

# AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF	PAGES
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2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. <i>(If applicable)</i>
6. ISSUED BY	CODE	7. ADMINISTERED BY <i>(If other than Item 6)</i>	CODE

8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and ZIP Code)</i>	(X)	9A. AMENDMENT OF SOLICIATION NO.
		9B. DATED <i>(SEE ITEM 11)</i>
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED <i>(SEE ITEM 11)</i>
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. 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 \_\_\_\_\_ copies of the amendment; (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 your 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 MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: <i>(Specify authority)</i> THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES <i>(such as changes in paying office, appropriation date, etc.)</i> SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER <i>(Specify type of modification and authority)</i>

**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.)*

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 <i>(Type or print)</i>	16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i>
15B. CONTRACTOR/OFFEROR	16B. UNITED STATES OF AMERICA
15C. DATE SIGNED	16C. DATE SIGNED
<i>(Signature of person authorized to sign)</i>	<i>(Signature of Contracting Officer)</i>

Item 14. Continued.

**CHANGES TO VOLUME I – PROJECT INFORMATION, BIDDING REQUIREMENTS, CONTRACT FORMS, AND CONDITIONS OF THE CONTRACT**

1. Replace the Price Proposal Schedule, (pages 00010-3 through 00010-6), with the accompanying new Price Proposal Schedule, (pages 00010-3 through 00010-7), bearing the notation "ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009."

2. Replacement Sections - Replace the following sections with the accompanying new sections of the same number and title, bearing the notation "ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009:"

SECTION 00100 BIDDING SCHEDULE/INSTRUCTIONS TO OFFERORS  
SECTION 00120 PROPOSAL SUBMISSION REQUIREMENTS  
SECTION 00150 PROPOSAL EVALUATION AND CONTRACT AWARD

**CHANGES TO VOLUME II – DESIGN AND PERFORMANCE REQUIREMENTS**

3. Replace the following chapter with the accompanying new chapter of the same number and title, bearing the notation "ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009:"

CHAPTER 00005 PROJECT INFORMATION

**CHANGES TO VOLUME III SPECIFICATIONS**

4. Replacement Sections - Replace the following section with the accompanying new section of the same number and title, bearing the notation "ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009:"

SECTION 01015 DESIGN REQUIREMENTS AFTER AWARD

END OF AMENDMENT

ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009

Solicitation No.DACA63-02-R-0009

PRICE PROPOSAL SCHEDULE  
(To be attached to SF 1442)

**ALTERNATE SCHEDULE 1 (AM#1)**  
Bid Acceptance Period 90 Days

Design-Build FY 00/01/02 Dormitories  
Lackland Air Force Base, San Antonio, Texas

Item No.	Description	Estimated Quantity	Unit	Unit Price	Estimated Amount
0001	All work indicated on the Contractor's Design Proposal to design and construct the FY-02 Dormitory, FY-01 Dormitory, and FY-00 Dormitory, within the funds available, including utilities inside the 1524mm (5-foot) line. See Section 00150 PROPOSAL EVALUATION AND CONTRACT AWARD concerning providing the maximum number of rooms within the funds available (Minimum number of rooms per dormitory are 96 dorm rooms for FY-02 Dormitory, 72 dorm rooms for FY-01 Dormitory, and 72 dorm rooms for FY-00 Dormitory).				
	Indicate the Proposed Number of Dorm Rooms:				
	FY 02 Dormitory: 96_____				
	FY 01 Dormitory: _____				
	FY 00 Dormitory: _____				
		Job	Sum	***	\$_____
0002	Design and construct all exterior work outside the buildings to the 1524mm (5-foot) line, within the funds available, including utilities to the Lackland AFB or City utility tie-in, earthwork, paving, sidewalk, parking lot paving, curb and gutter, turfing and landscaping, chiller plant expansion, chiller, chilled water distribution line and pumps, and all other work not listed separately.				
		Job	Sum	***	\$_____
0003	Final Record Drawings				\$50,000.00
		Job	Sum	***	\$50,000.00
0004	Base Bid Completion Time for all work (not to exceed the maximum time stated in Section 01000 DESIGN AND CONSTRUCTION SCHEDULE).				
	PROJECT COMPLETION TIME: _____ Calendar Days				

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**TOTAL BID ALTERNATE SCHEDULE 1** \$\_\_\_\_\_

ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009

Solicitation No.DACA63-02-R-0009

PRICE PROPOSAL SCHEDULE  
(To be attached to SF 1442)

**ALTERNATE SCHEDULE 2 (AM#1)**  
Bid Acceptance Period 180 Days

Design-Build FY 00/01/02 Dormitories  
Lackland Air Force Base, San Antonio, Texas

Item No.	Description	Estimated Quantity	Unit	Unit Price	Estimated Amount
0001	All work indicated on the Contractor's Design Proposal to design and construct the FY-02 Dormitory, FY-01 Dormitory, and FY-00 Dormitory, within the funds available, including utilities inside the 1524mm (5-foot) line. See Section 00150 PROPOSAL EVALUATION AND CONTRACT AWARD concerning providing the maximum number of rooms within the funds available (Minimum number of rooms per dormitory are 96 dorm rooms for FY-02 Dormitory, 72 dorm rooms for FY-01 Dormitory, and 72 dorm rooms for FY-00 Dormitory).				
	Indicate the Proposed Number of Dorm Rooms:				
	FY 02 Dormitory: 96_____				
	FY 01 Dormitory: _____				
	FY 00 Dormitory: _____				
		Job	Sum	***	\$_____
0002	Design and construct all exterior work outside the buildings to the 1524mm (5-foot) line, within the funds available, including utilities to the Lackland AFB or City utility tie-in, earthwork, paving, sidewalk, parking lot paving, curb and gutter, turfing and landscaping, chiller plant expansion, chiller, chilled water distribution line and pumps, and all other work not listed separately.				
		Job	Sum	***	\$_____
0003	Final Record Drawings	Job	Sum	***	\$50,000.00
0004	Base Bid Completion Time for all work (not to exceed the maximum time stated in Section 01000 DESIGN AND CONSTRUCTION SCHEDULE).				
	PROJECT COMPLETION TIME: _____ Calendar Days				
<b>TOTAL BID ALTERNATE SCHEDULE 2</b>					<b>\$_____</b>

ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009

Solicitation No.DACA63-02-R-0009

PRICE PROPOSAL SCHEDULE  
(To be attached to SF 1442)

**ALTERNATE SCHEDULE 3 (AM#1)**  
Bid Acceptance Period 180 Days

Design-Build FY 00/01/02 Dormitories  
Lackland Air Force Base, San Antonio, Texas

Item No.	Description	Estimated Quantity	Unit	Unit Price	Estimated Amount
0001	All work indicated on the Contractor's Design Proposal to design and construct the FY-02 Dormitory, FY-01 Dormitory, and FY-00 Dormitory, including utilities inside the 1524mm (5-foot) line. Provide 96 dorm rooms for FY-02 Dormitory, 96 dorm rooms for FY-01 Dormitory, and 96 dorm rooms for FY-00 Dormitory).				
		Job	Sum	***	\$_____
0002	Design and construct all exterior work outside the buildings to the 1524mm (5-foot) line, within the funds available, including utilities to the Lackland AFB or City utility tie-in, earthwork, paving, sidewalk, parking lot paving, curb and gutter, turfing and landscaping, chiller plant expansion, chiller, chilled water distribution line and pumps, and all other work not listed separately.				
		Job	Sum	***	\$_____
0003	Final Record Drawings	Job	Sum	***	\$50,000.00
0004	Base Bid Completion Time for all work (not to exceed the maximum time stated in Section 01000 DESIGN AND CONSTRUCTION SCHEDULE).				
	PROJECT COMPLETION TIME: _____ Calendar Days				
<b>TOTAL BID ALTERNATE SCHEDULE 3</b>					<b>\$_____</b>

ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009

Solicitation No.DACA63-02-R-0009

PRICE PROPOSAL SCHEDULE

NOTES:

1. ARITHMETIC DISCREPANCIES (EFARS 14.407-2)

(a) For the purpose of initial evaluation of bids, the following will be utilized in resolving arithmetic discrepancies found on the face of the bidding schedule as submitted by bidders:

- (1) Obviously misplaced decimal points will be corrected;
- (2) In case of discrepancy between unit price and extended price, the unit price will govern;
- (3) Apparent errors in extension of unit prices will be corrected; and
- (4) Apparent errors in addition of lump-sum and extended prices will be corrected.

(b) For the purpose of bid evaluation, the Government will proceed on the assumption that the bidder intends his bid to be evaluated on the basis of the unit prices, the totals arrived at by resolution of arithmetic discrepancies as provided above and the bid will be so reflected on the abstract of bids.

(c) These correction procedures shall not be used to resolve any ambiguity concerning which bid is low.

2. Costs attributable to Division 01 - General Requirements is assumed to be prorated among bid items listed.

3. Responders are advised that this requirement may be delayed, cancelled or revised at any time during the solicitation, selection, evaluation, negotiation and/or final award process based on decisions related to DOD changes in force structure and disposition of the Armed Forces.

4. The Army will procure this facility through a design and cost competition in accordance with the provisions set forth in this Request for Proposals (RFP). When a contract is awarded, it will be a "Firm Fixed Price Contract."

5. The Congress, in authorizing and funding this contract, has established certain cost limitations for the project. The current authorization for the complete design and construction of this project is \$16,684,000.00. Proposals that exceed this funding limit may be rejected. Submission of desirable alternative features exceeding minimum requirements may be considered as long as award can be made within the established funds.

ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009

Solicitation No.DACA63-02-R-0009

PRICE PROPOSAL SCHEDULE

NOTES: (cont)

6. Funds available are not considered to be sufficient for the total acquisition of 96 dormitory rooms for each building. Funds are anticipated to only be available for the Alternate Schedule 1 acquisition. There is a possibility that the projects will be reprogrammed to make more funds available. No contract award will be made until appropriated funds are made available.

7. Any proposal that is materially unbalanced as to prices for the Base Schedule may be rejected. An unbalanced proposal is one that is based on prices significantly less than the cost for some work and prices that are significantly overstated for other work and can also exist where only overpricing or underpricing exists.

**8. ALTERNATE BIDS (AM#1)**

**Bidders must bid on all alternate bid schedules 1, 2 and 3 and all items within each alternate.**

END OF PRICE PROPOSAL SCHEDULE

**SECTION 00100  
BIDDING SCHEDULE/INSTRUCTIONS TO OFFERORS**

**LOCAL INSTRUCTIONS**

**PROJECT INFORMATION**

- AM#0001**
- a. For technical information regarding plans and specifications contact Fort Worth District Office, Corps of Engineers, Fort Worth, Texas, **Mr. Bob Gilbert, telephone 817/886-1890, via email [Robert.L.Gilbert@swf02.usace.army.mil](mailto:Robert.L.Gilbert@swf02.usace.army.mil)**.
  - b. For information regarding proposal procedures or bonds, contact Contracting Division, Ms. Lisa Yale, telephone 817/886-1065, via email [Lisa.K.Yale@swf02.usace.army.mil](mailto:Lisa.K.Yale@swf02.usace.army.mil) or visit Room 2A19, 819 Taylor Street, Fort Worth, Texas. Collect calls not accepted.
  - c. Offers will NOT be publicly opened. Information concerning the status of the evaluation and/or award will NOT be available after receipt of proposals.

**GENERAL NOTICES**

- a. In the technical specifications wherever the term "stabilized aggregate base course" is used, or wherever a reference is made to a section entitled "Stabilized Aggregate Base Course," it shall be deemed to mean "Aggregate Base Course."
- b. Offerors must provide full, accurate, and complete information as required by this solicitation and its attachments. The penalty for making false statements in Offers is prescribed in 18 USC 1001. (FAR 52.214-4)
- c. The Affirmative Action Requirement of the Equal Opportunity Clause may apply to any contract resulting from this RFP.

**FACSIMILE PROPOSALS**

The fax number listed in the provision 52.215-5, Facsimile Proposals, is available for use by all bidders and offerors on a "first come, first served" basis and is, therefore, subject to heavy use for long periods of time. Accordingly, all bidders/offerors are cautioned that "last minute" bids/offers may be received late due to heavy message traffic. The government assumes no responsibility for such late bids/offers.

**BID GUARANTEE**

Reference the provision 52.228-1, Bid Guarantee. Facsimile Bonds are not acceptable.

**OFFEROR'S QUALIFICATIONS**

Pursuant to FAR 9.1, before an offer is considered for award, the offeror will be requested by the Government to submit a statement regarding his previous experience in performing comparable work, his business and technical organization, financial resources, and plant available to be used in performing the work.

**NOTICE REGARDING POTENTIAL EMPLOYMENT ON MILITARY INSTALLATION**

If the work called for by this request for proposal is located on a military installation, offerors should check with post/base security to determine if potential employees will be allowed on the base/post to seek employment.

**SMALL BUSINESS SUBCONTRACTING PLAN**

- a. This notice applies to Large Businesses only.
- b. Reference FAR 52.219-9, SMALL BUSINESS SUBCONTRACTING PLAN. The bidder/offeror shall take into consideration only those subcontracts that he/she will award when preparing the subcontracting plan required by the FAR.
- c. The Contracting Officer will NOT make award under this solicitation without an APPROVED subcontracting plan.
- d. To be approved, the plan must contain at a minimum, the eleven elements set forth in FAR 52.219-9, paragraph (d). Pursuant to AFARS 19.705-4(d), your plan will be reviewed and scored in accordance with AFARS Appendix DD to ensure it clearly represents your firm's ability to carry out the terms and conditions set forth in the contract clauses. AFARS Appendix DD (pages 199 - 205) may be accessed via the Internet at [http://acqnet.saalt.army.mil/library/AFAR/AFARS\\_OCTOBER\\_2001.pdf](http://acqnet.saalt.army.mil/library/AFAR/AFARS_OCTOBER_2001.pdf).
- e. Subcontracting Plan Floors. These are the minimum percentages of subcontracted dollars that will be approved. The current floors for Fiscal Year 2002 are as follows:

Small Business	61.4%
Small Disadvantages Business	9.1%
Women-Owned Small Business	5.0%
Veteran-Owned Small Business	3.0%
Historically Black Colleges/Universities and Minority Institutions	2.0%
HUBZone Small Business	2.0%

- f. Current copies of Standard Form 294 and 295 can be found at [http://contacts.gsa.gov/webforms.nsf/\(formslist\)?openform&count=1000&category=Standard+Forms&expandview](http://contacts.gsa.gov/webforms.nsf/(formslist)?openform&count=1000&category=Standard+Forms&expandview).
- g. Contractors may post subcontracting opportunities at the Small Business Administration's SubNet: <http://web.sba.gov/subnet/index.cfm>.

**AMENDMENTS TO THIS REQUEST FOR PROPOSALS (RFP)**

All amendments to this RFP will be made through the use of the Internet. No additional media (CD ROMS, Floppy Disks, Faxes, or paper) will be provided unless the Government determines that it is necessary. Contractors may view/download this solicitation and all amendments from the Internet after solicitation issuance at the following Internet address: <https://ebs.swf.usace.army.mil/ebs/AdvertisedSolicitations.asp>. All offerors are required to check the Ft. Worth District Contracting Division website daily to be notified of any changes to this solicitation.

**ESTIMATED CONSTRUCTION COST**

The estimated cost of the proposed construction is between \$10,000,000 and \$25,000,000.

**SPECIAL NOTICE CONCERNING INDIVIDUAL SURETIES**

The Security interest, including pledged assets as set forth in the FAR 52.228-11, PLEDGES OF ASSETS, and executed Standard Form 28 entitled "AFFIDAVIT OF INDIVIDUAL SURETY" shall be furnished with the bond. Failure to provide with the bid bond a pledge of assets (security interest) in accordance with FAR 28.203-1 will result in rejection of a bid which is bonded by individual sureties.

**PARTNERING**

In order to accomplish this contract, the government is encouraging the formation of a cohesive partnership with the contractor and its subcontractors. This partnership would strive to draw on the strengths of each organization in an effort to achieve a quality project done right the first time, within budget, and on schedule. This partnership would be bilateral in make-up and participation would be totally voluntary. Any cost associated with effectuating this partnership will be agreed to by both parties and will be shared equally with no change in contract price.

**PRINCIPAL CONTRACTING OFFICER**

The Contracting Officer who signs this contract will be the Principal Contracting Officer for this contract. However, any Contracting Officer assigned to the Fort Worth District, contracting within his or her authority, may take formal action on this contract when a contract action needs to be taken and the Principal Contracting Officer is unavailable.

**FAR PROVISIONS**

**52.0204-0006 DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (JUN 99)**

(a) Contractor identification is essential for complying with statutory contract reporting requirements. Therefore, the offeror is requested to enter, in the block with its name and address on the Standard Form 33 or similar document, the annotation "DUNS" followed by the DUNS number which identifies the offeror's name and address exactly as stated in the offer.

(b) If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. A DUNS number will be provided immediately by telephone at no charge to the offeror. For information on obtaining a DUNS number, the offeror, if located within the United States, should call Dun and Bradstreet at 1-800-333-0505. The offeror should be prepared to provide the following information:

- (1) Company name.
- (2) Company address.
- (3) Company telephone number.
- (4) Line of business.
- (5) Chief executive officer/key manager.
- (6) Date the company was started.
- (7) Number of people employed by the company.
- (8) Company affiliation.

(c) Offerors located outside the United States may obtain the location and phone number of the local Dun and Bradstreet Information Services office from the Internet Home Page at <http://www.customerservice@dnb.com/>. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at [globalinfo@dnb.com](mailto:globalinfo@dnb.com).

(End of provision)

**Accompanying Amendment No. 0001 to Solicitation No. DACA63-02-R-0009**

**52.0211-0002 AVAILABILITY OF SPECIFICATIONS LISTED IN THE DOD INDEX OF SPECIFICATIONS AND STANDARDS (DODISS) AND DESCRIPTIONS LISTED IN THE ACQUISITION MANAGEMENT SYSTEMS AND DATA REQUIREMENTS CONTROL LIST, DOD 5010.12-L (DEC 1999)**

Copies of specifications, standards, and data item descriptions cited in this solicitation may be obtained--

(a) From the ASSIST database via the Internet at <http://assist.daps.mil>; or

(b) By submitting a request to the--Department of Defense Single Stock Point (DoDSSP), Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.

(End of provision)

**52.0211-0014 NOTICE OF PRIORITY RATING FOR NATIONAL DEFENSE USE (SEP 1990)**

Any contract awarded as a result of this solicitation will be [ ] DX rated order; [ X ] DO rated order certified for national defense use under the Defense Priorities and Allocations System (DPAS) (15 CFR 700), and the Contractor will be required to follow all of the requirements of this regulation.

(End of clause)

**52.0214-0034 SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE (APR 1991)**

Offers submitted in response to this solicitation shall be in the English language. Offers received in other than English shall be rejected.

(End of provision)

**52.0214-0035 SUBMISSION OF OFFERS IN U.S. CURRENCY (APR 1991)**

Offers submitted in response to this solicitation shall be in terms of U.S. dollars. Offers received in other than U.S. dollars shall be rejected.

(End of provision)

**52.0215-0001 INSTRUCTIONS TO OFFERORS—COMPETITIVE ACQUISITION (MAY 2001)**

(a) Definitions. As used in this provision--

"Discussions" are negotiations that occur after establishment of the competitive range that may, at the Contracting Officer's discretion, result in the offeror being allowed to revise its proposal.

"In writing," "writing," or "written" means any worded or numbered expression that can be read, reproduced, and later communicated, and includes electronically transmitted and stored information.

"Proposal modification" is a change made to a proposal before the solicitation's closing date and time, or made in response to an amendment, or made to correct a mistake at any time before award.

"Proposal revision" is a change to a proposal made after the solicitation closing date, at the request of or as allowed by a Contracting Officer as the result of negotiations.

"Time," if stated as a number of days, is calculated using calendar days, unless otherwise specified, and will include Saturdays, Sundays, and legal holidays. However, if the last day falls on a Saturday, Sunday, or legal holiday, then the period shall include the next working day.

**Accompanying Amendment No. 0001 to Solicitation No. DACA63-02-R-0009**

(b) Amendments to solicitations. If this solicitation is amended, all terms and conditions that are not amended remain unchanged. Offerors shall acknowledge receipt of any amendment to this solicitation by the date and time specified in the amendment(s).

(c) Submission, modification, revision, and withdrawal of proposals. (1) Unless other methods (e.g., electronic commerce or facsimile) are permitted in the solicitation, proposals and modifications to proposals shall be submitted in paper media in sealed envelopes or packages (i) addressed to the office specified in the solicitation, and (ii) showing the time and date specified for receipt, the solicitation number, and the name and address of the offeror. Offerors using commercial carriers should ensure that the proposal is marked on the outermost wrapper with the information in paragraphs (c)(1)(i) and (c)(1)(ii) of this provision.

(2) The first page of the proposal must show--

(i) The solicitation number;

(ii) The name, address, and telephone and facsimile numbers of the offeror (and electronic address if available);

(iii) A statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the price set opposite each item;

(iv) Names, titles, and telephone and facsimile numbers (and electronic addresses if available) of persons authorized to negotiate on the offeror's behalf with the Government in connection with this solicitation; and

(v) Name, title, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

(3) Submission, modification, revision, and withdrawal of proposals. (i) Offerors are responsible for submitting proposals, and any modifications or revisions, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that proposal or revision is due.

(ii)(A) Any proposal, modification, or revision received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--

(1) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of proposals; or

(2) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(3) It is the only proposal received.

(B) However, a late modification of an otherwise successful proposal that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(iii) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(iv) If an emergency or unanticipated event interrupts normal Government processes so that proposals cannot be received at the office designated for receipt of proposals by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation, the time specified for receipt of proposals will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(v) Proposals may be withdrawn by written notice received at any time before award. Oral proposals in response to

**Accompanying Amendment No. 0001 to Solicitation No. DACA63-02-R-0009**

oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile proposals, proposals may be withdrawn via facsimile received at any time before award, subject to the conditions specified in the provision at 52.215-5, Facsimile Proposals. Proposals may be withdrawn in person by an offeror or an authorized representative, if the identity of the person requesting withdrawal is established and the person signs a receipt for the proposal before award.

(4) Unless otherwise specified in the solicitation, the offeror may propose to provide any item or combination of items.

(5) Offerors shall submit proposals in response to this solicitation in English, unless otherwise permitted by the solicitation, and in U.S. dollars, unless the provision at FAR 52.225-17, Evaluation of Foreign Currency Offers, is included in the solicitation.

(6) Offerors may submit modifications to their proposals at any time before the solicitation closing date and time, and may submit modifications in response to an amendment, or to correct a mistake at any time before award.

(7) Offerors may submit revised proposals only if requested or allowed by the Contracting Officer.

(8) Proposals may be withdrawn at any time before award. Withdrawals are effective upon receipt of notice by the Contracting Officer.

(d) Offer expiration date. Proposals in response to this solicitation will be valid for the number of days specified on the solicitation cover sheet (unless a different period is proposed by the offeror).

(e) Restriction on disclosure and use of data. Offerors that include in their proposals data that they do not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, shall--

(1) Mark the title page with the following legend:

This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed--in whole or in part--for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of--or in connection with--the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets]; and

(2) Mark each sheet of data it wishes to restrict with the following legend:

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

(f) Contract award. (1) The Government intends to award a contract or contracts resulting from this solicitation to the responsible offeror(s) whose proposal(s) represents the best value after evaluation in accordance with the factors and subfactors in the solicitation.

(2) The Government may reject any or all proposals if such action is in the Government's interest.

(3) The Government may waive informalities and minor irregularities in proposals received.

(4) The Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

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(5) The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit cost or prices offered, unless the offeror specifies otherwise in the proposal.

(6) The Government reserves the right to make multiple awards if, after considering the additional administrative costs, it is in the Government's best interest to do so.

(7) Exchanges with offerors after receipt of a proposal do not constitute a rejection or counteroffer by the Government.

(8) The Government may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or subline items. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if the Contracting Officer determines that the lack of balance poses an unacceptable risk to the Government.

(9) If a cost realism analysis is performed, cost realism may be considered by the source selection authority in evaluating performance or schedule risk.

(10) A written award or acceptance of proposal mailed or otherwise furnished to the successful offeror within the time specified in the proposal shall result in a binding contract without further action by either party.

(11) The Government may disclose the following information in postaward debriefings to other offerors:

(i) The overall evaluated cost or price and technical rating of the successful offeror;

(ii) The overall ranking of all offerors, when any ranking was developed by the agency during source selection;

(iii) A summary of the rationale for award; and

(iv) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.  
(End of provision)

**52.0215-0005 FACSIMILE PROPOSALS (OCT 1997)**

(a) Definition. Facsimile proposal, as used in this provision, means a proposal, revision or modification of a proposal, or withdrawal of a proposal that is transmitted to and received by the Government via facsimile machine.

(b) Offerors may submit facsimile proposals as responses to this solicitation. Facsimile proposals are subject to the same rules as paper proposals.

(c) The telephone number of receiving facsimile equipment is: 817/886-6408.

(d) If any portion of a facsimile proposal received by the Contracting Officer is unreadable to the degree that conformance to the essential requirements of the solicitation cannot be ascertained from the document--

(1) The Contracting Officer immediately shall notify the offeror and permit the offeror to resubmit the proposal;

(2) The method and time for resubmission shall be prescribed by the Contracting Officer after consultation with the offeror; and

(3) The resubmission shall be considered as if it were received at the date and time of the original unreadable submission for the purpose of determining timeliness, provided the offeror complies with the time and format requirements for resubmission prescribed by the Contracting Officer.

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(e) The Government reserves the right to make award solely on the facsimile proposal. However, if requested to do so by the Contracting Officer, the apparently successful offeror promptly shall submit the complete original signed proposal.

(End of provision)

**52.0215-0020 REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA (OCT 1997)**

(a) Exceptions from cost or pricing data. (1) In lieu of submitting cost or pricing data, offerors may submit a written request for exception by submitting the information described in the following subparagraphs. The Contracting Officer may require additional supporting information, but only to the extent necessary to determine whether an exception should be granted, and whether the price is fair and reasonable.

(i) Identification of the law or regulation establishing the price offered. If the price is controlled under law by periodic rulings, reviews, or similar actions of a governmental body, attach a copy of the controlling document, unless it was previously submitted to the contracting office.

(ii) Commercial item exception. For a commercial item exception, the offeror shall submit, at a minimum, information on prices at which the same item or similar items have previously been sold in the commercial market that is adequate for evaluating the reasonableness of the price for this acquisition. Such information may include--  
(A) For catalog items, a copy of or identification of the catalog and its date, or the appropriate pages for the offered items, or a statement that the catalog is on file in the buying office to which the proposal is being submitted. Provide a copy or describe current discount policies and price lists (published or unpublished), e.g., wholesale, original equipment manufacturer, or reseller. Also explain the basis of each offered price and its relationship to the established catalog price, including how the proposed price relates to the price of recent sales in quantities similar to the proposed quantities;

(B) For market-priced items, the source and date or period of the market quotation or other basis for market price, the base amount, and applicable discounts. In addition, describe the nature of the market;

(C) For items included on an active Federal Supply Service Multiple Award Schedule contract, proof that an exception has been granted for the schedule item.

(2) The offeror grants the Contracting Officer or an authorized representative the right to examine, at any time before award, books, records, documents, or other directly pertinent records to verify any request for an exception under this provision, and the reasonableness of price. For items priced using catalog or market prices, or law or regulation, access does not extend to cost or profit information or other data relevant solely to the offeror's determination of the prices to be offered in the catalog or marketplace.

(b) Requirements for cost or pricing data. If the offeror is not granted an exception from the requirement to submit cost or pricing data, the following applies: (1) The offeror shall prepare and submit cost or pricing data and supporting attachments in accordance with Table 15-2 of FAR 15.408. (2) As soon as practicable after agreement on price, but before contract award (except for unpriced actions such as letter contracts), the offeror shall submit a Certificate of Current Cost or Pricing Data, as prescribed by FAR 15.406-2.  
(End of provision)

**52.0216-0001 TYPE OF CONTRACT (APR 1984)**

The Government contemplates award of a Firm Fixed Price contract resulting from this solicitation.

(End of provision)

**52.0225-0012 NOTICE OF BUY AMERICAN ACT/BALANCE OF PAYMENTS PROGRAM REQUIREMENT—CONSTRUCTION MATERIALS UNDER TRADE AGREEMENTS (FEB 2000)**

(a) Definitions. "Construction material," "designated country construction material," "domestic construction material," "foreign construction material," and "NAFTA country construction material," as used in this provision, are defined in the clause of this solicitation entitled "Buy

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American Act--Balance of Payments Program--Construction Materials under Trade Agreements" (Federal Acquisition Regulation (FAR) clause 52.225-11).

(b) Requests for determination of inapplicability. An offeror requesting a determination regarding the inapplicability of the Buy American Act or Balance of Payments Program should submit the request to the Contracting Officer in time to allow a determination before submission of offers. The offeror shall include the information and applicable supporting data required by paragraphs (c) and (d) of FAR clause 52.225-11 in the request. If an offeror has not requested a determination regarding the inapplicability of the Buy American Act or Balance of Payments Program before submitting its offer, or has not received a response to a previous request, the offeror shall include the information and supporting data in the offer.

(c) Evaluation of offers. (1) The Government will evaluate an offer requesting exception to the requirements of the Buy American Act or Balance of Payments Program, based on claimed unreasonable cost of domestic construction materials, by adding to the offered price the appropriate percentage of the cost of such foreign construction material, as specified in paragraph (b)(4)(i) of FAR clause 52.225-11.

(2) If evaluation results in a tie between an offeror that requested the substitution of foreign construction material based on unreasonable cost and an offeror that did not request an exception, the Contracting Officer will award to the offeror that did not request an exception based on unreasonable cost.

(d) Alternate offers. (1) When an offer includes foreign construction material, other than designated country or NAFTA country construction material, that is not listed by the Government in this solicitation in paragraph (b)(3) of FAR clause 52.225-11, the offeror also may submit an alternate offer based on use of equivalent domestic, designated country, or NAFTA country construction material.

(2) If an alternate offer is submitted, the offeror shall submit a separate Standard Form 1442 for the alternate offer, and a separate price comparison table prepared in accordance with paragraphs (c) and (d) of FAR clause 52.225-11 for the offer that is based on the use of any foreign construction material for which the Government has not yet determined an exception applies.

(3) If the Government determines that a particular exception requested in accordance with paragraph (c) of FAR clause 52.225-11 does not apply, the Government will evaluate only those offers based on use of the equivalent domestic, designated country, or NAFTA country construction material, and the offeror shall be required to furnish such domestic, designated country, or NAFTA country construction material. An offer based on use of the foreign construction material for which an exception was requested--

(i) Will be rejected as nonresponsive if this acquisition is conducted by sealed bidding; or

(ii) May be accepted if revised during negotiations.

(End of provision)

**52.0233-0002 SERVICE OF PROTEST (AUG 1996)**

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Chief, Contracting Division  
U.S. Army Engineer District, Fort Worth  
Attn: CESWF-CT-C

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819 Taylor Street, Room 2A19  
Fort Worth, TX 76102-0300

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

**52.0236-0027 SITE VISIT (CONSTRUCTION) (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) Site visits may be arranged during normal duty hours by contacting:

Lackland Resident Office  
Resident Engineer, Manuel Fano  
Email: [manuel.fano@swf02.usace.army.mil](mailto:manuel.fano@swf02.usace.army.mil)  
Telephone: 210/675-7712

(End of Provision)

**52.0236-0028 PREPARATION OF PROPOSALS--CONSTRUCTION (OCT 1997)**

(a) Proposals must be (1) submitted on the forms furnished by the Government or on copies of those forms, and (2) manually signed. The person signing a proposal must initial each erasure or change appearing on any proposal form.

(b) The proposal form may require offerors to submit proposed prices for one or more items on various bases, including--

- (1) Lump sum price;
- (2) Alternate prices;
- (3) Units of construction; or
- (4) Any combination of paragraphs (b)(1) through (b)(3) of this provision.

(c) If the solicitation requires submission of a proposal on all items, failure to do so may result in the proposal being rejected without further consideration. If a proposal on all items is not required, offerors should insert the words "no proposal" in the space provided for any item on which no price is submitted.

(d) Alternate proposals will not be considered unless this solicitation authorizes their submission.

(End of provision)

**52.0236-7008 CONTRACT PRICES --BIDDING SCHEDULES (DEC 1991)**

(a) The Government's payment for the items listed in the Bidding Schedule shall constitute full compensation to the Contractor for--

- (1) Furnishing all plant, labor, equipment, appliances, and materials; and
- (2) Performing all operations required to complete the work in conformity with the drawings and specifications.

(b) The Contractor shall include in the prices for the items listed in the Bidding Schedule all costs for work in the specifications, whether or not specifically listed in the Bidding Schedule.

(End of provision)

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**52.0252-0005 AUTHORIZED DEVIATIONS IN PROVISIONS (APR 1984)**

(a) The use in this solicitation of any Federal Acquisition Regulation (48 CFR Chapter 1) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the provision.

(b) The use in this solicitation of any Defense Federal Acquisition Regulation Supplement (DFARS) (48 CFR Chapter 2) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of provision)

**End of Section 00100**

SECTION 00120  
PROPOSAL SUBMISSION REQUIREMENTS  
02/2002

1 GENERAL

1.1 INTRODUCTION

Through the use of a two-phase procurement process, the Department of the Army desires to obtain the design and construction of FY 00/01/02 Dormitories, Lackland Air Force Base, San Antonio, Texas. In this procurement procedure consideration will be given initially to the Project Organization and Personnel; Experience; Past Performance; and Financial Capacity. The offerors that are rated the highest on the Phase I evaluation criteria, minimum of two (2) but no more than four (4), will be selected and given the opportunity to offer their preliminary design and cost proposals in Phase II. Final selection and basis for award of the Design/Build Contract will be on the basis of qualifications, technical quality, price, and other salient factors considered to be in the Government's best interests. If awarded the Contract, the offeror shall complete the design and construction documents and construct the facility in compliance with these completed requirements.

1.2 WHERE AND WHEN TO SUBMIT PROPOSAL

Submit Phase I of the Proposal no later than the date and time indicated in Item 13.A of the Solicitation, Offer and Award form (Standard Form 1442) found in Section 00010, SOLICITATION, OFFER, AND AWARD. Offerors invited to participate in Phase II will be notified of the date and time for submission of their Phase II proposal.

1.3 EXPLANATION TO PROSPECTIVE OFFERORS

Any prospective offeror desiring an explanation or interpretation of the solicitation, drawing, specifications, etc. must request such in writing, and are directed to the individuals listed in Section 00100 INSTRUCTIONS TO OFFERORS, soon enough to allow a reply to reach all prospective offerors before the submission of their proposals. Oral explanation/instructions given before award of a contract will not be binding. Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment to the solicitation, if that information is necessary for submitting proposals, or if the lack of it would be prejudicial to other prospective offerors.

1.4 REQUIRED TECHNICAL DATA FOR PROPOSAL SUBMISSION

Offerors are advised that the required data will be utilized for review and evaluation and used for determination of a "Quality Rating" by a Technical Evaluation Board and that all data submitted for consideration under this proposal will be reviewed only for the purposes required for evaluation and award. The Government will not make assumptions concerning the offeror's intent, capabilities, facilities, or experiences. Clear identification is the sole responsibility of the offeror.

1.5 PROPOSAL PREPARATION

Instructions for the preparation and organization of each proposal are included herein. The proposal shall be submitted as summarized below and as required by the specifications.

- 1.5.1 Phase I – Primary Design Construction Team Management Proposal
  - A. Solicitation, Offer, and Award
  - B. Project Organization and Personnel
  - C. Experience
  - D. Past Performance
  - E. Financial Capacity

1.5.2 Phase II – Preliminary Design and Pro Forma Requirements (Cost/Price) Proposal

(AM#1) Phase II will be submitted ONLY by those firms that are rated the highest on Phase I evaluation criteria, minimum of two (2) but no more than **four (4)**. It consists of:

- A. Preliminary Design Proposal (Volume I)
  - Design Proposal
  - Preliminary Project Schedule (Volume I)
- B. Pro Forma Requirements (Volume II)

1.5.3 Format

1.5.3.1 Written Material

- a. All written material, including catalog cuts, shall be submitted in standard three ring loose-leaf binders. Proposals shall be tabbed and labeled in a manner to afford easy identification from a Table of Contents. Font size shall be not less than 10 point. Each page shall be identified with the appropriate page number centered at the bottom of the page. Sheet size of the proposal contents shall be 8 ½ by 11 inches. 11 by 17 inch sheets will be allowed for charts and tables but will be counted as 2 single-sided or 4 double-sided pages. Legibility, clarity, coherence, and the contents are important. The Phase I (Management/Technical) proposal length shall be limited to 70 single-sided or 35 double-sided pages, exclusive of the cover sheet, Table of Contents, and appendices. The offeror shall not submit verbatim sections or attachments of this solicitation as part of their proposal. Offers that do not meet these requirements may be subject to rejection.
- b. A cover sheet identifying the offeror and the project shall be provided. The second sheet shall be a Table of Contents.
- c. Table of Contents. The proposal shall contain a detailed Table of Contents. The complete Table of Contents shall be included in each binder used.
- d. Materials submitted but not required by this solicitation (such as company brochures and equipment lists) shall be relegated to appendices.
- e. Proposal revisions for written portions of the proposal, including catalog cuts and specifications, shall be submitted as page replacements with revised text readily identifiable, e.g. bold face print or underlined. The source of the revision, e.g. Error, Omission, or Clarification (EOC), amendment or other Contractor-initiated change, shall also be indicated for each revision. Revised pages shall be numbered, dated, submitted in same number of copies as the original proposal submittal, and a different color page than the original.

1.5.3.2 Drawings

- a. Full size drawings shall be submitted in accordance with Section 1016, DESIGN DOCUMENT REQUIREMENTS. Each drawing shall be identified with the appropriate Sequence and Sheet Numbers in the lower right hand corner. The original and one copy of all drawings must be full size drawings. The remaining copies may be full size or reduced size, but no smaller than 11 x 17 inches.
- b. All alternate designs, which may or may not be priced as additive or deductive items shall be graphically described on separate drawings from the base proposal design. All alternate designs shall meet the minimum requirements of the solicitation.
- c. Proposal revisions for drawings shall be submitted as sheet replacements with all changes identified on the drawings with clouds and in the title block, including the source of the revision, e.g. Error, Omission, or Clarification (EOC), amendment, or other Contractor-initiated change. Revised drawings shall be numbered, dated, and submitted in the same number of copies as the original proposal submittal.

### 1.5.3.3 Electronic Material

The offeror shall submit one copy of the proposal and all revisions, if applicable, on CD-ROM. All textual material, catalog cuts, and other non-drawing material shall be in Adobe Acrobat Portable Document Format (.pdf), arranged in the same order as the hard copy version with each section or part book marked. All drawings shall be formatted in accordance with Section 1016 DESIGN DOCUMENT REQUIREMENTS, Paragraph “.CAL Files.” The offeror must ensure that all textual material, if it has been scanned, has been converted to a text searchable document by using the Paper Capture tool in Adobe Acrobat.

### 1.5.4 Proposal Submission

The proposal submitted shall include an original, copies as indicated below, and one electronic copy on CD-ROM disk (Both Volumes of Phase II may be on the same CD-ROM disk.) Each proposal shall be marked to clearly identify the original and the copies. The copies shall be numbered. Volume II of Phase II shall be sealed in a single package separate from Volume I.

Phase I – Primary Design Construction Team Management Proposal	Original and nine (9) copies
Phase II – Preliminary Design Proposal Volume I	Original and nine (9) copies
Volume II	Original and one (1) copy

### 1.6 REFERENCED PUBLICATIONS

Corps of Engineers' (COE) design criteria and manuals that are referenced in this solicitation, such as Technical Manuals (TM) and Instructions (TI), Military Handbooks, Engineering Regulations (ER), and Engineering Manuals (EM), can be downloaded from the Internet at the following address: <http://www.hnd.usace.army.mil/techinfo> or obtained from the current National Institute of Building Science's (NIB) Construction Criteria Base (CCB) CD-ROM disk. The COE SWD-AEIM, AR 190-51, and EC 1110-1-92 are on the Solicitation CD-ROM Disk. The Installation Information Infrastructure Architecture (I3A) guidelines can be downloaded from the Internet at the following address: <http://arch-odisc4.army.mil/>. Obtaining other referenced publications such as Federal and Military specifications, Military Standards, and industry standards (i.e., ASTM, ANSI, ACI, NFPA, building codes) will be the responsibility of each offeror. See Section 00100, paragraph "52.211-2 AVAILABILITY OF SPECIFICATIONS LISTED IN THE DOD INDEX OF SPECIFICATIONS AND STANDARDS (DODISS) AND DESCRIPTIONS LISTED IN THE ACQUISITION MANAGEMENT SYSTEMS AND DATA REQUIREMENTS CONTROL LIST, DOD 5010.12-L (AUG 1998)", for information on obtaining these publications. Offerors are warned that due to the limited time for proposal preparation and submittal, there may not be enough time for ordering and receiving any of the above references. Failure to receive requested references will not be sufficient reason for extension of the proposal submission date.

### 1.7 UNNECESSARILY ELABORATE PROPOSALS OR QUOTATIONS

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this solicitation are not desired and may be construed as an indication of the offeror's lack of cost consciousness. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

### 1.8 REQUIREMENT FOR SPECIAL MARKING OF PROPOSAL DATA

Envelopes or other cover for material submitted in response to this RFP shall be opaque, and must be so presented that they may easily be identified. At a minimum, the outside cover for each phase must show:

Destination of Proposal  
Name and location of project as described in the RFP documents  
Solicitation number

Name and address of offeror  
Project phase and volume number

Submit the proposal in the format specified. Oral or telephonic proposals or modifications will not be considered.

Mail or deliver the proposal to the address listed on the Standard Form 1442, "Solicitation, Offer and Award."

## 1.9 DESCRIPTION OF EVALUATION CRITERIA

### 1.9.1 Phase I – Primary Design Construction Team Management Proposal Preparation

The Management/Technical proposal shall include information as described below and shall be presented in the sequence listed.

A. Solicitation, Offer, and Award: The Standard Form 1442 shall be completely filled out and signed by a principal of the firm authorized to bind the design;-build team. Signatures(s) must be in long hand.

#### B. Project Organization and Personnel:

##### 1. Personnel (Primary Design Construction Team):

a. This factor considers the offeror's proposed design, construction, and management team. Provide professional resume data on the individuals who will be key personnel on the Primary Design Construction project team. Key personnel identified in this section should be Primary Contractor's senior working-level people who will be involved in design and construction on a day-to-day basis, as opposed to departmental level supervisors or executives. If reassignment of personnel is considered possible, provide the names and resumes of the alternate professionals in each assignment.

See Sections 01015 DESIGN REQUIREMENTS AFTER AWARD, 01320 PROJECT SCHEDULE, 01430 DESIGN QUALITY CONTROL, and 01451 CONTRACTOR QUALITY CONTROL for minimum personnel qualifications. The following list shall be provided as a minimum:

- Project Manager
- Project Architect
- Senior Structural Engineer
- Senior Mechanical Engineer
- Senior Electrical Engineer
- Senior Civil Engineer
- Fire Protection Engineer
- Registered Communication Distribution Designer
- NACE Certified Corrosion Specialist
- Design Quality Control Manager
- Construction Quality Control Manager
- Project Scheduler
- Interior Designer
- Landscape Architect

Information to be provided includes:

- Name
- Project assignment
- Name of firm with which associated
- Years experience: with this firm, with other firms
- Education: degrees(s)/year/specialization

Active registration: state and year first registered

Experience and qualifications relevant to proposed project: for each project listed, provide project description, project dates, the individual's project assignment to include specific roles and responsibilities, and its relevance to this solicitation.

Identify the length of time key personnel stayed on their contracts and how well they managed their portion of the referenced contracts.

b. Identify the Designer(s)-of-Record for each discipline

c. In an appendix, provide letters of commitment for all key personnel on the Primary Design/Construction project team and any proposed alternate personnel. By identifying these personnel, the offeror is making a commitment that, barring unforeseen circumstances, they are the personnel who will be assigned to the project. A letter of commitment from each firm committing specific individuals from the firm may be provided in lieu of separate letters for each individual. After contract award, substitutions for any of the key personnel or alternates shall require the Contracting Officer's approval.

d. Capacity to Perform

(1) Provide a list of key professional job titles. Indicate the total number of personnel in each category of the Primary Design Construction Team, including consultants and identify all personnel.

(2) Discuss capacity to successfully perform the requirements of this Contract based on current workload and staffing. Discuss strategy to provide supplemental and/or replacement personnel to support this project during design and/or construction, as necessary. In the appendix, provide a list of all current contracts for the Primary Design Construction Team members, including consultants.

2. Team Organization and Management:

a. Provide an organizational chart and supporting narrative describing how the team will be structured. Include all key design and construction personnel and firms on the organizational chart. Discuss the specific roles and responsibilities of each key individual and firm.

b. Describe the proposed management structure for the team. Discuss how the design and construction process will be managed, to include a discussion on delegation of authority within the team.

c. Describe interactions within the team and with the Corps of Engineers during design. Discuss how design changes will be handled and the roles that various team members will play when dealing with design changes. Discuss the role of construction team members during design phase.

d. Describe interactions within the team and with the Corps of Engineers during construction. Discuss how changes will be handled during construction and the roles that various team members will play when dealing with changes during construction. Discuss the role of design team members during construction. Specifically address design team's role in construction Quality Control program; Requests For Information (RFI's); shop drawing/submittal review and approval; attending progress meetings; site visits; inspections; and contract completion and closeout.

e. Describe the time control systems to be utilized. Discuss the use of the project schedule for managing the design and construction. Describe internal procedures for handling delays to minimize time growth.

f. Identify the items of work to be self-performed by offeror and the percentage of the overall contract value that this work represents.

g. Describe the team's computer-aided drafting and design (CADD) capabilities. Identify the CADD software to be used in the design of this project; if all disciplines are not using the same CADD software, identify the software that each discipline is using. Discuss compatibility with the Government's target CADD and compliance with the Tri-Service A/E/C/ CADD standards. Explain how compatibility will be achieved if the design, or portion of the design, is prepared using a CADD system other than the Government's target CADD system. (Refer to Section 01016 DESIGN DOCUMENT REQUIREMENTS for information on the Government's target CADD system and compatibility requirements.)

### C. Experience

1. Provide a list of projects currently underway or completed within the last 5 years that best demonstrates the design and construction experience of the team (firms and/or individual team members) to successfully complete this facility using a design/build process. Experience beyond 5 years ago for construction contractors will not be given consideration unless the key personnel proposed for this project played a significant role in the earlier project and the project can be shown to be similar to this project. An offeror must make clear the extent of involvement in those projects by current key personnel and clearly describe how the older project is similar to this project, considering changes in technology, materials, equipment, codes, etc. Experience beyond 5 years ago for design firms will not be given consideration.

List no more than 10 projects total. The list of projects shall include the following information:

- a. Project name and location
- b. Type of facility
- c. Nature of firm's responsibility (design, construction or both)
- d. Identify type of contract (design, design/build, or construction)
- e. Project owner's name and address and project manager's (point of contact) name, telephone number, fax number, and email address (if known)
- f. If a government contract, include the contracting agency and contracting officer's name, telephone number, fax number, and email address (if known)
- g. Date started
- h. Original scheduled completion date
- i. Actual completion date
- j. Overall size of facility (in square feet or square meters)
- k. Construction cost (excluding design costs)
- l. Duration of construction (excluding design time)
- m. Problems encountered and corrective actions taken
- n. Identify which proposed team members and/or firms were involved in the project; their specific roles and responsibilities on the project; and the extent of time they were involved with the project
- o. Relevance of experience to the solicitation project

2. Joint Ventures: If offeror represents the combining of two or more companies for the purpose of this RFP, the proposal shall indicate whether the firms have experience working together in design/build ventures and for how long and how many projects. In addition, each company of this joint venture shall list their Government contract experiences.

### D. Past Performance:

1. For each design and/or construction firm on the project team, provide firm's name, address, and DUNS number.

2. Offerors are encouraged to submit awards, letters, evaluations (ACASS, CCASS, and/or non-Corps evaluations), or other forms of recognition that demonstrates the performance capabilities and customer satisfaction for each firm on the team. If provided, this additional past performance information shall be included in an appendix and will not count towards the aforementioned page limitation.

3. Non-Corps References: For each non-Corps project listed under "Phase I: Experience" factor, offerors should send Client Authorization Letters and Contractor Performance Report (See Section 00500) to each reference listed in the proposal to assist in the timely processing of the past performance evaluation. In an appendix, provide a copy of issued letters with the offeror's proposal.

4. New Companies: For new companies entering the marketplace (without relevant company experience) the quality of the past performance of their key management personnel of the Primary Design Construction Team and consultants will indicate the risk of good performance and become the basis of the past performance evaluation. Identifying how long key personnel stayed on their contracts and how well they managed their portion of the referenced contracts will be of great importance in the evaluation process.

E. Financial Capacity:

Submit a letter of current bonding capacity from a Bonding Company. This letter will not count towards the aforementioned page limitation.

**1.9.2 Phase II – Design and Cost/Price Proposal Preparation**

**VOLUME I – PRELIMINARY DESIGN PROPOSAL**

The purpose of the Preliminary Design Proposal is:

To provide sufficient design information for the Government to determine the acceptability of the proposed design in meeting the functional requirements set forth herein for operational use and economical maintenance during the anticipated life of the facility.

To provide data for a determination of the engineering sufficiency and soundness of the basic approach to the design for each technical discipline. Also, it will serve as a documentary check that the designer has been provided or has developed the essential engineering criteria necessary for all facets of final computations and detailed development of a thoroughly engineered, coordinated, economical, and functional design.

The Preliminary Design Proposal consists of two parts, the Design Proposal and the Preliminary Project Schedule:

**A. Design Proposal**

1. The design proposal shall include, as a minimum, the following descriptive narratives, manufacturer's catalog data, and graphic information:

a. Narratives

(1) General Description

(a) Provide brief description of the facility addressing the overall design, materials components, and engineering. DO NOT INCLUDE DESIGN CALCULATIONS. Include the following:

(i) Basic site layout and the rationale behind the site design. Address existing site features, site demolition requirements, new utilities, site improvements, force protection requirements, landscaping, irrigation, and parking.

(ii) Building's architectural configuration and the rationale behind the design. Address relationship of the site and site activities to the building. Address exterior and interior building materials. Discuss the compatibility of the proposed design and materials with the AETC STANDARDS FOR INSTALLATION EXCELLENCE.

(iii) Building(s)' interior configuration, to include general discussion on interior finishes, including those in the dormitory rooms, general administrative areas such as the office, and common areas (e.g. the Great Room, tv room, laundry room, bulk storage areas, and restrooms). Discuss use of common areas within the facility. **DO NOT PROVIDE COLOR BOARDS.**

(iv) NOT USED

(v) Structural system and the rationale behind the selection of the proposed system, including identification of major structural materials and systems.

(vi) Heating, Ventilation and Air Conditioning system and rationale behind the selection of the proposed system.

(vii) Fire protection system and the rationale behind the selection of the proposed system.

(viii) Exterior power distribution systems and the rationale behind the selection of the proposed system. Discuss service to the building and location. Identify type wire. Identify whether aerial or underground.

(ix) Interior power distribution systems and the rationale behind the selection of the proposed system. Identify electrical characteristics of power supply (phase, voltage, KVA). Provide description of panels, protection devices and typical loading of circuits. Identify type of wire.

(x) Exterior lighting system and the rationale behind the proposed system. Address exterior lighting locations, illumination levels for each area, and lighting controls.

(xi) Interior lighting system and the rationale behind the selection of the proposed system. Address illumination levels for each area, emergency lighting, and lighting controls.

(xii) Exterior communications service to the facility. Discuss the proposed method for relocating existing underground communications line.

(xiii) Interior communications systems (telephone, data, cable TV, sound transmission) and the rationale behind the selection of each system.

(b) Describe the energy-efficient and/or energy-saving features proposed for this project.

(c) Discuss maintenance and accessibility considerations in the selection and layout of the mechanical and electrical systems.

(d) Identification of proposed methods of meeting security requirements.

**(e) If the design proposal includes any deviations from the RFP requirements, including functional or adjacency requirements, identify the deviation, provide justification for the deviation, and describe the benefit/improvement that the deviation provides to the facility.** (See Section 00150 PROPOSAL EVALUATION AND CONTRACT AWARD, paragraph "DESIGN FREEDOM".)

(f) **Identify all proposed betterments.** (See Section 00800 SPECIAL CONTRACT REQUIREMENTS, clauses entitled "DESIGN-BUILD CONTRACT ORDER OF PRECEDENCE" AND "PROPOSED BETTERMENTS".)

b. Manufacturer Catalog Data

Manufacturer catalog data shall include industry standard quality indicators for the specific material or equipment and that will be used to establish the proposed construction quality during proposal evaluation. Data may be in the form of Construction Specification Institute (CSI) standard product information formats Manu-Spec and Spec-Data, and/or manufacturer's specifications and details. Furnish data, arranged by CSI Divisions, on:

- (1) Windows
- (2) Doors
- (3) Interior finishes, to include floors, base, walls, ceilings, toilet partitions, lavatory tops
- (4) Exterior finishes, to include walls, roof, and soffits
- (5) Interior and exterior light fixtures, including identification of where each proposed fixture type will be used
- (6) Any other catalog data deemed pertinent

c. Graphic Information

Furnish preliminary drawings and schematics to illustrate the proposal. If a plan does not fit on one standard size drawing sheet at the scale specified, provide an overall plan to fit on one standard size drawing sheet plus individual sheets at the scale specified.

- (1) Site Layout Plan, minimum scale 1" = 40', showing:
  - (a) Building location
  - (b) Service drives and parking
  - (c) Location of site features (i.e. landscaping, sidewalks, lighting, mechanical and electrical equipment, dumpsters)
  - (d) Set-backs
- (2) Utility Layout Plan, minimum scale 1" = 40', showing:
  - (a) Proposed utility locations
  - (b) Electrical equipment
- (3) Grading Plan, minimum scale 1" = 100', showing:
  - (a) Finished floor elevation
  - (b) Proposed slopes
  - (c) Proposed drainage
- (4) Architectural Floor Plans, minimum scale 1:100 (1/8" = 1'), with all areas identified, showing:
  - (a) Gross area of building; exterior and interior dimensions; size of areas; critical and basic dimensions.
  - (b) Area calculations
  - (c) Door and window openings, including door swings
  - (d) Preliminary finish schedule
  - (e) Plumbing fixture locations, including drinking fountains
  - (f) Furniture layout (Note: Providing furniture is not a part of the Contract)
  - (g) Indicate the number of dormitory rooms per building.
- (5) Interior Sections/Elevations, minimum scale 1:50 (1/4" = 1'), showing:
  - (a) Front Entrance and Great Room.
  - (b) Dormitory rooms, by type and size.
  - (c) Common Areas (e.g. tv room, laundry room, bulk storage areas, and restrooms).

- (d) Critical and basic dimensions.
- (e) Interior finish materials.
  
- (6) Exterior Elevations (all views), minimum scale 1:100 (1/8" = 1'), showing:
  - (f) Fenestrations and material indications.
  - (g) Critical and basic dimensions.
  - (h) Exterior finish materials.
  
- (7) Building Sections (one transverse and one longitudinal), minimum scale 1:100 (1/8" = 1'), showing:
  - (a) Space for structural and HVAC systems.
  - (b) Clearances.
  - (c) Materials.
  - (d) Building and grade to 1524 mm (5 foot) line.
  - (e) Sloped roof and flat roof intersections.
  - (f) Crawl space (if proposed).
  
- (8) Typical Exterior Wall Sections including foundations, minimum scale 1:20 (3/4" = 1'), indicating materials, key vertical dimensions, and clearances.

d. Sustainable Design. Using the Sustainable Project Rating Tool (SPiRiT), provide a self-assessment of the sustainability features of the facility (see Volume IV ATTACHMENTS for the Sustainable Project Rating Tool manual and rating sheets). For each required element and for each point-scored element where you will meet (or exceed) the requirement, provide justification of how you will meet the stated requirement. Goal is minimum Bronze level certification. If Bronze level certification cannot be attained, discuss the factors that prevent achieving this goal.

## **B. Preliminary Project Schedule.**

A time-scaled logic diagram shall be submitted with the Preliminary Design proposal reflecting the detailed design phase activities and summary level construction activities from Notice to Proceed through final completion, including all option work. Project Schedule shall conform to Section 01320 PROJECT SCHEDULE and may be used for preparation of the Preliminary Schedule required in Section 01320 after award. The following information shall be included as a minimum:

1. Detailed design activities
2. Summary level construction activities
3. Phasing requirements
4. Critical Path
5. Milestones and Constraints
6. Overall Design Duration, in calendar days
7. Overall Construction Duration, in calendar days
8. Overall Proposed Duration, in calendar days

The Contractor shall propose the contract durations for Work Item #1, Design and Construction of the new facility. The proposed duration shall not exceed the duration specified in Section 01000, DESIGN AND CONSTRUCTION SCHEDULE. The proposed schedule shall support the proposed duration. Upon contract award, the successful offeror's proposed duration shall become the contract duration for Work Item #1. It should be noted that the Government will include provisions in the Contract for liquidated damages for each calendar day the Contractor exceeds the contract schedule.

## **VOLUME II Pro Forma Requirements**

### **C. Pro Forma Documents**

1. Solicitations, Offer and Award. The Standard Form 1442 shall be completely filled out and signed by a principal of the firm authorized to bind the design-build team. Signature(s) must be in long hand.
2. Price Proposal Schedule: Prices shall be firm. The offeror's price, to be considered in the competitive negotiation evaluation, shall be the offeror's Total Base Bid, plus all options, as shown on the price proposal schedule. The cost/price proposal will be evaluated separately, after evaluation of design proposal. The cost/price proposal shall consist of the following:
  - a. Offerors shall complete the Price Proposal Schedule by filling out the pricing data blanks.
  - b. Overhead and profit shall be applied proportionally to each category and will not be required to be shown separately.
  - c. Offerors shall include allowance for weather days in the Cost/Price Proposal and shall schedule any contingency for severe weather in accordance with weather requirements included in Section 01000, DESIGN AND CONSTRUCTION SCHEDULE.
3. Bid Guarantee. The bid guarantee shall be submitted in accordance with Section 00700, CONTRACT CLAUSES.
4. Representations and Certifications. Representations are local, state, and federal representative statements and certifications made by the Offeror concerning a variety of issues. Complete each item in Section 00600, REPRESENTATIONS AND CERTIFICATIONS, and submit one original with the Phase II proposal.
5. Subcontracting Plan. (Applies to Large Businesses only.) All large businesses shall submit a subcontracting plan with their technical proposals and Pro Forma documents. The plan shall be prepared in accordance with FAR 52.219-9. Failure to submit an acceptable subcontracting plan may make the offeror ineligible for award of the contract. The submission of the subcontracting plan is in no way advantageous to large businesses over any small business in the evaluation process. A sample subcontracting plan and scoring checklist are included on the Solicitation CD-ROM disk. See Section 00100, paragraph SMALL BUSINESS SUBCONTRACTING PLAN for additional information and Fort Worth District subcontracting floors.

NOTE: All proposed SDB concerns must be certified by the Small Business Administration and listed in the online database PRO-Net. SDB concerns may register in PRO-Net at <http://pronet.sba.gov>.

6. Small Disadvantaged Business (SDB) Utilization Plan. (Applies to all Offerors.) Offerors shall submit a SDB Utilization Plan, to include the following information:
  - a. Identification of each SDB concern proposed and the work each is to perform. (See NOTE below regarding SDB certification.)
  - b. Targets expressed in dollars and percentages representing each SDB concern's participation of the total contract value.
  - c. Total target value of all SDB participation, expressed in dollars and percentages of the total contract value.

The offeror is put on notice that any targets represented in submitted proposal will be incorporated into and become part of any resulting contract.

NOTE: All proposed SDB concerns must be certified by the Small Business Administration and listed in the online database PRO-Net. SDB concerns may register in PRO-Net at <http://pronet.sba.gov>.

## 1.10 CLARIFICATIONS AND FINAL PROPOSAL REVISION

### 1.10.1 General

Any conflicting criteria which cannot be resolved by the Order of Precedence specified in Section 00800 SPECIAL CONTRACT REQUIREMENTS shall be brought to the attention of the Government by the Offeror as part of the written clarification requirement of the proposal. In the absence of such request for clarification, the Offeror shall perform to the most beneficial criteria as determined by the Government.

### 1.10.2 Clarifications Prior to Proposal Due Date

In the event that clarifications are required prior to submitting either the Phase I or II proposal, contact the individuals listed in Section 00100, INSTRUCTIONS TO OFFERORS. All RFP holders will be advised of significant clarifications affecting the scope of the project.

### 1.10.3 Clarifications Submitted with Proposals

For clarifications remaining at the time and date that proposals are due, written clarifications may be included in the proposal for consideration by the Government. Clarifications submitted with proposals shall clearly identify the understanding of the RFP documents and how this understanding is reflected in the cost proposal. Extensive qualifications, exclusions and exceptions in the form of clarifications may be considered by the Government to be non-responsive and may be grounds for rejection of the proposal.

### 1.10.4 Final Proposal Revision

If the Contracting Officer determines that discussions are necessary, all offerors in the competitive range will be given an opportunity to submit a final proposal revision. All proposal revisions must be submitted as required in paragraph 1.5.3 Format, subparagraphs 1.5.3.1 Written Material and 1.5.3.2 Drawings.

## 1.11 PAYMENT FOR PROPOSALS

Offerors will not be reimbursed for the cost of preparing their proposals.

## 1.12 NOTICE

Failure to submit all the data indicated in this section may be cause for determining a proposal non-responsive and, therefore, not considered for award.

2 PRODUCTS (NOT USED)

3 EXECUTION (NOT USED)

END OF SECTION

**ACCOMPANYING AMENDMENT NO. 0001 TO SOLICITATION NO. DACA63-02-R-0009**SECTION 00150  
PROPOSAL EVALUATION AND CONTRACT AWARD  
01/2002

## 1 GENERAL

## 1.1 PROPOSAL EVALUTION

Phase I and Phase II proposals will be evaluated by a Technical Evaluation Board (TEB). The TEB will be made up of Corps of Engineers and Lackland AFB personnel. Board members will not be available for contact or discussion prior to submission of proposals.

## 1.2 EVALUATION CRITERIA

## 1.2.1 Phase I Criteria

The Primary Design Construction Team Management Proposal evaluation criteria below correspond to the outline specified in Section 00120 PROPOSAL SUBMISSION REQUIREMENTS. Factors B, C, and D are of equal importance and will be given a quality rating. Sub-factors within each factor are of equal importance, unless identified otherwise. Those offerors with no relevant performance history will be assigned a neutral rating in past performance factor. Factor A and E will be rated "go" or "no go."

## Phase I – Primary Design Construction Team Management Proposal

**A. Solicitation, Offer, and Award**

1. The Standard Form 1442 shall be completely filled out, acknowledgement of amendments issued prior to Phase I proposal due date and signed by a principal of the firm authorized to bind the design-build team. Signature(s) must be in long hand.

**B. Project Organization and Personnel**

## 1. Personnel (Prime and Subcontractor).

The TEB will evaluate the adequacy, strengths and weakness of key personnel assignments, to include compliance with registration and/or other specified minimum qualification requirements; qualifications and experience relevant to the proposed project; familiarity with local conditions; and familiarity with applicable building codes and standards.

The TEB will verify that the Designer of Record has been identified for each design discipline and that letters of commitment have been provided for all key personnel on the project team.

The TEB will evaluate the personnel resources assigned to the project and the ability to provide additional resources for the team if supplemental or replacement personnel are required. Consideration will be based on degree of coverage by discipline for all aspects of design and construction, depth of additional resources to supplement the planned resources, if necessary; whether same-discipline depth is from the same firm/office as the key personnel in that discipline or from a different firm or office.

## 2. Team Organization and Management

The TEB will evaluate the team structure, the strength of the team organization and the responsibilities for each key individual and firm on the team.

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The TEB will evaluate the management structure, delegation of authority, and offeror's approach to managing the design-build process. The TEB will assess the offeror's ability to coordinate the design and construction personnel in a team effort, as evidenced by the offeror's approach to managing the design-build team, delegation of authority, and team interaction and communication during design and construction.

The TEB will assess the offeror's approach to managing and controlling time during design and construction. Consideration will be given to the scheduling system to be used and compatibility of the offeror's scheduling system with the Government's scheduling system (Primavera, Version 3.1). The offeror's use of the schedule in managing the project will be evaluated.

The TEB will evaluate the work to be self-performed by the offeror (percentage and type). Additional consideration will be given to those offerors that exceed the minimum requirements for work to be self-performed, as identified in the contract clause entitled "Performance of the Work by the Contractor."

The TEB will evaluate the compatibility of the proposed CADD system with the Government's target CADD system and Tri-Service A/E/C CADD standards. Additional consideration will be given for designs prepared in the Government's target CADD system. The amount of consideration will depend on the extent to which the target CADD system is used by the various design disciplines in preparing the design.

**C. Experience**

1. The offeror will be evaluated based on the recent experiences of the team (firms and/or individual team members). The amount of consideration will depend upon the extent of the offeror's experience, similarity between previous project scopes of work and this project, and the relevance of the offeror's experience to this project. Experience in the following areas will be considered, in descending order of importance:

- a. Experience with dormitories, motels, and hotels of similar size and scope. Design, construction, and/or design-build experience are all considered relevant.
- b. Previous experience as a team. Extent to which members of the proposed team have worked together on previous projects as a team will be considered. Consideration will be given for previous design team experience, construction team experience and design-build team experience.
- c. Design-build experience. No previous design-build experience is necessary to qualify for award of this project. Design-build experiences of the individual design firms and construction firms are considered relevant. Consideration will be given for recent successful design-build experience of the individual firms with the proposed project team, as well as experience with other project teams. Previous design-build experience of the proposed team as a team will also be considered under "previous experience as a team" above.
- d. Sustainable design experience. Sustainable design experience is not necessary to qualify for award of this project. However, consideration will be given for sustainable design experience and familiarity with SPiRiT or LEED (U.S. Green Building Council) criteria and requirements.
- e. Experience with Corps of Engineers or other federal contracts. Familiarity with federal regulations and administration of Corps of Engineers or other federal contracts are considered relevant.

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f. Experience with design and/or construction at Lackland Air Force Base or in the local vicinity. Familiarity with Lackland Air Force Base installation requirements and the local vicinity is considered relevant.

**D. Past Performance**

1. Past performance of the offeror, subcontractors, consultants, and key individuals will be considered in evaluating past performance, utilizing information provided in the proposal and other information available to the Contracting Officer, including but not limited to the following. The following will be considered in descending order of importance:

- a. CCASS (Construction Contract Administration Support System) Evaluations. CCASS evaluations will be utilized to evaluate past performance on Corps of Engineers contracts for construction firms on the offeror's Design-Build team.
- ACASS (A-E Contract Administration Support System) Evaluations. ACASS evaluations will be utilized in evaluating the past performance on Corps of Engineers contracts for Architect-Engineering firms on the offeror's Design-Build team.
- b. Federal Agency Performance Evaluations
- c. Contractor Performance Report From State and local governments and private sector clients. Submitted Contractor Performance Reports may be verified telephonically. References not supported by a Contractor Performance Report may be contacted in writing or telephonically to assess customer satisfaction.
- d. Awards, letters, and other forms of recognition
- e. All other information

**E. Financial Capacity**

The TEB will verify that a letter of current bonding capacity has been provided and that the offeror has sufficient bonding capacity for this project. A current Dun and Bradstreet profile will be reviewed to verify that the offeror's financial standing is satisfactory.

## 1.2.2 Phase II Criteria

The Phase II evaluation criteria below correspond to the outline specified in Section 00120 PROPOSAL SUBMISSION REQUIREMENTS. Factor A (Design Proposal) is significantly more important than **(AM#1) Factor B** (Preliminary Project Schedule). The sub-factors are listed in descending order of importance. Unless noted otherwise, elements within each sub-factor are listed in descending order of importance. "Soundness and quality of design" is considered to be **(AM#1) a subfactor of Factor A**. Items within each element are of equal weight with that element. All sub-factors within **(AM#1) Factor C** will be rated "go" or "no-go," with the exception of cost/price, which will not be rated.

Phase II – Preliminary Design and Pro Forma Requirements (Cost/Price) Proposal

**Volume 1 (AM#1)****A. Design Proposal (Volume I) (AM#1)**

1. Quantity of Rooms
  - a. Provide the maximum number of rooms within the funds available:
    - FY 2000 Dormitory – 72 Rooms minimum; greater number of rooms up to 96 will be considered in the evaluation and selection of the successful Offeror.
    - FY 2001 Dormitory – 72 Rooms minimum; greater number of rooms up to 96 will be considered in the evaluation and selection of the successful Offeror.
    - FY 2002 Dormitory – 96 Rooms mandatory

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2. Soundness and quality of design
  - a. Durability of materials
  - b. Functional aspects of facility
  - c. Design rationale
  - d. Compatibility of design and materials with HQ AETC/CE Base Architectural Standards for Excellence
  - e. Serviceability (includes but is not limited to accessibility and maintenance requirements for mechanical and electrical systems)
  
3. Comfort, aesthetics and amenities
  - a. Aesthetics of the facility (interior and exterior) (architectural compatibility)
  - b. Site features and site layout
  - c. Force protection features
  - d. HVAC system
  - e. Accessibility and maintenance requirements for mechanical and electrical systems
  - f. Facility enhancements
  - g. Energy-efficient and/or energy-saving features
  
4. Sustainable Design (Sustainable Project Rating Tool - SPiRiT criteria):

Goal is to achieve SPiRiT Bronze level certification. Additional consideration will be given for achievement of higher SPiRiT levels. See Volume 4, ATTACHMENTS, of the solicitation for the SPiRiT manual and rating sheets.

**B. Preliminary Project Schedule (Volume I) (AM#1)**

The schedule will be evaluated to assess the offeror's understanding of the design-build process, project scope, phasing requirements, milestones and constraints, and critical elements in design and construction. The design and construction periods offered, the proposed contract durations, and the overall project schedule will be evaluated for realism and for benefits they provide to the Government.

**C. Volume II Pro Forma Requirements (AM#1)**

1. Standard Form 1442
2. Price proposal schedule, Section 00010
3. Bid Guarantee
4. Representation & Certifications, Section 00600
5. Subcontracting Plan (large businesses only)

The subcontracting plan will be reviewed for compliance and scored in accordance with Army Federal Acquisition Regulation Supplement (AFARS) Appendix DD. Failure to submit an acceptable subcontracting plan may make the offeror ineligible for award of the contract.

6. Small Disadvantaged Business Utilization (SDB) Plan. The SDB utilization plan will be reviewed based on the following criteria:
  - a. The extent to which SDB concerns are specifically identified.

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- b. The extent of commitment to use SDB concerns.
- c. The complexity and variety of the work SDB concerns are to perform.
- d. The extent of participation of SDB concerns in terms of the value of the total acquisition.

### 1.3 DESIGN FREEDOM

REQUIREMENTS STATED IN THIS RFP ARE MINIMUM REQUIREMENTS. Innovative, creative, or cost-saving proposals that meet or exceed these requirements are encouraged and will receive consideration accordingly. Deviations from space and adjacency requirements are discouraged unless the change results in a significant improvement to the facility. Deviations from any requirements should be clearly noted and justified in the proposal. Informative drawing notes are encouraged.

### 1.4 METHOD OF PROPOSAL EVALUATION

#### 1.4.1 Government's Rights and Goals

The Government reserves the right to reject any or all proposals at any time prior to award; to award a contract to other than the offeror submitting the lowest priced offer; and to award a contract to the offeror submitting the proposal determined to be the most advantageous to the Government. It is the Government's goal to award the project within its construction cost limitation. Significant variation from this amount could result in the Government's inability to award based on lack of funding authority.

#### 1.4.2 Evaluation Process

All proposals will be reviewed to determine if the minimum data and technical requirements have been met. A proposal may be determined to be unacceptable and therefore eliminated if all the required information is not provided or if the proposal materially deviates from the requirements of the RFP.

Weighing of evaluation criteria will take into consideration not only how important a particular element is to the overall project, but also the innovative, creative, or cost-saving elements which may be incorporated into the proposal (see paragraph "DESIGN FREEDOM") and are advantageous to the Government.

Offerors submitting Phase I proposals that are the most highly rated, not to exceed five, will be invited to submit a proposal for Phase II.

#### 1.4.3 Basis of Award

The Government intends to award a contract without discussions based on initial Phase I and Phase II proposals received; therefore, the offerors proposal should contain the offeror's best terms from a cost and technical standpoint. However, the government reserves the right to conduct discussions in accordance with FAR 52.215-1. The Government will select offers from Phase I that are the most highly rated, not to exceed five, to participate in Phase II. No discussions will be held as a result of Phase I evaluations. Should discussion be necessary after Phase II evaluations, the Government will establish a competitive range of the offerors that are the most highly rated. The Government reserves the right to address any pertinent issues in either Phase I or Phase II.

An award will be made to the offeror whose offer contains the combination of the criteria offering the best overall proposal to the Government based on consideration of technical merit, cost, and other pertinent factors as specified in the RFP. Phase II, Preliminary Design Proposal is considered more important than Phase I, The Primary Design Construction Team Management Proposal. Although the Cost/Price will not be rated, it is considered to be more important than **either** the Primary Design Construction Team Management proposal or the Preliminary Design proposal.

END OF SECTION

**CHAPTER 00005**

**PROJECT INFORMATION**

**REQUEST FOR PROPOSALS**

- A. These documents constitute a Request for Proposals for the design and construction of the project described below.
- B. Project Name: Lackland AFB FY00/01/02 Dormitories.
- C. Project Number: MPLS003292, MPLS023293, and MPLS033294.
- D. Owner: U.S. Army Corps of Engineers.
  - 1. Engineering Manager: **Bob Gilbert.** (AM#1)
  - 2. Phone/Fax: **817-886-1890** / 817-886-6485. (AM#1)
  - 3. E-mail: **Robert.L.Gilbert@swf02.usace.army.mil.** (AM#1)

**PROJECT DESCRIPTION**

- A. Summary Project Description: This project consists of three new Permanent Party Dormitory facilities for the Air Education and Training Command (AETC) at Lackland Air Force Base, Texas. The dormitories are designated individually as FY 2000 Dormitory, FY 2001 Dormitory and FY 2002 Dormitory, and are designated jointly as FY00/01/02 Dormitories. Using a two-phase, competitive negotiation procurement process, the Department of the Army desires to obtain Design and Construction of the project. If awarded the contract, the successful offeror shall complete the design and construction documents and shall construct the new facilities. This facility shall be designed and constructed for handicap accessibility to the building entrance, Great Room, Office and adjacent toilet rooms in accordance with the Uniform Federal Accessibility Standards and to the extent greater accessibility is provided, the American with Disabilities Act Accessibility Guidelines (ADAAG). Handicap accessibility is not required to personnel billeting areas of the building. Site work shall include utilities, landscaping, irrigation, sidewalks, paving, parking lots, service roads and other amenities. See Chapter 1 - Program Summary.
- B. Contract Scope: Design and construction.
- C. Anticipated Construction Start: 10 calendar days after notice to proceed.
- D. Required Design and Construction Completion: See Section 01000 DESIGN AND CONSTRUCTION SCHEDULE..

**SELECTION PROCESS**

- A. The selection process will be a two-phase best value procurement process. Refer to Sections 00120 PROPOSAL SUBMISSION REQUIREMENTS and 00150 PROPOSAL EVALUATION AND CONTRACT AWARD for proposal submittal requirements and the evaluation criteria. Selection (Phase I) of a "short list" of qualified proposers will be made first, followed by evaluation of a technical proposal (Phase II) from each of the pre-qualified proposers.
- B. Phase I Qualification Process: By Government 's jury, based on submitted qualification and management proposal.
  - 1. No compensation will be made for submission of Phase I qualification and management proposal.
- C. Phase II Technical Proposal Selection Process: Open, by Government 's jury, based on proposal submitted and "Fixed Price/Best Design" evaluation.

1. Proposal Due Date: Will be sent, by U.S. Post Office mail or e-mail, to the pre-qualified proposers upon notification of selection.
2. Honorarium: No compensation will be made for submission of Phase II Technical Proposal.
3. See Section 00150 PROPOSAL EVALUATION AND CONTRACT AWARD for more information.

**PERTINENT INFORMATION**

- A. Availability of Documents: Complete sets of Request for Proposal documents will be made available by the Owner on the Internet (<http://www.swf.usace.army.mil/>) and on CD-ROM disk. The CD-ROM disk will be furnished to those offerors who register with the Owner. See registering instructions on the above web page.

**END OF CHAPTER 00005**

SECTION 01015

DESIGN REQUIREMENTS AFTER AWARD  
**12/2000**

PART 1 GENERAL

1.1 SUMMARY

1.1.1 Section Includes

This section includes requirements for developing and submitting a design including preparation of drawings, specifications and design analyses conforming to the requirements contained in this section.

1.1.2 Section Excludes

This section does not include requirements for construction submittals which are specified in Section 01330 SUBMITTAL PROCEDURES.

1.2 DESIGN COMPLETION SCHEDULE

See paragraph COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK in Section 01000 DESIGN AND CONSTRUCTION SCHEDULE for the Completion Schedule of the entire work.

1.3 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

CONSTRUCTION SPECIFICATIONS INSTITUTE (CSI)

CSI MasterFormat (1995) MasterFormat

CODE OF FEDERAL REGULATIONS (CFR)

40 CFR 763 Asbestos

1.4 METRIC REQUIREMENTS

The Contractor has the option of providing the design in either English or Metric dimensions. Once the dimensional standard (English or Metric) is selected, the Contractor needs to remain consistent in using the same standard for the entire project. See Section 01016 DESIGN DOCUMENT REQUIREMENTS for additional requirements.

1.4.1 Definitions

Definitions of hard and soft metric are specified in Section 01415 METRIC MEASUREMENTS.

1.4.2 Project Documents

Wherever possible, the project documents shall be accomplished using "hard" metric measurements; drawings, narratives, calculations, dimensions, capacities, and similar expressions of measurement shall be expressed in "hard" metric units.

#### 1.4.3 SI Units of Measure

Products and building components furnished in "hard" metric units are those manufactured using SI units of measure. SI units of measure shall be stated in metric only; do not repeat their English equivalency in parentheses following the metric unit.

#### 1.4.4 Modular Construction Products

Soft metric conversions from their English units are permitted for modular construction products, unless the application of the product requires it to dimensionally coordinate into the 100 millimeter building module. Modular construction products are brick, concrete block, wallboard, plywood, suspended ceiling systems, recessed lighting, raised access flooring and other manufactured components with dimensions based upon a four (4) inch building module. Coordinate finishes available in metric with those available in non-metric.

#### 1.4.5 Metric Design Guide

The designer shall obtain a copy of and follow the requirements in the "Metric Design Guide" (PBS-PQ260), May 1994, U.S. General Services Administration Public Buildings Service. A copy will be furnished after award of the contract.

### 1.5 DEFINITIONS

#### 1.5.1 Acceptance

This is the Government's review of the design submittals, construction submittals, and record drawings for conformance to the Contract requirements. Acceptance shall not be construed to be an endorsement of the accuracy or completeness of the design. The Contractor is ultimately responsible for the contract design and construction. Design deficiencies or omissions in the accepted design shall be the responsibility of the Contractor and the Designer of Record.

#### 1.5.2 Approve, Approved and Approval

As these words are used throughout the documents, they shall mean "as approved by the Designer of Record unless otherwise expressly stated." See Section 01330 CONSTRUCTION SUBMITTAL PROCEDURES.

#### 1.5.3 Complete Specification Section

A Complete Specification Section is one that follows the Construction Specifications Institute's (CSI) 16-Division, 3-Part Section format, including the required submittal register and testing requirements.

#### 1.5.4 Contractor

Firm or company to whom award is made to design and construct the project.

#### 1.5.5 Contract Documents

Contract Documents, in addition to the signed Contract Form and the Contract Clauses, include the Request for Proposal, all amendments, the Contractor's proposal as accepted, and the Contractor approved, Government accepted 100% final construction documents.

#### 1.5.6 Construction Documents

Documents provided by the Contractor and accepted by the Government for use in constructing the project, including but not limited to final design drawings and specifications, schedules, submittal registers, and color boards.

#### 1.5.7 Design Documents

Documents which include design drawings, project specifications, and design analyses (basis of design and calculations) prepared by or under the direct supervision of registered professional architects and engineers and proposed by the Contractor to meet the requirements of this Contract.

#### 1.5.8 Design Drawings

Documentation showing in graphic and quantitative form the extent, design, location, relationships, and dimensions of the construction to be provided by the Contractor. (Note: Shop Drawings, as defined in Section 01330 CONSTRUCTION SUBMITTAL PROCEDURES, are not to be provided until after design drawings are approved for construction.)

#### 1.5.9 Designer

Architects and Engineers (A/E) associated with the Contractor who are responsible for the design and have the qualifications and experience specified.

#### 1.5.10 Designer of Record

The Contractor's Architect/Engineer (A/E) is the "Designer of Record" and officially approves the design submittals, construction submittals, and record drawings. There shall be a designer of record for each design discipline. The designer of record is solely liable for design errors and/or omissions and shall have professional liability insurance to insure the designer against design errors and omissions. The Contractor's Quality Control Staff will check and certify all submittals. See paragraph DESIGNER(S) OF RECORD for additional requirements.

#### 1.5.11 Mandatory Sections

Mandatory Sections are those sections included in Divisions 2 through 16 of the RFP which have been completely edited and shall be included in the Contractor's technical specifications verbatim.

#### 1.5.12 Solicitation or Request for Proposal (RFP)

Documents furnished to prospective offerors containing proposal information and specifying criteria and project requirements for design and construction of the project. The documents include this specification, attachments, and the information drawings.

### 1.5.13 Construction Specifications

Construction specifications are the Contractor's developed construction specifications consisting of the Government-furnished Division 1 (General Requirements) sections and the Contractor-written sections in Divisions 2 through 16 which will be used to construct the project. Divisions 2 through 16 shall include any the Contract mandatory specifications.

### 1.5.14 Design Development (60 Percent Design) Submittal

Design Development (60 Percent Design) Submittal shall mean 60 percent building and 100 percent site work, utilities (including utilities within the 5 feet line of the building), and foundation design submittal. See paragraph DESIGN SUBMITTALS for further clarification.

## 1.6 SUBMISSION OF CONSTRUCTION DRAWINGS, SPECIFICATIONS AND DESIGN ANALYSES

### 1.6.1 Certification

With each submittal the Contractor shall certify that all items submitted in the design documents (after contract award) comply with the Contract requirements. The criteria specified in this Contract are binding contract criteria and in case of any conflict, after award, between the Contract criteria and Contractor's submittals, the criteria stated in the Document Order of Precedence in Section 00800 SPECIAL CONTRACT REQUIREMENTS will govern. The Contractor shall present with the letter of transmittal for each design submittal (including the 100 percent corrected design (compliance check) submittal) a certification that the submittal (drawings, specifications, design analysis, etc.) complies with the requirements stated above. Prepare the design certification and transmittal letter in the format shown on Attachment A attached at the end of this Section.

#### 1.6.1.1 Signatures

The certification shall be signed by an officer of the Contractor's company and the licensed architect/engineer designer of record attesting that the drawings, specifications and design analyses prepared for the construction of the facility meet the requirements of the Contract.

### 1.6.2 Deviations

Deviations from the Contract requirements shall be identified in each design submittal's letter of transmittal. Deviations from the Contract requirements will be considered for approval by the Contracting Officer. The Contracting Officer may reject any deviation proposed by the Contractor without explanation.

### 1.6.3 Field Verification

The Contractor shall verify field conditions which are significant to design by field inspection, researching and reviewing the existing documents pertaining to the site and existing building(s), and evaluating observable existing conditions. The information shall be reflected in the design documents. It is the responsibility of the Contractor to evaluate existing conditions in the immediate proximity of the project to determine if such conditions may affect, or be affected by the proposed construction.

If there are site conditions which appear to affect the proposed construction the Contractor shall inform the Contracting Officer, in

writing, before proceeding with the project.

#### 1.6.4 Number of Copies

The number of copies for distribution is specified in paragraph "Review Document Distribution." For each design submittal, submit for review and acceptance the specified number of copies of the construction drawings, specifications, design analyses, equipment schedules, submittal register, and all other submittal data, which shall be in accordance with the requirements of the Contract Documents. Upon final acceptance, make distribution of the accepted design and construction documents within 7 calendar days. With each distribution, provide one CD-ROM disk (or more if required) containing all documents. The CD-ROM disks shall be fixated "Final," which is a recording option that renders the disk totally used so that no other data tracks can be added in a later recording session. Proposed modifications shall be submitted in 8 copies. Final modifications, after negotiations, shall be submitted in 8 copies (including one reproducible).

#### 1.6.5 Final Construction Documents

Each distributed set shall consist of full-size paper drawings, specifications, submittal register, design analysis, and a CD-ROM disk(s) containing all of the final design documents (e.g. drawing, specification, submittal register, and design analysis files). Provide documents complete, accurate, and explicit enough to show compliance with the Contract requirements and to permit construction. Drawings and specifications illustrating systems proposed to meet the requirements of the Contract shall reflect proper detailing for each such system to assure appropriate use, proper fit, compatibility of components and coordination with the specifications and design analysis required by this section. Coordinate drawings to ensure there are no conflicts between design disciplines and between drawings and specifications. See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements. During and upon completion of the project, the accepted design documents shall be corrected to reflect as-built conditions in accordance with Section 01770 CONTRACT CLOSEOUT.

##### 1.6.5.1 Final Construction Drawings

In addition to the required number of hard copies of final design documents (e.g. drawings, specifications, submittal register, and design analysis), final design (100 percent) drawings and record (i.e. as-built) drawings after the completion of the project shall be submitted on CD-ROM disk in the CADD format required by the Contract. Furnish three CD-ROM disks, one each for the Area Office, Corps of Engineers' District Office, and one for the User. On the CD-ROM disk include the .dgn or .dwg CADD drawing files, the CADD drawing files in .CAL format (CADD files converted to .CAL) for viewing on MaxView Reader, and an Excel spreadsheet listing for each drawing the drawing number, sequence number, level/layer assignments, line colors, line weights, and line types. See Section 01016 DESIGN DOCUMENT REQUIREMENTS for additional requirements. The CADD drawings shall be furnished in AutoCAD vs 14 (user requirement).

##### 1.6.5.2 Computer Aided Design and Drafting (CADD) Systems

Within 10 days of Contract Notice to Proceed, furnish for approval samples of CADD electronic files created on the equipment and software to be used for this work. CADD work will not proceed until the Contractor's proposed

CADD system and resulting CADD files have been acceptably demonstrated to work on the Corps of Engineers' Fort Worth District Office and the User's CADD systems.

#### 1.6.6 Specifications and Design Analysis

Specifications and design analysis shall be provided in hard copy and on the same CD-ROM disk as the drawings, Microsoft Word for Windows format (Version 6 minimum, but shall be compatible with the version used at Fort Worth District). The Division 1 sections included in the RFP shall be reprinted in the final 100 percent construction specifications. Hard copies of the specifications and design analyses shall be bound separately in 3-ring binders. Each set of documents shall have its own Table of Contents. See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for editing and format requirements.

#### 1.7 DESIGN DOCUMENTS

Design documents shall include construction drawings, specifications, submittal register, design analysis, and drafts of DD Form 1354. Detailing and installation of all equipment and materials shall comply with the manufacturers' recommendations. Construction drawings and specifications shall not make reference to RFP requirements. The Contractor, including designers, shall visit the site and make other trips as necessary during the design to accomplish the work. See Section 01016 DESIGN DOCUMENT REQUIREMENTS for additional descriptions.

##### 1.7.1 Drawings

See paragraph SUBMISSION OF CONSTRUCTION DRAWINGS, SPECIFICATIONS AND DESIGN ANALYSES, subparagraph "Final Construction Documents."

##### 1.7.2 Specifications

Specifications shall be in sufficient detail to fully describe and demonstrate the quality of materials, the installation and performance of equipment, and the quality of workmanship. Specifications shall conform to the Construction Specifications Institute (CSI) 16-Division 3-Part format and follow the CSI's section numbering system defined in CSI MasterFormat. No two sections shall have the same section number. Division 1 specifications shall consist of the Division 1 sections included in the RFP. The specifications shall clearly identify the specific products chosen to meet the requirements of the Contract (manufacturers' brand names and model numbers or similar product information). Turfing sections shall indicate planting dates.

##### 1.7.3 Design Analysis

Describe the design of each discipline of work, including all features and the necessary calculations, tables, methods, and sources used in determining equipment and material sizes and capacities. Provide sufficient information to support the design of the various categories such as, but not limited to, architectural, interior design, structural, mechanical, electrical, civil including grading, drainage, paving, environmental, and outside utility services, and RFP included items.

##### 1.7.4 DD Form 1354

The 1354 process consists of a preliminary (draft) DD Form 1354 and a Final

DD Form 1354. Prepare a preliminary (draft) of DD Form 1354, TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY, so that Lackland Air Force Base can update their real property maintenance records. This draft shall contain as many of the resource code items with cost and quantity data as can be developed from the Contractor's final 100% design documents. Submit it to the Contracting Officer within 30 days of the Government's acceptance of the 100% design documents. The Government will use this Final DD Form 1354 to develop the interim 1354. The form, a sample of a completed form, and a general list of resource codes with cost and quantity data are included in the ATTACHMENTS. An electronic file of the form, DD1354.frl, for use with Delrina Perform Pro Form Filler, version 16 Jul 1992, or its successor software Form Flow Filler, Version 2.22 (March 5, 1999) is located on the Solicitation and Contract CD-ROM disks.

## 1.8 DESIGN AND CONSTRUCTION PERSONNEL QUALIFICATIONS

### 1.8.1 Project Manager - Design

The design project manager shall have a recognized four year or higher college degree in architecture or engineering, be professionally licensed, and have at least 3 years experience in managing design projects and have at least 5 years of design experience. The Design Project Manager may be the lead designer, but shall not be the same individual as the Construction Project Manager.

### 1.8.2 Project Manager - Construction

The project manager shall have a recognized four-year or higher college degree in architecture, engineering (or related technical fields), or construction management and have at least 5 years experience in managing design and construction projects or 10 years experience in managing construction projects only. The Construction Project Manager shall not be the same individual as the Design Project Manager.

### 1.8.3 Project Architect

The project architect shall have a recognized four-year or higher college degree in architecture, be professionally licensed, 3 years experience as a lead architect, and have at least 5 years design experience.

### 1.8.4 Designers

In addition to the Project Architect, provide at least one professional licensed architect or engineer for each of the other design disciplines (landscape architectural, interior designer, civil, electrical, mechanical, and structural design) with at least 5 years experience in their discipline. Each lead designer shall have a recognized four-year (or higher) college degree in architecture or engineering. The fire protection system shall be designed by a registered engineer with a minimum of five years experience in designing fire protection systems. The field work, analysis, and design of the cathodic protection system shall be accomplished by or under direct supervision of an engineer licensed in corrosion engineering or a corrosion specialist certified by the National Association of Corrosion Engineers (NACE). Corrosion Engineer or Corrosion Specialist shall have a minimum of five years experience in designing and installing cathodic protection systems. professionally licensed.

### 1.8.5 Interior Designer

Interior Designer shall be National Council For Interior Design Qualification (NCIDQ) certified or professionally licensed.

#### 1.8.6 Design Quality Control Manager

Design quality control manager and the alternate manager qualifications are specified in Section 01430 DESIGN QUALITY CONTROL. Design quality control manager shall not be the same person as the construction quality control manager.

#### 1.8.7 Construction Quality Control Manager

Construction quality control manager and assistants qualifications are specified in Section 01451 CONSTRUCTION QUALITY CONTROL. Construction quality control manager shall not be the same person as the design quality control manager.

#### 1.8.8 Communications Consultant

This project requires the utilization of a Communications Consultant (CC) who is a Registered Communications Distribution Designer (RCDD). This shall include all phases of design and coordination with other disciplines for all systems listed in the Design Criteria References and these Design Instructions. The CC shall have a minimum of five years of Telecommunications Design experience. The use of any on-staff electrical engineers for design of the telecommunication systems and who are not RCDD is not acceptable.

#### 1.8.9 CADD Personnel

CADD personnel shall be proficient in the preparation of architectural and engineering drawings and the CADD equipment that will be used to create the required drawings and record drawings. The lead CADD person shall have at least 5 years experience on the proposed equipment.

#### 1.8.10 Project Schedule Scheduler

Qualifications for the Scheduler are specified in Section 01320 PROJECT SCHEDULE.

#### 1.9 DESIGNER(S) OF RECORD

The Contractor shall identify, for approval, the Designer of Record for each area of work. One Designer of Record may be responsible for more than one area. All areas of design disciplines shall be accounted for by a listed, registered Designer of Record. The Designer(s) of Record shall stamp, sign, and date all design and construction drawings under their responsible discipline at each design submittal stage, including modification drawings after start of construction (see Section 00800 SPECIAL CONTRACT REQUIREMENTS, clause "Registration of Designers").

#### 1.10 CONSTRUCTION MANAGEMENT KEY PERSONNEL

The Contractor's construction management key personnel shall be actively involved during the design process to effectively integrate the design and construction requirements of this Contract. In addition to the typical required construction activities, the Contractor's involvement shall include, but is not limited to, actions such as integrating the design schedule into the Master Schedule to maximize the effectiveness of

fast-tracking design and construction (within the limits allowed in the Contract), ensuring constructability and economy of the design, integrating the material and equipment acquisition programs to meet critical schedules, effectively interfacing the construction QC program with the design QC program, and maintaining and providing the design team with accurate, up-to-date redline and as-built documentation. The Contractor shall require and manage the active involvement of key trade subcontractors in the above activities. The Contractor's Quality Control Staff will check and certify all submittals.

1.11 DESIGN SUBMITTALS

1.11.1 General

The Contractor shall schedule the number and date of the design submittal phases and conferences. Design submittals are required at the design development (preliminary 60 percent), construction drawing (final 100 percent design) stages, and at the corrected construction drawing (final design) stage. The number, date, and contents of the design submittal phases shall be reflected in the project schedules. An authorization letter to start work will be provided separately by the Contracting Officer for each phase of the design. See paragraph "Government Design Review and Acceptance" and Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements.

1.11.2 Design Development (60 Percent Design) Submittal

The 60 percent design submittal includes the 60 percent in-progress building design and the 100 percent complete site work, exterior utilities, and foundation design. These documents shall be packaged and stamped "For Review Only - Design Development (60% Design)". Each sheet of the drawings shall also be stamped except sitework, exterior utilities, and foundation drawings which will be stamped "Construction Documents (100% design)". See Section 01016 DESIGN DOCUMENTS REQUIREMENTS for additional requirements.

1.11.3 Construction Drawing (100 Percent Design) Submittal

The 100 percent design submittal includes complete site and utility design and building design and shall be stamped "For Review Only -100% Design", and each sheet of the drawings shall also be stamped. Contractor shall make final proposal of all materials and finishes at this stage.

1.11.4 Compliance Check Design Submittal

The compliance check design submittal(s) after the Government review of the 100 percent complete site and building designs shall be stamped "100% Corrected Design"; and each sheet of the drawings shall also be stamped and signed by the Designer of Record.

1.11.5 Insufficient Design Submittals and Delays

No additional time for completion of the contract will be granted to the Contractor due to insufficient design submittals. Delays caused by the Contractor in completion of the 60 percent design, 100 percent design, or the 100 percent corrected design will not be considered as valid reason to delay the entire project within the specified project duration.

1.11.6 Deviations or Betterments

The Contractor shall bring to the Government's attention any deviations or betterments made to the RFP and Contractor's proposal documents. These shall be summarized in letter form with reasons and highlighted or clouded details on the applicable drawings and documents submitted. See Section 00800 SPECIAL CONTRACT REQUIREMENTS for additional requirements concerning betterments.

#### 1.11.7 Review Design Documents

The Contractor shall submit all drawing design documents on black-line media with "FOR REVIEW" stamped in 1/2-inch high letters in the lower right corner in red ink. Specifications and Design Analyses shall be hard copy with "FOR REVIEW" stamped in 1/2-inch high letters in the lower right corner in red ink. The Contractor shall submit Contractor-approved documents on black-line media with "APPROVED FOR CONSTRUCTION" similarly stamped.

#### 1.12 DESIGN REVIEWS

Design reviews will be held in the offices of the Fort Worth District's San Antonio Area Office at the Design Development (preliminary 60 percent), Construction Drawings (final 100 percent), and corrected final stages of the final design in accordance with the Contractor's Project Schedule. The Government shall have thirty (30) calendar days review period for each submittal (60 percent design and 100 percent Design) and fourteen (14) calendar days review period for resubmittal of the 100 percent Design (including the 100% final site work, utilities, and foundation portion of the 60% Submittal and the Compliance Check Design) after incorporation of final review comments. Design review conference(s) between the Contractor and the Government may be held after submittal of the 60 percent and 100 percent design(s) if the Government determines them necessary. The time for Government review will be calculated from the date of receipt of the design submittals at the Government address to the date annotated conformance review comments are mailed to the Contractor.

##### 1.12.1 Review Intent

Reviews will be for conformance with the technical requirements of the Contract. If the Contractor disagrees technically with any comment and does not intend to comply with the comment, the Contractor shall clearly outline, with ample justification, the reasons for noncompliance within 5 days after receipt of these comments in order that the comment(s) can be resolved. The Contractor shall furnish disposition of all comments, in writing, with the next scheduled submittal. If the Contractor believes the action required by any comment exceeds the requirements of the Contract, the Contractor shall immediately notify the Contracting Officer in writing and take no action regarding this matter until the matter is resolved.

##### 1.12.2 Late Submittals

If a design submittal is over one (1) day late in accordance with the latest design schedule, the Government review period will be extended 7 days. The review conference will be held the week after the review period. Submittal date revisions shall be in writing at least one week prior to the affected submittal.

##### 1.12.3 Review Document Distribution

For each review, review documents shall be sent, in the quantity indicated,

to the addresses listed below. The documents will be in their then present "on-board" design status. All documents must contain an index of contents. Work shall, however, continue up to the time of the review conference date(s) when 2 copies of then-current design documents will be brought to the issuing office for the conference review. Originals of transmittal letters shall be sent to the Area Engineer, address as shown below, and copies should accompany each mail package. Transmittal letters shall indicate distribution by use of the "ATTN" code shown in the address.

No. of Copies

(6- Review)	District Engineer
(2- Final)	US Army Engineer District, Fort Worth ATTN: CESWF-EC-AM ( <u>Mr. Bob Gilbert</u> ) (AM#1) P.O. Box 17300 Fort Worth, TX 76102-0300
(3- Review)	HQ AETC/CECT
(3- Final)	ATTN: Mr. Refugio Fernandez 266 F Street Randolph AFB, TX 78150-4321
(1- Review)	AFSVA/SVXF
(1- Final)	Attn: Mr. Ben Roth 10100 Reunion Place, Suite 502 San Antonio, Texas 78216-4138
(8- Review)	37 CES/CECCI
(3- Final)	ATTN: Mr. Carlos Garcia 155 Gott Street Lackland AFB, TX 78236
(5- Review)	Area Engineer
(5- Final)	ATTN: CESWF-AO-S 4204 Woodcock, Suite 245 San Antonio, TX 78228-1319

1.12.4 Additional Review Time

If for any reason the Government requires more time than that stated for review, then the Contractor will be granted an extension of time equal to the number of calendar days of delay.

1.12.5 Government Design Review and Acceptance

Government personnel will present review comments for discussion and resolution. Copies of comments, annotated by the Designer of Record with comment action agreed on, will be made available to all parties at least 10 calendar days prior to the conference. Review conferences will be scheduled by the Contractor. Unresolved problems will be resolved by immediate follow-on action at the end of conferences. Valid comments will be incorporated into the Documents. On receipt of final corrected design documents (with all backcheck comments incorporated) that are acceptable, the Contracting Officer shall notify the Contractor in writing that the documents are accepted and construction may begin. Furnish the final design and construction documents in accordance with paragraph "Number of Copies." The Government, however, reserves the right to not accept design document submittals if outstanding unincorporated comments are of too great a significance. In this case, every effort shall be made during follow-up

action between the Contractor and the Fort Worth District to resolve conflicts and problems such that documents can be accepted. However, if final submittal(s) are incomplete or deficient, requiring correction by the Contractor and resubmittal for review, the cost of rehandling and reviewing will be deducted from payment due the Contractor at the rate of \$500.00 per submittal.

#### 1.13 Final Construction Documents

Following the last submittal, the Contractor shall forward the completed original set of reproducibles for acceptance. Upon Government acceptance of corrected 100 percent final design documents, the original will be returned to the Contractor for reproduction purposes. The Contractor shall be responsible for reproduction. Within 7 calendar days after acceptance, the Contractor shall mail 1 complete set of the accepted design documents to the Fort Worth District, CESWF-EC-AM Attn: Bob Gilbert, (AM#1) and 5 complete sets to the Corps of Engineers' Area Engineer, San Antonio Area Office. Each set shall consist of full size paper drawings, specifications, and design analysis and CD-ROM disk(s) containing all drawing, specifications, submittal register, and design analysis files). During and upon completion of the project, the accepted design documents shall be corrected to reflect as-built conditions in accordance with Section 01770 CONTRACT CLOSEOUT.

#### 1.14 COORDINATION

##### 1.14.1 Written Records

The Contractor shall prepare a written record of each design site visit, meeting, or conference, either telephonic or personal, and furnish copies to the Contracting Officer and all parties involved within 5 working days. Include subject, names of participants, outline of discussion, and recommendation or conclusions. Number each written record for the particular project under design in consecutive order.

##### 1.14.2 Design Needs List

Throughout the life of the Contract the Contractor shall furnish the Contracting Officer a biweekly "needs" list for design related items. This list shall itemize in an orderly fashion design data required by the Contractor to advance the design in a timely manner. Each list shall include a sequence number, description of action item, and the name of the individual or agency responsible for satisfying the action item and remarks. Maintain the list on a continuous basis with satisfied action items checked off and new action items added as required. Once a request for information is initiated, that item shall remain on the list until the requested information has been furnished or otherwise resolved. Mail copies of the lists\ to both the Contracting Officer and the agencies tasked with supplying the information.

#### PART 2 PRODUCTS (Not Applicable)

#### PART 3 EXECUTION

##### 3.1 ATTACHMENTS

ATTACHMENT A

[Prime Contractor's Letterhead]

Date: \_\_\_\_\_

Contract No.: \_\_\_\_\_

[Reviewing Component Address]

Subject: DESIGN CERTIFICATION AND TRANSMITTAL FOR

Project Title: \_\_\_\_\_

Project Location: \_\_\_\_\_

Contract No.: \_\_\_\_\_

Gentlemen,

Enclosed are the following documents which I hereby certify are in compliance with the Contract requirements of the subject construction contract and can be used to commence construction subject to Government acceptance:

1. Project Drawings
2. Project Specifications
3. Design Analysis
  - a. Civil
  - b. Water Supply and Wastewater Collection
  - c. Architectural
  - d. Interior Design
  - e. Structural
  - f. Mechanical
  - g. Fire Protection
  - h. Electrical
  - i. Environmental
- j. Landscape Architectural
4. Submittal Register

\_\_\_\_\_  
[Typed Name and Signature of the  
Officer of the Prime Contractor's company]

5. Deviations

Copy to: [As standard with the Contractor]

\_\_\_\_\_  
[Typed Name and Signature of the  
Licensed Architect/Engineer of Record]

-- End of Section --