

**SELECTION CRITERIA:** Selection will be based on the following criteria which are numbered in descending order of importance:

**IAW FAR part 36.602-1(a)**, each SF330s shall be evaluated using the criteria listed below. After the best qualified Firm for the Task is identified, negotiations with that firm will commence. If negotiations with that top-rated AE firm are not successful, discussions with that firm will be terminated and the negotiations with the next firm on the list will continue.

The evaluation for this task order is subjective based on what is submitted and how it is interpreted by the evaluation team. It is incumbent on the contractors to articulate their understanding of the SOW using the factors below. Selection and evaluations shall be conducted without discussions, where possible.

Adjectival Ratings for Factors and Sub-factors:

<b>Outstanding</b>	<b>Excellent</b>	<b>Satisfactory</b>	<b>Marginal</b>	<b>Poor</b>	<b>No Past Performance = Neutral</b>
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<b>AE Firm/Contractor Name:</b>	<b>Outstanding</b>	<b>Excellent</b>	<b>Satisfactory</b>	<b>Marginal</b>	<b>Poor</b>	<b>No Past Performance = Neutral</b>
<b>SST Member Name:</b>						
<b>SST Member Signature:</b>						
<b>Factors/Criteria/Element Technical Narrative; No more than 10 total pages.</b>						
1. Team Professional qualifications necessary for satisfactory performance of required services for each Task.						
1.1. A/E shall provide the Professional qualifications of all the key personnel included in the project organizational chart. Such personnel must have experience in projects similar to this one. The project architect or engineer of record must be licensed to practice in Puerto Rico. Submit copy of valid professional Engineer or Architect license.						

<p>1.2. The Offeror shall provide a licensed physical security professional with proved experience of at least five years in design and installation of security systems with emphasis in surveillance systems. Submit copy of valid physical security professional license along with a list of the previous projects of similar or major complexity to this one. The list must include: project name, location, brief description and responsibilities.</p>					
<p>2. Relevant experience and technical competence as it applies to the scope of this task, in addition to experience in the geographical area of the project and knowledge of the locality.</p>					
<p>2.1. The offeror must have a proved experience of at least five years (5 yrs.) designing projects similar to this one. Submit a list of the previous projects.</p> <p>The list must include: project name, location, brief description, responsibilities, contracting method and Owner (name and telephone number of POC).</p>					
<p>3. Schedule and Capacity: Describe your approach and ability to meet the proposed schedule.</p>					
<p>3.1. Submit a preliminary project schedule (including all project stages) to demonstrate an efficient project planning of project works.</p>					
<p>4. Relevant Past performance – Submit client references for any project listed in Factor 1. Government also reserves the right to evaluate past performance on previously awarded task orders under the IDIQ contract and other information that may be available like CPARS or other system available.</p>					

<b>SST Member Overall Technical Comments:</b>
<b>A/E Firm/Contractor Strengths (if any):</b>
<b>A/E Firm/Contractor Weaknesses (if any):</b>
<b>A/E Firm/Contractor Risks (if any):</b>

**SUBMISSION CRITERIA/REQUIREMENTS:** SF 330s will be evaluated to determine the most highly qualified firm based on the criteria responses. Evaluating past performance and experience may include information provided by the firm, customer inquiries, Government databases, and publicly available sources. Failure to provide requested data, accessible points of contact or valid phone numbers could result in a firm being considered less qualified. All projects provided in the SF330 must be completed by the office/branch/individual team member actually performing the work under this contract. Projects not performed by the office/branch/individual team member will be excluded from evaluation consideration.

The SF 330 is limited pages are as shown in above table. Minimum font size is 10 point. Additionally, the submission must include an insert detailing the following information:

1. Cage Code.
2. Dun & Bradstreet Number.
3. Tax ID Number.
4. The E-mail address and Phone number of the Primary Point of Contact.
5. A copy of the firms VetBiz Registry.

Interested firms having the capabilities to perform this work must submit (1) digital/electronic SF330 in and attachments (if any) "pdf format" no later than **1:30 PM, AST on 22 NOV 2019**.

All SF330 submittals and questions must be sent electronically to the attention of **Mr. Rey F. Clemente, NCO8 Contracting Officer** at [rey.clemente@va.gov](mailto:rey.clemente@va.gov). When submitting SF330s, if more than one email is sent, all A/E Firms or Engineering Firms shall provide the number of emails in the e-mail subject line as "one (1) of total (XX) emails". SF330 received after above mentioned due date and time will not be considered! **All information must be included in the SF330. Cover letter and the excess number of pages will be excluded from the evaluation process.** Your cooperation will be appreciated!