November 21, 2017

To: Interested Parties

HANFORD MISSION ESSENTIAL SERVICES CONTRACT (HMESC) – DRAFT REQUEST FOR PROPOSAL

The Department of Energy (DOE) is releasing the Draft Request for Proposal (RFP), Solicitation No. 89303318REM000007, pertaining to the HMESC procurement for review. The purpose of the Draft RFP is to solicit questions and comments from all interested parties, and to assist the DOE in developing a Final RFP for this procurement.

DOE IS NOT REQUESTING PROPOSALS AT THIS TIME, AND INTERESTED PARTIES SHALL NOT SUBMIT PROPOSALS IN RESPONSE TO THE DRAFT RFP. DOE WILL NOT EVALUATE ANY PROPOSALS RECEIVED IN RESPONSE TO THE DRAFT RFP. PROPOSALS SHALL BE SUBMITTED ONLY IN RESPONSE TO THE FINAL RFP, CURRENTLY ANTICIPATED TO BE ISSUED IN SPRING 2018.

DOE hereby invites all interested parties to thoroughly examine the Draft RFP and the accompanying procurement website (https://www.emcbc.doe.gov/SEB/HMESC) in their entirety and to submit comments in writing to the following email address: HMESC@emcbc.doe.gov. During the development of the Final RFP DOE will consider the comments received from interested parties in response to the Draft RFP. In particular, DOE is seeking feedback from interested parties on the following:

1. Does your company have any input regarding the level of detail requested within each Evaluation Factor and/or the relative importance of the Evaluation Factors that DOE should consider in making this contractor selection?

2. Are the Section B cost and fee structure and Section L pricing instructions and Cost Assumptions clear and understandable? If not, what is unclear and what improvements can be made?

3. Is the DOE Small Business Procurement Pre-Award Support and the DOE Small Business Procurement Post-Award Support and Additional Assignments as identified
in Section C.5 and Section C.8 clear? If not, what is unclear and what improvements can be made?

4. Are there any additional specific technical or programmatic documents and/or information that you think would be helpful and should be posted to the EMCBC Acquisition website’s documents library in order to assist in preparation of proposals?

5. Are the Section H workforce transition and hiring clauses clear to potential Offerors? If not, what is unclear and/or how can these clauses be improved? Also, please identify any subcontracting or pricing-related concerns given the requirements set forth by these clauses.

6. Is the Subcontracted Work clause in Section H clear and do you have any concerns with being able to meet the stated percentages? Also, is the definition of meaningful work as it pertains to small business subcontracting clear?

7. This Draft RFP contains notable requirements that are different than the current Mission Support Contract such as the Small Business Pre and Post Award Support to DOE, a separate Contract Line Item (CLIN) for Usage Based Services to be provided to Other Hanford Contractors, a requirement for a majority ownership of at least 51% for joint ventures or multi-member LLC arrangements, and the Section H Clause on Integrated Work Systems and Reporting Requirements. Are there any questions, concerns or input for DOE’s consideration regarding these new requirements?

8. In accordance with the requirements of the Federal Acquisition Regulation (FAR), Section 9.506, the Contracting Officer (CO) for the HMESC has completed an analysis of the performance work statement, and identified Organizational Conflicts of Interest (OCIs). Potential Offerors should carefully review the Contracting Officer Organizational Conflicts of Interest Analysis previously provided on October 19, 2017. Questions regarding the rules pertaining to OCIs may be directed to the CO via email address: HMESC@emcbc.doe.gov. Potential Offerors are also requested to address the following questions in response to this DRFP:

   a) Are there any potential OCIs affecting your company or potential team, should you choose to propose on the HMESC contract? If so, what type of OCI(s) do you foresee?

   b) What strategies would you anticipate proposing to mitigate the OCI issues that you identified (if any)? Please provide strategy details for previous examples/experience with other Government contracts.

   c) Do you have any comments or other feedback on the potential OCIs identified in the attached CO Analysis?

9. Does your company believe there is a sufficient level of detail in the PWS, Section J Attachment J-3, Hanford Site Services and Interface Requirements Matrices, and/or Section L-8 cost assumptions to understand the intricacies involved with working with the Other Hanford Contractors? Is the level of detail also sufficient to provide an adequate proposal? Are there any additional assumptions that would be helpful in the development of your proposal?
10. Are the instructions within Section L.16 Proposal Preparation Instructions, Volume III – Cost and Fee Proposal, Attachments L-6 Cost Proposal Worksheets and L-7 Consolidated Direct Cost Schedules, and the Attachment L-8 Cost Assumptions and clear and consistent with each other? Are there any suggestions that would make the Volume III – Cost and Fee Proposal submittal easier? Do the Offerors have enough information from a cost and funding perspective to submit all information needed to support the overall proposal? If not, please provide input.

11. Is the definition of “critical subcontractor” at Section L.8 (a) (2) clear? Does that cause you any concerns? How many critical subcontractors do you foresee in your proposal?

12. Are the page limitations included in Section L of the Draft RFP for the Technical and Management Proposal (Volume II) sufficient? If not, please provide input.

13. This Draft RFP incorporates changes related to three current EM Acquisition Initiatives resulting from the 2016 DOE EM Acquisition Workshop with industry: (1) Streamlining Cost Proposal Development, (2) Improving Past Performance Evaluations, and (3) Increasing Small Business Involvement. Are there any questions, concerns or input for DOE’s consideration regarding how these EM Acquisition Initiatives have been incorporated throughout the Section L instructions and/or the Section M evaluation criteria?

14. Does the draft RFP contain any potential restrictive barriers to competition? Do barriers exist (DOE imposed or otherwise) that would hinder your firm from participating in this acquisition? Which, if any, of the requirements contained in the DRFP do you believe are unnecessary or represent barriers to successful contract performance?

15. Do you have any additional suggestions?

Interested parties will have until January 8, 2018, to submit comments regarding the Draft RFP. All comments shall be submitted in the Microsoft Excel format provided on the procurement website, separated by RFP section. Please do not make any changes to the Microsoft Excel formatting with the exception of adding rows as needed. DOE will not respond to or post on the procurement website any verbal or written questions or comments pertaining to the Draft RFP; however, DOE will consider comments when preparing the Final RFP. Interested parties will be given the opportunity to submit questions and comments in writing for DOE response once the Final RFP is issued.

Mission Support Alliance, LLC is currently performing the services listed in the Draft RFP for DOE Hanford at this time under the Mission Support Contract (MSC) DE-AC06-09RL14728. The HMESC procurement encompasses ongoing MSC work scope that must continue into the future: site services, security and emergency services, land management, information technology services, management of the Hazardous Material Management and Emergency Response (HAMMER) training facility, maintain vital infrastructure, and performs infrastructure upgrades (e.g., electric, water, roads) as well as building future infrastructure to support the Waste Treatment and Immobilization Plant operations. This
contract would also include a new concept where the contractor would provide assistance to DOE in the solicitation and contract administration of DOE’s small business prime contracts.

Sincerely,

Lori A. Sehlhorst
Contracting Officer

Enclosure:

Draft RFP Solicitation No. 89303318REM000007