

Questions/Answers

DTFH68-13-R-00003

November 28, 2012

1. How many Primavera licenses does CFL currently utilize for this scope. **The following is a list of the current Primavera licenses that CFL has:**

- Project Manager – 8 Licenses**
- My Primavera -17 Licenses**
- Timesheets – 156 Licenses**
- Progress Reporter – 50 Licenses**

Some of the Project Manager, Progress Reporter/Timesheet, and My Primavera licenses are rarely used. Maintenance is maintained in the event they are required.

2. Do the project managers/construction operations engineers currently access the Primavera database. **The only access to Primavera outside of the Multi-Project Scheduling System-Administration and Support (as defined in the RFP) is through Progress Reporter (Timesheet application).**

3. Do external engineering consultants or construction contractors currently access the Primavera database. **No.**

4. Are external schedules (XER files) imported to the Primavera database. **No.**

5. Who is the Primavera Network administer and DBA support. Is that internal to CFL, or a requirement of this scope. **Both positions are internal to CFLHD and not a requirement of the scope.**

6. How many staff currently perform this work. **The current number of staff performing the functions should not be a basis for the level of effort your firm will propose. The approach, skill sets, and position roles and responsibilities should be determined from the task required by the RFP.**

7. Are computer, software provided. **Yes. The RFP states “Workstation space(s), networked computers, telephone, and related equipment will be provided as necessary to fulfill the on-site work requirements. Access to DOT networks require use of a government issued computer. This computer must be connected to a DOT network frequently to allow security patches and software upgrades.” This includes the software.**

8. Is travel required. **No. The RFP states “No contractor travel is anticipated”. If travel becomes necessary, reimbursement will be covered under the performance of Ordered Work.”**

9. What is the specific period of performance. **The period of performance shall be for one (1) Base Year of 12 months and four (4) 12-month option years. See answer to question 14.**

10. In the CFLHD "Draft Project Scheduling Handbook" are defined roles and responsibilities for four different positions or functions. Each of these functions has defined roles and responsibilities. **As stated in the RFP the "handbook is undergoing a major revision and some of the information is dated or is missing. Handbook is only intended to provide a sense of the information contained within the handbook." Don't rely on the handbook to determine level of effort or positions required to complete the tasks as stated in the RFP.**

11. Is the Network Administrator role being filled internal to CFLHD and not included in the RFP? Does your IT department fill this role? **The Network Administrator position is filled internal to CFLHD and isn't part of the procurement.**

12. Is the Database Analyst role being filled internal to CFLHD and not included in the RFP? Once again does your IT department fill this role? **The Database Analyst position is filled internal to CFLHD and isn't part of the procurement.**

13. This RFP will cover the roles and responsibilities covered by the Project Controls Lead and the Project Controls Analyst positions only? **Correct.**

14. Please confirm the potential contract extension period (two year or four year). Section F.1 indicates base year plus two (2) one year options but then lists four option years. **The contract will have 4, 1 year options, to be exercised at the government's discretion per FAR 52.217-9 (p. 39 of solicitation). An amendment will be issued to correct Section F.1.**

15. Section I, 1252.237-73 Key personnel (page 39) contains blank space for key personnel. Does this need to be completed and submitted with the proposal? If so, will this count against the page limit? **This page will be completed by the successful offeror prior to contract award and will be incorporated into the contract. The page does NOT need to be completed and included with your initial proposal.**

16. Amendment A001 states **"*FAILURE TO ACKNOWLEDGE THIS AMENDMENT IN BLOCK 19 OF THE SF 1442 BY THE DESIGNATED DATE AND HOUR SPECIFIED IN THE SOLICITATION MAY RESULT IN REJECTION OF YOUR BID (REFER TO SF-1442, PAGE A-2, OF THE SOLICITATION)".** However, the second page of Section A in the solicitation is Form 1449. Should we include Form 1442? **Please do NOT include form 1442. Please acknowledge the amendment by completing items 8 and 15 on the amendment form and return it with your proposal. This page will NOT count against the page limit.**

17. Please let us know if the proposed technical staffs will be required to work over time during the week / weekends. **This is not a labor-hour contract. It is a performance-based contract. Proposed staff will be required to complete the required tasks at a satisfactory level as indicated in the solicitation. They must also comply with Section H.8 of the solicitation, which discusses on-site facility hours of operation.**

18. Let us know the government furnished equipments. **See Section H.8 of the solicitation.**

19. We assume the agency will provide the required primavera software license. **Yes**
20. Let us know if Non-US citizen technical staffs on valid work visas can be proposed for this project. **Yes, but any proposed staff must be able to comply with all aspects of the solicitation including Sections H.2 and H.9.**
21. Let us know the place of performance. **See Section H.8 of the solicitation.**
22. In F.3 Performance Requirements Summary PRS's 6, 7 & 8: Does zero deviation refer to errors or deviations from standards? If errors, then is zero deviations reasonable? If so, please explain how zero deviation (100%) compliance is reasonable? **Errors. It is reasonable because the government requires these tasks to be completed satisfactorily as indicated in the solicitation. Please also read the paragraph in F.3 regarding remedies for non-conforming services.**
23. Are all the reports created from Primavera or are some derived from a database dump and created in excel? **No, there are a variety of ways reports are generated. As stated in the RFP "Approximately 50 report types are generated monthly to status projects. Approximately half of these reports are generated by CFLHD staff through PARS or CFLHD's Business Intelligence (BI). See the Attachment/Technical Exhibit Listing for examples of reports that are primarily generated and distributed by the contractor. Additionally, there are various custom Primavera generated reports that are provided throughout the year to support reporting of performance measurements, Division, and FLH reporting requirements. Requests for custom reports typically number 12 or less." The reports that are created in Primavera can be output to various formats to meet the needs of the data user.**
24. What other reporting tools are currently used? **As stated in the response to question 23 approximately 50% of reports are generated by the end users though a Microsoft Access application termed PARS (Project Analysis and Reporting System) or through CFLHD's Business Intelligence.**

November 15, 2012

1. Is there an incumbent for the above-referenced project?
If so, who is the firm? What is the annual amount spent on the current contract? **This information is available on www.fbo.gov. Search the archives using the following solicitation number: DTFH68-08-R-00001 and you will find the initial award information for the current contract.**