



Department of Energy

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

December 9, 2014

To: Interested Small Business Contractors

FINAL REQUEST FOR PROPOSAL NO. DE-SOL-0006421 FOR PORTSMOUTH INFRASTRUCTURE SUPPORT SERVICES

This letter hereby serves as the official notice to prospective contractors that the Department of Energy (DOE) is releasing the Final Request for Proposal (RFP) No. DE-SOL-0006421 for the Portsmouth Infrastructure Support Services procurement through its Environmental Management Consolidated Business Center (EMCBC). The date set for Receipt of Proposals is February 5, 2015. The Final RFP can be found on the EMCBC acquisition web site at <https://www.emcbc.doe.gov/SEB/PortsmouthISS/>. Any questions pertaining to the Final RFP should be submitted in writing to PORTSISS@emcbc.doe.gov by 5:00 PM Eastern Time on January 16, 2015; or 21 days prior to proposal due date. DOE will post any amendments issued to the Final RFP, responses to questions, and other official communications from the Contracting Officer on the EMCBC acquisition web site. Prospective contractors 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 to all questions submitted.

Site tours will be held during the week of January 5, 2015, at the Portsmouth Site. Registration information regarding the site tour will be posted to the EMCBC acquisition web site soon.

Background

On July 2, 2014, DOE issued RFP No. DE-SOL-0006421 in its draft form to facilitate the understanding of the Government's requirements with interested contractors, and to provide them the opportunity to submit comments and provide feedback pertaining to the Draft RFP. During the week of July 14, 2014, DOE held a pre-solicitation conference, site tour, and one-on-one sessions with interested contractors. DOE carefully considered all comments received on the Draft RFP and made changes to the RFP that it believed were necessary.

This cover letter provides a summary level description of the notable changes that have been made from the Draft RFP issued on July 2, 2014 to the Final RFP; however the Final RFP posted

on the EMCBC acquisition web site specifies all of the requirements for the Portsmouth Infrastructure Support Services procurement. Any information contained in this cover letter shall not be construed as being part of the Final RFP. Prospective contractors 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:

The contract terms were adjusted from a one-year base and four one-year option periods in the Draft RFP to a three-year base and a 22-month option period in the Final RFP. This adjustment resulted in a corresponding change to the contract line item number (CLIN) structure in Section B.2, CLIN Structure, as well as Section F.3, Period of Performance.

The Section B CLINs for Energy Employees Occupational Injury Compensation Program Act work (Section C.3.11) were adjusted from Fixed Unit Rate CLINs for verification or records responses in the Draft RFP, to Labor Hour CLINs in the Final RFP.

Section B.3(c) includes the estimated costs for the cost reimbursement CLINs, and Section B.4(d) includes IDIQ maximum ordering value of \$50,000,000.

Section C:

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

- C.2.1 Administration
- C.3.1, Contract Transition
- C.3.3, Safeguards and Security
- C.3.2.1 Program Management Operations
- C.3.2.2 Protective Force
- C.3.2.4 Information Security (INFOSEC)
- C.3.2.5 Personnel Security (PERSEC)
- C.3.4.2, Maintenance Management
- C.3.6, Records Management and Document Control
- C.3.10, Energy Employees Occupational Injury Compensation Program Act
- C.4.0, Cost Reimbursement Work

Section H:

The Final RFP includes the H clauses related to Contractor Human Resources, including:

- H.2, Definitions
- H.3, Hiring Preferences
- H.4, Pay and Benefit Plans
- H.5, Workforce Transition and Benefits Transition: Plans and Timeframes
- H.6, Post Contract Responsibilities for Pension and Other Benefit Plans for Which DOE Reimburses Costs
- H.7, Labor Relations
- H.8, Workforce Restructuring

The Key Personnel retention period in Section H.26, Key Personnel, was revised upward from one year to two years due to the lengthening of the base period.

Section J:

The Final RFP includes the following Section J attachments, which were not included in the Draft RFP:

- Attachment J-3, Accountable Property List
- Attachment J-4, List of Deliverables
- Attachment J-11, Quality Assurance Surveillance Plan

The Final RFP includes the full complement of Attachment J-8, List of Documents, Exhibits, and Other Attachments.

Attachment J-10, Exhibit Line Item Numbers (ELINs), was adjusted to reflect the three-year base period and two-year option period included in the Final RFP. Additionally, the estimated costs are provided for the cost reimbursement ELINs, and the IDIQ ELINs were revised from the Draft RFP.

Sections L and M:

The size standard for North American Industry Classification System (NAICS) Code 561210, Facilities Support Services, increased from \$35.5M to \$38.5M during July 2014. This change is reflection in Section L.25, Small Business Size Standards and Set-Aside Information.

Necessary “TBD” placeholders for specific dates were updated within various Section L provisions to reflect the established date for the pre-proposal site tour, the due date for question submittal on the Final RFP package, and the due date for proposal submittal.

The major subcontractor definition increased from \$5 million to \$10 million under Section L.31, Proposal Preparation Instructions – General.

Section L.33, Proposal Preparation Instructions – Volume II: Technical Proposal, was updated to include the Offeror’s approach to providing and maintaining its proposed pension and welfare benefit plans under Criterion 2, Technical and Management Approach. Corresponding evaluation language was also added in Section M.4, Technical Evaluation Criteria.

Attachment L-6, Labor Categories and Full-Time Equivalents, was updated to reflect the three-year base period and two-year option period included in the Final RFP.

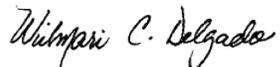
Attachment L-7, List of Contracts Terminated for Convenience or Default, was added to the Final RFP. Corresponding evaluation language was also added in Section M.4, Past Performance.

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 contractors, and other official communications from the Government will be posted on the EMCBC acquisition web site. Prospective contractors 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,



Wilmari C. Delgado
Contracting Officer

Enclosures: Comment Table Format

Comment Table for Final Request for Proposal (RFP) No. DE-SOL-0006421**Portsmouth Infrastructure Support Services**

No.	Section	Page	Comment
N/A	L.35(c)	L-25	Example of annotating section and page.
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