

**Portsmouth Infrastructure Support Services
Request for Proposal DE-SOL-0006421
Questions and Answers #2**

No.	Final RFP Section	Industry Question	DOE Answer
77.	Section C.2.2	How many hazard assessments are conducted annually by ES&H personnel?	Please refer to DOE Order 151.1C. The Contractor will support the D&D contractor in review and development of Hazard Surveys and Emergency Planning Hazard Assessment for assigned facilities and applicable hazards associated with those facilities and contractor material inventories.
78.	Section C.2.2.3	Occupational Radiation Protection Program: The PWS states that, "...the Contractor shall develop procedures or other documentation in accordance with the D&D contractor's approved RPP." Where can we obtain a copy of the RPP to assess the FTEs that we'll need to meet this requirement?	The D&D contractor RPP will be posted to the Documents Library.
79.	Section C.3.2.3.1.5	Provide workload for escort requirements, no workload provided in Attachment J-8.C.3.2 Table 1 Security Workload.	The contractor will develop the escort plan for the site. The contractor is only responsible for providing escorts for its own staff, as needed. Escorting requirements will be dependent on the clearances of the contractors staffing.
80.	Section C.3.2.5	This PWS states "Other Portsmouth Site contractors shall provide payment for laboratory services provided on behalf of their employees." Who are these payments made to? What laboratory services are being provided? This infers a cost to the ISS contractor, please clarify.	Payments are direct to the lab which provides drug testing services.
81.	Section C.3.3.2.1	C.3.3.2.1 says "The Contractor's computing and telecommunications systems shall be compatible with the computing and Telecommunications systems utilized by DOE." Does this mean that there are systems on site which are owned by the current incumbent which will be removed upon award to another contractor?	No, GFE is described in J.3 and in Attachment J-8.C.3.3 Table.
82.	Section C.3.3.2.1	Will the Contractor be required to provide laptops, printers, desktops, etc. to its' employees on site to connect to DOE email, help desk, etc. systems or will there be GFE for these purposes?	Existing IT equipment will be transferred as GFE. Existing IT equipment or needed additional equipment will be purchased, maintained and replaced by the contractor.

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83.	Section C.3.3.2.3	This PWS states “The Contractor shall for provide Mobile Device Management (MDM) services and devices such as cell phones/smartphones/blackberry for itself and for the D&D contractor, consistent with Section J, Attachment J-8.C.3.3, Table 1, “Information Technology Service Matrix”. Are cell phones, smartphones/blackberry devises used by the ISS contractor and D&D contractor reimbursable under CLIN A404? What about pagers? If not covered by CLIN A404 what is the annual cost associated with providing MDM services? Who is the service provider for the local area?	Yes, IT equipment is GFE and its replacement is cost reimbursable, including pagers. The current cell phone coverage provider is Verizon. The current MDM service in use is Blackberry and should continue to be used and equipment is cost reimbursable.
84.	Section C.3.3.2.3	Is the government going to provide the numbers of each device required the number of D&D devices required so that a proper estimate can be made? Or is there an ODC bucket for all of these charges and the government will say how much is deposited in the ODC?	Please see Attachment J-8.C.3.3 Table 3. The current MDM service in use is Blackberry and should continue to be used and equipment is cost reimbursable.
85.	Section C.3.3.3.2.10	Section C.3.3.3.2.10 Help Desk states “The Contractor shall provide a designated phone line to accept assistance requests from during normal hours of operation as established in Section F.5, and provide the capability to provide assistance outside of these hours within three hours of being notified.” a) Where will the notification to provide after-hours services come from? b) Will the contractor be expected to keep staff on-call as the dispatch POC?	Both question a) and b) should be part of the bidders technical approach. Currently the incumbent has an on call rotation with someone to answer calls that come in after hours to determine response.
86.	Section C.3.3.3.1.2.	Please provide workload for services calls as required by the PWS paragraph. We do not see service call workload in J-8.C.3.3 Table 3 IT system, Application Inventory, Workload History?	Additional historic IT service calls will be included in the Documents Library. The Contractor should estimate from the data provided.
87.	Section C.3.3.3.1.2.	Please provide historical costs associated with providing toner cartridges and paper	The Contractor should estimate from the data provided. Information on purchased supplies (paper, toner) will be included in the reference library. The Contractor should

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			estimate from the data provided.
88.	Section C.3.4.1.1.1	The Contractor shall provide all requested informational support to the DOE Certified Realty Specialist in furtherance of site real estate activities. Such support may include due diligence in leasing and disposal, managing real estate processes, property and facility management and space planning. Will DOE provide the level of support required or historical workload data to provide this support on this contract?	The support is estimated to be no more than 12 hours SME support quarterly.
89.	Section C.3.4.1.2	Please provide workload for high-risk property reviews.	Workload information will be provided in updated Attachment J-8.C.3.2 Table 1. This will be included in an upcoming amendment.
90.	Section C.3.4.3.3.1	We request that DOE provide information regarding any Warranties that are currently in the CMMS for equipment and facilities.	A comprehensive warranty listing is not currently available. Available warranty information will be transferred during transition.
91.	Section C.3.5	If petroleum products are Government furnished, where does the ISS contractor obtain fuel for GFP?	The current contractor purchases bulk fuel for the X-750 facility. Fuel for GFE, with the exception of GSA vehicles is not government furnished.
92.	Section C.3.5.2	Will DOE provide the number of acres for Service level Standards 1 for Improved and Semi Improved?	An upcoming amendment will revise Attachment J-8.C.3.5.2 Figure 1 Mowing Zone Map to include acreages of designated areas.
93.	Section C.3.5.2	The RFP states that herbicides may be used as approved by DOE. Please provide information on what current Herbicides are approved by the DOE. It is assumed that this Herbicide would be applied to the Stone Areas as shown on Mowing Map to maintain weed control (Solid form in Substations / Liquid form in Other Areas), but it is unclear if the Railroad	Please see Section C.3.5.2.2.1, the contractor has responsibility for vegetation control on railways. Use of glyphosate herbicides is pre-approved. Additional herbicides will be considered for approved use.

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		Ballast areas are under the control of the D&D Contractor or the ISS contractor and would require use of herbicides? Please clarify whether these areas are to receive herbicide to control vegetation so as to not lead to destruction of ballasts.	
94.	Section C.3.5.2	Will DOE provide the number of acres for Service level Standards 2 for Improved and Semi Improved? Also the Regulated areas?	An upcoming amendment will revise Attachment J-8.C.3.5.2 Figure 1 Mowing Zone Map to include acreages of designated areas.
95.	Section C.3.5.2.2.1	How many acres are deemed Regulated Areas?	An upcoming amendment will revise Attachment J-8.C.3.5.2 Figure 1 Mowing Zone Map to include acreages of designated areas.
96.	Section C.3.5.2.4.2.1	Please provide acreage associated with this requirement. What is the performance frequency?	The request for acreage will be addressed in response to acres of other grounds areas. The frequency is prior to mowing events as described in Section C.3.5.2.4.2.1 and Attachment J-8.C.3.5.2 Table 1.
97.	Section C.3.5.2.4.2.2	Please provide acreage associated with Improved Areas, and Semi-Improved Areas.	An upcoming amendment will revise Attachment J-8.C.3.5.2 Figure 1 Mowing Zone Map to include acreages of designated areas.
98.	Section C.3.5.2.4.2.3	What is the area that requires trimming, sq. ft. or linear feet?	The provided mowing map is to scale. The Contractor should estimate from provided attachments.
99.	Section C.3.5.2.4.2.6	How many shrubs and trees are maintained?	Trees/shrubs are not maintained for aesthetic or landscaping purposes. The Contractor should estimate from information provided.
100.	Section C.3.5.2.2.1	How many acres are deemed Regulated Areas?	An upcoming amendment will revise Attachment J-8.C.3.5.2 Figure 1 Mowing Zone Map to include acreages of designated areas.
101.	Section C.3.5.2.5	Is there listing of non-accountable property/equipment furnished by the Government that is used in daily operations supporting facility and equipment maintenance, records	A summary of non-accountable property will be included in the reference library.

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		management, IT/Communications, mail/shipping & receiving, etc.?	
102.	Section C.3.6.3.1	The RFP states that electronic records are managed utilizing and ERMS (Documentum or equivalent). Is Documentum currently being used as the Portsmouth Site ERMS? Will the government support efforts and costs to install and migrate existing records to a new ERMS?	Yes, Documentum is the ERMS that is currently being utilized at the Portsmouth Site. See Section C.3.6.3.1 for details on Electronic Records and the ERMS.
103.	Section C.3.6.3.1	Is there currently a process in place to ensure electronic records submitted to Records Management have been scanned to meet National Archives and Records Administration (NARA) requirements?	Yes, the Contractor has internal processes in place to perform pre-flight checks on electronic records received.
104.	Section C.3.6.3.1	Does the incumbent contractor have a DOE approved Image Statistical Sampling Plan?	No, contractor currently completing 100% verification of scanned images.
105.	Section C.3.6.5.4	How many FOIA requests per year does DOE expect?	See Section J-List of Documents, Exhibits and other Attachments, Attachment J-8.C.3.6 Table 1. Historical Records Descriptions line item C.3.6.5.4.
106.	Section C.3.6.5.6	Will “disposable” equipment be made available for copying contaminated records requiring ongoing retention? Will records staff be tasked with copying contaminated records?	No, disposable or dedicated equipment for rad records is not available. Please refer to Section C.3.6.5.6 for guidance on contaminated records.
107.	Section C.3.8	Is the EIC accessible to the public on federal holidays?	No
108.	Section C.3.9	Will the master copy of all classroom lesson plans, student guides, PowerPoint presentations, exam banks and examinations be turned over at transition?	Available classroom material, presentation, and examinations will be turned over at transition.

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109.	Section C.3.10	What is the expected number of EEOICPA requests to be processed per month?	Please see Attachment J-8.C.3.6 Table 1. Historical Records Descriptions.
110.	Section C.3.10	Do the individual records need classification review?	Yes, all EEOICPA responses are reviewed from a classification standpoint prior to uploading into the SERT system.
111.	Section C.3.10	Is there more than one ADC at the site now? Are the kinds of records they have to upload subject to ADC review?	Yes, there are multiple ADCs. All EEOICPA responses are reviewed from a classification standpoint prior to uploading into the SERT system.
112.	Section C.4.3	Please describe how this CLIN would be utilized or applied under the contract.	ELIN A403 is aligned with the Section C.4.3 for the reimbursement of GSA vehicle lease costs.
113.	Section C.5.0	Would the Government please clarify if the Attachment J-17 is inadvertently missing from this solicitation or will Attachment J-17 be added to the contract when there is an IDIQ task order issued?	There are currently no issued IDIQ task orders associated with this RFP. Attachment J-17 is a placeholder for task orders when they are issued.
114.	Section H.5 (A) (1) (c)	Since Transition (CLIN 0001) is Firm Fixed Price and the Government will already have the associated cost, why is the contractor required to provide estimated costs, and detailed cost breakouts?	Offeror is required to provide the information requested in order to assess the bidders' understanding of the scope and complexity.
115.	Section H.12	Reference H.12 (e) (5). The term award fee is used in the referenced paragraph, please confirm award Fee is not applicable under this solicitation.	This provision discusses possible issuance of task orders under the IDIQ portion of the contract. The Contracting Officer may issue firm-fixed-price and/or cost reimbursement task orders. Whether Award Fee applies to future Task Orders will be determined by the Administrative Contracting Officer at the time those task orders are issued
116.	Section H.12	Is there a preferred estimating tool/software that the ISS contractor should use in preparing a task order estimate/proposal?	No, there is not a preferred estimating tool/software specified in the Final RFP.

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117.	Section H.12	If the Government specifies a particular estimating software is the cost reimbursable under CLIN A404?	There is not a specific or preferred estimating software, nor will estimating software be specified as being cost reimbursable under CLIN A404.
118.	Section H.12	Should the Task Order response submittal prepared by the contractor include all pre-work safety and hazard analysis and control mechanisms (administrative and engineering) as well as the technical approach for executing the task order?	Per H.12(c), the Request for Task Proposal will include a functional description of the work or performance work statement identifying the objectives or results desired from the contemplated task order.
119.	Section H.12	Is there a particular estimating package DOE prefers?	No, there is not a particular estimating package that DOE prefers.
120.	Section H.12	If the contractor provides an estimating software to support the task order estimating process is the cost of the software covered by CLIN A404?	No. Per PWS C.4.4, all cost reimbursable software licenses are specifically identified in Attachment J-8.C.3.3 Table 3, "Information Technology System, Application Inventory, & Workload History."
121.	Section H.28	H.28 DOE-H-1064 Responsible Corporate Official and Corporate Board of Directors (July 2011) – If the Offeror is a Joint Venture and/or Limited Liability Company, is the information requested in this clause to be provided for the Offeror and its parents? Please clarify the level of reporting requested within this clause.	The Offeror should identify a single Responsible Corporate Official as the person who has sole corporate (parent company(s)) authority and accountability for Contractor performance regardless of whether the Offeror is a Joint Venture or LLC.
122.	Section I	Reference Section I, CONTRACT CLAUSES. We note that FAR Clause 52.222-43, Fair Labor Standards Act and Service Contract Act – Price Adjustment (Multiple Year and Option) is not incorporated in Section I. This FAR Clause is applicable to this requirement and we respectfully request it be added to Section I.	An upcoming amendment will incorporate this clause in Section I.
123.	Attachment J-6A	Have any SCA positions been conformed on the current contract. If so, please identify the position(s) and provided the conformed hourly rate for the position(s).	There are no conformed SCA positions on the current contract.

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124.	Attachment J-8.C.1.3	Attachment J-8.C.1.3 – Minimum Qualifications of Personnel, there are no qualifications posted for the INFOSEC or Physical Security positions. Will these qualifications be provided?	An upcoming amendment will include a revised Attachment J-8.C.1.3, “Minimum Qualifications of Personnel.”
125.	Attachment J-8.C.1.3, Attachment J-8.C.2.1	There are at least two government-provided documents which list Labor Categories relating to the contract and they are different -Attachment J-8.C.1.3, Attachment J-8.C.2.1. Could we get a determination on which LCATS are appropriate to the government today?	The offeror should make this determination based on its proposed staffing in alignment with the guidance provided in the attachments.
126.	Attachment J-8.C.3.2 Table 1	Under the heading Security Training and or Briefings, Item Active Shooter, what does the 1500 quantity represent?	This number is referring to the number of employees that were briefed in the past.
127.	Attachment J-8.C.2.1	J-8.C.2.1 lists I&E Mechanics under “System and Network Administrator Technical Lead”. Is this LCAT part of your IT numbers today? Also in the same attachment, Records Management Manager is listed in Security Manager section and also as its own Subheading? Please clarify?	The attachment indicates positions, not FTE counts, that historically and will likely require clearances in the future. Yes, this reflects the current organization today. Currently, there is only one Records Manager, working under the Security Manager.
128.	Attachment J-8.C.3.4.1	Are all the GSA vehicles listed on Attachment J-8.C.3.4.1 available to the ISS contractor for use on the contract? If not, please identify the vehicles that are assigned to the ISS contractor.	Yes, listed GSA vehicles are for use by the contractor.
129.	Attachment J-8.C.3.5.1 Table 1	The referenced attachment does not designate what type of wax is required on what type of floors for the waxing and buffing floor finish and stripping and re-waxing requirements. Please provide this information as it is required to develop accurate cost estimates.	Please see Section C.3.5.1.3.2.7 which refers to wax type.
130.	Attachment J-8.C.3.5.2 Table .1	The draft RFP provided an incomplete version of the referenced table; however, this table was not completed and provided as part of the final RFP. Will DOE be providing the Ground Workload History table?	The draft Grounds Workload History table was replaced with a detailed Mowing Zone Map and Attachment J-8.C.3.5.2 Table 1. Acreages will be added to the revised mowing map in an upcoming amendment.

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131.	Attachment J-8.C.3.5.2	How many linear feet require edging?	Please see note #1, Attachment J-8.C.3.5.2 Table 1. Edging is not routinely conducted and is only conducted at limited frequencies to eliminate trip or fall hazards or to prevent damage to paved surfaces.
132.	Attachment J-8.C.3.6 Table 1	It is unclear whether some of the numbers provided represent monthly volumes, annual volumes, or volumes anticipated over the life of contracted. Please clarify the timeframe for each of the numbers provided.	See Section J-List of Documents, Exhibits and other Attachments, Attachment J-8.C.3.6 Table 1. Historical Records Descriptions Those that can be quantified (e.g., monthly documents, requests, etc.) are clearly marked monthly or yearly. Remainders are current known volumes either in the ERMS or stored in the on-site vault (X-720).
133.	Attachment J-11	QASP C.3.3.2.3 The Contractor shall provide for Mobile Device Management (MDM) services and devices such as cell phones/smartphones/blackberry for itself and for the D&D contractor. The AQL is: Two unscheduled interruptions of service. Is this performance requirement applicable to unscheduled interruptions attributable to the cell phone, smartphone or blackberry service provider?	No, interruptions beyond the control of the contractor will not be included as an interruption of service.
134.	L.2(c)(2); L.31(j)	Section L.2(c)(2) indicates requirements for the first page of the proposal. However, Section L.31(j) indicates the "Cover Letter" should be the first page of each volume. Please confirm the Cover Letter is to be placed as the first page in each volume.	The Cover Letter is to be placed as the first page of the proposal. An upcoming amendment will include the following language in Section L.31: "If there are any inconsistencies between the language in L.2 and this provision; L.31 shall take precedence."
135.	L.31	Section L.1 (e) pg. L-17 states that "A cover letter shall be provided with each proposal volume as the first page." Section L.2 (a) pg. L-19 states that "This SF 33 form shall be used as the cover sheet of each copy of Volume I, Offer and Other Documents." Would it be acceptable to have the cover letter as the first page and the SF-33 follow the front matter?	Yes, this would be acceptable.