

# Pre-Proposal Meeting Science and Technology Support Services

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ORNL is managed by UT-Battelle, LLC  
for the US Department of Energy



U.S. DEPARTMENT OF  
**ENERGY**

# Agenda

- Recent and Frequent Questions and Answers
- Review of the Solicitation, including attachments
- Reminder of Schedule dates

# Frequently Asked Questions

- What can be excluded from the 60-page page limit?
  - Only personnel resumes are excluded from the page limitation.
- Should the prime and their lower-tiers provide 3 references each?
  - At least 3 references combined for any proposal.
- Please provide data (i.e., roles & descriptions) on the existing workforce that will transition to this BOA.
  - ORNL is changing internal processes for obtaining labor, therefore, we are not able to reasonably predict or provide.

**NOTE:** These FAQs are summarized for purpose of this presentation. Refer to Attachment 5 – Pre-Answered Questions for specific details.

# Frequently Asked Questions

- Can we propose to establish an office within 50-miles from ORNL if we're selected for an award?
  - No. This is a Qualification Criterion of the Solicitation.
- Will there be consideration to extend the 18-month employment term to match the 24-month base award term?
  - The 18-month limitation for the worker is independent from the 24-month period of the Base Award of the BOA. The 24-month Base Award period is the timeframe in which task orders may be awarded. Each TO will specify a period of performance.

**NOTE:** These FAQs are summarized for purpose of this presentation. Refer to Attachment 5 – Pre-Answered Questions for specific details.

# Frequently Asked Questions

- What is the expected spend under the BOA?
  - BOA volume is difficult to predict. We anticipate \$5M-\$8M per year.
- Attachment 4 – Pricing Schedule has a Maximum Multiplier Cap, but it isn't clear what that is.
  - Also referred to as the Multiplier Cap in the Definitions tab, this is the maximum Base Pay Rate upon which the Multiplier and Fee will be calculated, which will be considered in our evaluation of your proposal.
- Can we propose fully burdened labor rates?
  - Must propose a multiplier (Attachment 4 – Pricing Schedule).

**NOTE:** These FAQs are summarized for purpose of this presentation. Refer to Attachment 5 – Pre-Answered Questions for specific details.

# An overview of the RFP and Attachments



- RFP: 6400015991-ST
- Attachment 1 – 6400015991-ST – Statement of Work – Science & Technology Support Services
- Attachment 2 – Description of Services – Science & Technology Support Services
- Attachment 3 – 6400015991-ST Draft Science & Technology Support Services BOA
- Attachment 4 – Pricing Schedule
- Attachment 5 – Pre-Answered Questions

# Solicitation 6400015991-ST

## Solicitation 6400015991-ST ORNL Laboratory-Wide Staff Augmentation Science & Technology Services BOA

### Overview

UT-Battelle, LLC (Company) operates the Oak Ridge National Laboratory (ORNL) for the Department of Energy (DOE) under Prime Contract Number DE-AC05-00-00OR22725. The Company invites you to submit an offer for the solicitation listed above. For more detailed information see Section C - Specifications/Statement of Work – See “**Attachment 3 – 6400015991-ST Draft Science & Technology Support Services BOA**”.

### Agreement Period of Performance

The Agreement(s) will consist of a two-year base term and one (1) option year. Offerors must propose discount and multiplier rates for the entire base term and option year.

### Number of Awards

The Company will make one award.

See **Attachment 1 – “6400015991-ST - Statement of Work – Science & Technology Support Services”** and **Attachment 2 – Description of Services – Science & Technology Support Services**.

### Company Procurement Officer

Lisa Hawk, 865-898-3721, [hawklp@ornl.gov](mailto:hawklp@ornl.gov) is the Company Procurement Officer and Point of Contact for this solicitation.

### Solicitation Request

ORNL invites you to submit a proposal in accordance with this Solicitation No. 6400015991-ST. The solicitation documents and attachments are published at: <https://contracts.ornl.gov/6400015991-st-2/>. It is the responsibility of all interested Offerors to monitor this website for amendments, questions and answers, and other updates. Email notifications may not be issued.

Please note that Pre-Answered Questions are included in this solicitation. See **Attachment 5 – “Pre-Answered Questions”**.

Your proposal must be submitted electronically, via email ([hawklp@ornl.gov](mailto:hawklp@ornl.gov)), to the Company Procurement Officer **on or before 12:00pm (noon), on August 30, 2021**.

- There shall be separate files for the Technical Proposal and the Business Proposal
- In order to reduce confusion, the electronic file name shall include the company name of the Offeror as stated in the section of the document titled “**Proposal Preparation Instructions**”.

NOTE: Each email is restricted to 25MB in total size by the ORNL Exchange server. Offerors may submit multiple emails and may split files in order to comply with the 25MB size limitation. Mark files as File [insert number] of [insert number]. For example, “Technical Proposal – File 1 of 3.”



# Description of Services – Attachment 2

## Science and Technology (ST) – Description of Services

The Company requires support in all aspects and phases of Science and Technology Support Services. These services include but are not limited to, sample collection, processing, analysis, and monitoring. Summarizing information within spreadsheets, databases, and writing reports may be required. Other technical support areas: Technical Writing, Participation in environmental and laboratory studies and may include design of or assisting with experiments, Quality Assurance program development & support, and Operational Readiness Reviews. Compliance Assessments of Programs to include but not limited to Conduct of Operations, Quality Assurance, Environmental, Safety & Health, and Regulatory .

The services include all other disciplines of science and technology type work excluding Computer/Information Scientists and Technicians.

### Representative Listing:

Field Technician I  
Field Technician II  
Field Technician III  
Environmental Technician I  
Environmental Technician II  
Environmental Technician III  
Sample Technician I  
Sample Technician II  
Sample Technician III  
Environmental Scientist I  
Environmental Scientist II  
Environmental Scientist III  
Environmental Scientist IV  
Radiological Scientist I  
Radiological Scientist II  
Radiological Scientist III  
Safety Specialist I  
Safety Specialist II  
Safety Specialist III  
Regulatory Specialist I  
Regulatory Specialist II  
Regulatory Specialist III  
QA Specialist I  
QA Specialist II  
QA Specialist III  
Quality Representative I  
Quality Representative II  
Quality Representative III  
Nuclear Quality Representative I  
Nuclear Quality Representative II  
Nuclear Quality Representative III  
Radiological Control Technician I  
Radiological Control Technician II  
Radiological Control Technician III



# Pricing Schedule – Attachment 4

SOLICITATION NO. 6400015991 Attachment-4 Pricing Schedule

Offeror shall enter their Name in the green shaded cell below

**Name of Offeror:** Offerors Name

**MULTIPLIER RATES BY ENGAGEMENT TYPE**

Offeror shall enter their Multiplier and Fee Rates in the green shaded cells in the table below.

MULTIPLIER RATES BY ENGAGEMENT TYPE		Multiplier Rates			Fee/Profit Rate		
Labor Category	Engagement Type	Year-1	Year-2	Year-3	Year-1	Year-2	Year-3
Composite Labor - Category 1	Company-recruited with benefits	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Composite Labor - Category 2	Company-recruited without benefits (<90 days or ORNL retiree)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Composite Labor - Category 3	Seller-recruited with benefits	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Composite Labor - Category 4	Seller-recruited without benefits (<90 days)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

**MAXIMUM MULTIPLIER\***

Offeror's shall enter their Maximum Multiplier Rate or Multiplier Cap for each Year in the green shaded cells below.

Year:	1	2	3
Multiplier Cap:	\$ 50.00	\$ 50.00	\$ 50.00

**Maximum Multiplier Notes:**

\* - A Maximum Multiplier is required and shall be factored it to the Company's evaluation of the Offeror Prices/Rates/Fees

# Schedule and Registrations

- Schedule

- Proposals due – **~3.5 weeks** after pre-proposal meeting
- Award announced – estimated **6 weeks** after bids are due

- Registrations

- The Offeror shall ensure that they are registered or have submitted their registration to **SAM.gov**
- Offeror shall notify the Procurement Officer of their intent to submit a proposal. The Procurement Officer will trigger a separate email invitation to begin the registration process for the ORNL Buy - SAP Ariba Network.
- Any Offerors that have already completed the registration process in the SAP Ariba Network will have their registration confirmed

# Communication

- *All communication on this opportunity should be directed to the following:*

***Lisa Hawk, Procurement Officer***

[hawklp@ornl.gov](mailto:hawklp@ornl.gov)

865-898-3721

# Questions?

# Thank you