



Department of Energy

**Environmental Management
Consolidated Business Center
250 East 5th Street, Suite 500
Cincinnati, Ohio 45202
(513) 246-0500**

October 6, 2016

EMCBC-00880-16

To: Prospective Small Business Offerors

REQUEST FOR PROPOSALS DE-SOL-0009142 FOR OAK RIDGE OFFICE OF ENVIRONMENTAL MANAGEMENT (OREM) TECHNICAL SUPPORT SERVICES (TSS)

This letter hereby serves as the official notice to prospective small business Offerors that the Department of Energy (DOE) is releasing Request for Proposals (RFP) DE-SOL-0009142 for the OREM TSS procurement through its Environmental Management Consolidated Business Center (EMCBC). The RFP can be found on the LLCC acquisition website at: <https://www.emcbc.doe.gov/SEB/OREMTSS/>.

Any questions pertaining to the RFP shall be submitted in writing to OREMTSS@emcbc.doe.gov no later than 30 calendar days prior to the proposal due date. Prospective small business Offerors shall use the enclosed "Industry Comment Template" when submitting any questions in accordance with RFP Provision *DOE-L-2001 Proposal Preparation Instructions – General (Oct 2015)*, paragraph (h), *Questions*. DOE will post any amendments issued to the RFP, responses to questions, and other official communication from the Contracting Officer on the OREM TSS acquisition website. Prospective small business Offerors are encouraged to conduct a thorough review of the RFP and submit any questions pertaining to the RFP as early as possible, but no later than the date shown above to allow for a thorough and timely DOE response to all questions submitted.

The established due date for receipt of proposal submissions is specified in Provision *DOE-L-2014 Date, Time, and Place Offers Are Due (Oct 2015)*.

PLEASE NOTE: The OREM TSS procurement will be conducted as a small business set-aside under the 562910 *Environmental Remediation Services exception* North American Industry Classification System (NAICS) code, with a size standard of 750 employees. The Government does not intend to acquire a commercial item or service using FAR Part 12 procedures.

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 RFP, any amendments issued, responses to questions received from prospective small business Offerors, and other official communications from the DOE will be posted on the OREM TSS procurement

web site. Prospective small business Offerors shall be responsible for reviewing the procurement web site regularly for information, notices, and updates regarding the RFP.

In closing, DOE intends to answer any questions pertaining to the RFP as thoroughly and efficiently as possible, and looks forward to receiving your proposals in response to the RFP.

Sincerely,

A handwritten signature in black ink that reads "Travis Marshall". The signature is written in a cursive style.

Travis D. Marshall
Contracting Officer

Enclosures:

(1) Industry Comment Template