

THIS IS ONLY A SAMPLE. THIS IS NOT A REPRESENTATION OF YOUR REQUIREMENT. ORDERING AGENCIES MUST TAILOR THIS SAMPLE TO MEET AGENCY NEEDS.

BASIS OF AWARD

The Government anticipates awarding one Blanket Purchase Agreement (BPA) Task Order resulting from this solicitation to the responsible Offeror with the best overall quote in accordance with FAR Subpart 8.405-3(c). Appropriate consideration will be given to the three evaluation factors (Technical, Past Performance, and Price) when evaluating the quote.

Factor I -Technical is significantly more important than Factor II - Past Performance. All subfactors under Technical (Homesale Services and Move Management Services) are of equal importance. The non-price factors, when combined, are significantly more important than Factor III-Price. However, price may become significantly more important as non-price factors approach equality. Offerors are advised that the Government may use information other than those provided by the Offeror in its Past Performance evaluation.

The Government is more concerned with obtaining superior technical features than with making award at the lowest overall price to the Government. However, the Government will not make an award at a significantly higher overall price to the Government to achieve slightly superior technical features.

To receive consideration for award, a rating of no less than “Acceptable” must be achieved for Factor I, and its associated sub-factors. If Technical is found to be “Unacceptable”, the Government will not evaluate the quote further. The Government intends to evaluate quotes and award a Task Order without further communicating with Offerors. Therefore, the initial quote should contain the Offeror’s best terms from a price and technical standpoint. However, the Government reserves the right to communicate with any or all Offerors submitting a quote, if it is advantageous to the Government to do so. This statement is not to be construed to mean that the Government is obligated to communicate with every Offeror (note that FAR Part 15 procedures do not apply to FSS orders, therefore formal discussions are not applicable). A contractor may be eliminated from consideration without further communication if its quote is not among those Offerors considered most advantageous to the Government based on a best value (as defined at FAR 2.101) determination. The Government may reject any or all quotes if such action is in the public interest; accept other than the lowest quote; and waive informalities and minor irregularities in quotes received.

To determine which firm represents the best value, the quotes will be evaluated as follows:

FACTOR I - TECHNICAL

Sub-factor 1: Homesale Services – Describe your capability and approach to providing Homesale Services.

1. Offerors must demonstrate a clear understanding of the volatility of the current real estate market, a flexible and creative approach to marketing strategies, a fully satisfactory approach to resolving problems created by the real estate market, and priority concern for controlling costs and establishing a workable system for that purpose.
2. Offerors must also demonstrate effective control over the operations of all technical sub-functions, including appraiser, appraiser network, real estate broker, real estate broker network, closing service agent, and closing service agent network.

3. Provide a detailed description of your property acquisition process, including a specific description of transferring and recording title, handling mortgage payoffs or other means to release transferees from all obligations secured by the properties and fully protect transferees' credit.
4. Demonstrate your ability to provide Destination Area Services.

Sub-factor 2: Move Management Services – Describe your capability and approach to providing Move Management Services.

1. Offerors must demonstrate their ability to manage the household goods moving services with a thorough understanding of the terms and conditions of GSA's CHAMP.
2. Provide a detailed description of your household goods service performance and pre-payment audit, and how it conforms to the requirements set forth in the Federal Management Regulation Part 102-118.
3. Describe the approach for carrier selection and ordering services.
4. Offerors must demonstrate their effective control over service performance quality, cost, and claims oversight and resolution.

FACTOR II – PAST PERFORMANCE

Past Performance will be evaluated to assess confidence the Government has in an Offeror's ability to perform the requirements identified in the solicitation successfully based on recent and relevant past performance information.

There are three aspects to the past performance evaluation. The steps are as follows:

Step 1: The Government will determine the recency of Past Performance Information. Recent is defined as a past performance information that is no older than **3 years** from the date the solicitation is issued.

Step 2: The Government will evaluate the Offeror's past performance information to determine how relevant a recent effort accomplished by the Offeror is to this solicitation. Relevance is defined as performance being considered having a logical connection to the work described in the solicitation. In determining relevance, consideration will be given to such aspects as the service similarity, service complexity, contract type, and dollar value. In determining relevancy for individual contracts, consideration will be given to the effort, or portion of the effort, being proposed by the offeror, teaming partner, or subcontractor.

Step 3: Confidence Assessment: The third step of the past performance evaluation is to determine how well the Offeror performed on the identified recent and relevant contracts. The Government will review this past performance information and determine the quality and usefulness as it applies to performance confidence assessment.

FACTOR III - PRICE

The Government will evaluate the fees proposed and the overall total dollar fee to determine reasonableness.