



**DEPARTMENT OF THE NAVY**  
**OFFICER IN CHARGE OF CONSTRUCTION**  
**MARINE CORPS INSTALLATIONS EAST**  
**NAVAL FACILITIES ENGINEERING COMMAND MID-ATLANTIC**  
**1005 MICHAEL ROAD**  
**CAMP LEJEUNE, NC 28547-2521**

TELEPHONE:  
**(910) 451-2582**  
**FAX 451-5629**  
IN REPLY REFER TO:  
**N40085-see below**  
**CLNC/RAA**  
**5 May 2009**

**VIA ELECTRONIC MAIL**

**N40085-09-D-5327**

Military Environmental & Construction Corp.  
1305 Lejeune Boulevard  
Jacksonville, NC 28540

**N40085-09-D-5330**

T.E. Davis Construction Company  
1151 East Davis Road  
Jacksonville, NC 28546

**N40085-09-D-5328**

ITZ Construction Incorporated  
708 Linchburg Drive  
Jacksonville, NC 28546

**N40085-09-D-5331**

Tesoro Corporation  
5250 Challedon Drive  
Virginia Beach, VA 23462

**N40085-09-D-5329**

Southern Glass & Mirror of Eastern NC, Inc.  
1047 West Corbett Avenue  
Swansboro, NC 28584

**N40085-09-D-5332**

Virtexco Corporation  
977 Norfolk Square  
Norfolk, VA 23502

Re: Contract Numbers: See Above, Multiple Award Construction Contract (MACC), Camp Lejeune, North Carolina

Gentlemen:

In accordance with the contract clause entitled "Ordering of Work" contained in the referenced contracts, it is intended to issue a contract task order to the successful offeror for the following project:

**Project No. 09-0454, Hot Water Heater Conversion, Buildings 904, 905, & 916**

A pre-proposal conference will **not** be conducted for this project. Your proposal, to include your cost estimate and a list of subcontractors to be utilized under each task order, shall be submitted to the attention of the undersigned at this office by not later than **1400, Tuesday, 19 May 2009**. Electronic submission of proposals may be emailed to [minimacc@navy.mil](mailto:minimacc@navy.mil). Receipt of your proposal is subject to FAR 52.215-1, Instruction to Offerors – Competitive Acquisition (JAN 2004) contained in Document 00201. Please note that no bid bond is required.

Your proposal will be reviewed and evaluated based on price and past performance. You will be contacted to discuss minor clarifications or questions concerning your proposal and to establish a specific time if negotiations are conducted. We intend to evaluate proposals and issue a task order without discussions (except communications conducted for the purpose of minor clarification). Therefore, each initial offer should contain the offeror's best

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terms from a price standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary.

**The Contract Completion Date (CCD) is 120 days after award.**

You may contact the OICC at (910) 451-2581 to inspect site conditions, review available as-built drawings, or inquire about other on-site technical details. Any changes to the scope of work will be effected on a Standard Form (SF) 30.

This request does not constitute notice to proceed nor shall it be considered as a commitment on the part of the Government. Any costs incurred prior to issuance of a task order cannot be reimbursed. Costs of such nature are considered to be for the benefit of the Contractor and are incurred at his discretion. The successful offeror will be issued a task order, which will take the form of Department of Defense (DD) Form 1155, under their contract as set forth in FAC 5252.216-9306, Procedures for Issuing Orders (MAR 2002). Direction to proceed for each task order issued will be provided upon receipt and approval of an acceptable performance bond and payment bond under each task order.

We appreciate your cooperation in preparing and submitting your proposal. If you have any questions, please contact the undersigned at (910) 451-2582, ext 5238.

Sincerely,

A handwritten signature in black ink, appearing to read "Rachel A. Ashton". The signature is cursive and somewhat stylized, with a horizontal line extending from the end.

RACHEL A. ASHTON  
Contract Specialist