

Questions and Answers #3: DACW41-03-R-0068

Section L

1. Question: In response to your answer on Question 25, we need clarification on what is “related experience.” Based on your response it appears clear that other sites with the same technology would be considered related experience, but we are still unclear on how broadly “related experience” should be interpreted. For example:

- (a) For a radiological remediation project are other radiological remediation projects considered related experience?
- (b) If we have several TOs at the same site that are related to one overall effort – do these other TOs at the same project site meet the definition of related experience?
- (c) If the contaminants we are dealing with are the same is this related experience?
- (d) If we are discussing a Superfund remediation project in USEPA Region 2 would other Superfund remediation projects in Region 2 be considered related experience?

Answer: As stated in Section L, “The TEAM should provide experience using varying cleanup technologies” and mentioned in the referenced response, it is the offeror’s decision as to determine how to compile related experience if the offeror should chose to do this. As stated in Section L, providing related experience is “At the TEAM’s discretion” and is not a requirement.

2. Question: The proposal requires that the offeror’s name, address, signature, and telephone number appear on any document to be evaluated. Typically we place this information on a Title Page that appears as the first page on the inside of the 3-ring binder. However, a title page has not been requested.

- 2a. Would Kansas City District allow us to include a title page and exclude it from the page count?
- 2b. If the answer to 2a is no, is the cover, where this information is requested, excluded from the page count?
- 2c. Please verify that this information is only required on the cover or title page, as appropriate, and not on every page of the proposal response.

Answer: The Title Page is not counted in the page count. The Title Page may be under the plastic cover on the outside of a 3-ring binder. If this page is also provided as the first page on the inside of the binder, this is acceptable. The offeror’s name, address, signature and telephone number does need to appear on the outside of each 3-ring binder but does not need to appear on every page.

3. Question: Subfactor IC, Past Performance – This section request that in addition to past performance on our 10 projects that we submit past performance on our 5 most recent projects over \$1,000,000. Would it be appropriate to include a very brief description of the work performed on these five additional projects in order to establish the relevancy of the projects to the Kansas City District PRAC scope of work, or is the Kansas City District not interested in receiving information from the offeror concerning the scope of the work on these 5 additional projects?

Answer: The Past Performance evaluation form, Item #4, requires a brief description of work. This is to be completed by the offeror before sending evaluation form to the evaluator.

4. Question: Section L, Part 4, Proposal Format – indicates that the title of Volume 1 is Business Approach, Company Experience and Past Performance. Section L, Part 6 indicates that the title is

Organizational Approach, Company Experience and Past Performance. Section L, Part 6, Subfactor 1B is titled Organizational Approach. Would Kansas City please clarify if we should use the term Business Approach or Organizational Approach.

Answer: Section L, Paragraph 4, Proposal Format – Volume 1 title should be “Organizational Approach, Company Experience & Past Performance”.

5. Question: What does identifying the office function mean? Does it mean identifying if the office is the Corporate HQ, Regional Offices, Field Offices, etc., or does it mean identifying the office functions as it relates to the execution of the PRAC?

Answer: The identification of the office should provide its function within the company and as it would relate to the execution of the PRAC.

6. Question: Section L, Volume 4 Subfactors 4A, 4B, 4C and 4D – Is this information required for the prime only or for all team members? If the team members are required to submit this information, the 10-page maximum could be exceeded.

Answer: It is for the prime contractor only. It is not required or desired from any subcontractors. In other words, we want the information for the prime contractor only.

7. Question, Section L, Subfactor 4A- If the prime contractor (or subcontractor) has audited composite (field and office combined) indirect rates but has not established a DCAA-approved field rate, do you suggest the prime compute a field rate based on the audited and approved composite rate or should only one set of rates be used to apply to both the home and field office direct labor? Item 9 indicates that estimated rates are not to be used, but is it appropriate to derive a field rate based on the actual composite indirect rate?

If a self computed field rate is not permitted, then what is the relevance of the required NWK 00010-001 Field Office Overhead, whereby the prime is asked to declare the single accounting practice that is applied to contracts to calculate field office overhead for all change orders, modifications and requests for equitable adjustments?

If we are to provide one set of tables for the entire team (rather than one set per team member), is the prime contractor supposed to average his labor rates and the sub-contractors rates for each labor category?

Can the Labor Hourly Rate for a specific category (e.g., Superintendent) be averaged to include rates of team personnel for who resumes where not included in the proposal? For example, if the team has 12 superintendents that fit the requirement of that category, but for page limitation purpose only included resumes of two of these superintendents, should the hourly rate in the Excel worksheet be the average of these two or of the 12 superintendents?

Answer: There is no requirement in this solicitation that any overhead rate be DCAA approved rates. We simply reserve the right to have any overhead rate(s) audited by DCAA. So whether or not you have DCAA-approved rates is not germane to what rates you should or should not bid.

As far as whether you should bid a “composite rate” or separate rates, the prime contractor (not subcontractors as stated above on the question on Section L, Volume 4 Subfactors 4A, 4B, 4C and 4D) should provide the rate(s) that you (the prime) have historically bid, that is in accordance with your normal accounting practices, and can be supported with your accounting records. It is not appropriate to derive a field office rate based on the actual composite indirect rate if that is not your normal accounting practice unless you intend to change your normal accounting practice. If you intend to change your normal accounting practices, then you should refer to

Question and Answer Set #1, Question #33, on changing accounting practices because that brings up another set of issues that were discussed in this question.

As stated above, a self computed rate is not an issue unless you mean by that term that you intend to change your accounting practices. You seem to imply that you are required to bid a separate field office overhead rate because NWK 00010-001, Field Office Overhead requires you to declare the single accounting practice that is applied to contracts to calculate field office overhead for all change orders, modifications and requests for equitable adjustments. This implication is erroneous. The relevance of the required NWK 00010-001 Field Office Overhead is simply what it states. The offeror is to provide your intended and normal accounting practice for charging field office overhead. So, for example, if you (the offeror/ the prime) have a composite rate that includes both field office and home office overhead and it is its normal accounting practice to apply that composite rate to all change orders, modifications and requests for equitable adjustments, you would simply check "Percentage method." We want to emphasize we are not asking you to change your normal accounting practices in this solicitation nor do we desire any accounting practice changes.

You are correct in saying that you are to provide one set of tables for the entire team. You (the prime contractor) should use only your (prime contractor's) information and accounting records to compute Subfactor 4B, Average Direct Labor Rate.

On Subfactor 4C, Key Personnel Labor Rates, you should provide an average rate based only on the resumes you include in your proposal with a note showing how the average rate was computed. So, for example, if you include two resumes for superintendent, one of them being a subcontractor employee and one of them being your employee, you would average the hourly rate that the subcontractor is going to charge you (the prime) for that employee (which will necessarily include the subcontractor's applicable overhead and profit) and the hourly labor rate of your own employee (which will be the raw hourly rate you pay your employee excluding your overhead and profit). We do not want an average labor rate based on an employee(s) whose resume(s) is not included in your proposal.

8. Question: We plan to use the average of DCAA Final Billing Rates for years 2000, 2001 and 2002 for pricing of the cost model. Please confirm if these rates are considered actuals, not estimates.

Answer: The use of billing rates, whether or not final and whether or not DCAA approved is not acceptable. Billing rates are not (in most instances) the same as actual rates. Billing rates are normally forecasts (estimates) of the actual rates for billing purposes on cost type contracts. The use of any type of forecasted rate is not acceptable for purposes of this solicitation as stated in the first paragraph of paragraph 9. Volume 4 – Factor 4 – Cost. Therefore, you must use your actual rates. If you are currently performing government cost type work that means you can simply use your certified actual rates submitted to DCAA for audit. If you are not currently performing government cost type work, you will need to compute your actual overhead rates. If you need assistance on how to compute your actual overhead rates, you can go to the DCAA website at [www.dcaa.mil](http://www.dcaa.mil). Click on 'DCAA Publications,' then click on 'Information for Contractors,' and then click on Chapter 6. Specifically, page 610 shows an example on the computation of overhead rates.

9. Question: Section G, Subsection G12 – When the subcontractor's price exceeds \$100,000 and is on a FFP basis (on cost plus contracts) the solicitation indicates that bonds have to be provided

for the subcontractor. Does this mean a bond from the subcontractor in favor of the government directly, even though the government has no contract with the subcontractor?

Answer: In accordance with DFARS 228.102-1, the subcontractor bonding shall be in favor of the prime contractor.

10. Question: Section K – In Subpart 52.222-23, the Minority and Female participation goals for each construction trade are specified. Are these goals to be considered for the entire contract or just for the construction trades?

Answer: Goals are for the construction trades.