

SOLICITATION QUESTIONS AND ANSWERS

Solicitation Number: 19CA5222Q0008

Date: May 10, 2022

TO: Prospective Offerors

FROM: Joshua Smith, Contracting Officer, U.S. Embassy Ottawa

SUBJECT: Questions and Answers Pertaining to Solicitation for Engineering Consulting Services.

Following the pre-quotation conference held on May 2, 2022, the Government is publicizing answers to questions received by May 9, 2022.

Question 1: If the offeror only includes pricing information for specific services, and not for every category of services included in the solicitation, will such quotation be disqualified or scored poorly?

Answer 1:

The answer to this question will be expanded to include some of the concepts discussed during pre-quotation conference.

Technically acceptable quotations providing reduced availability of types of services may not be disqualified without being compared with technically acceptable quotations received from alternative sources.

The Government intends to award two Indefinite Delivery Indefinite Quantity (IDIQ) Contracts, which involves two levels of solicitation and evaluation factors:

1. Full and open solicitation of quotations for an IDIQ Contracts.
This effort is intended to establish two “umbrella” contracts providing a catalog of available services based on the hourly rates. Solicitation-award process for an IDIQ contract normally takes 6 months and is referred to as an RFQ (Request for Quotation)
2. Solicitation of quotations for project-specific task orders.
This effort is intended to obtain multiple quotations from the established IDIQ contract holders for multiple project-specific requirements. Solicitation-award process for task orders is usually 10 to 30 calendar days, depending on the scale and complexity of an individual requirement. Such solicitation process is referred to as the TORQ (Task Order Request for Quotation)

Below is a synopsis of the evaluation mechanism applicable to RFQ and to TORQs.

It is understood by the Government that the ranges of the engineering consulting expertise may vary amongst the offerors, and that some types of services may be identified on quotations as not available (N/A) due to the engineering firm focus.

It is also understood by the Government that some of the engineering consulting expertise may be directly available from the offeror and some expertise or services may be sub-contracted, depending on the scope of objective included in the individual task orders.

The offerors are encouraged to include as many types of available services as possible. For the proposed magnitude of the resultant contract, the offerors are not required to disclose whether the consulting expertise is available directly from the offeror's firm or through a sub-contracting plan.

Evaluation of quotations submitted in response to the RFQ will be conducted in several stages:

1. Technical evaluation of quotations based on the evaluation factors included in the solicitation.
2. Evaluation of price by conducting direct comparison of hourly rates received from multiple sources.
3. Establishment of a competitive range. The purpose of this step is to identify materially balanced quotations and disqualify quotations offering unreasonably low or unreasonably high prices.
4. Determination of offerors responsibility.
5. Comparison of types of available services amongst technically acceptable responsible offerors within the competitive range.

The Government intends to award Indefinite Delivery Indefinite Quantity (IDIQ) contracts to two responsible contractors providing the most comprehensive range of services at the lowest materially balanced price.

If only one technically acceptable quotation is received, then only one contract may be awarded for the range of services available from one source.

Following the award of contract(s), the Government intends to order services for specific engineering consulting requirements by issuing multiple individual project specific task orders to IDIQ Contract holder(s).

Pricing for individual Task Orders will be obtained from the established contract holder(s) through multiple simplified project specific "Task Order Request for Quotations" (TORQs). Quotations received in response to the TORQs shall detail types of the engineering consulting expertise based on the hourly rates included in the IDIQ contract, which will be evaluated based on comparison of the total price.

The above concept allows for issuing multiple competitive Task Orders using reduced/simplified solicitation-award lead time.

The grand total of all Task Orders must not exceed the maximum IDIQ Contract Amount. If the maximum contract amount is not exhausted during Base Year, the Government may extend contract term by exercising Option Year 1. Orders must be distributed fairly amongst two contract holders.