SECTION II - SOLICITATION PROVISIONS

Section L - PROPOSAL SUBMISSION

L.1 Proposal Submission Requirements. These provisions specify the content, format and quantity constraints required in all proposal submissions. Proposals shall be valid for 270 calendar days after the date of the required proposal submission.

ENFORCEABLITY OF PROPOSAL: The proposal must set forth full, accurate and complete information as required by this solicitation. By submission of the offer, the offeror agrees that all items proposed (if applicable e.g., key personnel, subcontractors, etc.) will be utilized for the duration of the contract and any substitutions require prior Contracting Officer's approval.

L.1.1. There will be one request for Proposal (RFP) from which two contracts will be awarded. One contract will be for the East Region (AFM-East) and one for the West Region (AFM-West). Offerors must submit a proposal for each desired regional contract effort. Regional proposals will be evaluated independently.

L.1.1.1. Electronic Submission. **Failure to meet this requirement may result in a proposal being eliminated and not being evaluated by the Government.** Electronic files of each volume shall be submitted through the Department of Defense (DOD) Secure Access File Exchange (SAFE) and must be submitted prior to the submission deadline. All proposals received after the exact time specified for receipt shall be treated as late submissions and will not be considered for award. Submission packages can be multiple files up to 8 GB per file. Due to system capabilities large files may take additional time to upload. The Offeror shall submit its proposal using DOD SAFE application at https://safe.apps.mil/ utilizing the below directions for Offerors with and without a Common Access Card (CAC). For instructions on how to use, please refer to the DoD SAFE Help Guide: https://safe.apps.mil/help/dod-safe-help.html. The Government will confirm receipt of the DOD SAFE submission.

Instructions for Offerors with a CAC:

1. Select "Drop Off" from the main menu

2. Under Add Recipients, use the following name for AFM-East proposals "AFM III East Solicitation" and email usarmy.redstone.acc.mbx.acc-rsa-afm-iii-east@army.mil and the following name for AFM-West proposals "AFM III West Solicitation" and email usarmy.redstone.acc.mbx.acc-rsa-afm-iii.west@army.mil.

3. Select "Add & Close"

4. Select "Click to Add Files or Drag Them Here"

5. Select all files for submission

6. Once files are populated select “Send Drop-off”

Instructions for Offerors without a CAC:

1. Submit a DoD SAFE Drop-Off Request to usarmy.redstone.acc.mbx.acc-rsa-afm-iii-east@army.mil for AFM-East proposals and usarmy.redstone.acc.mbx.acc-rsa-afm-iii-west@army.mil for AFM-West proposals No-Later-Than (NLT) 72 hours prior to the proposal submission deadline. Requests for drop-off codes only need to be submitted once. Requests must include at least two, but no more than three POC at the company. No generic company mailbox addresses will be allowed. The POCs will be the only recipients of the drop-off codes throughout the evaluation process.

2. A DoD SAFE Drop-Off Request Code will be sent to the identified POCs. Drop-off codes are valid for 14 days and one submission package.

   Any portion of the proposal that is changed (due to negotiations/clarifications or proposal revisions) should be annotated and dated. Each volume shall be clearly labeled with its Title.

L.1.1.2. Alternate Submission Procedures. In the event the DOD SAFE is not operational, experiences technical difficulty, or the Offeror is temporarily unable to access or to use the system, the Offeror shall immediately notify the Procuring Contracting Officer (PCO) using the email address usarmy.redstone.acc.mbx.acc-rsa-afm-iii-east@army.mil for AFM-East proposals and usarmy.redstone.acc.mbx.acc-rsa-afm-iii-west@army.mil for AFM-West proposals. This notification must occur NLT two hours prior to the proposal submission deadline.

The alternate method for proposal submission is via email to: usarmy.redstone.acc.mbx.acc-rsa-afm-iii-east@army.mil for AFM-East proposals and usarmy.redstone.acc.mbx.acc-rsa-afm-iii-west@army.mil for AFM-West proposals for which the file size is limited to 12MB total. The Offeror must obtain PCO approval to utilize the alternate submission method. Offerors are responsible for ensuring electronic copies are virus-free and shall run an anti-virus scan before submission. Submissions that are flagged for virus concerns will not be accepted by the system and will result in a delivery failure. Delivery failures not corrected by the submission deadlines will be the fault of the Offeror and will not be considered for award.

L.1.1.3. Non-Compliant Proposal Transmittal Methods. Proposal submitted by mail, by hand-delivery, or through proprietary third part File Transfer Protocol (FTP) sites will not be evaluated.

L.1.2. Proposal Files. **Failure to meet this requirement may result in a proposal being eliminated and not being evaluated by the Government.**

L.1.2.1 Content Requirement. All information shall be confined to essential matters, sufficient to define the proposal in a concise manner to permit a complete and accurate evaluation of each proposal. Each file of the proposal shall consist of a Table of Contents, Summary Section, and the Narrative discussion. The Summary Section shall contain a brief abstract of the file. Proprietary information shall be clearly marked. No cost/price information shall be presented in any part of the past performance or technical proposal.

All information shall be presented in the appropriate volume shown below:

Volume	Title	Digital Copies	Maximum Pages
I	Entry Gate Criteria	2	N/A
II	Technical	2	115*
III	Past Performance	2	25**
IV	Cost/Price	2	No page limit
V	Small Business Participation	2	25
VI	Solicitation, Offer and Award Documents, and Certifications / Representations	2	No page limit

Table 1 Volume Page Counts

NOTES: Pages that exceed the required page limitations will not be evaluated. Additional pages over the maximum allowed will be removed, will not be read, and will not be evaluated by the Government.

*The Technical Volume maximum page count (115 pages) includes responses for the Comprehensive Management Plan (maximum 100 pages) and accompanying three scenarios (maximum 5 pages per scenario).

**The Past Performance volume shall consist of up to 25 pages for the prime, and up to 5 pages for each major subcontractor.

The page limit does not include the following documents:

- Past Performance Questionnaire Forms
- All letters (including but not limited to Letters of Commitment, Consent, Cure Notices and Show Cause letter)
- Table of Contents
- List of Abbreviations & Acronyms, and/or Figures

- Manning Tables
- Small Business commitment documentation
- Small Business Subcontracting Plan (for large business Offerors)

L.1.2.2. Format. Each paragraph should be single spaced and shall be separated by at least one blank line. A standard, 12-point minimum font size applies. Arial font is required. Tables and illustrations may use a reduced font size no less than 10-point and may be produced in landscape mode. The submission shall be clearly indexed and logically assembled. Each volume shall be clearly identified and shall begin at the top of a page. All pages of each volume shall be appropriately numbered and identified by the complete company name, date, and solicitation number in the header and/or footer. A Table of Contents should be created using the Table of Contents feature in MS Word. MS Word (doc) files shall use the following page setup parameters:

Margins – Top, Bottom, Left, Right – 1”
Gutter – 0”
From Edge – Header, Footer 0.5”
Page Size, Width – 8.5”
Page Size, Height – 11”

Note: Organizational diagram(s), detailed schedules, concept of operation graphics, and information required to support proposed prices (included in Volume IV – Cost/Price) may be submitted on page size 11 X 17.

L.1.2.3 File Packaging. Complete electronic volumes shall be submitted written in Microsoft (MS) Office formats readable by MS Word, MS Excel, MS PowerPoint, and/or Adobe Acrobat (PDF). Electronic copies shall not be password protected.

All the proposal files shall be compressed into a single ZIP file named “proposal.zip” using WinZip version 6.2 or later, or submitted as separate uploads in their native formats (e.g., .doc, .xls, .ppt). Files should be in read-only format, preferably as PDFs.

Each file name shall begin with a three-to-five-letter prefix indicating the offeror’s name. For example, a submission from XYZ Corporation would include:

- XYZPastPerf.pdf
- XYZTech.pdf
- XYZPrice.pdf
- XYZSolicitation.pdf

Subcontractor submission shall identify both the subcontractor’s and the prime contractor’s name.

Visible Text Only: All proposal content must be presented as visible text. The inclusion of any concealed text is strictly prohibited. Concealed text includes but is not limited to:

- Micro-text (text with a font size below 8 pt)
- White text on a white background
- Text utilizing colors that render it indistinguishable from the background
- Text hidden within images or graphics

Sound or video files (e.g., MPEG) files shall not be embedded within the proposal files.

All cost/price proposal documents shall be submitted in accordance with (IAW) Section L.3.3 Cost/Price.

L.1.2.4 Prohibition of Concealed or Manipulated Text

L.1.2.4.1 Offerors shall submit proposals that are clear, concise, and readily readable. To ensure accurate analysis by automated evaluation tools and maintain the integrity of the source selection process, the following restrictions apply:

L.1.2.4.2 Formatting Consistency: All text must apply uniform formatting throughout the proposal. Variations in font size, color, or style that the Government deems manipulate or obscures the readability of content are prohibited.

L.1.2.4.3 Compliance Verification: The Government may conduct technical verification to ensure compliance with these requirements. Proposals found to contain concealed or manipulated text will be considered non-compliant and may be rejected.

L.1.2.5 Use of Artificial Intelligence in (AI) tools in Proposal Evaluation

L.1.2.5.1 Use of AI tools in Support of Evaluations: The Government may employ AI as a tool to assist in the analysis and review of offeror proposals. AI tools may be used to support tasks such as summarizing proposal content, identifying compliance with request for solicitation requirements, and highlighting areas of potential strength, weakness, or risk.

L.1.2.5.2 Maintaining Inherently Governmental Functions: Notwithstanding the use of AI tools to support the evaluation process, all final evaluation judgements, including the assignment or assessment of adjectival ratings, best value determinations, and source selection decisions, will be made exclusively by duly appointed Government personnel. The Government retains sole responsibility for all inherently governmental functions and will not delegate decision making authority to any AI tool.

L.1.2.5.3 Offeror Confidentiality and Data Protection: The AI tools utilized by the Government will be employed in a manner consistent with applicable regulations that

govern the protection of proprietary and source selection sensitive information. The AI tool will be an output-only system. Any generated report data is not saved. No proposal data will be transmitted to or processed by external, non-Government systems without appropriate safeguards and authorizations in place.

L.2 Entry Gate Criteria. To be eligible for evaluation of Factors 1,2,3 and 4, the Offeror must first demonstrate it meets the entry gate criteria within the five-year period immediately preceding the initial proposal submission date.

If proposing as a Joint Venture (JV) or Team, the Teaming or Joint Venture Agreement and Formal Commitment letters should be provided for Entry Gate to also be used during the Technical factor evaluation.

L.2.1 The Offeror shall provide the following documentation (copy of the contract, Performance Work Statement (PWS), appropriate certificates (example AS9110 Rev.C), and Government Flight Representative (GFR) approval letters (Flight Operation Procedures/Ground Operation Procedures (FOP/GOP))) in electronic format ONLY as standard of proof the entry gate criteria has been met:

- **ENTRY GATE CRITERION 1.** The Offeror must have GFR approved procedures performing and managing DoW flight and ground operations IAW DCMA Instruction 8210.1, AFI 10-220, NAVAIRSINST 3710.1, COMDTINST M13020.3, or AR 95-20, dated 5 APR 2017 or later.
- **ENTRY GATE CRITERION 2**. The Offeror must have experience within the timeframe specified in Section L.2 (as a prime or subcontractor) performing and managing field level rotary wing maintenance while certified AS 9110 Revision C. The offeror shall provide current copies of its certificate as evidence.
- **ENTRY GATE CRITERION 3**. The Offeror must have experience within the timeframe specified in Section L.2 performing and managing United States Government (USG) or DoW aviation maintenance at multiple geographic locations, simultaneously, and dispersed greater than 500 miles apart.
- **ENTRY GATE CRITERION 4**. The Offeror must have experience within the timeframe specified in Section L.2 managing single or multiple USG or DoW contracts having aviation maintenance sites that include CONUS/OCONUS and OCONUS-Foreign locations.

L.3 Factors

L.3.1 Factor 1: Technical. The Offeror's proposal shall include a Comprehensive Management Plan (CMP) for AFM III – East and West Aviation Maintenance services. The Offeror's Comprehensive Management Plan shall include:

~COMPREHENSIVE MANAGEMENT PLAN~

1. **Organizational Approach (Program Management)**

   a. Organizational diagrams inclusive of management, execution levels, key functions (additional duties), locations and areas of coverage. Identify who is direct labor (Labor Category) hourly vs. Overhead (Management/Exempt). The Offeror shall identify any program oversight, management, lead or critical positions and their qualifications as identified in Section 1 of RFP Attachment 0007, Qualifications and Job Descriptions and required in CDRL 0002, Contractor Personnel & Manning. RFP Attachment 0007, Section 1 identifies overhead type personnel as well as duties that need a designee, appointee or individual to be assigned.

   b. Identify a proposed plan to mitigate the following three (3) risks associated with contract performance:

      1. Surge to accommodate mission increase and decrease (both up and down);

      2. Proper flow-down of procedures, written guidance, and enforcement of such;

      3. Mission completion and notice to Government of safe de-obligation of financials.

   c. Identify one additional risk and proposed mitigation strategy within the Offeror's power to mitigate under this Aviation Maintenance contract.

2. **Business Management**

   a. The approach for managing subcontractors, requirements flow-down, funding and CLIN management, cost accounting, cost estimating, cost control, timely vouchers, timely de-obligation of funds, cost overruns, and notification of ceiling price risks.

   b. Map the requirements from EIA 748 (current version at time of proposal submission) Standard for Earned Value Management System (paragraphs 2.2-h, 2.4-b, 2.4-c, and 2.4-e) to the cost management approach based on objective evidence and provide a description of compliance.

   c. The approach to systematically and continuously partner with the USG to improve program and reduce the annual cost of program management to the USG. Include in the response an approach to collective bargaining agreement negotiations and Service Contract Act changes or updates.

d. The approach to providing timely and accurate contract deliverables and Enterprise Resource Planning/Material Requirements Planning (ERP/MRP) System automation tool reports to meet the PWS reporting requirements.

3. **Personnel Management**

a. Approach to recruiting, hiring, retaining and improving management team (Overhead-Program Manager to site supervisor level).

b. Approach to recruiting, hiring, retaining and improving a qualified workforce to accomplish all PWS tasks (Direct hourly labor).

c. Approach to an ongoing training and cross-training program for personnel specific to the scope of the PWS.

d. Approach to planning, executing, reporting overtime required to meet on-going mission requirements and new priority efforts given less than 48-hour notice.

4. **Logistics and Government Furnished Property (GFP) Management**

a. Approach for managing supply operations and supply shortages for missions within the scope of the PWS.

b. Approach to acquiring, inventorying, maintaining, and disposing of Government Furnished Property (GFP).

c. Approach to taking responsibility for and timely resolution of contractor caused damage to aircraft and GFP.

d. Approach to GFP control during Transition-In and Transition-Out.

5. **Performance Management**

a. Unique corporate strengths and capabilities for managing field and sustainment level maintenance to accomplish all PWS mission sets.

b. Approach for satisfying performance metrics per the PWS and RFP Attachment 0008, Contractor Performance Metrics.

c. Approach to managing resources across multiple sites and missions simultaneously: personnel, workloads/workflow, production, and cost.

d. Approach to reducing and reporting in real-time the risks associated with rework, workarounds, escapes and causes of less-than-optimal quality in all maintenance, and support/office processes and operations provided onsite and offsite, CONUS and OCONUS.

e. Describe working knowledge and understanding of Government GCSS-Army and other ERP/MRP systems per the PWS.

f. Approach to new site startup after contract award for CONUS and OCONUS (not during transition-in).

6**. Management of Transition**

a. Transition In – Detailed approach with milestones to assume control of a region and all sites in the region per PWS.

b. Transition Out – Detailed approach to exit a region and all sites in the region per PWS.

7. **Management of Security/Safety/Environmental Management Requirements**

a. Approach to meeting Security requirements within DD Form 254 across the region (CONUS and OCONUS) per the PWS.

b. Approach to meeting Safety requirements across the region (CONUS and OCONUS) per the PWS.

c. Approach to meeting Environmental Management requirements across the region (CONUS and OCONUS) per the PWS.

8. **Management of Quality/Best Practices**

a. Describe the approach to Quality Assurance and Quality Control within the PWS that assures a successful final product and customer satisfaction.

b. Describe the approach to verifying compliance at multiple sites and the approach to tracking and analyzing trends over time.

c. Approach to identifying and standardizing best practices across the region.

Total Pages: 100

~SCENARIOS~

L.3.1.1 The Offeror shall apply its CMP to the following AFM-East and AFM-West region-specific scenarios.

1. The Offeror's responses to the scenarios shall include the step-by-step approach and methodology for accomplishing the work requirements in response to the scenarios provided below. The Offeror will provide written responses to the scenarios below to include its understanding of and capability to perform appropriate maintenance/service/logistics actions to support the Aviation Field Maintenance Program. The response will be no longer than five (5) pages in length per scenario. The Offeror's scenario responses will be evaluated on its overall interpretation of the PWS requirements and the approach to accomplish each scenario's effort, identification of appropriate resources, and application of processes and resources to provide timely and cost-effective solutions to the presented problems. Offeror will respond to the AFM-East scenarios if submitting for the AFM-East regional award and the AFM-West scenarios if submitting for the AFM-West regional award.

2. **AFM-East Scenarios**

    a. **AFM-East Scenario #1:** FMS OCONUS Effort. AMCOM Security Assistance Management Directorate (SAMD) the Apache Helicopter Project Office (AH PO) and the Utility Helicopter Project Office (UH PO) have an un-forecasted mission requirement to establish an AH-64E and UH-60M training location in Poland that must be fully operational within three months after funding is placed on contract. Both the AH and UH project offices can resource the aircraft and required tooling/PGSE/AGSE for the mission. SAMD requested that AFMD provide a Maintenance Augmentation Team (MAT) that will be responsible for all field level maintenance requirements to include maintenance test pilot support for 18 UH-60M and 12 AH-64E aircraft with a monthly training flying hour operational tempo of 25 hours a month per UH-60M and 30 hours a month per AH-64E. The Polish government will provide all necessary aircraft repair parts and consumables, but the contractor must provide full manning for supply operations. The contractor is responsible for all maintenance tasks to include all aircraft daily inspections, calendar inspections and phase maintenance inspections. The contractor will man and support all aviation field maintenance level back shop operations. All sustainment level maintenance (depot) will be done by non-contractor Depot Field Teams as required. As this is a high threat operational environment, the Polish government will provide an airfield location, secured by military forces, with billeting and meals for US government and contractor personnel. Due to the urgency of this mission, the contractor is expected to provide manning for 24-hour operations seven days per week for a period of six months with an option to extend no more than six additional months.

b. **AFM-East Scenario #2:** CONUS US Modification Work Order (MWO) travel team. The South Carolina National Guard has requested a MWO travel team at its location to install multiple modifications on six UH-60Ms. The following modifications will be installed to each airframe, and the published team complement and man-hours for each has been provided for reference:

MWO Name/Title	Published MH	Team Complement
MWO 1-1520-280-50-03 Tail Position Light Switch	15 hours	8.00hr - Aircraft Electrician 2.50hr - Aircraft Mechanic 4.50hr - Aircraft Technical Inspector
MWO 1-1520-280-50-5 Common Infrared Countermeasures (CIRCM)	450 hours	75.00hr - Sheet Metal Mechanic x 2 (37.5hr) 250.00hr - Aircraft Electrician x 2 (125hr) 65.00hr - Aircraft Mechanic 30.00hr - Aircraft Technical Inspector 30.00hr - Team Lead
MWO 1-1520-280-50-27 IR Searchlight Switch	66 hours	8.00hr - Sheet Metal Mechanic 40.00hr - Aircraft Electrician x 2 (20hr) 8.00hr - Aircraft Mechanic 10.00hr - Aircraft Technical Inspector
MWO 1-1520-280-50-32 FANS DECON	173 hours	3.00hr - Sheet Metal Mechanic 80.00hr - Aircraft Electrician x 2 (40hr) 80.00hr - Aircraft Mechanic 10.00hr - Aircraft Technical Inspector
MWO 1-1520-280-50-34 ESH	14 hours	13.00hr - Aircraft Electrician 1.00hr - Aircraft Technical Inspector

The government has verified the published direct install hours for each MWO. The unit will provide hangar space with power for two aircraft lanes for the induction of two aircraft at a time. The contractor shall provide personnel and tooling to complete the effort. The contractor shall be responsible for shipping and inventory of MWO kits from the HUB site. The contractor team will travel from Ft. Campbell, KY. Contractor personnel will work a regular 40-hour work week and will not have hangar access on weekends or holidays. The COR requests that along with the step-by-step approach and methodology, the contractor shall include its surge and drawdown process for this one-time effort.

c. **AFM-East Scenario #3:** CONUS Level of Effort for Downed Aircraft Recovery Team (DART). The 82nd CAB had an AH-64E that had a precautionary landing due to an engine problem while enroute to the Joint Readiness Training Center at Fort Polk, Louisiana. The determination is that an engine requires replacement. The aircraft is located in a field next to a major highway 15 miles west of Dothan, Alabama. The aircraft is not close to

any available hard stand. The 82nd CAB requests that AMCOM provide support to repair the aircraft on site. The 82nd CAB cannot provide the required MTP support because of numerous other operational and training requirements. The Fort Bragg COR requested the contractor provide the listing of equipment/tools, contractor skill sets/man-hours and repair parts to accomplish the engine change at the aircraft's current location.

3. **AFM-West Scenarios**

   a. **AFM-West Scenario #1:** FMS OCONUS Effort. AMCOM Security Assistance Management Directorate (SAMD) the Apache Helicopter Project Office (AH PO) and the Utility Helicopter Project Office (UH PO) have an un-forecasted mission requirement to establish an AH-64E and UH-60M training location in Taiwan that must be fully operational within three months after funding is placed on contract. Both the UH and AH project offices can resource the aircraft and required tooling/PGSE/AGSE for the mission. SAMD requested that AFMD provide a Maintenance Augmentation Team (MAT) that will be responsible for all field level maintenance requirements to include maintenance test pilot support for 18 UH-60M and 12 AH-64E aircraft with a monthly training flying hour operational tempo of 25 hours a month per UH-60M and 30 hours a month per AH-64E. The Taiwanese government will provide all necessary aircraft repair parts and consumables, but the contractor must provide full manning for supply operations. The contractor is responsible for all maintenance tasks to include all aircraft daily inspections, calendar inspections and phase maintenance inspections. The contractor will man and support all aviation field maintenance level back shop operations. All sustainment level maintenance (depot) will be done by non-contractor Depot Field Teams as required. As this is a high threat operational environment, the Taiwanese government will provide an airfield location, secured by military forces, with billeting and meals for US Government and contractor personnel. Due to the urgency of this mission, the contractor is expected to provide manning for 24-hour operations seven days per week for a period of six months with an option to extend no more than six additional months.

   b. **AFM-West Scenario #2:** CONUS US Modification Work Order (MWO) travel team. The Montana National Guard has requested a MWO travel team at its location to install multiple modifications on six UH-60Ms. The following modifications will be installed to each airframe, and the published team complement and man-hours for each has been provided for reference:

MWO Name/Title	Published MH	Team Complement
MWO 1-1520-280-50-03 Tail Position Light Switch	15 hours	8.00hr - Aircraft Electrician 2.50hr - Aircraft Mechanic

MWO Name/Title	Published MH	Team Complement
		4.50hr - Aircraft Technical Inspector
MWO 1-1520-280-50-5 Common Infrared Countermeasures (CIRCM)	450 hours	75.00hr - Sheet Metal Mechanic x 2 (37.5hr) 250.00hr - Aircraft Electrician x 2 (125hr) 65.00hr - Aircraft Mechanic 30.00hr - Aircraft Technical Inspector 30.00hr - Team Lead
MWO 1-1520-280-50-27 IR Searchlight Switch	66 hours	8.00hr - Sheet Metal Mechanic 40.00hr - Aircraft Electrician x 2 (20hr) 8.00hr - Aircraft Mechanic 10.00hr - Aircraft Technical Inspector
MWO 1-1520-280-50-32 FANS DECON	173 hours	3.00hr - Sheet Metal Mechanic 80.00hr - Aircraft Electrician x 2 (40hr) 80.00hr - Aircraft Mechanic 10.00hr - Aircraft Technical Inspector
MWO 1-1520-280-50-34 ESH	14 hours	13.00hr - Aircraft Electrician 1.00hr - Aircraft Technical Inspector

The government has verified the published direct install hours for each MWO. The unit will provide hangar space with power for two aircraft lanes for the induction of two aircraft at a time. The contractor shall provide personnel and tooling to complete the effort. The contractor shall be responsible for shipping and inventory of MWO kits from the HUB site. The contractor team will travel from Ft Hood, TX. Contractor personnel will work a regular 40-hour work week and will not have hangar access on weekends or holidays. The COR requests that along with the step-by-step approach and methodology, the contractor shall include its surge and drawn down process for this one-time effort.

c. **AFM-West Scenario #3:** CONUS Level of Effort for Downed Aircraft Recovery Team (DART). The 1AD CAB had an AH-64E that had a precautionary landing due to an engine problem while enroute to the National Training Center (NTC), Ft. Irwin, California. The determination is that an engine requires replacement. The aircraft is located in a field next to a major highway 15 miles south of Tucson, Arizona. The aircraft is not close to any available hard stand. The 1AD CAB requests that AMCOM provide support to repair the aircraft on site. The 1AD CAB cannot provide the required MTP support because of numerous other operational and training requirements. The Fort Bliss COR requested the contractor provide the listing of equipment/tools, contractor skill sets/man-hours and repair parts to accomplish the engine change at the aircraft's current location.

L.3.2 Factor 2: Past Performance. Offerors shall submit a maximum of five relevant Government and/or commercial contracts for the prime offeror and NO MORE THAN

one contract for each major subcontractor PROPOSED ON THIS REQUIREMENT, along with the record of performance, during the past five years from the issue date of this RFP. A major subcontractor is identified as a member of the offeror's overall team who is expected to perform fifteen (15) percent or more of the overall proposed effort. Relevant efforts are defined as services/efforts that are the same as or similar to the effort (as compared to North American Industry Classification System (NAICS) code 488190 required by the RFP). The Offeror shall also submit the written consent of its major subcontractors to allow the disclosure of its subcontractor's past performance information to the Offeror. In addition, letters of commitment shall be included for all major subcontractors for their past performance to be considered.

L.3.2.1 Data concerning the Offeror shall be provided first, followed by each proposed major subcontractor, in alphabetical order. It shall be organized in the following sections.

L.3.2.1.1 Contract Descriptions

L.3.2.1.1.1 Government contracting activity, and current address, Procuring Contracting Officer's name, e-mail address, telephone and fax numbers.

L.3.2.1.1.2 Government's technical representative/COR and current email address, telephone and fax numbers.

L.3.2.1.1.3 Government contract administration activity and the Administrative Contracting Officer's name, and current e-mail address, telephone and fax number.

L.3.2.1.1.4 Government contract administration activity's Pre-Award Monitor's name, and current e-mail address, telephone and fax numbers.

L.3.2.1.1.5 Contract Number and, in the case of Indefinite Delivery type contracts, GSA contracts, and Blanket Purchase Agreements, include Delivery Order Numbers.

L.3.2.1.1.6 Contract Type (specific type such as Fixed-Price (FP), Cost Reimbursement (CR), Time & Material (T&M), etc.). In the case of Indefinite Delivery contracts, indicate specific type (Requirements, Definite Quantity, and Indefinite Quantity) and secondary contract type (FP, CR, T&M, etc.)

L.3.2.1.1.7 Awarded cost/price.

L.3.2.1.1.8 Final or projected final cost/price.

L.3.2.1.1.9 Original delivery schedule, including dates of start and completion of work.

L.3.2.2 Performance. Offerors shall provide a specific narrative explanation of each contract listed in L.3.2.1.1, Contract Description, describing the objectives achieved and detailing how the effort is relevant to the requirement of this RFP.

L.3.2.2.1 For any contracts that did not/do not meet original schedule or technical performance requirements, provide a brief explanation of the reason(s) for the shortcomings and any corrective action(s) taken to avoid recurrence. The offerors shall list each time the delivery schedule was revised and provide an explanation of why the revision was necessary. All Requests for Deviation and Requests for Waiver shall be addressed with respect to causes and corrective actions. The offerors shall also provide a copy of any Cure Notices or Show Cause Letters (not including in page count) received on each contract listed and a description of any corrective action implemented by the offeror or proposed subcontractor. The offerors shall indicate if any of the contracts listed were terminated and the type and reasons for the termination.

L.3.2.2.2 For all contracts, the offeror shall provide data on all manufacturing warranty returns. Data shall delineate the total number of warranty returns, number of Could Not Duplicate (CND), number of failures attributable to GFE component failures, and number and nature of failures attributable to the Offeror's delivered product.

L.3.2.3 Subcontracts. Offerors shall provide an outline of how the effort required by the solicitation will be assigned for performance within the offeror's corporate entity and among the proposed subcontractors. The information provided for the prime offeror and each proposed major subcontractor must include the entire company name, company address, CAGE Code, Unique Entity ID (UEI) Number and type of work to be performed by citing the applicable Government PWS subparagraph number. This includes all subcontractors who will be providing critical hardware/services or whose subcontract is for more than 15% of the total proposed price. This section will further include (not including page count) written consent of major subcontractors to allow the disclosure of their subcontractor's past performance information to the offeror. In addition, letters of commitment shall be included for all major subcontractors.

L.3.2.4 New Corporate Entities. New corporate entities may submit data on prior contracts involving their offices and employees. However, in addition to the other requirements in this section, the offeror shall discuss in detail the role performed by such persons in the prior contracts cited. Information should be included in the files described in the sections above. Letters of Commitment shall be included in the proposal for these employees to be considered.

L.3.2.5 Past Performance Questionnaire. For all contracts identified in L.3.2.1.1, Contract Descriptions, a Past Performance Questionnaire (RFP Attachment 0024) must be completed and submitted. The offeror shall complete Part I of the Past Performance Questionnaire and e-mail the questionnaire to both the Government contracting activity POC and technical representative responsible for the past/current contract. The POCs

shall be instructed to electronically complete Part II of the questionnaire and e-mail the entire questionnaire to the Contracting Office no later than the proposal due date, to antionette.r.mcclinton.civ@army.mil. The offeror shall e-mail the Contracting Officer a list of all the POCs who were sent a questionnaire. The Government must receive this list no later than the proposal's due date. Submit the POC List in Word for Windows Table Format to include the following fields: Solicitation Number; Company Name; Contract Number; Government Agency; POC Last Name, First Name; POC Title; POC Telephone Number; POC E-mail Address; and Date E-Mail to POC (*month/day*).

L.3.2.6 Submissions. Offerors are discouraged from providing points of contact with another contractor's facility, i.e., in case an offeror (or one of his/her team members) is in a subcontract with another contractor who has submitted a proposal on the same requirement. Offerors shall provide and submit the prime contract number and all Governmental agency POCs in lieu of subcontract numbers or prime contract POCs in situations described above.

L.3.2.7 Small Business Participation Past Performance. All Offeror's shall submit information substantiating the Offeror's past performance in complying with RFO FAR 52.219-8, "Utilization of Small Business", maximizing opportunities for U.S. small business subcontractors. Offerors shall also provide a statement indicating whether any negative information has been reported in the past six years concerning the Offeror's past compliance with RFO FAR 52.219-8. If any such negative information has been reported, the Offeror may submit explanations or comments responding to such negative information. Offerors with no prior contracts containing RFO FAR 52.219-8 shall certify the same.

L.3.3 Factor 3: Cost/Price

It is the Government's intent to award two (2) separate contracts resulting from the single RFP for the AFM-East and AFM-West regions. Offerors must submit a separate and independent Volume IV Cost/Price proposal for each desired regional contract effort. All RFP cost/price volume instructions are applicable to both the AFM-East and AFM-West requirements unless specifically stated otherwise.

L.3.3.1 Electronic Copy. The Cost/Price Volume(s) for each proposal submitted (East and/or West) shall contain a completed Attachment 0017- AFM East Cost/Price Workbook and/or Attachment 0018 AFM West Cost/Price Workbook (as applicable) showing the proposed time and material (T&M) fully burdened labor rates (FBLRs) by labor category, total T&M ceiling prices, proposed Cost-Plus Fixed Fee (CPFF) for each applicable CLIN. The cost/price proposals shall include a narrative describing the general basis and rationale for all proposed T&M FBLRs as well as detailed basis of estimates (BOEs) for all CPFFterm (level of effort (LOE)) and Cost No Fee (CNF) CLINs.

The electronic spreadsheet files (workbooks) shall be submitted in a Microsoft (MS) Excel compatible format and include all formulas, functions, computations, or equations used to compute the proposed prices for all CLINs. The Cost/Price Volume narratives, including any written BOE detail, shall be provided in files that are Adobe Acrobat (.pdf) or MS Word compatible. Do not submit BOEs provided in support of CPFF term and CNF proposed costs as pictures. Do not submit text or spreadsheets used as supporting rationale within a BOE as a picture.

Files contained in the Cost/Price volume(s) electronic submission shall not be password protected. If files contain electronic links, the links must be intact and maintained through all revisions. The offeror shall not include in the Excel spreadsheets pivot tables or macros and shall not include cell references to data or files which are not included in the Cost/Price Volume. For each workbook, all rows, columns, cells and worksheets are to be visible. Do not include zero height/zero width rows/columns in worksheets.

The prime offeror is required to fill out Attachment 0021, CAGE Code and Cognizant Defense Contract Management Agency (DCMA)/Defense Contract Audit Agency (DCAA) Information, for itself and all subcontractors to include the DCMA and DCAA Points of Contact (POCs') email addresses and telephone numbers. If the offeror is not assigned to DCMA for contract administration or is not assigned to DCAA for audit, the offeror shall identify the cognizant federal agency or agencies with the POCs' email addresses and telephone numbers. The prime offeror shall ensure all DCMA/DCAA information is current and that the correct POC information is provided.

L.3.3.2 Table of Contents. Provide a separate Table of Contents showing each file submitted as part of the Cost/Price Volume(s) with a short description of the contents of the file.

L.3.3.3 Compliance. Failure to comply with the RFP requirements for Cost/Price information may result in reducing or eliminating an offeror's chance of being selected for award. The offeror shall ensure the information submitted in each Cost/Price volume is consistent with and fully supports the amounts set forth in the applicable SF33 and continuation sheets.

L.3.3.4 General Instructions. IAW RFO FAR 15.402 and 15.403-1, certified cost or pricing data is not required based on the expectation of adequate competition for this procurement. If adequate competition is not obtained, the Contracting Officer will request a Certificate of Current Cost or Pricing Data IAW RFO Defense Federal Acquisition Regulation Supplement (DFARS) 252.215-7008, "Only One Offer".

Data other than certified cost or pricing data is required to support the applicable CLIN cost/prices. IAW RFO FAR 15.105-4(b)(2), the data other than certified cost or

pricing data must be provided in the format as required by this RFP. The offeror's Cost/Price volumes shall include sufficient details to allow the Government to perform the appropriate analyses. After receipt of proposals, the Government reserves the right to request additional or more detailed data other than certified cost or pricing data to support an evaluation of price reasonableness of all CLINs and a cost realism analysis of the CPFF term and CNF CLINs.

All costs and prices must be in U.S. dollars only, including the amounts for the prime offeror and any potential subcontractors. If a basis of estimate for any cost element is in any other currency, the offeror shall state the exchange rate(s) being used to convert any currency to U.S. dollars.

There are no page limitations for the Cost/Price volumes. Proposal information included in the Cost/Price volumes, which is not directly related to Cost/Price, will be disregarded.

If applicable, the offeror shall disclose information pertaining to any proposed Joint Venture (JV), JV mentor-protégé, or mentor-protégé agreement. If the offeror is a JV, then the offeror shall provide information identifying all affiliates and provide a copy of the documentation (e.g. Contract, Agreement, Memorandum) validating the legally binding business relationship. The offeror shall ensure the documentation clearly identifies the managing entity of the business relationship.

L.3.3.4.1 Period of Performance: The offeror shall assume an award date of 06 Sep 2027 for AFM-East and 01 Dec 2027 for AFM-West for proposal purposes and a period of performance as defined below:

AFM III East

Transition In:	1-90 days after contract award.
Base Year:	1-365 days after completion of transition period.
Option Year 1:	366-730 days after completion of transition period.
Option Year 2:	731-1095 days after completion of transition period.
Option Year 3:	1096-1460 days after completion of transition period.
Option Year 4:	1461-1826 days after completion of transition period (leap year).
Option Year 5:	1827-2191 days after completion of transition period.
Option Year 6:	2192-2556 days after completion of transition period.
Option Year 7:	2557-2921 days after completion of transition period.
Option Year 8:	2922-3287 days after completion of transition period (leap year).
Option Year 9:	3288-3652 days after completion of transition period.
Ext. of Services:	3653-3832 days after completion of transition period.

AFM III West

Transition In:	1-90 days after contract award.
Base Year:	1-365 days after completion of transition period.
Option Year 1:	366-730 days after completion of transition period.

Option Year 2: 731-1095 days after completion of transition period.
Option Year 3: 1096-1460 days after completion of transition period.
Option Year 4: 1461-1826 days after completion of transition period (leap year).
Option Year 5: 1827-2191 days after completion of transition period.
Option Year 6: 2192-2556 days after completion of transition period.
Option Year 7: 2557-2921 days after completion of transition period.
Option Year 8: 2922-3287 days after completion of transition period (leap year).
Option Year 9: 3288-3652 days after completion of transition period.
Ext. of Services: 3653-3832 days after completion of transition period.

L.3.3.4.2 Government Furnished Property: The offeror shall prepare its proposal based on the use of Government Furnished Property as stated in the RFP, Section H Special Contract Requirements-AFM-East and AFM-West and provided at Attachments 0026 and 0027 respectively.

L.3.3.4.3 Business System Status: The prime offeror and all proposed subcontractors shall provide the most recent/current status and date of adequacy/inadequacy determination of the organizations' accounting system and purchasing system with the accompanying documentation (proof) of such determination.

If DCMA has not approved the offeror or subcontractors' accounting systems or DCAA has not audited the offeror or subcontractors' accounting systems, the prime offeror and each subcontractor shall indicate that by completing the Pre-award Survey of Prospective Contractor Accounting System Checklist under RFP Attachment 0022. For the Army Contracting Command-Redstone to proceed with a request for a pre-award accounting system survey, completion of the Pre-award Survey of Prospective Contractor Accounting System Checklist is required. The Contracting Officer may forward a copy of the Pre-award Survey of Prospective Contractor Accounting System Checklist to the cognizant DCMA office requesting a pre-award survey.

The Offeror shall provide any known/cited accounting and/or purchasing system deficiencies. The Offeror shall also identify any deviations from the Offeror's standard accounting practices/business procedures in preparing this proposal.

L.3.3.4.4 Cost Accounting Standards Board (CASB) Disclosure Statement: The offeror shall provide a copy of its most current CASB Disclosure Statement, if applicable.

L.3.3.4.5 Cost/Price Formulation. The offeror shall propose IAW the following assumptions by CLIN for each AFM Region (East and West).

1. **Firm Fixed Price CLINs:**

Transition In (CLIN XXXX): The Offeror shall provide its proposed firm fixed price for a ninety (90) day Transition In period. The proposed FFP amount shall include all per diem, travel, and transition costs necessary to transition into the work area and accomplish tasks on day one of performance. The Offeror should not include any direct labor support costs planned to be incurred once full performance begins.

Transition-Out CLIN (CLIN XXXX): The Offeror shall provide its proposed price for the FFP, Transition Out period. The proposed FFP transition-out amounts shall include all per diem, travel, and costs necessary to accomplish the transition-out tasks including but not limited to closing out the contractor's personnel roles and completing a final inventory.

2. **T&M CLINs:** The offeror shall complete the T&M rate schedule tabs within RFP Attachments 0017 & 0018-Cost/Price Summary-AFM East and West, providing FBLRs by labor category, estimated labor hours, and total T&M CLIN prices by location for each AFM region anticipated.

   The T&M Rate Table tabs in RFP Attachments 0017 and 0018, contain labor hours by RFP provided labor category and required work locations for each AFM region (East and West). The RFP provided labor hours are estimated and to be used for evaluation purposes only. The evaluation of the labor hours does not obligate the Government to procure any number of hours. For each RFP labor category, the offeror is required to distribute the RFP provided hours by labor category among the prime offeror and all subcontractors pursuant to the planned level of support. The total number of proposed labor hours for the offeror and subcontractors shall equal the total RFP provided hours by labor category and location as identified in Tab "Labor Hours" of the applicable cost/price workbook.

   T&M Rate Schedule Instructions. Attachment 0017 AFM East Cost/Price Workbook and Attachment 0018-AFM West Cost/Price Workbook includes a listing of the T&M labor categories for each anticipated location in support of the applicable AFM region. Attachments 0017 & 0018 provides the labor category qualifications/descriptions for each T&M labor category. The prime offeror and each of its subcontractors, divisions, subsidiaries, and affiliates shall propose a T&M FBLR for the RFP specified labor categories found in the applicable Cost/Price workbooks for all CLINs, including Option CLINs. The T&M FBLRs will serve as fixed hourly billing rates by labor category, location, and CLIN. The proposed T&M FBLRs in CONUS locations shall include base wages, any applicable indirect rates, and estimated profit for each category of labor IAW RFO FAR 16.601(c)(2). The proposed T&M FBLRs in OCONUS locations shall include base wages, any applicable indirect rates, any OCONUS differentials/allowance costs (except for any living quarter allowances), and estimated profit for each category of labor IAW RFO FAR 16.601-2(b). OCONUS

differentials are defined as additional allowances and benefits paid to employees for assignment to foreign areas in excess of an employee's base compensation, including but not limited to those referred to by the Department of State Standardized Regulations (DSSR) as Danger Pay, Post Hardship Differential, Cost of Living Allowances (COLA), as well as Rest and Relaxation (R&R) allowances, sign-on bonuses, completion bonuses, foreign service premiums or allowances, and miscellaneous benefits. All components of allowable costs required to support the statement of work and estimated profit/fee shall be included in the T&M labor rates. The T&M FBLRs shall not include allowances covered under the CNF Housing Allowance CLINs.

The prime offeror shall ensure that a **separate** T&M FBLR schedule is proposed for every subcontractor, division, subsidiary, and affiliate of the prime offeror expected to perform on the T&M effort for each applicable location defined in the applicable cost/price workbook. Subcontractors, divisions, subsidiaries, and affiliates are defined as members of an Offeror's overall team who are expected to perform on the proposed effort. Blended prime offeror, subcontractors, divisions, subsidiaries, and affiliate labor rates are not allowed IAW RFO DFARS 252.216-7002.

The Prime Offeror shall distribute the RFP provided T&M labor hours across the proposed team (Prime, subcontractor, division, subsidiary, and affiliates of the prime offeror) and apply labor hours to all T&M FBLRs proposed in the applicable labor rate schedules accordingly. The quantity of hours identified in the cost/price workbooks (Attachment 0017-AFM East Cost/Price Workbook and Attachment 0018-AFM West Cost/Price Workbook) are for proposal evaluation purposes only and are not reflective of any guaranteed number of hours. The proposed FBLRs in the T&M FBLR schedules (Attachments 0017 and 0018) applied to the labor hours by labor category shall be used to derive the total proposed T&M price (ceiling) for each T&M CLIN in the applicable AFM regional effort.

Pursuant to the Service Contract Labor Standards (SCLS) (formerly known as the Service Contract Act of 1965), the determination by the Secretary of Labor as to the applicable minimum monetary wage and fringe benefits for the applicable CONUS locations and OCONUS locations Hawaii and Alaska will be made part of any resulting contract. The Government has incorporated the applicable National Wage Determination (WD) as outlined in Section J, Attachment 0025 of this RFP. The RFP specified labor categories have been mapped to SCLS WD labor categories in the "T&M Labor Rate Schedules" tab of each AFM regional (East and West) cost/price workbook; however it is the offeror's responsibility to ensure the appropriate WD labor categories are mapped and identified in the cost workbook(s) in accordance with the offeror's anticipated support requirements. The CBA's applicable to specified locations will be made part of any resulting contract. The Government has incorporated the applicable CBAs as

outlined in Section J, Attachment 0028 of this RFP. The offeror shall map the appropriate CBA categories to the RFP specified labor categories in each AFM regional (East and West) cost/price workbook.

Offerors shall ensure that all proposed FBLRs are compliant with RFO FAR 52.222-43 Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts).

T&M – Option to Extend Services: The Offeror shall propose one-half of Option Period 9 prices utilizing Option Period 9 T&M FBLRs IAW RFO FAR Clause 52.217-8.

3. **CPFF (Term) CLINs:** The offeror shall propose the total costs plus the proposed fixed fee for all CPFF term CLINs, including Option CLINs. The CPFF term CLINs shall include prime and subcontractor labor costs and any OCONUS allowances/differentials (except for any living quarter allowances) defined as additional allowances and benefits paid to employees for assignments to foreign areas in excess of an employee's base compensation. OCONUS allowances/ differentials include but are not limited to those referred to by the Department of State Standardized Regulations (DSSR) as Danger Pay, Post Hardship Differential, and Cost of Living Allowances (COLA), as well as Rest and Relaxation (R&R) allowances, sign-on bonuses, completion bonuses, foreign service premiums or allowances, and miscellaneous benefits.

   - For proposal estimating purposes, the Offeror shall assume that the entire CPFF term Contingency Ops effort for the AFM West Region will occur in Korea.
   - For proposal estimating purposes, the Offeror shall assume that the CPFF term Contingency Ops effort for the AFM East Region will occur in Iraq and Kuwait.

   CPFF Term-Contingency Ops – Option to Extend Services: The Offeror shall propose one-half of Option Period 9 prices utilizing Option Period 9 cost elements IAW RFO FAR Clause 52.217-8.

   CPFF Term Cost/Price Instructions: Offerors shall ensure all CPFF term information presented in this volume is consistent and correlates with the information contained in the other proposal volumes. The CPFF term CLIN pricing should be sufficiently detailed to demonstrate realism. The offeror is responsible for providing adequate evidence to prove credibility of proposed costs/prices. The offeror's proposal shall be submitted with any and all information reasonably required to explain the CPFF term CLIN estimating process, including the judgmental factors applied and the mathematical or other methods used in the estimates, including those used in projecting from known data; and the nature and amount of any contingencies included in the CPFF term proposed price.

Provide any other general or specific information that may be beneficial in the evaluation of the offeror's CPFF term CLIN prices. The offeror shall ensure all Cost/Price Volume submission(s) include supporting data and rationale in sufficient detail to enable the Government to evaluate the realism of the offeror's proposed costs for all CPFF term CLINs.

The offeror's cost estimating practices shall be IAW the offeror's established accounting practices for accumulating, allocating and recording costs to final cost objectives. The offeror shall identify any deviations from the offeror's standard procedures in preparing this proposal.

If the offeror proposes to absorb a portion of costs, explain the reason and impact on cost elements and the specific accounting treatment that will be given to those absorbed costs to ensure that the Government is not charged for the higher actual costs incurred. Note that these deviations are subject to be included as binding in any resulting contract.

The CPFF CLIN prices shall be based upon prime and subcontractor labor hours, direct labor rates and indirect rates/factors that are realistic and achievable considering the technical approach to performing the applicable AFM regional requirements.

Subcontracts. Prime contractors are responsible for ensuring that the requirements of Section L.3.3-Volume IV Cost/Price are flowed down to all proposed subcontractors, divisions, subsidiaries, and affiliates proposed on the CPFF LOE effort. The prime contractor is required to fill out Attachment 0021, "CAGE Code and Cognizant DCMA/DCAA Information" for all team members proposed on the CPFF LOE CLINs to include the DCMA and DCAA Point of Contacts' (POCs') email addresses and telephone numbers. The Prime contractor shall ensure all DCMA/DCAA information is current and that the correct POC information is provided. Each proposed subcontractor, division, subsidiary, and affiliate proposed on the CPFF term CLINs shall submit an un-sanitized proposal to the Contracting Officer. The prime offeror shall ensure the prime proposed subcontract costs are supported by and traceable to the subcontractors' un-sanitized proposals. The prime offeror's basis of estimate narrative shall include the proposed subcontractor's name, the proposed cost for the subcontractor, a brief description of the work to be performed, the anticipated subcontract type, and the method used for determining the subcontractor's cost/price fair and reasonable.

The cost/price proposal(s) shall include a cost element summary of the total proposed CPFF term cost/price by contract period and CLIN, including proposed fee dollars and percentages. The summaries should distinguish between the

prime and each subcontractor. Provide supporting cost information as described below.

a. **Direct Labor.** The offeror shall complete RFP Attachment 0017-AFM East Cost/Price Workbook and/or Attachment 0018-AFM West Cost/Price Workbook, identifying the proposed labor categories, labor rates, and labor hours for all CPFF CLINs. In support of direct labor, the offeror shall complete the tab titled: “Direct Labor Mapping” within the applicable cost/price workbook to provide the following: (1) the mapping of all contract labor categories to the offeror’s contractor/corporate labor categories and the proposed minimum education and minimum experience by contractor/corporate labor category; and (2) the labor categories that comprise composite labor with their assigned weightings if a proposed contract labor category is a composite of more than one of the offeror's contractor/corporate labor categories. If a proposed contract labor category is comprised of only one contractor/corporate labor category, the offeror shall provide the mapping to the offeror’s single contractor/corporate labor category and assign a weighting of 100 percent.

   Labor Hours. The Offeror shall utilize the CPFF term labor hour skill mix identified in the applicable cost/price workbook (RFP Attachment 0017-AFM East Cost/Price and/or Attachment 0018-AFM West) when proposing amounts for the CPFF Contingency CLINs. The quantities of hours provided are for proposal evaluation purposes only and are not reflective of any guaranteed number of hours. Labor hours shall be segregated by labor category, contract period and CLIN for the prime and each proposed subcontractor. The labor hour delineation must be directly traceable to the same information proposed in the Technical Volume. The offeror shall identify the productive work year per Full Time Equivalent (FTE) proposed for the requirement and provide the basis for how it is calculated.

   Direct Labor Rates. Direct labor rates shall be segregated by labor category, contractor fiscal year (CFY), contract period and CLIN for the prime and each subcontractor. The offeror shall ensure that the offeror’s proposed direct labor rates are separately identifiable from any subcontract labor rates proposed. The offeror shall provide the following in support of the proposed direct labor rates on the CPFF CLINs:

   1. A listing of direct labor base rates by labor category and by contractor accounting/fiscal year used in the development of the proposed CPFF direct labor costs for each contract period/CLIN. Direct labor rates shall identify the baseline (takeoff point) plus projected escalation for each CFY. The offeror shall disclose and specifically detail the calculations for the correlation between the CFY direct labor rates and the proposed direct

labor rates by contract period/CLIN.

2. The offeror shall provide a descriptive narrative explaining the basis of estimate for the proposed direct labor rates and escalation factors used to support how the proposed escalation rates are realistic. If the proposed escalation is based on actual pay increases, the offeror shall include evidence (payroll records) of the actual increases and the time period to which the increases applied. If the proposed escalation factors are based on indices, the offeror shall include an excerpt from the indices used to support the realism if the proposed escalation.

3. The offeror shall provide sufficient details for the Government to evaluate the proposed skill mix. If a particular proposed contract labor category rate is a composite of more than one of the offeror's compensation plan/corporate labor category rates, the offeror shall provide the calculation of the composite rate with the assigned weightings. This information shall be directly traceable to the same information proposed in the Skill Classification Crosswalk tab of RFP Attachment 0010.

4. The offeror's Cost/Price proposal submission shall include its policy addressing uncompensated overtime and state whether or not the offeror is proposing uncompensated overtime for the proposed effort. The offeror's accounting practices used to estimate uncompensated overtime must be consistent with its cost accounting practices used to accumulate and report uncompensated overtime. IAW RFO FAR 52.237-10, Identification of Uncompensated Overtime, if uncompensated overtime is proposed for employees who are exempt from the Fair Labor Standards Act, the offeror shall compute an estimated hourly rate for each employee based on the total compensated and uncompensated hours the employee is expected to work during the year and distribute salary costs to all projected tasks/efforts at the estimated hourly rate. If proposing uncompensated overtime, an offeror shall adjust the proposed labor rates to cover the extra hours proposed to be worked and submit the calculations as shown in the following example:

Proposed Uncompensated Overtime Example					
Labor Category	Current Annual Salary	Compensated Hours/Years	Uncompensated Overtime Hours/Years	Total Hours	Average Labor Hours
Program Manager	$100,000	2,080	60	2,140	$46.73

5. Offeror(s) shall provide documentation of the proposed Direct Labor Rates as follows:

   - State whether the proposed rates represent a Forward Pricing Rate

Recommendation (FPRR) or Forward Pricing Rate Agreement (FPRA) and note the date of the recommendation/agreement. If the proposed direct labor rates are based on a FPRR or FPRA, the offeror shall provide a copy of the FPRR or FPRA.

- If the proposed direct labor rates are based on actual employee payroll rates for employees working in the same or similar positions as those proposed, the offeror shall provide copies of the employees' payroll records from the offeror's accounting system. The offeror shall provide the employees' actual payroll rates, labor categories, labor category job descriptions, and minimum qualifications.
- If the proposed direct labor rates are based on agreed to labor rates with prospective employees, the offeror shall provide copies of the letter of intent/contingent offer letters signed by the prospective employees. The offeror shall ensure the letter of intent/contingent offer letters identify the job title, job description, and the agreed to compensation.
- If the proposed direct labor rates are based on salary survey data, the offeror shall provide the applicable pages (excerpts) from the survey utilized which identifies the source of data, job title and description, geographic location and which rates were utilized (i.e. 50th percentile, median, etc.) with reference to the applicability of the amounts.
- If the proposed direct labor rates are based on something other than a FPRR, FPRA, actual payroll rates, prospective employee agreed to compensation, or survey data, the offeror shall provide the supporting documentation to show the proposed labor rates are realistic.

6. For each labor category rate proposed, the offeror shall identify whether the offeror proposes to use US hires, foreign local nationals, or third country nationals.

7. **OCONUS Differentials and Allowances.** OCONUS differentials/allowances are any allowances (excluding living quarter allowances) and benefits that the offeror proposes to pay US employees, in addition to the employee’s base compensation, as incentive for working overseas, such as those defined by DSSR. In support of the costs identified as OCONUS differentials/allowances, the offeror shall provide the following:

   - State whether the offeror has a corporate policy for paying US employees working overseas and if the offeror does, provide a copy of that policy.
   - Provide a narrative explaining the basis of estimate for proposed OCONUS differentials/allowances used to support why the proposed

costs are realistic. Provide supporting documentation for the differentials/allowances proposed.

- If based on the offeror's actual differentials/allowances paid to actual US employees working OCONUS, provide copies of actual payroll records from the offeror's accounting system.

The CPFF CLINs shall not include allowances covered under the CNF Housing Allowance CLINs in the CPFF term CLINs.

b. **Indirect Costs (to include Facilities Capital Cost of Money (FCCOM)).** The offeror shall provide the following in support of the proposed indirect costs on the CPFF CLINs:

1. A listing of indirect rates by contractor accounting/fiscal year used in the development of the proposed CPFF labor costs for each contract period/CLIN. The listing shall include the indirect allocation bases by indirect rate. The offeror shall disclose and specifically detail the calculations and correlation between the CFY indirect rates and the proposed indirect rates by contract period/CLIN.

2. A narrative explaining the basis of estimate for proposed indirect rates, used to support how the proposed rates are realistic, to include a general description of the types of costs included in each indirect rate pool;

3. State whether the proposed indirect rates represent a FPRA or FPRR, and note the date of the FPRA or FPRR. If the proposed indirect rates are based on a FPRA or FPRR, the offeror shall provide a copy of the FPRA or FPRR;

4. If the proposed rates are not based on a FPRA or FPRR, the offeror shall provide the indirect rate proposal for the budgeted/forecasted rates used in the proposal. The indirect rate proposal shall provide the total pool and base amounts for each indirect rate proposed. Also, provide indirect rate history for the prior five years for all proposed indirect rates not supported by an FPRA or FPRR, showing the historical projected (estimated) and actual rates as well as the total pool and base amounts for each CFY.

5. State whether or not the business volume that would be generated if a contract was awarded to your organization, as a result of this RFP, has been included in the proposed indirect rates, providing the effects upon the indirect rate pools and bases. If this effort is not included in the proposed indirect rates, provide the impact this effort would have on the total proposed indirect pool and base amounts had the offeror included this effort in the proposed indirect rates.

c. **Fixed Fee.** The offeror shall identify the proposed fixed fee rate(s) and the dollar amount proposed for each CPFF CLIN. For the CPFF Term CLINs, the fee shall not exceed 10 percent of the estimated costs for each CPFF CLIN, excluding fee**.**

4. **Cost No Fee (CNF) CLINs:**

Material/Non-Material*.* The material/non-material CLINs will capture other direct costs, and any applicable indirect costs incurred in support of each AFM region. The offeror shall include the material/non-material dollar amounts provided in the applicable Cost/Price workbook(s) which are inclusive of indirect costs when proposing costs for the material/non-material CLINs.

No profit/fee will be allowed on the costs incurred for requirements supporting the Cost (no fee) material/non-material CLINs

Travel*.* The travel CLINs will capture all travel costs, and any applicable indirect costs incurred in support of each AFM region.

The offeror shall utilize the dollar amounts provided in the applicable Cost/Price workbook(s) which are inclusive of indirect costs when proposing costs for the travel CLINs.

No profit/fee will be allowed on the costs incurred for requirements supporting the Cost (no fee) travel CLINs.

Housing Allowance*.* The housing allowance CLINs will capture any applicable indirect/burden expenses associated with OCONUS housing costs in support of each AFM region.

No profit/fee will be allowed on the costs incurred for requirements supporting the Cost (no fee) housing allowance CLINs.

L.3.4 Factor 4: Small Business Participation. All Large Business Offerors are to propose a Small Business Participation Commitment Proposal. The proposed commitments will be evaluated on the level of participation of U.S. small businesses in the performance of this acquisition (as small business prime Offerors and small business subcontractors). The Small Business participation commitment will be incorporated into and become part of any resulting contract.

IAW 13 Code of Federal Regulations (CFR) 125.3(g)(3), small businesses are not required to submit any information in connection with the small business participation

evaluation factor or required to submit a proposed Small Business Participation Commitment Document.

L.3.4.1 Small Business Commitment. The information provided for this factor shall demonstrate the Offeror's level of U.S. small business commitment for the proposed acquisition.

All Large Business Offerors are required to complete a Small Business Participation Commitment Proposal IAW the following proposal format.

L.3.4.1.1 Small Business Participation Commitment Document (previously called Participation Plan). All Large Business Offerors shall provide the following Small Business Participation Commitment Document (SBPCD) requirements and substantiating documentation to demonstrate how the Offeror will meet these requirements. This required information will be used to evaluate the extent of the Offeror's proposed participation/commitment to use U.S. small businesses in the performance of this acquisition relative to the Small Business Evaluation Factors. These SBPCD requirements apply to only LARGE businesses and will be incorporated into any resultant contract as specified below.

The following shall be submitted to provide evidence of small business commitment:

1. **Extent to use such firms, as defined in RFO FAR Part 19, are specifically identified in proposals.**
   (Provide the name, Commercial and Government Entity (CAGE) Code, socio-economic category, and North American Industry Classification System (NAICS) code assigned to the work performed by each small business subcontractor. Include copies of all applicable and current System for Award Management (SAM) records, which must include size assertions for the relevant NAICS code(s). SAM records should confirm certification in specific socio-economic categories and verify that the SAM registration is active and not expired. If the 1st tier subcontractor is not listed in SAM, the Offeror may submit the subcontractor's written representations regarding its size and socio-economic status as a Small Business (SB) or Small Disadvantaged Business (SDB), provided the subcontractor certifies that its size and socio-economic status representations are accurate, current, and complete as of the date of the offer for the subcontracts.

   The Offeror is unable to provide written representations regarding the size status of the 1st tier subcontractor for Women-Owned Small Business (WOSB), Historically Underutilized Business Zone (HUBZone) Small Business, Veteran-Owned Small Business (VOSB), or Service-Disabled Veteran-Owned Small Business (SDVOSB), as these socio-economic categories require certification by the Small Business Administration (SBA). The Government will use the System

for Award Management (SAM) to verify that the subcontractor is registered as a small business under the NAICS code assigned by the Prime Contractor and has an active status in SAM.

2. **Complexity and variety of work small businesses are to perform.** Identify the Prime Offeror and specify the type of service or supply the Prime Offeror will provide. Additionally, list each intended subcontractor along with the principal supplies or services they will provide. Be as specific and detailed as possible (e.g., referencing the Performance Work Statement (PWS)) when describing the type of service or supply being provided by both the Prime Offeror and each subcontractor to clearly demonstrate the variety and complexity of the work to be performed. Include the Commercial and Government Entity (CAGE) Code for the Prime Offeror and each intended subcontractor.

   Provide the anticipated North American Industry Classification System (NAICS) code(s) that the Prime Offeror believes best describe the products or services being acquired through the subcontracts with each intended subcontractor. For small business subcontractors that qualify under multiple small business categories, list them under each applicable category. Additionally, describe the nature of the commitment with each small business subcontractor (e.g., teaming agreements, joint ventures, mentor-protégé agreements, or other arrangements).

Table 2 – Type of Business of Prime Contractor

Company Name (*Include CAGE Code*)	**Small Business Category**	**Product(s)/Service(s) to be provided, including type & variety of work (*Reference PWS Sections in addition to description)***	**NAICS Code**	**Nature of Commitment**

NOTES:

a. IAW Section 8(d) of the Small Business Act, a subcontractor is considered small for subcontracts related to Government procurements if it meets the size standard for the NAICS code that the prime contractor determines best

represents the product or service being acquired under the subcontract. In other words, the size classification of your subcontractors and suppliers is based on the NAICS code assigned to their subcontract, which may differ from the NAICS code associated with your prime contract with the Government.

b. Provide a detailed and specific description of the type of service or supply being offered by the Prime Contractor and each subcontractor to clearly illustrate the variety and complexity of the work to be performed. Additional space beyond the chart provided may be required to sufficiently address the necessary information.

c. IAW 13 CFR 121.402(b)(2), acquisitions for supplies must be categorized under the appropriate manufacturing or supply NAICS code, rather than a Wholesale Trade (NAICS code 42-) or Retail Trade NAICS code. Additionally, per Small Business Administration (SBA) regulations (121.201), Federal Government Contractors are prohibited from using wholesale trade NAICS codes when subcontracting for the acquisition of supplies.

L.3.4.1.2 Small Business Subcontracting Management and Oversight. Proposal shall describe the Prime Offeror's management plan and oversight methods to monitor subcontractor performance for the duration of the Contract. Provide a discussion of the Offeror's process of subcontractor payment IAW the SOW, a discussion of how subcontractor performance is monitored and managed, and identification of specific officials charged with such duties.

L.3.4.1.3 Small Business Commitment. Of the proposed TOTAL PROPOSED CONTRACT VALUE, not total subcontract value, identify the proposed dollar value and percentage of anticipated awards to small business. All percentages shall use TOTAL PROPOSED CONTRACT VALUE as a baseline. Include only first tier U.S. subcontractors in all calculations. The TOTAL PROPOSED CONTRACT VALUE for this factor must match the Cost/Price Factor. If the TOTAL PROPOSED CONTRACT VALUE in both factors do not match, this will be noted as a deficiency.

Indicate the total dollars and percentage of commitment to be performed by large and small businesses and each type of small business socioeconomic category. All percentages shall use TOTAL PROPOSED CONTRACT VALUE as a baseline. This is a competitive requirement; therefore, the offeror should propose its best effort for all socioeconomic categories. The prime offeror must propose quantitative participation expressed as a percentage of the total acquisition value (total proposed contract value).
Total Proposed Contract Value $ <fill in base contract and all option years>

Business Category	Dollar Value	% of Total Proposed Contract Value

Total Large Business (Including Prime)	$	%
Total Small Business (Note 1)	$	%
Total Proposed Contract Value	$	100% (Note b)
Small Disadvantaged Business	$	
Women-Owned Small Business	$	
HUBZone Small Business	$	
Veteran-Owned Small Business	$	
Service-Disabled Veteran-Owned Small Business (Note 4)	$	

Table L.3 - Total Acquisition Value

Notes:

a. Small business includes: Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), Historically Underutilized Business Zone small business (HUBZone), Veteran-Owned Small Business (VOSB) and Service-Disabled Veteran-Owned Small Business (SDVOSB).

b. Include the prime offeror's dollars and percentage. When combined, large and small business totals must equal 100%.

d. Provide a chart for the basic contract period, a chart for each option period, and a chart for the total basic and all options period.

e. The SDVOSB cannot exceed the VOSB since the SDVOSB is a subset of the VOSB socio-economic category.

All supporting documentation is excluded from the page count. Supporting documents will not be incorporated into any resulting contract.

L.3.4.1.4 Small Business Subcontracting Plan. In addition to the Small Business Participation Commitment Document, all offerors other than U.S. Small Businesses must submit a Small Business Subcontracting Plan that complies with the requirements of RFO FAR 52.219-9 and RFO DFARS 252.219-7996 (or RFO DFARS 252.219-7997 for Comprehensive Subcontracting Plans).

Large businesses are required to submit an acceptable Subcontracting Plan to be eligible for award. Individual Subcontracting Plans must align with and reflect the commitments outlined in the Small Business Participation Commitment Document.

The Small Business Subcontracting Plan is not evaluated as part of the source selection process but is a requirement for award to a large business and will be incorporated into any resulting contract. The Subcontracting Plan will not count toward the page limitation

for this volume. Offerors with an approved Comprehensive or Commercial Subcontracting Plan are still required to submit a separate Small Business Participation Commitment Document.

Important Note: Subcontracting Plan goals are calculated as a percentage of subcontracted dollars, whereas Small Business Commitment goals are calculated as a percentage of the total contract dollars.

L.3.5 Factor 5: Solicitations, Offer and Award Documents and Certifications/Representations. Certifications and Representations – Each Offeror shall complete (fill-in and signatures) the solicitation sections indicated below using the file (without modification to the file) provided with the solicitation. An authorized official of the firm shall sign the SF 33 and all certifications requiring original signature. An Acrobat PDF file shall be created to capture the signatures for submission.

1. Section A – Standard Form 33 (SF 33), Solicitation, Offer and Award
2. Section G – Contract Administration Data
3. Section K – Representations, Certification and Other Statements of Offerors

ENFORCEABILITY OF PROPOSAL: The proposal must set forth full, accurate and complete information as required by this solicitation. By submission of the offer, the offeror agrees that all items proposed (if applicable e.g., key personnel, subcontractors, etc.) will be utilized for the duration of the contract and any substitutions require prior Contracting Officer's approval.