

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

Each question should be covered in sufficient detail, to clearly address all required information. Answer questions in the 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 future task order projects. The offeror is required to provide required information to show experience and capability to manage multiple disciplined projects.

### **1. CAPABILITY AND EXPERIENCE:**

1A. Describe your experience and capability in managing construction projects for the dollar level, and disciplines needed to accomplish this project. (Why are you a good candidate for receiving an award?)

1B. This contract requires short notice site visits/proposal meetings, normally within 2 calendar days, but can be as short as 2 hours (120 minutes). How will you ensure compliance with these requirements?

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

2A. Provide as an attachment an Organizational Chart listing company personnel and their roles. 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) (Refer to "Attachments to your Exhibit A" #1 below.)

2B. 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.

### **3. 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.

3A. Discuss your tentative schedule, including a timeline for major features of work. In addition, please identify the person responsible for ensuring the schedule is met (ex. Project manager). (Refer to “Attachments to your Exhibit A” #2 below.)

#### **4. 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.)

4A. Discuss how quality issues will be dealt with on this construction project. (Refer to “Attachments to your Exhibit A” #3 below).

4B. Provide the names of testing laboratories to be used and the procedures for test data reporting

4C. Discuss your procedures for contract closeout.

#### **5. SAFETY**

5A: Discuss your Safety Program in general, and provide as a minimum, details on training, documentation, and your plan to ensure adherence to OSHA Standards (Refer to “Attachments to your Exhibit A” #4 below).

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

5C: 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?

5D: 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?

#### **6. INFECTION CONTROL**

6A: Discuss your ability to comply with the requirements of The Infection Control Manual of the Erie, Butler, and Pittsburgh VA Centers. (Refer to “Attachments to your Exhibit A” #5 below).

**Attachments to your Exhibit A:**

1. Organization Chart with brief relevant details of individual experiences/qualifications
2. Tentative Schedule
3. Quality Control Plan Synopsis
4. Safety Plan Synopsis
5. Infection Control Synopsis