

ATTACHMENT 1A
MANDATORY SPECIFICATIONS Checklist
BUILDER System Management

A.1.1 Overview

The successful Contractor shall provide the goods and/or services to the Agency using the Contract in accordance with the specifications as provided in this Section. The Contractor shall address each specification in this Attachment and indicate whether or not it will comply with the specification. If the context requires more than a yes or no answer or the section specifically indicates, Contractor shall explain how it will comply with the specification. Bid Responses must address each specification. Merely repeating the specifications may be considered non-responsive and may disqualify the Contractor. Bids must identify any deviations from the specifications of this RFB or specifications the Contractor cannot satisfy. If the Contractor deviates from or cannot satisfy the specification(s) of this section, the Agency may reject the Bid.

A.1.2 Mandatory Specifications

All items listed in this section are Mandatory Specifications. Contractors must mark either “**yes**” or “**no**” to each specification in the chart below. By indicating “yes” a Contractor agrees that it shall comply with that specification throughout the full term of the Contract, if awarded. If the Agency determines the responses and supportive materials do not demonstrate the Contractor will be able to comply with the Mandatory Specifications, the Agency may reject the Bid.

	Indicate Yes / No
Contractor Requirements:	
1. Contractor can supply all documentation and labor required to implement this contract?	
2. Contractor has at least 3 years of experience with National Guard Bureau (NGB) level BUILDER, BRED, BRED files, and Microsoft Access experience?	
3. Contractor must have at least 3 years implementation experience with Sustainment Management System modules?	
Contractor Deliverables:	
1. Contractor will quarterly evaluate previous facility Condition Assessment data for accuracy, document data inconsistencies and make appropriate corrections to erroneous data using QA/QC tools, interviews with facility managers etc?	
2. Contractor will quarterly ensure data is consistent with current ARMY BUILDER guidance?	
3. Contractor will on the 2nd quarter of the Federal Fiscal Year establish and maintain detailed workflows for facilitating facility upgrades and repairs into the BUILDER SMS system?	
4. Contractor will create a workplan quarterly and perform work item validation, in preparation for annual HQDA top load?	
5. Contractor will quarterly ensure Facility Condition Index (FCI), Building Condition Index (BCI) or any other Department of Defense (DOD) metrics reflect the true condition of the facility in question?	
6. Contractor will on the 2nd quarter of the Federal Fiscal Year ensure FCI, BCI validation of the facilities potential for MILCON award/large scale renovations?	
7. Contractor will ensure quarterly IAARNG and NGB mandated BUILDER program metrics and requirements are in compliance.	
8. Contractor will ensure they are compliant with current BUILDER Sustainment Management System (SMS) training annually .	
9. Contractor will manage the Monthly Builder status report, identify data quality control measures taken during the month.	
10. Contractor will conduct with in-person annual site visits as outlined on ATTACHMENT 1. (#9).	

Contractor Requirements with the Services Manager (SM):	
1. Contractor acknowledges they must coordinate all work with the Services Manager.	
2. Contractor acknowledges requirement of providing all training/certifications to the Services Manager.	

