1.0 GENERAL

Complete proposals submitted in response to the Request for Proposal (RFP) shall be received prior to the date specified in block 9 of the Standard Form (SF) 33 (solicitation document).

2.0 GENERAL CONTENT REQUIREMENTS

The Offeror's proposal is the sole basis for evaluating the technical merits of what is being offered, the degree to which the Offeror's proposed performance capability and capacity are supported, and the ability of the Offeror to perform in accordance with (IAW) the requirements. Proposals submitted shall be sufficiently detailed as to clearly demonstrate that the Offeror has a thorough comprehension of all requirements, including all special provisions of the RFP, to enable Government personnel to conduct a thorough evaluation of the proposal and to arrive at a sound determination as to whether the prospective Offeror will be able to perform in accordance with the requirements of the RFP.

Offerors are advised to submit proposals that are complete, clear, and consistent in all respects without the need for additional explanation or information. Offerors are cautioned against the use of general, vague, or unsubstantiated statements which prevent concise proposal evaluation.

The format and content of the proposal shall contain a response to the topics noted below. Information presented shall appear in the same order as outlined by this Section. A ~~master~~ table of contents identifying major subsections by number, title, page number and volume shall be provided in each volume.

The Offeror's proposal shall address the entire RFP and all its amendments, exhibits, and attachments. The proposal shall constitute an offer and will indicate the Offeror's unconditional assent to the terms and conditions in this RFP. Objection to any of the terms and conditions will constitute a deficiency which may make the offer unacceptable. Alternate proposals will not be considered and shall not be submitted.

The Offeror shall not submit the Security Classification Specification as a part of the proposal. The DD Form 254 will, however, become a material part of any resultant contract.

Documents, exhibits, and other attachments that form a part of this RFP and will become part of any resultant contract are identified in Section J. The following RFP sections listed below (which also form a part of this RFP) will not become a part of any resultant contract:

Section K – Representations, Certifications and Other Statements of Offerors
Section L – Instructions, Conditions, and Notices to Offerors
Section M – Evaluation and Award Factors

Offerors are expected to reach a reasonable understanding of the requirements of this RFP by careful study (particularly Section C—Descriptions/Specifications and Section J—List of Documents, Exhibits, and Other Attachments) and by the application of their qualified knowledge and experience. If such a review establishes the need for correction or clarification,

such need should immediately be brought to the attention of the Contract Specialist (CS) and Procuring Contracting Officer (PCO), noted in clause G-242-H001, so that the matter can be resolved and so that, if necessary, official dissemination of such correction or clarification can be made to all Offerors.

3.0 SUBMISSION OF PROPOSALS

SEE BLOCK 9 OF THE SF33.

The Offeror's proposal shall be detailed, specific, and complete to enable a thorough evaluation of the proposal and a sound determination that the proposal will meet or exceed the requirements and objectives set forth in the RFP. Proposals shall be submitted in accordance with the instructions herein, and non-conformance with the specified required content may be cause for rejection of the proposal.

Offerors are cautioned that pages above the specified page limit within each volume will be removed and not evaluated (i.e. if the maximum page limit is 30 and 35 pages are submitted, pages 31 through 35 will not be evaluated). Offerors are further cautioned that some factors have additional page limitation criteria, specific to that section (e.g., SB Plan/SB participation). The page count will not include cover pages, title pages, and table of contents.

NOTE: Unless specifically excluded above, all pages will count towards the page limitations, including all required plans and any submitted appendices. Exhibits/Diagrams/Charts are allowable, but shall have type no smaller than 8-point font size, Times New Roman font and 1-inch margins. The narrative material in the proposal shall be single spaced, with type no smaller than 10-point font size, Times New Roman font and have 1-inch margins.

The proposal shall be valid for no less than 270 days from the date of RFP closing. The proposal shall provide comprehensive responses to the areas provided for in this section. The proposal shall be a complete response to the Statement of Work (SOW) and the requirements of this RFP.

Each Offeror must (1) submit an offer, (2) submit written information that pertains to its capability, and (3) submit supporting cost data. When evaluating an Offeror's capability to perform the prospective contract, the Government will consider how well the Offeror complied with these instructions. The Government will consider an Offeror's noncompliance with these instructions to be indicative of the type of conduct that it may expect from the Offeror during contract performance.

The first page of each volume shall be in accordance with FAR 52.215-1, "Instructions to Offerors – Competitive Acquisition." The Offeror shall identify any restrictions to the disclosure of its proposal by marking the proposal in accordance with paragraph (e) of FAR Provision 52.215-1.

One (1) electronic submission of each proposal volume shall be sent through the Procurement Integrated Enterprise Environment (PIEE) website Solicitation Module. The PIEE website is as

follows: https://piee.eb.mil. To register, click the “Register” button and agree to the Privacy Act Statement; select “Vendor” as the type of user you are; choose “User ID \Password” as how you will be accessing the PIEE applications and create a User ID and Password; choose security questions and answers; complete the user profile; enter company information; in the Roles screen, select “SOL – Solicitation” under Application and “Proposal Manager” under role and press the “+Add Roles” button; Roles summary will pop up and enter your CAGE under Location Code / CAGE (a Contract Administrator must be in System of Award Management (SAM) prior to entering this information); complete the justification (example: required for proposal submission); and sign the Statement of Accountability Agreement. It is highly recommended that the PIEE Solicitation Module account be established and the communication path confirmed well in advance of the proposal submission deadline.

To submit your proposal, please follow the PIEE instructions on how to attach documents. The link is noted here: https://pieetraining.eb.mil/wbt/sol/Posting_Offer.pdf. Also posted as additional attachment to the RFP (but removed at award).

The PIEE proposal shall be submitted in accordance with due date listed in block 9 of the SF33. Responses not received at the time specified will be considered late and not considered for award. The Offeror is responsible for the condition of its delivered proposal. Timely submission to PIEE does not constitute complete submission. As such, Offerors are strongly encouraged to submit early to allow time to confirm receipt of the proposal materials with the PCO or CS.

Note: Hand-carried and mail delivered proposals will not be accepted. Submission of e-mail offers is not authorized for this solicitation. The PIEE website is the only acceptable method of submission.

Electronic proposal submissions and supporting information shall be suitable for reading in the standard Microsoft Windows suite, in accordance with DFARS 252.215-7012 REQUIREMENTS FOR SUBMISSION OF PROPOSALS VIA ELECTRONIC MEDIA (JAN 2018). Submitted electronic files shall not be compressed. Included files shall be created/prepared using Microsoft Office 2010 compatible applications. Spreadsheets, worksheets, and workbooks shall be prepared using Microsoft Excel compatible applications. Schedules shall be created and submitted using Microsoft Project compatible applications. In addition, the Offeror shall submit schedules as a higher-level PDF. Graphics, photographs, and other data beyond the capability of Microsoft Office 2010 compatible applications may be submitted in Adobe Acrobat format. Electronic spreadsheets shall not be compiled or password protected; and all cells and formulas shall be visible, editable, and unprotected. Formulas shall be maintained in each Excel sheet to permit verification of calculations, and revision of output(s) through variation of inputs(s). Any tables contained within submitted narrative shall be capable of being edited (i.e. not embedded pictures or screenshots). Submitted files shall not reference external data. The Offeror shall screen all proposal submission and supporting information for computer viruses prior to submittal. Submitted electronic files shall be limited to the following extensions:

.docx Microsoft Word
.xlsx Microsoft Excel

.pptx Microsoft PowerPoint
.pdf Adobe Acrobat
.mmpx Microsoft Project

SUBCONTRACT INFORMATION

In requesting proposals from prospective subcontractors, Offerors shall provide all necessary information for the contemplated purchase. The Government will not advise prospective subcontractors as to the requirements of their transactions with Offerors, nor will the Government respond to direct inquiries from prospective subcontractors concerning clarifications of specification or solicitation requirements. ALL SUCH REQUESTS FOR CLARIFICATION MUST BE SUBMITTED TO THE GOVERNMENT THROUGH THE PRIME CONTRACTOR (OFFEROR).

The Chief of Naval Operations (CNO) Availability Schedules (Attachments J-16 and J-17) will not be posted as a separate attachment to the solicitation on www.sam.gov. Offerors interested in receiving a copy are required to submit a request via email to Mr. Tyler Pacak at tyler.p.pacak.civ@us.navy.mil and Mr. Jerry Low at jerry.low.civ@us.navy.mil and a copy will be provided via email.

3.1 PROPOSAL OVERVIEW

A. Proposal Structure

1. (4) Four separate volumes: Volume I (SF33 Solicitation Set), Volume II (Technical), Volume III (Past Performance), and Volume IV (Cost) are required. The page limitations are identified in table L1 below. The Offerors shall ensure consistency—defined as “free from variation”—between the technical proposal and cost proposal. During the course of evaluating the technical and cost proposals, the PCO will validate that the technical proposal and cost proposal are consistent. Specifically, the costs proposed will be evaluated and verified using historical and current market information to confirm costs proposed are within reason and consistent with the technical approach. Any inconsistencies between the technical and cost proposals may be viewed as weaknesses and/or risks in the proposals, and the offer may, at the Government’s discretion, be considered unacceptable and eliminated from competition for award.

Table L1 – Volume Descriptions

Volume / Section	Title	Page Limitations	Electronic via PIEE
I	**SF33 Solicitation Set**	**No Page Limit**	**1**
i	Cover Letter	No Page Limit	
ii	Title Page	No Page Limit	
iii	Table of Contents	No Page Limit	

1.1	Offer (items identified in 3.4.1)	No Page Limit	
1.2	General Information (items identified in 3.4.2)	No Page Limit	
II	**Technical Capability**	**NTE 95 Pages**	**1**
i	Title Page	No Page Limit	
ii	Table of Contents	No Page Limit	
iii	Introduction	Part of the 95-pg. count	
1.0	**Factor 1: Management Approach** (3.5.1)		
1.1	Overall Management Approach/Management Plan	Part of the 95-pg. count	
1.2	Organization Plan	Part of the 95-pg. count	
1.3	Transition Plan	Part of the 95-pg. count	
1.4	Subcontract Management Plan	No Page Limit	
1.5	Small Business Participation / SBPCD	No Page Limit	
1.6	Key Labor Category/Personnel	NTE 2 Pages Per Resume (Limited to a total of 17 resumes)	
2.0	**Factor 2: Technical Approach** (3.5.2)		
2.1	Overall Technical Approach/Technical Plan	Part of the 95-pg. count	
2.2	Quality Assurance Program Plan (QAPP)/ Quality Management System (QMS)	Part of the 95-pg. count	
2.3	Offerors' and Major Subcontractor's safety organization	Part of the 95-pg. count	
2.4	Technical Maritime based aircraft carrier/surface ship work experience	Part of the 95-pg. count	
3.0	**Factor 3: Resource Capabilities** (3.5.3)		
3.1	Overall Resource Plan	Part of the 95-pg. count	
3.2	Staffing Plan	No Page Limit	
III	**Factor 4: Past Performance**	**Required 3 efforts**	**1**
i	Title Page	No Page Limit	
ii	Table of Contents	No Page Limit	
1.0	Past Performance Example 1	No Page Limit	
2.0	Past Performance Example 2	No Page Limit	
3.0	Past Performance Example 3	No Page Limit	

IV	**Factor 5: Cost**	**No Page Limit**	**1**
i	Title Page	No Page Limit	
ii	Table of Contents	No Page Limit	
1.0	Prime Contractor Cost Exhibits (Attachment L-3)	No Page Limit	
2.0	Subcontractor Cost Data	No Page Limit	
3.0	Contractor Estimating Rationale/Cost Proposal Narrative	No Page Limit	
4.0	Other Data	No Page Limit	

Note: The RFP response must be submitted in four (4) separate volumes (each Volume is a separate e-file if it fits in the 1.9GB size but can be separated into individual files if needed) as delineated above, with any subheadings divided and easily recognizable upon viewing each volume. No additional volumes or pages will be reviewed. Sub-headings are for organizational purposes.

2. Offerors are cautioned that, in accordance with the clause "Instructions to Offerors-Competitive Acquisitions" (FAR 52.215-1), the Government intends to award a contract on the basis of initial proposals received, without discussions. Therefore, each proposal shall contain the Offeror's best terms from a cost and technical standpoint.

Proposal Outline: The proposal shall be organized in accordance with the Volume, Factor, and layout detailed in the following outline:

Each of Volumes I, II, III, and IV shall contain the following items in addition to the Offeror's proposal data required by this RFP:

a) Cover Letter (Vol I only)
    i. i. The following statement: "The Offeror confirms that Volumes I, II, III and IV comply with the requirements of N00024-26-R-4114, as amended, including all terms, conditions and provisions and agrees to furnish any items upon which prices are offered and
    ii. Is valid for a period of 270 days from the date established for the receipt of proposals
    iii. Name, Point of Contact Information, address, telephone number, and email address of the Offeror of the person authorized to negotiate and sign the proposal, cage code and Unique Entity ID (UEI).
    iv. Signature and Date

b) Title Page (Volume I, II, III, IV)
    a. The title page shall include the following:
        i. Title of Proposal
        ii. Volume number and title

iii. RFP number
iv. Name, Point of Contact Information, address, telephone number, and email address of the Offeror

c) Table of Contents (Volume I, II, III, IV)
   a. The table of contents shall provide sufficient detail, including page numbers, so that factors and sections can be easily located.

B. Solicitation Responsiveness

Offerors are advised to submit proposals that are complete, clear, and consistent in all respects without the need for additional explanation or information. Offerors are cautioned against the use of general, vague, or unsubstantiated statements, which prevent concise proposal evaluations. Each factor will be evaluated on how well the response meets the requirements of the solicitation. The response that completely addresses all the solicitation requirements may be judged superior to the response that minimally addresses solicitation requirements.

C. Competitive Range

If an award is not made on the basis of initial proposals, the PCO will make the determination as to which proposals are in the "competitive range." The competitive range shall be determined based on the results of the evaluation of initial technical and cost proposals, considering all evaluation criteria, and shall include the most competitive proposals. The number of proposals within the competitive range may also be reduced if the PCO determines the number of most competitive proposals that might otherwise be included within the competitive range exceeds the number at which an efficient competition can be conducted.

D. Discussions/Final Proposal Revision (FPR)

1. If discussions are held, all Offerors selected to participate shall be advised of areas for discussion in their proposals and shall be offered a reasonable opportunity to correct or resolve those areas and to submit such technical and cost information, or other revisions to their proposal, that may result from such discussions.

2. The PCO intends to make award without conducting discussions. At his or her discretion, the PCO may determine the competitive range and elect to conduct either verbal or written discussions, or both. If the PCO elects to conduct discussions, the PCO reserves the right to conduct oral discussions, consisting of presentations of discussion question responses followed by a question-and-answer session. At such time, the PCO will also provide the Offerors with information as to the format, length and rules which will govern the conduct of oral presentations of discussion question responses. Responses to discussion questions, both written and oral, will become part of the proposal only if subsequently specifically referenced in the FPR. When discussions are completed, the PCO will close discussions and request FPRs.

3.2 CROSS REFERENCING

Each volume shall be written to the greatest extent possible on a stand-alone basis so that its content may be evaluated with a minimum amount of cross-referencing to other volumes of the proposal. Cross referencing within a proposal volume is permitted where its use would conserve space without impairing clarity. Information required for proposal evaluation that is not found in its designated volume will be assumed to have been omitted from the proposal.

Each volume shall contain a glossary of all abbreviations and acronyms used.

Glossaries do not count against the page limitations for their respective volumes.

3.3 COMMUNICATIONS WITH THE GOVERNMENT

3.3.1 Solicitations and Amendments

Solicitation information and amendments will be made available through the Government Contract Opportunities website found at: www.sam.gov, as well as PIEE.

Offerors are required to periodically check for responses to questions and any issued amendments.

3.3.2 Questions Concerning the Solicitation

Offerors may submit questions requesting clarification of RFP requirements by electronic mail to Mr. Tyler Pacak at tyler.p.pacak.civ@us.navy.mil and Mr. Jerry Low at jerry.low.civ@us.navy.mil using Attachment L-1.

Offerors shall use the subject heading for the email correspondence: N00024-26-R-4114 RFP Bidder Questions.

Only questions submitted by electronic mail will receive a response. Questions and responses will be distributed electronically via www.sam.gov/PIEE to all potential Offerors as an amendment to the solicitation and will not be attributed to any individual or organization. Questions/comments must contain at a minimum: the document name, document date, specific page, paragraph, clause, or other definitive citation requiring clarification, in addition to the question posed. Questions should not include proprietary or otherwise protected information of the Offeror, in accordance with NAVSEA clause L-215-H007.

3.4 INSTRUCTIONS FOR VOLUME I – SF33 SOLICITATION SET

3.4.1. Offer

The offer is the document that will be used to make an award to the successful Offeror and must include the following:

a. Standard Form 33, "Solicitation, Offer and Award", with blocks 12 through 18 completed by the Offeror.

b. Solicitation Amendment(s) (if any) – The Offeror shall submit a signed complete copy of each amendment.

c. RFP Sections B through J - The Offeror shall submit Sections B through J with all appropriate information required by the RFP completed by the Offeror.

d. RFP Section K, "Representation, Certifications and Other Statements of Offerors", shall be completed by the Offeror or a statement verifying the information has been completed in the System for Award Management with the date through which the registration remains valid.

e. Exhibit(s), Attachments, and Schedules – The Offeror shall submit a copy of or provide written acknowledgement and acceptance of all Exhibits, Attachments, and Schedules, which will form a part of any resultant contract. All Exhibits, Attachments, and Schedules that require the Offeror to provide information shall be completed in their entirety.

f. Small Business Subcontracting Plan and Small Business Participation Commitment Document as required by FAR 19.302, if applicable.

g. Miscellaneous: In the event that any portion of the technical proposal is written by an individual or individuals who are not bona fide employees of the Offeror, a certificate to this effect shall be signed by a responsible officer of the Offeror and shall identify the proposal writer's name, employment capacity, the name of his/her firm, the relationship of that firm to the Offeror's, and the specific portions of the technical proposal written by that person.

3.4.2 General Information

Offerors shall provide the source of approval, the latest dates, and the current status in which the Offeror had the following:

a. Accounting System. Offerors are cautioned that this contract contains cost reimbursement requirements, and a cost reimbursable contract may only be awarded to an Offeror that meets the limitations set forth in FAR 16.301-3;
b. Purchasing System;
c. Estimating System;
d. Adequacy of the Offerors Disclosure Statement pursuant to FAR 30.204(a) and FAR 52.230-1. Offerors shall identify the cognizant Administration Office (DODAAC,POC name, phone number, email address, and physical address) and

provide copies of the letters transmitting the approvals of the above identified systems with its proposal submission.

Offerors shall provide a summary of this information in the following format:

Table L2: General Information					
Business System	**Current Status**	**Review Date**	**ACO/Cognizant Administration Office POC/Dodaac**	**Telephone Number**	**Email Address**
Accounting System					
Purchasing System					
Estimating System					
Disclosure Statement Adequacy					

3.5 INSTRUCTIONS FOR VOLUME II – TECHNICAL CAPABILITY

Instructions for Technical Proposal Preparation

NO COST INFORMATION TO BE PRESENTED IN THIS VOLUME.

The Technical Capability Volume shall be sufficiently detailed and complete to fully demonstrate the Offeror's understanding of the scope of the acquisition and an overall capability to provide the required work in accordance with all requirements of the solicitation.

Offerors may provide an overview of technical capability, to address specific areas in the SOW that are not otherwise explicitly captured. Offerors are encouraged to demonstrate the full breadth of their understanding.

The PCO reserves the right to request such additional information regarding scheduling, manpower, facilities, and management organization and capabilities as may be necessary to determine the Offeror's qualifications for award of a contract, to determine the relative merit of the Offeror's proposal, or to otherwise clarify any aspect of the proposal. Offerors should note that if awarded a contract based upon this solicitation, the Offeror's technical proposal or a portion thereof may be incorporated into the contract by reference.

Release of Technical Information: All technical information submitted pursuant to this solicitation is for the exclusive use of Government representatives, and will be treated as business confidential and will not be publicly disclosed, provided that, where a request for disclosure of such technical information is submitted to the Government pursuant to the Freedom of Information Act (5 U.S.C. 552a), the Government will not disclose the Offeror's technical information if public disclosure of information would substantially harm the Offeror in its competitive position. In order to help ensure non-disclosure, the title page of the technical proposal and other sheets of proposal data should be marked with restrictive legends contained in the solicitation instruction in Section I entitled

"DFARS 252.227-7037 VALIDATION OF ASSERTED RESTRICTIONS ON TECHNICAL DATA,"

CAUTION: The Technical Capability Volume should contain brief statements of fact rather than wordy, generalized narratives.

The Volume shall be properly paginated, with the appropriate page number marked on each page. For formatting purposes, each electronic page shall be counted as one page, with the exception of the following items:

(a) The first page shall consist of a single title page containing only the following basic information: volume number and category name; the solicitation number; the name of the contract; Offeror's name; and the Offeror's position regarding disclosure of proposal data. No pages placed before this title page will be evaluated.
(b) The table of contents for the proposal, which shall immediately follow the title page described in item (a) above.
(c) The resume(s) shall not exceed two (2) pages for each individual with a total limit of seventeen (17) resumes. Pages in excess of two (2) will be counted toward the 95-page limit for the technical proposal.
(d) Up to ten (10) pages of exhibits included in the technical proposal. Each page in excess of the ten (10) page allowance for exhibits will count as one (1) page towards the 95-page limit for the technical proposal. Exhibits/Diagrams/Charts must not contain any text other than simple explanations pertinent to the exhibit.
(e) Letters of commitment from Major Subcontractors, as described below in section 3.5.3 C, "Resource Capabilities".

3.5.1 - Volume II, Factor 1.0: Management Approach

Factor 1: Management Approach Instructions

In preparing a response for this section, the locations and percentages of work to be performed for Aircraft Carriers are in Table L3. Percentages are of total number of work labor hours:

Table L3 – Aircraft Carrier Work Percentage by Location

Location	% of Work	Facility Requirement
Norfolk, VA	60%	Required
San Diego, CA	20%	Required
Bremerton, WA	15%	Required
Yokosuka, Japan	5%	None anticipated

*Offices must be located within 50 miles of Government location listed above.

For Surface Ships the locations and percentages of work to be performed are in Table L4.

Table L4 – Surface Ship Work Percentage by Location		
Location	% of Work	Facility Requirement
Norfolk, VA	5%	None anticipated
Everett, WA	5%	None anticipated
Pearl Harbor, HI	10%	None anticipated
San Diego, CA	35%	None anticipated
Yokosuka, Japan	30%	None anticipated
Sasebo, Japan	15%	None anticipated

Offerors should provide a systematic approach that demonstrates a comprehensive understanding and application of management techniques, methods and procedures required to efficiently execute the requirements of this solicitation. Task orders under CLIN 0001 may be issued on the date the contract becomes effective. The awardee is required to be staffed and operational with key personnel whose resumes were submitted within 30 days after the effective date of the contract. Further, the awardee shall be 100% fully staffed and operational within 45 days after the effective date of the contract. The Government prefers an individual Program Manager (PM) on each coast.

Offerors should address the following areas, taking into account all the Offerors' current Government and commercial efforts under contract, the proposed effort under this solicitation, and any other submitted proposals.

(a) Describe the program management organization to be used for this effort and how it will contribute to the planning and execution of work requirements.

(b) Describe the formation, function and responsibilities of the project organizations and information-sharing techniques to be utilized. Specifically discuss the information-sharing techniques between Government Agencies, the Prime Contractor and its Major Subcontractors during the production availability.

(c) Describe the organization's plan for management control of subcontractor effort including a comprehensive description of the roles and responsibilities for each Major Subcontractor and the rationale for selecting each Major Subcontractor. Major Subcontractor is defined as a subcontractor that meets 10% or more of the total proposed costs.

(d) Provide the plan to integrate and familiarize all subcontractors with the prime Contractor's execution philosophy and strategy.

(e) Provide the total allocation of work that will be accomplished by the prime, by each Major Subcontractor and by other subcontractors, and describe the basis and computation for which the work allocation was developed (total man-

hours, dollars, production hours, etc.). The work allocation percentages must be traceable to the cost proposal and shall be consistent with supporting cost documentation such as Total Proposal Contract Value Summary and CLIN Cost element breakdown in the Cost Proposal.

(f) Discuss the organization's lines of communication and authority with the Navy as well as Major Subcontractor key personnel. Discuss the percentage of time that key personnel identified will be dedicated, on an annual basis, to this effort as well as to existing and other currently submitted proposed work.

(g) Provide resumes for prime and Major Subcontractor (as defined in item (c), above) key personnel. Provide cross-referential information and/or definitions of company-unique personnel titles proposed.

(h) Identify any Offeror and/or Major Subcontractor labor agreements that expire during this stated contract Period of Performance (POP) and contingency plans for labor strikes.

(i) Describe the Offeror and Major Subcontractor cost reporting systems for compiling internal costs and subcontractor costs, and discuss how costs are budgeted, monitored and controlled. Describe how costs are reported to the Accounting Classification Reference Number (ACRN) level and how growth funding and incurred costs will be tracked.

(j) Discuss the data deliverable requirements of the contract including execution planning, availability progress reports and project completion reports to the Government.

(k) Describe the Offerors' method for tracking actual progress versus planned progress and processes to regain planned progress when variance occurs.

1.1 Approach

Offeror shall address their overall management approach and ability to plan, manage, and execute all efforts required by the SOW under this solicitation, including, but not limited to, controlling personnel, controlling utilization of resources, tracking deliverables, monitoring performance and obtaining Government feedback. Offeror shall describe processes to be used by Delivery Order technical leadership to ensure specific subtasks are being performed effectively and efficiently.

1.2 Organizational Plan

Offeror shall provide an organization chart that demonstrates the location of this work in the Offeror's organization and demonstrate how this effort will receive sufficient corporate level attention during performance. The plan shall describe the Offeror's corporate structure and ability to manage a high- performing team, describe the procedures in place for monitoring and controlling costs, and also

demonstrate that the Offeror will be successful in undertaking these management and cost control efforts.

1.3 Transition Plan

The Offeror shall describe the transition process in detail including all steps the Offeror intends to take in order to assume responsibility from the incumbent Contractor within forty-five (45) days upon contract award. Offeror shall address how personnel are properly trained and skilled with adequate security clearances; and how the Offeror will assume responsibility for support of current programs without discontinuity of workflow or loss of integrity of the programs' current operation. The Offeror shall demonstrate its ability to meet the facility clearance requirement and safeguarding capability requirement identified in the DD254 attached in Section J herein. If the Offeror does not currently possess the required facility clearance, the Offeror shall demonstrate its completion of the preparatory steps necessary to be granted the facility clearance in a timely manner upon contract award. The Offeror shall provide a plan for hiring personnel after contract award. The proposed plan should include a schedule for hiring ramp up and a timeframe of when staffing actions will be completed and any risk mitigation strategies. Staffing actions shall be completed NLT forty-five (45) days after contract award. The plan shall include, but not be limited to: start date, end date, and detailed Plan of Action & Milestones (POA&M) with measurable elements. The Transition Plan shall be consistent with the Offeror's Technical Approach and Cost proposal. Specific elements to consider include:

(a) *Transition Team Responsibilities* - Offerors shall describe its start-up plan with a detailed explanation regarding how full performance will be achieved on the first day of contract performance. Offerors shall describe their intended mode of establishing management and project staffs, assuming responsibility for support of the programs' current operation without discontinuity of workflow or loss of integrity of the program's current operation and creating interfaces for technical and contract administration. Identify the risks in accomplishing transition of this requirement in a seamless manner and identify specific risk mitigation measures that will be implemented. Costs unique to the implementation of the proposed transition plan shall be clearly identified in the cost proposal.

(b) *Work Turnover* - The Offeror shall provide a plan of action to effectively transfer tasks that are in process at the expiration of the current Contract from the incumbent Contractor, including how the awardee will coordinate communications with the incumbent Contractor and how it will ensure uninterrupted workflow during the transition process.

(c) *Incumbent Capture* – If the Offeror intends to hire incumbent personnel, the Offeror shall address how the Offeror will transition

incumbent personnel and discuss risk mitigation if the Offeror is unable to hire incumbent personnel.

(d) *Security Requirements* – The Offeror shall provide a discussion regarding OPSEC, facility clearances, and base access. The Offeror shall provide a plan to implement the required security clearances and physical access requirements of the Contract during the transition period so that service is not interrupted.

(e) *Quality Assurance* - The Offeror shall provide a plan of action to ensure continuation of quality review processes during the transition period from the incumbent to the successful Offeror.

(f) *Training* - The Offeror shall provide a plan of action to implement personnel training needed during the transition period to ensure continuity between the services provided by the incumbent to the successful Offeror.

(g) *Archived Material* - The Offeror's plan shall address proposed procedures, tools, and processes for the transfer and storage of all archived programmatic documentation and the establishment of accounts and roles for access to data held in government-managed Information Technology systems, while protecting sensitive information such as Personally Identifiable Information, Business Sensitive, Business Proprietary, Classified, and other Unclassified but Controlled Information. The plan shall indicate if there are any actions that must be completed by the Government to support successful completion of transition actions.

1.4 Subcontract Management Plan

If Subcontracting or teaming is proposed, the Offeror shall propose a Subcontract Management Plan (SMP). The Offeror's SMP shall describe its processes and techniques used to manage subcontract performance (technical, schedule, and cost), billing, and reporting. The SMP shall be fully consistent with other portions of the proposal. The SMP shall only include those subcontractors, which are priced in the cost proposal. The Offeror shall address the technical reason(s) for selecting each Subcontractor; identify the portions of the SOW that will be subcontracted and the contractual relationship to the subcontractor. This section has no page limit.

1.5 Small Business Participation

To evaluate small business utilization, this solicitation utilizes two distinct documents: the Small Business Subcontracting Plan (for large businesses only) and the Small Business Participation Commitment Document (SBPCD) (for all Offerors). The instructions for each are provided below. This section has no page limit.

A. Small Business Subcontracting Plan (SBSP for Large Businesses only)

Offerors shall allow the maximum practicable opportunity for Small Business to participate in contract performance and shall submit a SBSP as required by FAR 19.302 with Volume I. The summary narrative; however, should be documented in this Section.

Offerors shall endeavor to achieve the congressionally mandated five percent (5%) goal for Small Disadvantaged Business (SDB) concerns. It is the intent of the Government to encourage the use of Small Businesses whenever practicable. For purposes of bidding, the Offeror shall propose thirty percent (30%) small business-subcontracting goal for the SBSP. The Offeror shall describe the extent to which its company has identified and committed to provide for participation by small businesses.

Of special interest is the amount and type of work to be performed by the subcontractors.

For small businesses proposing as prime contractors, information relative to the overall breakout to subcontracting partners is desired under this section.

The Offeror shall include a list of the effort(s) to be provided by the small businesses.

B. Small Business Participation Commitment Document (SBPCD) (All Offerors)

Separate from the small business subcontracting plan, all Offerors, regardless of size status, shall submit an SBPCD with Volume I. The summary narrative; however, should be documented in this Section. The SBPCD is a key evaluation document used to assess the extent to which an Offeror commits to utilizing small businesses in the performance of the contract. This SBPCD shall at the minimum, contain the following:

A narrative describing the Offeror's commitment to providing meaningful participation opportunities for small business concerns.

A list of the specific products and/or services to be provided by small business concerns. For each, identify the name of the small business, UEI and Cage Code, and describe the type and complexity of the work they will perform.

A description of the Offeror's management approach for integrating and enhancing the capabilities of its small business partners.

To support the SBPCD evaluation, Offerors should provide evidence of commitment (e.g., letters of intent, teaming agreements) and past performance in small business utilization (e.g., eSRS reports, CPARS). This supporting evidence will not be incorporated into the contract.

The Offeror shall provide sufficient information to demonstrate that the contributions that small business subcontractors make will be meaningful in the sense that they will be performing functions important to the overall success of the program and also broaden the subcontractor's technical capabilities. The Offeror shall explain the reasons for, and advantages of, selecting the particular subcontractors (this explanation need not include material vendors).

The Offeror shall describe its management approach for enhancing the technical capabilities.

This section has no page limit.

1.6 Key Labor Category

Resumes are required for the key labor categories specified in Table L5. All resumes are limited to two (2) pages per person. The personnel whose resumes are provided (and accepted) will be subject to the terms of NAVSEA clause C-237-H002, Substitution of Key Personnel (Oct 2018). The Government may elect to identify the requirement for additional key personnel, for any of the identified labor categories, at the order level if determined to be necessary for completion of an order. Offerors who are submitting resumes of personnel who are not currently employed by the company shall submit a Letter of Intent (LOI) demonstrating the individual's commitment to supporting the effort if awarded the contract. LOIs are limited to one page and are not counted against the resume page limitation.

Offerors shall only propose key personnel resumes for individuals that, at the time of proposal submission, the Offeror has a good faith expectation of providing during the life of the contract. Failure to utilize the specific individuals proposed as key personnel may result in negative CPARS findings during contract performance. Additionally, the Government considers the submission of LOI for proposed contingent key personnel to be material to the proposal since these LOI demonstrate the Offeror's ability to hire personnel with the qualifications bid at the salary proposed.

The minimum educational and experience levels delineated for the key labor categories should be demonstrated and detailed in the resume. A description of the minimum educational and experience levels personnel categories can be found in Attachment J-12 Key Personnel List.

For each key labor category, Offerors shall only submit resumes for the number of such key personnel listed in Table L5. If an Offeror submits resumes for more than the number of key personnel requested, the government will only evaluate resumes for the number of personnel listed below, beginning with the first resume for that personnel type. The government will not evaluate additional resumes than the number designated below for each of the key personnel labor categories and will not make decisions about which personnel best meet the minimum qualifications for that personnel type.

Table L5 – Key Personnel Requirements	
Key Personnel Category	# of Resumes Required
Program Manager	2
Project Manager	5
Production Manager	10

*Note: All Production Manager FTEs remain as Key Personnel positions, however, only 10 resumes for this specific category <u>will be required for evaluation purposes only</u>. Once the contract is awarded, the Government maintains the right to review any and all additional resumes within this Key Personnel category at any given time during contract performance.

<u>3.5.2 - Volume II, Factor 2.0 Technical Approach</u>

This part of the proposal should provide a technical approach laid out in a systematic fashion to convey a detailed and complete explanation of how the Offeror plans to complete the technical requirements. The Offeror shall demonstrate its ability to perform the technical requirements of the solicitation. Explain any innovative procedures and identify and describe specific application to the RFP elements. Descriptions and discussions of processes, procedures and programs should flow in a narrative format without information gaps and must convey the complete picture. Offerors shall address the following areas taking into account all of the Offeror's current Government and commercial efforts under contract, the proposed effort under this solicitation and any other submitted proposals:

(a) Discuss the Offerors' technical approach to: 1.) planning through validation of GFI/GFM; 2.) pre-fabrication / advance staging; and 3.) rip-out, repair, (re)installation, 4.) test of the work requirements, and 5.) compartment closeout.

(b) Offeror should demonstrate a robust quality assurance program and how its application would meet the technical requirements of the contract. Describe how the Offeror verifies the Major Subcontractor's quality performance.

(c) Describe the methods used to integrate subcontractors, Government sponsored AITs, and Government agency representatives tasking with availability work scope, specifically to include planning and execution of integrated equipment and system testing.

(d) Provide a description of the Offeror's and Major Subcontractor's safety organization and how it complies with each of the requirements of NAVSEA Standard Items 009-07 and 009-10.

(e) The Offeror shall demonstrate PRIOR TECHNICAL EXPERIENCE, meaning specific instances and problem resolution, on specific projects that are similar to this solicitation's SOW requirements. This should not be confused with past performance, which is how the Offeror performed and was rated. This should encompass specific maritime based Aircraft Carrier and Surface Ship experience covering specific timeframes. If applicable, the Offeror shall provide examples of maintenance experience by company-certified craftsmen, technicians, and engineers qualified in hull, mechanical, electrical, and electronic systems and equipment. These individuals are required to be familiar with Carrier and Surface Ship maintenance procedures, hull coatings, COMNAVSEASYSCOM Logistics Support Center (ILS) procedures and functions of the Ship's Maintenance Support Center (MSC), and Integrated Technologies (IT) Specialists familiar with fleet database management systems. Prior technical experience provided shall demonstrate the Offeror's ability to perform inspections, examinations, analysis, repairs incidental to such inspections, examinations, analysis, and make recommendations in the areas of maintenance planning and/or repair as requested on non-nuclear naval propulsion systems, auxiliary machinery, non-nuclear steam plant systems of nuclear powered Aircraft Carriers, and aviation systems associated with these naval propulsion plants in accordance with requirements set forth in Section C. The Offeror shall provide detailed descriptions of their prior experience handling the availability of key personnel, experienced manpower, and resources that would correlate to this effort. Also provide examples of the Offeror's prior experience and/or methods of recruiting, training, or otherwise hiring personnel to meet similarly scoped staff requirements. The Offeror shall also provide specific examples of how they manned operations to accomplish emergent technical requirements. Lastly, the Offeror shall demonstrate their prior experience/ability to man and support similarly scoped technical tasks outside of the continental United States.

3.5.3 - Volume II, Factor 3.0 Resource Capabilities

Offerors shall address the following areas taking into account all current Government and commercial efforts under contract, the proposed effort and any other submitted proposals. For purposes of responding to the proposal requirements of this factor, Offerors shall utilize the actual availability dates, as provided in Attachments J-16 and J-17 in addressing the Offerors' resource capabilities as well as utilize the charts provided in Table L3, L4 and L5 for the facilities location/key personnel locations, and labor mix/material/ODC. Resource

capabilities discussed (facilities/material/personnel/IT) should complement the management approach and technical approach factors. Offerors shall:

(a) Describe the total facility resources available to the organization. Clearly indicate which facility resources, production and administrative, are committed to this proposed work effort, which facility resources are committed to other work efforts and any residual facility resources available. The Offeror must clearly demonstrate that it has access to facilities required to execute this contract.

(b) Demonstrate how it will obtain required production and administrative facilities, as well as permits and certifications necessary to operate these facilities and perform the work by contract award for the POP of this contract.

(c) Describe and provide consolidated manpower charts to support the work projected from this solicitation including the ratio of mechanic/journeymen to unskilled labor/helpers.

(d) Provide current and projected workload for all team members and/or Major Subcontractor(s) and provide letters of commitment from all Major Subcontractors, stating that they will be able to perform the required work or provide the requested labor hours during stated availability periods.

(e) Using consolidated manpower charts displaying total shipyard and subcontractor workload, provide a plan to accommodate any peaks or valleys in workload.

(f) Provide a staffing plan for this contract POP including current contracted and projected workload; shifts; and staffing levels.

(g) Discuss how temporary contract labor will be utilized to augment employee staffing. Include the ratio of employee to temporary contract labor.

(h) Discuss what resources the Offeror has to manage all the materials, describe current material management systems, sparing, supply chains, sub vendor arrangement/teaming, logistics, capability to get supplies/materials on moment's notice to any part of the world depending on carrier availability, and how the Offeror will respond to surges.

(i) Discuss what resources the Offeror has to manage IT challenges that could potentially impact operations, and systems in place to manage IT security systems, IT infrastructure, cyber issues if they should arise,

how software systems are updated and compatible with Government/NMCI/ Nautilus environment, and any other databases the Offeror plans to utilize.

(j) Discuss what systems Offeror has to manage security challenges, facilities clearance, individual clearances, working in foreign areas or getting access to secured ship spaces, getting on bases, numerous sites, and any other security issues. This should also include travel and security issues dealing with getting support globally.

3.6 INSTRUCTIONS FOR VOLUME III – PAST PERFORMANCE

Offerors shall provide information regarding its past performance and that of its Major Subcontractors on THREE (3) recent and relevant contracts within the last FIVE (5) years that involve the same or similar work in both type and complexity as that required by this solicitation. As chosen by the Offeror, one Major Subcontractor's past performance should be included in the submission. For purposes of the past performance evaluation, Major Subcontractor means a subcontractor that met 10% or more of the total proposed costs. However, if an Offeror does not have any Major Subcontractors for which to provide this information, they shall state so. This should include contracts/work that required the same or similar type and complexity of effort required by this solicitation.

The Government considers an Offeror's past performance of the following types of contract/work to be very relevant given the type of effort involved in this solicitation: CNO scheduled availabilities, continuous maintenance or planned maintenance contracts for CVN Aircraft Carriers, Surface Combatant or Amphibious Class Ships, as applicable under the relevant procurement performed within five (5) years of the proposal due date. However, other types of contracts/work may be considered as part of the past performance evaluation as well, if aspects of the past performance are deemed to have some bearing on the expected performance of the subject solicitation.

The Offeror's discussion, if applicable, shall adequately and clearly demonstrate its experience and expertise as well as depth and breadth of experience in very relevant CVN 68 Class and CVN 78 Class scheduled availabilities and Continuous Maintenance Availability (CMAV). The Government reserves the right to determine the recency and relevancy of such information and to verify statements and representations made in an Offeror's proposal. Any information provided must be in sufficient detail with points of contact to enable the Government to obtain information for an evaluation in accordance with the past performance factor in Section M. Summary lists of contracts or incomplete data may not be considered. The Government reserves the right to contact references provided by the Offeror and also reserves the right not to contact any or all references.

Offerors may use, if applicable, individual Reference Information Sheet (RIS) provided as Attachment L-2. Contractor Performance Assessment Reports (CPARs) information is preferred (Adobe compatible pdf format). The Offeror, if applicable, shall provide the same information for one (1) Major Subcontractor anticipated to be used under this contract.

Offerors shall address the Offeror's previous performance in: quality of product or service, schedule/cost of performance, management, small business subcontracting and regulatory compliance.

Sources of past performance information may include information provided by the Offeror, or any other sources available to the Government. Other sources include, but are not limited to, the PPIRS, Federal Awardee Performance and Integrity Information System (FAPIIS), eSRS, CPARS, or other databases; interviews with Program Managers, PCO, and Fee Determining Officials; and the Defense Contract Management Agency (DCMA). If there is no recent relevant past performance information for the Offeror or its Major Subcontractors, the Offeror may not be evaluated either favorably or unfavorably for past performance. The Government reserves the right to use close at hand past performance information available in evaluating past performance.

All Offerors shall address historical compliance with the requirements of FAR 52.219-8 (Utilization of Small Business Concerns). In addition, other-than-small businesses shall address historical compliance with the requirements of FAR 52.219-9 (Small Business Subcontracting Plan) and DFARS 252.219-7003 (Small Business Subcontracting Plan, DOD Requirements). If a subcontracting plan was required, the Offeror should identify, in percentage terms, the planned subcontracting dollars.

All Offerors shall provide a list of contracts within the last three (3) years demonstrating that the Offeror has carried out the policy described in FAR 52.219-8, in awarding of subcontracts to small business concerns to the fullest extent consistent with efficient contract performance. This list of contracts will be used solely to determine historical compliance with the requirements of FAR 52.219-8 (Utilization of Small Concerns).

3.7 INSTRUCTIONS FOR VOLUME IV – COST PROPOSAL

IT IS IMPORTANT THAT OFFERORS AND SUBCONTRACTORS READ AND FOLLOW THESE COST PROPOSAL PREPARATION INSTRUCTIONS CAREFULLY. THE NAVY RESERVES THE RIGHT TO CONSIDER AN INACCURATE OR INCOMPLETE COST PROPOSAL INDICATIVE OF THE OFFEROR'S INABILITY TO PERFORM THE WORK REQUIRED UNDER THE CONTRACT. FAILURE TO PROVIDE THE COST DATA REQUIRED BY THESE COST PROPOSAL INSTRUCTIONS MAY RESULT IN THE ELIMINATION OF AN OFFEROR'S PROPOSAL FROM THIS COMPETITION.

3.7.1. Overview

(a) Release of Cost Information: All cost information submitted is for the exclusive use of authorized representatives and will be treated as business confidential and will not be publicly disclosed. Where a request for disclosure of such cost information is submitted to the Government pursuant to the Freedom of Information Act (5 U.S.C. 552a), the Government will not disclose Offeror's cost information if public disclosure of such information would substantially harm the Offeror in its competitive position. In order to help ensure non-disclosure, the title

page of the cost proposal and other sheets of proposal data should be marked with the restrictive legends contained in the solicitation instruction in Section I clause DFARS 252.227-7037 titled "VALIDATION OF RESTRICTIVE MARKINGS ON TECHNICAL DATA," and the cost proposal should be marked "COST INFORMATION – NOT TO BE PUBLICLY DISCLOSED".

(b) The cost proposal is the Offeror's estimate of the cost and proposed fixed fee/profit to perform the work described in this solicitation, which represents the Government's best estimate of the work most likely required during ships' availability and during inter-availabilities under this contract. The Government will use the cost proposal to determine each Offeror's projected cost to the Government, so it is important that the cost proposal be accurate and complete. lO (per FAR 15.404-3). Based upon such analysis, a Total Evaluated Cost (TEC) for the Offeror will be calculated to reflect the Government's estimate of the Offeror's probable costs. Therefore, any inconsistency, whether real or perceived, between proposed performance and cost or price should be explained in the cost volume. All labor and burden rates proposed will be compared to available Defense Contract Audit Agency (DCAA) recommended rates and any deviation from the DCAA recommended rates must be fully substantiated for the proposed rates to be accepted by the Government in calculating the projected cost to the Government. The burden of proof for cost credibility rests with the Offeror.

(c) Unrealistically low cost estimates, initially or subsequently, may be grounds for eliminating a proposal from competition either on the grounds that the Offeror does not understand the requirement or that it has submitted an unrealistic proposal. The burden of proof of cost credibility rests with the Offeror. If the Government determines an Offeror's estimates to be inexplicably low, that Offeror may be eliminated from the competition without further discussion.

(d) Consistency between the technical and cost proposals will be evaluated as part of the projected cost to the Government. An Offeror whose cost proposal is inconsistent with its technical proposal may be eliminated from the competition.

(e) Failure of the Offeror <u>and</u> its Major Subcontractor(s) to provide the required cost information may render the proposal non-responsive and the Offeror may be removed from competition. The Offeror shall modify Attachment L-3 as needed to reflect the Offeror's proposed costs in accordance with their accounting system. **The Offeror must submit the Attachment L-3 in unprotected Excel format, with clearly visible formulas, links, and tracking information for each cell. All fields must be editable. Spreadsheets submitted in Adobe Portable Document Format (PDF) will not be accepted.**

(f) Offerors shall propose cost and fixed fee (as applicable) for the work scope as delineated in Section C of this solicitation for each CLIN listed in Attachment L-3. The Contractor will be given the opportunity to renegotiate the final prices based upon a defined work package prior to starting work on each ship at the

delivery/task order level. Labor hour phasing and types of estimated skill mix by Contractual Year have been provided in Attachment L-3 and will be used for evaluation purposes only.

(g) The following issues should be addressed, as necessary, in the Cost Proposal: (1) Any inconsistency between the Offeror's established estimating and accounting practices and procedures and FAR Part 31 Cost Principles; (2) Whether the Offeror is, or may be, in noncompliance with its Disclosure Statement; or whether any aspect of this proposal is inconsistent with the Offeror's disclosed practices.

(h) The following sections set forth instructions concerning information to be included in each Offeror's cost proposal.

1. CLIN Pricing
   The Offeror's proposed estimated cost for the availability CLINs in Section B shall be based upon the amount of work anticipated for typical availabilities. In proposing estimates for each CLIN, the Offeror may provide their independent cost analysis and fully explain any factors necessary to support proposed rates.

2. Cost Data Requirements
   Three (3) general categories of cost data are required to be submitted with the proposal. The first category explains the estimating rationale and assumptions used in developing the proposal. The second category traces proposed costs for specified individual work items and the Government provided estimates through the Attachment L-3 and Section B. The third category is the detailed cost estimating sheets/information supporting the Offeror's estimates for each CLIN.

3. Estimating Rationale
   Each Offeror shall fully explain the estimating rationale on which its proposal is based, including full supporting rationale for proposed prime and Major Subcontractor direct labor and indirect rates. Full supporting rationale includes both numeric projections and complete, clearly written explanation. The Offeror shall include, as a minimum:
   i. For the Offeror and Major Subcontractors, current Forward Pricing Rate Agreement (FPRA)/Forward Pricing Rate Recommendation (FPRR) rates or an approved provisional/audited rate letter. If FPRA/FPRR rates or the approved provisional/audited rates are under negotiation, provide status of negotiations. It is the intent of the Government to utilize FPRA/FPRR for cost realism purposes. Vendors may propose provisional rates or Forward Pricing Rate Proposal, (FPRP) if that is the only rate information available to them.

ii. If the Offeror's proposed rates are different from the most current FPRA/FPRR, the Offeror shall provide supporting back-up documentation, which fully supports the rates the Offeror is proposing and provide detailed calculations with an explanation on how the rates were derived. The burden is on the Offeror to demonstrate that the proposed rates reflect performance of the work scheduled in the RFP. The Government assumes that a plant-wide or corporate-wide rate reflects that labor performed under an availability. Any differences from this approach must be supported by clear and convincing data. For example, if an Offeror's plant-wide rate includes any specific trade(s)/labor category that are not typically used by the Offeror during the performance of CNO scheduled availabilities and/or Emergent/CMAV, the Offeror shall identify the trade(s)/labor category and provide supporting data why those trade(s)/labor category will not be included in rates proposed for performance of this contract effort. This approach must also be reflected in the Offeror's technical proposal, and the Offeror's explanation pursuant to the previous sentence shall include exactly where that approach is covered in both the technical and cost proposals. The back-up information must contain the actual data used to derive the proposed rate, such that an evaluator can clearly duplicate the proposed rate using the methodology and data used and provided by the Offeror. The Offeror SHALL NOT merely provide an estimating rationale without providing the data and methodology used to derive the proposed rate. Failure of the Offeror to comply with all aspects of this section may render the proposal unacceptable and the Offeror may be removed from the competition.

iii. The Offeror shall provide Major Subcontractor direct labor and indirect rate information and identify the types of subcontracts (FFP, T&M, CPFF) vehicles proposed for the effort contained in this solicitation. If the prime contractor fails to identify the subcontract type proposed for each subcontractor, the PCO will treat the subcontract as a cost type for evaluation purposes. Only Major Subcontractor proposals submitted on a cost type basis will be evaluated/adjusted for cost realism purposes, if necessary. The Major Subcontractor rates proposed must be verifiable and include clearly defined calculations and an explanation of how the rates were derived. The Major Subcontractor must provide supporting back-up documentation, which fully explains the rate the subcontractor proposes. The back-up information must contain the actual data used to derive the proposed rate, such that an evaluator can clearly duplicate the proposed rate using the methodology and data used and

provided by the Major Subcontractor. The Major Subcontractor SHALL NOT merely provide an estimating rationale without providing the data and methodology used to derive the proposed rate. Major Subcontractor and/or team member cost proposals shall also include all supporting cost exhibits, Total Proposed Contract Value Summary, and CLIN Cost Element Breakdown. Major Subcontractors cost exhibits shall be submitted in Excel format only, with clearly visible formulas, links, and tracking information for each cell. Spreadsheets submitted in Adobe Portable Document Format (PDF) **will not** be accepted. The Major Subcontractor and/or team member cost proposals shall be included as part of the Offeror's required submission as described in the heading "Submission of Proposals" of Section L and must be received by the due date for proposals. Failure of the subcontractor to comply with all aspects of this section may render the proposal non-responsive and the Offeror may be removed from the competition.

iv. Offerors shall provide historical labor, overhead, G&A and other proposed rates for the last five (5) corporate fiscal years plus year-to-date actuals (if available). For indirect accounts, provide historical base/expense pool data as well as rates. If five (5) years of corporate fiscal data is unavailable, the Government will accept the historical data available for evaluation purposes. The burden falls on the contractor to provide an explanation for why five (5) years of historical data are unavailable (example: re-organization). If that applies, the Offeror must provide data from the start of the new entity date.

v. Offerors shall provide projections for all rates and factors throughout the duration of this effort, including base/expense pool projections for all years. Business base projections should clearly indicate what programs/contracts are included in the business base and the basis for anticipated workload to include: historical business base projections vice actual ship repair work performed (ratio of work proposed to work won). Offerors shall describe how different their business base projections are as compared to their historical market share. If there is a difference, provide specific details on how realistic the projections are and how the Offeror anticipates them to be achieved.

vi. Offerors shall provide a risk assessment of the proposed projected rates.

vii. Offerors shall not propose overtime, growth or new work.

viii. Offerors shall provide supporting calculation for Facility Capital Cost of Money (FCCOM) proposed and identification of major facilities investments.

ix. Offerors shall provide identification, explanation and quantification of all costs associated with relocation of personnel (both permanent and temporary defined as more than 90 days) and establishment of new facilities even if priced elsewhere (such as indirect rate projections). Specify whether such costs will be treated as a direct cost under contract. Cost of facilities should include (but is not limited to) permit expenses, equipment expenses, installation expenses, utility expenses and rent expenses. Supporting vendor quotes and/or agreements pertaining to facilities or any relocation cost shall be provided. Any relevant calculations or estimating rationale shall be provided. Relocation costs shall be consistent and traceable between cost and technical proposals.

4. Summary Cost Data
GENERAL INFORMATION: Offerors shall utilize the labor hour and skill mix phasing requirement as detailed in Attachment L-3 to propose the labor hour allowances. If the skill mix is different, Offerors shall support with rationale. Offerors are required to propose the Government estimated hours. Offerors are required to list proposed labor hours, material and travel estimates in the format provided in Attachment L-3. The award will be based on the evaluation of the hours prescribed in Attachment L-3, in order to ensure consistent and fair evaluation. During performance of the contract, actual cost for the work performed shall be charged in accordance with each negotiated delivery order for its respective effort. Government material and travel estimates are assumed to be inclusive of subcontractor/vendor burdens such as material handling, overhead, G&A, and fixed fee/profit (travel shall not include fixed fee/profit). Prime contractor burdens shall be separately identified and estimated.

3.7.2. Cost Proposal Structure

The Cost proposal shall be organized in the following four (4) section structure:

Section	Title
-	Title Page, Table of Contents
1.0	Prime Contractor Cost Exhibits (Attachment L-3)
2.0	Subcontractor Cost Data
3.0	Contractor Estimating Rationale/Cost Proposal Narrative
4.0	Other Data

The following sections describe in detail the cost data each Offeror is required to provide within each section of the cost volume. All pages in the cost proposal, including, forms, tables, and exhibits, must be numbered.

Instructions for Section 1.0 – Prime Contractor Cost Exhibits (Attachment L-3)

The Offeror shall submit the information below in the form of cost exhibits (Attachment L-3), utilizing the Excel file templates included as part of Section J of the solicitation. The instructions for each of the required cost exhibits are provided below. The Offeror shall clearly identify each cost exhibit, follow the prescribed format, include all of the information requested, and sequentially number the pages as appropriate.

The Offeror shall provide cost summaries by populating Attachment L-3, Excel workbooks and must submit workbooks with executable formulas. In the event an Offeror fails to provide the requisite workbook, the Offeror's proposal may not be considered for award. If the requisite workbooks are presented, but the costs do not agree with the amount stated in Section B of the RFP (except for minor "rounding" difference), the highest number will be used to determine the Government TEC. If differences are not explained, then the Government may determine the Offeror to be ineligible for award.

Pricing in Section B shall correspond and be traceable to the pricing in Attachment L-3, where separate cost summary tables shall be submitted for each CLIN.

(a) Cost Summary for Labor under CLIN 0001,
Attachment L-3 shall include executable formulas. Offerors shall include the proposed labor hours for CLIN 0001 and must align with the Labor Hour Phasing by Contractual Year table provided in Attachment L-3. Offerors shall identify and justify the proposed individual labor categories and skill mix if different from the Government estimate in Attachment L-3. Offerors shall indicate the proposed composite rate in Table 2 of Section B, Note B.

(b) Material under CLIN 0002,
Offerors shall insert the material amounts provided by the Government in Attachment L-3. Offerors are permitted to apply applicable indirect rates (such as G&A) to the Government directed material estimates, provided such indirect rates are consistent with the Offeror's established accounting practices and Cost Accounting Standards (CAS) disclosure statements. Offerors shall indicate the proposed indirect rate category(ies), indirect rate(s), and fixed fee in Table 3 of Section B, Note C and Attachment L-3.

(c) Other Direct Costs (ODCs) under CLIN 0003,

Offerors shall insert the ODC amounts provided by the Government in Attachment L-3. Offerors are permitted to apply applicable indirect rates (such as G&A) to the Government directed ODC estimates, provided such indirect rates are consistent with the Offeror's established accounting practices and Cost Accounting Standards (CAS) disclosure statements. Offerors shall indicate the proposed indirect rate category(ies) and indirect rate(s) in Table 4 of Section B, Note D and Attachment L-3. No fee is applied to ODC.

(d) Cost Summary for Total Proposed Cost
The Offerors shall ensure that all tabs of Attachment L-3 are complete if applicable and summarize their total proposed cost on the "Total Proposed" tab.

(d) Escalation (applied to CLIN 0001)
Offerors shall use the following escalation rates for the associated year. Escalation rates are from IHS Markit Forecast.

Escalation – IHS Markit Forecast	
2021	5.70%*
2022	3.00%*
2023	4.20%*
2024	3.60%*
2025	5.90%*
2026	6.20%*
2027	4.90%
2028	4.10%
2029	3.90%
2030	3.50%
2031	3.40%

*for historical projection purposes

1. Instructions for Section 2 – Subcontractor Cost Data

(a) The Contractor shall submit a complete list of all proposed subcontractors. This information shall also be captured under Attachment L-3. This listing shall provide the following information for each subcontract, consultant, and inter-divisional transfer:

- Name of subcontractor, address, and place of performance;
- Whether the Subcontractor is a large or small contractor, UEI and Cage Code;
- Description of effort;
- Type of contract arrangement (CPFF; FFP; T&M, etc.); and
- Hours and proposed cost/price, for each CLIN, and for the total contract.

(b) For each Major Subcontractor proposed under a cost-type arrangement that meets 10% or more of the total proposed cost, the Offeror shall have the Major Subcontractor provide a separate Attachment L-3, which supports the proposed Major Subcontractor pricing. Major Subcontractor pricing totals included in cost exhibits must be consistent with the Major Subcontractor pricing totals included in the prime contractors cost exhibits. Any discrepancies between the prime and Major Subcontractor L-3 submissions, the PCO will utilize the higher of the two proposed costs and readjust the prime contractor total for the respective Major Subcontractor. [ensure separate L-3 files [Sample naming convention: L-3 Prime Contractor; L-3 Subcontractor 1, 2, 3…] Additionally, the Major Subcontractor must provide a copy of their most current FPRA/FPRR or an approved provisional billing rate letter with the cognizant RMC or DCAA/DCMA, if any. If no FPRA/FPRR or provisional rates exist, the Major Subcontractor must provide sufficient rate data to allow the Government to assess the reasonableness of the proposed rates/pricing. The Government reserves the right to request additional supporting data, as required.

(c) For each Fixed Price/T&M/other than cost type subcontracts, the Government will not perform cost-realism assessments. It is the responsibility of the Prime to identify the subcontractor's contract type. If the Offeror fails to provide identification of the contract type, the Government will treat the subcontractor cost as a cost-type proposal and will perform a cost realism assessment.

(d) Major Subcontractors may provide their proposal submissions directly to the Government if they do not wish to provide the required information to the prime contractor. Major Subcontractor proposal submissions provided separately must be received by the time, date, and at the location specified in the solicitation. Regardless of whether or not a Major Subcontractor provides their submission directly to the Government, prime contractors are still required to provide the summary Major Subcontractor cost/price information in Attachment L-3 in an Excel file, that is consistent (i.e., exactly matches) with the summary cost/price information included in the Major subcontractor's proposal submission. The prime contractor should perform and provide a cost or price analysis of each Major Subcontractor's cost proposal, if applicable. The prime contractor shall not submit the Major Subcontractor proposed cost to the Government without providing a cost or price analysis for each Major Subcontractor.

(e) The Offeror shall provide or have each Major Subcontractor provide directly to the Government any certifications and/or representations required by FAR 52.219-1, SMALL BUSINESS PROGRAM REPRESENTATIONS (See Section K of this solicitation for specific reference).

(f) Failure of the subcontractor to comply with all aspects of (b) through (e) above may render the proposal nonresponsive, and the Offeror may be removed from the competition.

2. Instructions for Section 3 - Contractor Estimating Rationale/Cost Proposal Narrative

The Offeror shall fully explain the estimating rationale on which its proposal is based, including full supporting rationale. Full supporting rationale includes both numeric projections and complete, and clear written explanation. The burden of proof for cost credibility rests with the Offeror.

The Offeror must submit any additional data, supporting schedules or substantiation that will facilitate the Government's evaluation of the proposal. The Offeror shall provide a narrative that addresses the following areas:

- Direct Labor Rates, including Government provided escalation
- Direct Labor Hours
- Material cost
- ODC
- Indirect Rates and Business Base
- FCCOM (if applicable)
- Contractor Systems Approvals and Issues; and
- Assumptions

(a) Direct Labor Rate Narrative
The Offeror shall provide the rationale, including all relevant calculation and/or weightings, used for development of the proposed direct labor rates provided in Attachment L-3.

The Offeror shall address the extent that DCAA/DCMA FPRA/FPRR/approved/audited rates were utilized and explain any differences between FPRA/FPRR/approved/audited rates and proposed rates.
The Offeror shall address consistency between proposed direct labor rates and the historical direct rates.

If the Offeror utilizes specific craft/trade labor rates and an associated labor mix, the Offeror shall fully support each rate used and the labor mix utilized.

The proposed rates will become Attachment J-15 in the contract award document, to be applied for the negotiation of each individual Delivery Order issued by the respective ACO.

Offerors shall provide a recent screen-capture (or equivalent) from the employer’s payroll system for each employee proposed. The screen-captures (or equivalent) shall be fully explained, allowing the Government to identify relevant compensation and clearly map to individual rates shown in Attachment L-3. If there is no payroll data available for one or more of the individuals proposed, Offerors shall provide payroll data for a comparable position and a brief analysis of how the proposed position is comparable to the position corresponding to the payroll data supplied. Each Screen-capture (or

equivalent) should match the historical rates listed for that individual. The proposed rates provided in the screen-capture (or equivalent) must be the exact rates utilized in pricing Section B and Attachment L-3. If any individual's proposed rate is different than the actual incurred rate provided in the screen capture (or equivalent), the Offeror must explain the reason for the differences in the narrative. If the Offeror fails to adequately explain the differences or otherwise provide supporting rationale, the Government may upwardly adjust the proposed rate or reject the Offeror's proposal.

(b) Direct Labor Hours
The Offeror shall propose in accordance with Attachment L-3. The Government's requirement takes duration and the technical complexity of the work being competed under this solicitation into account.

(c) Material Cost
The Offeror shall utilize the Government provided estimates in Attachment L-3. All proposed estimates shall be in accordance with the instruction provided in Attachment L-3.

(d) ODC Cost
The Offeror shall utilize the Government provided estimates in Attachment L-3. All proposed estimates shall be in accordance with the instruction provided in Attachment L-3.

(e) Indirect Rates and Business Base
The Offeror shall provide the rationale used for development of each proposed indirect rate. All Offerors shall clearly state their accounting-system defined CFY (e.g., starts on DD-MM and concludes on DD-MM).

The Offeror shall address the extent that FPRA/FPRR/approved/audited indirect rates were utilized and explain any differences between approved/audited rates and proposed rates.

The Offeror shall address consistency between proposed indirect rates and historical indirect rates as reflected in their Attachment L-3.

The Offeror shall provide clear and complete rationale for all business base calculations and assumptions utilized for the proposed indirect rates. The rationale shall include basis, including calculations, for the Offeror's total business base projections for each ship class or effort included in its business base projections, and the Offeror's portion of the total business base for each ship class or effort included in its business base. The Offeror's narrative must be consistent with Attachment L-3. For the out years, Offerors may flat line indirect rates based on the last full year available.

(f) FCCOM

The Offeror shall identify facility investments associated with the FCCOM rates proposed, if any. If FCCOM is proposed, the Offeror shall address consistency between proposed FCCOM rates and historical FCCOM rates as reflected in Attachment L-3.

(g) Contractor Systems Approvals and Issues
The Offeror shall address whether or not the following contractor systems have been deemed adequate by DCAA: accounting system; estimating system; billing system; and purchasing system. Provide the date of most recent DCAA audit report that deemed each system to be adequate. If the most current DCAA review(s) determined that any of the above systems were inadequate, please provide details of the DCAA finding and address any steps taken to address DCAA findings.

(h) Assumptions
The Offeror shall address their utilization of each of the assumptions dictated by the solicitation (Cost Proposal Assumptions). The Offeror shall also address any Offeror specific assumptions utilized to develop the cost proposal.

3. Instructions for Section 4.0 – Other Data

The Offeror shall summarize any current or proposed work sharing and/or teaming agreements that will require the Offeror to subcontract/team with a specific subcontractor for work to be performed under this solicitation. The Offeror shall provide a copy of each teaming and/or work sharing agreement that applies to work covered by this solicitation.

The Offeror shall provide a copy of their most current FPRA/FPRR or an approved provisional/audited rate letter with the cognizant DCAA/DCMA. The address and telephone number of the cognizant DCAA/DCMA and ACO offices shall be furnished in this section for the prime contractor.

The Offeror shall provide any additional data, including historical data utilized and/or referenced in Section 1 and Section 3 of the cost proposal, the Offeror feels is necessary to further establish cost credibility in this section.

The Offeror shall identify the cost of accessing facilities required to execute this contract. The facility cost must depict and differentiate between cost of facilities currently available and facilities intended to be acquired upon contract award. Any relevant relocation cost with respect to facility resources must be identified. The Offeror shall provide cost of acquiring required production and administrative facilities, as well as permits and certifications necessary to operate these facilities and perform the work by contract award for the period of performance of this contract. Any relevant relocation cost with respect to production and administrative facilities as well as manpower must be identified.

Cost Proposal Assumptions

In order to promote fair and consistent pricing for this procurement, each Offeror shall reflect certain assumptions in their cost proposal. Failure to comply with these assumptions may result in the determination that the proposal is non-responsive to the solicitation and may be grounds for rejection of the proposal.

(a) CLIN Period of Performance (PoP)
For cost proposal preparation purposes, the Offeror shall assume CLIN start and completion dates as follows (unless otherwise directed):

- CLIN 0001 Labor, the start date shall be from date of the award, through 60 months.
- CLIN 0002 Material, the start date shall be from date of the award through 60 months.
- CLIN 0003 ODC, the start date shall be from date of the award through 60 months

For purposes of estimating cost, Offerors should utilize an award date of 4 Jan 2027 and completion date of 31 December 2031.

(b) Instructions for Proposing Fee

For CLIN 0001, CPFF, the Offeror (prime/subcontractor) shall propose a fixed fee of no more than 6% and no lower than a minimum of 4% in Attachment L-3.

For CLIN 0002, CPFF, the Offeror (prime/subcontractor) shall propose a fixed fee of no more than 5% and no lower than a minimum of 3% in Attachment L-3 and Section B, Note C.

CLIN 0002 FFP/T&M profit will not be evaluated.

The Offeror shall not propose fee on FCCM or travel.

Proposed fixed fees will not be adjusted in the Government's cost realism analysis. Only the proposed CPFF fixed fee dollar values will be included in the calculation for the TEC.

The Offeror's cost proposals shall not include the "tiering" of profit or fee on any subcontract. The Government will NOT permit any "profit-on-profit" or "fee-on-fee" on any subcontract. The only exception to this requirement is a subcontractor awarded a fixed price contract in a competitive environment where cost and pricing data was not available.

(c) Overtime, Growth and New Work
The offeror shall not propose any overtime, growth or new work.