

**Department of Energy
Los Alamos Legacy Cleanup Contract (LLCC)
Site Tour, Pre-Solicitation Conference, and Industry One-on-One Sessions
Draft Solicitation No. DE-SOL-0008109**

DOE will conduct a site tour, pre-solicitation conference, and industry one-on-one sessions for the LLCC procurement. DOE has scheduled these activities to be held June 7-9, 2016.

Tentative Agenda

DAY 1, June 7, 2016 (8:00 AM TO 5:00 PM): SITE TOUR

Participants should arrive at check-in at the Cities of Gold Conference Center, between 7:30 AM and 8:00 AM to allow time for badging, safety briefing, and security inspections. All industry personnel planning to participate on the Site Tour must submit the required badging and visitor forms by 12:00 PM (noon) Eastern Time on May 31, 2016, to assure adequate processing time. All forms for the tour will be provided on the website.

Following check-in, all participants will board a commercial bus at the Cities of Gold Conference Center for transportation on the site tour. The bus transporting the participants will depart for the tour promptly at 8:00 AM. Participants will be required to attend the full day of the tour. The bus will stop at the on-site cafeteria for one hour for lunch.

The tour will consist of both indoor and outdoor travel on foot. Please ensure you wear long pants and sturdy closed toe shoes. Please dress appropriately for the weather conditions that day; and hats, sunglasses, and umbrellas are acceptable items. Safety shoes are not required. If special accommodations are required, please identify those needs when registering for the tour.

The tour will consist of disembarking the bus and travelling on foot, including walking on uneven surfaces. All tour participants must be able to complete the entirety of the tour and must remain with the tour group at all times.

SITE TOUR SECURITY ISSUES

Security requirements dictate that all participants remain with the tour group for the duration of the tour. There are also several prohibited items that are not allowed at LANL. These items include real or simulated firearms and ammunition, stun guns, alcoholic beverages, illegal drugs and paraphernalia, explosives, hand-held weapons, chemical irritants, and items prohibited by state and federal law. Other items not allowed on the tour include copying or transcription devices, electronic recording devices, cameras, radios, and knives with blades more than three inches long. Contraband brought to LANL will be confiscated. Cellular phones are permitted on the tour bus only. **Pictures and recording of audio or video are strictly prohibited.**

Please be aware that all hand carried items (packages, briefcases, handbags, purses, etc.) will be inspected by security prior to boarding the bus. DOE will not be responsible for securing any items during the tour. Please keep hand-carried items to a minimum.

Note: Foreign Nationals will not be allowed access for the site tour.

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DAY 2, June 8, 2016 (8:30 AM TO 12:30 PM) - PRE-SOLICITATION CONFERENCE

The pre-solicitation conference will be held at the Cities of Gold Conference Center, located at 10-A Cities of Gold Road, Pojoaque, New Mexico, 87506. Check-in will begin at 8:00 AM and the meeting will begin at 8:30 AM. The event is anticipated to conclude not later than 12:30 PM. DOE will provide a detailed overview of the Draft Request for Proposal (RFP).

No recording, copying or transcription devices will be allowed in the conference room by attendees. Slides presented at the pre-solicitation conference will be subsequently posted on the LLCC procurement website.

DAYS 2 & 3, June 8, 2016 (2:00 PM TO 5:00 PM) – June 9 (8:00 AM TO 5:00 PM): ONE-ON-ONE SESSIONS

DOE will hold one-on-one sessions to obtain constructive input from interested firms regarding the Los Alamos Legacy Cleanup Contract. The one-on-one sessions are provided as an opportunity for interested parties to present their thoughts and suggestions on the procurement, including but not limited to the questions included in the cover letter to the Draft RFP. DOE will consider all input, will not attribute the input received to any other participant, and will protect any information identified as business sensitive. **DOE is not requesting and will not accept any company marketing material.** Any presentation materials shall be in hard copy, as computer equipment will not be provided nor allowed. Furthermore, no recording, copying or transcription devices will be allowed during the one-on-one sessions by attendees.

The one-on-one sessions will be held at the Cities of Gold Conference Center. The one-on-one sessions will be scheduled in 45 minute intervals with up to 35 minutes allotted for the one-on-one meeting. Scheduling for the one-on-one sessions will be on a first come first serve basis.

REGISTRATION

All registration requests pertaining to this announcement should be directed to the procurement mailbox at LLCC@emcbc.doe.gov. To facilitate the government's planning, please provide the full name, home address (tour participants only), social security number (tour participants only; can be provided via phone if preferred), organizational affiliation, telephone number, e-mail address, and citizenship of each proposed attendee to the following email address: LLCC@emcbc.doe.gov by 12:00 PM (noon) Eastern Time on May 31, 2016. For time sensitive questions, you may contact Ms. Kimberly Tate, Contracting Officer, directly at 513-246-0102 or kimberly.tate@emcbc.doe.gov.

Two valid forms of identification must be provided to security personnel in order to obtain entrance to the site for the site tour, and a listing of acceptable forms of identification is included on the procurement website.

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Pre-registration is required and walk-ins will not be permitted. There is a limit of two (2) representatives per company for the site tour, and registration is limited to four (4) representatives per company for the pre-solicitation conference and one-on-one sessions.

Attendance at the site tour, pre-solicitation conference, and one-on-one sessions is not mandatory. The Government will not reimburse any contractor for expenses related to attendance at these activities.

Additionally, a block of hotel rooms is available until May 16, 2016, to industry at the Government rate of \$99 plus tax at the Buffalo Thunder, 30 Buffalo Thunder Trail, Santa Fe, NM, on a first come first serve basis, subject to hotel availability. Use Group Offer Code "US DOE". Please contact the hotel directly at (505) 455-5555 for additional information or you can call 1-800-HILTONS to make reservations.

DOE looks forward to continued engagement with industry and other interested parties in a transparent and collaborative manner throughout the procurement process for the LLCC requirement.

Los Alamos Legacy Cleanup Contract procurement website:
<https://www.emcbc.doe.gov/SEB/LLCC/>