

RFP NNG12381152R
Questions & Answers
October 10, 2012

Question 1. Page 6, C.3 Quality Assurance Plan Requirements: Solicitation section J.1 indicates the Quality Assurance Plan is due 30 days after contract award, not as part of the proposal submission. Would the government please verify that this is correct?

Answer: Yes, this is correct. A Quality Assurance Plan shall be submitted 30 days after contract award to the successful offeror.

Question 2. Cover letter and page 13, There is a contradiction between the Cover letter that states “The successful contractor will be responsible for providing all required IT equipment both on and off-site.”; and G.5 Installation Accountable Government Property, which states that the property listed in Attachment F is provided. Subparagraph (a) of the cover letter contradicts information in the solicitation. Specifically, section G.5(c)(3), which indicates that the IT equipment in Attachment F of the solicitation is government provided, as well as section L.19 of the solicitation, which requires the offeror to identify the practices it intends to employ in managing government provided equipment.

Would the government please clarify if the IT equipment listed in Attachment F is to be used by the successful offeror for on-site work performance?

Answer: The Government will provide equipment listed in Attachment F, List of Installation Government Accountable Property for use on site. The government reserves the right to change/upgrade equipment as necessary. The cover letter and Attachment F will be updated in Amendment 1.

Question 3. Page 58, L.9 (Proposal Preparation-General Instructions (APR 2012) states “Electronic files of Volumes, I, II, III, and volumes IV shall be on a virus free DC-ROM (CD-R format) discs with an external label...”. Is it acceptable to submit two copies of all four volumes on a single CD (two CDs total), as opposed to each volume on its own cd twice?

Answer: Offerors shall submit two copies of each proposal volume on a separate CD.

Question 4. Page 61, L.13 - Offer Volume, Blocks 12 through 18 of the SF 33 and the indicated Offeror required fill-ins in Sections B-K must be completed. The signed SF 33 and the pages with the required fill-ins must be submitted. Please clarify whether the Government would like ONLY the pages in Sections B through K that have fill-ins

returned as part of the response, or whether the response should include Sections B through K in their entirety.

Answer: As stated in L.13 only the pages requiring fill-ins shall be submitted. The remainder of the RFP need not be returned unless changes have been made or exceptions have been taken.

Question 5. There is a contradiction between the number of copies stated on the SF 33 and on page 57, L, Proposal Format and Organization in the, there are different numbers for the various volumes. Please confirm that the instructions in section L.9 of the solicitation are the number of copies to be provided.

Answer: Offerors shall submit their proposal in accordance with the instructions in L.9. The SF 33 will be corrected in Amendment 1 to the RFP.

Question 6. Page 66, L 14.3 Subfactor B states “Indicate the source of personnel (Exhibit 4) by skill category, differentiating between in-house, incumbent, and other hires for the core services requirement.” Exhibit 4 is part of the Microsoft Excel spreadsheets comprising the price proposal. Is the Offeror to include this same information in the Management Approach or refer the evaluator to the price proposal for this information?

Answer: The requested personnel information shall be submitted in Exhibit 4 only.

Question 7. Page 76, L.19 Government Property Management Information; In which proposal volume is the Offeror to include this information.

Answer: The Government Property Management Information shall be included in the Mission Suitability Volume.

Question 8. Attachment F appears to include outdated hardware and software (for example Windows 95). Is this list (Attachment F) the actual hardware and software that will be provided to support the contract.

Answer: Attachment F will be updated in Amendment 1.

Question 9. Attachment F, List of Government Accountable Property; Will the government provide all required software and licenses on computers that the Government Provides?

Answer: Yes, the Government will provide all required software and licenses on computers that the Government provides.

Question 10: Cover Letter, Sub paragraph (a) states “The successful contractor will be responsible for providing all required IT equipment both on and off-site.

Answer: No, the successful contractor will only be responsible for providing all off-site required IT equipment only. Equipment for use on-site will be provided by the Government as listed in Attachment F.

Question 11: Section 3.4.1 on page 7 of Attachment A - SOW states "Web page maintenance software (currently Dreamweaver)". Is this correct?

Answer: No, the correct Web page maintenance software is Drupal. The Statement of Work (SOW) will be corrected in Amendment 1.

****The noted changes and corrections will be made in Amendment 1 which will be posted at a later date.**