

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. Contract ID Code
Cost-Plus-Incentive-Fee

Page 1 Of 16

2. Amendment/Modification No. 0001	3. Effective Date	4. Requisition/Purchase Req No. SEE SCHEDULE	5. Project No. (If applicable)
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6. Issued By US ARMY AVIATION & MISSILE COMMAND AMSAM-AC-LM-L CASSANDRA BOYD (256)876-3184 REDSTONE ARSENAL AL 35898-5280 EMAIL: CASSANDRA.BOYD@REDSTONE.ARMY.MIL	Code W58RGZ	7. Administered By (If other than Item 6)	Code
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SCD PAS ADP PT

8. Name And Address Of Contractor (No., Street, City, County, State and Zip Code)	<input checked="" type="checkbox"/>	9A. Amendment Of Solicitation No. DAAH23-03-R-0211
		9B. Dated (See Item 11) 2003MAR27
	<input type="checkbox"/>	10A. Modification Of Contract/Order No.
		10B. Dated (See Item 13)

Code Facility Code

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers

is extended, is not extended. 2003MAY28 04:00pm

Offers 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 2 signed copies of the amendments; (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 ONLY APPLIES TO MODIFICATIONS OF CONTRACTS/ORDERS
It Modifies The Contract/Order No. As Described In Item 14.

<input type="checkbox"/>	A. This Change Order is Issued Pursuant To: The Contract/Order No. In Item 10A.	The Changes Set Forth In Item 14 Are Made In
<input type="checkbox"/>	B. The Above Numbered Contract/Order Is Modified To Reflect The Administrative Changes (such as changes in paying office, appropriation data, etc.) Set Forth In Item 14, Pursuant To The Authority of FAR 43.103(b).	
<input type="checkbox"/>	C. This Supplemental Agreement Is Entered Into Pursuant To Authority Of:	
<input type="checkbox"/>	D. Other (Specify type of modification and authority)	

E. IMPORTANT: Contractor is not, 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.)

SEE SECOND PAGE FOR DESCRIPTION

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 (Signature of person authorized to sign)	15C. Date Signed	16B. United States Of America By _____ (Signature of Contracting Officer)	16C. Date Signed

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Name of Offeror or Contractor:

SECTION A - SUPPLEMENTAL INFORMATION

This amendment is issued for clarification of the following:

1. The RFP was posted to the website on 27 Mar 2003. Therefore, the issue date shall be 27 Mar 2003.
2. Reference Section A, Pre-proposal Conference and Sections L-21 and L-22. The date of the Pre-proposal conference and Site Visit is hereby changed from 9 April 2003 to 15 April 2003. The Pre-proposal conference will be held at the Aviation Warfighting Simulation Center, Building 5440, at the corner of Nighthawk and 3rd Avenue. The conference shall start at 8:00 A.M.
3. Please submit your questions and names of all attendees no later than 8 April 03, in order to be addressed at the Pre-Proposal Conference. Please limit to three attendees per company.
4. CLIN 0010 Phase IN has been revised to incorporate requirements for the phase in process as shown.
5. CLIN 4001 has been revised to incorporate the AH-64DR aircraft and flying hours as shown.
6. Section H-14, 3.b has been changed. The phrase "2nd Party Audits" has been deleted and replaced with Productivity Audit as shown on page 5.
7. Sections L-21, L-22 and L-23 have been revised as shown on pages 7-13. The revisions have been annotated by underline. Specifically in L-23, 7f. Section E Performance Management, subparagraph iii., 7g. Section F Phase In, subparagraph i. and v. 7h. subparagraph i., chart in subparagraph ii. and iii. and 8. Past Performance Volume, paragraphs a. and b.
8. Section M-7, Subfactor 3, Performance Management has been changed as shown.
9. Sections C.2, C.4, C.5, C.6, C.7, C.8, C.9, and C.10 of the Performance Work Statement (PWS) have been revised. The revisions have been annotated with a vertical line in the right margin. These Sections in the original PWS are replaced in their entirety. These revisions reflect minor changes with the addition/deletion and revisions of report numbers (DID).
10. Attachment 07, "Document Summary List" and Exhibit A, "Contract Data Requirements Lists (CDRLs) are now posted to the website.
11. The closing date is hereby changed from 10 May 2003 to 28 May 2003. Proposals shall be delivered no later than 1600 hours (4:00) Central Standard Time to Building 5303, 1st floor Lobby to the attention of Cassandra Boyd.
12. All questions regarding this solicitation should be directed to cassandra.boyd@redstone.army.mil.

*** END OF NARRATIVE A 002 ***

Name of Offeror or Contractor:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT																																				
0010	<p>SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS</p> <p><u>PHASE IN</u></p> <p>SECURITY CLASS: Unclassified</p> <p>This clin covers preparatory efforts necessary for the offeror to assume responsibility for performance, (e.g. recruiting, and performing background checks on employees, leasing or purchasing equipment, obtaining licenses, relocating employees). The phase-in process must be completed within 60 days after contract award.</p> <p>(End of narrative B001)</p>	1	LO		\$ _____																																				
4001	<p><u>4TH YEAR OPTION (BASE 0001)</u></p> <p>NOUN: FLEET SUPPORT MAINTENANCE SER SECURITY CLASS: Unclassified</p> <p>The contractor shall provide maintenance, logistics and related services to the aircraft assigned to the US Army Aviation and Missile Command (AMCOM), US Army Aeromedical Research Laboratory and other tenant and satellite units IAW with the PWS. All work will be performed in government furnish facilities at Fort Rucker, Alabama and other locations as required. The support required for ATTC is shown as a separate CLIN.</p> <p>Aircraft</p> <table border="0" data-bbox="259 1491 844 1848"> <tr> <td></td> <td>Estimated Flying Hours (FH)</td> <td>Estimated Cost Per FH</td> <td>Total Estimated Cost</td> </tr> <tr> <td>OH-58A/C</td> <td>32,627</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>OH-58D</td> <td>20,893</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>UH-60A/EH-60A</td> <td>47,369</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>UH-60M</td> <td>453</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>CH-47D</td> <td>16,031</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>TH-67</td> <td>71,066</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>AH-64D</td> <td>20,283</td> <td>_____</td> <td>_____</td> </tr> <tr> <td><u>AH-64DR</u></td> <td>7,171</td> <td>_____</td> <td>_____</td> </tr> </table> <p>(End of narrative B002)</p>		Estimated Flying Hours (FH)	Estimated Cost Per FH	Total Estimated Cost	OH-58A/C	32,627	_____	_____	OH-58D	20,893	_____	_____	UH-60A/EH-60A	47,369	_____	_____	UH-60M	453	_____	_____	CH-47D	16,031	_____	_____	TH-67	71,066	_____	_____	AH-64D	20,283	_____	_____	<u>AH-64DR</u>	7,171	_____	_____				
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CONTINUATION SHEET

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Name of Offeror or Contractor:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	<p><u>Description/Specs./Work Statement</u> PROCUREMENT DOCUMENTATION TITLE: ATTACH 1/PWS</p>				

Name of Offeror or Contractor:

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H-14 AWARD FEE DOLLARS - For All Customers Except ATTC

1. Not later than thirty days before the beginning of each award fee period, the Government will prepare and provide to the contractor a finalized draft Award Fee Evaluation Plan (AFEP). The final AFEP shall be provided within 15 workdays after the beginning of the applicable award fee period. The AFEP shall cover the specific procedures, parameters, evaluation criteria, weights, and other factors, which establish the particular award fee. The makeup of the AFEP shall be discretionary with the Government and not subject to the Disputes clause hereof; however, the contractor shall be fully consulted prior to its finalization. If the Government elects to reuse an AFEP for a successor award fee period, the contractor shall be so advised, in writing, not later than 30 days before the beginning of the particular award fee period. The Contractor's performance shall be continuously monitored as set forth in the AFEP.

(a) The maximum award fee payable hereunder shall not exceed the established award fee pool for the particular award fee period. Payment of award fee monies earned shall be processed by an administrative modification.

(b) Determination of any award fee earned hereunder shall not be subject to the provisions hereof entitled "Allowable Cost and Payment", "Termination", and "Disputes".

(c) Unearned award fee for a particular award fee period cannot be carried forward into a subsequent award fee period. Award fee earned will be determined at the end of each award fee period.

2. In the event this contract is terminated prior to a regularly scheduled award fee determination, a special award fee determination will be made.

3. The dates of each award fee period are set forth below:

<u>AWARD FEE PERIOD</u>	<u>AWARD FEE POOL</u>	<u>AWARD FEE EARNED</u>
1 Oct 03 - 31 Mar 04	\$175,000	TBD
1 Apr 04 - 30 Sep 04	\$175,000	TBD

(TBD - To Be Determined)

NOTE: Award Fee Period. These periods are also applicable to each Fiscal Year (FY) of each Option Year.

AWARD FEE

(a) Award Fee Evaluation:

(1) The contractor may earn the award fee in whole or in part. The amount of award fee earned for each evaluation period, as described hereafter, shall be determined by the government's subjective evaluation of the contractor's performance.

(b) The government will use the following performance criteria as a basis for determining amount of award fee:

Quality Assurance Evaluation Surveillance and Productivity Audit.

a. The contractors performance in establishing, implementing, and improving an ANSI/ASQC Q9001, ISO 9001, or equivalent quality system and consistently providing a high quality program.

b. The Government shall conduct audits of selected areas of performance for the period. The Contractor will be evaluated on their overall conformance to procedures and processes established in their quality plan.

c. The Contractor will be evaluated on the number of recurring deficiencies and safety violations and their ability to implement corrective action in a timely manner and establish remedial and preventive measures. A major safety violation that does or could result in a serious accident shall result in a poor rating.

4. INTENT

a. The above explanation of the performance criteria is not all encompassing and is provided only to give the contractor an overview of the scope of the criteria.

b. The Government will perform a bi-annual evaluation of the contractor's performance according to the criteria stated above. The government may elect to allow the contractor's input into the evaluation if the Government deems such input would clarify or explain significant occurrences or contractor's actions.

Name of Offeror or Contractor:

c. It is the Governments intent to adhere to the above-described performance criteria throughout the duration of the contract. However, the Government retains the right to unilaterally change these criteria factors if they are not in the Government's best interest. The contractor will be notified of any such changes prior to the start of a new evaluation period.

d. Payment of the award fee shall be every six months upon the issuance of a unilateral change order setting forth the amount earned for the evaluation period and subsequent submission of an invoice by the contractor.

The adjectival ratings are set forth below:

Each evaluation factor will be assigned an adjective and numerical rating for each evaluation period. The adjective ratings, numerical ratings and their corresponding rating descriptions are found in the chart below.

ADJECTIVE RATING	NUMERICAL RATING	RATING DESCRIPTION	FEE EARNED
Superior	95-100	Performance is excellent in all significant aspects. There are no areas of less than outstanding performance (100), or they are few and relatively unimportant in nature (95). Performance is the highest or maximum considered reasonably attainable in view of the CURRENT state of progression and those conditions normally expected to be controlled by the contractor. Contractor initiative is evident by the quality and efficiency of work performed. Areas in need of improvement are few and are minor.	100%
Outstanding	90-94	Performance is good to excellent in all areas, with only minor areas that need improvement to reach desired performance goals. There are no areas of less than above average performance (94), or they are few and relatively unimportant (90).	75%
Above Average	81-89	Performance is above average to a significant degree in most functions. There are no areas of less than average performance, with only a few areas needing minor improvement to reach desired performance goals offset by excellent performance in other areas (89), or a few areas of above average performance with all other areas meeting minimum contract requirements (81).	50%
Average (Overall)	71-80	Performance is good, and better than average performance in several functions more than offsets the need for improvement in other functions. There are a few areas of below average performance more than offset by areas significantly above average (80). Or there are significant areas of below average performance partially offset by areas of above average performance (71).	25%
Minimally Acceptable	70	Performance meets minimum acceptable level of performance; rarely, if ever, exceeds the standards prescribed in the contract.	NO FEE
Poor	0-69	Performance is substantially less than that expected of an average qualified contractor. Performance is characterized by major deficiencies with few or no offsetting areas of above average; or there has been one or more major safety violations.	NO FEE

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SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L. 21 PREPROPOSAL CONFERENCE

A pre-proposal conference is scheduled at Building # 5440 at Fort Rucker, AL for the purpose of answering questions regarding this solicitation. The following schedule is provided:

(1) Conference date: Tuesday, April 15, 2003 at 8:00 A.M.

(2) Submit the names of all attendees to cassandra.boyd@redstone.army.mil. no later than 2:00 p.m. (Central Time) on April 8, 2003. Please limit to three attendees per company.

(3) All questions regarding this solicitation should be directed to the above email address. Please submit your questions no later than 2:00 P.M. (CT) on April 9, 2003, in order to be addressed at the Pre-Proposal Conference. The date and time for receipt of offers will not be extended due to untimely submission of questions by offerors.

(4) Nothing that is said at the Pre-Proposal Conference (or the concurrent site visit) will qualify or modify the terms of the solicitation unless it is formally amended in writing per FAR 15.706(c).

L-22 SITE VISIT

A site visit for viewing the work site at Ft Rucker, AL is scheduled for April 15, 2003 in conjunction with the pre-proposal conference. Offerors should visit the site and take such other steps as may be reasonably necessary to ascertain the nature and location of work, and the general and local conditions that can affect the work or cost thereof. Failure to do so will not relieve offerors from the responsibility for estimating properly the difficulty or cost of successfully performing the work. The Government will assume no responsibility for any understanding or representation concerning conditions made by any of its officers or agents prior to the execution of the contract, unless included in the Request For Proposals or related documents. Only site visits scheduled by AMCOM are authorized for contractors interested in proposing on this requirement.

L-23 PROPOSAL SUBMISSION REQUIREMENTS

a. Purpose. General instructions prescribe the format of the proposal and describe the approach for the development and presentation of proposal data. The instructions are designed to ensure the submission of necessary information to provide for the understanding and comprehensive evaluation of the proposal. Offerors are cautioned to follow the detailed instructions fully and carefully, as the Government reserves the right to make an award based on initial offers received, without discussion of such offers.

b. Pages in the binder should be able to be easily removed and replaced. Use 3-ring or similar binders with pre-punched holes) to facilitate page changes. Any pages that are changed (as a result of negotiations or proposal revision) should be of a different color and have changed information clearly marked by a vertical line in the right margin of the page. The revised pages shall be dated. Each binder shall be clearly labeled with its Title and a copy number (e.g. copy 1 of 16).

c. Printing should be one and one-half spaced with a font size no smaller than 15 characters per inch, with at least a one-inch margin on both sides of the printed page. 2 sided printing is preferred. Printing on graphs, organization charts and tables may be smaller than 15 characters per inch but must be easy to read and characters legible without the need for magnification.

d. Digital copies must be provided on 1.44K disks or Compact Disk (CD) in IBM Compatible format. All word processing, presentation, and spreadsheets files must be compatible with Microsoft Office 2000; image files may be in .jpeg, .bmp, or .pdf formats. Each disk shall be labeled with its title and a copy number (e.g., copy 1 of 3).

e. The following volumes of material shall be submitted:

<u>Volume Title</u>	<u>Number of Printed Copies</u>	<u>Digital copies</u>	<u>Maximum Number of Pages*</u>
SF33 - Proposal (Cover Page Through Section K Reqs & Certs)	1 Original + 4 copies	2	N/A
Mission Capability	1 Original + 16 copies	3	*300
Cost Proposal	1 Original + 4 copies	4	N/A

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Past Performance 1 Original + 4 copies 1 25

*Manpower charts and the small business subcontracting plan are excluded from the page count.

f. The following specific instructions are applicable to the listed sections of the solicitation.

(1) Section A. Complete the Signature of Offeror/Contractor part of the Standard Form 33 in Block 17. An authorized official of the firm must sign the Standard Form 33.

(2) Section B. Complete pricing and estimated cost information.

(3) Section G. Complete all applicable fill-ins.

(4) Section I. Complete all applicable fill-ins.

(5) Section K. Complete the appropriate representations, certifications, etc. in the section.

(6) Section L. Provide all information/documentation specifically requested in this section. Read this section completely and carefully.

(7) Mission Capability Volume

a. The Mission Capability Volume shall consist of seven (7) tabbed sections - Tab A for Executive Summary, Tab B for Table of Contents, Tab C for Workforce, Tab D for Technical Capability, Tab E for Performance Management, Tab F for Phase-In, Tab G for Small Business Subcontracting Performance. The required contents of each section are described below. Pages shall be numbered to reflect the section and page number within that section. For example, the third page of the Workforce section would be numbered as page C-3.

b. Section A - Executive Summary: The Executive Summary shall provide an overview and synopsis of the proposal. It will be used as an aid in understanding the organization, content and interrelationship of the proposal. Information is to be presented at a summary level and should only represent data found elsewhere in the proposal. Cross References to the proposal areas containing the information summarized in the Executive Summary is encouraged. The Executive Summary is limited to five (5) pages which do not count toward the page limit on the Mission Capability Volume.

c. Section B - Table of Contents

d. Section C - Workforce: The Workforce section shall consist of:

i. Manpower tables for each functional area covering the base year and all option years. These tables shall show staffing by job title and labor category for each shift. If labor categories or job titles different from those in the PWS are used, the tables will provide a brief description of the duties of the position and indicate the equivalent or most similar position on the SF98. The tables will show the number of full man-year equivalent positions (based on a 40 hour work week and 2,088 hours per year); however, use of part-time or temporary employees and estimated overtime will be clearly indicated. Tables will include any weekend and holiday staffing needed to meet PWS requirements.

ii. A summary manpower table showing total proposed staffing including indirect labor and management.

iii. A narrative description describing the offeror's approach to providing the manpower resources needed to successfully perform the PWS requirements. At a minimum the narrative must address:

(1) A description of the method and underlying rationale used to determine the staffing shown in the manpower tables (both number of employees and skill mix). Substantiation for proposed manpower and skill mix must adequately support the manpower tables.

(2) Plans to ensure personnel have appropriate licenses or certifications

(3) Projected attrition

(4) Process for sustaining a trained, qualified workforce

(5) Approach to meeting cyclic and unusual situations such as alerts, sheltering aircraft from severe weather and off-installation recovery of disabled aircraft.

e. Section D Technical Capability. The offeror shall demonstrate its capability of meeting all performance

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requirements of the Performance Work Statement. At a minimum this volume must include:

i. A detailed description of the offerors approach and methodology for accomplishing work requirements. This description must include the contractor's approach to interfacing with the U.S. Army Supply system and overall approach to providing Information Technology support.

ii. A summary of resources the offeror intends to utilize in meeting work requirements.

iii. A description of the offeror's experience and expertise in providing high quality maintenance and flight line support in a dynamic environment.

iv. A brief description of assumptions upon which the proposed is based that present potential risk to contract performance and an explanation of how the offeror will minimize the impact if those assumptions are not met.

f. Section E Performance Management. The offeror shall address the following areas:

i. Quality control and audit procedure approaches and process. The approaches and processes shall demonstrate a realistic application and monitoring of corrective action to ensure successful and timely problem resolution. The approaches and processes shall include how the offerors' proposed control and audit procedure will be documented and implemented within a Quality Assurance Plan.

ii. System(s) for recording, computing, and accessing performance measurement data that the offeror and the Government can use for analysis and decision making.

iii. A description of the offeror's organization and management structure must include identification of key personnel with a description of their responsibilities and qualification requirements. At a minimum, key personnel will include the Project Manager, Quality Control Manager, Information Technology Manager, Supply Operations Manager and Maintenance Operations Manager or equivalent positions. Resumes shall be limited to a maximum of two (2) pages. In order for resumes of persons not currently in the employment of the offeror to be considered, a Letter of Commitment signed by the individual must be included with the resume. Proposed personnel (both prime and subcontractor) must meet requirements identified in the PWS.

iv. Approach(s) such as "lean thinking, Product Value Management, High Performance Work Organizations, etc., that implements continuous process improvement and innovation in terms of quality, cost, and timeliness that is beneficial to the Government

g. Section F Phase-In. The offeror shall address the following areas:

i. A sound approach for recruiting (both locally and nationally), training, qualifying, screening and certifying employees that provides a sufficient number of fully qualified employees, with necessary background checks completed to begin assuming responsibility for contract function by contract start date and assuming full responsibility within 60 days.

ii. A sound acceptance and inventory approach for transfer of Government equipment and facilities at contract start. This includes system(s) for recording and maintaining Government furnished property for the basic and all option periods.

iii. An adequate schedule for Phase-In events, e.g., interviewing, hiring, human resource actions, training, start work dates, etc.

iv. Adequate and timely acquisition of contractor provided Information Technology (IT) to support hardware, software and communications.

v. A time line (Gantt Chart format) displaying start and completion of each field and change over event, e.g. interviewing, hiring, human resource actions, training, and start work dates.

h. Section G: Small Business (SB) Subcontracting Performance. Information required to evaluate the Small Business (SB) subcontracting participation shall be included in the Mission Capability Volume along with Standard Form (SF) 33. The offeror shall describe its commitment to and support of the Government's small business program. This portion of the proposal shall contain the following information: (Note: The Small Business Subcontracting Plan is excluded from the page limitation for Volume II)

i. Subcontracting Plan. A Small Business Subcontracting Plan meeting the requirements of FAR

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52.219-9 and DFARS 252.219-7003 (or DFARS 252.219-7004 if offeror has a comprehensive subcontracting plan). The extent and nature of participation by small business (SB), small disadvantaged business (SDB), historically black colleges and universities, and minority institutions (HBCU/MI's), Veteran-Owned small business, and HubZone small business must be addressed as an integral part of the plan. This requirement is applicable to large business prime offerors only. Each offeror shall forward a copy of the proposed subcontracting plan to their cognizant Administrative Contracting Officer (ACO) as soon as possible after issuance of this solicitation but not later than the date set for receipt of proposals. The proposals shall specify the name, address, phone number, facsimile number, and e-mail address of the ACO to which the plan was submitted.

ii. Total Small Business Participation. Identification of the total proposed dollar amounts that are planned for and committed to in the proposal for each small business category (i.e., *SB (Non-Disadvantaged or other preference), SDB [including HBCU/MI's], Veteran-Owned, and HubZone small business). Also include the identification of the corresponding percentage of each dollar amount in relation to (a) total proposed contract (not subcontract) dollars and (b) total proposed small business dollars. The information shall be submitted in the following format:

BUSINESS CATEGORY	FIRM NAME	PROPOSAL AMOUNT	% of TOTAL CONTRACT	% of Total SMALL BUSINESS
*SB(N)				
*SB(N)				
*SB(N)				

TOTAL SB PARTICIPATION

SDB
SDB
SDB

TOTAL SDB PARTICIPATION

VOSB/SDVOSB
VOSB/SDVOSB
VOSB/SDVOSB

TOTAL VOSB PARTICIPATION

HUBZONE SB
HUBZONE SB
HUBZONE SB

TOTAL HUBZONE SB PARTICIPATION

TOTAL ALL SB CATEGORIES

iii. Basis of Size Status. For any firm identified in a small business category above for which the stated small business size status is based on other than the NAICS codes assigned to this acquisition (488190) and the applicable size standard (\$18M Average Annual Receipts), the prime offeror shall fully discuss its basis for determining the assigned NAICS code. The discussion shall address:

- (1) The specific NAICS code and size standard upon which the size status is based;
- (2) The exact nature of the effort that the subcontractor is proposed to perform and how that effort falls under the scope of the PWS for this solicitation; and
- (3) Why the selected NAICS code is more appropriate than any of the codes assigned to this acquisition.

NOTE: Failure to provide adequate substantiation for a small business size status designation based on a different NAICS code may result in a "No Go" determination for the criteria at M-8.a.

iv. Contract Provision. Offerors shall insert the applicable participation percentages as described above in Special Provision H-20, Minimum Small Business Participation Requirements. These percentage levels shall be the minimum small business participation levels of any contract resulting from this solicitation.

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v. Alternate Instructions for Small Business Prime Offerors. If the prime offeror is small business concern (e.g., SB, SDB, VOSB), a Subcontracting Plan as described above is not required. The information to be submitted is as follows:

(1) Specific discussion of the nature and extent of participation by SB, SDB (including HBCU/MI's), Veteran-Owned, and HubZone small business that is planned for and committed to in the proposal. Such participation includes efforts to be performed by a small business in a prime offeror, joint venture participant, and/or subcontractor capacity.

(2) Identification of the total dollar participation amounts included in the proposal for each small business category utilizing the format required by subparagraph C.2.e.(2). above. Also complete Provision H-20 as required by subparagraph C.2.e.(3).

(8) Past Performance Volume

a. This volume shall contain past performance information regarding similar Government contracts. This volume shall not exceed 25 pages plus 5 pages for each major subcontractor, excluding PPEG Questionnaire Forms.

b. The prime offeror (including all participants in a joint venture or teaming arrangement) and each major subcontractor (as defined in RFP) shall submit a description of a maximum of 3 Government and/or commercial contracts including prime contracts and major subcontracts currently being performed or performed during the past 3 years (from issue date of this RFP), which are the same or similar to the effort (as compared to North American Industry Classification System 488190) required by the solicitation, or which offerors consider relevant in demonstrating their ability to perform the proposed effort.

c. Offerors are encouraged to submit government contract efforts in lieu of commercial; however, if both are submitted, offerors should prioritize government contracts over commercial if at all possible. Offerors are discouraged from providing points of contact with another contractor's facility, i.e., in the case of an offeror (or one of his team members) being in a subcontract with another contractor who has submitted a proposal on the same requirement. Offerors shall provide and submit the prime contract number and all governmental agency points of contact (POC) in lieu of subcontract numbers or prime contract POCs in situations described above.

d. Contract descriptions shall include the following information in the following format:

- i. CAGE and Contractor Establishment Code (CEC) Numbers
- ii. Government contracting activity, address, and telephone number
- iii. Government Procuring Contracting Officer's name and telephone number (datafax number)
- iv. Government contracting activity technical representative/Contracting Officer's representative name and telephone number (datafax number)
- v. Government contract administration activity, and the name and telephone number of the Administrative Contracting Officer (ACO) (datafax number)
- vi. Contract number (Government prime contract number in case of subcontract participation)
- vii. Contract Type
- viii. Awarded price/cost
- ix. Final, or projected final, price/cost
- x. Original delivery schedule
- xi. Final, or projected final, delivery schedule

xii. A narrative explanation of each contract cited concerning the statement of work, similarities of that work with the work required by this solicitation, objectives achieved and cost growths or scheduled delays encountered, for the Government contracts which did not/do not meet original requirements with regard to either cost, schedule, or technical performance, a brief explanation of the reason(s) for each factor(s), and any corrective actions taken to avoid recurrence.

e. The offeror shall also provide the information cited in paragraphs (1) - (12) above, for all contracts

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terminated in whole or in part, for any reason during the past 3 years, including those currently in the process of termination and those which are similar to the proposed effort. If no contracts have been terminated, please so state.

f. The information cited in paragraphs (1) - (12) above shall also be provided for any major subcontractor who will perform a significant portion (10% or more) of the effort. Offerors must also describe with specificity the work each subcontractor is proposed to perform, including the percentage of the total effort allocated to each in the cost/pricing volume.

g. Each Offeror is required to furnish the letter and the PPEG Questionnaire Form from the Contacting Officer to personnel as identified above at c(3), c(4) and c(5) not later than 15 days prior to submission of written proposals. The Offeror shall provide written notification with the proposal submission that mailing of questionnaires have been accomplished. The notification shall include the name of each identified POC (respondent), with telephone and datafax numbers and the date of mailing.

NOTE: Independently obtained data and data provided by offerors in their proposal may be used to evaluate past performance. The Government shall not cross reference to other volumes of the proposal to obtain required information. The Government does not assume the duty to search for data to cure problems found in proposals. The burden of proof for an acceptable proposal remains with the offeror. Proposals that do not contain the information requested by this paragraph risk rejection by the Government.

(9) Cost Volume. This volume shall consist of all information, required to support proposed costs and prices. Certified cost and pricing data are not currently required; however, the Government reserves the right to request such data prior to award. The information submitted in this volume shall comply with FAR 15.408, Table 15-2, and the requirements set forth below. There are no page limitations for this volume.

a. The offeror shall ensure that the information submitted in this volume is consistent with and fully supports the amounts set forth in the SF 33 and continuation sheets.

b. The proposal shall set forth a summary of the total estimated costs by cost element and shall provide a breakout of the proposed estimated costs of each CLIN separately, including all direct and indirect charges and fees.

c. Estimated phase-in costs shall be included separately in the offeror's cost proposal.

d. The specific direct labor rates utilized to price the proposal must be identified in the cost and pricing proposal only. The proposal shall set forth a complete breakdown of the direct and indirect rates by category and the rationale therefore. Provisions for overtime and shift differential charges shall be clearly addressed on a per-hour basis. Bid codes (applicable codes used to identify a labor category in the offeror's accounting system), employee names and/or other documentation (such assigned letters of commitment for key personnel not currently employed by the offeror) to support the rates proposed shall be provided. Letters of commitment shall clearly identify the prospective employee's agreed-to salary/hourly rate and other pertinent conditions of employment. The same detailed support data shall be furnished for all major subcontractors, those that request a minimum of the contract cost.

e. For evaluation purposes only and in determining most probable cost for options in the out-years, wage determination rates shall be escalated 3.5 percent per year. However, if the contractor substantiates higher wage rates and justifies different escalation factors, those wages/escalation factors will be utilized. Direct labor rates shall identify the baseline (takeoff point) plus projected escalation for each basic and option period. If the offeror's fiscal year differs from the 12-month period of performance for the basic and option efforts, the methodology for computing composite labor rates shall be shown. For example: 3 months of FY02 + 9 months of FY03 divided by 12 = the average labor rates for the contractual period of performance. The prime and each subcontractor shall clearly state their fiscal year. Offerors are advised that projected escalation must be applied to both exempt and non-exempt labor categories.

f. Direct labor hours and rates shall be delineated by labor category by contract year for the prime offeror and each subcontractor. The labor hour delineation must be directly traceable to the same information proposed in the Mission Capability Volume.

g. Indirect expense rates shall be proposed in the same manner as direct labor rates, i.e., by contract year with the methodology used to derive any composite rates proposed.

h. Forward Pricing Rate Agreements (FPRA) shall be clearly documented with agreement and responsible government official identified.

i. Offerors are reminded to identify any uncompensated or partially compensated overtime included in the proposal.

j. Pursuant to the Service Contract Act of 1965, the determination by the Secretary of Labor as to the

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applicable minimum monetary wage and fringe benefits will be made part of any resulting contract. For evaluation purposes only, the government has incorporated a crosswalk between the RFP anticipated labor categories and wage determination categories at Attachment 005 of this RFP. If a proposed rate does not meet the applicable minimum rate or other Wage Determination requirement for any category identified as non-exempt by Attachment 005, the offeror shall fully address its rationale for exemption in terms of Title 29, parts 4 and 541, of the Code of Federal Regulations (CFR).

k. In order to expedite the evaluation, offerors (prime and sub) are requested to provide a copy of their cost and pricing proposal, in the same format required by this solicitation, to their cognizant DCAA office upon submission of the proposal to the Contracting Officer.

l. Offerors are reminded of the requirements of Section 39 of the Office of Federal Procurement Policy (OFPP) Act (41 U.S.C. 435), as amended, which limits allowable costs for senior executive personnel compensation to \$374,228 per year.

m. For proposal preparation purposes, the expected or approximate date for initiation of contract performance is 01 October 2003.

*** END OF NARRATIVE L 001 ***

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SECTION M - EVALUATION FACTORS FOR AWARD

M-7 EVALUATION CRITERIA

A. GO/NO GO EVALUATION.

1. It is the U.S. Army Aviation & Missile Command's desire that the utilization of small business concerns be maximized in performance of this acquisition. Therefore, all prime offeror's proposals (including the mission capability volume, cost volume, and the small business subcontracting plan if the offeror is a large business) must reflect a firm commitment to utilize small business concerns in performing at least 23% of the total proposed contract (not subcontract) dollars. Small business participation may include efforts at the Prime contractor, joint venture participant, and/or subcontractor/team member levels.

2. Of the total small business participation dollar amount resulting from application of the above requirement, delineation between other small business categories shall, at a minimum, comply with the following:

Small-Disadvantaged Business	10%
HUBZONE Small Business	1%
Veteran-Owned and service-disabled	1%
veteran-owned and controlled small business concerns	

3. The offeror must meet the minimum requirement to be considered for award.

B. EVALUATION FACTORS FOR AWARD

1. Mission Capability Area. The Mission Capability area consists of the following five (5) subfactors. The subfactors are listed in the order of their importance.

Subfactor 1. Workforce. The Government will evaluate the offerors' proposed manpower methodology, productivity rationale and staffing by shift and skill classification for each organizational element for the basic contract period and all option years. Marginal levels of overall manpower and skill mix could indicate a lack of understanding concerning mission requirements and may result in the entire proposal receiving an unfavorable rating and/or being eliminated from the competitive range. The evaluation shall address the following as a minimum:

(a) Adequacy and reasonable of proposed manpower for the basic period and all option periods. This shall include manpower for aircraft maintenance (unit, intermediate and approved depot maintenance), management of the supply operations, aircraft component repair, maintenance and manufacture, special equipment repair, maintenance and manufacture, engineering services, automation support and all other services prescribed in the PWS.

(1) Actual man-years programmed to be in the workforce.

(2) Employee attrition and unscheduled changes

(3) Number of man-hours for overtime.

(4) Number of full man-year equivalent hires (40-hour work week).

(5) Part-time or temporary man-year equivalent hires.

(6) Total skill mix by shift to include weekends and holidays using both Army equivalent terms and terms listed in the SF98.

(b) The adequacy and reasonableness of proposed manpower calculations to reflect the proposed number and percentage of direct, indirect, and overhead labor, to include skill mix, for the basic period and all option periods.

(c) Adequacy and reasonable of proposed approach and workforce capacity to meet cyclic and unique situations at Fort Rucker such as weather to include high winds, lightning, hail, hurricanes and tornadoes (for example, increased towing and sheltering, and mooring (to include weekends); transient alert support, aging fleet (expanded repair), increased local purchase of flying and non-flying hour items and off-installation recovery of aircraft.

(d) Plans for personnel certification and licensing in critical areas.

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(e) An adequate process for sustaining trained and qualified personnel.

Subfactor 2, Technical Capability. The Government will evaluate the offerors' approaches and processes to perform the services to achieve the required performance as described in the performance work statement. As a minimum, the evaluation shall include:

(1) A sound approach and methodology for accomplishing work requirements identified in the Performance Work Statement with the appropriate skills, equipment, and materials, in the appropriate quantities, and at the appropriate time to meet the Government's desired outcomes. Major emphasis will be placed on the following:

(i) Contractor's demonstrated ability experience and expertise to consistently provide high quality maintenance and flight line support in a dynamic environment.

(ii) Understanding of and ability to operate in the US Army's standard supply system and to provide effective information technology support.

Subfactor 3, Performance Management. The Government will evaluate the offerors' internal (within the program managers span of control) and external approaches and processes to effectively manage performance. As a minimum the following areas shall be evaluated:

(a) Quality control and audit procedure approaches and process. The approaches and processes must demonstrate a realistic application and monitoring of corrective action to ensure successful and timely problem resolution. The approaches and processes must include how the offerors' proposed control and audit procedure would be documented and implemented within a Quality Assurance Plan.

(b) System(s) for recording, computing, and accessing performance measurement data that the offeror and the Government can use for analysis and decision-making.

(c) The offeror's overall organization and management structure including qualification requirements for key personnel.

(d) Approaches such as "lean thinking, Product Value Management, High Performance Work Organizations, etc., that implements continuous process improvement and innovation in terms of quality, cost, and timeliness that is beneficial to the Government.

Subfactor 4, Phase-In. The Government will evaluate the offerors' proposal for a sound phase-in approach. As a minimum, the following areas shall be evaluated:

(a) A sound approach for recruiting (both locally and nationally), training, qualifying, screening and certifying employees that provides a sufficient number of fully qualified employees, with necessary background checks completed to begin assuming responsibility for contract function by contract start date.

(b) A sound acceptance and inventory approach for transfer of Government equipment and facilities at contract start. This includes system(s) for recording and maintaining Government furnished property for the basic and all option periods.

(c) An adequate schedule for Phase-In events, e.g., interviewing, hiring, human resource actions, training, start work dates, etc.

(d) Adequate and timely acquisition of contractor provided information technology support to include hardware, software and communications.

Subfactor 5, Small Business (SB) Subcontracting Performance. The Government will evaluate the soundness of the offerors' proposed SB subcontracting efforts. All targets will be incorporated into and become part of any resulting contract. The offeror will be evaluated to determine the extent of participation of SB concerns, Historically Black Colleges and Universities and minority institutions in performance of the contract based on the following:

(a) Identification of the names and addresses of the subcontractor firms proposed, the specific supplies and/or services to be subcontracted to each and the dollar amount for each category for each period of the contract.

(b) Offeror's plan and commitment to meet the small business participation requirement in provision H-12.

(c) Compliance with the requirements of FAR 52.219-8, FAR 52.219-9, and DFARS 252.219-7003.

(d) The realism of the proposed plan to meet the requirement in paragraph (b) above and the offeror's experience

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in implementing an aggressive small business subcontracting program.

2. Past Performance Area. The past performance area considers the offerors' record of current and past performance to ascertain the probable ability to perform the required effort of this solicitation. The Government will focus its inquiries on the offerors' (and major subcontractors') record of performance as it relates to all solicitation requirements, including cost, schedule, performance, and management of subcontractors. Major subcontractors are defined as members of an offerors' overall team who are expected to perform 10% or more of the proposed effort. A significant achievement, problem, or lack of relevant data in any element of the work can become an important consideration in the evaluation process. Absent any relevant current or past performance history within the past three years, the offeror would be considered an unknown performance risk and its proposal may not be evaluated either favorably or unfavorably on past performance. The Government may use data provided by the offeror in its proposal and data obtained from other sources, including data in Government files or data obtained through interviews with personnel familiar with the contractor and his current and past performance under Federal, State or Local government or commercial contracts for same or similar services as compared to the North American Industry Classification System (NAICS) 488190. Data used in conducting performance risk assessments shall not extend past three years prior to the issue date of the solicitation, but may include performance data generated during the past three years without regard to the contract award date.

3. Cost Area {Most Probable Cost(MPC)} is the Government's estimation of the cost of completing the contract using the offerors' technical and management approaches, adjusted by any additional cost to the Government, including use of the government facilities and government-furnished equipment requirements other than those specified in the PWS. If the evaluated total cost is less than the proposed, the proposed total cost becomes the recommended most probable cost. In evaluating this area the following approach will be used.

(1) The offerors' proposed rates, factors, and expenses will be examined to substantiate utilization of consistent forward pricing procedures, i.e., negotiated forward pricing rates, if applicable, or rates and factors contractors ordinarily utilize in proposals if no negotiated forward-pricing agreement exists. This includes indirect expense rates, projected rates, and projected expense pools.

(2) The rates and factors shall then be applied to the quantitative and qualitative analysis of the labor hours, travel, and other direct cost factors as developed by the Government which are proposed to accomplish the required efforts for the base contract and all options.

(3) MPC shall include a consideration of the evaluated quantitative and qualitative proposal in relation to the costs proposed against that resource mix. Most probable cost shall include a comparison of proposed rates with factors, as determined by the government to be equitable. These factors shall include, but not be limited to wage determination, professional compensation plans and average salary/wage rates. The comparison serves as a basis for determining the amount of risk inherent in an offerors' proposal.

(4) A complete evaluation of major subcontractors' most probable cost will be performed in the same manner as the offerors' as defined in paragraphs 1, 2 and 3 above. Major subcontractors are defined as members of an offerors' overall team who are expected to perform 10% or more of the proposed effort.

*** END OF NARRATIVE M 001 ***