

**SYNOPSIS FOR INDEFINITE DELIVERY TYPE ARCHITECT-ENGINEER  
CONTRACT FOR MULTIDISCIPLINARY PLANNING, ENGINEERING, AND  
ENVIRONMENTAL SERVICES FOR PROJECTS WITHIN THE LIMITS AND  
ASSIGNMENTS OF THE MEMPHIS DISTRICT.**

---

---

**General Information**

Document Type:	Presolicitation Notice
Solicitation Number:	W912EQ-04-R-0001
Posted Date:	Feb 5, 2004
Original Response Date:	Mar 15, 2004
Current Response Date:	Mar 15, 2004
Archive Date:	Apr 5, 2004
Classification Code:	C-Architect and Engineering Services

**Contracting Office Address**

US Army Corps of Engineers, Memphis District, 167 North Main Street,  
Room B202, ATTN: CEMVM-CT, Memphis, TN 38103-1894

**Description**

1. **SERVICES REQUIRED:** This contact is being procured in accordance with the Brooks A-E Act as implemented in FAR Subpart 36.6. A-E services are required for multidisciplinary planning, engineering, and environmental services that include tasks related to civil works projects involving flood control; navigation; recreation; fish and wildlife resource protection and enhancement; water quality management; socioeconomic analyses; and other water resources related problems and needs. One or more Indefinite Delivery Type contract(s) may be awarded from this solicitation within twelve months following the closing date of the Federal Business Opportunities (FedBizOpps) Synopsis. Negotiations shall begin with the top ranked firm. Should a need be identified for a subsequent contract, or if negotiations with a firm for a contract are unsuccessful, negotiations shall begin with the next ranked firm which has not been offered a contract or negotiation. There is no implied guarantee that every firm on the list will receive a request for proposal, enter into contract negotiations, or be awarded a contract. The engineering services to be procured under this announcement are classified in the North American Industrial Classification System (NAICS) Code 541330. The proposed procurement listed herein will be an unrestricted procurement, and submittals from large and small businesses will be considered. Firms are considered to be small business concerns if the firm's average

annual receipts from the preceding three fiscal years do not exceed **\$4.0 Million**. If a large business is selected for this contract, it must comply with FAR 52.219-9 regarding the requirement for a subcontracting plan on that part of the work it intends to subcontract. The subcontracting goals for this contract are for a minimum of **57.2%** of the contractor's intended subcontract amount to be placed with small business (SB) including **10%** to small disadvantaged businesses (SDB), **10%** to women-owned small businesses (WOSB), HUBZone Small Business **3%**, and service-disabled veteran-owned small business **3%**. The subcontracting plan is not required with this submittal.

2. **PROJECT INFORMATION:** Work areas will normally be within the boundaries of the Memphis District, which includes portions of Arkansas, Illinois, Kentucky, Missouri, Mississippi, and Tennessee, but work assignments may be made in other Districts of the Corps of Engineers. The contract is anticipated to be awarded in late June 2004, with the contract period of service not to exceed three calendar years from the date of contract award, or expenditure of the contract amount, whichever occurs first. Work to be performed is subject to satisfactory negotiation of individual task orders not to exceed \$500,000 each, or a total of \$1,500,000 for the entire contract. Projects may be at any stage, from the initial planning stage, to the operational and maintenance stage. Engineering can include field investigation, surveys, subsurface exploration, estimates using the Corps provided MCACES-Gold estimating program, value engineering studies and reports, design of plans resulting in Computer Aided Design and Drafting (CADD) System drawings in an electronic format compatible with the Microstation system of the Memphis District, and specifications for civil works projects usually in the field of flood control and navigation, but may include projects in other fields. The AE will be required to use the DrChecks project review and comment program for all projects. The DrChecks program is web based and the permissions and passwords will be distributed on a project-by-project basis. An overview of DrChecks is available at [www.buildersnet.org/drchecks](http://www.buildersnet.org/drchecks). Planning and evaluation studies will be required in a variety of potential subject areas including: flood control, navigation, recreation, environmental protection and enhancement, fish and wildlife resources, hydrologic modeling, water distribution and wastewater collection and treatment facilities, water quality management, socioeconomic analyses, and other multi-purpose projects. Typical tasks include gathering data and preparing reports for inclusion in initial evaluation, reconnaissance, feasibility, or post authorization change studies for Congressional and Continuing Authorities Programs. Studies will also include work in environmental assessments and impact evaluations; recreation development; general

transportation economics, and logistical planning; benefit-to-cost, financial, and market analysis; data collection and field investigations; and database design and management. Economic and social analysis tasks may include developing project-related data bases and structure inventories, preparing projections of economic and socioeconomic phenomena, identifying area and regional social and economics profiles, performing flood damage appraisals, conducting recreational use surveys, etc. Environmental impact analysis may include gathering data, describing habitats and population, preparing environmental impact assessments and statements to meet the National Environmental Policy Act (NEPA) requirements, or conducting hazardous, toxic, and radioactive waste (HTRW) initial site assessments according to ASTM E 1527-93.

3. QUALIFICATIONS: Firms must demonstrate in their submission the ability to meet the following requirements:
  - (A) Adequate professional personnel with experience in civil engineering, structural engineering, geotechnical engineering, electrical engineering, mechanical engineering, hydraulic engineering and hydrology, surveying, geology, subsurface exploration, computer technology, environmental engineering, geomorphology, industrial hygiene, cost estimating, biology (terrestrial and aquatic, including mollusk), flood damage assessment, economics, sociology, statistics, recreation planning, real estate appraisal, illustration/cartography, computer programming, computer aided design and drafting (CADD), geospatial information systems (GIS), archaeology (terrestrial and submerged cultural resources), surveying, general planning, and general contracting to produce quality reports, memorandums, plans, specifications, cost estimates, electronic bid sets, and construction schedules. Resumes (Block 7 of the SF 255) must be provided for key personnel, including subcontractors, and must clearly demonstrate experience in each of the above areas. Professional qualifications of the key personnel will be based upon education, experience, professional licensing, registration in professional societies, certificates, etc. Professional licensing and/or certification may be required on certain projects.
  - (B) Sufficient technical and administrative personnel to ensure expeditious completion of required services;
  - (C) Adequate experienced professional personnel and computer equipment to deliver final Computer Aided Design and Drafting

(CADD) System drawings in an electronic format compatible with the Microstation system of the Memphis District.

4. EVALUATION CRITERIA: Selection will be based on the following five primary criteria (A, B, C, D, & E) and three secondary criteria (F, G, & H). All criteria are shown in descending order of importance:

- (A) Specialized Experience. Firms and their subcontractors must demonstrate specialized experience, competence, and qualifications in various engineering, economics, planning, and environmental disciplines.
- (B) Professional Qualifications. The prime firm and/or its sub-contractor (s) (hereinafter referred to collectively as "firm") must have a registered Professional Engineer on staff in the disciplines required. The firm should indicate professional recognition, professional associations, advanced training, and specific work experience of key personnel.
- (C) Capacity. Firms must demonstrate sufficient personnel and equipment in the disciplines necessary to conduct the required work in an efficient manner.
- (D) Past Performance. Performance evaluations on previous contracts with Government agencies, including DOD, and private industry in terms of cost control, quality of work, and compliance with performance schedules will be considered.
- (E) Knowledge of Locality. Firms should demonstrate knowledge of geographical features, climatic conditions, and local construction methods within the Memphis District.

The following three secondary criteria (F, G, & H), which are listed in descending order of importance, will be used as "tie-breakers" among equally ranked firms after evaluation by the primary criteria:

- (F) Geographical Location. Proximity of the firm's offices from which the work will be managed, coordinated, and CADD work performed to Memphis, Tennessee will be given consideration.
- (G) Small Business Considerations. Consideration will be given to firms intending to subcontract in a manner that contributes toward the Memphis District subcontracting goals shown under Par. 1, above. If the prime firm can be considered a small business (the firm's average annual receipts from the proceeding three fiscal years does not exceed **\$4.0** Million),

show the firm's average annual receipts from the preceding three fiscal years and state the prime firm is a small business. If the prime firm can be considered a large business, then show the amount the prime firm intends to subcontract. Of this intended subcontract amount, show the amount the prime firm intends to subcontract to small business, to small disadvantaged business, to women-owned small business, to HUBZone small business, and to service-disabled veteran-owned small business along with the percentage of the intended subcontract amount for each one.

(H) Volume of DOD Work. Consideration will be given to the volume of work previously awarded and contractor earnings assigned to the firm by DOD in the last 12 months (February 1, 2003 to February 1, 2004), with the object of effecting an equitable distribution of DOD A-E contracts among qualified A-E firms, including small and small disadvantaged business firms, and firms that have not had prior DOD contracts.

5. SUBMITTAL REQUIREMENTS: Interested firms having the capabilities to perform these services must submit **two** copies of SF 255 (11/92 Edition) for the prime, and two copies of SF 254 (11/92 Edition) for the prime and all sub-contractors to the following not later than the close of business (COB) (4:00 PM Central) 15 March 2004:

E. Ann Tucker  
Contract Specialist  
CEMVM-CT-C, Memphis District, Corps of Engineers  
167 North Main Street, B-202  
Memphis, TN 38103-1894

The SF 255, including Block 10, SHALL HAVE NO PAGE LIMITATION. Use no smaller than 12 font type. The solicitation number should be included in Block 2b of SF 255. Include in Block 3b the firm's ACASS number. If not available, phone the ACASS Center at 503-326-3459 to obtain a number. In Block 10 of the SF 255, firms are requested to clearly and succinctly address all qualification requirements listed under Items 3 and 4 above. All DOD contracts awarded to the firms and its affiliates (not to include sub-contractors) during the 12-month period of February 1, 2003 to February 1, 2004 should be shown, including the contract amount and whether the contract includes an option year and option amount. Firms are also required to show the total amount of DOD contract earnings within the 12-month period stated above by the firms as prime contractor, without regard to the award date of the contract (s). Also in Block 10, firms are requested to provide a detailed list of all pertinent field and office

equipment to be used on this contract that distinguishes ownership between prime and subcontractors, if used. Similarly in Block 10, describe the firm's overall quality management plan, including management approach, coordination of disciplines, field crews, and subcontractors, and quality control procedures. A contract specific quality control plan must be prepared and approved by the Government as a condition of contract award, but is not required with this submission. Letters, including transmittal letters, photographs, brochures and other promotional literature are not desired nor will be considered. In-person presentations by the most highly qualified firms may be required. Solicitation packages are not provided to interested firms for A-E contracts before final firm selection. **THIS IS NOT A REQUEST FOR PROPOSAL.**