

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

September 20, 2017

Dear Prospective Offeror:

Request for Proposal No: 304980

CH2M HILL Plateau Remediation Company (CHPRC) is interested in receiving proposals for *HVAC Exhaust Dams and Snorkel System* in support of the 300-296 Remote Soil Excavation Project, Richland, Washington, under Prime Contract DE-AC06-08RL14788 with the U.S. Department of Energy.

Information regarding the product or services required and instructions for the preparation and submission of proposals are contained in the attached Request for Proposal (RFP).

This RFP contains numerous technical documents. These documents will be available in a secure location. In order to obtain access to the documents, the potential Offeror **must sign** the nondisclosure agreement attached to this RFP, and return via email to the Contract Specialist, [Samantha J. Ernst@rl.gov](mailto:Samantha.J.Ernst@rl.gov). Upon receipt the potential Offeror will be provided access. Please note you must sign and return the nondisclosure agreement or you will not have access to the necessary documents to respond to this RFP.

A pre-proposal conference and site tour will be held on October 5, 2017 at the MO2155 facility in the 300 Area of the Hanford Site, Richland WA 99352, from 12:30 p.m. to 4:00 p.m. Pacific Daylight Time (PDT). **Due to the complex nature of the work scope, Offeror and subcontractors (if applicable) are highly encouraged to attend the pre-proposal conference and site tour of the 324 Building facilities.** Offeror teams (consisting of the Offeror and subcontractors) are limited to no more than three (3) attendees at the briefing and ONLY two (2) representatives from each Offeror team may tour the 324 Building (Ref. Section 5.2 for additional information).

Offeror is **required** to provide acknowledgement and specific information for attendance at the pre-proposal conference and site tour. Offeror acknowledgement must contain the following information for each individual attendee: Full Name (as appearing on driver's license), Date of Birth, Social Security (SSN), and Hanford Identification Number (HID if applicable). Offeror's information must be provided **via email to the contract specialist by the 3:00 p.m. PDT September 28, 2017.**

Pre-requisites for becoming a CHPRC contractor; prospective Contractors must:

- Acquire a DUNS number [Dun & Bradstreet website](#)
- Register as a contractor with the [System for Award Management \(SAM\) website](#)
 - Vendor's NAICS code in SAM must match the 541330 NAICS code for the solicitation
- Verify employee eligibility using E-Verify [E-Verify website](#)

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

- Complete the CHPRC Vendor Registration process [Hanford Vendor Registration website](#).

Additional information can be found at the CHPRC website [Doing Business with CHPRC](#).

Please note that this procurement action will utilize the Supply Chain Management Center (SCMC) eSource Tool and is further described in the attached Request for Proposal (RFP).

ESource Event Process:

1. Offerors who intend to participate in the eSource event must notify the Contract Specialist via email, by 3:00 p.m. **PDT** on September 28, 2017
2. Upon receipt of the Offeror's intent-to-propose notice, CHPRC will provide eSource access instructions.
3. Prior to the eSource event, Offerors will be able to preview the eSource 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 eSource event will commence and Offerors must finalize their proposed price in accordance with all requirements.
5. The eSource event will be a single bid; therefore, Offerors are to input their best proposed price at the time of submission. Offerors will not see their ranking and will not be afforded the opportunity to decrement their bids.
6. Offerors who fail to correctly utilize the eSource 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 elect to conduct negotiations prior to award or 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 eSource website, the documents/information received and confirmed by CHPRC shall govern.

The eSource Event will begin at 1:00 p.m. PDT Thursday, October 26, 2017 and end at 1:30 p.m. PDT.

The anticipated schedule for this RFP activity is as follows:

Notification of Intent to Propose Due:	September 28, 2017
Bidders Conference:	October 05, 2017
Questions Due:	October 10, 2017

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

Proposals Due: October 31, 2017
Anticipated Contract Award: November 21, 2017

Sincerely,

Samantha Ernst, Contract Specialist
Procurement

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

TABLE OF CONTENTS

SECTION A – REQUEST FOR PROPOSAL.....	4
1.0 INTRODUCTION	4
1.1 eSource Requirement	4
2.0 BASIS OF AWARD.....	5
2.1 Acceptance or Rejection of Proposals	5
2.2 Responsiveness Determination	5
2.3 Proposal Costs.....	6
2.4 Award Notification	6
3.0 PROPOSAL PREPARATION INSTRUCTIONS.....	6
3.1 Proposal Content.....	6
3.2 Volume I – Technical Proposal.....	7
3.3 Volume II – Cost/Price Proposal	7
3.4 Offeror’s Acceptance	7
3.5 Exceptions to Technical Requirements and Other Terms and Conditions	7
3.6 Proposal Validity Period.....	7
4.0 QUALIFICATION STANDARDS AND EVALUATION CRITERIA	8
4.1 Qualification Standards.....	8
4.2 Volume I - Technical/Business Evaluation Criteria	9
4.3 Volume II - Cost/Price and Contractual Proposal.....	11
5.0 PROPOSAL SUBMITTAL DIRECTIONS	12
5.1 Notification of Intent to Propose.....	12
5.2 Pre-Proposal Conference and Site Visit.....	12
5.3 Deadline	13
5.4 Submittal Address.....	13
5.5 Withdrawal.....	13
5.6 Questions and Comments Regarding the RFP.....	13
5.7 RFP Amendments	14
6.0 NOTICES TO OFFERORS	14
6.1 Anticipated Award Date	14
6.2 Precedence of Requirements.....	14
6.3 North American Industry Classification System (NAICS) Code and Size Standard	14
6.4 Identification of Proprietary Data	14
6.5 Certified Cost or Pricing Data.....	14
6.6 Financial Capability Determination Information.....	15
6.7 Subcontracting	15
6.8 Required Price Support Information.....	15
6.9 Ship to Address	17
SECTION B – RFP ATTACHMENTS	18
1.0 Attachment 1 – Statement of work	18
2.0 Attachment 2 – Specifications	18
3.0 Attachment 3 – Nondisclosure Agreement.....	18

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

4.0	Attachment 4 – Pricing sheet	18
5.0	Attachment 5 – Special Provisions - Representations and Certifications.....	18
6.0	Attachment 6 – Model 4-Part Contract.....	19

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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 for the design, procurement, fabrication, testing, and delivery of the HVAC Exhaust Dams and Snorkel System. 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.

1.1 eSource Requirement

This Solicitation requires all Contractors submitting proposals to access the Supply Chain Management Center (SCMC) eSourcing Tool. The SCMC eSourcing Tool is being implemented at CHPRC and is designed to efficiently collect information in a central location. **This event is not a reverse auction and the Contractor is to provide their best price at the time of submission.** Upon receipt of Contractor's notification of intent to propose, CHPRC will provide the Contractor an email notification with a link to the SCMC eSourcing event including access instructions. Contractor will be afforded the opportunity to preview the application and place pricing information prior to the commencement of an event. This preview phase is called the pre-bid period. At the conclusion of the pre-bid period, the eSourcing event will commence and the Contractor should review their submitted price to ensure it is compliant with requirements. Events typically last 15-30 minutes. The eSourcing Tool will be utilized for posting of Offeror's proposals and the Buyer will analyze the Offeror's pricing and rank the price among the prices of other Offerors.

The tool will not disclose the Contractor's proposed price to other Contractor's nor will it disclose the lowest proposed price.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

This Solicitation and resultant award is considered a negotiated procurement. Submitting the lowest priced proposal does not guarantee award. CHPRC must complete a full evaluation of the submitted proposals prior to making an award determination. CHPRC reserves the right to conduct negotiations prior to award or to award a Contract based upon initial Contractors proposals and without further discussions. In the unlikely event of a discrepancy among any of the Contractor's documents or information submitted through the eSourcing website, the information received and confirmed by CHPRC shall govern.

NOTE: The Contractors are required to submit their proposals (see 3.0 *Proposal Preparations Instructions* below) in electronic form (pdf) within two hours of the completion of the eSource Event.

2.0 BASIS OF AWARD

CHPRC may award one contract as a result of this RFP to the responsible Offeror(s) 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 source selection of an Offeror who is determined to be responsible, responsive, and the best value 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 (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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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 5.1-5.3 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.

The following documents make up a complete proposal package:

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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 electronic copy of this volume.

3.3 Volume II – Cost/Price Proposal

Volume II shall consist of the Offeror's proposed pricing as instructed in the RFP pricing instructions. The Offeror must complete the price sheet as formatted. All pricing assumptions shall be clearly stated to allow a reviewer to assess the potential cost risks associated with the proposed design. Include a signed Representations and Certifications (SP-16) with the proposal. To obtain the form, click on the link to SP-16 in Section B. The Offeror shall provide one electronic copy of this volume.

3.4 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.

3.5 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 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.

3.6 Proposal Validity Period

A proposal shall remain firm for ninety (90) days after the proposal due date.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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 ALL qualification standards. The Offeror's proposal must meet the qualification standards to be considered for further evaluation. Those proposals considered as meeting the qualification standards will be evaluated against the evaluation criteria.

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 technical and management approach.

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

4.1 Qualification Standards

CHPRC has established the following qualification standard 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 standard are encouraged not to incur proposal and other expenses involved in competitive submissions.

GO / NO-GO **Quality Assurance Manual**

The Offeror must have a Quality Assurance Program that meets the necessary criteria as established in Section 6 of the Statement of Work, which are as follows:

The Contractor shall maintain a documented Quality Assurance (QA) Program and implementing procedures. The Contractor shall submit a copy of their QA Program with their proposal for review and approval prior to beginning work. If the Contractor's QA Program has been evaluated by the Mission Support Alliance, LLC, and is listed on the current Hanford Evaluated Supplier's List (ESL) for the required scope, then the Offeror need only reference the ESL listing.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

The Offeror's Quality Assurance Program shall contain the elements equivalent to the following:

1. Design Control
2. Procurement Document Control
3. Document Control
4. Control of Purchase items
5. Control of Process
6. Inspection
7. Test Control
8. Control of Measuring and Test Equipment
9. Handling, Storage and Shipping
10. Control of Nonconforming items
11. Quality Assurance Records

Offeror shall also comply with the Hanford Site Procurement Quality Clauses listed in Table 6.3 of the Statement of Work.

Those Offerors determined by CHPRC to meet the above requirement shall be evaluated against the criteria outlined in the Technical/Business Evaluation Criteria section.

4.2 Volume I - 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.

A. Technical Solution

The Offeror shall provide a proposed technical (design) solution that discusses the overall approach and how the requirements of the Performance Specification, Functional Requirements Document, and the Statement of Work will be met with minimal design changes from the furnished referenced design information. The proposed approach should specifically include a description and justification for any "Exceptions" taken to the RFP that could impact schedule risks.

This criterion will be evaluated based upon the Offeror's submitted information explaining how they will meet all the requirements found in the Performance Specification, Functional Requirements Document, and the Statement of Work.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

B. Past Performance

The Offeror shall provide information on past performance of project work that is similar in scope and quality level to the requirements of this solicitation. Elements to be evaluated include the following:

1. The Offeror's experience in performing similar type projects within the previous five (5) years. The Offeror's experience shall describe the specific scope completed to safely and successfully complete projects of similar size and complexity. Include a discussion of the how the cost and schedule objectives were met and what lessons were learned that will add value to this contract.
2. Description of specific scope of work performed (if part of a larger team) for at least three (3) projects demonstrating an understanding and capabilities to perform work of similar size and complexity. At least one of the three projects should be a DOE or DOD funded project or a commercial nuclear project.
3. Discussion of the original contract cost and the final contract cost with a brief description of key lessons learned for each of the examples cited.
4. Discussion of the original planned duration and the final duration with a brief description of key lessons learned for each of the examples cited.
5. Contact information for the customer/client contract manager for the examples cited.

Note: Information gained elsewhere by the Buyer can also be used as part of the evaluation.

C. Organization Model / Key Personnel

The Offeror shall provide their proposed organizational model, including personnel experience and qualification for the design, fabrication and testing of the equipment. Elements to be evaluated include the following:

1. A discussion how the Offeror proposes to work with CHPRC to safely and successfully complete the project.
 - a. Describe the proposed organization and how the Offeror proposes to integrate with the CHPRC project.
 - b. Provide an integrated project organizational chart that reflects the roles and responsibilities of the Offeror team and identifies key interface points with CHPRC personnel. The chart shall denote if the Offeror will be staffed by personnel already employed by the company or if a hiring action is required to fill the position.
2. Resumes of key personnel that reflect education, training, and relevant and recent experience for the following and any other key roles/categories the Offeror intends to utilize:
 - a. Project Manager

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

- b. Subject Matter Expert – Mechanical Designer
- c. Subject Matter Expert –Project Engineer

D. Resource Loaded Schedule

The Offeror shall provide a resource-loaded schedule showing activities leading to the contractual delivery date. The schedule shall include appropriate complexity, adequate durations and activity ties that are realistic and achievable for design, fabrication and testing of equipment. Elements to be evaluated are the following:

1. The required delivery date of the equipment is **July 10, 2018**, but favorable consideration will be given to a schedule that delivers the equipment to CHPRC/Hanford Site for Project acceptance significantly earlier than the required delivery date listed above.
2. Quality of the schedule:
 - a. Schedule shows milestones that are reasonable.
 - b. Schedule activities have appropriate logic ties.
 - c. Schedule shows a logical critical path.
 - d. Schedule shows float.
3. The Offeror has, or clearly demonstrates that they will have, sufficient resources to perform the scheduled activities.

4.3 Volume II - Cost/Price and Contractual Proposal

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.

Submit the following information:

1. Price Proposal, (RFP Attachment 4). The Offeror must use the provided pricing template which will show the corresponding roll up for each Task in the Cost Template (embedded below). Offerors will also provide detailed supporting documentation for any Other Direct Costs (ODCs) for Materials/Travel (if applicable) which are included in the pricing worksheet template as applicable.
2. Options. Contractor is invited to propose the optional item(s)/period of performance identified herein. Options will be considered when evaluating the overall pricing which will be the base pricing plus options for the award unless indicated otherwise in the solicitation. CHPRC is under no obligation to exercise any option.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980 TITLE: HVAC Exhaust Dams and Snorkel System

*NOTE: Tasks 2.1, 2.2 and 2.3 are each a “priced option” and must be included in the total proposed amount.

*NOTE: The period of performance is directly related to the desired delivery date.

3. Representations and Certifications – Section B, The Offeror shall complete and return Attachment 2, 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 2, Representations and Certifications documentation.
4. Service Contract Act of 1965 – Draft Contract, Part IV, Special Terms, Section 1.13. The Offeror shall identify employees/classifications subject to the Service Contract Act.

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.

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. PDT on September 28, 2017** 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.

5.2 Pre-Proposal Conference and Site Visit

There will be a pre-proposal conference conducted on **October 5, 2017**, beginning ***promptly*** at 12:30 p.m. PDT at the MO2155 facility in the 300 Area of the Hanford Site, with a 324 Building tour to follow. A facility briefing will be conducted prior to the tour and Cognizant Representatives will be available for questions after the tour. The pre-proposal meeting is expected to conclude by 4:00 p.m. PDT.

For the 324 Building tour, please bring the following personal protective equipment (PPE):

- Substantial footwear; that is, leather, over the ankle, and no tennis shoes. Safety toes are not required but are acceptable.
- Clear safety glasses

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

A hard hat is not required, and no polyester clothing please. Additional required PPE will be provided at the 324 Building.

Any Offeror attendee, not already badged, will need to obtain a temporary visitor's badge prior to the pre-proposal conference meeting. The pre-proposal conference and site tour will ONLY be available to those who have a badge prior to the meeting. A map to the Central Badging office is available at http://chprc.hanford.gov/files.cfm/map_to_badge_new.pdf .

Offeror is to provide by **3:00 p.m. PDT September 28, 2017**, the following information for the representative(s) from your company who will be attending the pre-proposal conference and site visit and will require temporary visitor badges.

- Name-Last, First, Middle (as it appears on Driver's License)
- Date of Birth (mm/dd)
- Employer
- Citizenship Statement: "(Name) is a US Citizen and was born in (City/State)"
 - *Please note that only U.S. citizens are approved for access to the Hanford Site and to attend the pre-proposal conference/site visit*

5.3 Deadline

Proposals are due by **3:30 p.m. PDT on October 31, 2017** CHPRC reserves the right to reject any proposal received after the deadline.

5.4 Submittal Address

The preferred method of sending the proposal is via email to the Contract Specialist. The Contract Specialist's telephone number is (509) 376-7174 and the e-mail address is Samantha_J_Ernst@rl.gov.

The Offeror may contact the Contract Specialist to verify that the Contract Specialist received the proposal.

5.5 Withdrawal

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

5.6 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 **4:00 p.m. on October 10, 2017**. The Offeror may transmit questions and comments via e mail. CHPRC will answer all questions in writing

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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.

5.7 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 **November 21, 2017**.

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.

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

CHPRC has determined that North American Industry Classification System (NAICS) Code **541330 Engineering Services** applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this acquisition is \$15M.

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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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>

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 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.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

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;

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.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

6.9 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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
TITLE: HVAC Exhaust Dams and Snorkel System

SECTION B – RFP ATTACHMENTS

1.0 ATTACHMENT 1 – STATEMENT OF WORK



304980_RFP_Statement of Work.pdf

2.0 ATTACHMENT 2 – SPECIFICATIONS

This RFP contains numerous documents. These documents will be available in a secure location.

In order to obtain access to the documents, the potential Offeror must sign the nondisclosure agreement attached to this RFP, and return via email to the Contract Specialist, [Samantha J Ernst@rl.gov](mailto:Samantha.J.Ernst@rl.gov). Upon receipt the potential Offeror will be provided access. Please note you must sign and return the nondisclosure agreement or you will not have access to the necessary documents to respond to this RFP.

3.0 ATTACHMENT 3 – NONDISCLOSURE AGREEMENT



304980_RFP_Nondisclosure Agreement.pdf

4.0 ATTACHMENT 4 – PRICING SHEET



304980_RFP_Price Proposal Worksheet

5.0 ATTACHMENT 5 – 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>

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 304980
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6.0 ATTACHMENT 6 – MODEL 4-PART CONTRACT



304980_RFP_Draft
Contract.pdf