

Overseas Buildings Operations' Industry Day



A/LM/AQM

13 October 2004

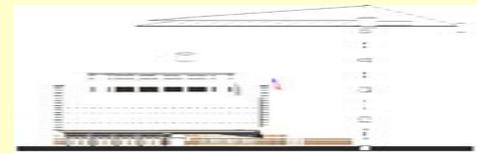
Presented by:

Walter R. Cate, Director

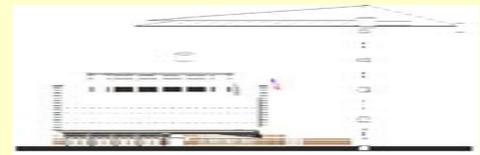
Facilities Design and Construction
Division

Office of Acquisitions Management

Overview



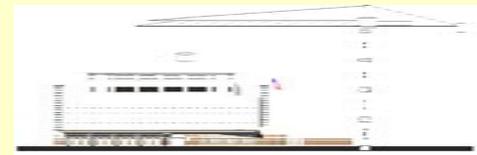
- Office of Logistics Management (A/LM)
- Office of Logistics Management, Acquisitions Management (A/LM/AQM)
 - Types of Supplies and Services.
- Facilities Design Construction Division (A/LM/AQM/FDCD)
 - Types of Supplies and Services for the Office of Overseas Buildings Operations (OBO)
 - Architectural/Engineering Branch
 - Construction Branch
 - Major Support Branch
- Regional Procurement Support Offices (RPSO)
- The Contracting Process
 - FAR Parts 13-15, and FAR Part 36
 - Request for Proposal, Evaluation, and Award Procedures
- How do I get work from OBO?
- Conclusion



Office of Logistics Management

(A/LM)

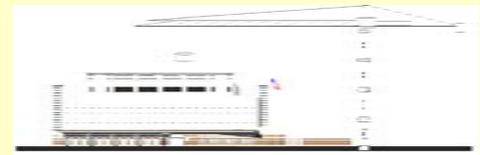
A/LM



- Logistics Management (A/LM) exists to support customers worldwide. Our clients, both overseas and domestic, are primarily from the Department of State, but may also be any other US Government Agency involved in foreign affairs and operations.

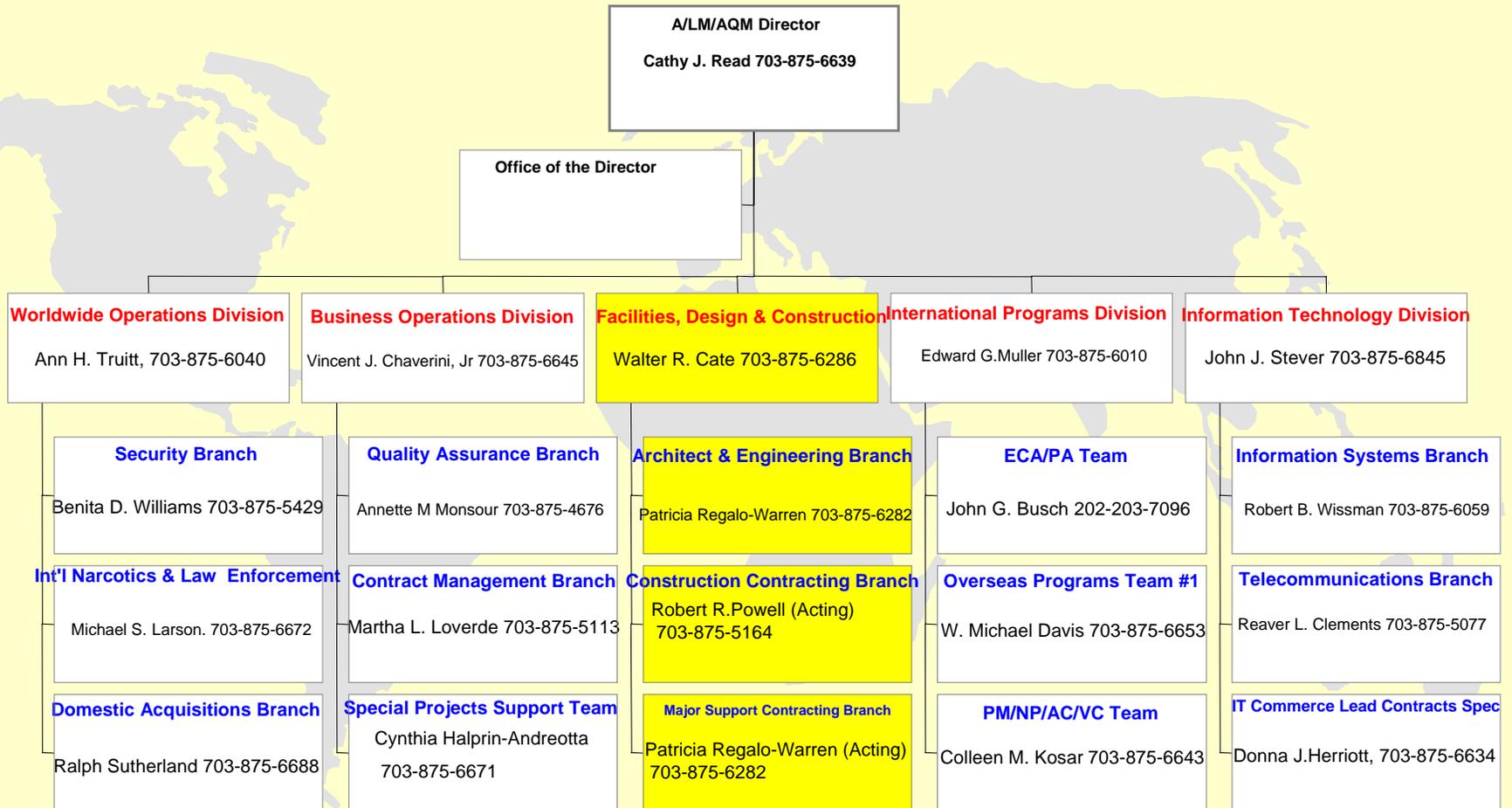
Our services include:

- Procurement of goods and services - of any sort or size
 - Contracting - from receipt of a requirement through negotiation to final contract close out
 - Vendor management - partnering with commercial suppliers to provide what it takes to support our clients
 - Shipping of all manner of materials, whether the possessions of employees or supplies and equipment for official use, anywhere in the world
 - Warehousing of goods and inventory management
 - Management of State's worldwide vehicle fleet
- A/LM is headquartered in Washington, DC. Procurement field offices are located in Miami and Germany. Despatch Agents are deployed in Belgium, New York, Baltimore, Brownsville, Miami, and Seattle.

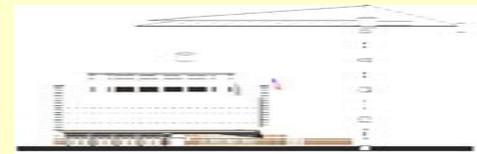


Office of Acquisitions
Management
(A/LM/AQM)

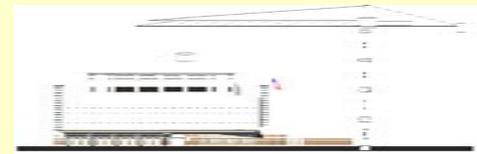
Office of Acquisitions Management



A/LM/AQM

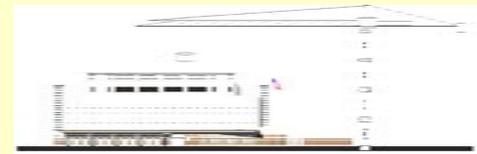


- **Services Summary:** IT Services and Equipment, Networking and Telecommunications; Overseas Facilities; Cooperative Agreements and Grants; Worldwide Protective Services; Domestic Facilities
- **Operational**
 - Worldwide Operations Division (WWD)
 - Information Technology Division (IT)
 - International Programs Division (IP)
 - Facilities Design and Construction Division (FDCD)**
- A/LM/AQM is headquartered in Rosslyn, VA. Regional offices are located in Ft. Lauderdale, Florida and Frankfurt, Germany.



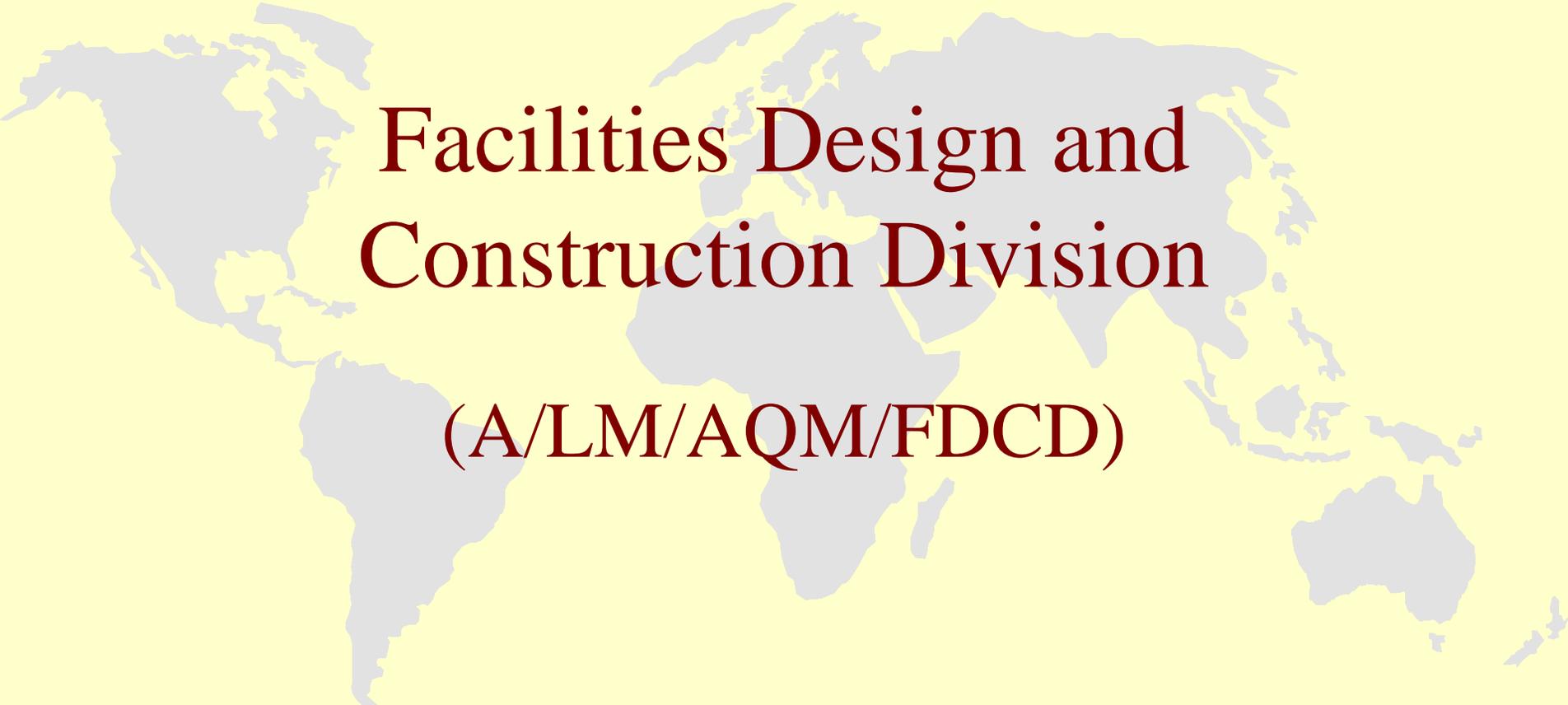
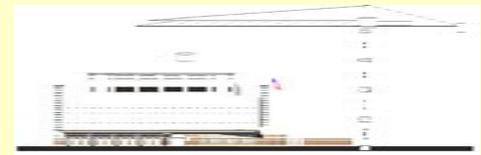
- Worldwide Operations Division:
 - International Narcotics and Law Enforcement (INL)
 - INL Airwing
 - Narcotics Assistance Service (NAS)
 - Diplomatic Security Support
 - Iraqi Police Training

IT and IP



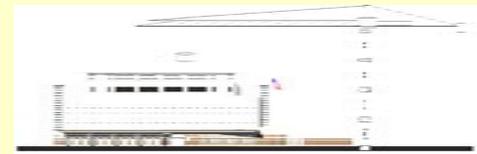
- Information Technology (IT) Division Services:
 - IT systems and services- foreign and domestic
 - Communications systems

- International Programs (IP) Division Services:
 - Recent work included small arms destruction in Liberia after the end of the fighting.
 - Weapons Removal and Abatement Program (WRAP)– Solicitation for humanitarian demining, small arms and light weapons destruction. Program has an estimated \$100 million per year value.
 - WRAP administrative support. A solicitation is anticipated within the next 30 days as a **small business set aside** for a vendor to assist in the administrative management of the WRAP program. Estimated value is about \$1.5 million per year.
 - Implemented through contracts and financial assistance (grants and cooperative agreements)



Facilities Design and Construction Division (A/LM/AQM/FDCD)

FDCD



- Composed of three branches:
 - Architect/Engineering (**A/E**)
 - Construction (**CON**)
 - Major Support (**MSB**)
- Major customer is the Bureau of Overseas Buildings Operations

A/LM/AQM/FDCD



Facilities, Design & Construction Division A/LM/AQM/FDCD, SA-6, L-600



FDCD Awards



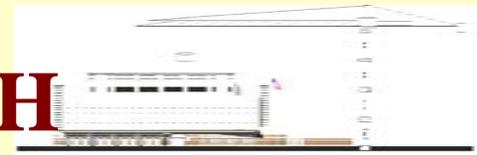
Branch

A/E
Construction
Major Support
Misc. Modifications
Total

No. in FY 03	\$ in FY 03	No. in FY 04	\$ in FY 04
1,458	40,104	4,179	73,179
167	707,338	200	853,588
483	25,361	493	61,421
		628	142,213
2,108	772,803	5,500	1,130,401

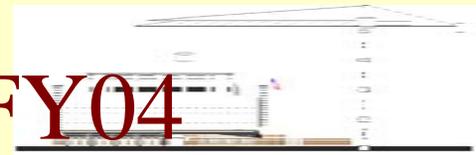
Dollars in Thousands

CONSTRUCTION BRANCH



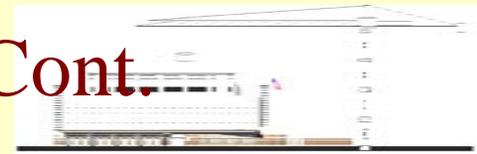
- This branch awards contracts for the construction phase of design-bid-build projects and contracts for design-build projects.
- Firms must be pre-qualified for the major projects due to security clearance requirements. Pre-qualification criteria are listed in the FedBizOpps announcement and generally include financial capability, and experience constructing projects of similar size and scope.
- Smaller design/build and general construction projects: IDIQ's are in place for roof, mechanical, electrical, and security installations. These contracts may be **small business and 8(a) set asides**.

Construction: Major Awards FY04



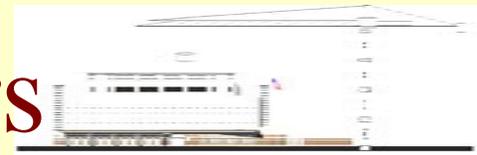
- Kabul, Afghanistan- ARG Compound- \$45,124,506
- Iraq- Interim Embassy Facilities- \$40,052,815
- Accra, Ghana- New Embassy Compound (NEC)- \$63,870,513
- Algiers, Algeria- NEC- \$66,900,000
- Athens, Greece- Annex and MSGQ- \$38,671,084
- Belmopan, Belize- NEC- \$48,972,279
- Berlin, Germany- New Office Building- \$90,380,000
- Conakry, Guinea- USAID Annex- \$10,965,000

Construction: Major Awards FY 04 Cont.



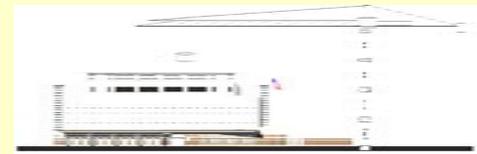
- Kampala, Uganda- USAID Annex- \$22,465,298
- Kathmandu, Nepal- NEC- \$67,324,996
- Lome, Togo- NEC- \$55,567,030
- Managua, Nicaragua- NEC- \$59,188,830
- Panama City, Panama- NEC- \$66,967,000
- Phnom Penh, Cambodia- USAID Annex- \$10,320,915
- Rabat & Casablanca, Morocco- Renovation- \$6,917,020
- Rangoon, Burma- \$63,021,528

Construction Contractors



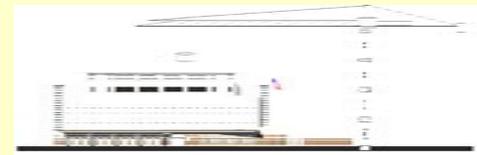
- Construction contractors receiving capital project or other significant awards in FY 2004
 - B.L. Harbert International, LLC
 - Caddell Construction Company, Inc.
 - Fluor Intercontinental, Inc., dba J.A. Jones International, LLC
 - H.B. Zachry Company (International)
 - Hensel Phelps Construction Co.
 - Contracting, Consulting, Engineering, LLC
 - Gilford Corporation

A-E BRANCH



- For many future projects, the delivery method will be Design-Build Projects; however, design firms may be needed for Design-Bid-Build Projects.
- Contracts with full-service firms or firms with consultants.
- Task Orders awarded against **GSA/MOBIS** contracts for OBO's management support services, which recently included OBO's Performance Measures and Overseas Long-Range Building Plan.
- Qualification-based selection is done in accordance with the Brooks A-E Act. Selection boards include a Pre-Selection Board, Architectural Advisory Board, and an Architectural-Engineering Council. The Source Selection Official is the Director of Overseas Buildings Operations.
- Indefinite Delivery Indefinite Quantity (IDIQ) Contracts - For design projects under \$15 million.

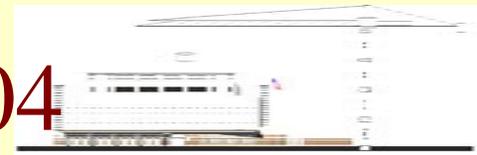
A-E IDIQ's



Numerous IDIQ's have been established for various architectural and engineering disciplines.

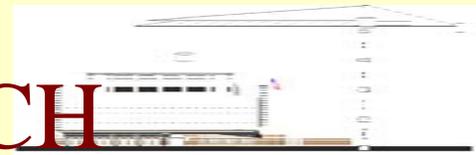
- These include general architectural/engineering services, residential design services, telecommunication services, roofing services, cost estimating services, and construction management support services.
- A wide variety of specialized engineering services including: mechanical engineering services, electrical engineering services, seismic engineering services, environmental engineering, value engineering services, elevator engineering services and fire protection engineering services.
- Develop preliminary designs (bridging documents).
- Several of these were **set aside for small business and the 8(a) programs.**

A/E: Major Awards FY 04



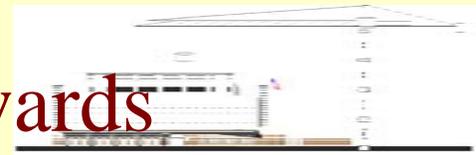
- Taipei, Taiwan- design New Office Building Compound- **\$9,300,000** to Moore Ruble Yudell
- 8(a) Design Services (Worldwide) IDIQ- **\$25,000,000** base plus four option years
- Roof Engineering IDIQ- awarded to a small business for **\$3,000,000** base plus four option years
- Cost-Estimating IDIQ-awarded to an 8(a) business for **\$3,000,000** base plus four option years

MAJOR SUPPORT BRANCH



- Acquires services and supplies, other than A-E and Construction, to support OBO.
- Although most construction materials are purchased by the general contractor, fire protection equipment, security doors, X-ray machines, electrical power equipment and other items are purchased by this branch for OBO.
- Service contracts include real estate services, pest control services, environmental, security, fire protection, furniture and furnishing installation, facility maintenance, construction security and art insurance.

Major Support Branch FY 04 Awards



- Cleared American Guards (CAG's) and Construction Surveillance Technicians (CST's)- **\$119,923,425**
- Minor construction & renovation- **\$20,701,604**
- Facilities maintenance- **\$18,315,459**
- Environmental safety services- **\$4,488,407**
- Furniture installation contracts- **\$2,750,000**
- Pest Control Services- **\$2,068,480**
- Real estate services totaling- **\$1,794,938**
- Mailroom support services- **\$1,511,073**

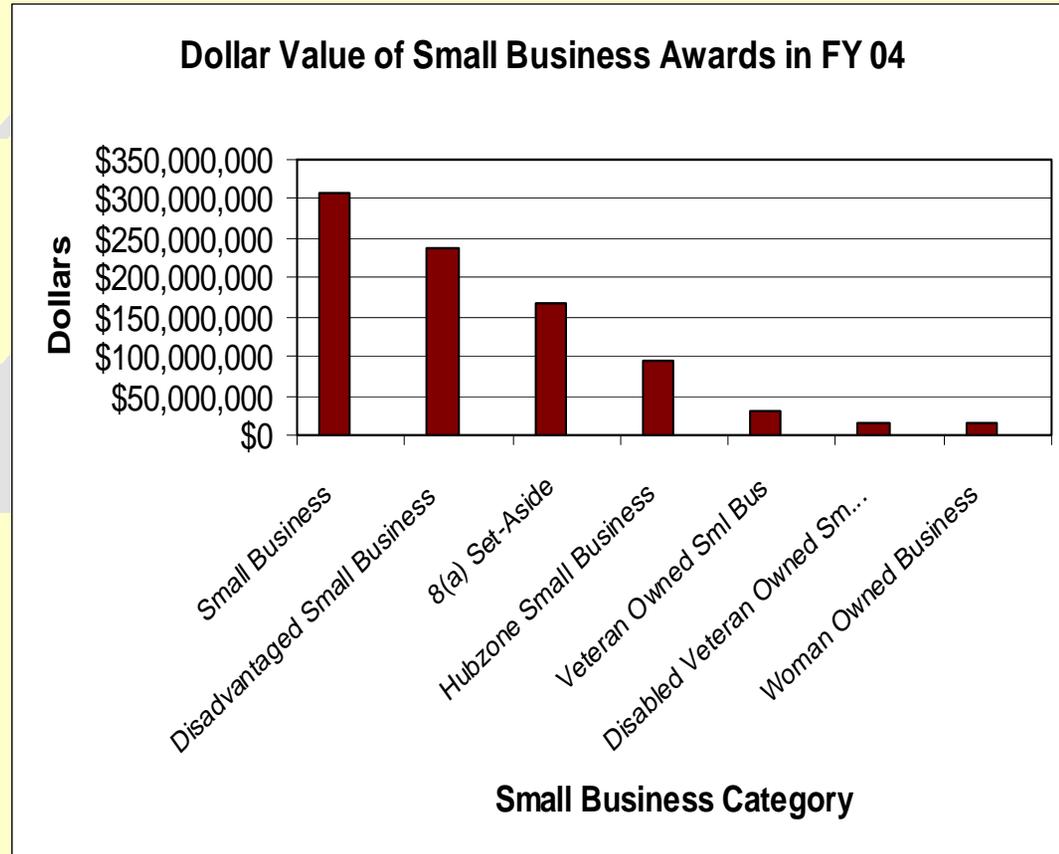
Small Business Awards for FY 04

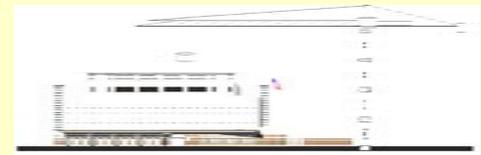


Total FDCD Awards for FY 04-
\$1,130,401,953

Percentage by small business category:

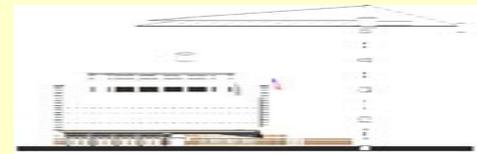
- Small Business- 27.30%
- Disadvantaged Small Business- 21.13%
- 8(a) Set-Aside- 14.87%
- HUBZone Small Business- 8.38%
- Veteran Owned Small Business- 2.60%
- Disabled Veteran Owned Small Business- 1.47%
- Woman Owned Small Business- 1.27%





Regional Procurement Support Offices (RPSO)

RPSO Frankfurt, Germany

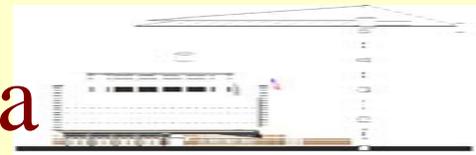


RPSO Frankfurt supports **Europe, Africa, the Middle East, and East and South Asia**. In FY 2004, they processed 2781 awards for a total dollar value of **\$141,133,540**.

- **Contracts** – preparation, review, award and administration
 - Jerusalem, Israel- Site Preparation- \$3,128,411
 - Geneva, Switzerland- Security Upgrade- \$4,800,000
 - Perth, Australia- Security Upgrade- \$1,050,492
- **Simplified Acquisitions** – items range from household appliances, copiers, paper, paper shredders, vehicles, FE/BR doors and windows, to body bags and coffins.
- **Medical Orders** – orders are placed and tracked through follow-up on backordered items to coordination of shipments. Purchases are primarily made through the military distribution system, US Army Medical Material Center Europe (USAMMCE), but other sources are utilized.

<http://germany.usembassy.gov/germany/rpso/>

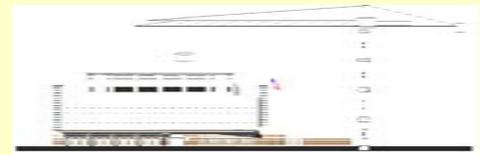
RPSO Ft. Lauderdale, Florida



RPSO Ft. Lauderdale supports North, South, and Central America. In FY 2004, they awarded actions valued at \$20,000,000.

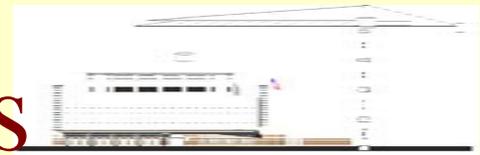
- Ft. Lauderdale provides expertise for purchases of all sizes, and can handle every step of the acquisition process from the solicitation of bids and proposals, through the processing of purchase orders, and the solicitation and award of contracts.

<http://www.statebuy.state.gov/org/orgrpsf.htm>



Federal Acquisition Process

Contracting Process



The Department's acquisition process is governed by:

- Federal Acquisition Regulation (**FAR**, 48 CFR Chapter 1)
- Department of State Acquisition Regulation (**DOSAR**, 48 CFR Chapter 6)

<http://www.statebuy.state.gov/>

FAR 13: Simplified Acquisitions



- Governs the acquisition of supplies and services **under \$100,000** (generally set-aside for small businesses)
 - Over \$2,500, must compete
 - Over \$10,000 must publicly announce
 - Over \$25,000 must announce in www.FedBizOpps.com

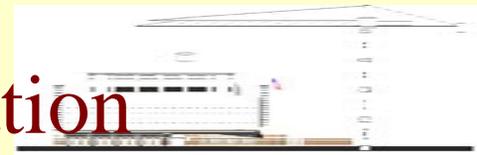
FAR 14: Sealed Bidding



Sealed bidding procedures are used when a requirement is clearly defined, discussions are not anticipated, and award will be made on price and price related factors alone.

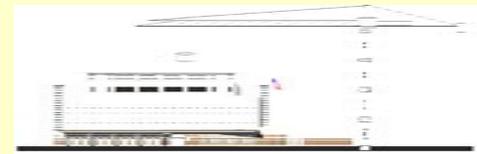
- A/LM/AQM issues Invitation for Bid (IFB)
 - May host pre-bid conference to answer questions
- Contractor reviews IFB and submits a sealed bid **no later** than the date and time specified
- On date and time specified, all bids are opened and read publicly

FAR 15: Contracting By Negotiation

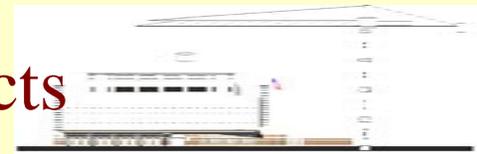


- Contracting by negotiation procedures are generally used for competitive and noncompetitive negotiated acquisitions, and for when award is made on a best-value (technical and price) basis.
- Request for Proposal (RFP) is issued defining the requirement and requesting technical and pricing information. It also describes how the award decision will be made.
 - A/LM/AQM responds to questions from potential offerors with answers and solicitation amendments as necessary. Questions and answers are forwarded to all potential offerors.
 - Proposals are submitted by an established time and date.
 - **Proposals are evaluated by the Government based on the evaluation criteria in the RFP- e.g. technical, cost/price, past-performance.**
 - If necessary, negotiations (discussions) are held to resolve deficiencies and other issues, including price, with the offerors in the competitive range and revised proposals are submitted and evaluated.
 - Contract(s) awarded to the successful offeror(s).

RFP Structure



- A. Solicitation, Offer, and Award
- B. Pricing Methodology
- C. Statement of Work (SOW)
- D. Packaging and Marking
- E. Inspection and Acceptance
- F. Deliveries and Performance
- G. Contract Administration Data
- H. Special Contract Requirements
- I. Contract Clauses
- J. List of Attachments
- K. Representations, Certifications and Others Statements of Offerors
- L. Instructions, Conditions and Notices to Bidders
- M. Evaluation Factors for Award



- FAR Subpart 36.2- Construction
- FAR Subpart 36.3- Two-Phase Design-Build Selection Procedures
- FAR Subpart 36.6- Architect-Engineer (A-E) Services
 - Implements the Brooks Architect-Engineer Act

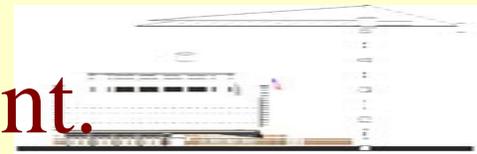
FAR 36.2: Construction



Capital and major projects

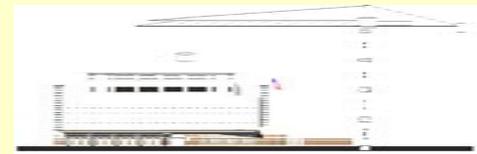
- Projects over \$5 million are subject to the Percy Amendment (22 U.S.C. 302), which gives a 10% monetary preference to U.S. firms.
- Projects over \$10 million or that include technical security are subject to Omnibus Diplomatic Security and Anti-terrorism Act of 1986 (22 U.S.C. 4852), requiring cleared firms and firms that meet the U.S. Persons requirement.
- **Phase I:** pre-qualification announced in FedBizOpps
 - Proposals based on the evaluation criteria
 - Firms must complete Omnibus Act Certification
 - Offerors determined to be qualified by the technical board will be eligible to propose in Phase II

FAR 36.2: Construction Cont.



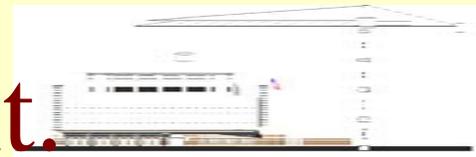
- **Phase II:** formal solicitations issued for specific projects
 - Firms participate in project site visits
 - Technical and price proposals are submitted
 - Proposals will be evaluated in accordance with the evaluation procedures contained in the solicitation
 - Contract awarded to the firm offering the best value to the Government. Best value is generally defined as the lowest technically acceptable offeror.
- Pre-qualified firms that submit acceptable offers, but that are not selected for award, may be entitled to a stipend

FAR 36.6: A-E

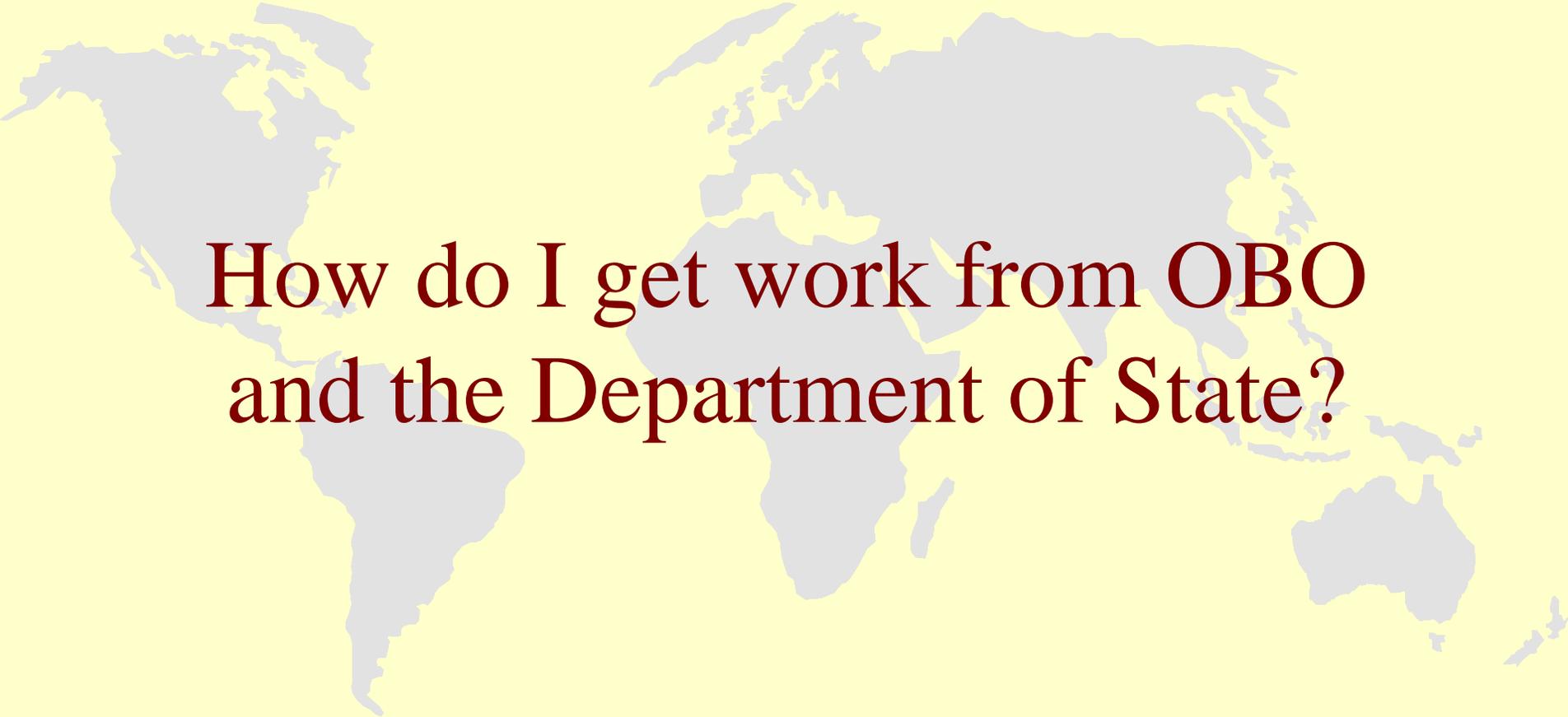
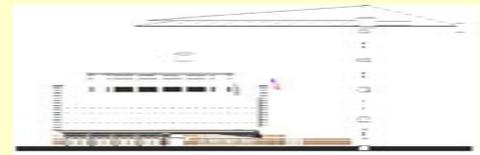


- Project are announced through FedBizOpps.
- AQM responds to questions with answers and solicitation amendments as necessary
- AQM receives responses to announcement, essentially a qualification package utilizing the **SF 330 (replacing the SF 254 and SF 255)**
- Firms are evaluated by the evaluation board based on the criteria in each RFP- technical competence, experience, capacity, past-performance, etc. (FAR 36.602-1)

FAR 36.6: A-E Cont.

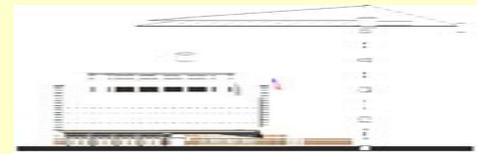


- Discussions are held with at least 3 of the most highly qualified firms.
- An A-E evaluation board prepares a rank order selection report recommending at least 3 of the most highly qualified firms.
- The selection authority reviews the recommendation of the evaluation board, selects a firm (or firms in the event of multiple award IDIQ contracts) and sends final recommendation to the contracting officer (CO) for negotiations.
- RFP's are sent to the selected firm(s) for a proposal.
- The CO enters into discussions, in accordance with FAR Part 15 procedures, to negotiate a mutually satisfactory contract.
- If agreement cannot be reached, the CO enters into discussions with the next most highly ranked firm.



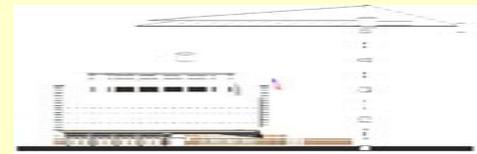
How do I get work from OBO
and the Department of State?

How Do I Get Work?

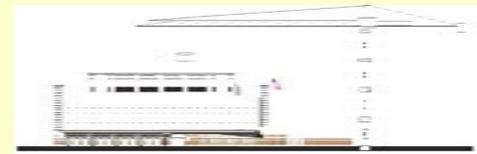


- All requirements, except for Small Business Administration 8(a) sole source set asides and simplified acquisitions under \$25,000, are announced in www.FedBizOpps.gov and other construction trade publications when the projects are ready to be designed, constructed, or government-furnished materials are to be purchased. Check daily for new design and construction projects, and supplies and services.
- Also check the OBO website: <http://obo.state.gov/>. It will contain all current FedBizOpps announcements, as well as lists of firms that are either under contract or pre-qualified for future construction work. This will assist many firms in locating a prime contractor for future teaming arrangements.

Conclusion

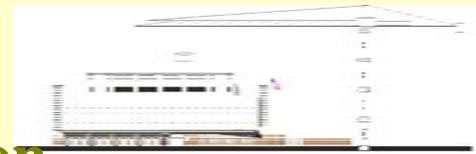


- Contracting requirements are handled by the Office of Logistics Management, Office of Acquisitions Management. The Facilities Design and Construction Division (FDCD) is the primary contracting office responsible for supporting OBO programs.
 - FDCD- <http://www.state.gov/m/a/c8018.htm>
- Our two regional procurement offices, one in Ft. Lauderdale and the other in Frankfurt, also provide procurement assistance to OBO and other USG entities.
 - RPSO- Frankfurt- <http://germany.usembassy.gov/germany/rpso/>
 - RPSO- Ft. Lauderdale- <http://www.statebuy.state.gov/org/orgrpsof.htm>

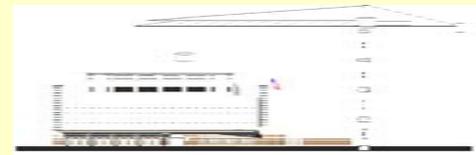


- Please drop by our booth for additional questions and answers. We also have pamphlets that list our addresses and telephone numbers, as well as those of our regional offices.

Small and Disadvantaged Business Utilization



- A/SDBU website:
- www.state.gov/m/a/sdbu
- A/SDBU staff:
- Durie White, Operations Director 703-875-6822
- ***Louis Pruitt, OBO Small Business Program Manager, 703-875-6586***
- Shap Drisko, Veterans Business Advocate 703-875-4240
- Trish Culbreth, Women's Business Advocate and Mentor-Protégé Program Manager, 703-875-6881
- Judith Thomas, HUBZone Business Advocate, 703-516-1953
- Greg Mayberry, Senior Procurement Analyst, 703-875-6823.
- Lettie Johnston, Program Assistant. 703-875-6822.



Industrial Security Overview

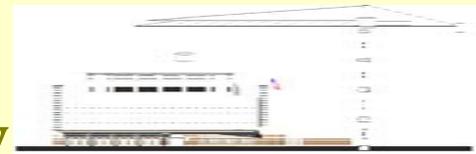
Bureau of Diplomatic Security

Industrial Security Division DS/IS/IND



This Briefing is **UNCLASSIFIED**

Industrial Security Overview



Classified contract...

Contract which requires access to classified information/areas or requires a firm to provide cleared personnel

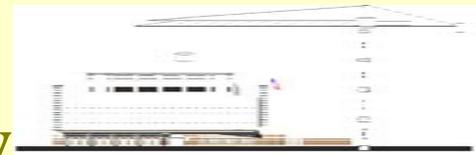
Facility Security Clearance (FCL)...

Government's determination (Defense Security Service (DSS) that a firm is eligible for access to classified information

-Must be cleared commensurate with access

-Misnomer...has nothing to do with physical office structure...has to do with clearance of the corporate entity

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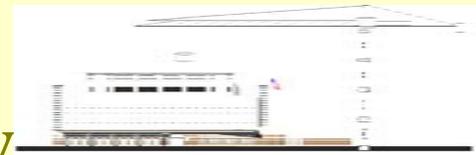


To award classified contract...

Contractor must have FCL; if an uncleared firm is selected for a classified contract, DoS sponsors the selected firm for an FCL and award is made upon issuance of the FCL

- **If there is access to classified material during the bid phase, the firm must be cleared prior to receipt of classified (we will sponsor uncleared, prequalified firms at this point)...did so this year on all of the New Embassy Compound (NEC) procurements**
- **If no access during bid phase, firm must be cleared prior to award of a classified contract (we will sponsor once a firm is selected)**

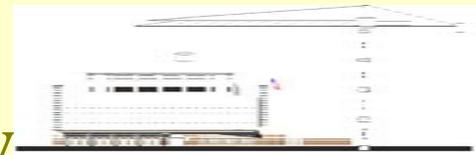
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Requesting a Facility Security Clearance

- **Can't request own FCL**
- **Must have government sponsor (at DoS, it's DS/IS/IND) or cleared contractor sponsor**
- **Must be a bona fide procurement requirement for access to classified**
- **DOS doesn't issue FCLs for our contractors; Defense Security Service (DSS) does. DSS administers the National Industrial Security Program for DoD, DoS and about 20 other User Agencies**

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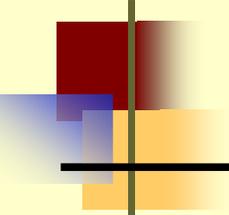
Basic Elements of an FCL

1. **Key Management Personnel (KMPs) must be cleared**
2. **Review of corporate structure by DSS**
3. **Resolution of any Foreign Ownership Control or Influence (FOCI)**

Foreign firms cannot be cleared

Foreign-owned U.S. firms may be clearable but it depends on the country from which the foreign ownership is derived

Might have to set up a Special Security Agreement (SSA), proxy or voting trust; bear in mind that a foreign-owned firm might not be eligible for FCL

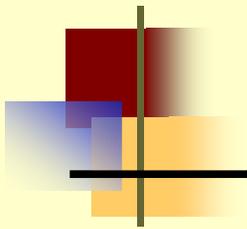


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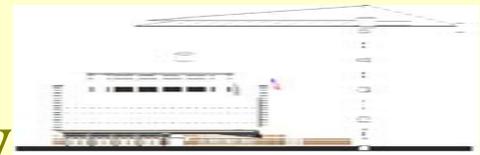
Storage requirement/AIS requirement...must have approval from DSS before a cleared company can store classified information...not always a requirement

Processing of classified information on computers...must have approval from DSS before a cleared company can generate classified information

Must designate a Facility Security Officer...KMP...must have full support of management even if it is a collateral duty



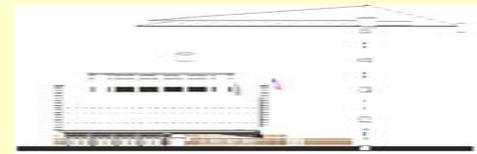
Industrial Security Overview



BOTTOM LINE

Much thought has gone into the development of all of the security requirements levied on our contractors, to include the facility and personnel security requirements. Our goal is the protection of our sensitive and classified information and ultimately the protection of our personnel who work and live in our facilities overseas.

Conclusion



- An A/LM/AQM website is currently under development and should be up and running soon through <http://www.state.gov/m/a/>
- The following is available through the OBO website at <http://www.state.gov/obo/>
 - Certification Relevant to the Omnibus Act
 - List of Qualified Design-Build and General Contractors
 - Percy Amendment Certification
 - Recently Awarded Design Projects and Contractors