



**DEPARTMENT OF THE NAVY**  
NAVAL FACILITIES ENGINEERING COMMAND, MID-ATLANTIC

IN REPLY REFER TO:  
ROICC  
PSC Box 8006  
Cherry Point, NC 28533-006

N40085-see below  
13 October 2011

**VIA ELECTRONIC MAIL**

Re: Contract Numbers: See Above, Multiple Award Construction Contract (MACC), Cherry Point, North Carolina

Gentlemen:

In accordance with the contract clause entitled "Ordering of Work" contained in the reference contracts, it is intended to issue a contract task order to the successful offeror for the following project:

**WO #6007778, REPAIR HVAC SYSTEM IN BREAKROOM, KITCHEN AND COMMUNICATIONS ROOM B-93**

A ONE-TIME site visit will be conducted for this project on **18 October 2011 at 0900**. Contractors are to meet at the ROICC Office, Cherry Point. Your proposal, to include your cost estimate shall be submitted to the attention of the undersigned at this office by not later than **27 October 2011 at 1400**. Electronic submission of proposals shall be sent to **roicc\_chpt\_ktr\_bids@navy.mil and must include Company Name and Project Number in subject line of email**. Receipt of your proposal is subject to FAR 52.215-1, Instruction to Offerors – Competitive Acquisition (JAN 2004) contained in Document 00201. Please note that no bid bond is required.

Your proposal will be reviewed and evaluated based on price and past performance. You will be contacted to discuss minor clarifications or questions concerning your proposal and to establish a specific time if negotiations are conducted. We intend to evaluate proposals and issue a task order without discussions (except communications conducted for the purpose of minor clarification). Therefore, each initial offer should contain the offeror's best terms from

a price standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary.

**The Contract Completion Date (CCD) is 60 days  
Incorporate the attached Bid Sheet into the project/contract.**

**Liquidated Damages**

If this project is awarded, the amount of liquidated damages will be calculated based on the dollar value of the task order. Liquidated damages are calculated as follows:

<u>PROJECT COST</u>	<u>ESTIMATED LIQUIDATED DAMAGES PER CALENDAR DAY</u>
\$2,000 - \$25,000	\$80.00
\$25,000 - \$50,000	\$110.00
\$50,000 - \$100,000	\$140.00
\$100,000 - \$500,000	\$200.00
EACH ADDITIONAL \$100,000.00 – ADD \$50.00	

You may contact the ROICC at (252) 466-5930 to inspect site conditions, review available as-built drawings (if applicable), or inquire about other on-site technical details. Any changes to the scope of work or technical specifications will be effected on a Standard Form (SF) 30.

This request does not constitute notice to proceed nor shall it be considered as a commitment on the part of the Government. Any costs incurred prior to issuance of a task order cannot be reimbursed. Costs of such nature are considered to be for the benefit of the Contractor and are incurred at his discretion. The successful offeror will be issued a task order, which will take the form of Department of Defense (DD) Form 1155, under their contract as set forth in FAC 5252.216-9306, Procedures for Issuing Orders (NOV 1998). Direction to proceed for each task order issued will be provided upon receipt and approval of an acceptable performance bond and payment bond under each task order.

We appreciate your cooperation in preparing and submitting your proposal. If you have any questions, **send to address: roicc\_chpt\_ktr\_bids@navy.mil and must include company name and project number in subject line of email.**

Your POC for this project is Jerry Brusaw (252) 466-4786.

Sincerely,

  
Amelia K. Bryant  
Contracting Officer