

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commanding Officer  
Facilities Design & Construction Center

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4200

Ser. No. 0081K

December 16, 2011

TtEC-TESORO Joint Venture  
ATTN: Jay Graven  
5250 Challedon Drive  
Virginia Beach, VA 23462

Dear Mr. Graven:

The Coast Guard intends to award the Design/Build Project 32-3648867 for Construct New ESD/CIVPERS Building #62 at U. S. Coast Guard Base Support Unit (BSU), Elizabeth City, NC as a task order under one of our National Multiple Award Construction Contracts (MACC). We do, however, reserve our right to make award by other means.

The enclosed General Requirements, Specifications, Drawings, Wage Decision Nos. NC100093 and NC100106, and all Reference Documents are forwarded for your use in preparation for oral presentations. The Specifications, Drawings, and reference documents are provided in electronic format on compact disc. You will be contacted within one week of the solicitation date to schedule a date and time for your oral presentation. We anticipate oral presentations to be held within 45 days of this letter.

If you should have any questions, please contact the undersigned at (757) 852-3415, email address [cheryl.p.allen@uscg.mil](mailto:cheryl.p.allen@uscg.mil).

Sincerely,

A handwritten signature in blue ink that reads "Cheryl P. Allen".

CHERYL P. ALLEN  
Contracting Officer

Enclosures

**NOTICE FOR FILING AGENCY PROTESTS**  
**United States Coast Guard Ombudsman Program**

It is the policy of the United States Coast Guard (USCG) to issue solicitations and make contract awards in a fair and timely manner. The Ombudsman Program for Agency Protests (OPAP) was established to investigate agency protest issues and resolve them without expensive and time-consuming litigation. OPAP is an independent reviewing authority that is empowered to grant a prevailing protester essentially the same relief as the Government Accountability Office (GAO).

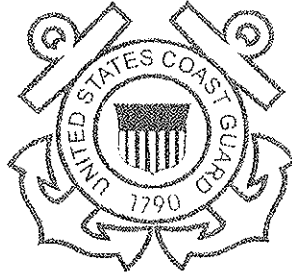
Interested parties are encouraged to seek resolution of their concerns within the USCG as an Alternative Dispute Resolution (ADR) forum rather than filing a protest with the GAO or some external forum. Interested parties may seek resolution of their concerns informally or opt to file a formal agency protest with the Contracting Officer or Ombudsman.

**Informal Forum with the Ombudsman.** Interested parties who believe a specific USCG procurement is unfair or otherwise defective should first direct their concerns to the applicable Contracting Officer. If the Contracting Officer is unable to satisfy their concerns, interested parties are encouraged to contact the U.S. Coast Guard Ombudsman for Agency Protests. Under this informal process the agency is not required to suspend contract award performance. Use of an informal forum does not suspend any time requirement for filing a protest with the agency or other forum. In order to ensure a timely response, interested parties should provide the following information to the Ombudsman: solicitation/contract number, contracting office, Contracting Officer, and solicitation closing date (if applicable).

**Formal Agency Protest with the Ombudsman.** Prior to submitting a formal agency protest, protesters must first use their best efforts to resolve their concerns with the Contracting Officer through open and frank discussions. If the protester's concerns are unresolved, an Independent Review is available by the Ombudsman. The protester may file a formal agency protest to either the Contracting Officer or as an alternative to that, the Ombudsman under the OPAP program. Contract award or performance will be suspended during the protest period unless contract award or performance is justified, in writing, for urgent and compelling reasons or is determined in writing to be in the best interest of the Government. The agency's goal is to resolve protests in less than 35 calendar days from the date of filing. Protests shall include the information set forth in FAR 33.103(d)(2). If the protester fails to submit the required information, resolution of the protest may be delayed or the protest may be dismissed. To be timely protests must be filed within the period specified in FAR 33.103(e). Formal protests filed under the OPAP program should be submitted to:

COMMANDANT (CG-9131)  
U S COAST GUARD  
OMBUDSMAN PROGRAM FOR AGENCY PROTESTS  
2100 2ND ST SW STOP 7112  
WASHINGTON DC 20593-7112

**The Ombudsman Hotline telephone number is 202.372.3695.**



**FACILITIES DESIGN AND CONSTRUCTION CENTER**

5505 ROBIN HOOD RD., SUITE K

NORFOLK, VA 23513

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(757) 852-3415

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**NATIONAL MULTIPLE AWARD  
CONSTRUCTION CONTRACT (MACC)**

*REQUEST FOR PROPOSAL (RFP)*

*HSCG47-09-R-3EFK03 / X0012*

*ISSUE DATE December 16, 2011*

## GENERAL REQUIREMENTS

**Title:** Design and Construct New ESD/CIVPERS Building #62, U. S. Coast Guard Base Support Unit (BSU)

**Location of the work:** Elizabeth City, NC

**Project Number:** 32-3648867

**Specifications:** 32-3648867 (provided in electronic format on compact disc)

**Contract Drawings:** T101, C101, C102, C103, C601, C602, A101, A301, A401, O101, and O102 (provided in electronic format on compact disc)

**SUPPLEMENTAL DRAWINGS, EXHIBITS, AND ATTACHMENT:** See Specification Section 00102, Paragraph 1.3. (provided in electronic format on compact disc)

### **Description of the work:**

The work consists of demolition of the existing Thrun Hall Barracks Building (#61) and related site work, and the construction of a new single-story Electronics Support Detachment/Civilian Personnel (ESD/CIVPERS) Building (#62), Telecommunications Equipment Shelter (TES, Building #67) and its related work. The demolition of the existing barracks must remain undisturbed and functional until the new barracks is occupied. **See Specification Section 01110, Paragraph 1.8 for Work Sequence.**

**Estimated Price Range:** \$9 Million to \$11 Million

**Time for completion:** 630 calendar days after award of the Task Order.

### **Wage Determination:**

New ESD/CIVPERS Building (#62), TES Building (#67) and related work: General Decision No. NC100093 dated 09/30/2011.

Demolition of Existing Thrun Hall Barracks Building (#61) and related site work: General Decision No. NC100106 dated 09/30/2011.

**Liquidated Damages/Insurance/Bonds:** Liquidated damages of \$849.00 per day will be assessed, if necessary, in accordance with Section F.2 of the contract. Please review Section H.5 of the contract for insurance requirements and Section L.2 of the contract for performance and payment bond requirements.

**Utilities:** Refer to appropriate Specification Section.

**Options:** N/A

**Price Proposal:** Submit attached Price Proposal Form.

**Proposal Acceptance Period:** 90 calendar days from receipt of offer.

**Instructions for Submitting Questions Regarding Solicitation:** Offerors are requested to review this RFP as soon as possible upon receipt. If an offeror has any questions regarding the solicitation which require an answer from the issuing office, these questions shall be submitted, in writing, referencing section and paragraph of solicitation, to the U.S. Coast Guard, Facilities Design and Construction Center, 5505 Robin Hood Rd, Suite K, Norfolk, VA 23513. Email address is: [Cheryl.P.Allen@uscg.mil](mailto:Cheryl.P.Allen@uscg.mil)

**Oral Presentations:** The government will contact each contractor within 7 days of solicitation date to schedule date and time for oral presentations. We anticipate oral presentations to take place 45 days from the date of solicitation.

Due to space limitations, the offeror's presentation team shall be limited to no more than four (4) individuals. Oral presentations will be recorded and shall be kept to one hour or less in duration. The Government reserves the right to end the presentation if it exceeds one hour. Discussions will not be permitted during oral presentations. Clarification questions will be asked by the Government after the end of the oral presentation. Offeror's questions will not be entertained during oral presentations. Oral presentations will be videotaped, as well as, Government personnel taking notes. Offerors are further advised that if the oral presentation includes information the parties intend to be included in the contract task order as material terms or conditions, the information shall be put in writing. Incorporation by reference of oral statements is not permitted. Although written submissions will not be strictly prohibited, they should be kept to a minimum and will not be accepted after the date set for oral presentations. No extra credit will be given for such submissions.

### **52.236-27 SITE VISIT (CONSTRUCTION) (FEB 1995) ALTERNATE I (FEB 1995)**

(a) The clauses at 52.236-2, Differing Site Conditions, and 52.236-3, Site Investigations and Conditions Affecting the Work, will be included in any contract awarded as a result of this solicitation. Accordingly, offerors or quoters are urged and expected to inspect the site where the work will be performed.

(b) An organized site visit will be scheduled approximately 2-3 weeks after issuance of this request for proposal. An amendment will be issued with site visit details. Although the site visit IS NOT mandatory, it is highly encouraged that you have your design team and any major subcontractors attend this meeting.

### **Authorized Representatives of the Contracting Officer**

Mr. Michael H. Schmitt is the representative of the Contracting Officer during the Design Phase for the purpose of monitoring the contractor's performance to ensure that all of the technical requirements under the contract are met by the delivery date or within the period of performance, and at the price or within the estimated cost stipulated in the contract.

Mr. Steve Allen is the Contracting Officer's Representative for the purpose of day to day technical administration/inspection of all work under the contract. This includes, but is not limited to, administration of progress, approval of submittals, final inspection and providing technical assistance when required. The contractor is cautioned that in no instance is the above

named person authorized to approve any changes which will involve the quantity, quality, price or performance of the contract.

To Be Determined (TBD) will be the representative of the Contracting Officer for the purpose of inspection of work under the contract. The Contractor is cautioned that in no instance is the above named person authorized to approve any changes, which will involve the quantity, quality, price, or performance of the contract.

The following FAR Clause in addition to those incorporated in the contract is being incorporated into this task order contract:

- FAR 52.209-9 UPDATES OF PUBLICLY AVAILABLE INFORMATION REGARDING RESPONSIBILITY MATTERS (JAN 2011) ALTERNATE I (JAN 2011)
- FAR 52.229-2 NORTH CAROLINA STATE AND LOCAL SALES AND USE TAX (APR 1984)

### **EVALUATION FACTORS**

The Proposed Task Order will be awarded to the responsible offeror offering the best value to the Government. To make a determination of Best Value, the Government shall evaluate each offeror on the following criteria:

#### **A. TECHNICAL FACTORS:**

##### **1. Means and Methods:**

The Offeror shall provide an explanation of its proposed means and methods. The discussion should include but not limited to:

- a) Execution strategies, processes and approach as they relate to this particular project's requirements, project site, geographic area and proposed facilities.
- b) What materials, systems, features and technologies they propose to provide a facility that will be energy efficient, easily maintained, and sustainable.
- c) Address frequency, cost and ease of maintenance, sustainable design features and strategies, considering life cycle cost.

##### **2. LEED:**

The minimum level of LEED certification is "Silver". The Offeror's Oral Presentation shall indicate what LEED credits they propose to obtain in order to achieve that level. If the Offeror intends to propose features such as day lighting, solar energy, and other alternative energy sources they shall be addressed in the Oral Presentation.

NOTE: A more favorable rating will be given to proposals that exceed the minimum level to achieve "Silver" (i.e. at the higher level of credits within Silver).

The following information is provided to further clarify the Government's intent in regards to the evaluation of technical improvements and betterments.

The Government encourages innovations, technical improvements, and betterments. The following definitions apply to this procurement.

Innovation: A creative or unique solution to a specific programmatic requirement that is incorporated into the base item.

Technical Improvement: A project element that exceeds the program requirements and is incorporated into the proposed project and cost.

Innovations and Technical improvements are included in your proposal solution and price and will be considered in the technical evaluation. You may discuss the technical value of these unique elements in your oral presentation. Each improvement will be reviewed to ensure it does not conflict with the requirements of the solicitation or site limitations, is within the scope of the project, and regarding its added value to the final product.

Betterment: A proposed element that adds value to the project, but is not incorporated into the proposal or cost.

Proposed betterments may be discussed in the oral presentation and will be part of the technical evaluation, price evaluation and trade off process. Discuss the engineering value of each betterment; however, do not discuss any cost associated with betterments during the oral presentation. Offerors shall also indicate all requirements in the solicitation that will be changed/impacted by each betterment proposed. Each betterment and its associated cost must be provided separately to the Contracting Officer with your cost proposal and will be accepted or rejected at the sole discretion of the government. The Government reserves the right to award some, none, or all of the proposed betterments.

## B. PAST PERFORMANCE

Past Performance for award of this task order will be based on the information already provided and used for award of the basic NMACC contracts and performance under existing orders (if any). The Government reserves the right to use past performance information located in the Past Performance Information Retrieval System (PPIRS). No additional information needs to be provided.

## BASIS OF EVALUATION

The Government will evaluate the extent to which the offeror's past performance provided for the basic contract award and current performance under this contract will ensure success of the task order.

## C. PRICE FACTOR

Price is not to be mentioned during the oral presentation. The due date for the price proposal will be issued in a future amendment. The price proposal shall be submitted, in writing, to the Contracting Officer.

The price proposal shall consist of three parts, (1) a firm fixed price for the base item, (2) a firm fixed price for each betterment and (3) sufficient information on each betterment for the Government to perform either a cost or price analysis.

The Contracting Officer shall consider the cost or pricing information responsive where: a) The offeror provides a complete cost breakdown of the firm fixed price for each proposed betterment; or b) The offeror provides at least three subcontractor quotes for each proposed betterment.

### **BASIS OF EVALUATION**

The Contracting Officer will first evaluate each accepted betterment and the base item to determine whether the price for each is fair and reasonable. Accepted betterments that are determined to be fair and reasonable and the base item will be used in the best value tradeoff process. The Contracting Officer shall use the price analysis and cost analysis techniques as described in FAR Part 15 to make the fair and reasonable determination. The Contracting Officer will also evaluate the extent to which the offeror demonstrates the ability to accomplish all scope items within the amount budgeted for construction.

### **RATING**

The Government does not intend to go out for Best and Final Offers. In accordance with FAR 52.215-1(f)(4) the Government intends to evaluate proposals and award of a task order without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the best terms from a price and technical standpoint.

The Government will rely on the past performance rating from the basic NMACC contract and existing orders, if any.

### **BASIS OF AWARD**

The evaluation factors include: Means and Method, LEED, Past Performance, and Price. Award for this procurement shall be based on price, past performance and technical merits, which together, constitute the best value to the Government. Means and Method and LEED are more important than Past Performance. All evaluation factors other than price, when combined, are significantly more important than price.

The Government will award a firm fixed-price contract task order to the responsible offeror whose proposal, conforming to the solicitation, is fair and reasonable, and has been determined to be most advantageous to the Government, considering price and all evaluation factors.