**COMPREHENSIVE CONSTRUCTION AND ENGINEERING (C2E)**

**ORDERING PROCEDURES**

**1.** **CENTRALIZED ORDERING PROCEDURES**

The Government will place task orders (TOs) in accordance with FAR 16.505(b). Each task order (TO) shall be issued in accordance with the following procedures:

1. Request for Proposal (RFP) / Fair Opportunity Proposal Request (FOPR) - The Contracting Officer will furnish the contractor with a written request for proposal.
2. For projects less than or equal to $50M, where performance of work is to occur within the United States and its outlying areas, or within austere, hostile, and contingency locations, that contain a Firm-Fixed-Price (FFP) or Fixed-Price (FP) Economic Price Adjustment (EPA) pricing structure, will be set-aside for small business awardees.
   1. Any anticipated task order where performance is to take place with an austere, hostile, and/or contingency location will not be immediately awarded under the Small Business Set-Aside (SBSA). First, a Request for Information (RFI) will be sent to all SBSA awardees for five (5) days to determine interest and capability to perform in the location. If at least two (2) awardees are not anticipated to compete or are incapable of performing, the task order will instead be competed under the Full & Open (F&O) awardees.
   2. No projects may be awarded under the SBSA if they contain a Cost-Plus Fixed-Fee (CPFF) pricing structure.
3. For any project, regardless of location, greater than $50M and containing either an FFP, FP EPA, or CPFF pricing structure will be competed amongst the F&O awardees. Any projects taking place outside the United States, outside its outlying areas, or outside austere/hostile/contingency locations will be competed amongst the F&O awardees. If responses, or lack of responses, to the RFI listed in paragraph 1.b.i. of this document indicate that a project taking place in an austere/hostile/contingency location cannot be competed amongst the SBSA, it will be competed amongst the F&O awardees (unless an exception applies).
4. Pricing Structures. Most task orders are anticipated to be structured in an FFP arrangement. CPFF pricing structures are anticipated to be utilized rarely, specifically for requirements whose scope or related costs are difficult to define.
   1. Should a determination be made that a CPFF TO is warranted, Cost/Price proposals will be evaluated for (1) completeness, (2) reasonableness, (3) realism (for CPFF efforts only), (4) unbalanced pricing, and (5) Total Evaluated Price (TEP). Offerors whose cost/price is determined to be incomplete or unreasonable (add unrealistic for CPFF efforts) will not be considered for award. Additionally, an offer may be rejected if the contracting officer determines unbalanced pricing poses an unacceptable risk to the Government.

A cost realism analysis is required for competitive CPFF task orders to determine the probable cost of performance for each offeror (see FAR 15.404-1(d)(2)). Include the following paragraphs in FOPRs for competitive CPFF task orders.

Realism: The Government will evaluate the realism of each offerors’ proposed costs. This will include an evaluation of the extent to which proposed costs are sufficient for the work to be performed, reflective of a clear understanding of the requirements, and consistent with the unique methods of performance and materials described in the offeror’s technical proposal (FAR 15.404-1(d)(1) and 2.101). Technical input is required to conduct the realism evaluation to address items such as labor mix, labor hours, types of materials, quantity of materials, etc. depending on the cost elements to be evaluated under each competitive CPFF task order.

Most Probable Cost: The Government will compute the Most Probable Cost (MPC) for the basic task order award and all options. MPC shall be determined by adjusting each offeror’s proposed cost, and fee when appropriate, to reflect any additions or reductions in cost elements to realistic levels based on the results of the cost realism analysis.

The TEP shall reflect the MPC for evaluation purposes. However, the MPC shall not be reflected in the task order award amount.

* 1. In addition, FP EPA pricing structures shall only be utilized when the conditions meet FAR 16.203-4(d) and any applicable supplements apply. For TOs utilizing a FP EPA pricing structure, the TO Contracting Offier shall determine if FAR clause 52.216-4, Economic Price Adjustment - Labor and Material, or if the Fixed-Price Economic Price Adjustment clause located in Section H applies.

1. Not-to-Exceed (NTE) FFP Fully Burdened Labor Rates. The NTE FFP fully burdened labor rates established at the basic contract level are contractually binding. The NTE FFP fully burdened labor rates are ceiling rates and shall be utilized for future competitive task orders, single-source task orders, and task order modifications; however, when competing for task orders, discounted or lower rates may be proposed. This does not preclude any awardee from utilizing or negotiating additional labor categories and their FFP fully burdened rate at the task order level.
2. Any Government-furnished property, material, equipment, or base support to be made available for performance will be identified at the task order level.
3. Terms and conditions of each TO, to include proposal preparation instructions and proposal due date, will be specified in the TO RFP. Adequate price competition is anticipated at the TO level. If, after receipt of proposals, the CO determines there is insufficient data to determine price reasonableness or adequate price competition is not established and none of the exceptions in FAR 15.403-1 apply, Offerors will be required to submit additional data in accordance with DFARS provision 252.215-7008 Only One Offer.
4. All contracting officers, prior to issuing an RFP/FOPR, shall ensure adherance to 15 USC 644(f) as applicable.

**2. AWARDING ORDERS UNDER MULTIPLE AWARD CONTRACTS**

1. All multiple award contractors shall be provided a fair opportunity to be considered for each order more than the micro-purchase threshold pursuant to the procedures established unless an exception applies. The 8(a) reserve awardee will be included amongst the F&O awardees and provided a fair opportunity to compete for awards under the F&O portion of the IDIQ.
2. The Government will place TOs based upon the TO evaluation factors identified in the RFP/FOPR, and in accordance with FAR 16.505. The RFP/FOPR will include evaluations factors as determined at the TO level. The TO evaluation criteria will include price and may include:
   1. Specific Technical Management Effectiveness and Capabilities
   2. Past Performance on recent and relevant work
   3. Availability of Labor/Resources (capacity to perform)
   4. Bond Capacity, as applicable
   5. Proximity to the proposed work site. The Government reserves the right to unilaterally modify the procedures to place TOs under this contract where changes to law, regulation, or policy direct such changes.
3. In accordance with FAR 16.505(a)(10), a protest is not authorized in connection with the issuance or proposed issuance of a task or delivery order except for - a protest on the grounds that the order increases the scope, period, or maximum value of the contract under which the order is issued; or a protest of an order valued more than $25,000,000.
4. For this contract, the designated task order ombudsman address is Air Force Installation Contracting Center (AFICC)/KP Director. The task order ombudsman is responsible for reviewing complaints from multiple award contractors and ensuring that all the contractors are afforded a fair opportunity to be considered for TOs in excess of the micro-purchase threshold, consistent with procedures in the contract.
5. These procedures do not guarantee the contractor issuance of any TO above the minimum guarantee(s) stated in this contract.
6. Any project competed amongst the SBSA awardees that does not receive offers will be available to compete amongst the F&O awardees. Prior to soliciting the F&O awardees, the Government may issue a Request for Information (RFI) to the F&O awardees for five (5) business days to determine interest, as well as an RFI to the awardees under the SBSA to determine why no offers were received. If the Government detects a pattern of non-response from the SBSA awardees for particular projects, whether due to type of work, location, etc. the Government may issue an RFI to the SBSA for five (5) days to determine interest prior to soliciting under the F&O awardees.

**3. TEAMING ARRANGEMENTS**

1. Contracts awarded based on a proposed teaming arrangements/partners require written Contracting Officer approval before deviating from the initial teaming arrangements/partners.
2. Teaming partner and subcontract pricing must be supported in accordance with FAR 15.404-3. Cost and pricing data, as appropriate, shall be present in TO proposals. It is not necessary to compete teaming partners at the TO level. NTE FFP fully burdened labor rates shall be incorporated into the basic contract and teaming partners will share these labor rates with the prime contractor to be utilized for each TO and TO modification. Any teaming partner labor category proposed at the TO or TO modification level that was not awarded with this basic contract must be determined fair and reasonable prior to award. Additionally, non-labor teaming partner costs and all subcontract costs must be determined fair and reasonable and subcontracts (not teaming partners) shall be competed to the maximum extent practicable.
3. In accordance with the proposal, the following teaming partners were evaluated during source selection and are considered to be team members:
4. TBD
5. TBD

**4. DECENTRALIZED ORDERING PROCEDURES**

Non-AFCEC users may receive access to the C2E basic contracts for the purpose of awarding, administering, and closing out their own TOs.