

Technology and Enterprise Support Services



**TESS Pre-Solicitation Conference
December 14, 2012
TIB-2013-RFP-0012**





Agenda

- **Welcome and Introduction of FRTIB TESS Representatives and Presenters**

Mark Walther	Chief Technology Officer (CTO) and Director, Technology Services
Susan Smith	Deputy CTO for IT Planning and TESS Program Manager
Troy Poppe	Deputy CTO for Infrastructure, Operations, and Security
Tee Ramos	Chief, Business Applications Division
Marisol Vargas-Busch	Contracting Officer



Agenda

Topic	Presenter
TESS Background	Susan Smith
Key Updates to Draft Statement of Work	Troy Poppe
Draft RFP Sections	
- Sections B, C, H	Troy Poppe
- Sections I, J, L & M - Technical Approach	Tee Ramos
- Section L & M - Management Approach, Past Performance	Mark Walther
- Cost	Dina Clark
Closing Remarks	Susan Smith

Background



- Thrift Savings Plan (TSP) has a long history of change and growth
 - Changes in the defined contribution industry
 - Specific legislation
 - Technology
 - Evolving needs of TSP participants and beneficiaries
- Implementation of the original TSP system began in 1987
- Custom mainframe system
 - Designed and developed by the National Finance Center (NFC), part of the United States Department of Agriculture, located near New Orleans, LA
 - Underwent dramatic software code changes over the next 15 years



Background

- The “new” TSP system was implemented June 2003
 - New system design was needed to:
 - Accommodate the significant change from monthly to daily valuation’
 - Support the Agency’s decision to move to
 - Core commercial software - SunGard’s OMNI suite
 - Supported by flexible web-based custom applications and other commercial products
 - NFC continued to maintain and update the legacy system while the new system was created
 - System focus was on business process services (i.e., recordkeeping)
 - Infrastructure and operations remained with NFC as a hosted service



Background

- The new system was designed and ultimately maintained by Matcom Corporation
 - Acquired by SI International
 - Merged with Serco-North America (Serco-NA)
- Most of the original team is still on the TSP system contract – high retention level of knowledge and skill
- In 2004, the FRTIB decided to in-source its data center services
 - Transferred to a commercial co-located facility in Northern Virginia from the hosted services at NFC
 - FRTIB owns all hardware that supports the Agency and the TSP
 - FRTIB fully manages the operation of our data centers
- This “new” is now part of the “current” system, which has expanded to include a broad range of information technology



Background

- Currently have two major contracts, both with Serco-NA, that address IT needs:
 - The IT Recordkeeping contract
 - Addresses the design, development, implementation, integration, and maintenance of all TSP system software applications
 - Includes essential business process services (i.e., recordkeeping) functions such as contribution processing, batch processing, disbursements, pricing, and investing
 - The Infrastructure and Operations contract
 - Addresses the design, analysis, implementation, testing and operations of infrastructure at primary and secondary data centers for FRTIB and TSP needs
 - Includes Information Security Support Services



Background

- These two contracts interact daily with other Agency contractors, such as:
 - Asset Manager and Annuity Vendor
 - Data Entry, Legal and Death Processing, other Special Processing*
 - Call Centers*
 - Fulfillment*
- Current State
 - The TSP system is stable and able to accommodate our current needs
 - Our IT contracts, however, have been extended well beyond original expectations
- Future State
 - TESS provides for maintaining our core recordkeeping and IT services
 - TESS provides flexibility for adding to core through multiple contract types of Indefinite Delivery, Indefinite Quantity (IDIQ)

** In 2005, the transfer of these remaining services was expedited when Katrina devastated the New Orleans area*



Key Updates To Statement of Work

- The following changes were incorporated into the initial draft Statement of Work (SOW), issued October 4, 2012 as a result of feedback:
 - Section 1.0: Added Current state overview to provide high level view of capability maturity of FRTIB services
 - Section 3.3.2.1.4: Acquisition and Management updated to clarify contractor role
 - Reports: Added list of reports added to the end of each major IT service tower sections
 - SOW: Added and deleted a number of roles and responsibilities to address Draft SOW comments
 - Section H.30: Added section to RFP to address a transition period to attain Service Level Requirements



Review of Draft RFP

- Common RFP requirements: Sections A, C, D, E, F, G, K
 - Section G: The places of performance include the Contractor's facilities, FRTIB headquarters, FRTIB data centers, FRTIB operating location(s), and current/future FRTIB contractor locations.
 - Section G: The Contractor's primary facility shall be located within 25 statute miles of 77 K St. NE, Washington, DC. "Facility" refers to the physical office space where Contractor staff and Contractor materials will be located to service this contract.



Review of Draft RFP

- Section B: Supplies or Services and Prices
 - B.1: Contract Type
 - Core: Cost Plus Fixed Fee (CPFF)
 - IDIQ: CPFF, Firm Fixed Price (FFP), or Time and Materials (T&M)
 - B.2: Period of Performance: 6 Years Total
 - PoPs are 2 years, 2 years, 1 year, and 1 year



Review of Draft RFP

- Section B: Supplies or Services and Prices
 - B.3: Definition of Core and IDIQ - Core
 - All operations/sustained engineering related to the service environment as described in SOW Section 2.0-10.4.3
 - Small adjustments or short-term projects (e.g. minor enhancements, defects, configuration changes, incremental adjustments to system capacity) valued at less than or equal to \$250K per incident, up to five percent of total expenditures per contract year
 - Reviews will be conducted periodically, at the Agency's discretion, to adjust the Core service baseline through contract modification for the cumulative effect of all adjustments completed since the last review



Review of Draft RFP

- Section B: Supplies or Services and Prices
 - B.3: Definition of Core and IDIQ – IDIQ
 - Significant adjustments valued in excess of \$250K per incident or long term projects are identified as IDIQ tasks.
 - B.4: IDIQ Minimum and Maximum Ordering Value

Period of Performance	Minimum	Maximum
Basic Period of Performance	\$1,000,000	\$30,000,000
Option Period 1 (two years)	\$1,000,000	\$36,000,000
Option Period 2 (one year)	\$1,000,000	\$21,000,000
Option Period 3 (one year)	\$1,000,000	\$23,000,000



Review of Draft RFP

- Section B: Supplies or Services and Prices
 - B.5: Supplies or Services and Prices
 - CLIN Structure for each Performance Period
 - Program Management (and Cross Functional Services) (X001)
 - One CLIN per Service Tower for Core (X002 – X008)
 - » SOW Section 7, End User Services Requirements, is applicable only if CLINs 0005, 1005, 2005, 3005 are exercised
 - IDIQ CLIN (X009)
 - » Sub-CLINs for contract type
 - Other Direct Costs (ODCs) (X010)
 - » Sub-CLINs for different types of ODCs
 - Contract Acquisitions (X011)
 - Service Lease (X012)

NOTE: Errors and Omission Insurance CLIN (non-fee bearing) will be added



Review of Draft RFP

- Section B: Supplies or Services and Prices
 - Attachment: IDIQ Direct Labor Rate Matrices
 - Table 1 – Prime Fully-Loaded Labor Rates
 - Table 2 – Subcontractor Fully-Loaded Labor Rates
 - Table 3 – Position Qualifications (for all direct labor categories)

 - Table 2 shall be submitted for each subcontractor.

 - Labor rates for IDIQ Tasks shall reflect fully loaded as referenced in Section B Attachment “IDIQ Direct Labor Rates, Indirect Rates, and Fixed Fee Matrices”



Review of Draft RFP

- Section H: Special Contract Requirements
 - H.4: FRTIB Information and Information System Security/Privacy Requirements for IT Contracts
 - H.4.1 - General
 - H.4.2 - Access to FRTIB Information and FRTIB Information System
 - H.4.3 - FRTIB Information Custodial Requirements
 - H.4.4 - Information System Design and Development
 - H.4.5 - Information System Hosting, Operation, Maintenance or Use
 - H.4.6 - Security Incident Investigation
 - H.4.7 - Security Controls Compliance Testing
 - H.4.8 - Security and Privacy Training
 - H.4.9 - Contractor Requirements, Confidentiality and Non-Disclosure
 - H.4.10 - Proprietary Information Requirement
 - H.4.11 - Security: Information System Security
 - H.4.12 - Security Requirements for Unclassified Information Technology Resources
 - H.4.13 - Security Audits
 - H.4.14 - Personnel Security



Review of Draft RFP

- H.7: Conflicts of Interest
 - The purpose of this clause is to avoid, neutralize, or otherwise mitigate organizational conflicts of interest which might exist related to a Contractor's performance of work required by this contract
 - Such conflicts may arise in situations including, but not limited to:
 - A Contractor's participation, as Offeror or representative of an Offeror, in a procurement in which it has provided assistance in the preparation of the Agency's requirements and specifications
 - A Contractor providing advice and/or assistance to the Agency for a procurement in which the Contractor or an entity that the Contractor represents is an actual or potential Offeror
 - A Contractor's participation, as Offeror or representative of an Offeror, in a procurement where the Contractor has obtained confidential or proprietary information relating to competing Offerors as a result of the Contractor's work on prior contracts



Review of Draft RFP

- H.11: Personnel
 - The Contractor must include in its proposal, by name and capacity, the key personnel to be assigned to perform and carry out the phases of work under this contract (H.11.B)
 - In the event any individual on the list of key personnel is to be removed or diverted from this contract, the Contractor must (1) notify the Contracting Officer; (2) supply written justification as to why the individual(s) is being removed or diverted; and, (3) provide resume of the proposed substitute or replacement including the education, work experience, etc., of each new person for Agency approval.



Review of Draft RFP

- H.13: Contractor Consent to Background Investigation
 - Contractor personnel shall require a U.S. Government background investigation.
 - May be the equivalent of an Office of Personnel Management National Agency Check Inquiry (NACI), Minimum Background Investigation (MBI), Background Investigation (BI), or a background investigation appropriate for matters dealing with national security, and may include, an FBI fingerprint check, credit check, inquiries into current and past employers, schools attended, references, and local, state, and federal law enforcement authorities criminal records check.
 - Contractors will be responsible for the cost associated with conducting Agency sponsored background investigations for its staff.
 - The Contractor shall not be entitled to any compensation for delays or expenses associated with complying with the provisions of this clause. Furthermore, nothing in this clause shall excuse the Contractor from proceeding with the contract.



Review of Draft RFP

- H.14: Confidential Information
 - All information received by the contractor as a result of performance of this contract is confidential and is subject to the Privacy Act.
 - The Contractor and contractor personnel shall maintain this information in strict confidence and shall not disclose this information, or any information obtained as the result of its performance of this contract, to any person or entity, other than employees or bona-fide contractors of the FRTIB, without the prior written approval of the Agency.
 - The contractor and contractor personnel shall not disclose this information to any person or entity or otherwise make any improper use of this information during or after the performance period of this contract.
 - The contractor and contractor personnel shall maintain this information in strict confidence and shall make no changes to the information except as necessary in the performance of the contract. The contractor and contractor personnel and their successors are prohibited forever from using this information for their personal or business gain, personally or for another, directly or indirectly, without prior written approval of the Agency. This provision/clause, or a provision/clause with an identical effect, shall be placed in any subcontracts.



Review of Draft RFP

- H.20: IDIQ Task Ordering and Core Software Change Request Procedures
 - Prior to issuing a task order, the Contracting Officer shall provide the Contractor with the following data:
 - Functional description of the work identifying the objectives or results desired from the contemplated task order.
 - NOTE: The Agency will indicate potential organizational conflict of interest when the task order is for a significant change (e.g., the replacement of a major system component), before proceeding further.
 - Proposed performance standards to be used as criteria for determining whether the work requirements have been met.
 - A request for a task plan from the Contractor to include the technical approach, period of performance, appropriate cost information, and any other information required to determine the reasonableness of the Contractor's proposal.
 - Within **14** calendar days after receipt of the Contracting Officer's request, the Contractor shall submit a task response conforming to the request.
 - Core Software Change Request (SCR) Procedures (H.20.B)
 - FRTIB or Contractor staff must enter core system software changes into the Serena Business Manager (SBM) tool before any work is performed. SBM is used to track the initiation and disposition of a project throughout the software development life cycle.



Review of Draft RFP

- H.22: Operating Level Agreements (OLAs)
 - The Contractor shall develop, maintain and adhere to OLAs with the following contracts and their successors:
 - Investment Manager(s)
 - Annuity Vendor(s)
 - Call Centers
 - Data Entry
 - Agency Technical Support, Operations, and Special Processing
 - Legal and Death Processing
 - Fulfillment (Printing and Mailing)
 - In order to achieve efficient and effective implementation of TESS operations; the Contractor shall establish the means for coordination and exchange of information with other FRTIB Contractors.
 - The information to be exchanged shall be that required by the Contractors in the execution of their respective contract requirements.
 - The Contractors are strongly encouraged to seek out and foster cooperative efforts that will benefit TESS contract work with increased safety, efficiency, and productivity.



Review of Draft RFP

- H.23 & 24: Mitigation of Organizational Conflicts of Interest & Disclosures
 - The Organizational Conflict of Interest Mitigation Plan and its obligations are hereby incorporated in the contract by reference
 - The Contractor shall report any violation of the Organizational Conflict of Interest Mitigation Plan, whether by its own personnel or those of the Agency or other FRTIB contractors
 - The Contractor shall include the substance of this clause in subcontracts where the work includes or may include tasks related to the organizational conflict of interest
 - After award If the Contractor identifies an actual or potential organizational conflict of interest that has not already been adequately disclosed and resolved (or waived in accordance with FAR 9.503), the Contractor shall make a prompt and full disclosure in writing to the Contracting Officer



Review of Draft RFP

- H.25: Security Classification Requirements
 - Selected work performed under this contract requires that individuals performing components of the work possess a U.S. Government SECRET clearance. The work requiring a SECRET clearance includes:
 - Application Development Management (mainframe and distributed)
 - Application Development Team Leads (PSR, Reporting)
 - Security Administration
 - OmniPlus Administration
 - OmniScript Developer(s)
 - Mainframe Scheduling Management
 - Network Management
 - Application Testing (PSR, Reporting)
 - Application Requirements
 - This work is currently performed by 8-14 individuals



Review of Draft RFP

- H.27: Errors and Omissions Insurance Requirement
 - Contractor represents and warrants that it has and will maintain insurance covering all operations under this Agreement, including professional errors and omissions insurance in an amount not less than \$1 million per occurrence.
 - All insurers shall be licensed by the state of New York and rated A-VII or better by A. M. Best or a comparable rating service and policies shall not contain non-standard exclusions.



Review of Draft RFP

- H.29: Fixed Fee Deduction Schedule
 - Agency will establish a Fixed Fee Deduction Schedule to handle failures to achieve Service Level Requirements.
 - Schedule will include provisions for Contractor claimed exceptions
 - Schedule will consider Service Improvement Plans



Review of Draft RFP

- H.30: Service Level Management Transition

Transition is defined as the period when the only the successor contractor is affiliated with TESS and is executing its plan to reach a full performance level, with a goal of meeting service level requirements and recommending improvements for efficiencies and effectiveness.

- Key area of feedback from Industry on draft SOW
- Draft SOW has numerous Service Level Requirements, many of which are not currently *measured*
- Final RFP will include description of distinct periods for transition:
 1. Implementation of measurement tools
 2. Phased gathering and reporting on SLR metrics
 3. Negotiation of SLRs based upon “actuals”
- Final RFP will detail FRTIB’s requirements for phasing of SLR metrics
- Offerors will propose transition in Transition Plan as part of Management Approach



Review of Draft RFP

- Section I: Contract Clauses

The Federal Retirement Thrift Investment Board (TIB or Agency) is a Government agency operating on non-appropriated funds whose mission is to act solely in the interests of the Thrift Savings Plan participants and beneficiaries. As a non-appropriated fund agency, it is not bound by the Federal Acquisition Regulation (FAR).



Review of Draft RFP

- Section J: List of Attachments
 - The government is in the process of populating a Reference Library with the list of Attachments described in Section J.
 - Instructions on accessing the Reference Library will be published.



Review of Draft RFP

- Section L: Instructions, Conditions, and Notices to Offerors
 - L.2 - Current Performance Locations (Informational Only)
 - In addition to work currently performed at the incumbent contractor's facility, some work is currently being performed at the following remote locations:
 - Fairfax, Virginia
 - Leawood, Kansas
 - Birmingham, Alabama
 - Metairie, Louisiana
 - Hilton Head, South Carolina



Review of Draft RFP

- Evaluation Process - Sections L and M
 - M-3: Evaluation Factors for Award - Relative Importance

Mission Suitability is the most important Factor. Past Performance and Cost Factors are substantially equal and when combined, are less than Mission Suitability.



Review of Draft RFP

- Evaluation Process - Sections L and M
 - L.13.2: Proposal Arrangement, Page Limitations, Copies, and Due Dates
 - Page limit for the Mission Suitability Volumes (I/II) shall not exceed 100. This includes all Sub-factors and Key Personnel Approach Narrative and Resumes.
 - Page limit for Past Performance Volume (III) shall not exceed 25.
 - All other components of the Proposal Volumes are either not page limited or Not Applicable (N/A).
 - Six (6) hard copies and one (1) CD-ROM for each Volume shall be submitted.

THE DUE DATE FOR ALL PROPOSAL VOLUMES SHALL BE 30 DAYS AFTER RELEASE OF THE TESS RFP.



Review of Draft RFP

Adjectival Rating	Definitions	Percentile Range
Excellent	A comprehensive and thorough proposal of exceptional merit with one or more significant strengths. No deficiency or significant weakness exists.	91-100
Very Good	A proposal having no deficiency and which demonstrates over-all competence. One or more significant strengths have been found, and strengths outbalance any weaknesses that exist.	71-90
Good	A proposal having no deficiency and which shows a reasonably sound response. There may be strengths or weaknesses, or both. As a whole, weaknesses not off-set by strengths do not significantly detract from the Offeror's response.	51-70
Fair	A proposal having no deficiency and which has one or more weaknesses. Weaknesses outbalance any strengths.	31-50
Poor	A proposal that has one or more deficiencies or significant weaknesses that demonstrate a lack of overall competence or would require a major proposal revision to correct.	0-30

NOTE: Percentile Range column inadvertently omitted from Draft RFP; This complete chart will be included in the final RFP.



Review of Draft RFP

- Evaluation Process - Sections L and M
 - L.13: Instructions for Proposal Preparation; Pass/Fail Evaluation of Subfactor 1 of Mission Suitability Volume:
 - After the acceptability review, an initial review will be conducted to evaluate SF 1, Technical Approach, Business Process Services (Recordkeeping) and Information Security. The evaluation scoring system described in Section M.1 will be utilized.
 - Those proposals receiving a Good, Very Good or Excellent adjective rating for Subfactor 1 will “Pass” and the remainder of their proposals will be evaluated.
 - Those proposals receiving a Fair or Poor adjective rating for Subfactor 1 will “Fail” and the Offeror’s remaining proposal volumes will remain unopened and not be evaluated. Offeror(s) will be notified upon approval of the Competitive Range Determination, if required or at contract award.



Review of Draft RFP

- Sub-Factor 1: Overall Approach, Business Process Services (Recordkeeping) and Information Security (275 points)
 - Overall Approach: Business Process Services (Recordkeeping)
 - Overall Approach: Information Security
 - Scenario 1 – Thrift Savings Plan Pricing Error
- Sub-Factor 2: Technical Approach, IT Services (275 points)
 - Scenario 2 – Thrift Savings Plan Batch/Daily Processing
 - Representative Task Order (RTO) 1 – Customer (Participant) Relationship Management System Replacement
 - RTO 2 – Migration from Virtual Infrastructure to Private Cloud Model

NOTE: Mission Suitability points were inadvertently omitted from the Draft RFP and will be included in the final RFP. Mission Suitability points are 550 for Technical Approach and 450 for Management Approach.



Review of Draft RFP

- Sub-Factor 3: Management Approach (450 points)
 - Program Management
 - Organizational Structure and Chart
 - Program Executive
 - Staffing Plan
 - Corporate Resources
 - Significant Subcontractors
 - Key Personnel
 - Position Qualifications
 - Joint Venture Entity Legal Documents
 - Total Compensation Plan
 - Phase-In Plan



Review of Draft RFP

- **Past Performance**
 - This factor will be evaluated on the basis of relevant past performance for contracts performed during the last three 3 years, (January 1, 2010 – Dec 31, 2012).
- **Prime:**
 - This factor will be evaluated on the basis of relevant past performance for contracts performed during the last three 3 years, (January 1, 2010 – Dec 31, 2012).
 - Prime Offerors shall furnish the information for all of your most recent contracts (completed and ongoing) for similar efforts with a minimum average annual cost/fee incurred of \$25,000,000 that your company has had within the last 3 years of the RFP release date.
 - Indicate which contracts are most related (i.e. similar in size and content) and how they are related to the proposed effort, as well as which contracts were performed by the division of your company (if applicable) that will perform the proposed contract/subcontract.



Review of Draft RFP

- **Past Performance/Sub(s):**
 - The Offeror shall provide the information for any significant subcontractor(s) for those similar efforts performed during the last three 3 years, (January 1, 2010 – Dec 31, 2012).
 - For the purposes of the Past Performance Volume, a proposed significant subcontractor is defined as any proposed subcontractor that is either estimated to meet/exceed an average annual cost/fee of \$5,000,000; or, estimated to meet/exceed an average annual cost/fee of 25% of the proposed costs.

Note: The definition of significant subcontractor for the past performance evaluation may be different than for the mission suitability and cost evaluation.



Review of Draft RFP

- **Past Performance/Parent, Affiliate, Predecessor:**
 - If applicable, Offerors may provide the experience or past performance of a parent or affiliated or predecessor company to an Offeror (including a parent or affiliated company that is being otherwise proposed as a subcontractor on this effort) where the firm's proposal demonstrates that the resources of the parent or affiliate or predecessor will affect the performance of the Offeror.
 - The Offeror shall demonstrate that the resources of the parent or affiliate or predecessor company (its workforce, management, facilities or other resources) shall be provided or relied upon for contract performance such that the parent or affiliate or predecessor will have meaningful involvement in contract performance.



Cost Volume

Anticipated Period of Performance (PoP)

Period	Duration	Anticipated Dates
Phase In	60 days	August 1 2013 through September 30 2013
Basic Period of Performance	2 years (24 months)	October 1 2013 through September 30 2015
Option Period 1	2 years (24 months)	October 1 2015 through September 30 2017
Option Period 2	1 year (12 months)	October 1 2017 through September 30 2018
Option Period 3	1 year (12 months)	October 1 2018 through September 30 2019



Cost Volume

The Cost Volume Consists of three parts:

- Phase -In
- Core
- IDIQ

Phase-In (60 days):

- The contract type for the Phase-In period is Firm Fixed Price (FFP).
- Separate contract/purchase order will be issued.
- A Cost element break out is required for the Phase-In Cost, as it will be evaluated in accordance to the Cost Evaluation criteria in Section M.
- Cost for Phase-In will be excluded from each offeror's total proposed price in Cost Exhibit L-001.

Core: Cost Plus Fixed Fee (CPFF) Contract Type



Cost Volume

IDIQ:

- Consists of three contract types CPFF, FFP and T&M.
- IDIQ CLINs are not to be priced for this RFP but Offerors and subcontractors are required to submit fully loaded direct labor rates in Cost Exhibit L006 and in Section B Attachment. These fully loaded direct labor rates will be utilized in pricing all IDIQ tasks.
- Fully loaded direct labor rates in Cost Exhibit L-006 must match the fully loaded direct labor rates listed in Section B Attachment.
- The Contractor and Subcontractors shall not exceed the fully-loaded direct labor rates when pricing all Task Orders.



Cost Volume

- **L13.6** - All prime contractors must provide Chapters 1,2, and 4 of the Cost Volume.
 - Chapter 1- Prime contractor Cost Exhibits
 - Chapter 2- Prime Contractor L-A1 (Phase-In Cost)
 - Chapter 4- Cost Proposal Narrative
- **L13.6-** All subcontractors over \$1,000,000 must provide Chapter 2 (if Applicable), as well as Chapters 3 and 4.
 - Chapter 2- Cost Exhibit L-A1 (Phase-In Cost)
 - Chapter 3- Subcontractor Cost Exhibits L001 through L006
 - Chapter4- Cost Proposal Narrative
- **L13.6.3** - For pricing purposes, the Offeror must assume that all Core work will be performed at prime contractor facility.



Cost Volume

- **L 13.6.4** Section J Attachment “Definitions of Labor Categories and Skill Levels”, provides the RFP labor categories, descriptions and minimum qualifications.
- Offerors must take these requirements when developing the direct labor rates. When labor categories prescribed by the RFP do not correspond to the company labor categories and classifications, the Offeror must provide a mapping of the Company labor categories to the RFP labor categories in Cost Exhibit L-003. If necessary, the mapping could be submitted as a separate document within the Cost Volume.



Cost Volume

- **L -13.6.5- Section J Attachment “Historical Labor Categories and Hours Information”** provides the labor hours for each labor category for work performed in current fiscal year. NOTE: The RFP contains additional work not currently being performed. **These are not RFP Prescribed hours, they are provided for informational purposes ONLY.**
- **L 13.6.7- Travel:** Offerors must use the RFP’s travel prescribed amount listed in Section L 13.6.7. These amounts do not include any indirect charges such as G&A, handling, etc. Any indirect charges that the Offeror normally applies to travel must be priced accordingly and listed as a separate line item in Cost Exhibit L-001 (ex. G&A to travel).
 - Travel is anticipated to be Cost Reimbursable with 0% fee.



Cost Volume

- **L13.6.8- Other Direct Cost (ODC):** Offerors must use the Agency's ODC prescribed amount listed in Section L 13.6.8. These amounts do not include any indirect charges such as G&A, handling, etc. Any indirect charges that the Offeror normally applies to ODC must be priced accordingly and listed as a separate line item in Cost Exhibit L-001 (ex. G&A to ODC).
 - ODC is anticipated to be Cost Reimbursable with 0% fee.



Cost Volume

Summary of Cost Exhibits

Cost Exhibit	Description
Section L Attachment L-A1	Proposed Cost/Price by Element of Cost for Phase In Period
Section L Attachment L-001(A-I)	Proposed Cost/Price by Element of Cost, Year, and Contract Term
Section L Attachment L-002-A1	Proposed Direct labor Hours, Rate and Costs for Phase In Period
Section L Attachment L-002 (A-I)	Proposed Direct Labor Hours, Rates and Costs for all CORE CLINs
Section L Attachment L-003	Development of Direct Labor Rates for First Year of Contract
Section L Attachment L-004	Indirect Expense Schedules
Section L Attachment L-005	Summary of Offeror's Government Audit Information and Disclosure Statement
Section L Attachment L-006 (Govt. Site) and (Contractor Site)	Proposed Summary of Offeror's Fully Loaded Direct Labor Rates for IDIQ efforts



Cost Volume

- **L 13.6.11 Cost Exhibit L-A1 and L-002 A1** are the Phase-In Cost exhibits. Total Proposed Price for the Phase-In Cost will not be included in the Total Proposed Price in Cost Exhibit L-001. A separate Purchase Order/contract will be issued for the Phase-In Cost. Subcontractors are only required to submit Phase-In Cost Exhibits L-A1 and L-002 A1, if the prime contractor anticipates the subcontractor to incur costs during the Phase-In Period.



Cost Volume

Cost Exhibit L-001

- Displays proposed cost by element of cost, by year over six years of the contract.
- The Summation of Cost Exhibits L-001A through L-001I must match to L-001.
- The next slide shows the mapping of cost exhibits reflected in L-001A through L-001I to the CLINs described in Section B:



Cost Volume

Cost Exhibit L-001 mapping to Section B CLINs

Section L Cost Exhibits	Description	Section B CLINs
Cost Exhibit L-001A	Program Management	0001,1001,2001 and 3001
Cost Exhibit L-001B	Data Center Services	0002,1002,2002 and 3002
Cost Exhibit L-001C	Data Network Services	0003,1003,2003 and 3003
Cost Exhibit L-001D	Voice Network Services	0004,1004,2004 and 3004
Cost Exhibit L-001E	End User Services	0005,1005,2005 and 3005
Cost Exhibit L-001F	Service Desk Services	0006,1006,2006 and 3006
Cost Exhibit L-001G	Application Services	0007,1007,2007 and 3007
Cost Exhibit L-001H	Record Keeping Services	0008,1008,2008, and 3008
Cost Exhibit L-001I	ODC, Travel and Facility	0010,1010,2010 and 3010



Cost Volume

Cost Exhibit L-002

- Core Proposed Direct Labor Hours, Rates, and Costs. This Cost Exhibit is for unburdened direct labor only, it is exclusive of any indirect cost loaders.
- The Total Direct Labor Cost listed in Cost Exhibit L-002 Cost Exhibit must match the Direct Labor line in Cost Exhibit L-001.
- The Summation of Cost Exhibits L-002A through L-002H must match to L-002.
- The next slide shows the mapping of cost exhibits L002A thru L002-H to the CLINs described in Section B.



Cost Volume

Cost Exhibit L-002 mapping to Section B CLINs

Section L Cost Exhibits	Description	Section B CLINs
Cost Exhibit L-002A	Program Management	0001,1001,2001 and 3001
Cost Exhibit L-002B	Data Center Services	0002,1002,2002 and 3002
Cost Exhibit L-002C	Data Network Services	0003,1003,2003 and 3003
Cost Exhibit L-002D	Voice Network Services	0004,1004,2004 and 3004
Cost Exhibit L-002E	End User Services	0005,1005,2005 and 3005
Cost Exhibit L-002F	Service Desk Services	0006,1006,2006 and 3006
Cost Exhibit L-002G	Application Services	0007,1007,2007 and 3007
Cost Exhibit L-002H	Record Keeping Services	0008,1008,2008, and 3008



Cost Volume

Cost Exhibit L-006

- The Fully Burdened Direct labor rates will be the maximum allowable rates permitted under any task order for IDIQ efforts for all three contract types: CPFF, FFP and T&M.
- Two Sets of Fully Loaded Direct Labor rates must be submitted, one showing Contractor Site and one Showing Agency Site. During the term of the contract, there may be some efforts that would have to be performed at Agency site. Both contractor site and Agency site rates would be included in Section B of the contract.
- Prime Offeror and Subcontractors are required to submit Cost Exhibit L-006.
- The Fully Loaded rates submitted in Cost Exhibit L006 must match the Section B Attachment Fully Loaded Direct Labor Rates Matrix.



Cost Volume

Cost/Price will be evaluated but not numerically scored.
It will be evaluated for reasonableness, realism,
completeness, consistency and traceability as
described in part 3 of Section M.



Closing Remarks

- Communications Regarding This Solicitation (L.9)
 - Any communications in reference to this solicitation shall cite the solicitation number and be directed to the following Contracting Officer: TESS-CO@tsp.gov
 - Questions regarding this solicitation shall be submitted electronically to the above e-mail address by **December 19, 2012 at 5:00 PM Eastern** so that answers may be obtained and disseminated in a timely manner.
 - Due to the critical nature of these services to the FRTIB, it is not expected that a comment proposal period and the proposal submission date will be extended.
 - Questions shall not be directed to the FRTIB technical or management personnel.
- The final RFP is a standalone document and will not reflect any changes made. Should significant changes occur they will be identified in the solicitation cover letter.



Closing Remarks

Mission Suitability is the most important Factor. Past Performance and Cost Factors are substantially equal and when combined, are less than Mission Suitability.