



Multiple Award Construction Contract (MACC)

Task Order (TO) Issuance Process

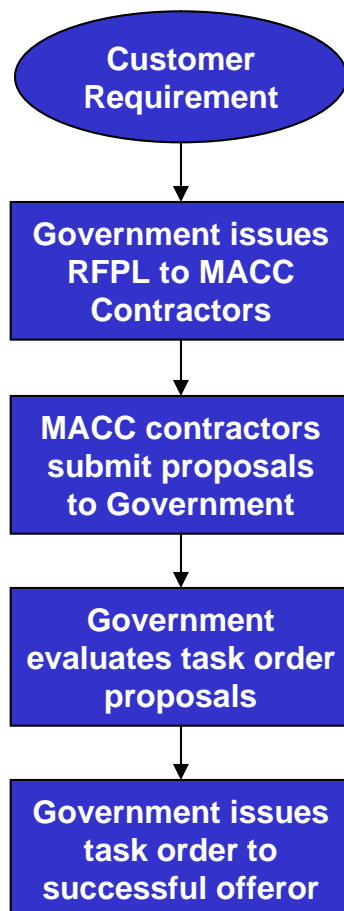
4/23/2009

Agenda

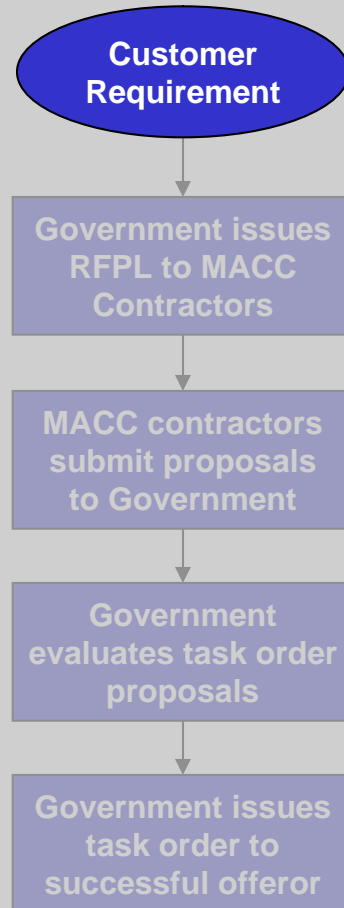


- **Flowchart of Task Order (TO) Issuance Process**
- **TO Project characteristics**
- **Request for Proposal Letter (RFPL)**
- **How TOs are competed**
- **TO Proposal Submission Requirements**
- **TO Proposal Evaluation**
- **TO Award and Characteristics**

Task Order Issuance Process



Task Order Project Characteristics



TASK ORDER PROJECTS:

- 1) May be non-complex performance oriented tasks requiring minimal design
- 2) May be complex construction requiring design development for design-build construction, or a combination thereof.
- 3) May or may not have traditional plans and specifications

Request for Proposal Letter (RFPL) and How Task Orders (TO) are Competed



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND MARIANAS

“You are **requested** to submit a **proposal**... in accordance with the enclosed **Statement of Work (SOW)**”

N40152-XX-X-XXXX/XXXX/XXXX/XXXX/XXXX (DB) MULTIPLE AWARD CONSTRUCTION CONTRACT (DB)

“A one-time **site visit** is scheduled for...”

accordance with the enclosed Statements of Work (SOW), dated DD MMM YYYY.

“Performance and payment **bonds** are required... **liquidated damages** in the amount of \$XXX”

Award will be based on price and other non-price factors with price approximately equal to the non-price

“**Award** will be **based on** price and other non-price factors...”

1. Evaluation Factor 1

“The following technical **evaluation factors** are of equal **importance**”

Please contact the contractor at XXX-XXXX or email@example.com if you have any questions.

“Contractors shall provide all **prices good for XX calendar days**”

CONTRACTING OFFICER

“Please **submit** your proposals... **by XXXX hours, DD MMM YYYY**”

“SAFETY ALWAYS”

ELEMENTS OF RFPL

- 1) Request for Proposal
- 2) Site Visit
- 3) Bond and Liquidated Damages Information
- 4) Basis for Award
- 5) Evaluation Factors and Order of Importance
- 6) Required validity period of proposal
- 7) Due Date

In the interest of economy and efficiency as a logical follow-on order

-Necessary to satisfy minimum guarantee

Task Order Proposal Submission Requirements



PROPOSAL SUBMISSION REQUIREMENTS

- 1) Sketches, catalog cuts, calculations, and architectural renderings
- 2) List of long lead-time materials
- 3) Performance time to coincide with the number of days to meet the RFP schedule; project schedule typically represented by bar chart(s) showing major task start and completion dates
- 4) Detailed breakdown of costs to include all direct and indirect costs
- 5) Management Plan with workload scheduling and resource management
- 6) Proposed construction methodology for each Definable Feature of Work



PROPOSALS MUST:

- Be complete and adequately address the RFPL requirements to be considered for award
- Contain the best offer from a technical and price standpoint

Task Order Proposal Evaluation



BASIS FOR AWARD

- Basis for award is defined in the RFPL
- Proposals are evaluated in accordance with the evaluation factors and order of importance of each evaluation factor set forth in the RFPL

Customer Requirement

Government issues RFPL to MACC Contractors

MACC contractors submit proposals to Government

Government evaluates task order proposals

Government issues task order to successful offeror

COMMON BASIS OF AWARD METHODOLOGIES

- Price only
- Low price technically acceptable
- Best value to the Government

Task Order Award and Characteristics



ORDER FOR SUPPLIES OR SERVICES					PAGE 1 OF
1. CONTRACT/PURCH ORDER/AGREEMENT NO.	2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMDD)	4. REQUISITION/PURCH REQUEST NO.	5. PRIORITY	
6. ISSUED BY		7. ADMINISTERED BY (if other than 6)	8. DELIVERY FOB		DESTINATION
9. CONTRACTOR		10. DELIVER TO FOB POINT BY (date) (YYYYMMDD)		11. X IF BUSINESS IS	
NAME AND ADDRESS		12. DISCOUNT TERMS		SMALL	
14. SHIP TO		15. PAYMENT WILL BE MADE BY		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. DELIVERY/ CALL TYPE OF ORDER		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.			
PURCHASE		Reference your ACCEPTANCE: THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.			
NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE	
DATE SIGNED (YYYYMMDD)		If this box is marked, supplier must sign Acceptance and return the following number of copies:			
17. ACCOUNTING AND APPROPRIATION DATA LOCAL USE					
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES		20. QUANTITY ORDERED/ACCEPTED*	21. UNIT	22. UNIT PRICE
					\$0.00
					\$0.00
					\$0.00
24. UNITED STATES OF AMERICA			25. TOTAL		\$0.00
26. DIFFERENCES					
27. QUANTITY IN COLUMN 20 HAS BEEN					
INSPECTED RECEIVED ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:					
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			c. DATE (YYYYMMDD)		
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
f. TELEPHONE NUMBER			28. SHIP. NO.		29. D.O. VOUCHER NO.
g. E-MAIL ADDRESS			30. PAID BY		31. AMOUNT VERIFIED CORRECT FOR
30. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.			31. PAYMENT		32. CHECK NUMBER
a. DATE (YYYYMMDD)			32. COMPLETE		33. BILL OF LADING NO.
b. SIGNATURE AND TITLE OF CERTIFYING OFFICER			33. PARTIAL		34. S/R ACCOUNT NUMBER
37. RECEIVED AT			34. FINAL		42. S/R VOUCHER NO.
38. RECEIVED BY (name)			40. TOTAL CONTAINERS		
39. DATE RECEIVED (YYYYMMDD)			41. S/R ACCOUNT NUMBER		

DD FORM 1155, DEC 2001

PREVIOUS EDITION IS OBSOLETE.

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TASK ORDER CHARACTERISTICS

- Firm fixed price
- Incorporate by reference applicable provisions and clauses of the basic contract
- Is subject to all the terms and conditions of the basic contract
- In the event there is a conflict between the task order and basic contract, the basic contract will control, except as otherwise noted in the contract documents
- Government reserves the right to incorporate additional clauses, as appropriate, into individual task orders

QUESTIONS ?