

**Portsmouth Infrastructure Support Services
Request for Proposal DE-SOL-0006421
Questions and Answers #4**

No.	Final RFP Section	Industry Question	DOE Answer
200.	Section C.2.2.4	Please define the roles and responsibilities for contractor support to the EOC and JPIC and approximate support (FTEs) required.	A summary attachment will be added to provide additional detail and Section C revised for clarity.
201.	Section C.2.2.8	Will the contractor interface with the D&D PAAA program or will we be required to formulate our own program?	The contractor will maintain its own PAAA program.
202.	Section C.2.3	Does the DOE require the contractor to have Professional Engineering Liability insurance coverage?	No. The successful Offeror's technical approach to performing the PWS and the applicable Federal and State requirements determines whether Professional Engineering Liability insurance is required.
203.	Section C.3.3.2.5	Provide historical data on the cost of repair parts to keep the site telephone system operational.	A summary of material costs will be posted to the Documents Library
204.	Section C.3.3.2.8	This section states "The Contractor shall respond in case of emergencies, outages, alerts and exercises, 24 hours per day, 7 days per week." Please provide workload for responses after normal business hours (as established in Section F.5), as no workload is provided in Attachment J-8.C.3.3.3 Table 3.	Emergency after normal business hours responses to address PBX issues have been minimal in the last 3 years, less than 1 after hours/weekend response per year by the incumbent. This is not necessarily indicative of future response needs. An upcoming amendment will contain revisions to Section C and Attachment J-8.C.2, Support to EOC/JPIC, Annual Public Events, Site ES&H Groups.
205.	Section C.3.4.4.2	C.3.4.4.2, Listing of Roadways and Parking Lots is incomplete since no Gravel Parking Lots or Maintenance Yards are listed in Attachment J-8.C.3.4.4.2A Listing of Roads. Are additional details going to be provided for gravel parking lots and maintenance yards?	The attachment will be reviewed and revised.
206.	Section C.3.4.4	The Site Map provided and listing of roadways (Attachment J-8.C.3.4.4.2A Roads Inventory) conflict on actual lineal footage and/or acreage (e.g. Paved Roadways on Attachment J-8.C.3.4.4.2A shows 21.2 miles vs. language within the	The drawing for the site storm sewer system will be posted to the Documents Library.

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		documents that shows 29.96 miles of roadways; Attachment J-8.C.3.4.4.2A shows 27.2 acres of Paved Parking Areas vs. DX-761-1177-2A Rev C PORTS DOE Mowing Rev.1 that shows 25.4 acres). Please clarify the conflicting information provided in the various documents.	
207.	Section C.3.4.4	How are Drainage Ditches to be maintained and is there a quantity for this item (acres / lineal feet with 20 ft. each side of centerline / etc.)?	Please see Section C.3.4.4.3.5 for maintenance of drainage ditches.
208.	Section C.3.4.4.3.4	Will the DOE establish a quantity limit for annual aggregate addition as it did in the Paducah Infrastructure Support Services RFP?	A historic material purchase summary will be included in the documents library.
209.	Section C.3.5.1	Provide historical data on the cost of materials and supplies purchased to support custodial services.	Please refer to ODC summary posted in the documents library.
210.	Section C.3.5.1.4	Will DOE provide the number of Emergency, Urgent and Routine Service Call for Level II for custodial services and number of hours associated with each level of service call to properly staff and price this area? Also what CLIN and ELIN will Level II be priced against?	Offerors should estimate from facility descriptions and occupancy provided. Pricing should be in accordance with attachment J-10.
211.	Section C.3.5.2	Provide historical data on the cost of materials and supplies purchased to support grounds maintenance services.	Please refer to ODC summary posted in the documents library.
212.	Section C.3.5.2.4.2.8	Please provide workload for soil erosion repair.	A historic summary of materials will be posted to the reference library.
213.	Section C.3.5.3	Provide historical data on the cost of materials and supplies purchased to support snow and ice prevention and removal.	Historic ODC data are being compiled and will be provided in the documents library.

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214.	Section C.3.5.3.3	Will DOE provide the level linear feet Roads, walkways and area of parking lots for Priority 1, 2 3 and 4?	The current snow removal plan will be posted to the documents library. Please see attachments J-8.C.3.4.4.2A, J-8.C.3.4.4.2B, and J-8.C.3.5.2 Figure 1.
215.	Section C.3.5.3.6	The following two subsections are incorrectly numbered. They should be C.3.5.3.6.1 and C.3.5.3.6.2.	An upcoming amendment will correct this.
216.	Section C.3.5.3.7	Will DOE provide the level of support required or historical workload data to provide this support on this contract? Where does DOE want these services priced as there is no CLIN or ELIN currently?	This section is to address predominantly rework or prioritization requests, it is not to address new areas. The current snow removal plan will be posted to the reference library. There is no distinction in ELIN pricing for Level 1 versus Level II work. Both work activities are associated with Section C.3.5.3 which is associated with ELIN A109.
217.	Section C.3.5.4.5	Will DOE provide the level of support required or historical workload data to provide this support on this contract? How many building are treated weekly, monthly, quarterly or yearly? How many nuisance animals are removed annually? How many dead carcasses removed annually? How many areas (number of time and size) are treated for ticks, chiggers, ants, wasps, spiders, mice, rats, and any other pest?	A historic summary of materials will be posted to the documents library.
218.	Section C.3.6.3	Provide historical data on the cost of materials and supplies purchased to support records management operations.	Historic ODC data are being compiled and will be provided in the reference library.
219.	Section C.3.6.5.5	Is the web application used to make the AR public accessible an in-house application or a Commercial-Off-The-Shelf application? Does the contractor have direct access to upload and update the application? Is the AR segregated from the IR?	There is currently no web application for public access of the web. Those records that have been scanned are maintained within the ERMS (Documentum). The various ARs and IR are segregated.

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220.	Section C.3.6.5.7	Is it DOE's expectation that all the listed records be digitized (scanned or converted to digital video or audio format)? If conversion is expected, can you provide a breakdown of what would be included in the Audiovisual; specifically the volume of photographs, number of VHS tapes, CDs, DVDs, audio tapes, or other media? Will the equipment for conversion be provided as GFE? What volume of records is stored on site? What volume of records are shipped to offsite archival per year? How many retrievals from offsite archives are done per year? What volume of records are destroyed each year? What volume of records are digitized each year broken out by media type?	The requirement for management of historical records is found in PWS Section C.3.6.5.7 Historical Records and disposition requirements can be found in PWS Section C.3.6.6 Records Disposition. Historical records figures and volumes can be found in Attachment J-8.C.3.6 Table 1. Historical Records Descriptions. The only piece of equipment the incumbent contractor has for conversion is a microfilm reader that also can convert the record digitally.
221.	Section C.3.6.7	Is a document control application currently in place? If yes, what is the application used for document control? Is the application an in-house application or a Commercial-Off-The-Shelf application?	No document control application is currently being utilized. Control documents are distributed electronically to the appropriate distribution and/or procedures are accessible via the intranet. Electronically these are maintained within Documentum.
222.	Section C.3.7.2.3	Provide historical data on the cost of materials and supplies purchased to support shipping operations.	Historic ODC data are being compiled and will be provided in the reference library.
223.	Section C.7	Please provide workload (pieces picked up and distributed) for mail service.	Outgoing mail is ~4500 items/month with significant variability associated with payroll, community mailers, W2's, etc.. Mail pick-up from the post office is ~2500 pieces/month.
224.	Attachment J-3	Will the DOE provide usage hours, condition reports, and historical maintenance for property contained on this list?	Please see Portsmouth Gaseous Diffusion Historical Maintenance As Captured by the ISS Contractor.
225.	Attachment J-3	Will the Government provide a list of all Government property currently assigned to the incumbent infrastructure contractor?	A summary attachment with non-accountable property will be posted.

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226.	Attachment J-4	Deliverable 54 is “Respond to S&S Data Calls...Upon DOE Request”. There appears to be no approved annual self-assessment schedule in deliverable 54. Would the Government please clarify the deliverable 56 schedule for deliverable?	Attachment J-4 deliverable #56 refers to Attachment J-4 deliverable #55. Attachment J-4 will be amended.
227.	Attachment J-4	Deliverable 54 is “Respond to S&S Data Calls...Upon DOE Request”. There appears to be no approved annual self-assessment schedule in deliverable 54. Would the Government please clarify the deliverable 57 schedule for deliverable?	Attachment J-4 deliverable #57 refers to Attachment J-4 deliverable #55. Attachment J-4 will be amended.
228.	Section J-8	Will the government provide a list of all motorized hand tools such as weed eaters, hedge trimmers, chainsaws, other power tools, etc., as well as date of purchase and usage hours?	A summary attachment with non-accountable property will be posted.
229.	Attachment J-8.C.3.2 Table 1 and J-8.3.9	The quantities for security training in J-8.C.3.2 Table 1 differ from the quantities shown in J-8.3.9. Example: J-8.C.3.2 Table 1 shows 1500 while J-8.3.9 shows 1300. Which attachment reflects the correct workload?	An upcoming amendment will revise the attachments.
230.	Attachment J-8.C.3.2.1.6	This document references SACAS workstations, 2 each. The PWS does not address SACAS and Section J, Attachment J-12 List of Acronyms does not contain SACAS as an acronym. What is SACAS and what is the purpose of the referenced workstations? Are the workstations manned, and if so what are the coverage hours?	Per attachment J-8.C.3.2.3.1.6 Automated Access Control System Listing and Security Access Control and Alarm System (SACAS) is provided to describe the existing site SACAS. The workstations (X-300 and X-1000) are currently manned in combination 24/7 (in part by the incumbent contractor and in part by the D&D contractor. Under this RFP, alarm monitoring is transferred to the D&D contractor. The ISS contractor shall maintain operability of the SACAS.
231.	Attachment J-8.C.3.4.3	We believe that there are additional culverts on the Portsmouth site that are not included in this listing. Are the culverts listed in this attachment the only culverts that are to be considered and addressed in offerors’ proposals? Additionally, the referenced attachment does not state the	No, a revised culvert attachment will be issued. Culvert lengths will be included. Offerors should use the information provided. The storm sewer system drawing will be posted to the documents library.

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		lineal feet of each culvert; please provide this information as it is necessary for estimating purposes.	
232.	Attachment J-8.C.3.6	Reference PWS Reference 3.6.3. Estimated 300 DOE Records Disposition Schedules utilized. Is this an annual quantity?	The DOE Records Disposition Schedules quantity will only change if additional schedules are needed based on records generated/received.
233.	Attachment J-8.C.3.6	Is the 800,000 documents referenced the current volume on-hand?	Yes, this was the volume of records within the ERMS at the time of the RFP.
234.	Section M-4	Please confirm that Criterion 1 should contain the completed Attachment L-3, Past Performance and Relevant Experience Reference Information Form and that the detailed discussion of relevance of the past performance projects versus this contract as to size scope and complexity should be included in Criterion 3. It appears that the relevance of the size, scope and complexity of the submitted past performance projects is evaluated in both Criterion.	As stated on Section L.33 Criterion 3 “Relevant experience information shall be provided on Attachment L-3, Past Performance and Relevant Experience Reference Information Form under item 13 (instructions are included on the second page of the form) and shall describe the entity’s relevant experience on that contract or project performing work similar in size, scope, and complexity [as defined in L.30(c)] to the functions of the PWS that the entity is being proposed to perform as identified in item 12 of the Attachment L-3.”
235.	Documents Library	Are Reference Library documents incorporated in the solicitation? If not please incorporate the incumbents CBA in the solicitation	Documents in the Documents Library are for proposal and informational purposes only and they are not incorporated into the RFP. The incumbents CBA will not be incorporated into this solicitation as Offerors are not required to assume the current CBA.
236.	Documents Library	PORTS Historical Maintenance As Captured by the ISS Contractor. Where Materials have been identified in this document, can the government provide and itemized listing for those costs?	Historic ODC data are being compiled and will be provided in the reference library.