

The following questions of SP3100-08-R-0018 were received by the Government.

Solicitation Questions – Received 08 September 2008 – 25 September 2008

Pre-Proposal Conference & Site Visit Questions – Received 26 & 27 September 2008

Solicitation Questions – Received 28 September 2008 – 9 October 2008

Each question has been redacted to ensure anonymity. The Government response is provided under each question to allow all potential offerors the opportunity to see all communications with industry. The Government intends to update this document weekly, but reserves the right to update more frequently if the situation warrants.

SOLICITATION QUESTIONS (08-September 2008 – 25 September 2008)

#1

Question: Is the offeror required to have a secret facility clearance?

Government Response: Yes, the offeror is required to have a secret facility clearance.

#2

Question: Can the offeror submit a proposal on this classified contract without a current facility clearance?

Government Response: Yes, the offeror can submit a proposal on this classified contract without a current facility clearance.

#3

Question: Can the offeror obtain the facility clearance after award?

Government Response: Yes, the offeror can obtain the facility clearance after award. The DOD regulation and the NISPOM are not specific regarding timeframes but state that contract award may be made prior to the issuance of a facility clearance. In those cases, the contractor will be processed for a facility clearance at the appropriate level and must meet eligibility requirements for access to classified information. However, the contractor will not be afforded access to classified information until the facility clearance has been granted.

#4

Question: We request the Government provide the current number of employees for each position/title and their length of employment so we can propose the most accurate labor cost.

Government Response: This is incumbent proprietary data and not releasable.

#5

Question: COMNAVIMAR uses a web based system to control access to the Base. Will the Government provide training on this web-based program?

Government Response: Amendment 0002 will revise Paragraph 1.2.3 of the Performance Work Statement (PWS) to reflect that the contractor does not have access to the system and is not required to input information into this system. Since the contractor does not have access to this system, no training on this web-based program/system will be provided.

#6

Question: Will the contractor be required to purchase any security locks?

Government Response: No. The government will furnish all required locks.

#7

Question: Please elaborate on any costs the contractor will incur regarding background checks or security clearances?

Government Response: Costs for background checks for IT eligibility and positions of public trust are borne by the government. Background checks for security clearances are borne by the contractor. It is estimated to cost \$221 per instance.

#8

Question: Does the Government pay for all shipments?

Government Response: Costs associated with shipments are paid by the government with the exception of shipments that are “collect” shipments.

#9

Question: Please specify a limit (if any) on the number of questionnaires sent.

Government Response: As indicated in Section L, Offerors should provide a questionnaire for all previous contracts the Offeror utilizes in the Previous Contract Data Index. While there is no limit to the number of questionnaires the Offeror can send, the Offeror is reminded that the Government will only evaluate RELEVANT past performance data. To be considered relevant, the offeror must demonstrate past execution of similar contracts in terms of complexity, technology, magnitude of effort, schedule, and scope. Additionally, the performance must have occurred during the last five (5) years.

#10

Question: Please clarify the minimum qualifications for the Site Manager and Assistant Site Manager. Bachelor’s degree and 5 years experience OR 10 years experience (no degree required).

Government Response: The minimum qualifications are either a Bachelor’s plus 5 years experience or 10 years experience.

#11

Question: Can you provide a list of companies attending the site visit on 26 & 27 September?

Government Response: A list of companies in attendance at both the Pre-Proposal Conference on 26 September 2008 and the Site Visit(s) on 27 September 2008 will be posted to the Federal Business Opportunities website (<http://www.fbo.gov>) after the Pre-Proposal Conference and Site Visit(s).

PRE-PROPOSAL CONFERENCE QUESTIONS (26 September 2008)

#12

Question: Is the DSS Film/Video (presented at the Pre-Proposal Conference) available to offerors?

Government Response: Yes, the DSS Film/Video is available to the offerors.

#13

Question: Can the DSS Film/Video (presented at the Pre-Proposal Conference) be checked out or purchased?

Government Response: Offerors may request a copy of the DSS Film/Video by submitting a written request to the Contract Specialist, Tracy Birch, via email to tracy.birch@dla.mil. The individual submitting the request must provide the following information as part of the written request: Name, Company Name, Company Address, Company Telephone Number, and Company Email Address. A copy of the DSS Film/Video will be mailed to the company address provided in the written request and an email notification regarding the mailing of the DSS Film/Video will be provided. Offerors who receive a copy of the DSS Film/Video will be requested to confirm receipt of the DSS Film/Video via email to tracy.birch@dla.mil.

#14

Question: Can relevant experience plus a university education be substituted for a Bachelor of Science (BS)/Bachelor of Arts (BA) plus 5 years? For example, 3 years of university level work towards a degree plus something less than 10 years of progressive relevant experience? In other words, is the requirement absolute, or can experience plus education short of a degree be allowed as meeting the need?

Government Response: As stated in the Solicitation SP3100-08-R-0018, Section H, DDC Clause 52.237-9W35, Substitution or Addition of Key Personnel, paragraph (b), at a minimum, the Site Manager and

Alternate Site Manager shall each possess a degree in Distribution Management or Business Management (minimum Bachelor's Degree) AND at least 5 years of experience in Distribution Management OR at least 10 years of progressive management experience in distribution operations similar in size and complexity to the operation offered in this contact. Therefore, at a minimum, a Bachelor's degree in Distribution Management or Business Management is required. In addition, the minimum experience required is at least 5 years in Distribution Management OR at least 10 years of progressive management experience in distribution operations similar in size and complexity.

#15

Question: Do storage racks in damaged or unsafe conditions have to be accepted "as-is", or will the Government replace prior to successful offeror acceptance?

Government Response: Storage racks will be turned over in "as-is" condition.

#16

Question: Are there any problems with RF scanners/devices at DDGM (i.e. humidity)?

Government Response: No, there are no problems with RF scanners/devices at DDGM.

#17

Question: Does DDGM have operational RFID hand-held devices?

Government Response: No, DDGM does not have operational RFID hand-held devices.

#18

Question: Is the tran-consolidated supply program (TCSP) for the Air Force a contractor managed program?

Government Response: TCSP is an acronym for Theatre Consolidation and Shipping Point (TCSP). The TCSP program will be a contractor managed program.

#19

Question: Does the contractor at DDGM-N also input data into GATES?

Government Response: No, the contractor is not required to input data into GATES. Military personnel accomplish the required input.

#20

Question: Is GSA support unique to DDGM?

Government Response: No, GSA support is not unique to DDGM.

#21

Question: There are 50 mandatory reports?

Government Response: Correct.

SITE VISIT QUESTIONS (27 September 2008)

#22

Question: Does the DDGM-S contractor maintain Material Handling Equipment (MHE)?

Government Response: Yes, the DDGM-S contractor will be required to maintain MHE.

#23

Question: Do Contractor personnel provide input to SBSS at Anderson AFB or do AF personnel do it?

Government Response: Contractor personnel will be required to provide input to SBSS at DDGM-N (Anderson AFB).

#24

Question: Is there a Government Furnished Equipment (GFE) repair facility? Who performs?

Government Response: No, there is not a GFE repair facility. The contractor will be required to perform repairs of GFE.

#25

Question: Is the HAZMAT Building 2118 operated by the DDGM contract?

Government Response: HAZMAT building is # 2117. HAZMAT operations are operated by the DDGM contract.

#26

Question: Are there audible emergency alarms in the HAZMAT Building 2118?

Government Response: HAZMAT building is # 2117. There are audible alarms in the HAZMAT building.

#27

Question: What happens to wash down residue on Material Handling Equipment (MHE)?

Government Response: The wash schedule referenced in the PWS is referring to the simple washing of vehicles/MHE with soap and water to remove ocean salt spray and road dirt/grime.

SOLICITATION QUESTIONS (28 September 2008 – 09 October 2008)

#28

Question: Section L05, Proposal Preparation Requirements, under Volume II, Technical Proposal, Section 2, Management Capability, paragraph 2.1.a.4 on page 64 of the Request for Proposal (RFP) seems to be redundant with the requirement specified in paragraphs 2.1.a.1 and 2.1.a.2. Can you explain the intent of these three paragraphs?

Government Response: For paragraph 2.1.a.1, the offeror is to explain their proposed overarching management methodology. Responses to paragraph 2.1.a.2 should detail the offeror's proposed approach to specifically managing warehouse operations. For paragraph 2.1.a.4, the offeror is to explain how the corporate headquarters is involved with the management of the distribution site and customer support.

#29

Question: Section L05, Proposal Preparation Requirements, under Volume II, Technical Proposal, Section 2, Management Capability, paragraph 2.1.b., Workload Fluctuation Response Plan (WFRP) on page 64 of the Request for Proposal (RFP), do you want a stand-alone WFRP or discuss the elements in Section 2?

Government Response: The offeror is required to provide a stand-alone WFRP that discusses their approach to respond to surge requirements, both short term and long term, and how they will manage workload fluctuations based on historical workload.

#30

Question: Section L05, Proposal Preparation Requirements, under Volume II, Technical Proposal, Section 2, Management Capability, paragraph 2.1.c., Management Organizational Structure, on page 65 of the Request for Proposal (RFP), do you want the organizational chart requested in paragraph 2.1.c to include linkage to the site organizational chart?

Government Response: Yes, the organizational chart requested in paragraph 2.1.c is to include a linkage to the site organizational chart. If there are positions on the site organizational chart that report directly to the Corporate Office, those should be clearly delineated.

#31

Question: Section L05, Proposal Preparation Requirements, under Volume II, Technical Proposal, Section 2, Management Capability, paragraph 2.2.a., Key Personnel, on page 65 of the Request for Proposal (RFP), are their other people that you consider key people besides the site manager and assistant site manager?

Government Response: The Site Manager and the Alternate Site Manager are the only positions designated as Key Personnel.

#32

Question: Section L05, Proposal Preparation Requirements, under Volume II, Technical Proposal, Section 2, Management Capability, paragraph 3.a.1.a. on page 66 of the Request for Proposal (RFP), are the Acceptable Quality Levels (AQL) requirements the same as the APLs?

Government Response: The Acceptable Quality Levels (AQL) and APLs are not the same. AQLs are the acceptance/rejection rates based on the sample size IAW ANSI/ASQ Z1.4-2003; APLs are contract requirements for determining acceptable performance.

#33

Question: Section L05, Proposal Preparation Requirements, under Volume II, Technical Proposal, Section 3, Mission Capability, on page 70 of the Request for Proposal (RFP), the Mission Capability section seems to overlap with the requirements of the Management Capability Section 2. Would you consider combining the two sections?

Government Response: The Mission Capability and the Management Capability are two distinct factors that must be addressed separately in the proposal. Mission capability requires a detailed description of the offeror's approach to performance of the requirements and management requirements is a detailed description of the offeror's approach to managing the performance requirements.

#34

Question: Section L05, Proposal Preparation Requirements, under Volume I, Solicitation, Offer, and Award Documents, on page 61 of the Request for Proposal (RFP), paragraph 1 states that the cover letter is to be a part of Volume I – Solicitation, Offer and Award Documents. Is it unacceptable to place a cover letter inside the Volume IV – Cost Proposal?

Government Response: Yes, it is unacceptable to include a cover letter inside the Volume IV – Cost Proposal. As stated under Section L05, Proposal Preparation Requirements, under Volume I, Solicitation, Offer, and Award Documents, on page 61 of the Request for Proposal (RFP), if the offeror makes any qualifications to any provisions in the RFP, all such qualifications shall be listed in a cover letter to the proposal. This cover letter is to be included in Section 1 – Cover Letter and SF33 under Volume I – Solicitation, Offer and Award Documents of the offeror's proposal submission.

#35

Question: Section L05, Proposal Preparation Requirements, under Volume I, Solicitation, Offer and Award Documents, Section 3 Representations and Certifications on page 61 of the Request for Proposal (RFP) states that "offeror shall provide verification that DCAA has determined that the contractor's accounting system will permit timely development of all necessary cost data to support the cost line items on the resultant contract." Are we to provide this information as an Attachment to Section K?

Government Response: Offerors may provide this verification as an Attachment to their Section K Representations and Certifications. The Contractor's Representations and Certifications along with this verification shall be included in Volume I, Solicitation, Offer and Award Documents, under Section 3, Representations and Certifications, of the offeror's proposal.

#36

Question: Section L05, Proposal Preparation Requirements, under Volume I, Solicitation, Offer and Award Documents, Section 3 Representations and Certifications on page 61 of the Request for Proposal (RFP) states that "offeror shall provide verification that DCAA has determined that the contractor's accounting system will permit timely development of all necessary cost data to support the cost line items on the resultant contract." Are we required to provide our most recent DCAA audit number and audit date or does the contractor simply want DCAA contact information?

Government Response: The offeror is required to provide contact information (physical address, e-mail address, phone and fax numbers) for their local DCAA office to allow the Government evaluators to verify that the contractor's accounting system meets the Government's requirements. Offerors are not required to provide their most recent DCAA audit number and audit date; however, offerors are encouraged to provide any information they consider appropriate to assist the Government in making the verification and determination of their accounting system.

#37

Question: Section B-1, it is assumed that CLIN 0001 is for the Base Period; however, there are two separate periods in this CLIN. The Phase-in Period will have a much different pricing structure than the full performance period will have. And, if the full performance period is identified in CLIN 0001, how would the cost for the Phase-in Period be best identified or broken out of the cost for the full performance period?

Government Response: As stated under Section L05, Proposal Preparation Requirements, under Volume IV, Cost Proposal, CLIN 0001 Distribution Operations on page 76 of the Request for Proposal (RFP), Part

A is for the Phase-In Labor (3 months in the base year only), and Part B is for distribution operations labor (for the remaining 9 months in the base year). Offerors are required to complete the Prime and Subcontracting Labor tables as illustrated on page 77 for costs in support of the Phase-in period of the base year. Labor costs associated with full performance in the base year shall be provided in separate Prime and Subcontracting Labor tables as illustrated on page 78/79 of the RFP.

#38

Question: Attachment J.5 Performance Work Statement (PWS), paragraph 1.2.3., Current Duty Hours and Access to the Host Installation, paragraph (A), states, “Historically, DDGM has processed workload 0600 – 1600 Monday through Friday, with overtime hours on Saturday for processing the requirements in paragraph 5.1.7.4...” This would indicate that (there) will be a requirement for at least some level of overtime. However, the Prime Labor Table as it appears on page 78 of 86 is not conducive to adequately providing an accurate level or cost of overtime. Nor does the Section B show a CLIN for additional Time and Material or Augmentation. How should the contractor show its anticipated level and cost for overtime?

Government Response: If overtime is anticipated for the offeror, the anticipated level and cost should be included in the Labor Tables under the corresponding PWS paragraph where the offeror anticipates that overtime. The offeror’s fully burdened rate would factor in any overtime premium paid. Offerors are also reminded that proposed staffing levels under the cost proposal must be consistent with that described in their technical approach.

#39

Question: Section L-05, Proposal Preparation Requirements, paragraph 6(a) on page 60 of the Request for Proposal (RFP) states, “The offeror’s proposal shall be prepared on standard 8.5 x 11 inch paper and submitted in three-ring binders. Except for the reproduced sections of the solicitation document and chart labels, the text size shall be no less than 10 point font. Use at least 1 inch margins on the top and bottom and ¾ inch side margins. Pages shall be numbered sequentially by volume.” It is assumed that the excel spreadsheets would be considered charts and in order to format them to fit appropriately on a page, that the margin requirements do not apply to excel charts.

Government Response: Yes, excel spreadsheets may be considered charts. As stated in paragraph 6(b) on page 60 of the Request for Proposal (RFP), these displays shall not exceed 11 x 17 inches in size. Foldout pages shall fold entirely within the volume, and may only be used for large tables, charts, graphs, diagrams, and schematics.

#40

Question: Regarding Technical Exhibit 5.2, what is the reason for the dramatic workload increase from Performance Period 1 (PP1) to Performance Period 2 (PP2)?

Government Response: The increase in workload from PP01 and PP02 will be the result of assumption of new mission requirements at Andersen Air Force Base (AAFB), Guam and increased support to the Warfighter.

#41

Question: Regarding Technical Exhibit 5.2, 5.1, 5.2, 5.5, 5.6, 5.7, 5.2.2.5, Special Projects, and Sections C-1.1.A & C.1.1.B of the PWS, is DDGM assuming additional mission responsibilities from the Air Force at Anderson Air Force Base (AFB)? If so, what is the plan for transition of the work?

Government Response: Yes. In the future, DDGM will provide distribution services for Andersen Air Force Base (AAFB), Guam. As of now, no workload transition plan is necessary. The goal is to perform distribution services sometime during FY09.

#42

Question: Regarding the Attachment J.5 PWS, page C-227, Report No. 016, what is the workload for Cold Chain Storage (Medicine)?

Government Response: This workload is covered under the normal receipt and issue work load under TE 5.2.

#43

Question: Regarding the Attachment J.5 PWS, page C-227, Report No. 016, how big is the Cold Chain Storage (Medicine) area?

Government Response: 112”L X 108” W X 95” H.

#44

Question: Regarding the Attachment J.5 PWS, page C-227, Report No. 016, what National Stock Numbers (NSNs) are stored in the Cold Chain Storage (Medicine) area?

Government Response: DDGM manages items as transshipments. DDGM does not manage any stock items.

#45

Question: Regarding the Attachment J.5 PWS, page C-227, Report No. 016, what is the procedure for local delivery of materials from the Cold Chain Storage (Medicine) area?

Government Response: As indicated in Attachment J.5 PWS paragraph 5.5.1.1, advance coordination with the customer is required for direct delivery.

#46

Question: Regarding the Attachment J.5 PWS, page C-227, Report No. 016, is there a requirement for dry ice or other cooling substances for transportation of materials from the Cold Chain Storage (Medicine) area?

Government Response: Transportation of materials from the Cold Chain Storage (Medicine) area shall be accomplished in accordance with Defense Logistics Agency Regulation (DLAR) 4145.21 Preparation of Medical Temperature-Sensitive Products Requiring Freeze or Refrigerated (Chill) Environments for Shipment. DLAR 4145.21 will be added to Attachment J.5 PWS Section 6.4, Directives/Publications as part of Amendment 0003.

#47

Question: Technical Exhibit 3.6, pages 2, 3, and 6, the inventory listing depicts 25 RF terminals but only four (4) 7535 Handheld RF Terminals. How is RF technology deployed at DDGM?

Government Response: All RF terminals identified in Technical Exhibit 3.6, pages 2, 3, and 6 are handheld RF devices. All warehouses have RF capability implemented via wireless access points in each warehouse.

#48

Question: Technical Exhibit 3.6, pages 2, 3, and 6, the inventory listing depicts 25 RF terminals but only four (4) 7535 Handheld RF Terminals. Do both DDGM-S and DDGM-N have RF capability?

Government Response: Currently RF capability is not available at DDGM – N.

#49

Question: Technical Exhibit 3.6, pages 2, 3, and 6, the inventory listing depicts 25 RF terminals but only four (4) 7535 Handheld RF Terminals. Are MROs printed to paper or available from RF terminals throughout?

Government Response: MROs will be available from the RF terminals throughout.

#50

Question: Section H, DDC Clause 52.229-9W31, please confirm that the performing vendor will be required to pay Government of Guam Business Privilege Tax and that the tax is referred to by the Government of Guam as the Gross Receipts Tax?

Government Response: Yes, the vendor will be required to pay Government of Guam Business Privilege Tax and yes, this tax is referred to by the Government of Guam as the Gross Receipts Tax. As stated in the first paragraph of Section H, DDC Clause 52.229-9W31, any questions concerning the applicability or interpretation of this clause should be directed to the Government of Guam, Department of Revenue and Taxation.

#51

Question: Section H, DDC Clause 52.229-9W31, please confirm that payment of the Guam Business Privilege Tax means the performing vendor is to pay four percent (4%) of the gross revenues received for performance of the DDGM contract to the Government of Guam?

Government Response: As stated in the first paragraph of Section H, DDC Clause 52.229-9W31, this question should be directed to the Government of Guam, Department of Revenue and Taxation.

#52

Question: Attachment J.5 PWS, Section C-5.5.1.10.1.I, the solicitation states that the contractor shall procure sufficient quantities of Optical Memory Cards. Is the contractor reimbursed for their procurement?

Government Response: Yes, the contractor will be reimbursed for the purchase of Optical Memory Cards under Contract Line Item Number (CLIN) X003, Material Support Costs.

#53

Question: Technical Exhibit 3.6, page 6, there are only four (4) Psion handheld terminals in the Government furnished equipment list. Will more be made available to the contractor to perform, pick, pack, stow, and inventory processes?

Government Response: The four (4) Psion RF handhelds are specialized for hazardous material handling. 25 RF handhelds will be made available for storage/freight operations.

#54

Question: Attachment J.5 PWS, Section C-5.7.4.2.A, under MPC storage, there is mention of items requiring special handling including those that must be refrigerated (i.e. vaccines, etc.) yet there does not seem to be refrigeration units available for the purpose. Will units be made available specifically to handle such materials?

Government Response: All MPC materiel requiring refrigeration will be stored in the designated cold storage area.

#55

Question: Attachment J.5 PWS, Section C-5.5.2.4, the solicitation states that the contractor shall provide logistics support for mobilization and training. What is the average annual workload requirement for deployment support?

Government Response: The workload requirements for deployment support are included as part of the receipt and issue workload projections under Technical Exhibit 5.2.

#56

Question: Section L-05, Section 1a states "Utilizing the format below, each offeror shall submit a cross-walk index between each requirement of the PWS and the Volume, Section, Sub-Section, and Page Number of the proposal where that requirement is addressed. This cross-walk index should clearly trace costing information back to PWS paragraphs and proposal sections." Is it the government's intent that the current table be modified to accommodate an additional column showing both the technical and cost volume references?

Government Response: The offeror can enter both the technical and cost volume references in the column provided entitled "Offeror's Proposal."

#57

Question: Attachment J.5 PWS, Section C-1.1.C, what is the anticipated number of transactions to be processed in GATES?

Government Response: As stated in the Attachment J.5 PWS under Section C, paragraph C.1.1.C, the 734th Air Mobility Squadron (AMS) is responsible for processing cargo in GATES. The contractor is not required to input data into GATES.

#58

Question: Technical Exhibit 5.2, Projected Workload. Tables identify inclusive projections for DDGM. In an effort to calculate level of effort required for DDGM-N, can you breakout workload projections for DDGM-N for each performance period in the following tables:

5.1 Overall Projected Receipts and Issues

5.2 Receiving

5.5 Issues

5.6 Packaging by Size of Container (each)

5.2.2.5 Air Pallet Breakdown (just Air Cargo)

Government Response: Technical Exhibit 5.2 provides the projected workload. No additional workload breakouts will be provided. DDGM-N workload is anticipated to consist of TCSP transshipments and SBSS receipts and issues.

#59

Question: Attachment J.5 PWS, Section C.5.8, what is the number of inventory line items stocked in SBSS?

Government Response: Data regarding the number of inventory line items stocked in SBSS is not available; however, the estimated number of issues and receipts to be processed by the contractor in SBSS is included as part of the receipt and issue workload projections under Technical Exhibit 5.2.

#60

Question: Attachment J.5 PWS, Section C.5.8, what is the number of issues and receipts to be processed in SBSS?

Government Response: The estimated number of issues and receipts to be processed by the contractor in SBSS is included as part of the receipt and issue workload projections under Technical Exhibit 5.2.

#61

Question: In the QASP provided by the Government in the DDGM Technical Library CD, there are QA Checklists discussed in Section 1.2 and at the end of each main topic. Can we have access to these QA Checklists?

Government Response: The QA Checklists are not available to offerors. The QA Checklists are part of the Government's internal surveillance process used to obtain performance data for its Quality Management Surveillance Integration Tool (QMSIT). The Checklist data will come directly from the requirements stated in the PWS.

#62

Question: Attachment J.5 PWS, Section C.3.6.4, what is the Government's expectation with regard to weed abatement? Specifically, does the weed abatement requirement include weed whacking within the compound and the use of approved chemical weed killers by certified individuals or does it entail the pulling of select weeds encroaching on the facilities?

Government Response: As part of the technical proposal, the Contractor will be required to propose a method for weed abatement. The method proposed must be compliant with Host directives, regulations, and procedures.

#63

Question: Technical Exhibit 4.1, Section 1.4.2, how does explosives safety training pertain to the PWS?

Government Response: The training requirement for the Explosive Safety will be removed as part of Amendment 0003. DDGM does not handle explosives or missile engines.