

Q & A - DODC PMO Support RFP (HC-19-112)

RFP Page #	RFP/Q Page No and Section	RFP Reference	Question	Answer
2	Section A	All bidders/offers are advised that this solicitation and any resultant contract(s) are subject to the terms of the Confidentiality Agreement contained in this solicitation as Attachment 3. This Confidentiality Agreement must be executed and submitted along with the Bid/Proposal for this solicitation	Please confirm if the Confidentiality Agreement Attachment 3 needs to be executed at the company level and provided as part of the proposal response or if the Agreement needs to be signed by individuals once the contract is awarded.	USAC requires bidders to submit CA's/NDA's with their responses/proposals to solicitations in order to obtain information regarding solicitations. This covers any instance where a bidder may require access to USAC information during the bidding/selection process. The CA should be completed at the company level and submitted with your response.
4	I. Overview	Contractor shall develop technical requirements, maintain compliance with geographic information systems (GIS) requirements, develop other technical requirements documents from subject matter experts (SMEs), and ensure Federal Information Security Management Act (FISMA) compliance for DODC systems	Please confirm that the intent here is for the PMO to be responsible for documenting compliant requirements for the future system rather than be responsible for compliance during this POP.	Yes, the intent is for the PMO to be responsible for developing compliance requirements for future systems applicable to items such as GIS/technology standards and practices and FISMA.
5, 18, 39, 40	II. Type of Contract, D. Price (Volume IV), VI. EVALUATION, VI. PRICE/TAXES	5 -> This will be a time and materials, single-award contract (the Contract) with a not-to-exceed amount, for which Contractor shall provide its rates by relevant labor category and bill of materials, overall time and materials (T&M) estimates, and cap on T&M charges. The T&M labor rates for the work is to be set forth in Attachment 1 to the Contractor Response to the RFP. The labor rates must include all direct and indirect costs set forth in this Section B, including equipment, product support, supplies, general and administrative expenses, overhead, materials, travel, labor, taxes (including use and sales taxes), shipping, and profit 18 -> The total firm fixed price for the Services and Deliverables provided under this Contract includes applicable federal, state, or local sales, use, or excise taxes. AND Contractor shall be paid for Services performed on a fixed-price, service category rate basis using the service categories and fixed rates set forth in Attachment 1. 39 -> The fixed activities prices should be fully burdened and must include wages, overhead, general and administrative expenses, taxes and profit 40 -> USAC will evaluate price based on the firm fixed price, listed in the Bid Sheet.	Page 5 states the Type of Contract is Time and Materials (T&M) with a not-to-exceed amount, and indicates T&M labor rates shall be provided in Attachment 1 Bid Sheet. Pages 18 and 39 refer to firm fixed prices, fixed rates, and fixed activities prices, while page 40 Item A.3 refers to a firm fixed price listed in the Bid Sheet. Please clarify if this is a T&M or FFP type contract.	This is a T&M's based contract and will be awarded as such. Revisions have been made to the document to support this contract type.
6	VI. PERFORMANCE REQUIREMENTS	This section references a Project Plan to be submitted at the time of proposal.	1. Should the Draft Plan cover the base period of 18 months only, with the option period activities to be added later over time? 2. What is the estimated or target date for award of the Systems Integrator related RFP? 3. Is there a targeted solution go-live date?	1. The draft plan should address the base period beyond 18 months, through completion of the project. 2. A date has not been determined yet, however this will depend on the completion of the requirements (functional, tech, AOA, etc) by the PMO. As an estimate we are targeting 2Q20. 3. Targeting for late 2020, early 2021.
13, 14	IX. Key Personnel	This section lists 5 Labor Categories.	Can you please confirm that your intent is that the first 4 Roles are to be considered key, while the fifth category of "System Engineers" (along with any additional proposed Lab Cats) is to be used for non key staff?	All 5 should be considered key.
36, 37	B. Technical (Volume II)	2 -> A summary detailing Offeror's experience with DODC PMO support 7 -> Experience. Describe your firm's experience with analysis and assessment of Federal programs such as grants management, financial management, operations management, and others of similar size and scope. Provide examples of projects and personnel to include project scope, size, and complexity, and types of positions with length of assignments.	Can you please confirm: 1. Are both sections, which seem to cover similar content, actually required ? 2. If #2 is required, are vendors expected to provide a summary of general experience pertaining to the scope and goals outlined in the RFP?	#2 is a high level overview of the experience your firm has. #7 provides details and examples that may be different from your past performance projects.
38	C. PAST PERFORMANCE EVALUATION (VOLUME III)	A list of three (3) current or recently completed contracts (no older than 3 years from the date of the solicitation) similar in scope to those required by this solicitation.	Given the relatively specialized nature of this initiative, will USAC consider accepting Past Performances that were completed within 5 years rather than only 3 years?	USAC approves the use of projects for past performance that are completed no longer than 5 years ago.
38	C. PAST PERFORMANCE EVALUATION (VOLUME III)	USAC will attempt to contact past performance references identified in the proposal for confirmation of the information contained in the proposal and/or will transmit a past performance questionnaire to the contacts identified in the Offeror's proposals. Although USAC will follow-up with the contacts, the Offeror, not USAC, is responsible for ensuring that the questionnaire is completed and returned by the specified date in USAC's transmittal. If USAC is unable to reach or obtain a reference for the project, USAC may not consider the contract in an evaluation of past performance.	Will USAC notify offerors if a questionnaire is submitted to the past performance references so offerors can follow up with the references to ensure timely completion and submission of the forms?	If a USAC Procurement Specialist is unable to contact a provided reference, they will reach out to the vendor to assist in obtaining a response or additional POC.

39	Section E PAGE COUNT LIMITS (VOLUME IV)	Volume I – Corporate Information; may not exceed three (3) pages, including Cover page.	<p>1. Will the government remove the page limits for this volume to accommodate the additional space needed to propose additional labor categories and the required experience and qualifications (as noted on page 14 under Key Personnel) for those additional labor categories?</p> <p>2. If the page count is limited to 3 pages, will the government remove the cover letter and Bid sheet from being included in the page count?</p>	Given the complex nature of the solicitation, USAC will allow for removal of the cover page (Volume I) and corresponding bid sheet (Volume IV) from the page count. No additional page count is granted. Also, Resumes for Key and Non-Key personnel are to be included in Volume II - Technical and are not included in the page count but must be limited to 2 pages per resume.
	Attachment 1 Bid Sheet		Please confirm offerors are permitted to add rows and columns to the bid sheet to accommodate the inclusion of additional labor categories, quantities, labor category rates per hour and other details as needed.	Confirmed.
	Attachment 1 Bid Sheet		Are offerors expected to provide extended pricing for Option Years 1, 2 and 3, or only the proposed Rates per hour by labor category for any subsequent work?	Offerors are expected to provide extended pricing for all Option Years.
General			Considering the importance of this initiative, would USAC consider adjusting the due date to 12/02/19 for submitting the proposal?	Granted. Revised due date included in revised RFP document.