

ISO 14001 Registration

February 23, 2016

Dear Prospective Offeror:

Request for Proposal No: 285068

CH2M HILL Plateau Remediation Company (the Buyer) is interested in receiving proposals for ISO 14001 Registration of its Environmental Management System (EMS) in support of work performed in Richland, Washington, under Prime Contract DE-AC06-08RL14788 with the U.S. Department of Energy. CHPRC desires the service of an accredited ISO 14001 Registrar to evaluate the CHPRC Environmental Management System (EMS) for conformance with the ISO 14001:2004 (E) standard and provide certificate of conformance and registration of the CHPRC EMS.

This RFP requires all Offerors to submit proposals using the DOE Supply Chain Management Center (SCMC) eSourcing Tool. The SCMC eSourcing Tool is used by CHPRC to efficiently collect pricing information in a central location.

eSourcing Event Process

1. Offerors who intend to participate in the eSourcing event must notify the Contract Specialist via email, no later than March 1, 2016.
2. Upon receipt of the Offeror's intent-to-propose notice, CHPRC will provide eSourcing access instructions.
3. Prior to the eSourcing event, Offerors will be able to preview the eSourcing system and input pricing information. This is a closed bid process, the tool will not disclose the Offeror's proposed price to other Offeror's nor will it disclose the lowest proposed price.
4. At the conclusion of the preview phase, the eSourcing event will commence and Offerors must finalize their proposed price in accordance with all requirements.
5. Offerors who fail to correctly utilize the eSourcing process may be disqualified from further participation.

This RFP and resultant award is considered a negotiated procurement. CHPRC will complete a full technical evaluation prior to making an award determination. CHPRC may conduct negotiations prior to award or choose to award a contract based upon Offeror's submittals and without further discussions. In the unlikely event of a discrepancy among any of the Offeror's documents or information submitted through the eSourcing website, the documents/information received and confirmed by CHPRC shall govern.

The eSourcing Event will begin at 10:00 am PST March 8, 2016 and end at 10:30am PST.

The anticipated schedule for this RFP activity is as follows:

Notification of Intent to Propose Due:	March 1, 2016
Questions Due:	March 1, 2016

ISO 14001 Registration

Proposals Due: March 8, 2016
Anticipated Contract Award: April 6, 2016

Sincerely,

Tracey A. Burch, Contract Specialist
Procurement

TABLE OF CONTENTS

SECTION A – REQUEST FOR PROPOSAL.....	3
1.0 INTRODUCTION	3
2.0 BASIS OF AWARD	3
2.1 Acceptance or Rejection of Proposals	3
2.2 Responsiveness Determination	4
2.3 Proposal Costs.....	4
2.4 Award Notification	4
3.0 PROPOSAL PREPARATION INSTRUCTIONS.....	4
3.1 Proposal Content.....	4
3.2 Volume I – Technical Proposal.....	5
3.3 Volume II – Cost/Price and Contractual Proposal.....	5
3.4 Volume III – Quality Assurance Manual.....	5
3.5 Offeror’s Acceptance	5
3.6 Exceptions to Technical Requirements and Other Terms and Conditions	5
3.7 Proposal Validity Period	6
4.0 QUALIFICATION STANDARDS AND EVALUATION CRITERIA	6
4.1 Qualification Standards.....	6
4.2 Technical/Business Evaluation Criteria.....	7
4.3 Cost/Price Criterion	8
5.0 PROPOSAL SUBMITTAL DIRECTIONS	9
5.1 Notification of Intent to Propose.....	9
5.2 Deadline	9
5.3 Submittal Address.....	9
5.4 Withdrawal.....	10
5.5 Questions and Comments Regarding the RFP.....	10
5.6 RFP Amendments	10
6.0 NOTICES TO OFFERORS	10
6.1 Anticipated Award Date	10
6.2 Precedence of Requirements.....	10
6.3 North American Industry Classification System (NAICS) Code and Size Standard	11
6.4 Identification of Proprietary Data	11
6.5 Certified Cost or Pricing Data.....	11
6.6 Financial Capability Determination Information.....	11
6.7 Subcontracting	11
6.8 Ship to Address	12
6.9 Required Price Support Information.....	12
SECTION B – RFP ATTACHMENTS	1
1.0 Attachment 1 – Price Schedule	1
2.0 Attachment 2 – Conflict Of Interest Disclosure And Representation.....	1
3.0 Attachment 3 – Special Provisions - Representations And Certifications.....	1

Acronyms

BTR	Buyer's Technical Representative
DOE	Department of Energy
NAICS	North American Industry Classification System
QA	Quality Assurance
RFP	Request for Proposal
SOW	Statement of Work
CHPRC	CH2M HILL Plateau Remediation Company

SECTION A – REQUEST FOR PROPOSAL

1.0 INTRODUCTION

CH2M HILL Plateau Remediation Company (CHPRC), acting under its contract with the Department of Energy, requests you to submit a proposal for a Time and Material type of contract to provide ISO 14001 Registration. This Section A describes the basis of award, proposal submittal requirements, proposal instructions, and notices to Offerors. Section B contains Representations and Certifications and other documents, which Offerors are to complete, sign and return with their proposal. Section C is the Draft Contract, which is in an accompanying file. It contains:

- Part I – Statement of Work
- Part II - Financial Terms
- Part III – General Terms and Attachments
- Part IV – Special Provisions

CHPRC may determine that any proposal not submitted in accordance with this Request for Proposal (RFP) is non-responsive and reject the proposal.

2.0 BASIS OF AWARD

CHPRC may award one contract as a result of this RFP to the responsible offeror whose offer conforms to the requirements of this solicitation and is determined to be the most advantageous technical and price proposal.

The basis of award is an informal evaluation selection of an Offeror who is determined to be responsible, responsive, and the appropriate source to accomplish the objectives of the RFP. Refer to Section 4.0 for a description of the evaluation criteria.

2.1 Acceptance or Rejection of Proposals

CHPRC reserves the right to accept or reject any proposal with or without prior discussion with the Offeror. CHPRC may:

- award a contract on the basis of proposals received without discussions with Offerors, other than the interviews identified in this RFP (therefore, initial proposals should be submitted with the most favorable technical and price terms);
- select one or more Offerors to negotiate with;
- reject any or all proposals received;
- issue a request for new proposals; or
- cancel the RFP without awarding a contract.

2.2 Responsiveness Determination

CHPRC will determine if the offeror is responsive to CHPRC requirements and eligible for award. This evaluation may include, but is not limited to information gathered from other sources, including safety performance, financial stability and past performance for CHPRC or other customers. The determination may be made at any time by CHPRC without additional questions or revision. CHPRC may waive minor informalities and irregularities in offers received.

2.3 Proposal Costs

CHPRC is under no obligation to pay proposal preparation costs.

2.4 Award Notification

CHPRC will notify all of the Offerors after CHPRC selects an Offeror for award. There will be no public opening of proposals.

3.0 PROPOSAL PREPARATION INSTRUCTIONS

Organize the proposal as described in the following sections.

Proposal must clearly and convincingly demonstrate that the offeror has a thorough understanding of and will be able to perform the proposed contract successfully. For technical work, describe the proposed technical approach including assumptions and supporting detail. Unsupported, unclear, or inconsistent statements about offeror's proposed performance and compliance with all contract requirements may be determined as non-responsive.

Do not submit generic brochures or other marketing materials which do not specifically relate to the proposal.

3.1 Proposal Content

Offeror's proposal must contain information sufficient to demonstrate an understanding of the requirements and offeror's ability to perform successfully, as proposed. Offerors who submit proposals which are unclear or incomplete may be judged non-responsive and dropped from further consideration for this award. Simply repeating the statement of work requirements or merely offering to perform the work may result in a lower evaluation or the offer being judged non-responsive to the requirements and dropped from further consideration

Proposals shall be organized in the manner listed in Sections 3.2-3.4 below. Each volume of the proposal shall be separate and complete. Omit all cost or pricing details from the technical proposal. Where estimated labor hours will provide clarity, propose them as hours only with no indication of price in the technical proposal.

ISO 14001 Registration

3.2 Volume I – Technical Proposal

Volume I shall consist of the Offeror's discussion that addresses the qualification standards and technical evaluation criteria, the Offeror's capabilities, and what the Offeror will do to satisfy the requirements of the solicitation. The Offeror shall provide one (1) electronic copy via email of this Volume I.

3.3 Volume II – Cost/Price and Contractual Proposal

Volume II shall consist of the Offeror's proposed pricing as instructed in the RFP pricing instructions. If a price sheet is included in the RFP below or as an attachment (see attachment 1), the Offeror must complete the sheet as formatted. All pricing assumptions shall be clearly stated to allow a reviewer to assess the potential cost risks associated with the proposed work. The Offeror must submit one submit (1) electronic copy via email of this Volume II.

3.4 Volume III – Quality Assurance Manual

Volume III shall consist of your Quality Assurance Manual relevant to performance of ISO 14001 registration reviews. If the Offeror's Quality Assurance Manual has been previously submitted and approved by the Buyer, the Offeror shall submit a statement indicating prior approval and that no changes have occurred. In the event that changes have occurred, submit a statement detailing the changes. The Offeror shall provide one (1) electronic copy via email of Volume III.

3.5 Offeror's Acceptance

The contract, if any, resulting from this RFP will be substantially the same as the draft contract that is contained in the accompanying file. Unless otherwise noted by the Offeror in its proposal, Offeror's submission of a proposal signifies the Offeror's unqualified acceptance of all of the technical requirements and other terms and conditions that are contained and referenced in this RFP and the accompanying draft contract file. Interpretations established by the Offeror to any part of this RFP may be considered an exception, and may render the proposal being considered non-responsive and dropped from evaluation and award considerations.

3.6 Exceptions to Technical Requirements and Other Terms and Conditions

The Offeror shall describe any exceptions to the technical requirements and other terms and conditions of the sample contract on which the Offeror's proposal is based. Offerors are notified that CHPRC considers the Offeror's compliance with the technical requirements and terms and conditions of the accompanying draft contract to be essential. In case of doubt, Offeror should request clarification from CHPRC. If the Offeror takes any exceptions to the requirements of the RFP, the pricing shall be based on the requirements of the RFP and the exception(s) priced as alternates. If the Offeror's proposal is based only on the proposed exceptions, CHPRC may determine that the proposal is non-responsive.

ISO 14001 Registration

3.7 Proposal Validity Period

A proposal shall remain firm for 60 days after the proposal due date.

4.0 QUALIFICATION STANDARDS AND EVALUATION CRITERIA

Information such as experience, proposed work plans, past performance, key personnel, available resources and equipment and any other information available may be used by CHPRC in evaluating the offeror's capabilities, responsibility and responsiveness to the solicitation.

CHPRC will first evaluate each Offeror's proposal to determine whether the information provided meets any qualification standards. The Offeror's proposal must meet qualification standards to be considered for further evaluation. The qualification standards are the ANSI – ANAB 14001 Accreditation, Quality Assurance Manual and the Delivery Schedule below in section 4.1 Qualification Standards. Those proposals considered as meeting the qualification standards will be evaluated against the evaluation criteria. The evaluation criteria are composed of the following technical/business and cost/price factors: past performance, technical approach, and key personnel.

CHPRC will use the evaluation criteria to determine the Offeror's understanding of the work, the Offeror's qualifications to perform the work, and the acceptability of the Offeror's proposed approach.

The Offeror shall address each of the qualification standards and evaluation criteria and state how the Offeror specifically meets each one.

4.1 Qualification Standards

CHPRC has established the following qualification standards that must be fully met in order for an Offeror to be considered for award. It is CHPRC's policy to offer the opportunity to compete for its procurements as is reasonably and economically feasible. However, in view of the distinctive characteristics of CHPRC's programs, those potential Offerors who do not already possess the capability to meet the qualifications standards are encouraged not to incur proposal and other expenses involved in competitive submissions.

A. Standard No. 1 – ANSI – ANAB Accreditations

The Offeror is required to have accreditation to award certification for ANSI – National Accreditation Board (ANAB) for ISO 14001.

This standard is fully met when Offerors provides proof of ANSI – ANAB Accreditations capability to award certification for ISO 14001 EMS.

B. Standard No. 2 – Quality Assurance Program

ISO 14001 Registration

The Offeror is required to have a Quality Assurance Program relevant to the contract work scope.

This standard is fully met when the Offeror's submitted Quality Assurance Program manual is determined to meet all applicable ISO 19011 auditing standards and ANAB requirements for ISO 14001 registration.

C. Standard No. 3 – Delivery Schedule

The Offeror is required to meet the delivery dates defined in the Statement of Work.

This standard is fully met when Offerors provide a detailed project schedule that demonstrates that the delivery dates can be met while complying with the project requirements. The detailed Project Schedule shall be submitted with proposal.

4.2 Technical/Business Evaluation Criteria

The following evaluation criteria, which are listed in order of significance, are the technical and business criteria that will be used along with cost or price in determining which Offeror will be selected (if at all) for an award. Past Performance, Technical Approach and Key Personnel have the same level of significance. Cost will be a significant factor in determining award.

A. Past Performance

The Offerors shall furnish six (6) references for ISO 14001 projects of similar size and scope. References should be chosen for the relevance to this proposal. Recent projects are considered more relevant than older projects. The acceptability of the product and timely delivery are both of interest.

References shall include the following current and up-to-date information for each specific reference. Note: Information gained elsewhere by the Buyer can also be used as part of the evaluation.

- Client Name and Address
- Client Technical Point of Contact and phone number
- Contract Number
- Brief Description of Work Scope
- Was ISO 14001 Certification Awarded
- Contract Type
- Period of Performance
- Original Contract Value \$ _____
- Final Contract Value \$ _____

If these latter two amounts are different, provide a brief explanation for the difference.

ISO 14001 Registration

B. Technical Approach

The Offerors shall submit their Technical Approach that is complete, is not redundant and is organized in a logical manner which represents a sound approach to performing the requirements in the statement of work. The approach shall contain key activities to assure an understanding of the statement of work objectives.

Please omit all cost or pricing details from the technical proposal. Where estimated labor hours will provide clarity, propose them as hours with no indication of price in the technical proposal.

C. Key Personnel

Offerors shall submit resumes for key personnel such as the Lead Auditor etc. The Lead Auditor is required to have RABQSA certification. CHPRC will evaluate each Offeror's key personnel to assess their education including RABQSA certification. Interview questions will address areas including accreditation, technical support capabilities, technical approach past performance and schedule.

CHPRC will conduct telephone interviews of key personnel. Offerors have the option to have the interview in Richland, Washington (at their own expense).

4.3 Cost/Price Criterion

The Buyer will analyze the Offeror's pricing and rank the price among the prices of other Offerors. It is important to note that the Buyer will not make an award at a significantly higher overall price in order to achieve slightly superior technical or management features. As proposals become more equal in their technical merit, the evaluated price becomes more important. The pricing sheet contains time and material pricing for the base period award 2016 – September 30, 2018 and for the option period Fiscal Year 2019. For purposes of the price evaluation, CHPRC will evaluate the total price of the base period plus the option period.

Submit the following information:

1. Price Proposal, Complete Attachment 1.
2. Conflict of Interest Disclosure and Representation, Complete Attachment 2.
3. Representations and Certifications – Section B, The Offeror shall complete and return Attachment 3, Representations and Certifications documentation. The Offeror shall complete sections 21 and 22 including the NAICS code and size standard identified in section 6.3 of this RFP and return Attachment 3, Representations and Certifications documentation.
4. Required Price Support Information – The Offeror shall provide the required support in accordance with Section 6.9.

ISO 14001 Registration

5. Financial Capability Determination Information – The Offeror will provide income statements and balance sheets for the past three (3) years and a current Dunn & Bradstreet report.
6. Service Contract Act of 1965 – Draft subcontract, Part IV, Special Terms, Section 1.11. The Offeror shall identify employees/classifications subject to the Service Contract Act.
7. Pre-requisites for becoming a CHPRC contractor. Prospective Contractors must acquire a DUNS number, register as a contractor with the federal government, verify employee eligibility using E-verify, and complete the CHPRC Vendor Registration process [Doing Business with CHPRC](#)

The Offeror must submit the Proposal via email to the Contract Specialist.

5.0 PROPOSAL SUBMITTAL DIRECTIONS

5.1 Notification of Intent to Propose

CHPRC requests that a prospective Offeror notify CHPRC in writing by 3:00 p.m. on March 1, 2016, indicating that the Offeror intends to submit a proposal in response to this RFP. The Offeror may transmit the notification to the Contract Specialist via e-mail or fax.

5.2 Deadline

Proposals are due by 3:00 p.m. on March 8, 2016. CHPRC reserves the right to reject any proposal received after the deadline.

5.3 Submittal Address

Identify the package containing the proposal as “Proposal in Response to RFP 285068”.

Address a proposal sent via the U.S. Postal Service to:

CH2M HILL Plateau Remediation Company
Tracey A. Burch, MSIN H8-42
P.O. Box 1600
Richland, WA 99352-1000

Address a proposal sent via another delivery service to:

CH2M HILL Plateau Remediation Company
Tracey A. Burch, MSIN H8-42
2355 Stevens Drive

ISO 14001 Registration

Richland, WA 99352

Address a proposal delivered by hand to:

CH2M HILL Plateau Remediation Company
Tracey A. Burch, Room 380
2420 Stevens Center Place
Richland, WA 99352

The Contract Specialist's telephone number is 509-376-3466, the fax number is 509-373-9107, and the e-mail address is Tracey_A_Burch@rl.gov . The Offeror may contact the Contract Specialist to verify that the Contract Specialist received the proposal.

5.4 Withdrawal

Proposals may be withdrawn by written notice received by the Contract Specialist at any time prior to award.

5.5 Questions and Comments Regarding the RFP

The Offeror shall submit any comments or questions regarding the RFP to the Contract Specialist in writing no later than March 1, 2016. The Offeror may transmit questions and comments via fax or e-mail. CHPRC will answer all questions in writing and provide a copy of all questions and answers to all Offerors. If the RFP requires an amendment to resolve issues regarding the RFP, CHPRC will issue an amendment to those Offerors who have not declined to participate in time for them to consider the amendment(s) before finalizing and submitting their proposals.

5.6 RFP Amendments

If this RFP is amended, unless otherwise stated, all terms and conditions that are not modified will remain unchanged. The Offeror shall acknowledge receipt of all amendments by stating in the proposal that the Offeror has received the amendment(s) and has considered it/them in formulating the proposal.

6.0 NOTICES TO OFFERORS

6.1 Anticipated Award Date

The anticipated award date for this RFP is April 6, 2016.

6.2 Precedence of Requirements

In the event of a conflict among the provisions, the RFP instructions, the RFP correspondence, other documents and the resulting contract, the terms of the contract shall govern.

ISO 14001 Registration

6.3 North American Industry Classification System (NAICS) Code and Size Standard

CHPRC has determined that North American Industry Classification System (NAICS) Code 541990, All Other Professional, Scientific and Technical Services applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this acquisition is \$15 Million.

6.4 Identification of Proprietary Data

If the Offeror submits any data as part of their Proposal, which is considered by the Offeror to be “proprietary data”, the document transmitting the data or which contains the data, shall be boldly marked indicating that the data included are considered to be proprietary. To the extent that the restrictive marking prevents CHPRC from distributing the documents for evaluation or use, the marking may render the proposal non-responsive.

6.5 Certified Cost or Pricing Data

The Offeror is not required to provide certified cost or pricing data. However, CHPRC may require the Offeror to provide certified and/or non-certified cost or pricing data prior to award if CHPRC cannot determine that the acquisition is exempt from the requirements of PL 87-653 (10 USC Sec. 2306a).

6.6 Financial Capability Determination Information

CHPRC reserves the right, prior to award, to require the Offeror to submit information that CHPRC will use to make a determination whether the Offeror has the financial capability to successfully perform the contemplated contract in accordance with the contract terms. Such information may include, but not be limited to: annual reports; lines of credit with financial institutions and suppliers; SEC Form 10K, and any other information that may be required by CHPRC.

6.7 Subcontracting

Contractor may **not** subcontract any significant portion of this contract without first obtaining concurrence of CHPRC to the proposed subcontract scope and subcontractor(s).

Contractor is responsible to incorporate and flow down all appropriate provisions and requirements of this contract to all lower-tier contractors and subcontractors.

Contractor shall furnish CHPRC a list of all proposed lower-tier subcontractors who will be performing work on the Hanford site and those proposed subcontractors who will be performing a significant portion of the off-site work. The list must be furnished prior to award and updated with changes during contract performance. Use the Subcontracting form and instructions located on this web page:

<http://chprc.hanford.gov/page.cfm/SubmittalsFormsDocs>

ISO 14001 Registration

CHPRC reserves the right to:

- reject any proposed subcontract or subcontractor as incomplete or unsuitable
- require submittal of the proposed subcontract before contract award or prior to performance of any work on site
- require the replacement, at contractor's expense, of any subcontractor who fails to adhere to all of the applicable provisions and requirements of this contract.

6.8 Ship to Address

All shipping containers and paperwork are to be marked with the following legend:

U.S. Department of Energy
c/o CH2M HILL Plateau Remediation Company, Inc.
2355 Stevens Dr.
Richland, WA, 99352

6.9 Required Price Support Information

The seller is required to submit information sufficient to determine that the prices or costs being charged are reasonable, fair and realistic. Such information may include pricing, sales, or cost information that is pertinent to establishing the pricing or costs being charged.

Certified cost or pricing data need not be submitted.

For example:

1. For items where pricing is controlled, by law or regulation, by periodic rulings, reviews, or similar actions of a governmental body; identify and submit the controlling document establishing the price offered.
2. For Commercial items; submit, at a minimum, information on prices at which the same item or similar items have previously been sold in the commercial market that is adequate for evaluating the reasonableness of the price of this acquisition. Such information may include:
 - a. For catalog items; a copy of or identification of the catalog and its date, or the appropriate pages for the offered items, or a statement that the catalog is on file in the buying office to which the proposal is being submitted. Provide a copy or describe current discount policies and price lists (published or unpublished), e.g., wholesale, original equipment manufacturer, or reseller;

ISO 14001 Registration

Also explain the basis of each offered price and its relationship to the established catalog price, including how the proposed price relates to the price of recent sales in quantities similar to the proposed quantities;

- b. For market-priced items; the source and date or period of the market quotation or other basis for market price, the base amount, and applicable discounts. In addition, describe the nature of the market;
 - c. For items included on an active Federal Supply Service Multiple Award Schedule contract; a copy of the appropriate pages for the offered items, Schedule cover page, terms and conditions, unless already on file with the contracting office.
3. Additional supporting information, to the extent necessary to determine whether the price is fair and reasonable.

The seller grants CHPRC or an authorized representative the right to examine, at any time before award, books, records, documents, or other directly pertinent records to verify the reasonableness of the price. For items priced using catalog or market prices, or law or regulation, access does not extend to cost or profit information or other data relevant solely to the seller's determination of the prices to be offered in the catalog or marketplace.

SECTION B – RFP ATTACHMENTS

1.0 [Attachment 1 – Price Schedule](#)

2.0 [Attachment 2 – Conflict Of Interest Disclosure And Representation](#)

3.0 [Attachment 3 – Special Provisions - Representations And Certifications](#)

A fully completed and signed Representations and Certifications (SP-16) form must accompany the proposal. Section 21 NAICS code must match the NAICS code specified in this solicitation and the offeror's registered small business size standard.

(SP-16 PRC revision 005 dated July 18, 2013)

<http://chprc.hanford.gov/page.cfm/ContractProvisions>

Attachment 1
Price Schedule

Utilizing the attached Pricing template Offerors will complete the template for the task(s) detailed in the statement of work Section 3.

Offerors will complete the template providing Labor Categories, Grade or Level, Estimated Quantities/Hours, and Fully Burdened Fixed Hourly Rates including the fully burdened labor calculation for Each Task. Offerors will also provide Detailed Other Direct Costs for Materials/Travel if applicable. Other direct costs will be paid at cost with no adders.



pricing worksheet
template.xls

Year 1 (FY2016) Annual Surveillance			
Year 1 - Description Labor (Direct)	*Fixed Unit Rate	Estimated Hours	Total
Lead Auditor			\$ -
Auditor A			\$ -
Auditor B			\$ -
Records Support			\$ -
			\$ -
Total Direct Labor			\$ -
Year 1 - Other Direct Costs (ODC's)	Units/Trips	Unit Cost	Total
Year 1 - Annual Fee			\$ -
			\$ -
Subtotal Fees - Year 1 Annual			\$ -
**Travel Expenses (per person)	Number of Trips	Estimated Cost per Trip	
			\$ -
**Subtotal Travel - Year 1 Annual			\$ -
ODCs Total - Year 1 Annual			\$ -
Year 1 Annual - Total			\$ -

* Fixed Unit Labor Rate should be inclusive of all costs such as; base rate, overhead, G&A, and fee.

** Travel shall be reimbursed in accordance with section 10.1, Reimbursement of Travel Expenses

Year 2 (FY2017) Annual Surveillance			
Year 2 Description Labor (Direct)	*Fixed Unit Rate	Estimated Hours	Total
Lead Auditor			\$ -
Auditor A			\$ -
Auditor B			\$ -
Records Support			\$ -

ISO 14001 Registration

			\$ -
Total Direct Labor			\$ -
Year 2 - Other Direct Costs (ODC's)			
	Units/Trips	Unit Cost	Total
Year 2 - Annual Fee			\$ -
			\$ -
Subtotal Fees - Year 2 Annual			\$ -
**Travel Expenses (per person)	Number of Trips	Estimated Cost per Trip	
			\$ -
**Subtotal Travel - Year 2 Annual			\$ -
ODCs Total - Year 2 Annual			\$ -
Year 2 Annual - Total			\$ -

* Fixed Unit Labor Rate should be inclusive of all costs such as; base rate, overhead, G&A, and fee.

** Travel shall be reimbursed in accordance with section 10.1, Reimbursement of Travel Expenses

Year 3 (FY2018) Registration Audit			
Registration Audit			
Initial - Description Labor (Direct)	*Fixed Unit Rate	Estimated Hours	Total
Lead Auditor			\$ -
Auditor A			\$ -
Auditor B			\$ -
Records Support			\$ -
			\$ -
Initial - Total Direct Labor			\$ -
Initial - Other Direct Costs (ODC's)			
	Units/Trips	Unit Cost	Total
Accreditation Fee - Initial			\$ -
			\$ -
Subtotal Fees - Initial			\$ -
**Travel Expenses (per person)	Number of Trips	Estimated Cost per Trip	
			\$ -
**Subtotal Travel - Initial			\$ -
ODCs Total - Initial			\$ -
Initial Accreditation Total			\$ -

* Fixed Unit Labor Rate should be inclusive of all costs such as; base rate, overhead, G&A, and fee.

** Travel shall be reimbursed in accordance with section 10.1, Reimbursement of Travel Expenses

Years 1 – 3 Total	\$ -
--------------------------	-------------

Option Year Pricing

Year 4 (FY2019) Annual			
Year 4 - Description Labor (Direct)	*Fixed Unit Rate	Estimated Hours	Total
Lead Auditor			\$ -
Auditor A			\$ -
Auditor B			\$ -

ISO 14001 Registration

Records Support			\$ -
			\$ -
Total Direct Labor			\$ -
Year 4 - Other Direct Costs (ODC's)			
Year 4 - Annual Fee	Units/Trips	Unit Cost	Total
			\$ -
			\$ -
Subtotal Fees - Year 4 Annual			\$ -
**Travel Expenses (per person)	Number of Trips	Estimated Cost per Trip	
			\$ -
**Subtotal Travel - Year 4 Annual			\$ -
ODCs Total - Year 4 Annual			\$ -
Year 4 Annual - Total			\$ -

* Fixed Unit Labor Rate should be inclusive of all costs such as; base rate, overhead, G&A, and fee.

** Travel shall be reimbursed in accordance with section 10.1, Reimbursement of Travel Expenses

Years 1 - 3 Total	\$ -
Year 4 Total	\$ -
Total Proposed Years 1 - 4	\$ -

In accordance with the Part C, Draft Contract, Part IV, Special Terms, Section 1.3, Term of Contract:

The CHPRC Prime Contract DE-AC06-08RL14788 with the U.S. Department of Energy ends on September 30, 2018.

The term of this Contract shall commence on the date of award and shall end on September 30, 2018 unless extended by the parties or unless terminated by other provisions of this Contract.

Base Period: Award through September 30, 2018

Option Period: October 1, 2018 through September 30, 2019

Authorization for work on the option year will be covered by the terms of this contract and the General Provisions, Section 14.2, Assignment.

Payment terms will be Net 30, unless a prompt payment discount is offered. Prompt Payment

Discount Offered: _____

Attachment 2**Conflict of Interest Disclosure and Representation**

Rev. 4 07/25/02

It is CHPRC policy to avoid situations, which place a contractor in a position wherein it may not be able to compete on an equal basis for CHPRC-controlled work with other qualified contractors. This representation, and the information disclosed thereby, will serve to advise CHPRC whether or not contractor's judgment may be biased because of any past, present, or currently planned interest, financial or otherwise, the contractor may have which relates to the work to be performed under a contract which may result from this solicitation, thus providing the contractor an unfair competitive advantage over others. The term "contractor" herein means the proposing entity or any of its affiliates or proposed consultants or subcontractors of any tier. Therefore:

Contractor shall provide CHPRC a statement which describes in a concise manner, all relevant facts concerning any past, present, or currently planned interest (financial, contractual, organizational, or otherwise) relating to the work described in the statement of work of this solicitation. Contractor may also provide relevant facts that show how its organizational structure and/or management systems limit its knowledge of affiliates or other divisions or sections of the proposing entity and how that structure or system would avoid or mitigate an organizational conflict of interest. [See section 401, Pub. L. 95-39 (42 U.S.C. 5918(a)) and section 10, Pub. L. 95-70 (15 U.S.C. 789(a)) for specific requirements.]

Contractor shall assure that any consultants and/or subcontractors identified in its proposal which will perform part or all of any resulting contract submit the same information as required by section (1) above, either as part of the Contractor's proposal or directly to CHPRC, prior to the time and date set forth for the receipt of proposals, including identification of the solicitation and the (contractor's) proposal to which it relates.

Contractor shall assure that each of its chief officers or directors, if any, who will be directly involved in the actual performance of the contract, submit such information.

Contractor shall promptly provide to the CHPRC information concerning any changes, including additions, in its relevant facts reported under section (1) above, that occur between the time of submission of its proposal and the award of a contract or the time the Contractor is notified that it is no longer being considered for an award.

If the Contractor has submitted a Securities and Exchange Commission Form 10k to that agency, it shall include a copy of the form and a list of all attachments as part of its business management proposal - or cost proposal

CHPRC will review the information submitted and may require additional relevant information or certifications from the contractor. All such information, and any other relevant information known to CHPRC, will be used to determine whether an award to the contractor may create an organizational conflict of interest with respect to the contractor's (1) being able to render

ISO 14001 Registration

impartial, technically sound, and objective assistance or advice, or (2) being given an unfair competitive advantage. If CHPRC determines a conflict exists which would require some action to mitigate an actual or potential conflict of interest that would otherwise represent an unacceptable risk to CHPRC, it may, at its sole discretion: (1) impose appropriate terms or conditions necessary to avoid or mitigate the conflict, (2) disqualify the offer, or (3) proceed with an award despite the conflict.

Contractor refusal to submit the representation and/or to provide the disclosure or any additional information requested by CHPRC may result in disqualification of the contractor for an award. Misrepresentation of facts material facts or other reported information may also result in disqualification. If any such misrepresentation is discovered following award, CHPRC may terminate the contract for default or seek other remedies including actions pursuant to 18 U.S.C. 1001.

Depending on the nature of the contract activities, contractor may, because of the existence of possible organizational conflicts of interest, propose to exclude specific kinds of work from the statement of work contained in the original solicitation, unless the solicitation specifically prohibits such exclusion. Any proposed exclusion may be considered by CHPRC in the evaluation of proposals, but may ultimately determine the proposal to be unacceptable.

No work shall be performed, and Contract Specialist will not authorize work to begin, until representations and disclosure information has been evaluated. Contract Specialist may also, at its option, permit missing representations or disclosure information to be provided by a contractor at any time during the pre-award process.

In lieu of or in addition to the above and/or when requested by the Contract Specialist, contractor shall provide a certification similar to the following:

CONFLICT OF INTEREST DISCLOSURE STATEMENT

I hereby certify that, to the best of my knowledge and belief, no facts exist relevant to any past, present, or currently planned interest or activity (financial, contractual, personal, organizational, or otherwise) that relate to the proposed work; and bear on whether I and the Contractor have a possible conflict of interest with respect to

Being able to render impartial, technically sound, and objective assistance or advice, or

Being given unfair competitive advantage.

Authorized Seller Representative

Date

Attachment 3

SPECIAL PROVISIONS - REPRESENTATIONS AND CERTIFICATIONS

(SP-16 PRC revision 005 dated July 18, 2013)

A fully completed and signed Representations and Certifications (SP-16) form must accompany the proposal (see link below). Section 21 NAICS code must match the NAICS code specified in this solicitation and the offeror's registered small business size standard.

<http://chprc.hanford.gov/page.cfm/ContractProvisions>