



Department of Energy

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

July 2, 2014

Re: Draft Request for Proposal, RFP DE-SOL-0006421

The United States Department of Energy (DOE) is issuing a Draft Request for Proposal (RFP) for the Portsmouth Infrastructure Support Services (ISS) project. This Draft RFP provides potential offerors with an early view of the project requirements and solicits comments that may enhance the accomplishment of our performance objectives, improve the clarity of the document and facilitate a timely award. The Draft RFP can be found on the Environmental Management Consolidated Business Center (EMCBC) Portsmouth Infrastructure Support Services website at: <https://www.emcbc.doe.gov/SEB/PortsmouthISS/> and through FedConnect. This procurement will be conducted as a set-aside for small businesses that do not exceed the small business size standard of \$35.5M (annual receipts) under NAICS code 561210, Facilities Support Services.

The infrastructure support services to be provided under this acquisition include surveillance, maintenance and repair of facilities; janitorial services; grounds maintenance, snow removal, and pest control; roadway/parking lot maintenance; computing, telecommunication, and cyber security; fleet management; real and personal property management; records management and document control; safeguards and security; environment, safety, health and quality (ESH&Q) program; and training services.

DOE hereby invites all interested parties to thoroughly examine the Draft RFP. In particular, DOE is seeking feedback from interested parties on the following:

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. Please provide input on a base period of one versus two years.
12. Do you have any additional suggestions?

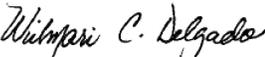
In addition to requesting that interested parties review the Draft RFP and provide feedback, DOE requests that interested parties review all of the information and/or documentation available on the Portsmouth Infrastructure Support Services procurement website and identify any additional reference documentation or information that would facilitate the preparation of proposals.

DOE does not anticipate posting responses on the procurement website to any questions or comments pertaining to the Draft RFP; however, DOE will consider comments when preparing the Final RFP. Interested parties will be given the opportunity to submit questions and comments in writing for DOE response once the Final RFP is issued.

DOE hereby invites all interested parties to thoroughly examine the Draft RFP and the accompanying website in their entirety and to submit comments in writing via the email address PortsISS@emcbc.doe.gov. All comments pertaining to this Draft RFP are due by July 31, 2014.

Additionally, DOE will be conducting a Pre-Solicitation Conference, a Site Tour, and One-on-One sessions with interested parties during the week of July 14, 2014. Instructions for requesting attendance to these events may be found on the Portsmouth Infrastructure Support Services website at: <https://www.emcbc.doe.gov/SEB/PortsmouthISS/>

PROPOSALS SHALL NOT BE SUBMITTED IN RESPONSE TO THIS DRAFT RFP. A FINAL REQUEST FOR PROPOSALS WILL BE RELEASED AT A LATER DATE.

Sincerely,

Wilmarie Delgado,
Contracting Officer