Construction Contract for Measurement Systems Laboratory (MSL) NASA Langley Research Center located in Hampton, Virginia.

The Solicitation

552.219-71 Notice to Offerors of Subcontracting Plan Requirements (MAR 2012)

The General Services Administration (GSA) is committed to assuring that maximum practicable opportunity is provided to small, HUBZone small, small disadvantaged, women-owned, veteran-owned, and service-disabled veteran owned small business concerns to participate in the performance of this contract consistent with its efficient performance. GSA expects any subcontracting plan submitted pursuant to FAR 52.219-9, Small Business Subcontracting Plan, to reflect this commitment. Consequently, an offeror, other than a small business concern, before being awarded a contract exceeding $650,000 ($1,500,000 for construction), must demonstrate that its subcontracting plan represents a creative and innovative program for involving small, HUBZone small, small disadvantaged, women-owned, veteran-owned, and service-disabled veteran owned small business concerns as subcontractors in the performance of this contract.

Notice of Apprenticeship Programs

GSA is promoting the use of registered apprenticeship programs on this project. An Apprenticeship Plan is required after the award.

Notice of Equal Employment Opportunity (EEO) Compliance Plan

GSA has partnered with the Department of Labor to ensure compliance with equal employment opportunity requirements that apply to this project. An EEO Compliance Plan is required after the award.

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General Information

I.A. The Project

This project is for the construction of a Measurement Systems Laboratory (MSL) at the NASA Langley Research Center located in Hampton, Virginia. NASA is in the fourth phase in the multi-year Revitalization Plan at the Center, a master planning effort aimed at consolidating and modernizing existing aging facilities on the sprawling campus into a smaller, state of the art, core campus environment. The fourth new building will most closely represent the core mission and culture at Langley – Science and Research. The collocation of six Branches and their associated laboratories, representing both the Research and Engineering Directorates, will allow Langley to leverage increased communication capability with the hope of reducing the time it takes to get an idea from concept to application. The MSL Building Program consists of six typical laboratory types inclusive of Laser / Calibration / Sensor, Chemistry, Electronics, Prototyping and Clean Rooms.

This building will have the following characteristics:

- Building Type: Laboratory and Supporting Office Space
- Building Size: Approximately 175,000 gross square feet in addition to site work.
- Procurement: Design-Bid-Build
- At a minimum, shall meet U.S. Green Building Council’s LEED Silver Certification.

I.B. The Solicitation and Contract

The procurement of construction services for the Measurement Systems Laboratory (MSL) will be via the award of a firm fixed price contract. The award of this contract will be in accordance with selection procedures outlined in the Federal Acquisition Regulations (FAR) Part 15. This method is appropriate as the agency shall evaluate all responses in accordance with the criteria stated and shall advise each respondent in writing either that it will be invited to participate in the resultant acquisition or that it is unlikely to be a viable competitor. The Government will evaluate all Phase I proposals and select the most highly qualified offerors for participation in the Phase II process. The Phase II process will require the submission of technical and price proposals from each offeror for separate evaluation by the Government.

I.C. List of Solicitation Documents

The Solicitation Documents are comprised of:

- Phase I - C101 - The Agreement
- Phase I - C201 - The Solicitation
- Phase I - C301 - Offeror Representations and Certifications Form
I.D. **Authorized Representatives**

The following individuals are designated as the authorized GSA representatives under this Solicitation:

(1) **Contracting Officer**

Name: Raymond J Porter  
Address: General Services Administration  
Public Buildings Service  
20 North 8th Street  
9th Floor  
Philadelphia, Pa 19107  
Telephone: 215 756 3439  
Email: Raymondj.porter@gsa.gov

(2) **Alternate Point of Contact**

Name: Mark Lewandowski  
Address: General Services Administration  
Public Buildings Service  
20 North 8th Street  
9th Floor  
Philadelphia, Pa 19107  
Telephone: 215 446 4576  
Email: Mark.lewandowski@gsa.gov

I.E. **Pre-Proposal Conference**

A pre-proposal conference regarding this Solicitation is scheduled as follows:  
16 September 10 AM EST

**Location**

National Institute of Aerospace  
100 Exploration Way,  
Hampton Virginia 23666  
Room 137  

The purpose of this conference will be to address general questions regarding the overall project and the technical proposal package. There will be GSA technical
personnel present to give limited answers to questions. All significant questions will be answered in an amendment to the solicitation. The general nature of this proposed contract will be discussed. Small businesses are highly encouraged to attend. Additional small business outreach efforts will be announced via an amendment to this FedBizOpps notice. Prior notification of attendance to this conference is mandatory. Please provide your company name and all potential attendees’ full names to PBSProjectEmailbox@gsa.gov.

Only those parties who have notified the Contracting Officer and provided necessary information in advance of the meeting will be allowed to attend.

To request a reasonable accommodation due to a disability, contact the Contracting Officer.

I.F.   Estimated Price Range

The estimated price range for the Project is between $50,000,000 and $100,000,000.

I.G. Questions Regarding Phase I

Submit all questions regarding the Phase I to the Contracting Officer on or before 24 September 2015 to the following email address: PBSProjectEmailbox@gsa.gov. Any responses provided by GSA will be posted on FedBizOpps as an Amendment to the Solicitation.

I.H.   Receipt of Qualifications

In order to be considered for Phase II and award, Phase I qualifications proposals conforming to the requirements of this Solicitation must be received at the following office no later than 3:00 pm local time on the following date and at the following address: Date: 1 October 2015 Address: General Services Administration Public Buildings Service 20 North 8th Street, 8th Floor (Code 3PQ) Philadelphia, PA 19107 Attn: Raymond J Porter
(1) All submittals must clearly indicate the solicitation number.

(2) Offers sent by commercial package delivery and hand delivery shall be deemed received as of the date and time of delivery to the office designated for receipt of offers. Offers sent by facsimile will not be accepted. (4) Offers sent by United States Mail shall be deemed timely if delivered to the address of the office designated for receipt of offers on or before the date established for receipt of offers.

II. Proposals

II.A. Proposal Content

Proposals shall consist of the following documents, completed and executed in accordance with this Phase I Solicitation:

(1) Technical Proposal
(2) Other Documents as Required

II.B. Proposal Format

Offerors are encouraged to make their proposals only as voluminous as is necessary to respond to the preparation instructions set forth in the solicitation. In addition, notice should be taken of any size or page limitations specified in the instructions below.

The Phase 1 technical submission must contain all of the necessary information to address the evaluation factors as set forth in the solicitation including evidence of bonding capacity. It must be submitted typed on non-reduced 8-1/2” x 11” page using font size 12 with 1” margins on all four sides. Any forms and charts must be clearly labeled and referenced and are not subject to the font size limitation. The Government encourages the offeror to print the proposal double-sided so as to be environmentally responsible. Each side of paper with print is considered one page of text.

Submit the original and ten (10) copies along with one (1) CD of the Qualifications Proposal. The Qualifications Proposal shall consist of the following:

1) Technical Qualifications
   a. Prior Experience and Past Performance on Relevant Projects
   b. Project Team Qualifications
   c. Safety
   d. Subcontracting Methodology

2) Representations and Certifications (GSA Form C301)
3) Proof of Bonding Capacity of $50 million.

II.C. Technical Proposal

Proposals must address the technical approach, technical qualifications, and the other Phase I evaluation factors stated herein. Any proposal that does not meet all of the following criteria will be rejected as unresponsive.

PHASE I

FACTOR I. PRIOR EXPERIENCE AND PERFORMANCE ON RELEVANT PROJECTS

This factor will measure the number of opportunities the offeror has had to learn by doing. The Government will examine the breadth, depth and relevance of prior experience in constructing projects similar in size, scope and complexity to the one described in the solicitation. Prior experience in construction will be evaluated.

Prime Contractor – For the prime contractor (or joint venture) the offeror is requested to submit a detailed description listing of four (4) projects completed within the past ten (10) years that are similar in type, size, scope and complexity to those described in this solicitation. For joint ventures, projects may be submitted for the joint venture as an entity or for an individual member of the joint venture.

All submitted projects must be a minimum of 50,000 gross square feet and at least two of the projects shall be at least 100,000 gross square feet in size. Projects shall be any of the following building types:

- A New Laboratory/Research Facility
- A New Multi-purpose Laboratory/Research Complex, with Overall Cleanliness Levels of 100,000 and ISO Classification Numbers.
- A New Hospital Facility or Complex
- Renovation of a Laboratory/Research Facility.
- Renovation of a Hospital Facility of Complex
- A New Data/Computing Center

Note: Residential, multi-family, retail and warehouse type projects will not qualify as similar.

Relevant projects may have been acquired under governmental (federal, state, or local) or private sector contracts. Experience on similar projects for the Federal Government may be considered more favorably. While the Government is looking for prior experience by the prime contractor, the Government may consider relevant experience by affiliated companies, key personnel and key subcontractors.
While the Government may consider the prior experience of managers, key personnel or other affiliates playing a significant role in contract performance, the total number of projects submitted is limited as stated above.

To be considered, a submitted project must have reached substantial completion, at a minimum. The offeror is required to submit sufficient information to allow the Government to assess the level of relevance of the project.

Failure to provide projects meeting GSA’s definition of similar as defined above will result in a lower technical score. For each project, Offerors will be required to provide the following information:

- Name, date and location of project.
- Name, title, address, phone number and email address of the customer contact and building owner who can attest to the quality of the work provided. It is incumbent upon the offeror to ensure the information submitted is current and accurate.
- Type of contract (e.g. firm fixed price, cost reimbursable, incentive fee, award fee, time and materials, CMc, etc.).
- Total dollar value of the project (awarded price, final contract price and the number and reason for changes in contract value.)
- Dates of contract award, original and actual completion dates; brief summary of any time extensions and/or delays.
- Organizational Chart showing Key Team Personnel with lines of authority and responsibilities
- Gross square feet of project
- Description of Work and services provided by the offeror (construction, design/build) including scope. Include a description of all that are applicable:
  - Clean room requirements and standards – list any ISO Classification Numbers and standards achieved.
  - built-in laboratory equipment
  - special or non-standard MEP systems
  - utilization of single and/or multiple air pass systems and controls
  - utilization of fume hoods
  - building security systems
  - AV/IT systems
  - commissioning requirements
  - façade system(s)
  - vibration and isolation systems
  - other features of work that demonstrate relevance to this project.

- A list of significant subcontracted services (mechanical, electrical and façade systems) and subcontractors used, along with the estimated cost of each subcontracted service.
- Photographs (Up to six per projects, not counted against page count)
- Award and Recognitions
- LEED Certification Achieved, if any.
- For Laboratory, Research, Hospital Projects, list any certifications or designations achieved, such as Class 10,000 or Class 100,000, etc.
- Indicate if the project was in a secure campus setting, urban setting or any other logistical challenges.

This information shall not exceed two pages for each project submitted.

In addition for each project, the Offeror will be evaluated based on the owner evaluations for the four projects submitted, concerning the following:

a. On-time - timeliness of performance
- Did the Offeror complete the project on schedule?
- To what extent did the Offeror adhere to contract delivery schedules at significant milestones?
- How responsive was the Offeror in addressing unforeseen conditions?
- Quality of Offeror’s monthly schedule updates?

b. Cost Control
- Did the Offeror submit reasonably priced change proposals?
- How responsive was Offeror in submitting proposals for owner initiated changes?
- How reasonable were Offeror-initiated changes?
- How many change orders were issued against the project?

c. Quality product
- Did Offeror have and implement a quality control program?
- How effective was the Offeror’s quality control program?
- How well has the Offeror complied with contract requirements?
- Did they conform to standards of good workmanship?
- Did the Offeror have the ability to adapt to changing requirements and maintain a desired level of quality?
- Did the Offeror provide a suitable commissioning plan and adhere to the commissioning plan?

d. Business relations
- How well did the Offeror work with the owner and the owner’s Technical Advisors/Representatives?
- How effective was the Offeror’s on site management team?
- Was the Offeror cooperative, businesslike, and concerned with the interests of project related third party entities, i.e. Federal Tenants)?
- Did Offeror maintain a good relationship with A&E and other subcontractors?
- Who handled public relations and how effectively were they managed?

e. Safety History on each Project
- How effective was the Offeror's accident prevention program?
● Does firm carry a safety plan adapted to every project?

f. Continuity of Key Personnel
   ● Did the Offeror maintain a consistent project team throughout the duration of the project?
   ● Did Offeror adequately staff project?

Additional References: In addition to the above, the Offeror may list experience on GSA projects(s) and/or NASA project(s) and other projects for the Federal Government completed within the last ten years. This shall be a maximum of one page. Include the project title, the contract point of contact and contact information, final cost and location of project.

In addition to the information in the offeror’s proposal itself, the Government will consider information obtained through interviews with the offeror’s customers and/or the building’s owner or a representative of the owner. The Government may consider the past performance of managers, key personnel or other affiliates playing a significant role in contract performance.

In addition to any information contained in or referred to in the offeror’s proposal, the Government may consider the past performance of the Offeror or its team members on any other projects performed within the past ten (10) years of which the GSA has knowledge. The GSA has no obligation to ensure that an equal number of references are obtained for each offeror.

FACTOR II. PROJECT TEAM QUALIFICATIONS

Offerors are requested to identify the construction, project, and quality management staffing and other key personnel that will make up the project team for the proposed project. Offerors are requested to include any professional qualifications, specialized experience in this type of work, and the technical competence of the staff on similar projects. A complete project list of previous similar project experience for each proposed team member is requested to demonstrate that each meets the minimum experience levels shown below. Offerors are requested to provide details concerning any previous experience the proposed team may have working together on similar projects. Include a list of awards, publications and other professional recognition.

Each proposed team member will be evaluated based on the GSA SSEB’s evaluation concerning the qualifications and experience of the proposed staff with similar roles and project experience as proposed on this project.
Offerors shall be required to submit a proposed team with the minimum required disciplines and respective experience levels as stated in the Minimum Standards below. One individual must be assigned to each of the disciplines listed below. Offerors demonstrating proposed key personnel who exceed the minimum qualifications and experience levels identified in the Minimum Standards will receive a greater technical score for this Evaluation Factor.

During the Construction phase, the positions of Offeror, Construction Project Manager, Construction Superintendent, Construction MEP Coordinator, Quality Control Manager and Safety Coordinator may not deviate from those individuals identified in the proposal without prior approval from the Contracting Officer. In the event that any substitutions in key personnel are proposed, the Offeror shall provide to the Contracting Officer the information required for that position as stated in the Key Personnel Minimum Requirements and Phase I Submittal Requirements. Written notification and submittal of a change in the Offeror’s Key Personnel must be identified timely to allow for proper evaluation by the Government.

If changes in Key Personnel occur after award, no increase in contract price or delay in contract performance will be allowed as a result of the Offeror’s substitution, addition or replacement of key personnel.

Qualifications of Key Project Members – Submit information to sufficiently demonstrate that the members of the project team have the necessary professional registrations, leadership and technical experience to ensure successful completion of this project. Key project members should have at least ten (10) years of relevant experience on projects similar in size, scope and complexity to those described under Factor 1. The BIM Coordinator and LEED Accredited Professional shall have at least three (3) years of relevant experience. The following are considered Key Project Members:

- Offeror’s Principal In Charge/Project Executive
- Construction Project Manager
- Construction Superintendent
- Construction MEP Coordinator
- Quality Control Manager
- Safety Coordinator
- BIM Coordinator and Document Manager
- LEED Accredited Professional

Resumes for each Key Project Member, shall not exceed two pages.
Include a one-page matrix to indicate any Key Project Member’s involvement with Projects listed under Factor I.

Educational Requirements for the following positions are defined:
• Offeror’s Principal-In-Charge: A minimum 4 year college degree (Bachelors of Architecture or Bachelors of Civil, Mechanical, Electrical Engineering, Construction Management or Business Administration).
• Construction Project Manager: A minimum 4-year college degree (Bachelors of Architecture or Bachelors of Civil, Mechanical, Electrical Engineering or Construction Management).
• Note: The Offeror’s Principal-In-Charge shall be an officer and/or owner of the Offering Entity and must be available and able to commit to the Project and bond and commit the Offering Entity.

Organizational Structure (Not Exceed 2 pages including an Organizational Chart).

Offerors will be required to submit an organizational structure that details the relationships these individuals will maintain in meeting the requirements of the solicitation throughout the lifecycle of the construction process. The responsibilities, positions and decision-making authority of the proposed team shall be discussed in complete detail. The Offeror must demonstrate an organizational unit which details a comprehensive understanding of the government’s requirements and which is structured such that teamwork will enhance the organization’s ability to coordinate a project of this size and complexity. The discussion should include the team’s proposed overall organizational control, addressing this project specifically. The Plan should discuss the method of coordination with the Government to be used. The Plan should describe the intended use of schedules and cost control systems. The Plan should also discuss how the offeror will ensure that all necessary permits (Government and other) will be received and provided for this Project in a timely manner so that the project completion date is not delayed.

It is required that the positions of Construction Project Manager, Construction Superintendent, Construction MEP Coordinator and Quality Control Manager be on the construction site, full time and totally dedicated to this project. The Quality Control Manager shall report directly to the Project Executive or other officer of the company, and not the Construction Project Manager.

If the Offeror is proposing as a Joint Venture, the team will be required to discuss the joint venture’s experience working together in the past. If the joint venture has worked together in the past, the members of the team will be required to discuss their joint venture experience in the past, including which firm was the lead firm. The Firm must also identify who will be the lead in the project. If a team is proposing as a joint venture, the team will be required to provide a copy of the joint venture agreement.

FACTOR III. SAFETY

Offerors shall submit Insurance Company letters detailing the offeror’s and significant subcontractor’s Experience Modification Rate (EMR) and their OSHA Forms 300A for the past three (3) full calendar years. The EMR shall also correspond to the North American Industry
FACTOR IV. SUBCONTRACTING METHODOLOGY

This factor is designed to ensure that this GSA commitment is brought to the attention of the prospective offerors. This factor measures the extent to which the offeror will perform contract requirements utilizing small business concerns in the NAICS Code 236220. This portion of the proposal will be evaluated on the extent of planned participation of small business concerns in terms of the value of the total acquisition. Small Business Concerns may perform work with their own forces or subcontract work to other small businesses to demonstrate their commitment to small business. Offerors will also be evaluated on their proposed outreach efforts that will be taken to assure their commitment to small business.

Standard for Evaluation

Offerors must demonstrate their commitment to providing the maximum practicable opportunity to small, HUBZone small, small disadvantaged, women-owned small, veteran-owned and service-disabled veteran-owned small business concerns, and provide a detailed description of the methodology of how subcontractors will be selected for this project.

Submittal Requirements

The rating for this evaluation factor will be based on an assessment of the probability that the resultant contract will achieve the proposed commitments as described below. It will be based on three things: (1) proposed small business subcontracting goals for this procurement, (2) narrative describing your firm's outreach program for small businesses, and (3) narrative describing how your firm will maximize competition and select subcontractors that provide best value. The offeror will be required to use the Subcontracting Methodology Form provided as part of this solicitation.

Note: In accordance with FAR 19.702(a)(1), the apparent successful offeror shall be required to submit an acceptable subcontracting plan prior to award Subcontracting plans are not required from small business concerns.

The standard is met when:

A Subcontracting Methodology Form is submitted that indicates how the firm will maximize competition and select subcontractors that provide best value. The plan must also indicate how the firm intends to fulfill the socioeconomic subcontracting goals identified in the solicitation. This section shall be no more than one page.
PHASE II

FACTOR I. PROJECT MANAGEMENT/DELIVERY PLAN

The Offeror is to provide a Project Management/Delivery Plan (PMDP) describing its management philosophy for the construction and post-construction activities for this project. The PMDP shall not exceed five (5) pages, not inclusive of a project schedule. The schedule and staging plan can be above the 5 pages of the PMDP. At a minimum, provide the following:

Phasing Plan

1. Describe in your plan how you will deliver a quality project on time and within budget.

2. Describe your understanding of the design and how you will successfully control quality on the project from award, through construction, substantial completion and contract closeout. Describe your approach to working on this secured campus, with other buildings in the vicinity, foot and vehicular traffic.

Subcontracting

1. Describe your procurement approach for selecting and contracting the mechanical, electrical, plumbing and curtain wall subcontractors. Given the building type, it is anticipated that these trades will have experience in building types described in Phase I, Factor I.

2. Describe your approach to procuring and installing of the HIRF laboratory.

Staging and Jobsite Management

Show the details of the staging area, including where material lay down will be located for each phase of the project, placement of job trailers, cranes, how work will be staged, and paths of travel for workers and tenants, etc. Note that this staging plan is not included in the 5 page limit for the PMDP.

Security/AV/IT Systems

The infrastructure (conduit, back boxes, cable trays, etc.) for the security, AV and IT systems will be funded and installed as part of the base building. The wiring and devices will be installed via Options by the Offeror. Describe your approach to managing this and show on your schedule when the Government will have to provide acceptance of the Options for this work to proceed within the project schedule to achieve substantial completion.

Third Party Contractors
The GSA will purchase and install furniture for this building. Describe how and when GSA furniture procurements will addressed in your phasing plan to enable a turn-key project for NASA.

Permits and Safety

NASA is the Authority Having Jurisdiction (AHJ) for fire and life safety; security and environmental issues. The AHJ will provide approvals for all work in these areas. Describe how your project team will satisfy this requirement.

Submittals

The Government and its representatives reserves two (2) weeks of review time for submittals. Describe how you will manage the government's involvement with submittal reviews in relation to schedule, budget and quality. Identify any mock-up activities and their relation to the construction schedule. Identify when the government and its representatives will be brought in for inspections and walk-throughs.

Project Risk Analysis

List risks that you see to this project and how you will work with the Government and its representatives to mitigate these risks.

Communication Plan

Describe how you plan on communicating with GSA, its clients and government representatives, the LaRC Community, and other stakeholders throughout the life of the contract. GSA has procured the services of Hill International (Hill) as its Construction Manager as Agent. GSA has also procured the services of AECOM as the Design Excellence Firm. Hill and AECOM will be involved from project award through post-construction as GSA and NASA representatives. Describe your involvement with Hill and AECOM and how you will engage them to assist in managing this project.

Cost and Change Management

Describe how you will manage the initial budget upon award, utilizing Earned Value Management, or other Cost Management Techniques. Describe how you will manage your subcontractors, with respect to cost and change management, and what you will do to keep the process moving expeditiously. Describe your approach with change management with regard to government changes.

Commissioning

This is a significant laboratory building with a sophisticated Mechanical, Electrical and Plumbing Systems. The Government and its representatives will have an independent,
3rd Party Commissioning Agent. Describe your understanding of the commissioning specifications and approach and application of commissioning for this project from award to completion with the involvement and oversight of a 3rd Party Commissioning Agent.

**Building Information Modeling (BIM)**

The Offeror is required to provide a complete as-built BIM model at the end of the project, using the design BIM model as a starting point. The design BIM model is a Revit model. The preference is to have the final BIM model a Revit, or equal, model. Describe your BIM Management Plan and how you will incorporate as-built changes into the model and how the BIM data can be used for Facility Management, MAXIMO, after substantial completion.

**ePM – Proliance**

Explain your understanding and use of GSA’s ePM system to manage the project.

**LEED Registration and Submittal Management**

Describe your approach and experience with the LEED certification process, and how you would apply that experience to this project.

**Schedule**

The total project duration from Notice to Proceed to Substantial Completion is twenty four (24) months. Provide a bar chart schedule, defining all critical project elements, that demonstrates how the Offeror will achieve on-time completion. This includes but is not limited to procurement, government review time of submittals and fabrication activities for all critical project components.

**Minimum Standard**

The standard is met when the Offeror submits a PMDP addressing each of the items listed above which ensures that the requirements of this project will be successfully delivered. The plans shall be discussed in detail and organized such that the proposed management of this project is so structured that the Offeror demonstrates an understanding of the government’s requirement.

**FACTOR II. ORAL PRESENTATIONS**

Key Project Members are required to attend a maximum 2 hour oral presentation. Offerors will be required to provide a brief presentation on their proposal. Additionally, the SSEB will have questions and topics for discussion based on the Offeror’s submitted proposal from Phase 1 and Phase 2. It is recommended that the team be familiar with the project components and
approach. The SSEB will develop uniform questions for the Offerors prior to the Oral Presentations as well as questions specific to the Offeror’s proposal.

FACTOR IV. PROJECT LABOR AGREEMENTS

In accordance with GSA Procurement Information Bulletin 10-04, this factor will be included to evaluate the offeror’s intent with respect to employing a project labor agreement (PLA). A proposal submitted subject to the PLA requirements will be given full credit under this evaluation factor. A proposal not subject to the PLA requirements will receive no credit under this factor.

II.D. Other Information to Submit with Proposal

(1) Proof of Registration in the System for Award Management (https://www.sam.gov)

(2) Proof of Bonding Capacity to $50,000,000 for a single project.

II.E. Requirements for Joint Venture Offerors

All offers submitted by joint ventures must include a copy of the joint venture agreement which fully discloses the legal identity of each member of the joint venture, the relationship between the members, the form of ownership of each member, and any limitations on liability or authority for each member.

An authorized representative of each member of the joint venture must sign the submission accompanying an offer regardless of any agency relationship established between the members.

Representations and certifications, financial information, and past performance information must be submitted for each member of the joint venture.

III. General Provisions

III.A. Availability of Funds

Issuance of this Solicitation does not warrant that funds are presently available for award of a Contract. Award of the Contract shall be subject to the availability of appropriated funds, and the Government shall incur no obligation under this Solicitation in advance of such time as funds are made available to the Contracting Officer for the purpose of Contract award.

III.B. Requests for Clarification or Interpretation

The Government will attempt to answer all requests for clarifications or interpretations of the Solicitation Documents prior to the date set for receipt of offers, but will not warrant that all such
requests will be answered within 15 calendar days. Therefore, prospective Offerors should make such requests not less than 15 calendar days prior to the date set for receipt of offers.

III.C. Notice to Small Business Firms

A program for the purpose of assisting qualified small business concerns in obtaining certain bid, payment, or performance bonds that are otherwise not obtainable is available through the Small Business Administration (SBA) (www.sba.gov). For information concerning SBA’s surety bond guarantee assistance, contact your SBA District Office.

III.D. Information Concerning the Disclosure of Solicitation Results

This acquisition is being conducted under the provisions of FAR Part 15 as a negotiated procurement. In accordance with FAR 3.104 and FAR 15.207, after receipt of proposals, no information regarding the identity of those submitting offers, the number of offers received, or the information contained in such offers will made available until after award except as provided by FAR 15.503.

III.E. Affirmative Procurement Program

GSA has implemented an Affirmative Procurement Program (APP) intended to maximize the use of recovered materials, environmentally preferable, and bio-based products. Offerors should familiarize themselves with the requirements for using and reporting on the use of such materials in performance as set forth in the Agreement. Refer to clauses FAR 52.204-4 requiring double sided printing on recycled paper for all reports and FAR 52.223-10 encouraging vendors to practice waste reduction.

III.F. Notice Concerning Preparation of Proposals

Offerors are cautioned to carefully read the entire Solicitation and the Agreement to be included in the Contract contemplated by the Solicitation in order to be fully aware of all requirements and clauses in the contemplated Contract. Verify that all blanks requiring information to be supplied in an Offer have been properly filled out; that all pricing and other numerical data is accurately calculated; and that all copies of the Offer contain the same information.

III.G. Bond Requirements (Phase II Requirement)

If a bid guarantee is required to be submitted with your offer, any contract awarded will require a performance bond as specified in the Agreement. Offerors who utilize individual sureties should note the requirement for a certified, audited, financial statement for each person acting as an individual surety under clause FAR 52.228-1 Bid Guarantee and the requirements of clause FAR 52.228-11 Pledge of Assets.
III.H. Contractor Performance Information

(1) Evaluating Contractor Performance: The General Services Administration is using the Contractor Performance Assessment Reporting System (CPARS) module as the secure, confidential, information management tool to facilitate the performance evaluation process. CPARS enables a comprehensive evaluation by capturing comments from both GSA and the contractor. The website for CPARS is http://www.cpars.gov

Completed CPARS evaluations are sent to the Past Performance Information Retrieval System (PPIRS) which may then be used by Federal acquisition community for use in making source selection decisions. PPIRS assists acquisition officials by serving as the single source for contractor past performance data.

(2) CPARS Registration: Each award requiring an evaluation must be registered in CPARS. The contractor will receive several automated emails. Within thirty days of award, the contractor will receive an e-mail that contains user account information, as well as the applicable contract and order number(s) assigned. Contractors will be granted one user account to access all evaluations.

(3) Contractor CPARS Training: Contractors may sign up for CPARS training. A schedule of classes will be posted to the CPARS training site (http://www.cpars.gov/allapps/cpcbtdlf.htm) and updated as needed.

(4) Contractor Representative (CR) Role: All evaluations will be sent the Contractor Representative (CR) named on your award. The CR will be able to access CPARS to review and comment on the evaluation. If your CR is not already in the CPARS system, the contracting officer will request the name and email address of the person that will be responsible for the CR role on your award.

Once an evaluation is ready to be released the CR will receive an email alerting them the evaluation is ready for their review and comment. The email will indicate the time frame the CR has to respond to the evaluation; however, the CR may return the evaluation earlier than this date.

GSA shall provide for review at a level above the contracting officer (i.e., contracting director) to consider any disagreement between GSA and the contractor regarding GSA’s evaluation of the contractor. Based on the review, the individual at a level above the contracting officer will issue the ultimate conclusion on the performance evaluation.

Copies of the evaluations, contractor responses, and review comments, if any, will be retained as part of the contract file.

III.I. Safeguarding Documents Designated as Sensitive But Unclassified

Certain information contained in the Solicitation Documents may have been designated as Sensitive but Unclassified (SBU) building information. With respect to such information, Offerors shall agree to the terms for receipt of such information, as set forth in the provision “Administrative Matters” in Section III of the Agreement, as a condition of receipt of such information.
IV. FAR/GSAR Solicitation Provisions

To be issued with Phase II Solicitation

V. Additional Solicitation Provisions and Instructions

V.A. Additional Provisions

Debriefing – Hours of Operation

SUBMISSION OF REQUESTS FOR DEBRIEFINGS - GSA’S HOURS OF OPERATION.

GSA’s hours of operation are 8:00 AM to 4:30 PM EST. Requests for preaward debriefings postmarked or otherwise submitted after 4:30 PM will be considered submitted the following business day. Requests for post award debriefings delivered after 4:30 PM will be considered received and filed the following business day.

VI. Method of Award

VI.A. Evaluation of Phase I Proposals

The Government will evaluate Phase I proposals based on the following evaluation factors and short list a maximum of five offerors to submit Phase II proposals:

PHASE I

FACTOR I. PRIOR EXPERIENCE AND PERFORMANCE ON RELEVANT PROJECTS

This factor will measure the number of opportunities the offeror has had to learn by doing. The Government will examine the breadth, depth and relevance of prior experience in constructing projects similar in size, scope and complexity to the one described in the solicitation. Prior experience in construction will be evaluated.

FACTOR II. PROJECT TEAM QUALIFICATIONS

Offerors are requested to identify the construction, project, and quality management staffing and other key personnel that will make up the project team for the proposed project. Offerors are requested to include any professional qualifications, specialized experience in this type of work, and the technical competence of the staff on similar projects. A complete project list of previous similar project experience for each proposed team member is requested to demonstrate that each meets the minimum experience levels shown below. Offerors are requested to provide details concerning any previous experience the proposed team may have working together on similar projects. Include a list of awards, publications and other professional recognition.
FACTOR III. SAFETY

Offerors shall submit Insurance Company letters detailing the offeror’s and significant subcontractor’s Experience Modification Rate (EMR) and their OSHA Forms 300A for the past three (3) full calendar years. The EMR shall also correspond to the North American Industry Classification System (NAICS) code 236220 - Commercial and Institutional Building Construction. This section shall be no more than one page.

FACTOR IV. SUBCONTRACTING METHODOLOGY

Subcontracting Methodology - GSA is committed to providing to the maximum extent practicable for these socio-economic businesses to receive federal contracting opportunities. This factor is designed to ensure that this GSA commitment is brought to the attention of the prospective Offerors. This factor measures the extent to which the offeror will perform contract requirements utilizing small business concerns in the NAICS Code 236220. This portion of the proposal will be evaluated on the extent of planned participation of small business concerns in terms of the value of the total acquisition. Small Business Concerns may perform work with their own forces or subcontract work to other small businesses to demonstrate their commitment to small business. Offerors will also be evaluated on their proposed outreach efforts that will be taken to assure their commitment to small business.

VI.B. Evaluation of Phase II Proposals

The Government will award a contract resulting from this Solicitation to the responsible Offeror whose offer conforming to the Solicitation will be most advantageous to the Government, Total Evaluated Price and other factors considered. In addition to Total Evaluated Price, the following Phase II non-price factors shall be used to evaluate offers:

FACTOR I. PROJECT MANAGEMENT/DELIVERY PLAN

The Offeror is to provide a Project Management/Delivery Plan (PMDP) describing its management philosophy for the construction and post-construction activities for this project. The PMDP shall not exceed five (5) pages, not inclusive of a project schedule. The schedule and staging plan can be above the 5 pages of the PMDP.

FACTOR II. ORAL PRESENTATIONS

Key Project Members are required to attend a maximum 2 hour oral presentation. Offerors will be required to provide a brief presentation on their proposal. Additionally, the SSEB will have questions and topics for discussion based on the Offeror’s submitted proposal from Phase 1 and Phase 2. It is recommended that the team be familiar with the project components and approach. The SSEB will develop uniform questions for the Offerors prior to the Oral Presentations as well as questions specific to the Offeror’s proposal.
FACTOR IV. PROJECT LABOR AGREEMENTS

In accordance with GSA Procurement Information Bulletin 10-04, this factor will be included to evaluate the offeror’s intent with respect to employing a project labor agreement (PLA). A proposal submitted subject to the PLA requirements will be given full credit under this evaluation factor. A proposal not subject to the PLA requirements will receive no credit under this factor.

VI.C. Determination of Responsibility

In order to be considered responsible, an Offeror must demonstrate that it meets the requirements of FAR 9.104-1. The Contracting Officer's determination of an Offeror's responsibility or non-responsibility may be based upon any information obtained by the Contracting Officer, and is independent of the evaluation of offers set forth herein.

VI.D. Price Reasonableness

The proposed prices will be evaluated for reasonableness. Price reasonableness determines whether an Offeror's price is too high. Analysis of price proposals will be performed using one or more of the techniques defined in FAR 15.404 in order to determine price reasonableness.

Normally, price reasonableness is established through adequate price competition, but may also be determined through price analysis techniques as described in FAR 15.404-1. Notwithstanding anything to the contrary in this solicitation and for the avoidance of doubt, the Government will not perform a price realism analysis of the Offeror’s proposal.

VI.E. Unbalanced Prices

Offers must include balanced prices. Unbalanced pricing may increase performance risk and could result in payment of unreasonably high prices. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly over or understated as indicated by the application of price analysis techniques. All offers with separately priced line items or subline items shall be analyzed to determine if the prices are unbalanced. If price analysis techniques indicate that an offer is unbalanced, the contracting officer shall: (i) Consider the risks to the Government associated with the unbalanced pricing in determining the competitive range and in making the source selection decision; and (ii) Consider whether award of the contract will result in paying unreasonably high prices for contract performance. An offer may be rejected if the contracting officer determines that the lack of balance poses an unacceptable risk to the Government.

VI.F. Total Evaluated Price

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). Total Evaluated Price shall be calculated using the prices indicated in the Price Proposal, using the following formula:

\[
(1) \text{ Experience }
\]
(a) Experience will be evaluated as an indicator of the offeror's capacity to perform the Contract contemplated by this Solicitation.

(b) Experience will be evaluated on the basis of information submitted by the Offeror indicating completion of projects of similar size, complexity, and scope. If the offeror materially misrepresents information relating to its experience, the Contracting Officer may reject the proposal.

(2) Past Performance

(a) Past performance will be evaluated as a predictor of the offeror’s compliance with contract requirements and overall quality of performance.

(b) Past performance will be evaluated on the basis of information received by the Contracting Officer concerning the offeror's performance on other contracts, including information not submitted by the offeror. If the Contracting Officer becomes aware of required past performance information omitted from the offeror's proposal, the Contracting Officer may draw a negative inference from the omission of such information.

(3) Project Labor Agreement

Offeror will receive full credit if proposing the use of a PLA.

VI.G. Non-Price Factors

Prior Experience and Performance on Relevant Projects

This factor will measure the number of opportunities the offeror has had to learn by doing. The Government will examine the breadth, depth and relevance of prior experience in constructing projects similar in size, scope and complexity to the one described in the solicitation. Prior experience in construction will be evaluated.

Project Team Qualifications

Offerors are requested to identify the construction, project, and quality management staffing and other key personnel that will make up the project team for the proposed project. Offerors are requested to include any professional qualifications, specialized experience in this type of work, and the technical competence of the staff on similar projects by providing the following deliverables:

- Offeror’s Principal In Charge/Project Executive
- Construction Project Manager
- Construction Superintendent
- Construction MEP Coordinator
- Quality Control Manager
- Safety Coordinator
- BIM Coordinator and Document Manager
- LEED Accredited Professional
Project Management/Delivery Plan

The Government will evaluate the offeror’s understanding of the project through both written and oral examination:

- Phasing Plan
- Subcontracting
- Staging and Jobsite Management
- Security/AV/IT Systems
- Third Party Contractors
- Permits and Safety
- Submittals
- Project Risk Analysis
- Communication Plan
- Cost and Change Management
- Commissioning
- Building Information Modeling (BIM)
- ePM - Proliance
- LEED Registration and Submittal Management
- Schedule

Oral Presentation

Key Project Members are required to attend a maximum 2 hour oral presentation. Offerors will be required to provide a brief presentation on their proposal. Additionally, the SSEB will have questions and topics for discussion based on the Offeror’s submitted proposal from Phase I and Phase II. It is recommended that the team be familiar with the project components and approach. The SSEB will develop uniform questions for the Offerors prior to the Oral Presentations as well as questions specific to the Offeror’s proposal.

Project Labor Agreement

In accordance with GSA Procurement Information Bulletin 10-04, this factor will be included to evaluate the offeror’s intent with respect to employing a project labor agreement (PLA). A proposal submitted subject to the PLA requirements will be given full credit under this evaluation factor. A proposal not subject to the PLA requirements will receive no credit under this factor.

VI.H. Evaluation of Joint Venture Offerors

In the evaluation of responsibility and non-price factors, information submitted for a party to the joint venture will only be evaluated to the extent that the terms of the joint venture agreement do
not limit such party's performance or financial obligations as a party to the Contract contemplated by this Solicitation.