

QUESTIONS AND ANSWERS

VA101-13-Q-0109

Strategic Foresight/Alternate Futures Training for the Office of Policy and Planning

01 May 2013

Question 1) Does VA anticipate for a period of time to be determined between submission of the curriculum and submission of the materials associated with teaching that curriculum? The RFQ states that “the contractor shall provide the COR the course curriculum 14 days after contract award date” and the other materials (Study Material, Classroom Training Material, Instructor qualifications and certifications) “14 days before training” – are those different dates or the same date? (since it also says “start date of the training to be coordinated with CO/COR).

Answer 1) The due dates specified in the PWS are not stated in a linear fashion. It can be expected that there will be an undetermined period of time between each step. So, “14 days before training” does not imply that materials will be due 14 days after the award, only that materials must be provided two weeks before the class start date.

Question 2) Para E.2.2.b.ii states “Offerors shall submit a list of at least three (3) Government contracts in performance at any point during the three [3] years” – can contracts with commercial/private-sector or not-for-profit sector organizations be included in place of one or more Government contract?

Answer 1) Past performance with government agencies is desirable. However, if an offeror is unable to list three past government contracts, the most relevant past performance should be provided. The determination whether to consider this past performance will be made during evaluations. Lack of past performance will not be held negatively against the offeror’s proposal. However, the Government may take additional steps to determine relative risks.

Question 3) Is there a requirement to name Key Personnel? Paragraph E.4.a.3 refers to “Any substituted Key personnel will be replaced with personnel of equal or better skill sets, education, and experience than those they replace” but there is no prior reference in the RFQ to Key Personnel.

Answer 1) Yes. Names and qualifications of key personnel should be provided.

Question 4) Paragraph E.4.a.3 refers to “personnel with technical expertise in program management, data collection, reporting, analysis, and monitoring,” what is the relationship between this expertise and “experience necessary to accomplish the requirements of this PWS” given that the PWS requirements focus on strategic foresight skills and techniques not on program management, data collection, reporting, analysis, and monitoring?

Answer 1) This information is included in error and will be amended.