will result in a determination of the reasonableness compared to the project requirements and the Independent Government Estimate. All evaluation factors other than cost or price, when combined are equal to cost or price.
- 3.4 Price/Technical Trade-off Analysis: After all above evaluations are complete, the Source Selection Authority (SSA) will compare the relative advantages and disadvantages of technical proposals and cost proposals. The SSA will then consider all factors using the tradeoff analysis procedure to determine the proposal offering the most advantage to the Government. All evaluation factors, other than price, when combined, are approximately equal to price.
4. PROPOSAL EVALUTION CRITERIA. Proposals will be evaluated in accordance with the following criteria, listed in relative order of importance. All evaluation factors, other than price, when combined, are approximately equal to price.

Section 1: Operational Plan

- a. Orgnizational Structure
- b. Transition Plan
- c. Quality Management Plan

Section 2: Previous Experience

- a. Company
- b. Personnel
- c. Sub-contractor

Section 3: Automated Asset Management System

- a. Implementation and System Integration Plan
- b. System Management
- c. Customer Support
- d. Previous Automated Asset Management System Experience

Section 4: Past Performance

Section 5: Cost Proposal

Section 6: Sub-Contracting Plan (Section L; Section 6)

- 4.1 Description of Proposal Evaluation Criteria. Proposals will be reviewed for technical aspects by qualified evaluators to initially determine basic conformance with the RFP, e.g., minimum acceptable compliance with applicable codes, standards and specifications. Further evaluation will establish a relative order of merit among proposals in accordance with the following:

## SECTION 1: OPERATIONAL PLAN

### a. Organizational Structure

Evaluation will be based upon the Contractor's stated management approach, staffing, delegation of authority, lines of communication and other information provided as related to the ability to provide the services and supplies necessary to operate and maintain the DFAS facilities.

### b. Transition Plan

Evaluation will be based on the contractor's stated plan providing a realistic, executable, and acceptable transition from contract award to fully operational.

### c. Quality Management Plan

Evaluation will be based upon the Contractor's plan providing reasonable and adequate assurance that workmanship and services required by the contract are rendered in an acceptable manner.

## SECTION 2: PREVIOUS EXPERIENCE

### a. Company

Contractors will be evaluated based upon their experience with contracts of this size and nature. Higher scores will be provided to firms with evidence of successfully providing services of the same scope, type of work and level of involvement that is proposed for this effort. Please note that the Government may use various sources to obtain past performance information.

### b. Personnel

Key personnel listed by the contractor will be evaluated based upon the individual's significant experiences, abilities to perform and credentials that would demonstrate successful performance on this project.

### c. Subcontractor

Evaluation will be based on the Subcontractor's previous experience as related to the stated role for this contract. Higher scores will be provided to subcontractors that demonstrate successful performance on projects relevant to the intended role and involvement with this contract. Key personnel listed by the contractor will be evaluated based upon the individual's significant experiences, abilities to perform and credentials that would demonstrate successful performance on this project. Previous working experience/relationships between the Offeror and any subcontractor(s) will also be considered.

## SECTION 3: AUTOMATED ASSET MANAGEMENT SYSTEM – MP2

The extent and depth of the Contractor's experience with the specific system proposed, as well as, with similar related systems will be evaluated. Contractor's proposals will be evaluated based on addressing the factors from Section L listed below:

a. Implementation and System Integration Plan: Description of the firm's experience using automated asset management system, MP2 by Datastream Systems, Inc., or similar systems. Include personnel assigned to this project experience in using system.

b. System Management: Identification of the location and description of the size and type facilities managed.

c. Customer Support: The duration of experience and provision of point of contact and phone number.

d. Previous Automated Asset Management System Experience: Any past experience in systems other than MP2 should be described with differences and similarities noted. Include a plan to become educated on the MP2 system and timeframe to become operable.

#### SECTION 4: PAST PERFORMANCE

Contractors will be evaluated based on information provided. Provide a record of the firm's past performance on projects equivalent in size and nature. Provide point(s) of contact with phone number of individual who worked directly with the contractor for each of the various projects listed. Include any Notices of Violation reported along with any resulting corrective action taken to resolve the violation for these projects during the period of performance. The offeror may provide letters, awards and other documentation demonstrating past performance on listed projects.

#### SECTION 5: COST PROPOSAL

Evaluations will be made on the information provided. The offeror shall submit their cost proposal in a separate envelope. The Evaluation Board requests that the offeror submit their price proposal following the breakdown schedule included in Section B, Supplies or Services and Prices/Costs of this solicitation. The contract is for one base period, with the possibility of four (4) option years.

#### SECTION 6: SUB-CONTRACTING PLAN (Section L: Section 6).

Evaluations will be based on the information provided. Contractors shall provide information on Past Performance on Utilization of Small, Small Disadvantaged, and Women owned Small Businesses. All firms must identify your efforts to comply with FAR Clause 52.219-8, Utilization of Small Business Concerns. If you are a small business, provide details of efforts on previous projects that clearly represent your efforts to comply with FAR Clause 52.219-8. Information is to be limited to the projects identified under Section 2, Previous Experience. Limit the previous project responses to no more than three (3) examples of no more than three (3) pages each.

Summary. Proposals will be evaluated on their own merit, independently and as objectively as possible. Subjective comparisons will be limited to those areas where it is not feasible to quantify criteria, i.e., aesthetics and certain elements of information concerning past performance. Due to the obvious and unavoidable interrelationships among evaluation criteria; however, final determination of contract award will be based on the best composite offer, all factors considered.

**OPENING PROPOSALS AND DISCUSSIONS.** No information regarding proposals received will be furnished prior to completion of evaluation, discussion, and award of the contract.

**NOTIFICATION OF NONSELECTION.** The Government will notify all offerors not selected, advising them of the proposal which was selected. Unsuccessful offerors are invited to request in writing a debriefing meeting with Louisville District Corps of Engineers staff.

#### CLAUSES INCORPORATED BY FULL TEXT

##### 52.217-5 EVALUATION OF OPTIONS (JUL 1990)

(a) Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(b) The Government may reject an offer as nonresponsive if it is materially unbalanced as to prices for the basic requirement and the option quantities. An offer is unbalanced when it is based on prices significantly less than cost for some work and prices that are significantly overstated for other work.

(End of provision)

END OF SECTION M

SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

The below Table of Contents has been added

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
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(End of Summary of Changes)