ATTACHMENT 2 - SECTION L – INSTRUCTION TO OFFERORS

U.S. Army Corps of Engineers,
Huntsville Engineering and Support Center

Real Property Support Services
Multiple Award Task Order Contract
Generation III

Solicitation: W912DY26RA026
Estimated Value: $60 Million

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SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS

ADDENDA TO FAR Clause 52.212-1 INSTRUCTIONS TO OFFERORS -

COMMERCIAL ITEMS

L1. COPIES OF SOLICITATION DOCUMENTS AND AMENDMENTS

The Solicitation will proceed as a Set Aside to Small Business Competitive 8(a) program, Copies of the solicitation are available by INTERNET ACCESS ONLY. All solicitation documents will be available via the Procurement Integrated Enterprise Environment (PIEE) website at https://piee.eb.mil. Offerors are responsible for checking the website for amendments, and/or additional information. Offerors **shall** submit all requested information specified in the solicitation. The Government may deem an offer ineligible for award if the Offeror fails to submit all requested information or meet all stated Request for Proposal requirements.

Offerors are required to make proposals valid for a period of 120 days

L2. OFFEROR'S QUESTIONS AND COMMENTS.

All questions regarding this solicitation **shall** be submitted in writing via ProjNet no later than **Monday, 16 June 2026, 2PM Central Time.** The Government will not respond to inquiries submitted by any other methods. Offerors **shall** post questions and/or comments in ProjNet using the following bidder key

Website: https://www.projnet.org/projnet

Bidder Key: **SB837S-43SBXQ**

Individual meetings with Offerors will not be scheduled. Emails or voicemails with questions and/or requests for meetings will not receive a response.

Each question must be submitted as a **separate inquiry**. Multiple questions submitted within a single inquiry or attached within a document will **not be answered**. Responses to submitted questions will be provided to all Offerors after review by the Government's technical team. Questions will **not be** accepted or answered via **email or phone.** Accordingly, Offerors are encouraged to carefully review all solicitation requirements and submit questions to the Government early in the proposal cycle.

L3. GENERAL INSTRUCTIONS

Offerors **shall** prepare the proposal clearly and concisely to demonstrate that the Offeror(s) has a complete understanding of the requirements. Offerors **shall** prepare proposals on the presumption that the Government has no previous knowledge of the Offerors' capabilities. Proposals must set forth full, accurate, and complete information as required by this solicitation (including attachments). Proposals will be evaluated only on the information specifically presented in respective submittals, except for the Past Performance evaluations. Proposals received after the time and date specified will be considered late and handled IAW FAR Clause 52.215-1. Proposals will not be returned but will be retained by the Government for official record purposes IAW FAR Clause 52.215-1 (c) (3). When applicable, the Offeror **shall** cross reference to the solicitation by annotating solicitation reference in parenthesis, (i.e. Sec C, para 4.0).

L4. PROPOSAL SUBMISSION VIA PIEE

Proposal **shall** be received **no later than Wednesday, 08 Jul 2026, 2 pm. Central Time.**

Offerors **shall** deliver all volumes of the proposal electronically through the Solicitation Module of the PIEE at https://piee.eb.mil. No other submissions, such as mail, hand carried, facsimile, or other electronic system (e.g., DOD SAFE) will be accepted and evaluated, except in the event of a PIEE system outage preventing the Offeror from submitting a timely proposal. Offerors must be registered in the PIEE Solicitation Module in order to submit a proposal. Offerors are encouraged to register in PIEE as soon as possible. Offeror registration instructions are available at: https://www.acq.osd.mil/asda/dpc/ce/cap/docs/piee/PIEE_Solicitation_Module_Vendor_Acess_Instructions.pdf . Questions about how to submit your proposal **shall** be directed to the PIEE helpdesk at 866-618-5988.

For instructions on how to post a proposal, please refer to the Posting Offer demo available at: https://pieetraining.eb.mil/wbt/sol/Posting_Offer.pdf.

In the event of a PIEE System outage within 24 hours of the proposal due date that prevents the Offeror from submitting a timely proposal, the Offeror **shall** immediately notify the Contracting Officer via email at erika.d.white@usace.army.mil and the Contract Specialist via email at jasmine.m.kennedy@usace.army.mil at least two hours before the proposal is due and include a screenshot of the error message or outage notification. This notification **shall** occur prior to the proposal submission deadline and **shall** be made in writing. The Offeror **shall** obtain written approval from the Contracting Officer to submit the proposal via an alternate method approved by the Contracting Officer.

Only in case of a PIEE System outage and upon receiving approval from the Contracting Officer, the Offeror **shall** submit the proposal to the RPSS III acquisition mailbox: RPSSIII@usace.army.mil. The proposals **shall** be separated by Volumes. The email subject line **shall** read: W912DY26RA026_COMPANY NAME_VOLUME X_#X of X. The package **shall** be stamped or marked "Controlled Unclassified Information" and "Source Selection

Information”

For the purposes of establishing timely proposal submission, the Government will use the date and time an Offeror's entire submission is successfully uploaded in PIEE Solicitation Module. The Government cautions Offerors that electronic submissions are not instantaneous, and file uploads are subject to system connectivity. Submissions may take several minutes or hours, and Offerors should print confirmation information for their files.

If any portion of a proposal received by the Contracting Officer electronically is unreadable, the Contracting Officer will notify the Offeror and permit the Offeror to resubmit the unreadable portion of the proposal. The method and time for resubmission **shall** be prescribed by the Contracting Officer after consultation with the Offeror and documented in the file. IAW RFO 15.107, the resubmission **shall** be considered as if it was received at the date and time of the original unreadable submission for the purpose of determining timeliness under provided the Offeror complies with the time and format requirements established by the Contracting Officer for resubmission.

The Government will not be responsible for proposals delivered to any location or to anyone other than those designated to receive proposals on its behalf. Offerors are responsible for ensuring that proposals are submitted and reach the designated recipient of proposals prior to proposal due date/time. Offerors are responsible for allowing sufficient time for the receipt of proposal in accordance with solicitation instructions.

All proposals received after the exact time specified for receipt **shall** be treated as late submissions. Submittals received after the closing date are considered late and will be handled in accordance with RFO 15.107, "Submission, modification, revision, and withdrawal of proposals"

The Offeror's name; address; and a signature of the official that can bind the Offeror and a telephone number **shall** appear in any volume to be evaluated. Offerors are responsible for including sufficient details to permit a complete and accurate evaluation of each proposal.

The proposal **shall** be separated and uploaded by volume as indicated below. Each volume **shall** be marked with the volume number, solicitation number, and Offeror name. The Offeror's proposal **shall** be submitted as set forth below:

VOLUME I (FACTOR 1) – TECHNICAL CAPABILITIES	**Maximum Page Count- 25 pages**
Tab 1 –Technical Approach **Tab 2** – Management Approach **Tab 3** – Key Personnel	Resumes not included in the page count. Organizational chart not included in the page count.
VOLUME II (FACTOR 2) – PAST PERFORMANCE	**Maximum Page Count – 10 pages**
Tab 1 – Past Performance Project Narratives	
Tab 2 – CPARS/Past Performance Questionnaires	No page limitation
VOLUME III – ADMINISTRATIVE DOCUMENTS	**Maximum Page Count – N/A**
Tab 1 – Representations and Certifications (Include a copy from SAM.gov)	
Tab 2 – Key Subcontractor Letters of Commitments	

Tab 3 – Joint Venture/Mentor Protégé Agreements and Approvals (if applicable)	
Tab 4 – SF1449 and Amendments (signed)	

Proposals **shall** contain the submission requirements stated herein. Proposals must set forth full, accurate, and complete information as required by this solicitation (including attachments). Proposal organization and cross- referencing is mandatory. No material (information not part of the proposal) **shall** be incorporated by reference.

The penalty for making false statement in proposals is prescribed in 18 United States Code (U.S.C.) (S)1001. Failure to submit requested information or to meet a solicitation requirement may result in an offer being ineligible for award.

The Contracting Officer intends to apply Revolutionary FAR Overhaul Federal Acquisition Regulation (RFO) 15.104(b)(1)(ii)(A)(3), Establishing Competitive Evaluation Factors and Significant Subfactors, utilizing a qualifying offer approach. Under this approach, the Government intends to award a Multiple Award Task Order Contract (MATOC) to ALL qualified offerors.

A Qualifying Offeror is an Offeror that is determined to be a responsible source, submits a technically acceptable proposal that conforms to the requirements of the solicitation, and is an Offeror for which the Contracting Officer "has no reason to believe" would be likely to propose other than fair and reasonable pricing.

In accordance with (IAW) RFO 15.104, Establishing Competitive Evaluation Factors and Significant Subfactors, price **will not** be requested or evaluated as part of the base MATOC award determination, including the base ordering period or any optional ordering periods. Award of the MATOC(s) will be made to all responsible Offerors whose proposals are determined technically acceptable and otherwise meet the qualifying criteria for award. To be eligible for award, Qualifying Offerors must receive a rating of "Acceptable" for both factors. The Government will not award a contract to an offeror whose proposal contains a deficiency, as defined in FAR 15.001, Definitions.

Although price will not be evaluated at the base MATOC level, the Contracting Officer shall consider price or cost as one of the evaluation factors for each task order issued under the MATOC. IAW RFO 15.104(b)(1)(ii)(B), Establishing Competitive Evaluation Factors and Significant Subfactors

Legibility, clarity, coherence, and content are more important than appearance for the Offerors proposals. Elaborate brochures or documentation, binding, detailed artwork, or other embellishments **shall** not be submitted. Footnotes on text pages **shall** also be in 12-point font. For detail information about page setup parameters and additional restrictions see subsections L.5 below.

Proposals will be reviewed for completeness and compliance with the solicitation and preparation instructions. If an Offeror (1) fails or refuses to assent to any of the terms and conditions of the solicitation, or (2) fails to submit any of the information required by this

solicitation, the Government may consider the offer to be unacceptable, which could make the offer ineligible for contract award. Offerors **shall** not include price information anywhere in the proposal package. All pages of each proposal should be appropriately numbered and identified with the solicitation number.

Offerors **shall** place information within the appropriate volume. The Offeror should confine submissions to essential matters, sufficient to define the proposal and provide adequate basis for evaluation. Offerors are responsible for including sufficient details, in a concise manner, to permit a complete and accurate evaluation of each proposal. Proposals without the specified content may be determined unacceptable and removed from the competition. The Government will not make assumptions concerning intent, capabilities, or experiences. Clear identification of proposal details **shall** be the sole responsibility of the Offeror. The Government reserves the right to reject incomplete proposals after initial evaluation without further consideration

IAW RFO 15.203, Competitive award without Negotiation, the Government may make competitive awards without negotiations. IAW RFO 15.204-1(a), Establishing a competitive range, The Government **must** establish a competitive range if negotiations occur after evaluating competitive proposals. The Contracting Officer may conduct negotiations with all Qualifying Offerors within the competitive range. However, the Contracting Officer will focus negotiations with those Offerors whose initial proposals are unacceptable.

L.5 PROPOSAL FORMAT.

Adobe PDF files **shall** be separated by Volume and identified with the title format provided below. Volume #_Solicitation Number, COMPANY NAME (e.g.: Volume X_W912DY26RA026_XYZ COMPANY)

Each Volume should include the following:
volume Number, - Offeror Name, - Business Size, - Cage Code, and - SAM UEI Number, Table of Contents

List of Tables/Figures

Solicitation Number **shall** appear on each page

Volume number and page number **shall** appear in the bottom right corner of each page (along with the proposal revision number for the amended page, if amended)

Files **shall** not contain classified data f. Searchable PDF files **shall** use the following page setup parameters:

- Margins - Top, Bottom, Left, Right - 1" Gutter - 0"
- From Edge - Header, Footer - 0.5"
- Page Size - 8.5" x 11"
- Page Size spreadsheets, table, charts, etc. may be 11" x 17" but counts as 2 pages g. The following additional restrictions apply:

Each paragraph **shall** be separated by at least one blank line.

- Font type: Times New Roman; font size:12, including font size for headers and footers
- Font size for spreadsheets, tables, charts, etc. may be reduced to font size 10. Note. Offerors may only include narrative in the chart, table, etc. that explains the chart, table, etc. Information in the chart, table, etc. that goes beyond this purpose may be deemed to count as regular text subject to the page restrictions.
- The use of hyperlinks in proposals is prohibited.
- Dual-column formats are not permitted.

Page limitations **shall** be treated as maximums and are indicated in the Proposal Volume table above. Proposal Cover, Table of Contents, Cover Sheets, Lists of Tables, Figures, or Acronyms,

Proposal cover, Attachment 04, Letters of Commitment for Key Subcontractor, and Attachment 05, Past Performance Questionnaire (PPQ), List supporting documentation to include teaming arrangement documentation and submission of attachment forms are excluded from the maximum page count. All pages must be numbered regardless of page limitations.

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

L.6 PROPOSAL CONTENT

All information **shall** be confined to the appropriate volume. The Offeror **shall** confine submissions to essential matters, sufficient to define the proposal and provide adequate basis for evaluation. Offerors are responsible for including sufficient details, in a concise manner, to permit a complete and accurate evaluation of each proposal. Proposals without the specified content may be determined Unacceptable and removed from the competition. The Government will not make assumptions concerning intent, capabilities, or experiences. Clear identification of proposal details **shall** be the sole responsibility of the Offeror. The Government reserves the right to reject incomplete proposals after initial evaluation without further consideration. Proposals **shall** be organized and tabbed as follows

VOLUME 1, FACTOR I- TECHNICAL CAPABILITES

Tab 1 –Technical Approach

The Offeror **shall** provide a written narrative demonstrating their technical approach to successfully perform the requirements of the PWS and solicitation . The narrative **shall** describe the technical methods, processes, tools and resources the Offeror will use to support the real property systems of record identified in PWS paragraph 3.2. The Offeror shall identify the number of data points, the number of buildings that is capable of assessing under audit conditions. The narrative **shall** also describe the types of audits the offeror is technically capable of supporting by applying the following prioritization for evaluation purposes: capability to support DoD audits will be considered most significant, followed by capability to support non-DoD Federal audits and then capabilities to support all other audits.

Tab 2 – Management Approach

The Offeror **shall** submit a management approach that clearly describes how the requirements of this solicitation will be managed and performed. At a minimum, the submission **shall** address the hierarchical structure under which work is proposed to be completed to include the placement of all key personnel identified in Tab 3 – Key Personnel.
Offerors **shall** describe organizational roles, lines of authority, and resource allocation necessary to manage multiple concurrent projects. This includes responsibilities, reporting structures, and the allocation of resources required to manage multiple projects simultaneously.

The Offeror **shall** provide a narrative illustrating the organizational structure of the Offeror's proposed team (all key subcontractors should be included in this organizational structure).The organizational structure shall be outlined in a narrative and a diagrammed organizational chart indicating the working arrangement of the team, and how the organization fits into the Offeror's overall corporate structure**.** The offeror **shall** provide a narrative of its internal quality control process and its application to the worked defined within the PWS.

Tab 3 – Key Personnel

The Offeror **shall** provide one resume for the Program Manager and Program analyst; and Offeror **shall** provide a minimum of two to a maximum of four individual resumes who will function **as Technical Managers.** Each resume must exhibit experiences in one or more property systems of record identified in the PWS paragraph 3.2, and experience with each of the fields listed in the PWS paragraph 2. The Offeror **shall** describe in narrative form for each key personnel, their total cumulative years of relative work experience, areas of responsibility, and relationship with the management structure in performing Real Property Support. The Offeror **shall** document its ability to provide subject matter expertise in the following areas: master planning, environmental engineer, engineering support, utilities and economics.

VOLUME II, FACTOR 2 - PAST PERFORMANCE

The Offeror **shall** provide information about its past performance regarding recent and relevant project efforts and the quality of those efforts to demonstrate its accomplishments and capabilities to successfully perform and accomplish the effort required by this solicitation. To be determined recent, projects **shall** have at least 12 months of performance completed within three years from the closing date of this solicitation. Submitted projects with a performance less than twelve months will not be considered. A minimum of one project **shall** be identified as self-performed by the Prime Contractor. Past performance information includes the following three aspects recency, relevance, and quality of products or services.

In this context, "Offeror" refers to the proposed prime Contractor and its proposed key subcontractors. A letter of commitment must be provided from all key subcontractors. Prime Contractor and proposed key subcontractors **shall** be assessed individually, and the results will then be assessed in their totality to derive the Offeror's Past Performance rating. Past performance of prime Contractors or key subcontractors whose firms are divided into severable segments (i.e., division, group, unit, etc.) will only be evaluated as it relates to those segments

of the firm(s) that will perform the work.

Tab 1 –Past Performance Project Narrative

The Offeror **shall** submit a minimum of three, and no more than five project examples of recent and relevant projects, to demonstrate its experience on contracts of similar size, scope, and complexity in comparison to the effort required in this solicitation. A "project" refers to a single, discrete contract action such as a task order, delivery order, stand-alone contract, or other individually awarded effort. A project does not refer to an entire IDIQ contract, MATOC, or basic ordering agreement. Recency is defined as a time period during which Past Performance references are considered relevant. Relevancy is defined as projects that are similar and logically connected to the context of this solicitation in terms of scope (dollar value, size, project type, contract type) and in the magnitude of effort and complexities of the work outlined in this solicitation. Quality is defined as the overall quality of the Past Performance. This limitation on the number of projects applies to those performed by the Prime, and key subcontractors. For each recent and relevant project example, the Offeror **shall** submit a separate and fully completed past performance information.

Tab 2 – CPARS/Past Performance Questionnaires

Offeror **shall** provide Contractor Performance Assessment Reporting System (CPARS) Narrative. For projects with no CPARS rating, the Offeror must provide the Past Performance Questionnaire (PPQ)s (Attachment 03) to the client(s) for each project the Offeror submits in VOLUME II.

While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate, and complete past performance information rests with the Offeror.

VOLUME III - ADMINISTRATIVE DOCUMENTS

Tab 1 – Representations and Certifications

Representations and Certifications and other Statements of Offerors is not considered for evaluation but is required as part of the Offeror's proposal of this solicitation. The information requested in this section needs to be fully completed along with completion of Representations and Certifications in SAM per FAR 52.204-8, Annual Representations and Certifications. The Offeror must provide Representation and Certifications (Include a copy from SAM.gov)

Tab 2 – Key Subcontractor Letters of Commitment

Offerors **shall** submit an Attachment 6 – Key Subcontractor Letter of Commitment for each teaming partner or key subcontractor for their technical approach to be evaluated. For the purposes of this solicitation, a key subcontractor is defined as any subcontractor proposed to perform at least 20% of the total contract effort.

Tab 3 – Joint Venture/Mentor Protégé Agreements and Approvals

Joint Venture/Mentor Protege/ Team Agreements and approvals (if applicable): Offerors **shall** submit with the proposal a copy of the JV/Mentor Protege/Team Agreements and approvals (if applicable). When proposing as a joint venture, the designated firm for the joint venture **shall** sign the proposal first. A copy of the JV agreement, along with the signed agreement designating one firm with the authority to bind the members of the JV, **shall** be submitted with the proposal in Volume III, Tab 3. Any firm which is a part of the joint venture **shall** include a signature block designating the company name, the representative's name, the representative's job title and a signature. Failure to comply with the foregoing requirements may eliminate the proposal from further consideration. If this is an 8(a), HUBZone, Service-Disabled Veteran-Owned, or Women Owned Small Business joint venture, the Offeror **shall** ensure that it complies with the applicable requirements of 13 CFR Part 124, 13 CFR Part 125, 13 CFR Part 126 and CFR Part 127, respectively. When proposing as part of a Mentor-Protege Agreement or as a contractor team, the same procedures stated above for a Joint Venture **shall** be followed.

Tab 4 – SF1449 and Amendments

Solicitation and ALL Amendments (signed): Offerors **shall** acknowledge receipt of the Solicitation, Attachments, and Amendments, and include copies of the SF 1449 for the original solicitation and SF30s for any amendments signed by a person authorized to sign the offer.