

Pre-Proposal Conference and Site Visit

Re-coating and Refurbishing 27 Air Handler
Units (AHU) PR-NC-09-10558

US EPA

Research Triangle Park, NC

Pre-Proposal/Site Visit Agenda

- Welcome and Introductions
- Contractual Requirement Overview
- Technical Requirement Overview
- Site Visit

Points of Contact

■ Contract Specialist

- William Lominack (Primary)
- Phone: 919-541-5461
- lominack.william@epa.gov

■ Contracting Officer

- Christian Ford-Cannon (Secondary)
- Phone: 919-541-2147

- **All inquires & questions must be received in writing NLT close of business July 10, 2009**

Contractual Overview

General Overview

- **Firm Fixed Price Construction Contract**
 - Procedures in FAR parts 15 & 36 apply
- **Full and Open Competition**
- **Proposals due July 27, 2009 by 12:00pm local time**
- **NAICS: 332812, Metal Coating, Engraving, and Allied Services; Size Standard: 500**
- **Performance period:**
 - Start: NLT 5 days after notice to proceed
 - End: NTE 270 days after notice to proceed

CCR Registration

- Contractors must be registered and active in Central Contractor Registration (CCR)
- <http://www.ccr.gov/>

The screenshot shows the Mozilla Firefox browser window displaying the Central Contractor Registration (CCR) website. The browser's address bar shows the URL <http://www.ccr.gov/>. The website header features the CCR logo and a navigation menu with links for Home, Contractors, Grantees, International Registrants, Small Businesses, and Help, along with a notification of 488587 Active Registrants. The main content area includes a welcome message, a detailed notice about login changes and a deadline extension to December 21, 2009, and a section for most recent changes, including a notice about the CCR/FedReg change on February 25, 2009. A sidebar on the left contains links for registration, search, and security. The browser's taskbar at the bottom shows several open applications and the system clock at 3:37 PM.

Central Contractor Registration (CCR) - Mozilla Firefox

File Edit View History Bookmarks Tools Help

<http://www.ccr.gov/>

Most Visited FARSite Google People Plus Main Page Welcome to MyMedifast OAM Home | Office of... EPA Portal login US EPA Research Triangle Par...

CENTRAL CONTRACTOR REGISTRATION

Home | Contractors | Grantees | International Registrants | Small Businesses | Help | **488587 Active Registrants**

Welcome to Central Contractor Registration (CCR)

Central Contractor Registration (CCR) is the primary registrant database for the U.S. Federal Government. CCR collects, validates, stores and disseminates data in support of agency acquisition missions. Click [here](#) to learn more about CCR Policy and Background.

ATTENTION EXISTING USERS: CCR login procedures have changed. If you currently have a CCR record, but do not have a user ID and password, you will not be able to access your record until you create a user account. **We have extended the deadline to make this change to December 21, 2009.** You will need to create your user account prior to your renewal date.

Please take a moment to review the [User Account Guide](#) before getting started. An [FAQ](#) page is also available to help you through the process.

Related Links

- [Online Representation and Certification \(ORCA\)](#)
- [Small Business Administration \(SBA\)](#)
- [D&B Web Form for DUNS Number Request](#)

Most Recent Changes

CCR/FedReg Change Notice: Early Wednesday morning, **February 25, 2009**, the Central Contractor Registration (CCR) and Federal Agency Registration (FedReg) systems installed their latest release. This release includes making some FedReg elements optional and new Help screens for CCR. Neither CCRXML nor BPN format CCR extracts have new versions with this release. The most recent changes are documented on-line to further fill you in on the change at [Release Notes](#)

Posted: 2/25/2009 7:00:00 AM Eastern Time

Increase in Small Business Size Standards - The U. S. Small Business

<http://www.ccr.gov/Default.aspx>

Start > Pre-proposal & Sit... SOW for Wall Panel ... Visual Messenger - cr... Security presentation Pre-Proposal Confer... Central Contracto... 3:37 PM

CLIN Pricing

- **Section B—Price Schedule**
 - CLIN 0001—Recoat and Refurbish 27 AHUs IAW SOW
 - Optional CLIN 0002—Provide one year warranty on defective parts and workmanship
 - Optional CLIN 0003—Provide five year warranty on defective parts and workmanship
- **The Government retains the option to award one or none of the optional CLINs at time of award**

Contractual Requirements

■ Bonds

■ Bid Guarantee

- Examples include Bid Bond, Postal Money Order, or Certified Check

■ Payment and Performance Bonds

■ Liquidated Damages

■ Insurance – Work On A Government Installation (52.228-5)

■ Key Personnel

- On-Site Superintendent

RFP Attachments

- **List of Attachments—Section J**
 - Statement of Work
 - Davis Bacon Wage Determination
 - Personal Verification Procedures
 - Deliverables
 - Invoice Preparation Procedures
 - Past Performance Questionnaire
 - Client Authorization Letter
 - Sample Pictures of AHU's

Representations/Certifications

- Annual Representations and Certifications (FAR 52.204-8)
 - ORCA <http://orca.bpn.gov>

The screenshot shows a Mozilla Firefox browser window displaying the ORCA website. The browser's address bar shows the URL <https://orca.bpn.gov/>. The website header features a banner with an American flag on the left and the ORCA logo (an orca) on the right. Below the banner is a navigation menu with links for Home, Search, FAQs, Help, and Security Notice. The main content area is titled "Welcome to the Online Representations and Certifications Application (ORCA)" and includes a brief description of the e-Government initiative. There are two main sections for user interaction: "Please login to add or update your ORCA record" and "Search current ORCA Record". The login section has input fields for DUNS Number and MPIN, with a "+4 (if applicable)" label for the DUNS field. The search section has input fields for DUNS Number and "+4 (if applicable)", along with "Search" and "Reset Fields" buttons. A "Click Here" link is provided for Archive Search. Below these sections is a "NOTE" with a "Click here" link to learn how to create an MPIN. The "Other Links" section contains several links: Small Business Administration (SBA), Central Contractor Registration.gov (CCR), FedBizOpps.gov, The U.S. Government's Official Web Portal (USA.gov), Business Partner Network (BPN), and FAC 01-26. At the bottom of the page, there is a footer with the text: "The ORCA website is designed to be used with Internet Explorer 6.0 or Netscape 7.x. NOTE: Session will terminate after 20 minutes of inactivity. Click Here for feedback or comments form." The browser's taskbar at the bottom shows several open applications, including "Start", "Cris Ford-Canno...", "SOW for Wall Pa...", "Visual Messenge...", "Security present...", "Pre-Proposal Co...", "Adobe Acrobat P...", and "ORCA - Login - ...". The system clock in the bottom right corner shows "3:55 PM".

Source Selection

- **Best Value**
 - Technical and cost/price considerations
 - Evaluation factors other than cost or price, when combined, are significantly more important than cost or price
 - Best Value is not necessarily the lowest priced proposal
 - Tradeoffs are permitted
- **Evaluation Factors are established by relative order of importance**
- **EPA will award to the responsible offeror whose offeror is the most advantageous to the Government**

Proposal Preparation

- Proposal Instructions must be followed. See L.18 in RFP for details
- The Government cannot evaluate/consider anything not contained between the covers of your proposal
- We may or may not conduct discussions—submit your best effort

Proposal Preparation

■ Preparing and Submitting Proposals

- Submit original & 5 copies of the technical proposal
- Submit original & 1 copy of the price proposal
- Submit your technical proposal and price proposal in separate envelopes .
- Ensure that the package is clearly marked with the RFP number and title.

■ Submit Proposal to one of the following:

- Address for Courier & Hand Carrier or
- Address for U.S. Mail

Proposal Preparation

■ Technical Proposal Package

- Ensure proposal meets/addresses the criteria in Section M-Evaluation Factors for Award and L.14 Past Performance Information
- Omit all cost or pricing information from technical proposal

■ Price Proposal Package

- Complete blocks 14-20 on SF 1442
- Submit Item Pricing in B.1
- Complete provisions found in section K
- Submit Certificate of Insurance
- Submit Bid Guarantee

Evaluation Factors

■ Technical Evaluation Criteria

- Criteria 1: Past Performance (25 points)
- Criteria 2: Knowledge and Approach to the SOW (25 points)
- Criteria 3: Qualifications, ability, work experience, availability of key personnel (20 points)
- Criteria 4: Corporate Experience (15 points)
- Criteria 5: Management Approach/Management Plan (15 points)

Evaluation Factors

■ Price Evaluation Criteria

- Submit cost or pricing information using your own format
 - Duplicate format in section B
 - Submit supporting documentation that supports proposed prices to include:
 - Direct Labor,
 - Indirect costs (overhead, G&A, admin expenses)
 - Travel
 - Subcontracts
 - Equipment, Facilities, and special equipment
 - Other direct costs

Questions

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- Email inquires and questions to:
 - Contract Specialist:
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Technical Overview

General Information

- 1.2 Million Square Foot Campus
- Facilities are used to conduct highly sophisticated research spread over five buildings
- AHUs run 24/7 and average 1400 RPM
- In 2005, the Engineering Staff determined humidification design was faulty causing significant deterioration of the cooling coils
 - As a result 25 cooling coils were replaced

General Information

- Significant damage remains inside the AHUs
 - Peeling paint and rust are present on the walls, ceilings, and fan blades
- O&M Contractor recoated two AHUs and stripped the paint and rust off another

Technical Overview

- Re-coat/Refurbish remaining 27 AHUs creating a rust free environment that can withstand humidification and high wind speeds
- Required Timeframe:
 - 9 months

Site Visit