

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

September 3, 2020

Dear Prospective Offeror:

Request for Proposal No: 336129

CH2M HILL Plateau Remediation Company (CHPRC) is interested in receiving proposals for on-site technical services to assist CHPRC with the evaluation of the Canister Storage Building Multi-Canister Overpack Handling Machine (MHM), Richland, Washington, under Prime Contract DE-AC06-08RL14788 with the U.S. Department of Energy.

Please note that this procurement action will utilize the Supply Chain Management Center (SCMC) eSourcing Tool for receiving proposals. The process is further described in the attached Request for Proposal (RFP).

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).

The anticipated schedule for this RFP activity is as follows:

Notification of Intent to Propose:	September 10, 2020
Questions Due:	September 14, 2020
eSourcing Event/Proposals Due:	September 21, 2020
Anticipated Contract Award:	October 5, 2020

Sincerely,

Rayna R. Uptmor
Contract Specialist
CH2M HILL Plateau Remediation Company
Rayna_R_Uptmor@rl.gov

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

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	5
2.3 Proposal Costs.....	6
2.4 Award Notification	6
2.5 Evaluation of Options	6
3.0 PROPOSAL PREPARATION INSTRUCTIONS.....	6
3.1 Volume I – Technical Proposal.....	6
3.2 Volume II – Cost/Price and Contractual Proposal.....	7
Volume II shall consist of 1) a completed Price Proposal Worksheet (Attachment 1) and 2) a completed Representations and Certifications (Attachment 3).	7
In providing information required in the Price Proposal Worksheet, Offerors shall use the following assumptions:.....	7
3.3 Offeror’s Acceptance	7
3.4 Exceptions to Technical Requirements and Other Terms and Conditions	8
3.5 Proposal Validity Period	8
4.0 PROPOSAL SUBMITTAL DIRECTIONS	8
4.1 Notification of Intent to Propose.....	8
4.2 Questions and Comments Regarding the RFP	8
4.3 eSourcing Event	8
4.4 Deadline	8
4.5 Submittal Address.....	9
4.6 Withdrawal.....	9
4.7 RFP Amendments	9
5.0 NOTICES TO OFFERORS	9
5.1 Anticipated Award Date	9
5.2 Precedence of Requirements.....	9
5.3 North American Industry Classification System (NAICS) Code and Size Standard	9
5.4 Identification of Proprietary Data	9
5.5 Certified Cost or Pricing Data.....	10
5.6 Financial Capability Determination Information.....	10
5.7 Subcontracting	10
5.8 Identification of Service Animals	10
5.9 Required Price Support Information.....	11
SECTION B – RFP ATTACHMENTS	12
1.0 Attachment 1 – Pricing Proposal for firm fixed unit price	12
2.0 Attachment 2 – Statement of work csb mhm support.....	12

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

3.0 Attachment 3 – Special Provisions - Representations and Certifications..... 12
4.0 ATTACHMENT 4 – Subcontracting list..... 12

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

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
WESF	Waste Encapsulation and Storage Facility

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

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 **firm fixed unit price** type of contract to provide technical support for the Canister Storage Building Multi-Canister Overpack Handling Machine (MHM) evaluation. This **Section A** describes the proposal submittal requirements and proposal instructions. **Section B** contains Representations and Certifications and other documents, which you are to complete, sign and return with your 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 Provisions
- Part IV – Special Provisions

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 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 continue until its expiration. Events typically last 15-30 minutes.

The eSourcing tool is being used to collect pricing data for this action. This event IS NOT a reverse auction. 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.

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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

confirmed by CHPRC shall govern. However, 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 may award a 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.

Award of this solicitation will be made to the responsive, responsible offeror with the lowest evaluated price. In evaluation of offers received an evaluation preference will be afforded offerors classified as HUBZone or Service Disabled Veteran Owned by the Small Business Administration. The evaluation preference of 10% will be included when evaluating competing offers from large businesses.

The basis of award is the lowest evaluated price of an Offeror who is determined to be responsible and responsive to the RFP.

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 the solicitation 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 based on

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

the initial proposal submitted 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.

2.5 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).

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 Volume I – Technical Proposal

Volume I shall consist of the Offeror's discussion demonstrating the Offeror's understanding of the technical requirements and performance expectations identified in the Statement of Work and what the Offeror will do to satisfy each of the requirements contained in the Statement of Work.

At a minimum, the Offeror's technical proposal must include the following information:

- An acknowledgement that the Statement of Work is fully understood and that Offeror has resources qualified to perform the work. In addition, an explanation on how the Offeror will meet the requirements.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

- Past Performance: The Offeror shall discuss the Offeror's prior record of a minimum of 5 years' experience as a crane manufacturer or representative with demonstrated experience as a *qualified person* as defined in ASME B30.2-2016 and statements of how Offeror's technicians can demonstrate compliance with:
 - Familiarity and experience with the CSB MHM design and operation, OR
 - Familiarity and experience with crane designs that incorporate complex interlock and relay controls, sufficient to demonstrate the ability to efficiently diagnose and troubleshoot CSB MHM.

3.2 Volume II – Cost/Price and Contractual Proposal

Volume II shall consist of 1) a completed Price Proposal Worksheet (Attachment 1) and 2) a completed Representations and Certifications (Attachment 3).

In providing information required in the Price Proposal Worksheet, Offerors shall use the following assumptions:

- All pricing assumptions shall be clearly stated to allow CHPRC to assess potential cost risks associated with the proposal.
- 1 on-site week rate pricing shall be provided per labor category stated. Weekly rate is defined as up to Forty (40) hours Monday through Thursday and include all labor inclusive of; wage or salary rate, fringe, all applicable overhead(s), travel, lodging, and/or per-diem, rental car, taxes including Washington State Business and Occupational (B&O) taxes and profit.
- Initial on-site week is defined as 1 on-site week rate (as defined above) plus an additional forty (40) hours off-site inclusive of all wage or salary rates, fringe, all applicable overhead(s), taxes including Washington State Business and Occupational (B&O) taxes and profit.

3.3 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.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

3.4 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 draft contract on which the Offeror's proposal is based. 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.

3.5 Proposal Validity Period

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

4.0 PROPOSAL SUBMITTAL DIRECTIONS

4.1 Notification of Intent to Propose

CHPRC requests that a prospective Offeror notify CHPRC in writing by **1:00 p.m. (PST)** on **September 10, 2020**, 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.

4.2 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 **September 14, 2020**. 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.

4.3 eSourcing Event

The eSourcing event will take place at **10:00 a.m. (PST)** on **September 21, 2020**. This event is a One Time Price Submittal.

4.4 Deadline

Proposals are due by **1:00 p.m. (PST)** on **September 21, 2020**. CHPRC reserves the right to reject any proposal received after the deadline.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

4.5 Submittal Address

The preferred method of proposal submission is via e-mail.

The Contract Specialist's telephone number is 509-376-0113, the fax number is 509-376-7384, and the e-mail address is [Rayna R Uptmor@rl.gov](mailto:Rayna_R_Uptmor@rl.gov). The Offeror may contact the Contract Specialist to verify that the Contract Specialist received the proposal.

4.6 Withdrawal

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

4.7 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

5.0 NOTICES TO OFFERORS

5.1 Anticipated Award Date

The anticipated award date for this RFP is **October 5, 2020**.

5.2 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.

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

CHPRC has determined that North American Industry Classification System (NAICS) Code 541990 applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this acquisition is \$16,500,000.00.

5.4 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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

5.5 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).

5.6 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 perform the contemplated contract. 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.

5.7 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

5.8 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

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

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. For more information, see the Hanford Site Procedure MSC-PRO-SEC-417, Appendix A-5, p.16.

5.9 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;

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.

CH2M HILL Plateau Remediation Company

REQUEST FOR PROPOSAL NO: 336129

TITLE: Technical Support for the Canister Storage Building Multi-Canister Overpack Handling Machine

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 – PRICING PROPOSAL FOR FIRM FIXED UNIT PRICE



RFP 336129
Attachment 1 - Pricing

2.0 ATTACHMENT 2 – STATEMENT OF WORK CSB MHM SUPPORT



RFP 336129
Attachment 2 - SOW

3.0 ATTACHMENT 3 – SPECIAL PROVISIONS - REPRESENTATIONS AND CERTIFICATIONS

(SP-16 PRC Revision 08, October 25, 2019)

<https://chprc.hanford.gov/files.cfm/SP-16r008-F5923-A-6007-698.pdf>
<http://chprc.hanford.gov/page.cfm/ContractProvisions>

4.0 ATTACHMENT 4 – SUBCONTRACTING LIST

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