

FAA - Mike Monroney Aeronautical Center



**Architecture and Engineering (A&E) Services
Solicitation**

6973GH-26-R-00130

**Indefinite Delivery/Indefinite Quantity (IDIQ)
Multiple Award**

Pre-Proposal Conference

26 August 2026, 11:00am

- 1. Opening Remarks**
 - 2. Program Background**
 - 3. Statement of Work**
 - 4. Acquisition Strategy – Sections L and M**
 - 5. Milestones**
 - 6. Keys to Developing a Good Proposal**
 - 7. Pricing (Section B)**
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- **Contracting Officer – Stephanie Riddle**
- **Contract Specialist – Charity Daniel**
- **Program Management – Tracy Hartman**
- **Participant List Roll Call**
- **“At the Center” Video - 4-minute overview of the programs at the MMAC**

A&E IDIQ Overview

- **Five A&E Firms on current contract**

- **Three Types of Services: Types A, B, & C**

Type A: Planning, Concept Studies, Field Surveys, Fact Finding

Type B: Design Docs for Construction, Construction Administration

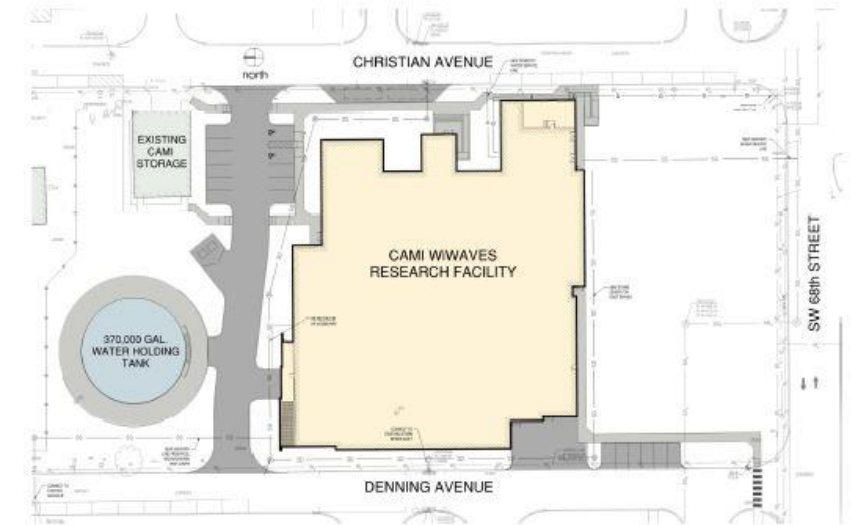
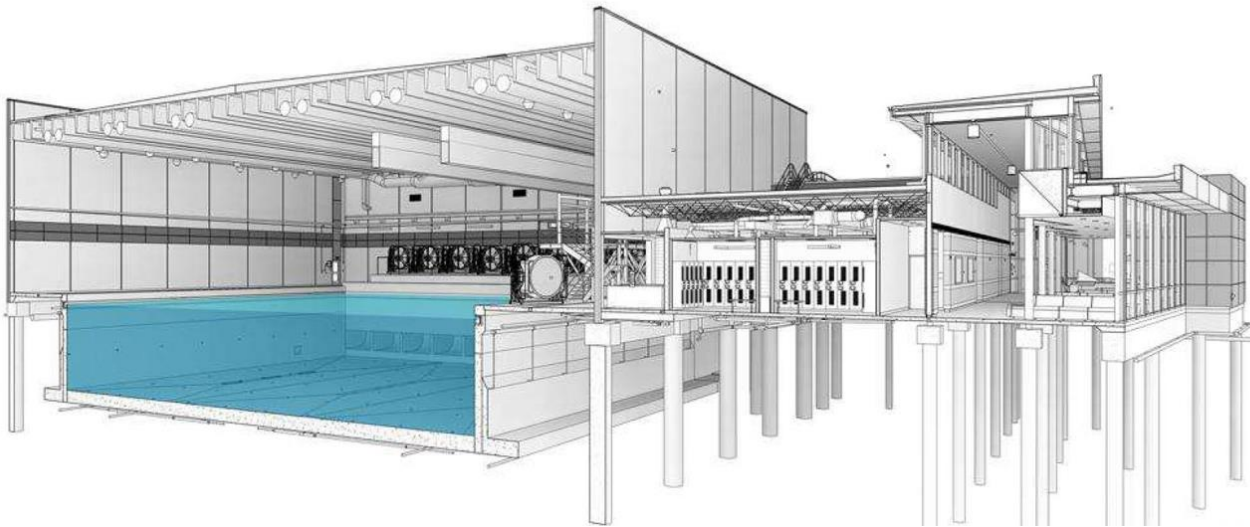
Type C: Additional services, inspections, testing and other services beyond those listed in Type A and B

- **70 Taskings worth \$13.8M awarded on last 5-year contract**
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Program Background

CAMI WiWaves Research Facility

- \$33M Research Facility, New Construction
- ~45,000 sf with an 8,000 sf Wave Tank



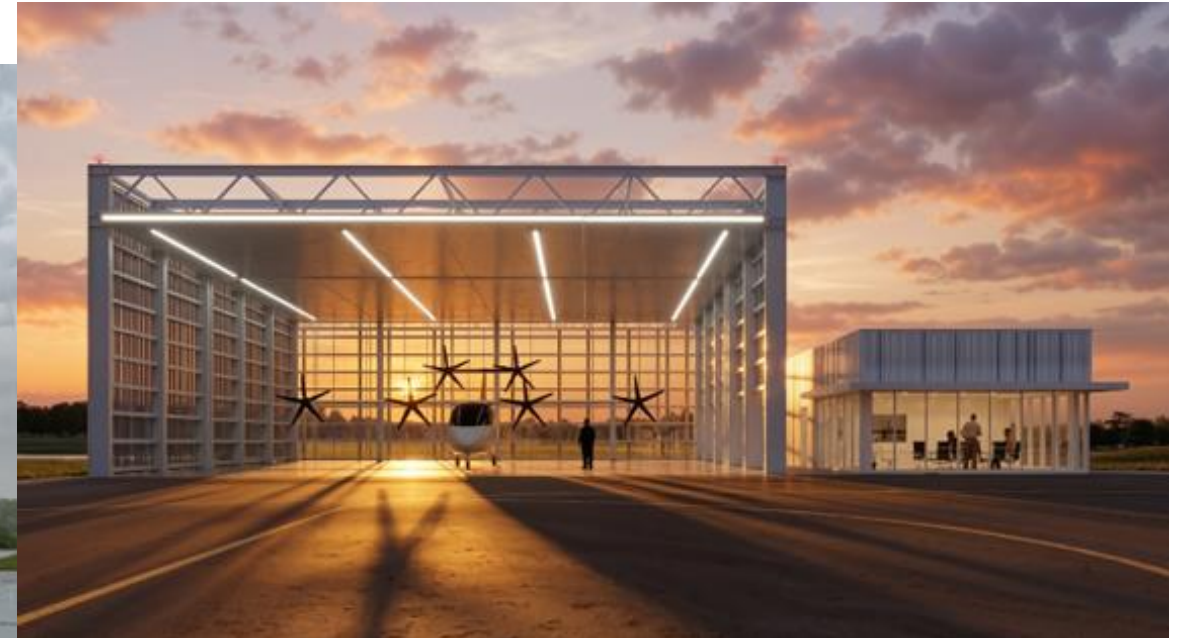
Mobile System Test Bed (vehicle facility)

- \$3.6M New construction
- ~5,300 sf



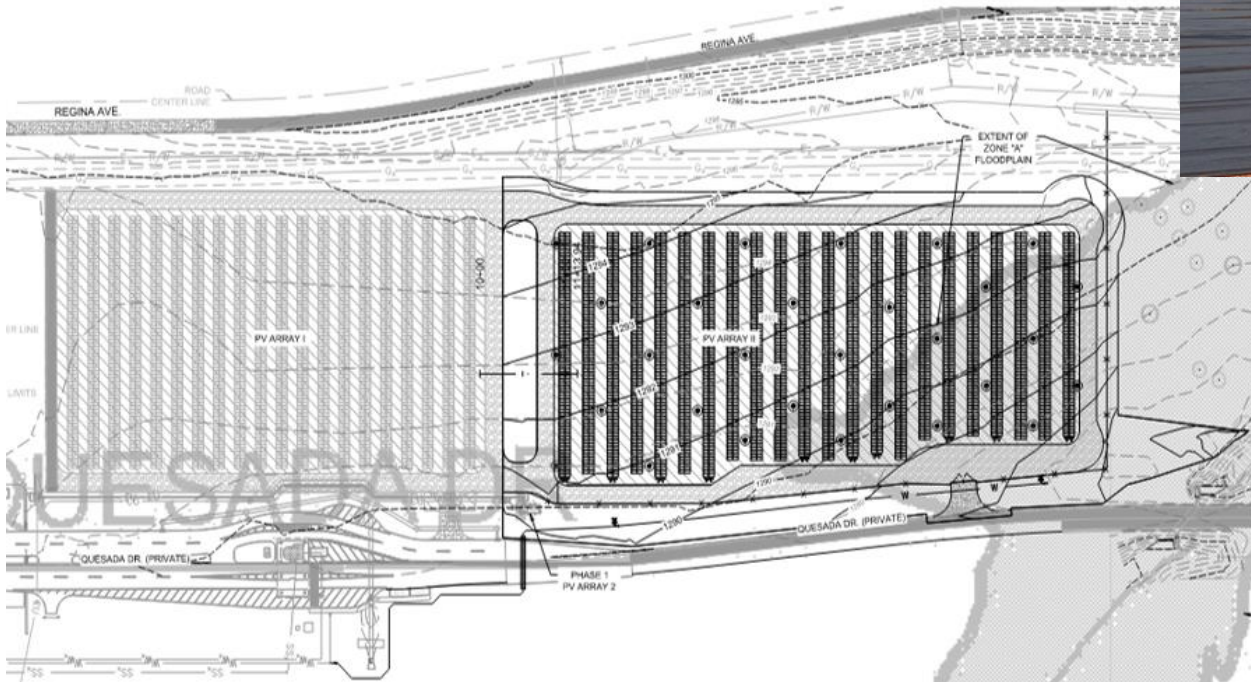
VTOL - Performance and Analysis Range

- \$8.3M New construction
- Hangar and support building, street extension and site utility extensions



Solar Array Phase 2

- \$4.8M new construction
- Site, infrastructure, switchgear, array



Program Background

ARB Renovation (in design)

- Renovation of 145,000 sf building
- New envelope and stair tower
- New HVAC, electrical system, & lighting



Hangar 9 Renovation

- \$7.2M
- Renovation of 248,000 sf building, including renovation of offices, restrooms, and hangar lighting.

Headquarters Renovation

- \$16M
- Renovation of 170,000 sf building, including replacement of HVAC ductwork, controls, VAVs, electrical switchgear, MCC, and branch panels.

Type A Services:

Are generally preliminary and investigative in nature. All items listed in this section are not automatically required as part of Type A Services. Only items necessary to accomplish the project requirements described in the project Statement of Work are required. Type A Services may include, but are not limited to the following:

1. Development of program requirements
 2. Field surveys and investigations
 3. Determination of project feasibility
 4. Preparation of concept drawings and project schedule milestones
 5. Preparation of drawings of an existing or new facility, where current drawings are not available
 6. Subsurface investigations (Soil Borings/Geotechnical Services)
 7. Architectural, Structural, Civil, Electrical, and Mechanical investigations of an existing building, where current information is not available and to verify accuracy of existing record documents
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Type A Services (continued)

8. Surveys (topographic, boundary, utility locations; sizes and capacities)
 9. Preparation of models, color renderings, photographs, or other presentation materials
 10. Travel and per diem associated with directed trips exceeding 25 miles from the A/E's local office
 11. Economic analysis, budget, and cost estimates
 12. Preparation of electronic media
 13. Conversion of printed drawings to electronic media
 14. Consolidation of existing drawings and planned project drawings into one electronic record set per facility or system
 15. Engineering calculations
 16. Energy and water audits, life cycle cost analysis per CFR 435
 17. Master planning
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Type A Services (continued)

18. Topographical surveys, utility surveys, excavations, soil borings, soil analysis, chemical tests, laboratory tests, pressure tests, electrical tests, corrosion and cathodic protection tests, and any other tests required for a complete design of each project
19. Preparation of “AS-BUILT” drawings in approved electronic media not associated with Type B services

Type B Services

Provide construction documents for competitive bidding and associated construction administration. Work under Type B Services must include the following elements in fulfillment of the requirements described in the project Statement of Work:

1. Site investigations; review and/or coordination meetings
 2. Preparation of construction drawings and project schedule milestones
 3. Preparation of construction specifications
 4. Construction cost estimates
 5. Energy and water audits with updates per design modifications
 6. Design analysis required for each discipline
 7. Preparation of construction documents in approved electronic media format
 8. Submission of construction documents to local, city, and state code enforcement officials for review and permitting
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Type B Services (continued)

9. Attendance at City of Oklahoma City Planning, Council, and similar meetings to present and/or respond to questions regarding permit applications
 10. Construction Administration (CA) will consist of the elements listed below as part of all Type B Service taskings. Additional CA services beyond these listed in this section may be included as Type C Services:
 - a. Review and approval or other appropriate action of contractor's submittals such as shop drawings and product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept as expressed in the contract documents
 - b. Visit the site at intervals appropriate to the stages of construction to maintain familiarity with the progress and quality of the work completed, and to determine if the work is being performed in a manner indicating that is in accordance with the Contract Documents
 - i. Unless otherwise specified, site visits shall occur at an interval not to exceed one month
 - ii. Additional site visits may be required based on work being performed and rate of progress
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Type B Services (continued)

- c. Preparation and processing of Addenda, Requests for Information (RFI), Requests for Proposal (RFP), requests for change orders with supporting documentation, cost estimates, and project data as necessary.
- d. Preparation of a set of record “AS-BUILT” drawings to be delivered in hardcopy and electronic media showing significant changes in the work made during construction based on marked-up prints, drawings, and other data furnished by the contractor to the A&E.
- e. Participation in Pre-Bid Meetings, Pre-Construction Meetings, Progress Meetings, Field Inspections, concrete reinforcing inspections, above-ceiling inspections, in-wall inspections, roof inspections, systems Testing, Pre-Final and Final Inspections.
 - i. Pre-Bid Meetings, Pre-Construction Meetings, and selected Progress Meetings may be attended virtually, depending on the status of the project.
 - ii. All inspections/site observations will be conducted in-person.

Type C Services

Include additional construction administration services, inspections, testing and other services beyond that listed in Type B. All the items listed in this section are not automatically required as part of Type C Services. Only the items necessary to accomplish the project requirements described in the project Statement of Work are required. Type C Services may include, but are not limited to the following:

1. Additional Construction Administrative Services for full-time on-site Observation of daily construction activities. This will be based upon the Construction Inspector hourly rates schedule.
 2. Extensive/full-time supervision and/or inspection of construction above and beyond those provided under Type B services
 3. Special Inspections and Tests as required by International Building Code 2015, Chapter 17
 4. Commissioning services commencing with the start of the design process and follow on through construction administration. These services may include:
 - a. Developing a commissioning plan
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Type C Services (continued)

- b. Design phase commissioning
 - c. Construction phase commissioning
 - d. Develop specific equipment and system functional performance test procedures.
 - e. Review Commissioning documentation for completeness and compliance with contract requirements.
 - f. Review, approve, and coordinate system start-ups and Owner training.
 - g. Issue a final Commissioning Report.
5. Other services as specified

- **Qualifications Based Selection (QBS) assessment for award IAW AMS T3.8.2-18**
 - **Offer shall be compliant with “all” requirements stated in Statement of Work**
 - **Please note that no proposed pricing is to be provided at this time. An evaluation based on qualifications will be completed based on the submission of the offeror’s SF-330**
 - **Non-conformance with the instructions provided in the ITO may result in an unfavorable proposal evaluation**
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- **Evaluation Factors For Award, 2.1.3**
- **Rating & Score based on (4.0 Excellent / 3.0 Good / 2.0 Satisfactory / 1.0 Marginal / 0.0 Unacceptable)**
- **Evaluation process will not take price into consideration - Section 2.7 Cost / Price**

EVENT	DATE	TIME
Pre-Solicitation Conference	26 Aug 26	11:00 A.M. CST
Questions From Offerors	10 Sept 26	2:00 P.M. CST
Receipt of Proposals	24 Sept 26	4:00 P.M. CST
Estimated Award	TBD	

Keys to Developing a Good Proposal

- Demonstrate a **thorough understanding** of requirements and inherent risks
 - Demonstrate **sufficient resources** to meet the requirements
 - Support your statements with facts, analysis and substantiating data to illustrate that you have **valid and practical solutions** for all requirements
 - **Substantiate**, don't simply make claims:
 - Tell the who, what, when, where, how, how often, etc.
 - Do not repeat the language in the Statement of Work (SOW), just reference the section of the SOW to which you are referring
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Keys to Developing a Good Proposal

- **Understand the Solicitation requirements**
 - **Understand the SOW**
 - **Understanding the evaluation criteria will help you know where to place emphasis in your proposal**
 - **Follow the proposal instructions – provide the requested information.**
 - **Tab the information**
 - Don't make us have to guess or search for answers
 - Follow the exact numerical outline in the instructions
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Keys to Developing a Good Proposal

- **Don't make changes to the SOW and submit a new version**
 - Document stands as written
 - Don't submit a Contractor's Statement of Work (CSW)

- **Don't make changes to the Solicitation and submit a new version**
 - Document stands as written and amended by CO only

Typical Proposal Shortfalls

- **Proposal instructions are not followed**
 - Information is not provided in the way it was requested.
 - Too little or too much information
 - **Statements in the proposal are not well supported**
 - **Proposals are not well organized**
 - Does not follow proposal instruction's structure
 - **Deficiencies – preclude award**
 - Information provided does not support claims of compliance.
 - Proposal is non-compliant to the requirements.
 - **Not signing the Solicitation and all amendments**
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- **No proposed pricing is to be provided at this time IAW AMS T3.8.2-18**
- **Section B – Supplies or Services and Costs/Prices**
 - No pricing information to be included in the initial proposal of the model contract
- **Section L – Instructions, Conditions, and Notices to Respondents for Proposal Preparation**

5.1 General Instructions

The following instructions for Cost/Price information will be required for those firms contacted upon completion of the QBS evaluation and to the Offeror who is deemed responsible in accordance with the Acquisition Management System (AMS), whose proposal conforms to the solicitation's requirements (to include all stated terms, conditions, representations, and certifications) and is judged, based on the evaluation factors, to represent the highest qualified to the Government

- **This briefing/training was designed to give you an overview of what the Government expects to see in your proposal**
- **The formal solicitation is the only document that should be relied upon in determining the Government's requirements**
- **Submit questions to the CS; questions and answers will be posted to SAM.GOV**