

## EXHIBIT D – TECHNICAL PROPOSAL DATA

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Offerors are strongly encouraged to review the evaluation information located in the solicitation as they complete their Exhibit D.

Each question should be covered in sufficient detail to clearly address all required information. Answer questions in order presented. You are NOT limited to the space provided (However, there is an overall technical proposal page limit); use as much space as necessary to provide answers. It is advisable to state the question then give the answer. This will aid in the evaluation.

In the event you reference another document or part of the proposal you must be clear as to where the information can be found to answer the particular question(s). Such statements as see Company profile or see Safety Plan are not acceptable. You must indicate on what page of the proposal the answer can be found in the referenced document. Failure to do so may make your proposal non-compliant.

The Project Management data is obtained for the purpose of evaluating technical capability in performance of this project. The offeror is required to provide required information to show experience and capability to manage multiple disciplined projects.

### **1. ORGANIZATION AND SPECIFIC PERSONNEL:**

A. Provide as an attachment an Organizational Chart listing company personnel and their roles. (Titles)

B. Provide names, duties and levels of responsibility of key personnel to include the Project Manager, Site Superintendent(s), Quality Control Manager, Safety Manager and Infection Control Manager. Indicate to whom the Quality Control, Safety and Infection Control Managers report. (Lines of authority)

C. Provide a list of the in-house trades that you employ. Provide the number (not names) of these employees and if they are full-time, part-time etc.

D. If applicable, describe the support and interface with your home office or corporate headquarters for such aspects as financial, management and technical support.

E. Discuss the education, training and experience in managing construction projects of the key personnel listed in 2B. (A resume may be submitted if it provides this information).

F. Provide list of major subcontractors and their trades that you intend to use on these projects. (These also should have been listed on Exhibit A Part 2 and there must be an Exhibit B in the proposal for the named subcontractors or they will not be considered.)

G. Tell us if you have worked together in the past. If yes, on what kind of jobs?

## **2. SCHEDULING METHODOLOGY & CONSTRUCTION APPROACH:**

Adequate scheduling processes are necessary to ensure completion and control of the project from beginning to the end of the project.

A. Discuss your scheduling capabilities. Include such things as programs and staff to do scheduling. Submit a schedule for this project.

## **3. QUALITY CONTROL:**

(In addition to the information required in this question, information on personnel, duties, responsibilities and lines of authority provided in response to questions 2 and 3 will be used in the evaluation of Quality Control.)

A. Discuss how quality control issues will be dealt with on this construction project and how this will be reported to Government officials. Include as a minimum, meetings, inspections, submittal reviews and correction of non-compliant work. (Note: A full Quality Control Plan is required with the proposal. Also, provide on this form the page numbers where the required information (list of minimum information above) can be found. If you fail to follow these instructions, your proposal may not be adequately evaluated.)

B. Provide the names of testing laboratories to be used and the procedures for test data reporting

C. Discuss your procedures for contract closeout (Punch list, as built drawings, etc.).

## **4. SAFETY**

A. Discuss your Safety Program in general, and provide as a minimum, details on training, documentation, and your plan to ensure adherence to OSHA Standards. (Note: A full Safety Plan will be required if you are awarded a contract and is NOT required with the proposal. If you do provide a plan, indicate if it is a draft for this contract, a sample from another project or a corporate plan. Also, provide on this form the page numbers where the required information (listed above) can be found. If you fail to follow these instructions, your proposal may not be adequately evaluated.)

B. Discuss the steps you took to promote safety during construction during the past five (5) years.

C. Provide a certification that the offeror has no more than three (3) serious, or one (1) repeat or one (1) willful OSHA or any EPA violation(s) in the past three years. If the number exceeds the criteria listed, explain why?

D. Offerors shall submit their current EMR rating. EMR rating should be less than or equal to 1.0. If the number exceeds the criteria listed, explain why?

**Attachments to your exhibit D:**

1. Organization Chart (required);
2. Resumes (optional);
3. Schedule (required)
4. Quality Control Plan (required - be sure to follow special instructions if you are submitting a plan)
5. Safety Plan (optional - be sure to follow special instructions if you are submitting a plan)