AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT	1. CONTRACT ID CODE GS11P16MKC7010	PAGE 1 OF	PAGES 2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	REQUISITION/PURCHASE REQ. NO.	PROJECT NO. *(If applicable)*
Amendment 03	11/25/2016		

6. ISSUED BY CODE	7. ADMINISTERED *BY (If other than Item 6)* CODE
GSA, NCR, PBS, Office of Acquisition, Capital Construction 301 7th Street, SW Room 6651 Washington, DC 20407	GSA, NCR, PBS, Office of Acquisition, Capital Construction 301 7th Street, SW Room 6651 Washington, DC 20407

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*		9.A. AMENDMENT OF SOLICITATION NO.
To All Prospective Offerors	(X)	GS11P16MKC7010 9B. DATED *(SEE ITEM 11)* 11/7/2016
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED *(SEE ITEM 13)*
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning__ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegraph which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS
IT MODIFIES THE CONTRACT/ORDER NO. DESCRIBED IN ITEM 14.

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

E. **IMPORTANT: Contractor ☐ is not ☐ is required to sign this document and return _____ copies to the issuing office.**

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible).*

The solicitation is hereby amended as follows:

Continued on Page 2 of this Amendment

Except as provided herein, all terms and conditions of the document reference in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A. NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
		Mary Pineda, Contracting Officer	
15B. CONTRACTOR/OFFEROR _____ *(Signature of person authorized to sign)*	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____, *(Signature of Contracting Officer)*	16C. DATE SIGNED

GS11P16MKC7010, General Construction Services for Switzer Lower Level and Conference Center

The purpose of this amendment is to incorporate the following attachments listed below:

- Amendment #3 Attachment #1 – Responses to RFI Questions 25Nov2016
- Attachment A GC Past Performance Reference Form
- Pre Proposal Conference Sign in Sheet.

END OF AMENDMENT NO. THREE (3)

ATTACHMENT #1

Pre-Award (RFI) Questions and Answers (Questions 1 through 30)

1. **QUESTION:**
   Will the Government require the contractor to use its preferred ePM system? If so, please specify which system (Meridian Proliance, etc).

   RESPONSE:
   Yes. GSA uses a version of Proliance (Meridian) software known as ePM. It is web-based and access will be provided to GSA's system for use by the Design-Build Contractor. Any contractor personnel that require access to ePM must go through the HSPD-12 process due to Sensitive but Unclassified (SBU) requirements by GSA. The user must have at least received an initial favorable letter (fingerprints cleared) to be given access into the ePM system. GSA will provide training to contractor personnel.

2. **QUESTION:**
   Regarding Evaluation Factor 3: Past Performance of Team, the requirement says "References shall be in letter format." Please explain.

   RESPONSE:
   Past Performance evaluations are to be submitted on the attached "Attachment A: GC Past Performance Reference Form".

3. **QUESTION**:
   Please confirm key personnel resumes are to be submitted in Phase 2.

   RESPONSE:
   Yes. Resumes for Key Personnel and Special Consultants will be evaluated in Phase 2.

4. **QUESTION:**
   Please confirm that the SF1442 and C301 Representations and Certifications are to be submitted in Phase 2.

   RESPONSE:
   SF1442 should be included in the Phase 1 submission. The SF1442 will identify that that Amendments have been received. The price will be included in Phase 2. Representations and Certifications shall be submitted in Phase 1.

5. **QUESTION:**
   Under Section II.C. Technical Proposal and under (1)A. Project Team Organization and Communication on page 11, we are inquiring to see if the key personnel ii) Project Manager of D-B Entity and iv) Construction Project Manager can be the same individual?

   RESPONSE:
   It can be the same individual, providing that person has adequate authority within the organization.

6. **QUESTION:**
   Under Evaluation Factor 3: Past Performance of Team, on page 15, we are looking for clarification regarding the references. The first paragraph is asking for a minimum of two references for each similar project and then states that the references shall be in letter format. Are we required to submit a letter from each reference or just a list of references in letter format? If we are required to submit an actual reference letter from each reference, will these letters count toward our 50 page limit?

   RESPONSE:
   The letter format refers to the "Attachment A: GC Past Performance Reference Form." The Past Performance Reference Form will not count toward the 50 page limit.

7. **QUESTION:**
   Similarly, in the second paragraph under Evaluation Factor 3: Past Performance of Team, on page 15, it asks for references for a minimum of two projects completed over the last ten years. It also states that the "offeror shall submit at a minimum two (2) references for each design team member." It goes on to state that the references shall be in letter format. Again, are we required to submit a letter from each reference or just a list of references in letter format? If we are required to submit an actual reference letter, will these letters count toward our 50 page limit?

   RESPONSE:
   See response to QUESTION #6.

8. **QUESTION:**
   Will a copy of the sign-in sheet be distributed?

   RESPONSE:
   The sign-in sheet is attached.

9. **QUESTION:**
   Page 21 of 26, Section A. Project Team Organization and Communication: Are resumes required for the eleven key personnel that are listed in this section?

   RESPONSE:
   Not in Phase 1. Resumes for Key Personnel and Special Consultants will be submitted and evaluated in Phase 2.

10. **QUESTION:**
    Page 16 of 26, General Provisions, III. D. Organizational Conflict of Interest Notice: Is a letter certifying that an organizational conflict of interest does not exist acceptable?

    RESPONSE:
    Yes, that is acceptable.

11. **QUESTION:**
    Please confirm that it is acceptable to use fonts other than Times New Roman, size 12 for tables and captions, as long as they are clearly legible.

    RESPONSE:
    Yes, that is acceptable.

12. **QUESTION:**
    Section II.C.(3). requires a minimum of two (2) references for each design team member. Please clarify if this is two references for each individual person proposed for the design team, or two references for each design firm.

    RESPONSE:
    It is for each design firm. The term "design team member" refers to the A/E component of the Design-Build entity. Also refer to the response to QUESTION #6.

13. **QUESTION:**
    Page 1, Section 11 of the SF1442 indicates that completion is required within 550 calendar days after notice to proceed. On the same page, Section 10 indicates that substantial completion is required within 550 calendar days after NTP and contract completion is required within 60 days of substantial completion for a total contract duration of 610 calendar days. Page 6 of 26 of the RFP states, The Project, the general phasing of which shall be determined by the Government, shall begin immediately after the notice to proceed is issued by the contracting officer, and the contract shall be completed within 580 days (see

subsection I.F.: Estimated Price Range and Completion Schedule). Please confirm the anticipated total contract duration.

RESPONSE:
Substantial completion is 550 calendar days from NTP. Project completion is 60 calendar days from Substantial completion.

14. **QUESTION:**
Section II.C (1).A. requires a Project Executive, Project Manager of D-B Entity and Construction Project Manager. The roles for the Project Executive and Construction Project Manager are clear. Please clarify the role of the Project Manager of the D-B Entity. What is GSA looking for in terms of prior experience and/or qualifications?

RESPONSE:
The Project Manager of the D-B Entity is an individual with the authority and experience to manage, oversee, and direct the daily activities of both the design and construction aspects of the project. Depending on the business relationship between the designer and the builder or the Offeror's capabilities, this can be a function of one of the other named Project Managers.

15. **QUESTION:**
Please confirm that projects submitted under Evaluation Factor #2 – Past Experience on Similar Projects must have been completed within the last six (6) years, and that project and design team references submitted under Evaluation Factor #3 – Past Performance of Team, can be completed within the last ten (10) years.

RESPONSE:
Confirmed.

16. **QUESTION:**
Please confirm that all information provided in Section II – Evaluation Factor 1: Technical Approach, Evaluation Factor 2: Past Experience on Similar Projects, Evaluation Factor 3: Past Performance of Team, and II.D "Other Information to Submit with Proposal – is limited to 50 pages.

RESPONSE:
Confirmed.

17. **QUESTION:**
Please confirm that we are to submit a minimum of two (2) references for the following design team members:

§ Project Executive of the D-B Contractor Entity
§ Project Manager of the D-B Entity
§ A/E Lead Designer/Project Manager
§ Construction Project Manager

RESPONSE:
Please refer to the response to QUESTION #12.

18. **QUESTION:**
Security Systems: What are the current security systems (access controls, video management systems, etc.) in use?

RESPONSE:
Specific information will be provided in Phase 2. Systems include access control, video surveillance, a network video recording and management system, etc.

19. **QUESTION:**
Audio Visual Systems: What is the current audio visual distribution system manufacturer in use?

RESPONSE:
Specific information will be provided in Phase 2. Systems support video conferences, multimedia presentations, web collaboration, large assemblies and events, panel discussions, video streaming, etc.

20. **QUESTION:**
Will the Bridging documents or project requirements include elements of GSA Security Risk Assessment or Level of Protection that need be met by the project in Phase II (besides elements already identified in the solicitation)?

RESPONSE:
Yes.

21. **QUESTION:**
What type of existing system does GSA have in place for security at Switzer?

RESPONSE:
Please refer to the response to QUESTION # 18.

22. **QUESTION:**
Who is the existing vendor for the security system?

RESPONSE:
Please refer to the response to QUESTION # 18.

23. **QUESTION:**
In the Solicitation, page 11, (1) Evaluation Factor 1: Technical Approach, it states that this information should be captured within no more than fifteen (15) letter sized pages with **exceptions highlighted** in the individual sections noted below. The sections noted below on this page & page 12 are items A-D. Do those particular sections not apply to the 15 page limitation? Can you please provide clarification?

RESPONSE:
The full Evaluation Factor 1: Technical Approach, including items A-D, response shall be captured within no more than fifteen (15) letter-sized pages.

24. **QUESTION:**
In the Solicitation, page 12 of 26 item D. Quality Control Plan. Question: Our Quality Control Plan well exceeds the overall 50 page limitation of the entire proposal. Would you consider a Quality Control narrative tailored to this particular project that responds to each of the requirements included in this section in lieu of a full QC Plan?

RESPONSE:
Yes, that is acceptable.

25. **QUESTION:**
In the Solicitation, page 14 & 15, (3) Evaluation Factor 3: Past Performance of Team (including the architect-engineer and construction members), it states that Design Builder/Constructor providing verifiable information references for (4) projects completed over the last 10 years. Are these project references supposed to come from the similar project experience provided in Factor 2: Past Experience on Similar Project? If so are they supposed to be over the last 6 years as listed under Factor 2 or is 10 correct? Can you please provide clarification?

RESPONSE:
A project can be cited to satisfy the requirements of both Evaluation Factor 2: Past Experience on Similar Project and Evaluation Factor 3: Past Performance of Team, but it is not required that each project cited in Evaluation Factor 2 must also be cited in Evaluation Factor 3, and vice-versa. To address the question of age, projects cited under Evaluation Factor 3 must have been completed within ten (10) years. Projects cited under Evaluation

Factor 2 must have at least three of the five relevant characteristics listed in the RFQ, with project completion within six (6) years prior to the due date of the Phase I RFQ being one of the five characteristics. It is not a requirement that a project cited under Evaluation Factor 2 must have been completed within six (6) years, but more favorable consideration will be given to projects that demonstrate all five listed project characteristics.

26. **QUESTION:**
In the Solicitation, page 15, (3) Evaluation Factor 3: Past Performance of Team (including the architect-engineer and construction members), it states that we are to provide 2 references that are to be in letter format. Can you please confirm what letter format is?

RESPONSE:
Please refer to the response to QUESTION #6.

27. **QUESTION:**
In the Solicitation, page 15 paragraph 2 it states our Design Build team is required to provide references for a minimum of (2) projects completed over the last 10 years & 2 references for each design team member. Can you please confirm if this means that each team member will need to provide a total of 4 references?

RESPONSE:
References for four (4) projects are required. Of these four (4) projects, two project references (2) shall be for the Design Team (A/E) firm's past experience on design-build projects and two project references (2) shall be for the General Contractor (GC). Projects where the A/E and the GC worked together can be used, but do not count as two references.

28. **QUESTION:**
In the Solicitation, page 14 & 15, (3) Evaluation Factor 3: Past Performance of Team (including the architect-engineer and construction members), it states that Design Builder/Constructor providing verifiable information references for (4) projects completed over the last 10 years. Is this supposed to mean that we have (2) references from the General Contractor & (2) references from the Design Team (Architect-Engineer) firm? Can you please provide clarification?

RESPONSE:
Please refer to the response to QUESTION #27.

29. **QUESTION:**

<u>Evaluation Factor 3 / Page 15 (see attached)</u>

Is GSA requesting client-provided reference letters for Past Performance Projects and Key Personnel? If this is required, it is possible that an additional 30 pages will be added to the overall page count.

<u> References (See page 15 of SOL attached) :</u>**

2 per project/ 5 projects = 10 "letter" references = 10 pages?
2 per Team Member? (11 noted positions) w/ letter references? = 22 pages?

The page limit delineated in the RFQ (Page 9/26. C. Section II) states that submissions that exceed the 50 page maximum will be considered non-responsive. If the reference letters are required, that allocates 18 pages remaining to address the ***Program Management, Risk Mitigation Plan, QC Plan, and the required 11x17 Org Chart***.

We have never seen 2 letters of references required at this stage for identified staff. Is this something that can be provided during Phase 2?

RESPONSE:

Please refer to the responses to QUESTION #6 and QUESTION #12.

30. **QUESTION:**

Would you accept a CPARs in place of a reference?

RESPONSE:

No. A "GC Reference Past Performance Reference Form" must be completed.

PBS PAST PERFORMANCE QUESTIONNAIRE
(General Construction, Design Build, CMc Services)

CONTRACT INFORMATION *(Contractor/Offeror to complete Blocks 1-4)*

1. CONTRACTOR/OFFEROR INFORMATION

Firm Name:

Address:

Phone Number: DUNs Number:

Contact Name

Email Address: : Contact Phone Number:

2. GENERAL WORK INFORMATION

Work performed as: ☐ Prime Contractor ☐ Sub Contractor ☐ Joint Venture ☐ Other (Please explain):

Percent (%) of project work performed:

If a subcontractor, who was the prime (Name/Phone #):

3. CONTRACT INFORMATION

Contract Number:

Delivery/Task Order Number (if applicable):

Contract Type: ☐ Firm Fixed Price ☐ Cost Reimbursement ☐ Other (Please explain)

Contract Title:

Contract Location:

Award Date (mm/dd/yy):

Contract Completion Date (mm/dd/yy):

Actual Completion Date (mm/dd/yy):

Explain Differences:

Original Contract Price (Award Amount):

Final Contract Price (*to include all modifications, if applicable*):

Explain Differences:

4. PROJECT DESCRIPTION

Complexity of Work: ☐ High ☐ Med ☐ Routine

How is this project relevant to project of submission? (*Please provide details such as similar equipment, requirements, conditions, etc.*)

INSTRUCTIONS FOR CLIENTS COMPLETING THIS QUESTIONNAIRE: PBS requests that the client completes this questionnaire and submits it directly back to the offeror. The offeror will submit the completed questionnaire to PBS with their proposal, and may duplicate this questionnaire for future submission on PBS solicitations. Clients are highly encouraged to submit questionnaires directly to the offeror. However, questionnaires may be submitted directly to PBS. Please contact the offeror for PBS POC information. The government reserves the right to verify any and all information on this form. If a question doesn't apply to your project please indicate" Not applicable" by marking the last column.

Use the following adjective ratings and definitions in your evaluation of the Contractor's performance.

RATING	DEFINITION	NOTE
(E) Exceptional	Performance meets contractual requirements and exceeds many to the Government/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor was highly effective.	An Exceptional rating is appropriate when the Contractor successfully performed multiple significant events that were of benefit to the Government/Owner. A singular benefit, however, could be of such magnitude that it alone constitutes an Exceptional rating. Also, there should have been NO significant weaknesses identified.
(VG) Very Good	Performance meets contractual requirements and exceeds some to the Government's/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.	A Very Good rating is appropriate when the Contractor successfully performed a significant event that was a benefit to the Government/Owner. There should have been no significant weaknesses identified.
(S) Satisfactory	Performance meets minimum contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.	A Satisfactory rating is appropriate when there were only minor problems, or major problems that the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified. A fundamental principle of assigning ratings is that contractors will not be assessed a rating lower than Satisfactory solely for not performing beyond the requirements of the contract.
(M) Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.	A Marginal is appropriate when a significant event occurred that the contractor had trouble overcoming which impacted the Government/Owner.
(U) Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.	An Unsatisfactory rating is appropriate when multiple significant events occurred that the contractor had trouble overcoming and which impacted the Government/Owner. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating.
(N) Not Applicable	No information or did not apply to your contract	Rating will be neither positive nor negative.

TO BE COMPLETED BY CLIENT

CLIENT INFORMATION
Client Point of Contact Information Name: Title: Phone Number: Email Address: **Project Information** Contract Type: Contract Title: Contract Location:
Describe your role in the project:
Date Questionnaire was completed (mm/dd/yy):
Client's Signature:

Instructions: Please select the adjective rating that best reflects your evaluation of the contractor's performance.

1. QUALITY:	**E**	**VG**	**S**	**M**	**U**	**N**
(a) Quality of technical data/report preparation efforts, if required..	☐	☐	☐	☐	☐	☐
(b) Ability to meet quality standards specified for technical performance.	☐	☐	☐	☐	☐	☐
(c) Timeliness/effectiveness of contract problem resolution without extensive customer guidance.	☐	☐	☐	☐	☐	☐
(d) Adequacy/effectiveness of quality control program and adherence to contract quality assurance requirements (without adverse effect on performance).	☐	☐	☐	☐	☐	☐
2. SCHEDULE/TIMELINESS OF PERFORMANCE:	**E**	**VG**	**S**	**M**	**U**	**N**
(a) Compliance with contract delivery/completion schedules including any significant intermediate milestones. *(If liquidated damages were assessed or the schedule was not met, please address below.)*	☐	☐	☐	☐	☐	☐
(b) Rate the contractor's use of available resources to accomplish tasks identified in the contract.	☐	☐	☐	☐	☐	☐
3. CUSTOMER SATISFACTION:	**E**	**VG**	**S**	**M**	**U**	**N**
(a) To what extent were the end users satisfied with the project?	☐	☐	☐	☐	☐	☐
(b) Contractor was reasonable and cooperative in dealing with your staff (including the ability to successfully resolve disagreements/disputes; responsiveness to administrative reports, businesslike and communication).	☐	☐	☐	☐	☐	☐
(c) To what extent was the contractor cooperative, businesslike, and concerned with the interests of the customer?	☐	☐	☐	☐	☐	☐
(d) Overall customer satisfaction.	☐	☐	☐	☐	☐	☐
4. MANAGEMENT/ PERSONNEL/LABOR	**E**	**VG**	**S**	**M**	**U**	**N**
(a) Effectiveness of on-site management, including management of subcontractors, suppliers, materials, and/or labor force?	☐	☐	☐	☐	☐	☐
(b) Ability to hire, apply, and retain a qualified workforce to this effort.	☐	☐	☐	☐	☐	☐

4. MANAGEMENT/ PERSONNEL/LABOR - *Continued*	E	VG	S	M	U	N
(c) Government Property Control.(if applicable)	☐	☐	☐	☐	☐	☐
(d) Knowledge/expertise demonstrated by contractor personnel.	☐	☐	☐	☐	☐	☐
(e) Utilization of Small Business concerns (if applicable).	☐	☐	☐	☐	☐	☐
(f) Ability to simultaneously manage multiple projects with multiple disciplines. (if applicable)	☐	☐	☐	☐	☐	☐
(g) Ability to assimilate and incorporate changes in requirements and/or priority, including planning, execution and response to Government/Owner changes.	☐	☐	☐	☐	☐	☐
(h) Effectiveness of overall management (including ability to effectively lead, manage and control the program).	☐	☐	☐	☐	☐	☐
5. COST/FINANCIAL MANAGEMENT	**E**	**VG**	**S**	**M**	**U**	**N**
(a) Ability to meet the terms and conditions within the contractually agreed price(s)?	☐	☐	☐	☐	☐	☐
(b) Contractor proposed innovative alternative methods/processes that reduced cost, improved maintainability or other factors that benefited the client.	☐	☐	☐	☐	☐	☐
(c) If this is/was a Government cost type contract, or a CMc/CMc at Risk Contract, please rate the Contractor's timeliness and accuracy in submitting monthly invoices with appropriate back-up documentation, monthly status reports/budget variance reports, compliance with established budgets and avoidance of significant and/or unexplained variances (under runs or overruns).	☐	☐	☐	☐	☐	☐
(d) Is the Contractor's accounting system adequate for management and tracking of costs? (*If no, please explain in comment section below.)*	☐ Yes			☐ No		
(e) If this is/was a Government contract, has/was this contract been partially or completely terminated for default or convenience or are there any pending terminations? (*Indicate if show cause or cure notices were issued, or any default action in comment section below.)*	☐ Yes			☐ No		
(f) Have there been any indications that the contractor has had any financial problems? (*If yes, please explain in the comment section below.)*	☐ Yes			☐ No		
6. SAFETY/SECURITY	**E**	**VG**	**S**	**M**	**U**	**N**
(a) To what extent was the contractor able to maintain an environment of safety, adhere to its approved safety plan, and respond to safety issues? (Includes: following the users rules, regulations, and requirements regarding housekeeping, safety, correction of noted deficiencies, etc.).	☐	☐	☐	☐	☐	☐
(b) Contractor complied with all security requirements for the project and personnel security requirements.	☐	☐	☐	☐	☐	☐
7. GENERAL	**E**	**VG**	**S**	**M**	**U**	**N**
(a) Ability to successfully respond to emergency and/or surge situations (including notifying COR, PM or Contracting Officer in a timely manner regarding urgent contractual issues) (if applicable).	☐	☐	☐	☐	☐	☐
(b) Compliance with contractual terms/provisions *(If there were specific issues, please explain in the comments sections below*	☐	☐	☐	☐	☐	☐
(c) In summary, provide an overall rating for the work performed by this contractor.	☐	☐	☐	☐	☐	☐

8. SUSTAINABILITY	
Did this project include sustainable methods, materials, processes or certifications? (See Whole Building Design Guide for acceptable requirements. Link to guide WBDG Green Building Standards and Certification Systems.) *(If yes, please explain in the comments section below.)*	☐ Yes ☐ No
9. SUMMARY	
Would you hire or work with this firm again? *(If no, please explain in the comments section below.)*	☐ Yes ☐ No

COMMENTS SECTION
Please provide additional information below, and attach additional pages if necessary.

Please provide responses to the above questions (if applicable) and/or additional remarks. Also please provide a brief narrative addressing specific strengths, weaknesses, deficiencies, or other comments which may assist our office in evaluating performance risk *(please attach additional pages if necessary)*:

PRE-PROPOSAL CONFERENCE
Mary E. Switzer Lower Level and Conference Center
Department of Health and Human Services
330 C Street Washington, DC
November 15, 2016, 10:00 am

PLEASE WRITE LEGIBLY. CONFERENCE SIGN-IN INFORMATION WILL BE DISTRIBUTED ELECTRONICALLY

NAME	COMPANY	EMAIL ADDRESS
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Theophilus Howard	GSA	Theophilus.howard@gsa.gov
Isoken Ihama	GSA	Isoken.ihama@gsa.gov
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SIGN IN SHEET

PLEASE WRITE LEGIBLY. CONFERENCE SIGN-IN INFORMATION WILL BE DISTRIBUTED ELECTRONICALLY

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SIGN IN SHEET

PLEASE WRITE LEGIBLY. CONFERENCE SIGN-IN INFORMATION WILL BE DISTRIBUTED ELECTRONICALLY

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SIGN IN SHEET

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