

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			I. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0001			J	1
3. EFFECTIVE DATE 16-Apr-2002		4. REQUISITION/PURCHASE REQ. NO. W26GLG-2056-3731		5. PROJECT NO. (If applicable)
6. ISSUED BY CONTRACTING OFFICE (CA/CW) US ARMY ENGR DIST NORFOLK ATTN: CENAO-CT 803 FRONT STREET NORFOLK VA 23510-1096		CODE DACW65	7. ADMINISTERED BY (If other than item 6) CODE  <b>See Item 6</b>	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			X	9A. AMENDMENT OF SOLICITATION NO. DACW65-02-R-0010
			X	9B. DATED (SEE ITEM 11) 22-Mar-2002
				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 _____ 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.) AMENDMENT NO. 0001 TO DACW65-02-R-0010, AIWW Facility Maintenance. 1. Preproposal Conference Schedule is hereby attached to this amendment. 2. DELETE Section 00110 in its entirety and REPLACE with the attached. 3. DELETE Section 00120 in its entirety and REPLACE with the attached.				
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)	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
(Signature of person authorized to sign)		BY _____		16-Apr-2002
		(Signature of Contracting Officer)		

**AIWW Pre-Bid Meeting and Tour  
23 April 2002**

**Corps Representatives:**

Debora Gray	Contracting Office	757-441-7551
Joel Scussel	Operations Branch	757-441-7642
William Jones	Great Bridge Office	757-547-2109
Cheray L. Schamp-Bazar	Contracting Office	757-441-7067

**Agenda:**

9:00 AM Meet at the Great Bridge Reservation Building 1  
2509 Reservation Road, Chesapeake, VA  
Tour buildings, lock, and bridge.

10:30 AM Depart to Deep Creek Lock  
301 Luray Street, Chesapeake, VA  
Tour buildings, lock, bridge and spillway

12:00 Noon Break for Lunch (on your own)

13:00 PM Meet at Mouth of Feeder Ditch on Route 17

13:00 PM Travel to Lake Drummond  
Tour buildings, feeder ditch, and spillway

14:30 PM Return to Mouth of Feeder Ditch  
Conclude tour

**Notes:**

Transportation: The Corps will only provide transportation from the Mouth of the Feeder Ditch to Lake Drummond.

Other Sites: Since South Mills is similar to Deep Creek, and North Landing Bridge is similar Great Bridge Bridge, offeror's can visit these sites on their own. Please clear visits will William Jones.

**SECTION 00110  
PROPOSAL SUBMISSION REQUIREMENTS AND INSTRUCTIONS**

**1.00 GENERAL PROPOSAL INFORMATION.**

General. Inasmuch as the proposal will describe the capability of the offeror to perform any resultant contract, as well as describe the understanding of the requirement of the Statement of Work, it should be specific and complete in every detail. The proposal should be prepared simply and economically, providing straight-forward, concise delineation of capabilities to perform satisfactorily the contract being sought. The proposal should therefore be practical, legible, clear and coherent.

**2.00 GENERAL PROPOSAL SUBMISSION INSTRUCTIONS**

a. General Requirements.

(1) In order to effectively and equitably evaluate all proposals, the Contracting Officer must receive information sufficiently detailed to allow review and evaluation by the Government.

(2) Proposals must contain a sample management and draft quality control plan, background information regarding the offerors' qualifications, example projects, and any required representations and certifications. Specific requirements are described below.

b. Submission Material

The proposals shall contain a detailed table of contents. If more than one binder is used, the complete table of contents shall be included in each. Any materials submitted but not required by this solicitation, (such as company brochures), shall be relegated to appendices.

c. Where to Submit. Offerors shall submit their proposal packages to the Norfolk District at the address shown in Block 8 of Standard Form 1442.

d. Submission Deadline. Proposals shall be received by the Norfolk District no later than the time and date specified in Block 13 of Standard Form 1442.

e. Proposal Requirements and Submission Format. The proposals sought by this solicitation shall be arranged to present information in five general areas, Staffing and Management, Past Performance, Quality Control; Safety; and Small Business Subcontracting Effort.

**3.00 STAFFING AND MANGEMENT INFORMATION PROPOSAL SUBMISSION INSTRUCTIONS:**

The offeror must develop a staffing and management plan that clearly explains how the offeror will staff the project, manage the work force, and perform specified services. The offeror must demonstrate that it understands the management and administrative process required to ensure that appropriate levels of attention are given to all services so that the work is properly scheduled and performed. As part of the plan, each offer must:

1) Describe the relationship of the contractor project staff organization to the offeror's corporate structure.

2) Describe the proposed project/quality control manager and the alternate, submit names and qualifications in resume format.

3) Submit an organization chart showing the structure of the organization. Indicate each job position on the chart and its relationship to the overall organization.

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4) List all personnel by job title and provide personnel qualifications statements for each employee that the contractor intends to use for the entire project. Personnel qualifications statements should contain information regarding minimum education, training, and related job experience the individual will possess. Include all operating personnel to operate the bridges, locks, and spillways, all maintenance personnel, and all clerical and supervisory personnel that will be assigned to the project to perform or oversee the work. If part time employees will be utilized, designate the number of hours per week that part time employees will work in addition to the above requirement.

5) Discuss how the staffing will be utilized to perform specified services. If the contractor intends to use subcontractors to perform any work, the scope of work to be subcontracted shall be clearly defined and names of proposed subcontractors shall be provided.

6) Describe how the offeror plans to handle employee turnover, employee training, and vacation schedule.

7) Describe the procedures for identification and resolution of resource deficiencies, both manpower, and material.

### **4.00 PAST PERFORMANCE PROPOSAL SUBMISSION INSTRUCTIONS**

The offeror's previous experience in the particular field of work within the scope of this solicitation will be carefully evaluated with emphasis on the offeror's record of past performance for jobs similar complexity. Consideration will be given to the degree to which the offeror has met cost/price and technical objectives.

### **5.00 QUALITY CONTROL PROPOSAL SUBMISSION INSTRUCTIONS**

The contractor's proposed method of quality control (Draft Quality Control Program) will be evaluated to assure that the contractor can maintain an acceptable level of performance. Describe control techniques and the identification and resolution of quality problems.

### **6.00 SAFETY PROPOSAL SUBMISSION REQUIREMENTS**

The contractor's proposed method of ensuring safety (Draft Accident Prevention Plan) will be evaluated to assure that the contractor can maintain a safe project. Describe techniques and identification and resolution of safety problems.

### **7.0 SMALL BUSINESS SUBCONTRACTING EFFORT**

(a) Past Performance: If large business, contractors are required to submit a Recent Standard Form 294, Subcontracting Report for Individual Contracts and SF 295, Summary Report to evaluate past performance in support of Small Business and Small Disadvantaged Business and Women-Owned Small Businesses. For Small Businesses, contractors are not required to submit a subcontracting plan or SF 294 or 295, but must certify as a Small Business.

(b) Subcontracting Plan Effort: The following is submitted to satisfy the applicable requirements for the subcontracting plan effort factor. If a large business, contractors are required to submit a subcontracting plan which conforms to the requirements of FAR 52.219-9 and DFARS 252.219-7003. The plan will be evaluated for support of Small Business, Small Disadvantage Business, and Women-Owned Small Business and considering the following:

- (1) The extent to which such firms are specifically identified.
- (2) The extent to commitment to use of such firms.
- (3) The complexity and variety of the work small firms are to perform.
- (4) The realism of the proposal

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- (5) The extent of participation of such firms in terms of the value of the total acquisition.
- (6) The goals for subcontracting are as follows:
  - 62% for Small Business
  - 9% for Small Disadvantage Business
  - 5% for Women Owned Business
  - 2% for Hubzone
  - 3% for Small Business Veteran Owned Business

**SECTION 00120  
PROPOSAL EVALUATION AND CONTRACT AWARD**

**1. PROPOSAL EVALUATION. The following criteria is listed in descending order of importance for evaluation.**

- a. STAFFING AND MANAGEMENT
- b. PAST PERFORMANCE
- c. QUALITY CONTROL
- d. SAFETY
- e. SMALL BUSINESS SUBCONTRACTING EFFORT

At the completion of the evaluation process each proposal will be assigned a single adjectival rating for comparison and best value analysis as applicable.

**2. BASIS OF AWARD**

a. The Government will award a firm fixed-price contract to that responsible Offeror whose complete proposal, which was evaluated to be at least conforming to the solicitation, determined to be fair and reasonable, and has been selected as the most advantageous to the Government; quality, price, and other factors considered. The rated evaluation criteria are considered more important than price. However, as evaluation ratings and relative advantages and disadvantages become less distinct, differences in price between proposals are of increased importance in determining the most advantageous proposal. Conversely, as differences in price become less distinct, differences in ratings and relative advantages and disadvantages between proposals are of increased importance to the determination.

b. The Government reserves the right to accept other than the lowest priced offer. The right is also reserved to reject any and all offers. The basis of award will be a conforming offer, the price or cost of which may or may not be the lowest. If other than the lowest priced offer is accepted, that offer must be sufficiently more advantageous than the lowest priced offer in order to justify the payment of additional amounts.

c. Offerors are reminded to include their best technical and price terms in their initial offer and not to automatically assume that they will have an opportunity to participate in discussions or be asked to submit a revised offer. The Government may make award of a conforming proposal without discussions, if deemed to be within the best interests of the Government.

**4. EVALUATION PROCEDURES AND CRITERIA:**

a. All proposal information received shall be reviewed, evaluated, and rated with respect to the following rating scheme:

Ratings are as follows:

Outstanding (O): The proposal exceeds the basic requirements in such a manner that the technical proposal considered as a whole provide significant additional value to the Government.

Acceptable (A): The proposal essentially satisfies the standards; minor weaknesses, even if not corrected, do not render this factor/proposal unacceptable.

Unacceptable (U): The proposal fails to meet stated criteria and is not capable of becoming acceptable without major revisions.

## **AIWW FACILITY MAINTENANCE**

b. **Staffing and Management:** The Government will evaluate the management and staffing solutions as indicated by the staff experience and provide or unique management approaches.

c. **Past Performance:** The Government will evaluate the satisfaction of the customers in the example projects identified by the Offeror and from which Past Performance Evaluation Questionnaires have been received. The Government may contact the points of contact indicated to assure validity of the received questionnaires. The Government may contact sources other than those provided by the Offeror for information with respect to past performance. These other sources may include ACASS (Architect-Engineer Contract Administration Support System), CCASS (Construction Contractor Appraisal Support System), telephone interviews, and Government personnel personal knowledge of contractor performance capability. Offerors will be provided with an opportunity to address any negative past performance information on which the offeror has not previously had such an opportunity. The Government will evaluate the example projects provided by the Offeror to evaluate and rate the recent experience of the Offeror in similar construction and/or design-build projects. The example projects which most closely resemble the project identified in this solicitation will receive the highest consideration. If the Offeror cannot provide suitable relevant experience and the Government staff considers the provided information to basically indicate that the Offeror has no relevant experience, this Offeror shall be rated as satisfactory. Lack of relevant experience will not be rated favorably or unfavorably. The contractor will receive a Neutral score if he does not demonstrate any experience.

d. **Quality Control:** The sample quality control plan provided by the Offeror will be reviewed and evaluated for inclusion of specific quality control practices and requirements necessary for the successful completion of this project.

e. **Safety:** The Government will evaluate the proposed accident prevention plan as indicated by unique safety methods. Plan should describe the technique and identification and resolution of safety problems.

f. **Small Business SubContracting Effort.** The Offeror's proposal will be evaluated for small business past performance based on the information provided. The Offeror's proposed subcontracting plan will be evaluated in terms of achieving the required special emphasis group participations and the completeness and rational for the plan proposed. Offerors who are not required to submit a subcontracting plan (ie Small Business concerns) will be assigned a rating equal to the highest evaluation of any subcontracting plan submitted in response to this solicitation.

g. **Evaluation Methodology.** The Government evaluation team will consider all information provided in the proposal individually. Once these individual analyses are completed, the team will meet and determine a rating for each of the evaluation factors by consensus decision.