



Department of Energy

**Environmental Management
Consolidated Business Center
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Cincinnati, Ohio 45202
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March 31, 2015

EMCBC-00426-15

To: Prospective Small Business Offerors

FINAL REQUEST FOR PROPOSAL NO. DE-SOL-0007515 FOR NUCLEAR REGULATORY COMMISSION LICENSED FACILITIES

This letter hereby serves as the official notice to prospective Small Business Offerors that the Department of Energy (DOE) is releasing the Final Request For Proposal (RFP) No. DE-SOL-0007515 for the Nuclear Regulatory Commission (NRC) Licensed Facilities procurement through its Environmental Management Consolidated Business Center (EMCBC). The Final RFP can be found on the EMCBC NRC Licensed Facilities acquisition website at <https://www.emcbc.doe.gov/SEB/NRC/rfppage.php>.

Any questions pertaining to the Final RFP shall be submitted in writing to NRCLicensedFacilities@emcbc.doe.gov by 2:00 PM Eastern Time on April 10, 2015. Prospective Small Business Offerors shall use the enclosed "Industry Comment Template" when submitting any questions in accordance with Section L provision L.18, Questions On Solicitation. DOE will post any amendments issued to the Final RFP, responses to questions, and other official communication from the Contracting Officer on the EMCBC NRC Licensed Facilities acquisition website. Prospective Small Business Offerors are encouraged to conduct a thorough review of the Final RFP and submit any questions pertaining to the Final RFP as early as possible, but no later than the date and time shown above to allow for adequate response time for all questions submitted.

A pre-proposal conference briefing and site tour will be held April 14, 2015 at the Fort Saint Vrain facility in Colorado, and an additional site tour will be held on April 16, 2015, at the Three Mile Island 2 facility in Idaho. Registration information regarding the site tour has been posted to the EMCBC NRC Licensed Facilities acquisition website.

PLEASE NOTE: The NRC Licensed Facilities procurement will be conducted as a set-aside for small businesses that do not exceed the small business size standard of \$38.5M (annual receipts) under NAICS code 561210, Facilities Support Services.

Background

On October 24, 2014, DOE posted Draft RFP Sections B, C, H, L, and M on the EMCBC NRC Licensed Facilities acquisition website to facilitate the understanding of the Government's requirements with interested parties, and to provide them the opportunity to submit comments and provide feedback pertaining to the Draft RFP. During the week of October 27, 2014, DOE held a pre-solicitation conference, site tour, and one-on-one sessions with prospective Offerors. DOE carefully considered all comments received on the Draft RFP and made changes to the RFP that it believed were necessary.

On January 20, 2015, the complete formal Draft RFP package was posted on the EMCBC NRC Licensed Facilities acquisition website, in order to provide interested parties an opportunity to review the revisions that resulted from their input during the pre-solicitation conference and one-on-one sessions held during the week of October 27, 2014. Changes were made to the Final RFP package as a result of the DOE's consideration of the comments received from interested parties in response to the Draft RFP.

The Final RFP posted on the EMCBC NRC Licensed Facilities acquisition web site is the result of these changes and considerations, and any changes made since the formal Draft RFP package issuance on January 20, 2015.

This cover letter provides a summary level description of the notable changes that have been made from the Draft RFP issued on January 20, 2015 to the Final RFP; however, the Final RFP posted on the EMCBC acquisition website specifies all of the requirements for the NRC Licensed Facilities procurement. Any information contained in this cover letter shall not be construed as being part of the Final RFP. Prospective Small Business Offerors shall prepare their proposals based solely on the requirements specified in the Final RFP and in any accompanying amendments, if issued.

Notable Changes from the Draft RFP

In addition to general editing changes and other minor changes throughout the Final RFP, highlighted below are notable changes from the Draft RFP package to the Final RFP package.

Section B:

- B.1 was revised to include Indefinite Delivery Indefinite Quantity (IDIQ) Contract Line Item Numbers (CLINs), under which Time-and-Materials (T&M) and Firm-Fixed-Price (FFP) task order(s) can be issued.
- B.2 was revised to identify the PWS Sections that relate to all CLINs, and also to include new CLINs associated with the TMI-2 License Renewal (Development) and (Support).
- B.3 was revised to include the IDIQ CLINs established, identify the guaranteed minimum and maximum ordering quantities, and to add a Contractor Fill-in for Indirect Rate information under the Materials-Replacement of Government Property (including spare parts) CLIN.

Section C:

Various updates were made to multiple elements of the Performance Work Statement (PWS) scope based on industry feedback from the Draft RFP to clarify specific details. The majority of these changes impacted the following PWS sections:

- C.1.1 Background Information
- C.1.2 Contractor Performance
- C.2.4 Mandatory Site Services
- C.2.5 Identification of Materials Differences
- C.3.2.1 FSV Emergency Management
- C.4.2 TMI-2 Operations
- C.4.2.1 TMI-2 License Renewal
- C.4.2.2 TMI-2 Emergency Management
- C.5.0 ISFF Facility License Support
- C.6.1 Project Management/Support/Administration
- C.6.1.1 Submission of Plans and Reports
- C.6.4 Property Management
- C.6.5.9 Safeguards and Security
- C.6.6.1 Information Technology and Cyber Security
- C.6.6.1.1 Network Access

Enclosed with this cover letter is a redlined copy of the notable changes that have been made to Section C from the Draft RFP issued on January 20, 2015 to the Final RFP. This redlined copy of notable changes is enclosed for informational purposes only. If there is any discrepancy between the redlined copy and the Final RFP package, the Final RFP package will take precedence.

Section H:

Various revisions were made to Section H, including revisions to the numbering, as well as updates to clause references. Notable changes were made to Section H, as follows:

- H.5(c)(1) Pay and Benefit Plans was revised.
- H.15 DOE-H-1024 Alternative Dispute Resolution was revised.
- H.17 DOE-H-1031 Contractor Press Release was deleted.
- H.18 DOE-H-1032 Release of Information was revised.
- H.22 Assignment and Administration of Contracts and Subcontracts (July 2011) was revised.
- H.23 Key Personnel was revised to reduce the number of years and associated penalty associated with changes to key personnel.
- H.24 Project Management/Work Planning & Control/Performance Measurement/Monthly Reporting was added.
- H.34 Confidentiality of Information was revised.
- H.44 Designation and Consent of Major Subcontractors was revised.

- H.51 Green Purchasing Under DOE Service Contracts was deleted.
- H.58 Position Qualifications (Oct 2014) was added
- H.59 DOE-H-2035 Organizational Conflict of Interest Management Plan (Oct 2014) was added.
- H.60 DOE-H-2044 Material Safety Data Sheet Availability (Oct 2014) was added.
- H.61 DOE-H-2046 Diversity Program was added.
- H.62 DOE-H-2047 Federal Holidays and Other Closures (Oct 2014) was added.
- H.63 DOE-H-2062 Personal Identity Verification of Contractor Personnel (Oct 2014) was added.
- H.64 DOE-H-2065 Reporting of Fraud, Waste, Abuse, Corruption, or Mismanagement (Oct 2014) was added.
- H.65 DOE-H-2071 Department of Energy Directives (Oct 2014) was added.
- H.66 Task Order Contract Type was added.
- H.67 Ordering Procedures was added.
- H.68 Task Order Administrative Information was added.
- H.69 Report and Approval Requirements for Conference Related Activities was added.

Section L:

- Section L.2 was revised to define the contract type.
- Section L.32 was revised to clarify the “official offer and proposal”
- Section L.34 was revised to change the number of pages allowed in the Technical Proposal.
- Section L.34, Factor 3, was revised to include additional requirements to demonstrate understanding and approach to NRC licensing and the license renewal process.
- Section L.34, Factor 4, was revised to provide clarification regarding the key personnel.
- Section L.35 was revised to add pricing assumptions, instructions on how to bid T&M labor rates, as well as a revised funding profile.
- Attachment L-4 was revised to include a requirement to include recent and relevant experience with licenses and operations in a DOE and/or NRC regulated environment.
- Attachment L-9 Historical Staffing Levels was revised, and additional historical information was added.

Section M:

- Section M.4 was revised to add an evaluation specification under Factor 1, Relevant Past Performance, regarding experience with NRC licensed facilities and NRC licensing activities, as well as experience with operations of DOE nuclear facilities at a DOE site
- Section M.4 was revised to clarify specifications under Factor 3, Technical and Management Approach and Understanding.
- Section M.4 Pricing Evaluation, was revised.

Notice

In order to further the Government's policy of maximizing electronic commerce, electronic media will be the primary method of communication regarding this procurement. The Final RFP, any amendments issued, responses to questions received from prospective Offerors, and other official communications from the DOE will be posted on the EMCBC ICP Core acquisition web site. Prospective Offerors shall be responsible for reviewing the acquisition web site regularly for information, notices, and updates regarding the Final RFP.

The Government intends to answer any questions pertaining to the Final RFP as thoroughly and efficiently as possible, and we look forward to receiving your proposals in response to the Final RFP.

Sincerely,



LeAnn M. Brock
Contracting Officer

Enclosures:

1. Industry Comment Table Format
2. Redlined copy of Section C changes from the Draft RFP

cc electronic w/ enclosure:

Dave Hess, EMCBC

Wendy Bauer, EMCBC

Erin Kroger, EMCBC