

Oak Ridge Office of Environmental Management (OREM) Technical Support Services
DE-SOL-0009142
RFP Q&A Round 2 Questions #6 to #28 (11-01-16)

#	RFP Section/ Sub-Section	Subject/Title	Page Number	Contractor Comment/Question	SEB Answer/Response
6.	Section F Clause F.02	DOE-F-2002 Place of Performance - Services	RFP Body, Page 32	Will the Contractor be provided with office space and services at major project locations? How much floor space is the incumbent contractor currently providing in its facility for this project?	<p>No, the Contractor will not be provided office space and services at major project locations.</p> <p>The Contractor will be provided office space, including furnishings, supplies, and Government-owned IT equipment for approximately 8 contractor personnel (i.e., Project Controls Analysts directly supporting Portfolio Federal Project Directors) in the Federal Office Building in Oak Ridge, TN, in accordance with Section H.21 – Government Furnished On-Site Facilities or Services.</p> <p>The successful Offeror is required to locate its primary place of performance within 25 miles to Oak Ridge, TN, in accordance with Section F.02 – Place of Performance – Services.</p> <p>The amount of incumbent contractor floor space is not relevant since the current contract’s primary place of performance is in a multi-use corporate facility.</p>
7.	C.01.2.1	Transition	RFP Body, Page 19	Can EMCBC please provide existing contractor procedures so that Offerors can review them for their potential use. (Potential Blue Sheeting)	Transfer of existing contractor procedures would occur between the successful Offeror and incumbent contractor during contract transition, provided they agree to such.

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8.	Section L Provision L.09	Proposal Preparation Instructions, Volume II - Key Personnel	RFP Body, Page 128	<p>It is stated in this subsection that: “The Offeror shall not provide the names or qualifications of any non-key personnel.”</p> <p>Is this requirement not to list names and qualifications applicable to other Evaluation Factors in Volume II such as <i>FACTOR 3: STAFFING APPROACH, ORGANIZATION, AND TRANSITION</i> on page 131, which requires organization structure and charts, etc. to be provided?</p>	That is correct. See Answer to Question #4.
9.	C.01.2.1	Transition	RFP Body, Page 19	<p>It is stated in this subsection that “The Contractor shall put into place any agreements it deems necessary between it and other site contractors/subcontractors for provision of services. Any agreement that requires DOE consent shall be subject to a 14 calendar day review and approval period unless a longer review/approval period is warranted due to the size and complexity of the document.”</p> <p>Is it correct to assume that these agreements include office space for onsite work with these and other contractors? Can you provide points of contact at ORNL, Y-12 and ETTP for these discussions?</p>	<p>Yes, if the successful Offeror chooses to locate personnel onsite, then those agreements should include provisions for office space. However, it is not a contract requirement to have office space at ORNL, Y-12, and ETTP.</p> <p>Specific points of contact will not be provided. However, Attachment J-11 <i>Interfaces with Other Contractors</i> lists the site operating contractors at the Oak Ridge Reservation.</p> <p>See Answer to Question #6 for requirements associated with primary place of performance.</p>
10	Attachment L-3	Past Performance and Experience Reference Information Form	RFP Body, Page 147	Can Offerors amend the format for Attachment L-3, <i>Past Performance and Experience Reference Information Form</i> , as long as the exact information, font and size, and page limitation requirements are followed?	Yes. See note at the bottom of Attachment L-3.

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11	Attachment L-3	Past Performance and Experience Reference Information Form	RFP Body, Page 147	Since Attachment L-3, <i>Past Performance and Experience Reference Information Form</i> , is a table, we assume that we may use Times New Roman 10 pt font, per the instructions in L.06 <i>DOE-L-2001 Proposal Preparation Instructions – General</i> , paragraph (f). Is this correct?	Yes, Attachment L-3 is considered a table and therefore Times New Roman 10 pt font may be utilized.
12	Attachment L-6	Designer Labor Categories Hours	Cost/Price Proposal Worksheets Attachment, Exhibits A and B	The hours in Attachment L-6 <i>Cost/Price Proposal Worksheet</i> , Years 1-5 show 188 hours for the Designer I, II and III positions. Is that correct, or should they be full time at 1,880 hours?	Attachment L-6 is correct.
13	Attachment L-6	Number of Task Orders	Cost/Price Proposal Worksheets Attachment, Exhibit A	Does the Government expect to issue one task order for all personnel listed in Attachment L-6 <i>Cost/Price Proposal Worksheet</i> or multiple task orders?	The Government anticipates issuance of multiple task orders. However, nothing precludes the Government from issuing a task order that contains all labor categories. The specific nature and structure of task orders will be decided at the time of Request for Task Order Proposal issuance.
14	Section L Provisions L.10. and L.12	Past Performance & Experience	RFP Body, Pages 129 and 133	Why does the RFP have separate evaluation criteria for Experience and Past Performance when it appears the same proposal information is required for both? These sections seem redundant. Please clarify.	Past Performance is related to how well a contractor has previously performed, while Experience pertains to whether Offerors have performed similar work previously. These are two distinct criteria.
15	Section L Provision L.13	Financial data requirements	RFP Body, Pages 138-141	The Government requires extensive financial data normally associated with a cost-type contract, yet the task orders will be T&M and FFP. Was this request in error?	No, the request was not in error.

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16	Section B Clause B.02	Contract Minimum And Maximum Value Of Services	RFP Body, Page 7	The section states: “The guaranteed minimum value of services to be ordered as required by Section I, FAR 52.216-22, Indefinite Quantity, is \$20,000.00. The maximum value of services to be ordered as required by Section I, FAR 52.216-22, Indefinite Quantity, is \$49,000,000.00”. For price proposal development, would DOE provide an anticipated funding profile? Or should we assume flat funding of up to \$9.8M per year over 5 years?	DOE will not provide an anticipated funding profile as the workload is anticipated to fluctuate throughout the life of the contract.
17	L.06(e)(3) and L.07(a) Section J reference	Instructions	RFP Body, Pages 120 and 123	Section L Provision L.06 <i>DOE-L-2001 Proposal Preparation Instructions – General</i> , paragraph (e)(3) requires that cost and pricing information is only to be provided in Volume III Cost/Price Proposal. Yet Section L Provision <i>DOE-L-2002 Proposal Preparation Instructions, Volume I – Offer and Other Documents</i> , paragraph (a), Section J reference, requires submission of Attachment J-7 <i>IDIQ Schedule of Fully Burdened Labor Rates</i> filled out with pricing information and submitted as part of Volume I. Could DOE please confirm that it is requesting price information in Volume I, or change this requirement to comply with the requirements set out in Section L.06?	<p>The RFP is correct as written.</p> <p>The language in L.06(e)(3) states:</p> <p><i>“(3) Except as may be provided elsewhere in the solicitation (including paragraph (f)(2) below), Offerors shall not cross-reference to other volumes of the proposal and shall provide complete information within the appropriate volume. All cost and pricing information shall be submitted and addressed only in Volume III, Cost/Price Proposal, unless otherwise specified.”</i></p> <p>The requirement for Attachment J-7 <i>IDIQ Schedule of Fully Burdened Labor Rates</i> being included in Volume I meets the “...unless otherwise specified” exception.</p>

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18	Attachment J-7	Fully Burdened Labor Rates	Tab 1	<p>There is a footnote at the bottom of Attachment J-7 <i>IDIQ Schedule of Fully Burdened Labor Rates</i>, Tab 1 <i>Prime Contractor</i> that states that "...Contract Year 6 and Contract Year 7 labor rates...". Could DOE please clarify if the intent is that this contract is a five-year contract with two option years or is the footnote in error?</p>	<p>The footnote is not in error.</p> <p>In accordance with clause B.03 <i>Contract Line Item Structure</i>, clause I.111 <i>Ordering</i>, and provision L.13 <i>Proposal Preparation Instructions, Volume III – Cost/Price</i>, paragraph (c), the IDIQ contract ordering period is five (5) years from the date of contract award.</p> <p>In accordance with clause F.03 <i>Period of Performance</i>, "Performance of all task orders issued before the end of the contract ordering period shall not exceed two (2) years beyond the end of the contract ordering period." Section I clause I.113 <i>Indefinite Quantity</i> states that "Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; <i>provided</i>, that the Contractor shall not be required to make any deliveries under this contract after <i>two (2) years beyond the end of the contract ordering period</i>."</p> <p>The contract will not contain option years, however the period of performance for resulting task orders can extend beyond the IDIQ contract ordering period.</p>

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19	Section H Clause H.31	Annual Payroll and Residency Report	RFP Body, Page 65	Would DOE please provide an example of the template for this report as part of the documents library so bidders can see the nature, extent and level of effort it will require to complete this report each year? Also could DOE please confirm if this requirement is still valid as several Oak Ridge site contractors were not familiar with this form or the requirements to submit this information annually?	The calendar year 2015 report format and associated instructions have been posted to the "Documents Library" on the procurement website. This is still a valid requirement.
20	C.01.1	Employee Qualification	RFP Body, Page 18	Will those employees requiring a clearance also be required to be enrolled in the Human Reliability Program (HRP)?	It is not anticipated that any employees requiring a clearance will be enrolled in the Human Reliability Program.
21	Section L Provision L.09	DOE-L-2005 Proposal Preparation Instructions, Volume II – Key Personnel	RFP Body, Pages 127-128	Can a 1-2 page allocation for a summary/introduction to the key personnel resumes be added to Factor 1 – Key Personnel?	No.
22	C.01.2.1 Section L Provision L.08	Transition Volume II Technical and Management Proposal	RFP Body, Page 19 RFP Body, Page 127	Based on the requirement during transition to release an Executive Summary following issuance of a task order that includes transition, can a 1-2 page allocation for an executive summary be added to the beginning of Volume II? This approach adds value for DOE in that it eliminates any extra review time of this Executive Summary prior to release and publication.	No.

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23	Section M Provision M.06	Evaluation Factor – Cost/Price Volume III – Cost/Price Proposal and Volume II – Technical Proposal Evaluation	RFP Body, Page 164	Please clarify M.06 <i>Evaluation Factor – Cost/Price</i> with respect to the statement that the cost proposal may be considered as part of the evaluation of Volume II in order to verify major subcontractors. Is it a requirement that the actual calculations (hourly rate x hours) contained in Attachment L-6 <i>Cost/Price Proposal Worksheets</i> show the major subcontractor performing at least \$5 million of work in order for the evaluation of that subcontractor’s experience and past performance to be considered in evaluation of the prime contractor’s bid?	Yes. Provision L.07 <i>Proposal Preparation Instructions, Volume I – Offer and Other Documents</i> , paragraph (e) defines Major Subcontractor as “A subcontractor, at any tier, with an estimated value more than \$5 million over the life of the contract”
24	Section M Provisions M.03, M.05, and M.06	Evaluation of Critical Subcontractors	RFP Body, Pages 161-164	Please clarify M.03 <i>DOE-M-2007 Evaluation Factor – Relevant Experience</i> paragraph (b), M.05 <i>DOE-M-2008 Evaluation Factor – Past Performance</i> paragraph (b), and M.06 <i>Evaluation Factor – Cost/Price</i> with respect to the evaluation of critical subcontractors. The solicitation defines a critical subcontract as a subcontractor, regardless of dollar value, with highly specialized expertise. If an Offeror declares a subcontractor to be “critical”, will the Government evaluate that subcontractor’s experience and past performance even if no hours (or only nominal hours) are assigned to that subcontractor on Attachment L-6 <i>Cost/Price Proposal Worksheet</i> ?	Critical Subcontractors need to be proposed to execute Performance Work Statement requirements, and evaluation of their Relevant Experience and Past Performance will be reflective of the work they are being proposed to perform. Offerors are required to identify any proposed major or critical subcontractors in DOE-H-2058, <i>Designation and Consent of Major or Critical Subcontractors – Alt I</i> , and this information will be provided in Volume I in accordance with paragraph (a) of provision L.07 <i>DOE-L-2002 Proposal Preparation Instructions, Volume I – Offer and Other Documents</i> . L.07 <i>DOE-L-2002 Proposal Preparation Instructions, Volume I – Offer and Other Documents</i> , paragraph (e), defines Critical

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					<p>Subcontractor as “a subcontractor, at any tier, with highly specialized capabilities to successfully execute the Performance Work Statement requirements, regardless of the subcontract value.”</p> <p>In accordance with M.03 <i>DOE-M-2007 Evaluation Factor – Relevant Experience</i>, DOE will evaluate relevant experience for critical subcontractors “...on the degree of their relevant experience, including currency, in performing work similar in scope, size, and complexity to that proposed to be performed by that individual entity.”</p> <p>In accordance with M.05 <i>DOE-M-2008 Evaluation Factor – Past Performance</i>, DOE will evaluate relevant past performance for critical subcontractors “...on the quality of their recent respective past performance in performing work similar in scope, size, and complexity to that proposed to be performed by that individual entity.”</p>

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25	Section M Provisions M.03 and M.05	Evaluation of major/critical subcontractor experience and past performance	RFP Body, Pages 161-164	Please clarify M.03 <i>DOE-M-2007 Evaluation Factor – Relevant Experience</i> paragraph (b) and M.05 <i>DOE-M-2008 Evaluation Factor – Past Performance paragraph</i> (b). These provisions state that the experience and past performance of major/critical subcontractors and “any other entities that are proposed to perform work under the contract will be evaluated...” Does that mean a subcontractor’s experience and past performance will be evaluated, regardless of dollar value of the subcontract and/or regardless of dollar value reflected on Attachment L-6 <i>Cost/Price Proposal Worksheet</i> ?	Only Relevant Experience and Past Performance for major or critical subcontractors or other entities (as defined in L.07(e)) will be evaluated. Relevant Experience and Past Performance will not be evaluated for any identified subcontractors that are not proposed to perform more than \$5 million over the life of the contract and that are not designated as critical.
26	Section L Provision L.07	Order of Information to be Presented in Volume	RFP Body, Page 123	<p>The Fill-In Clauses are mentioned at the beginning of this information section. It is also stated that information should be assembled in the order listed.</p> <p>Is it acceptable to insert the pages that need to be filled in right behind the SF33, after the cover letter (instead of at the beginning before the cover letter)?</p> <p>The order would then be: Cover Letter SF33 Fill In Pages ...Rest of Volume Content...</p>	No. Volume I shall be assembled per the instructions in Provision L.07 <i>Proposal Preparation Instructions, Volume I – Offer and Other Documents</i> .

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27	Section L Provision L.13, paragraph (1)	Cost proposal	RFP Body, Page 140	Please confirm the Program Manager and Program Systems Manager are the individuals who should be listed on Attachment L-6 <i>Cost/Price Proposal Worksheets Exhibit D Executive Compensation</i> . The solicitation requires two key people (Program Manager and Program Systems Manager). Although the underlying requirement for Exhibit D (FAR 31.205-6(p)) refers to any contractor employee working under a contract awarded by an Executive Agency, given the remaining positions listed are not associated with individual names, it is not practical to list all employees' actual compensation in the prior fiscal year; also, the hourly direct labor rates contained in Attachment L-6 <i>Cost/Price Proposal Worksheets Exhibit B Detail for Proposed Rate Calculations</i> should confirm if a position proposed falls within the allowable compensation limit defined by FAR 31.205-6(p).	That is correct; this requirement only applies to the Key Personnel, which consists of the Program Manager and Program Systems Manager.
28	Attachment L-1	Resume - Relevant Experience Supervisor	RFP Body, Page 145	Did you mean the Offeror's supervisor of the key personnel or did you mean the client point of contact for the work performed?	Under the "Relevant Experience" section on the Attachment L-1 <i>Key Personnel Standard Resume Format</i> , the reference to "...and name, title and phone number of supervisor" pertains to that individual's supervisor during the time period of the position referenced.