

Mandatory Reference: **302**  
File name: 302maa\_012700  
Effective Date: 01/28/2000

### **Description of Numbered Notes (12/22/99)**

Numbered Notes are Footnotes. The purpose of the Numbered Notes is to eliminate the unnecessary duplication of information that appears in various announcements. If a Numbered Note is included in the description of a notice, the note referred to must be read as part of the item.

When the note(s) applies to a synopsis, the contracting official should reference the note at the end of item 17 in the synopsis e.g., "See Note(s) 22 and 23".

1. The proposed contract is 100% set aside for small business concerns.
2. A portion of the acquisition is set aside for small business concerns.
3. The proposed contract is a labor surplus area set-aside. (This note is deleted as of 7/21/99.)
4. The proposed contract is 100 percent set aside for small disadvantaged business concerns (SDB). Offers from concerns other than SDBs will not be considered. (This note is deleted as of 11/24/99.)
5. The proposed contract is 100% set aside for Historically Black Colleges and Universities (HBCUS) and Minority Institutions (MIs). Offers from other than HBCUs and MIs will not be considered.
6. The proposed contract is a total small disadvantaged business set aside or is being considered as a total small disadvantaged business set aside. (This note is deleted as of 11/24/99.)
7. The proposed contract is 100% set aside for Historically Black Colleges, Universities and Minority Institutions or is partially set aside for Historically Black Colleges, Universities and Minority Institutions.
8. The solicitation document contains information that has been designated as "Militarily Critical Technical Data." Only businesses that have been certified by the Department of Defense, United States/Canada Joint Certification Office, and have a valid requirement may have a copy of the solicitation document. All requests for copies of the solicitation document must include a certified copy of DD Form 2345, Militarily Critical Technical Data Agreement. To obtain certification, contact: Commander,

Defense Logistics Information Service (DLIS), ATTN: U. S./Canada Joint Certification Office, 74 Washington Avenue North, Battle Creek, MI 49017-3084 or call the DLIS at (800)-352-3572. The DLIS Unites States/Canada Joint Certification Lookup service is available via the Internet at: <http://www.dlis.dla.mil/ccal/>.

**9.** Interested parties may obtain copies of Military and Federal Specifications and Standards, Qualified Product Lists, Military Handbooks, and other standardization documents from the DoD Single Stock Point (DODSSP), in Philadelphia, PA. Most documents are available in Adobe PDF format from the ASSIST database via the Internet at <http://assist.daps.mil>.

Users may search for documents using the ASSIST-Quick Search and, in most cases, download the documents directly via the Internet using standard browser software.

Documents not available for downloading from ASSIST can be ordered from the DODSSP using the ASSIST Shopping Wizard, after establishing a DODSSP Customer Account by following the registration procedures or by phoning the DODSSP Special Assistance Desk at (215) 697-2179 (DSN: 442-2179).

Users not having access to the Internet may contact the DODSSP Special Assistance Desk at (215) 697-2179 (DSN: 442-2179) or mail requests to the DODSSP, Bldg. 4/D, 700 Robbins Avenue, Philadelphia, PA 19111-5094. Patterns, Drawings, Deviations Lists, Purchase Descriptions, etc., are not stocked at the DODSSP.

**10-11.** Reserved.

**12.** One or more of the items under this acquisition may be subject to an Agreement on Government Procurement approved and implemented in the United States by the Trade Agreements Act of 1979. All offers shall be in the English language and in U.S. dollars. All interested suppliers may submit an offer.

**13.** The proposed contract is restricted to domestic sources under the authority of FAR 6.302-3. Accordingly, foreign sources, except Canadian sources, are not eligible for award.

**14-21.** Reserved

**22.** The proposed contract action is for supplies or services for which the Government intends to solicit and negotiate with only one source under the authority of FAR 6.302. Interested persons may identify their interest and capability to respond to the requirement or submit proposals. This notice of intent is not a request for competitive proposals. However, all proposals received within forty-five days (thirty days if award is issued under an existing basic ordering agreement) after date of publication of this synopsis will be considered by the Government. A determination by the Government not to compete with this proposed contract based upon responses to this notice is solely within the discretion of the Government. Information received will

normally be considered solely for the purpose of determining whether to conduct a competitive procurement.

**23.** Award will be made only if the offeror, the product/service or the manufacturer meets qualification requirement at time of award, in accordance with FAR clause 52.209-1 or 52.209-2. The solicitation identifies the office where additional information can be obtained concerning qualification requirements and is cited in each individual solicitation.

**24.** Architect-Engineer firms which meet the requirements described in this announcement are invited to submit: (1) a Standard Form 254, Architect-Engineer and Related Services Questionnaire, (2) a Standard Form 255, Architect-Engineer and Related Services Questionnaire for Specific Project, when requested, and (3) any requested supplemental data to the procurement office shown. Firms having a current Standard Form 254 on file with the procurement office shown are not required to register this form. Firms desiring to register for consideration for future projects administered by the procurement office (subject to specific requirements for individual projects) are encouraged to submit annually, a statement of qualifications and performance data, utilizing Standard Form 254, Architect-Engineer and Related Services Questionnaire. Firms responding to this announcement before the closing date will be considered for selection, subject to any limitations indicated with respect to size and geographic location of firm, specialized technical expertise or other requirements listed. Following an initial evaluation of the qualification and performance data submitted, three or more firms that are considered to be the most highly qualified to provide the type of services required, will be chosen for negotiation. Selection of firms for negotiation shall be made through an order of preference based on demonstrated competence and qualifications necessary for the satisfactory performance of the type of professional services required, that include: (1) professional capabilities; (2) specialized experience and technical competence, as required; (3) capacity to accomplish the work in the required time; (4) past performance on contracts with respect to cost control, quality of work, and compliance with performance schedules; (5) geographical location and knowledge of the locality of the project, provided that application of the criterion leaves an appropriate number of qualified firms, given the nature and size of the project; (6) any other special qualification required under this announcement by the contracting activity. In addition to the above qualifications, special qualifications in the Department of Defense include the volume of work previously awarded to the firm by the Department of Defense, with the object of effecting an equitable distribution of Department of Defense architect engineer contracts among qualified architect-engineer firms including small and small disadvantaged business firms, and firms that have not had prior Department of Defense contracts.

**25.** Information submitted should be pertinent and specific in the technical area under consideration, on each of the following qualifications: (1) Experience: An outline of previous projects, specific work previously performed or being performed and any in-house research and development effort- (2) Personnel: Name, professional

qualifications and specific experience of scientist, engineers and technical personnel who may be assigned as a principal investigator and/or project officer; (3) Facilities: Availability and description of special facilities required to perform in the technical areas under consideration. A statement regarding industry security clearance. Any other specific and pertinent information as pertains to this particular area of procurement that would enhance our consideration and evaluation of the information submitted.

**26.** Based upon market research, the Government is not using the policies contained in Part 12, Acquisition of Commercial Items, in its solicitation for the described supplies or services. However, interested persons may identify to the contracting officer their interest and capability to satisfy the Government's requirement with a commercial item within 15 days of this notice.

**27.** The proposed contract is set-aside for HUBZone small business concerns. Offers from other than HUBZone small business concerns will not be considered.

**28.** The proposed contract is set-aside for Very Small Business Concerns (VSB). A VSB is a small business concern whose headquarters is located within the geographic area served by a district designated by SBA; and which, together with its affiliates, has no more than 15 employees and has average annual receipts that do not exceed \$1 million. Offers from other than very small business concerns will not be considered. **4M**