

**Paducah Infrastructure Support Services
Draft Request for Proposal (RFP) No. DE-SOL-0006383
Pre-Solicitation Conference, Site Tour, and One-on-One's**

**Paducah Gaseous Diffusion Plant/Paducah Site
Near Paducah, Kentucky**

During the week of June 23, 2014, the Department of Energy (DOE) will conduct a pre-solicitation conference, site tour, and one-on-one sessions for parties interested in the Paducah Infrastructure Support Services procurement. Attendance at any or all of these events is not mandatory. The Government will not reimburse any contractor for expenses related to attendance at these activities.

Pre-Solicitation Conference

The pre-solicitation conference will be held on Tuesday, June 24, 2014, and will outline the major components of the Draft RFP for this procurement. The conference will be held at the Kevil Large Conference Room, 761 Veterans Ave., Kevil, KY 42053. On-site check-in and registration for the conference will begin at 8:30 AM the morning of the conference. The conference will begin at 9:00 AM and will end at approximately 11:30 AM. DOE will not answer any questions during the conference. However, interested parties are invited to submit their comments pertaining to the Draft RFP on 3 x 5 inch cards to be provided at the pre-solicitation conference or via the e-mail address at PaducahInfrastructure@emcbc.doe.gov.

No recording, copying or transcription devices will be allowed in the conference room by attendees. Only DOE may record the pre-solicitation conference.

Slides presented at the pre-solicitation conference will be subsequently posted on the Paducah Infrastructure Support Services procurement website at <https://www.emcbc.doe.gov/SEB/PaducahInfrastructure/index.php>.

Site Tour

DOE will conduct a tour of the Paducah Site on Tuesday, June 24, 2014. The site tour will begin at approximately 1:30 PM and is expected to last approximately 3 hours. The site tour will generally consist of a driving tour throughout the Paducah Site. A more extensive tour, including entry in various facilities, may be conducted after the release of the final solicitation.

Tour participants must report to the Kevil Large Conference Room for badging by 1:00 PM on Tuesday, June 24, 2014. A valid form of picture ID must be provided to security personnel in order to obtain entrance to the site, and only U.S. citizens are permitted to attend. Following check-in, a safety/security briefing, and security processing, all participants will be transported from the Kevil Large Conference Room to the site for the tour.

Prior to the site tour, individuals must read the two site access briefings posted below (SST Paducah Site Access Rad Orientation and USEC Site Access). After reading both booklets,

participants must call and listen to the alarms by dialing (270) 441-6161. Participants will be contacted to obtain personal information for the site access forms.

[SST Paducah Site Access Rad Orientation.pdf](#)

[USEC Site Access.pdf](#)

It is recommended that all participants dress casually and wear comfortable walking shoes (no open-toed shoes or high heels). Safety shoes are not required; however, shoes worn shall be closed-toe, made of leather or other substantive materials (not cloth). If special accommodations are required, please notify Aaron Deckard when registering for the tour.

Security requirements dictate that all participants remain with the tour group for the duration of the tour. There are also several prohibited/controlled items that are not allowed at the Paducah Site. These items are 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 are copying devices, electronic recording devices, cameras, radios, cellular telephones, blackberries (an emergency number will be available), and knives with blades more than three inches long. Contraband brought to the Paducah Site will be confiscated.

Please be aware that all hand carried items (packages, briefcases, handbags, purses, etc.) will be subject to inspection. The DOE will not be responsible for securing any items during the tour so it is recommended they be locked in your vehicle. Please keep hand-carried items to a minimum.

Questions will not be entertained during the tour. However, interested parties are invited to submit comments pertaining to the Draft RFP and/or the site tour on 3 x 5 inch cards or via the e-mail address at PaducahInfrastructure@emcbc.doe.gov.

The site tour is for informational purposes only. A prepared script will be used for the site tour and will be available on the procurement web site after the tour is conducted. Any statements and/or representations made during the tour are not binding in any way on DOE or in any respect to the Paducah Infrastructure Support Services procurement. Tour participants are cautioned that the ONLY controlling documents/information will be the Final RFP after it is issued and any amendments issued henceforth.

One-on-One Sessions

DOE will hold one-on-one sessions to obtain constructive input from interested firms regarding changes DOE can make to the Draft RFP in preparation for the issuance of the Final RFP that will result in proposals being received that demonstrate a comprehensive understanding of the requirements from both a technical and a price perspective. The one-on-one sessions are provided as an opportunity for interested parties to present their thoughts and suggestions on the Draft RFP and are not a question and answer forum. No recording, copying or transcription devices will be allowed during the one-on-one sessions by attendees.

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. Computer equipment will not be provided nor allowed.

DOE has identified the following areas for consideration; however, interested parties are not required to comment on these areas and may provide feedback on any area(s) of the solicitation.

1. 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? If so, please identify.
2. What are the important discriminating factors for the Evaluation Criteria that DOE should consider in making this contractor selection?
3. Are the Section B Contract Line Item Number (CLIN) pricing structure, Section J Exhibit Line Item Number (ELIN) pricing structure, and Section L pricing instructions clear? If not, what is unclear and how can these sections be improved?
4. Do the Draft RFP and the procurement website contain all of the information needed to reasonably prepare a proposal for the firm-fixed-price work detailed in Section C of the Draft RFP? If not, what additional information is needed to be able to submit a proposal?
5. Is the Section C PWS requirement description sufficiently clear to provide the firm-fixed-price infrastructure support services? If not, identify what is unclear and how it can be improved.
6. The Table of Contents provided for Section J, Attachment J-8, provides a listing of the technical documents, exhibits, and other attachments that will be provided with the Final RFP. Is there additional information that would be necessary to be able to submit a firm-fixed-price proposal?
7. Is the Task Ordering Procedure in Section H clear for work to be ordered under IDIQ Task Orders?
8. Are the page limitations included in Section L of the Draft RFP for the Technical Proposal (Volume II) sufficient? If not, please provide input.
9. DOE is considering adding a deliverable for the successful Offeror to submit a complete Basis of Estimate within 5 days of contract award (including estimating assumptions, resource quantities, and unit rates) to support the proposed firm-fixed-price. Please provide input as to whether DOE should add this deliverable.
10. Would a more extensive site tour, including entry in various facilities, be beneficial after release of the final solicitation in order to assist in preparation of a firm-fixed-price proposal? If so, please indicate which specific facilities or areas you are interested in touring?
11. Do you have any additional suggestions?

The one-on-one sessions will be held at the Kevil facility. Following are the available time slots for the one-on-one sessions:

Wednesday, June 25, 2014

8:00 AM to 9:00 AM

10:00 AM to 11:00 AM

12:30 PM to 1:30 PM
2:30 PM to 3:30 PM
4:30 PM to 5:30 PM

Thursday, June 26, 2014

8:00 AM to 9:00 AM
10:00 AM to 11:00 AM
12:30 PM to 1:30 PM

Registration Information

Interested organizations are requested to participate in the pre-solicitation conference, site tour, and/or one-on-one sessions, including firms that are interested in submitting a proposal as a prime contractor lead entity in response to the Final RFP. Firms interested in submitting a proposal as a prime contractor lead entity may request the participation of personnel from their key subcontractors and/or teaming partners. Attendance for each event may be requested for up to **three** individuals for each organization or lead entity interested in submitting a proposal, including key subcontractor and/or teaming partner personnel. Note that DOE may limit the number of individuals for each organization or lead entity to **two or less** for the site tour depending on the number of registrants due to a limited amount of seating on the tour bus.

Due to security concerns and the amount of time necessary to process requests from foreign nationals, only U.S. citizens may attend the events. U.S. citizens wishing to pre-register for any of the events shall provide the following information:

- Full Name of Individual
- Company/Organization Represented
- Telephone Number
- E-mail Address
- Social Security Number
- Citizenship

Time slots for the one-on-one sessions will be filled on a first come first serve basis. Please identify the top three preferred time slots in the request for participation for the one-on-one sessions. More time slots may be made available for the one-on-one sessions if necessary.

Requests for participation in each event must be provided to Aaron Deckard at aaron.deckard@emcbc.doe.gov by 5:00 PM Eastern Time on Tuesday, June 17, 2014. Subsequent thereto, DOE will provide confirmation of the scheduled date and time for each event. Additionally, it is noted that the list of attendees will be posted to the procurement website following the pre-solicitation conference.