



Department of Energy

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

August 2, 2016

EMCBC-00727-16

To: Prospective Small Business Offerors

FINAL REQUEST FOR PROPOSAL NO. DE-SOL-0009226 FOR WEST VALLEY DEMONSTRATION PROJECT SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT SUPPORT SERVICE

This letter hereby serves as the official notice to prospective Small Business Offerors that the Department of Energy (DOE) is releasing the Final Request For Proposal (RFP) No. DE-SOL-0009226 for the West Valley Demonstration Project (WVDP) Supplemental Environmental Impact Statement (SEIS) Support Services procurement through its Environmental Management Consolidated Business Center (EMCBC). The Final RFP can be found on the EMCBC WVDP SEIS Services acquisition website at

https://www.emcbc.doe.gov/SEB/WVDP_Technical_Services.

Any questions pertaining to the Final RFP shall be submitted in writing to jodi.gordon@emcbc.doe.gov by 3:00 PM Eastern Daylight Time on August 12, 2016. Prospective Small Business Offerors shall use the enclosed "Industry Comment Template" when submitting any questions in accordance with Section L provision L.10(h), Questions. DOE will post any amendments issued to the Final RFP, responses to questions, and other official communication from the Contracting Officer on the acquisition website listed above. Prospective Small Business Offerors 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 a thorough and timely DOE response for all questions submitted.

The established due date for receipt of proposal submissions is **3:00 PM Eastern Daylight Time on September 1, 2016.**

PLEASE NOTE: The WVDP SEIS Services procurement will be conducted as a set-aside for small businesses that are beneath the size standard applicable to the North American Industrial Classification System (NAICS) code for this effort: 541620 – Environmental Consulting Services – with a size standard of \$15M. The Government does not intend to acquire a commercial item or service using FAR Part 12 procedures.

Background

On June 15, 2016, DOE released the Draft RFP for the WVDP SEIS procurement. The Draft RFP was released to facilitate the understanding of the Government's requirements with interested parties, and to provide them the opportunity to submit comments and provide feedback pertaining to the Draft RFP. DOE requested written comments from interested parties regarding the Draft RFP by July 6, 2016. Based on comments and questions from industry, DOE made changes to the RFP that were determined to be necessary, which are reflected in the Final RFP.

Notices

This cover letter provides a summary level description of the notable changes that have been made from the Draft RFP issued on June 15, 2016 to the Final RFP. Additionally, a redlined copy of significant sections of the Final RFP is enclosed with this cover letter for informational purposes only. The Final RFP specifies all of the requirements for the procurement and takes precedence over this cover letter and the redlined copy of the Final RFP sections. Any information contained in this cover letter or the redlined copy of the Final RFP sections shall not be construed as being part of the Final RFP. Prospective Small Business Offerors shall prepare their proposals based solely on the requirements specified in the Final RFP and in any accompanying amendments, if issued. **Please also note that an error occurred when the Draft RFP was posted to FedConnect. As such, the Final RFP is being issued as Amendment 001. Please ensure that you sign both the SF33 and the attached Amendment 001 (SF30) when submitting proposals. Any subsequent amendment that may be issued to the Final RFP will be numbered sequentially, starting with Amendment 002, due to the error.**

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 Offerors, and other official communications from the DOE will be posted on the EMCBC WVDP SEIS Services acquisition website. Prospective Offerors shall be responsible for reviewing the acquisition website regularly for information, notices, and updates regarding the Final RFP.

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:

- B.1, DOE-B-2012 Supplies/Services Being Procured/Delivery Requirements (OCT 2014), was revised to clarify the role of the three parties to the contract (DOE, NYSERDA, and the Contractor) and the Contractor's duties within that arrangement.
- B.2, DOE-B-2008 Time-And-Materials Contract (OCT 2014) (Deviation), was revised to correct a cross-reference to Section H and to clarify reporting requirements for subcontractor labor rates.

- Table B-2: Labor Categories, Rates, and Estimated Hours, was revised to change some estimated labor hours and titles. Further revisions corrected a cross-reference to Section I and removed references to “equipment” in several places.

Section C:

- Various minor revisions were made throughout the Performance Work Statement (PWS) scope to clarify and refine the scope requirements, including additional details about the alternatives that will need to be considered.

Section H:

- H.3, DOE-H-2018 Privacy Act System of Records (OCT 2014), was revised to list specific records.
- DOE-H-2031 Level-of-Effort (OCT 2014), was removed as it is not applicable to Time-and-Materials-type contracts. Subsequent clauses were re-numbered.
- H.19, DOE-H-2064 Use of Information Technology Equipment, Software, and Third Party Services (OCT 2014), was revised to use its Alternate I form.

Section I:

- FAR 52.204-13, System for Award Management Maintenance (JUL 2013), was added.
- FAR 52.215-21, Requirements for Certified Cost or Pricing Data and Data Other Than Certified Cost or Pricing Data--Modifications (OCT 2010), was revised to use its Alternate III (OCT 1997) form.
- FAR 52.215-23, Limitations on Pass-Through Charges (OCT 2009), was added.
- FAR 52.222-35, Equal Opportunity for Veterans (OCT 2015), was added.

Section J:

- Attachment J-1, Position Qualifications, was revised to modify some position titles and to clarify scope of duties for some Key Personnel.
- Attachment J-2, Deliverables, was revised to update references to the Section H clauses in accordance with the changes made to Section H.

Section L:

- Various minor revisions were made throughout Section L for clarification.
- L.07, FAR 52.215-23, Limitations on Pass-Through Charges, was added.
- L.08, DOE-L-2001 Proposal Preparation Instructions – General- Alternate II (OCT 2015), was revised to define “Subcontractor”, to change the deadline for submitting clarifying questions about the RFP, and to allow for various teaming arrangements and deleted references to the WVDP public reading room..

- L.09, DOE-L-2002 Proposal Preparation Instructions, Volume I – Offer and Other Documents – Alternate VI (OCT 2015)(h) added “including potential conflicts of interest regarding any follow-on work to this instant contract”
- Attachment L-6, Limitation on Subcontracting revised Labor Category Classification in accordance with changes made in Section B
- Attachment L-7, Labor Category Crosswalk revised Labor Category Classification in accordance with changes made in Section B

Section M:

- Various minor revisions were made throughout Section M to refine the evaluation factors and to carry through changes made in Section L.
- Changes were made to clarify that government may independently research an entity’s experience in order to verify the proposal’s claims.

The Department of Energy intends to answer any questions pertaining to the Final RFP as thoroughly and efficiently as possible, and looks forward to receiving your proposals in response to the Final RFP. Thank you for your consideration.

Sincerely,



Jodi L. Gordon
Contracting Officer

Enclosures:

1. Industry Comment Template
2. Redlined copy of Notable Changes to Final RFP (Sections B, C, H, I, J, L, and M)