

**RFP 1412-00001 Acquisition, Scheduling, EVMS, Operations and Maintenance, Engineering and Project Management Support**

**Questions and Answers**

(August 18, 2011)

Question 1:

In the instance where a resource is not local, should the Offeror include the \$5,000 business travel expense per year mentioned in paragraph B.4 and an estimate of the travel cost as described on page 6? Or should the \$5,000 business travel expense be excluded in this instance?

Answer:

Yes. The locality travel expenses and the \$5,000 cost for business travel expenses per year should both be included separately if a proposed staff person is not local.

The business travel expense of \$5,000 should not be excluded. The business travel expense is meant to cover the cost for a staff person to travel to remote project meetings or conferences as directed (in writing) by the COL Contracting Officer's Technical Representative (COTR).

Question 2:

Will COL provide a description or user manual that describes the following tools mentioned in the RFP: Alfresco, Confluence, Costbook?

Answer:

COL will provide both a description of the above mentioned tools, and introductory training on the general business systems (Alfresco, Confluence etc.) used in the OOI project to any staff person that is selected to work on the project.

Question 3:

B.2. (p5) states "A separate proposal must be submitted for each functional area upon which the Offeror chooses to bid."

Does this mean we need a separate set of documents listing Management Approach, Experience and Qualifications, Past Performance for each of the 6 Functional Areas?

In other words, assume that the proposal will be divided into 6 separate physical locations for evaluation, necessitating duplication of Management Approach, Experience and qualifications, Past Performance. If we apply for all 6 functional areas do we still need 6 complete and separate proposals?

Answer:

Yes. A complete and separate proposal containing a Volume I - Technical and Management Approach, Volume II - Past Performance & Ability to Provide Resources When Needed, and Volume III – Cost, must be provided for each functional area that the Offeror chooses to bid on.

Question 4:

Position P3 and P13 show the exact same job description in the RFP. Is this intentional? Please clarify the differences between the positions.

Answer:

The two similar positions were included in the RFP intentionally.

Question 5:

Please identify the sources of funding for this project, and what percentages of funding are supplied by each source.

Answer:

All funding for the OOI project is provided by the National Science Foundation.

Question 6:

P5 states “Ocean Leadership will not make more than one award for any specific functional area other than functional area #6.

Does this imply that more than 1 Deputy Project Manager may be applied to satisfy this effort?

Answer:

Yes

Question 7:

P 5 states “Please note that Ocean Leadership reserves the right to fill these positions on an as needed basis and at a level less than 100% (on a part-time or other basis).

Will Ocean Leadership accept a two tiered pricing structure (full time / part time) to accommodate this risk to a vendor’s operation?

Answer:

Yes. However, the two tiered pricing strategy shall be clearly identified including definitions of what constitutes part time and full time.

Question 8:

B.4. travel Indicates a need to include \$5000.00 / employee / year for travel expenses. Will the vendor be recompensed for travel expenses exceeding this amount, if the job requires it?

Answer

Yes, if so directed in writing by COL's COTR.

Question 9:

What is the estimated day for issuance of first Task Order once the contract has been awarded?

Answer:

The first Task Order will likely be issued on or around November 1, 2011.