

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

September 9, 2019

Dear Prospective Offeror:

Request for Proposal No: 330363 – Construction Management Support Services

CH2M HILL Plateau Remediation Company (CHPRC) is interested in receiving proposals for temporary construction management support services at the Hanford site Prime Contract DE-AC06-08RL14788 with the U.S. Department of Energy.

Please note that this procurement action is a small business set aside and will utilize the Supply Chain Management Center (SCMC) eSourcing Tool for receiving proposals. The applicable size standard and eSourcing process is further described in the attached Request for Proposal (RFP).

Proposals are due by 1:00 p.m. on September 19, 2019. CHPRC looks forward to hearing from you regarding our request.

Sincerely,

Rebecca Diaz, Contract Specialist
Procurement

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

TABLE OF CONTENTS

SECTION A – REQUEST FOR PROPOSAL.....	4
1.0 INTRODUCTION	4
1.1 Proposal Submittal – eSourcing Event	4
2.0 BASIS OF AWARD.....	5
2.1 Acceptance or Rejection of Proposals	5
2.2 Responsiveness Determination	6
2.3 Proposal Costs.....	6
2.4 Award Notification	6
3.0 PROPOSAL PREPARATION INSTRUCTIONS.....	6
3.1 Proposal Content.....	7
3.1.1 Volume I – Technical Proposal.....	7
3.1.1.1 Staffing Approach.....	7
3.1.1.2 Local Office	8
3.1.1.3 Resumes	8
3.1.1.4 Past Performance and Work Experience.....	8
3.1.2 Volume II – Business and Price Proposal.....	8
3.1.2.1 Compensation Schedules	9
3.1.2.2 Representations and Certifications	10
3.1.2.3 Timekeeping System.....	10
3.1.2.4 Additional Information	10
3.2 Offeror’s Acceptance	10
3.3 Exceptions to Technical Requirements and Other Terms and Conditions	10
3.4 Proposal Validity Period.....	11
4.0 QUALIFICATION STANDARDS AND EVALUATION CRITERIA	11
4.1 Qualification Standards.....	11
4.1.1 Small Business Concern	11
4.1.2 Work Experience	11
4.1.3 Resources	11
4.1.4 Local Office	12
4.1.5 Past Performance	12
4.2 Evaluation Criteria.....	12
4.2.1 Technical Evaluation Criteria	12
4.2.2 Price Evaluation Criteria.....	13
4.2.3 Evaluation of Options	13
5.0 PROPOSAL SUBMITTAL DIRECTIONS	13
5.1 Notification of Intent to Propose.....	13
5.2 eSourcing Event	13
5.3 Deadline	13
5.4 Submittal Address.....	14
5.5 Withdrawal.....	14
5.6 Questions and Comments Regarding the RFP.....	14

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

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	15
6.4	Identification of Proprietary Data	15
6.5	Certified Cost or Pricing Data.....	15
6.6	Financial Capability Determination Information.....	15
6.7	Subcontracting	15
6.8	Identification of Service Animals	16
6.9	Small Business Set Aside.....	16
	SECTION B – RFP ATTACHMENTS	18
1.0	Attachment 1 – Draft contract.....	18
2.0	Attachment 2 – labor rate/compensation schedule	18
3.0	Attachment 3 – Special Provisions - Representations and Certifications.....	18
4.0	Attachment 4 - Limitation on Payments to Influence Certain Federal Transactions Certification – FAR 52.203-12	18
5.0	Attachment 5 – Past performance	18

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

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

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

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 Basic Ordering Agreement type of contract to provide Temporary Construction Management Support Services throughout the Hanford site. 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 Proposal Submittal – eSourcing Event

This solicitation requires all Contractors submitting proposals to access the Supply Chain Management Center (SCMC) eSourcing Tool to input pricing. Upon receipt of an offeror's notification of intent to propose CHPRC will provide the offeror (participant) an email notification with a link to the SCMC eSourcing event including access instructions. Each participant 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 continue until its expiration. Events typically last 15-30 minutes.

This action will be conducted as an electronic bidding process with the ability to decrement pricing. Upon the participant's submittal of their initial price and after commencement of the event, the participant will be assigned a number that corresponds to the rank of their price relative to the pricing submitted by other participants. The lowest priced submittal is ranked number one, the second lowest price is ranked number two, the third lowest price is ranked number three, and so on. A participant may revise and submit lower pricing until the event expires. Pricing cannot be increased and

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

decrementing an initial bid in the eSourcing system is purely at the discretion of each participant.

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

This solicitation and resultant award are considered a negotiated procurement which means that, 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 proposals received; 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 information received and confirmed by CHPRC shall govern. Offerors are required to submit proposals consistent with the price proposed during the eSourcing event and may not intentionally submit a revised proposal after completion of the event.

NOTE: Following the eSource event, Offerors are required to submit their proposals (see 3.0 Proposal Preparations Instructions below) in electronic form (pdf) electronically within three hours of the completion of the eSource Event (see 3.0 Proposal Preparations Instructions below).

2.0 BASIS OF AWARD

CHPRC intends to award a Basic Ordering Agreement as a result of this RFP to the responsible offeror whose proposal contains the combination of those criteria offering the best overall value to CHPRC and the Government. This will be determined by comparing differences in the value of technical and management features with differences in price to CHPRC.

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);

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

- 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

The information described in this section is required to be submitted within three hours of the completion of the eSourcing Event described in Section 1.1 above. Electronic proposal submittals are required. 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.

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

3.1 Proposal Content

Organize the proposal as outlined below. Prepare the proposal simply and economically and provide a straightforward and concise presentation of the information requested in the Solicitation request. Proposals submitted electronically must consist of separate files for the Technical Proposal and the Business and Price Proposal.

3.1.1 Volume I – Technical Proposal

The evaluation criteria identified in Section 4.0 will be used to determine the Offeror's understanding of the work to be performed, the Offeror's qualifications to perform this work, and the acceptability of the proposed technical and management approach.

In order that the proposal be evaluated strictly on the merit of the technical and management material submitted, no contractual cost or pricing information shall be included in this volume of the proposal.

The Offeror's proposal shall address the experience, knowledge, and capabilities of its proposed team such that the Offeror's ability to successfully accomplish the requirements of the Solicitation is clearly demonstrated. The proposal shall describe the proposed technical and management approach in sufficient detail to ensure that the requirements of the SOW are met. Simply repeating the SOW requirements or merely offering to perform the work may result in a lower evaluation or the offer being determined technically unacceptable. The technical proposal should not exceed 35 pages, excluding resumes.

3.1.1.1 Staffing Approach

The Offeror shall provide a detailed discussion of its ability to plan and organize resources to ensure quality project support will be provided when needed. The discussion shall include:

- How the Offeror plans to coordinate, interface and provide personnel to CHPRC to ensure successful performance during normal periods and periods of unexpected demands or fluctuating workload.
- The Offeror shall provide information detailing the function and size of any data bases and/or mechanisms that it uses to locate staffing.
- The Offeror shall discuss the process for screening, recruiting, training (including continuous education), and retaining individuals that possess the appropriate skills needed to accomplish the Contract requirements. Particular emphasis should be placed on and the arrangements, incentives, or methods the Offeror

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

would use to recruit and retain staffing individuals for extended periods of time (e.g. greater than 90 days).

- The Offeror shall discuss the employee retention rate over the past five (5) years.
- The Offeror shall discuss how it plans to manage competing priorities in the event that the same resource is required for CHPRC and another company. The basis for work assignment and the management of that resource shall be addressed.
- In the event that the Offeror proposed using teaming partners, the Offeror shall address its teaming arrangement and its plan for managing any teaming partners. A discussion of the established lines of authority, responsibility, and communication from lower-tier subcontractors is required.

3.1.1.2 Local Office

The Offeror shall provide a detailed description of their local office capabilities including available resources and the office's location relative to Hanford.

3.1.1.3 Resumes

The Offeror shall provide resumes for individuals who will be proposed to perform work under the resultant contract for each labor category. The resumes must clearly describe the individual's education (level, major, and year degree received), the experience (general and relevant work experience), and professional credentials (including professional publications and memberships).

3.1.1.4 Past Performance and Work Experience

The Offeror shall discuss the Offeror's prior record of providing staff support for projects similar in size and complexity to those at the Hanford site. Specific emphasis shall be placed on previous projects that involved providing on site construction management support to a highly regulated technical environment or to Hanford. As a part of this discussion, the Offeror shall describe its current project work locations, its length of performance in providing that service, and the number of staffing positions provided. The Offeror shall discuss the current size of the workforce coordinated from the Offeror's offices and provide the Offeror's "Site Coordinator" job description and resume.

3.1.2 Volume II – Business and Price Proposal

This Volume shall contain the following documents as required in Sections 3.1.2.1, 3.1.2.2, 3.1.2.3, and 3.1.2.4.

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

3.1.2.1 Compensation Schedules

The Offeror shall insert fully burdened labor rates as indicated in the Compensation Schedule (Attachment 2). The Compensation Schedule is an Excel spreadsheet with columns dividing labor categories as follows:

1. Project Manager: Levels I & II
2. Construction Manager: Levels I, II, & III
3. Field Work Supervisor: Levels I, II, & III
4. Project Specialist: I & II
5. Construction Work Control Planner
6. Project Cost Estimator

Fully Burdened Labor Rate is defined as an hourly rate inclusive of wage or salary rate, fringe, all applicable overhead(s), taxes including Washington State Business and Occupational (B&O) taxes and profit.

The Offeror must propose one Fully Burdened Labor Rate and one Overtime Labor Rate for each of the specified labor sub-categories listed on the Compensation Schedule. In the event that the Offeror does not submit a labor rate, CHPRC may consider the Offeror non-responsive to the requirements of the Solicitation. Note: CHPRC will not pay travel or per diem as a separate cost for Contractor personnel used under this Basic Ordering Agreement.

The *Overtime Labor Rate* is defined as the fully burdened labor rate for any hours worked in excess of 80 hours in a two-week period of time. CHPRC expects that overtime rates for exempt staff would be lower than the regular time rates since fringe benefit and other indirect rate adders would be fully recovered in the regular time rates.

CHPRC anticipates estimated hours of up to 22,920 hours for FY2020 support work and up to 22,920 hours per option year for the Basic Ordering Agreement award. CHPRC estimates that 5% of the hours will be performed at the *Overtime Labor Rate*. The estimated distribution of hours among the labor categories is as follows:

- ♦ Project Managers will occupy ~15% of the hours;
- ♦ Construction Managers will occupy ~15% of the hours;
- ♦ Field Work Supervisors will occupy ~ 40% of the hours;
- ♦ Project Specialists will occupy ~ 10% of the hours;
- ♦ Construction Work Planner will occupy ~ 10% of the hours
- ♦ Project Cost Estimator will occupy ~ 10% of the hours

Standard payment terms are Net 30. Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror.

3.1.2.2 Representations and Certifications

A fully completed and signed Representations and Certifications (SP-16) form (Attachment 3) and Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions form (Attachment 4) shall be included in this section.

3.1.2.3 Timekeeping System

The Offeror shall provide documentation to substantiate that it has an adequate timekeeping system. Specifically, the documentation must establish that the Offeror's timekeeping is sufficient to track hours by individual, by project, and/or cost objective.

3.1.2.4 Additional Information

In order for CHPRC to adequately evaluate the proposal, some additional information is required. Please complete and return all forms and documents listed below:

- Past Performance Data Form (Attachment 5)

3.2 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.

3.3 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.

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

3.4 Proposal Validity Period

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

4.0 QUALIFICATION STANDARDS AND EVALUATION CRITERIA

CHPRC will first evaluate each Offeror's proposal to determine whether the information provided meets the qualification standards listed below. 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.

4.1 Qualification Standards

Offerors who do not possess the minimum qualifications and resources necessary to perform the proposed work are not encouraged to incur proposal and other expenses involved in competitive submissions. The following Qualification Standards must be met in their entirety in order for an Offeror to be considered for award.

4.1.1 Small Business Concern

Per Section 6.8, the Offeror must be a small business concern. This qualification is met by the Offeror representing and certifying that it meets the small business size status as indicated in Section 6.3. The Offeror's size status will be verified and confirmed by CHPRC.

4.1.2 Work Experience

The Offeror shall have at least five years of providing on-site construction management-related support staff that are capable of providing construction management support activities in accordance with the regulatory requirements, consensus standards and procedures common to a highly regulated technical environment. Examples of the regulatory requirements, codes and procedures are; 10 CFR 830, DOE Orders, ASME pressure vessel and piping codes, NFPA (including NEC), etc). This qualification standard is met by the Offeror demonstrating in its proposal at least five years of continuous experience in delivering staff support similar to those described in the Statement of Work.

4.1.3 Resources

The Offeror shall have access to the necessary resources to provide a full complement of engineering/technical staff support on short notice (four [4] days or less). This qualification standard is met when the Offeror's submitted staffing plan fully demonstrates that the Offeror has the ability to plan and organize resources to ensure quality on-site engineering support is provided. The information provided in the proposal

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

must permit CHPRC to verify that the Offeror's staffing function and size of its engineering support data base is substantive enough to permit short-turnaround requests.

4.1.4 Local Office

The Offeror shall have and maintain an office within the local vicinity of the Hanford site. Local vicinity is defined as Benton, Franklin and Yakima counties in the State of Washington. This qualification standard is met by providing a detailed description of the local office capabilities including available resources and the office's location relative to Hanford. It is expected that the Offeror will have a private office location suitable for on-going business meetings. It is not acceptable for the office to be located in a home residence.

4.1.5 Past Performance

The Offeror must have an acceptable Past Performance. CHPRC will not award a contract to an Offeror who receives a past performance rating of "poor" or lower. Performance ratings will be established based on survey results received for work performed for CHPRC and/or other Offeror customers.

4.2 Evaluation Criteria

CHPRC will award a Contract to the responsible Offeror whose offer conforms to the requirements of this Solicitation and provides the most advantageous technical and cost proposal to CHPRC and the Government. For this Solicitation, technical quality is more important than price.

Listed below are the factors that will be used in determining award. For evaluation purposes, the combined Technical Evaluation Criteria is weighted 70% out of a maximum 100%. The Staffing Approach evaluation criterion is assigned the highest value followed closely by Past Performance and Work Experience. Technical Comprehension is assigned the lowest level of significance.

4.2.1 Technical Evaluation Criteria

1. *Staffing Approach* – This factor refers to the Offeror's approach for responding to, finding, and retaining individuals to meet the varying staffing needs of CHPRC. The Offeror's plan to network and team with other business partners to obtain not only their own resources but those of the general industry for special applications and specific project campaigns is a consideration as well as the Offeror's ability to recruit, retain, and develop professional staff.
2. *Past Performance and Work Experience* – This factor refers to the Offeror's prior record of providing support services for projects similar in size and complexity to

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

those at the Hanford site. Offerors who have a demonstrated work experience with Hanford and the Central Plateau work will be evaluated more favorably.

3. *Technical Comprehension* – This factor refers to the Offeror’s understanding of the CHPRC project work and the Offeror’s approach for managing the Work and the related contract administration, planning and scheduling of activities.

4.2.2 Price Evaluation Criteria

The lowest proposed price to CHPRC will be considered most favorable based upon a total composite rate calculation derived from the Offeror’s price proposal. The proposed price to CHPRC for each Offeror will be compared to the lowest proposed price and considered less favorable by an amount proportionate to the ratio derived from that comparison.

4.2.3 Evaluation of Options

Except when it is determined not to be in CHPRC’s best interests, CHPRC will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirements. Evaluation of options will not obligate CHPRC to exercise the option(s).

5.0 PROPOSAL SUBMITTAL DIRECTIONS

5.1 Notification of Intent to Propose

CHPRC requests that a prospective Offeror notify the Contract Specialist in writing by 1:00 p.m. on September 16, 2019, 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. Failure to submit an Intent to Propose notification at the designated location by the specified date and time may result in rejection of the Offeror’s proposal.

Please provide contact information (name, phone number and email address) for the individual who will be participating in the eSourcing event.

5.2 eSourcing Event

The eSource event will take place at 10:00 a.m. on September 23, 2019.

5.3 Deadline

Proposals are due by 1:00 p.m. on September 23, 2019. CHPRC reserves the right to reject any proposal received after the deadline.

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

5.4 Submittal Address

Identify the email containing the proposal as “Proposal in Response to RFP 330363”.

Electronic submission by email to Rebecca_A_Diaz@rl.gov is the submittal method.

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 8:00 a.m. on September 16, 2019. 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.

5.7 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 September 30, 2019.

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.

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

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

CHPRC has determined that North American Industry Classification System (NAICS) Code 561320 Temporary Help Services applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this acquisition is \$30.0M.

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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

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 Identification of Service Animals

If the Offeror or a planned lower-tier subcontractor requires the use of a service support animal to perform its work under the contract, the Offeror shall disclose and provide information in its proposal that includes a description of the work or task the services support animal has been trained to perform. Service support animals "in training" are not considered service support animals and will not be allowed on the Hanford Site or in Site associated facilities. Other animals, to include pets and "comfort animals" are not permitted access onto the Hanford Site or in Site associated facilities. Service support animals may be excluded from the workplace if the work site cannot support reasonable accommodations.

6.9 Small Business Set Aside

Proposals for this acquisition are solicited from Small Business Concerns, including; Small Disadvantaged, Small Women-Owned, Service Disabled Veteran and HUBZone small businesses. Any resulting Contract shall be awarded to a Small Businesses. Proposals received from concerns that are not Small Businesses or Small Businesses that intend to subcontract a significant portion of the work to other than a Small Business shall not be considered for award.

Small Women-Owned and Service Disabled-Veteran Owned Business may self-certify their business size

The following Small Business Concerns must be certified by the Small Business Administration (SBA):

Small Disadvantaged Business Qualifications: A small business must be at least 51% owned and controlled by a socially and economically disadvantaged individual or individuals. African Americans, Hispanic Americans, Asian Pacific Americans,

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

Subcontinent Asian Americans, and Native Americans are presumed to qualify. Other individuals can qualify if they show by a “preponderance of the evidence” that they are disadvantaged. All individuals must have a net worth of less than \$750,000, excluding the equity of the business and primary residence. Successful applicants must also meet applicable size standards for small businesses in their industry.

HUBZone Small Business Qualifications: A firm can be found to be a qualified HUBZone concern, if:

It is small,

It is located in an “historically underutilized business zone” (HUBZone)

It is owned and controlled by one or more U.S. Citizens, and

At least 35% of its employees reside in a HUBZone.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 330363 CONSTRUCTION MANAGEMENT SUPPORT SERVICES

SECTION B – RFP ATTACHMENTS

1.0 ATTACHMENT 1 – DRAFT CONTRACT

2.0 ATTACHMENT 2 – LABOR RATE/COMPENSATION SCHEDULE

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 007 dated July 20, 2019)

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

4.0 ATTACHMENT 4 - LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS CERTIFICATION – FAR 52.203-12

A fully completed and signed Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions must accompany any proposal exceeding thresholds outlined in FAR 52.203-12.

[Certification Regarding Payments to Influence Federal Transactions](#)

5.0 ATTACHMENT 5 – PAST PERFORMANCE