

EVALUATION GUIDELINES

Issuance of a Task Order (TO) award will be made to the offeror whose offer conforms to the Performance Work Statement (PWS) and provides the best value to the Government as identified in each individual Request for Proposal (RFP). The competition requirements in [FAR Part 6](#) and the source selection requirements in [FAR Subpart 15.3](#) do not apply to the ordering process; however, users shall follow the ordering procedures outlined in [FAR 16.505](#), [DFARS 216.505](#), and any other applicable supplements (such as mandatory procedures and informational guidance).

Each NETCENTS-2 IDIQ includes clause H137, Task Order Procedures. This clause varies somewhat between each of the contracts (EISM, Network Operations & Infrastructure, and Application Services), but each contains a paragraph entitled "Selection Criteria for Awarding Task Orders" which states as follows:

The Government will award to the offeror whose proposal is deemed most advantageous to the Government based upon an integrated assessment using the evaluation criteria. The Government will evaluate proposals against established selection criteria specified in the task order RFP. Generally, the Government's award decision will be based on selection criteria which addresses past performance, technical acceptability, proposal risk and cost. Among other sources, evaluation of past performance will be based on past performance assessments provided by TO Program Managers on individual task orders performed throughout the life of the contract. The order of importance for the factors will be identified in the RFP for the specified task order.

Please note that FAR 16.505(b)(3) addresses pricing, FAR 16.505(b)(5) addresses decision documentation, and both FAR 16.505(b)(1)(iv) and 16.505(b)(4) address specific requirements for task orders exceeding \$5 million.

The requiring activity may state the evaluation in such simple or complex terms as the following three examples.

1. The Government will select the proposal found to be most advantageous to the Government, price and other factors considered. Technical capability will be evaluated and is more important than price. Technical capability is defined as ...(insert customer capabilities and/or standards – such as "tools, methodologies, and approach" to meet the requirements of the PWS/SOO/etc) ...
2. The Government will select the proposal found to be most advantageous to the Government, price and other factors considered. In addition to price, technical capability and quality/past performance will be evaluated, and each factor is equally important.
3. The evaluation criteria are divided into factors and subfactors. The offeror's response must demonstrate a clear understanding of the nature of the requirement. Each offeror's response will be evaluated against the criteria defined within the following areas in descending order of importance:

Factor # 1: Mission Capability. Mission Capability includes three parts, Technical Approach, Management Approach, and Risk.

Subfactor 1. Technical Expertise.

- Familiarity in planning and installing networking software in classified/unclassified environment according to Air Force and DoD requirements
- Expertise in the field of software implementation
- Proper personnel mix of technical personnel, proper certifications/experience with tool proposed
- Ability to develop system management processes and procedures and apply at base/organization level
- System engineering process expertise

Subfactor 2. Management Approach.

- Capability to manage contract project efforts
- Capability to convey accurate and timely project status
- Capability to efficiently manage large scale software implementation
- Proposed Processes for communication with government

Subfactor 3. Risk

- Schedule
- Cost
- Performance

Factor #2. Past Performance. The contractor shall provide a detailed description of the proposed team's experience on three efforts of similar content and scope, to include scope and outcome of the project(s). The past performance references must include a Government or Commercial Point of Contact information to include name, organization, title, e-mail address, mailing address, and phone number. Factors influencing past performance include the following:

- Experience on earlier orders under the IDIQ contract
- Experience on similar tasks of the same scope
- Past performance in meeting schedules
- Past performance in delivering high quality systems/services

Criteria #3. Cost/Price. Cost/Price will be evaluated for reasonableness and completeness. Other than for a Firm Fixed Price order, the cost proposal should provide supporting cost data to include labor categories, labor rates, labor hours, other direct charges, and overhead rates, as applicable and in accordance with the existing NETCENTS-2 contract.

These are examples only. Customers have the discretion to determine their needs and the best way(s) to meet them. Accordingly, there is broad discretion in the selection of the evaluation criteria used in acquisitions along with the weight/order of importance of those criteria/factors provided the criteria used reasonably relate to the customer's needs in selecting the contractor(s) that will best serve their interests. When required by the ordering procedures outlined in [FAR 16.505](#), evaluation criteria will be identified and ranked for each individual RFP.

Orders placed under the NETCENTS-2 IDIQ contracts are not source selections and are not to be treated as such. However, contractor proposals and evaluation information are still considered competition sensitive and must be protected and labeled as such.

SAMPLE