



**OMAHA MCC  
SOLICITATION  
5BSMTR-07-A-0002**

**Pre-Proposal Conference  
INDY STC  
March 21, 2007**

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# **5BSMTR-07-A-0002**

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## **Solicitation Overview**

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### **> 4 Parts**

- ▶ Part 1 – Schedule**
  - ▶ Part 2 – Provisions**
  - ▶ Part 3 – Contract Clauses**
  - ▶ Part 4 – Attachments**
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## **Revised Timeline**

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- **3/21/2007**      **Omaha MCC**      **Pre-Proposal Conference**
  - **4/6/2007**      **Omaha MCC**      **Technical Proposals Due**
  - **4/9/2007**      **Omaha MCC**      **Evaluation of MCC**
  - **4/13/2007**      **Omaha MCC**      **Evaluation of MCC End**
  
  - **4/13/2007**      **Omaha MCC**      **Invitation Issued for Global eProcure**
  - **4/18/2007**      **Omaha MCC**      **Global eProcure Event**
  - **5/1/2007**      **Omaha MCC**      **Award Contract**
  - **8/1/2007**      **Omaha MCC**      **Contract Starts**
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**Solicitation Overview**

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**Contract Term**

**August 1, 2007 – July 31, 2011**

**with four**

**two-year unilateral options**

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## Part 1 – Schedule

## Statement of Work

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## Purpose

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- The purpose of this procurement is to contract the management and operations of mail sorting activities at the Omaha Mail Consolidation Center referred to as “Omaha MCC.”
- This contract is a Firm-Fixed-Price and an Indefinite Delivery-Indefinite-Quantity contract (FFP & IDIQ).

Firm-Fixed-Price (FFP) pertains to the rate that covers the supplier’s fixed costs associated with the performing of this contract.

Indefinite-Delivery-Indefinite-Quantity (IDIQ) means that there is no set amount of trays that will be delivered and handled on any given day during the life of the contract. The minimum guaranteed amount of trays will be 5000 daily.

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## Description

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- The annual operating frequency for the facility will be daily except Sundays and holidays excluding Martin Luther King Day, Presidents' Day, Columbus Day, and Veterans Day.
  - The Omaha MCC will provide a terminal link for the continued on-time delivery of mail routed through the postal surface transportation network. The supplier should provide terminal handling services for loading and unloading of mail or freight, mail drayage, mail sorting, maintenance and repair of terminal handling equipment, and upkeep of the MCC facility as specified throughout this statement of work.
  - The Postal Service expects 100% on-time dispatch performance and 100% distribution accuracy for all mail tendered to and processed by the supplier.
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## Payment and Funding

The total compensation will be calculated as follows:

- **Weekly fixed costs rate + Variable Costs (fixed tray rate) = Supplier Compensation**

### Fixed Costs

- The supplier must list all of the fixed cost items in the original offer.
- The total of the fixed cost items will provide the data for the above calculation.
- The supplier will be paid a fixed cost rate weekly as follows:
- $\text{Annual fixed costs} \div 52 \text{ weekly payments} = \text{Fixed-costs payment per week}$  (See Attachment III, "PRICING PROPOSAL FIXED AND VARIABLE COST")

### Variable Costs

- Inbound Tray Rates
- Complete Calculation as follows:
- $\text{Total Trays Handled} \times \text{Rate Per Tray (s)} = \text{Variable Costs}$





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## Payment and Funding (Continued)

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The supplier will submit weekly invoices to the COR or Administrative Officer appointed by the Postal Service for payment of services provided under this contract. These invoices must include total inbound trays handled, subsequent calculations and (rate per tray) and supporting documentation.

- Invoices will be certified by Postal representatives (COR or Administrative Officer) at the MCC and submitted to Surface Transportation CMC for payment.

### 4.2 Annualized Cost Information

- a. **Fixed Costs:**
    - The supplier's initial offer and subsequent revisions should clearly identify costs attributed to its' total fixed costs related to this contract.
  - b. **Variable Costs:**
    - The supplier initial offer and subsequent revisions should clearly identify cost attributed to its total variable costs related to all inclusive tray rate.
  - **Instructions to Supplier:** Fixed and variable costs relevancy will be an item of discussions before contract award.
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## Performance and Delivery

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- The supplier is expected to dispatch 100% of all departures at the scheduled departure times. The supplier will be held accountable for delays other than delays imposed by Postal Service.
  - The supplier will maintain 100% accuracy for Quality of Dispatch. “Quality of Dispatch” is defined as no missent containers or loose pieces placed on departing transportation.
  - The supplier will maintain 100% accuracy level for Quality of Sort. “Quality of Sort” is defined as pieces sorted to a destination container other than the intended final destination.
  - The supplier will perform 100% of required scans necessary to support the USPS Surface Visibility program.
  - The supplier is expected to establish internal quality monitoring.
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## **Irregularities**

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- **The Postal Service requires 100% contract compliance. Non-compliance by the supplier is considered an irregularity. When an irregularity occurs, the Postal Service will issue a PS Form 6166 (IMTC/HASP Contractual Noncompliance) document to the supplier. Upon receipt of PS Form 6166, the supplier shall promptly take corrective action to bring performance into contract compliance and appraise the Postal Service of the action taken.**
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## **Part 2 – Solicitation Provisions**

**Information that must be Provided**

**Instructions to Offerors**

**Notices and Provisions**

**Evaluations**

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### **Information that must be Provided/Instructions to Offerors**

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- **Proposals must clearly define the type of operation, automation (preferred method) or mechanization (see definitions).**
  - **Either system must create reports and contain an automated tray counter that captures trays upon initial entry to processing operation.**
  - **Suppliers may submit separate proposals with pricing for each type of proposed operation.**
  - **Contingency plans are needed for the mechanized/automated system processing to include capturing process units.**
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## **Information that must be Provided/Instructions to Offerors**

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### **■ Proposals – Due April 6, 2007**

#### **Submission of Technical & Price Proposals**

- Supplier Capability**
  - Past Performance**
  - Proposal Specific Technical Criterion**
  - Facility Operations**
  - Backup/Contingency Plan**
  - Communications**
  - Security Design Plan**
  - Cost/Price Proposal**
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## Solicitation Notices and Provisions/Evaluations

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- **PS Form 8203**
  - **Representations and Certifications**
  - **Contract Award – “Best Value”**
    - (Price & other factors)**
      - **Supplier Specific Criterion**  
(Supplier Capability, Past Performance)
      - **Proposal Specific Technical Criterion**  
(Facility Operations, Backup/Contingency Plan, Communications, Security Design & Alternate Security Design Plan)
      - **Cost/Price Factors**  
(Proposed rates)
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## Part 3 – Contract Clauses

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## **Clauses**

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- **Definitions**
  - **General Clauses**
  - **General Terms and Conditions**
    - **Inspection**
    - **Accountability**
    - **COR**
    - **Invoices**
    - **Payment**
    - **Termination for Convenience**
    - **Termination for Default**
    - **Subcontracts**
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## Part 4 – Attachments

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## **Attachments**

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- I. Omaha NE MCC Mail Arrival Profile**
  - II. Omaha NE MCC Terminal Handling Volume**
  - III. Pricing Proposal Fixed and Variable Costs Pricing Sheets**
  - IV. Omaha MCC Truck Arrival/Departure**
  - V. Omaha NE MCC Truck Arrival/Departure Time Chart**
  - VI. Average Daily Mail Make-Up by Container**
  - VII. Container Description/Dimensions**
  - VIII. SCA Wage Determination No: 2005-2325, Revision No.: 1,  
Date of Revision: 9/18/06**
  - IX. PS Form 8203**
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**Amendments/Mod**

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- 1. Revised Dates**
  - 2. Attachments X and XI**
  - 3. Revised Dates**
  - 4. Variable Pricing Clarification**
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# Keeping the Mail Safe & Secure

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- **Facility Security**
  - **Protect and safeguard the mail**
  - **Prevent unauthorized access to mail**
  - **Secure during transport and processing**
  - **Properly screened employees**
  - **Personnel Screening**
  - **Controlled Access**
  - **Employee ID System**
  - **Perimeter Security**
  - **Transportation**
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# Personnel Screening

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## ■ Personnel Screening Requirements

- Who needs USPS Clearance?
    - Access to mail and facility
    - Granted by Memphis SISC
    - Required Prior to Access
    - Supplier Responsibility
    - Screened Drivers
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## **Mail Security - Facility**

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- **Criminal Investigative Office (CIO)**
    - Inspection Service Use
    - Covert entry
  
  - **Criminal Investigative System (CIS)**
    - Camera System
    - Follow the mail
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# Surface Visibility

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## Overview

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- **Surface Visibility Components:**
    - **Uniquely Identifying Assets (sacks, trays, mail transport equipment, trailers)**
    - **Tracking Assets at key handoff points (arrival, departure, interim points)**
    - **Quality Checks (preventing mis-loads and mis-routings in real time)**
    - **Electronic Forms (automate data collection)**
    - **Decision Support (improved dock management and advance notifications)**
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## *Benefits*

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### *Key Data Points will be collected to support Network Planning, Service Diagnostics, and Workload Planning:*

- **Truck Arrival**
    - **Container Unload Time**
    - **Scan Time of Handling Units through MHS**
  - **Time Bullpen/Dispatch Areas are Set-Up (Placard Assign)**
  - **Load Time of Handling Units into Containers**
  - **Time Container is Finalized**
  - **Time Container is Staged for Dispatch**
  - **Time Container is Loaded onto Trailer**
  - **Truck Departure**
  - **% Load**
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# **Global eProcure**

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## **Auction Invitations**

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- **Suppliers that meet technical requirements will be invited to the reverse auction**
- **The reverse auction provider is**

### **Global eProcure**

- **Suppliers can gain access to the auction through the internet. There is no cost to the suppliers and no special software required.**

**<http://usps.globaleprocure.com>**

- **Suppliers will be invited to a 30 minute training sometime between 4/13/07 and 4/17/07**
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# Auction Rules

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- Initial prices received will be each suppliers starting price
  - Suppliers will only be able to see their own price and rank
  - Suppliers will not see the names of the other suppliers
  - The auction is expected to last about 30 minutes depending on the number of overtimes
  - An overtime will be triggered if there is a new low bid in the last minute of the auction
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## Auction Rules continued

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- **Suppliers will bid both their fixed price and variable price. These prices will be added up to a total cost.**
  - **If suppliers experience technical difficulties they should call the Global eProcure help desk**
  - **Global eProcure can surrogate bid if necessary**
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## Questions ??

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