

IFIB: IFIB-ACT-SACT-22-121, Contract Support: Wargame Support and Delivery Team for Experimentation and Wargaming Branch

Reference: Q & A # 1

Date of Issue: 14 October 2022

The following questions were raised with respect to subject IFIB. Responses are to provide clarification.

Questions	Responses
<p>1. Reference IFB-ACT-SATC-22-121 Is this IFIB for a scope of new work? If not new work, is there a prior IFIB procurement reference number?</p>	<p>This is a new scope of work not covered by previous IFIB.</p>
<p>2. Reference IFB-ACT-SATC-22-121, Enclosure 6 (Statement of Work) Page 19 Section 4.A. states “a maximum limit of hours of 1800 per person per calendar year” which is less hours than most United States companies consider for one (1) full-time equivalent person. Will ACT provide explanation of how the 1800-hour limit was derived?</p>	<p>HQ SACT Special Terms and Conditions, Definitions: Man Year. 1800 hours of service to be rendered by one Contractor Personnel within one calendar year. The basis of this calculation is 46 weeks of contract performance at 37.5 hours assuming 5 HQ SACT work days per week. As a baseline the further assumption is: 15 days of HQ SACT holidays and 15 days as the minimum individual leave, thus allowing for the allocation of a minimum of 75 hours per year as possible overtime. As, in particular, the number of individual leave days may be greater and the number of HQ SACT holidays may vary, the allowable overtime figure will change accordingly. In no event shall the ceiling of 1800 hours per man year or corresponding fraction thereof be exceeded.</p>
<p>3. IFB-ACT-SATC-22-121, Enclosure 5 (Mandatory price Proposal Format) Page 15 Would ACT consider removing the 1800 hour per person limit and permit each bidder to establish the per person hours since the estimating funding limit is provided?</p>	<p>No, the price proposal format will not be changed.</p>
<p>4. Reference Notification of Intent #ACT-SATC-22-121, Section Funding Is the funding estimate of \$3.24 million an approved funding amount and therefore a maximum acceptable bid price?</p>	<p>No, this is a NATO estimate of what the requirement will cost for the identified base and option periods across labour categories.</p>
<p>5. Reference IFB-ACT-SATC-22-121 No reference was found for Place of Performance for the six (6) FTEs. Enclosure 6 (Statement of Work) Paragraph 3.A.2 Page 18 states “Wargames are routinely conducted in Europe, which creates significant demand for infrastructure and logistic support to wargame planning and execution.” a. Is the supporting workforce expected to be in the Norfolk, VA area? b. Would ACT consider allowing for the FTEs to be able to telework/TDY outside of Norfolk area?</p>	<p>a. The place of work when not supporting off-site events will be HQ SACT in Norfolk, VA. b. If the FTE can work on the NATO Secret network offsite, then yes, but that is unlikely. Much of the work will be conducted at the NS level. There is the potential for the Event Planner position to do remote work if that is absolutely necessary. c. NCIA only supports 2 tools on NS, Polycom and Skype for Business. On NU, Skype for business is the only supported tool for remote</p>

<p>c. If remote work is supportable, what communication tools would the workforce be expected or available to facilitate communication with the team?</p>	<p>work. However, it is envisioned that the work will be performed primarily on-site.</p>
<p>6. Reference IFB-ACT-SATC-22-121, Enclosure 6 (Statement of Work), 4. In describing the type of Contract and Period of Performance in Item C, the potential for surge support is addressed.</p> <p>a. Is the surge support included in the proposed price (\$3.24M) and level of effort hours (1800)?</p> <p>b. When surge is required, will additional funds be added via contract modification as a new CLIN increasing both value and level of effort hours?</p> <p>c. Will surge funding be provided based on the hourly rate and number of hours per person needed to support the specific surge requirements or fully funded at the 300 hour level?</p>	<p>A. No, surge support is an unknown at this time and therefore not included.</p> <p>B. Yes, a modification will be necessary when surge support is required.</p> <p>C. Surge support is entirely dependent upon the requirement. Funding will be provided at the identified hourly rate and only for the required surge support – not a full 300 hours.</p>
<p>7. Reference IFB-ACT-SATC-22-121 As an FFP type contract, will the contractor be permitted to invoice a fixed, flat monthly rate?</p>	<p>Per IFB-ACT-SACT-22-121, Para 4.a. Type of Contract and Period of Performance, this is a Level of Effort, FFP. Only an hourly rate will be accepted.</p>
<p>8. Reference IFB-ACT-SATC-22-121 Will the contractor be required to submit travel authorization requests in order to obtain permission and funding to provide remote wargame support?</p>	<p>Should contractor travel be required, the company will submit a contractor travel request through their COTR to be approved by the Contracting Officer. A separate Purchase Order will be issued to the company as a reimbursement vessel.</p>
<p>9. I just want to confirm the location for this effort is Norfolk, VA.</p>	<p>Please see question #5.</p>
<p>10. General - Can the Government provide the total number of "Prospective Bidders"?</p>	<p>No, we're not able to provide this information.</p>
<p>11. Page 3 states, "Contract Award is contingent upon funding availability; Partial bidding is allowed." - Can the Government clarify/define 'Partial Bidding' and how contractors could partially bid?</p>	<p>A partial bid means a company is not submitting a candidate for all labour categories.</p>
<p>12. Page 6 - Bid Evaluation: HQ SACT reserves the right conduct pre-award discussions with proposed key personnel - Does the Government anticipate specific date range for these discussions?</p>	<p>Not at this time.</p>
<p>13. Page 7 states, "Proposals offering a core services provider arrangement including provision of all labour categories with well-qualified key personnel will be considered with priority. Only if a single core services provider solution is unavailable will bids be considered for split award." - Can the Government define the 'core services provider arrangement'?</p>	<p>Core services are the services of the six labour categories as defined in the SoW. In this instance, an offer that covers all six labour categories would be given priority over offers that cover less than the six defined labour categories.</p>
<p>14. Page 16 - Can the Government clarify the means/methods for Travel/per diem and the latest version for the ACT Financial Manual?</p>	<p>See question 8.</p>

<p>15. Page 19 – With the maximum limit of 1800 hours (not to include surge requirements), what are the anticipated, standard hours of work? Can the Government provide a breakdown of hours by location for each Labor Category?</p>	<p>See question 2.</p>
<p>16. Page 29 states, "The Contractor Company is fully responsible for arranging all work visas." - Can the Government provide anticipated travel locations / frequency by Labor Category? Can the Government confirm at least 90-day notice prior to required travel?</p>	<p>The anticipated travel will be to NATO member nations only. The project manager, wargame designer, scenario designer, and wargame analyst may need to travel up to 12 times a year, while the wargame adjudicator and event manager may need to travel up to 6 times a year. We will provide as much advance notice as possible, 90 days seems reasonable, but may not always be possible due to the demands of our supported commands</p>
<p>17. Page 29 - Can the Government indicate the required hours that all personnel will be required to report to onsite location at 7857 Blandy Road, Suite 100, Norfolk, VA 23551-2490?</p>	<p>See question 2.</p>
<p>18. Page 31 - Can the Government define the "BV Score"?</p> <p>- Can the Government clarify the self-scoring throughout Annex A?</p> <p>- I.e. PM Role - 6A2 --> If candidate possesses 4 year degree, are all 5 points awarded?</p> <p>- I.e. PM Role - 6A3 --> If candidate possesses Demonstrated coordination and management experience in the past three (3) years (vice five (5) years) within a military environment. In this example would it be adequate to self-score this item as ~18 points since the five (5) years is preferred?</p>	<p>On Annex A, in the last column identify where in your tech proposal the information can be found.</p> <p>This is not self-scoring. A qualified board from HQ SACT will score each element based on a reasonable interpretation of the provided proposals. Although a 4 year degree equivalent meets the requirement, degrees in related fields would score higher than degrees in unrelated fields, although for wargaming, that is a cross-disciplinary expertise.</p>
<p>19. Page 32, 6A3 – Would one past performance allow for the maximum point value of 20?</p>	<p>This is not self-scoring. The HQ SACT expert panel will score based on the evidence provided in the proposal. The quantity and quality of performance demonstrated will inform the assessed score.</p>
<p>20. Please confirm if the Contracting Company is responsible for securing contractor's work visas as per para 13A of the SOW, or is NATO able to issue NATO work visas?</p>	<p>NATO is not able to issue work visas.</p>
<p>21. Can you confirm that Partial Bids will NOT be considered if a single Full Bid is received, as per Para 17 of the main document?</p>	<p>See question 13. All proposals will be considered.</p>
<p>22. Is the Work location all on-site at ACT, plus potential travel, or is there a remote work option?</p>	<p>See question 5.</p>