

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commanding Officer  
Facilities Design & Construction Center  
(Atlantic)

5505 Robin Hood Rd., Suite K  
Norfolk, VA 23513-2431  
Staff Symbol:  
Phone: (757) 852-3417  
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4200  
Ser. No: 0206K  
July 1, 2008

Tesoro Corporation  
Attn: Mr. Dennis Gilbert  
5250 Challedon Drive  
Virginia Beach VA 23462

Dear Mr. Gilbert:

The Coast Guard intends to award the Design/Build Project 75-L03003, for the "MPA Flight Training Systems Building at the U.S. Coast Guard Aviation Training Center (ATC), Mobile, AL" as a task order under one of our two current indefinite quantity (IDIQ) award term design/build construction contracts. We do, however, reserve our right to make award by other means.

Our selection will be based on competition. The enclosed General Requirements, Specifications, Space Criteria Sheets, Drawings and Wage Decision No. AL080057 dated 02/08/2008 are being forwarded for your use when preparing your proposal. Please provide a complete cost breakdown (labor, materials, equipment, subcontractor cost breakdowns, and mark-ups) no later than 4:00 PM on August 4, 2008. Proposals received after the time and date specified will be deemed late and not considered for award.

If you need additional information prior to being contacted, please do not hesitate to contact Heather Brubeck at [heather.s.brubeck@uscg.mil](mailto:heather.s.brubeck@uscg.mil) or (757) 852-3417.

Sincerely,

A handwritten signature in black ink that reads "Victoria Worrell".

VICTORIA WORRELL  
Contracting Officer

## NOTICE FOR FILING AGENCY PROTESTS

It is the policy of the Coast Guard 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 General Accounting Office (GAO).

Interested parties are encouraged to seek resolution of their concerns within the Coast Guard 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 that a Coast Guard procurement is unfair or otherwise defective should first direct their concerns to the cognizant contracting officer. If the contracting officer is unable to satisfy the concerns, the interested party is encouraged to contact the 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 at 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. This will not preclude re-filing of the protest to meet the requirement. 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 forwarded to the address below:

Commandant (CG-9131)  
U.S. Coast Guard Headquarters  
Acquisition Planning and Performance Measurement  
1900 Half St. SW, JR11-0203  
Washington, DC 20593  
Telephone: (202) 372-3692  
Fax: (202) 475-3904