



# INDUSTRY DAY

## Emergency Operations Training Academy Support Services

James (Jim) Cochran  
Headquarters Support Section  
Headquarters Acquisition Branch  
Business Services Division  
January 6, 2012



# Agenda

- 0900 – Arrival/Registration
- 0915 – Opening Remarks - Jim Cochran, Contracting Officer
- 0925 – Emergency Operations Training Academy's (EOTA) Overview - Paul Jenkins, Director, EOTA
- 0950 – Review of EOTA Request for Proposals
- 1030 –EOTA Server Facility
- 1100 – Questions
- 1130 – Closing Comments



## Notice

- Presentation is based upon current information and plan of action
- Input may be considered
- Request for Proposal is the only document that is to be relied upon in determining the Government's needs



## Overview

- Purpose of Industry Day
- Acquisition Approach
- Contract Considerations
- Integrated Project Team
- Contract Administration
- Estimated Schedule
- Final Comments



## Instructions for Question/Comments

- Questions/comments will be taken on 3X5 index cards provided
- You may submit questions/comments to Contracting Officer, Jim Cochran at [james.cochran@nnsa.doe.gov](mailto:james.cochran@nnsa.doe.gov), no later than January 23, 2012
- Any applicable responses to questions/comments will be posted in the Fedconnect and FBO located at <http://www.fedconnect.net> or <http://www.fbo.gov>, and in the Reading Room at <http://www.doeal.gov/EOTA/default.aspx> by January 25, 2010



## Purpose of Industry Day

- Provide acquisition information
- Obtain industry input and feedback
- Network opportunity



## Acquisition Approach

- NAICS Code: 611430, "Educational Services -- Professional and Management Development Training"
  - Size Standard: \$7.0M
  - Market Research: Draft RFP for comments issued July 2011
  - Conclusions:
    - Competitive procurement
    - Set-aside for small business participation\*
- \* "Limitation of Subcontracting" (FAR 52.219-14)



## Contract Considerations

- Contract Type – Commercial FAR Part 12
  - Fixed Price and Time and Material
- Period of Performance
  - One Two-Year Base Period plus Three One-Year Option Periods
- Consideration
  - Performance Based Contract using a Quality Assurance Surveillance Plan



## Contract Considerations (Cont'd)

- Contract Line Item Structure
  - CLINs 0001, 1001, 2001, & 3001  
Training Support Staff
    - Firm Fixed Price
  - CLIN 0002, 1002, 2002, & 3002  
Consultant Staff – Subject Matter Experts
    - Fixed Labor Rates/Hour: NTE 12,935 LH/year
  - CLIN 0003, 1003, 2003, & 3003  
Adjunct Support Staff – Short Term Staffing
    - Fixed Labor Rates/Hour: NTE 9,300 LH/Year



## Contract Considerations (Cont'd)

- Contract Line Item Structure
  - CLIN 0004, 1004, 2004, & 3004  
ODC - Technology Upgrades & Other Miscellaneous Items - No Fee
    - T&M NTE \$69,020.00/Year
  - CLIN 0005, 1005, 2005, & 3005  
Other Direct Costs - Travel - No Fee
    - NTE \$265,457.00/Year
  - CLIN 0006 - Transition Services
    - FFP \$5,000.00 for one month



## Contract Considerations (Cont'd)

- Organizational Conflict of Interest restrictions will apply
- Security
  - Must have affirmative Foreign Ownership, Control, Influence (FOCI) determination
  - The contractor shall provide personnel capable of having Building Access only, DOE "L" or "Q" level clearance requirements for staffing purposes.



## Contract Considerations (Cont'd)

### Other Contract Characteristics

- Incremental Funding (FAR 52.232-22; Limitation of Funds)
- Consultant Staff – Subject Matter Experts
  - Expert Knowledge in the Particular Field of Study
- Adjunct Staffing – Temporary Support for short notice requirements



## Source Selection Procedures

- “Negotiated” FAR Part 12 Acquisition
- “Best Value” procurement
  - Technical Capability and Past Performance When Combined are Significantly More Important than Price
  - Source Selection Authority designated
    - Program Official



## Source Selection Procedures (Cont'd)

- Integrated Project Team (IPT) established
  - Contracting Officer
  - Technical Representative
  - Legal Representative
- Evaluation Criteria
  - Technical Capability
  - Past Performance
  - Price



## Source Selection Procedures (Cont'd)

### Other Considerations

- Goal - award contract without holding discussions
- Will not seek alternate proposals
- Expect adequate price competition
- Unrealistic proposals can be rejected
- Exceptions taken to RFP may render a proposal ineligible for award without discussions



## *Evaluation Process Example*

	Technical Capability	Price	Past Performance
1	Acceptable	10,200,300	Limited Confidence
2	Unacceptable	10,300,300	Substantial Confidence
3	Marginal	12,500,400	Satisfactory Confidence
4	Acceptable	12,600,000	Neutral/Unknown Confidence
5	Acceptable	12,700,000	Substantial Confidence
6	Acceptable	12,750,000	Substantial Confidence

Based on the FAR 52.2512-2 Evaluation of Commercial Items - Vendor 5 will be Recommended for the Award



## Contract Administration

- Contract administration responsibility
  - Business Services Division, Headquarters Acquisition Branch, Headquarters Support Section
- Quality Assurance Surveillance Plan
  - Performance measures



## Estimated Schedule

- Pre-solicitation Notice July 11, 2011
- RFP Release Date December 22, 2012
- RFP Due Date January 31, 2012
- Award March 15, 2012
- Transition Phase April 1, 2012
- Full Performance May 1, 2012



## Acquisition Tools

- The Reading Room Web Site has been established at:  
<http://www.doeal.gov/>
- Title: Emergency Operations Training Academy (EOTA) Support Services Contract Acquisition
- Web Site Contents includes:
  - Publications
  - List of attendees
  - Interested Firms
  - Question and Answers
  - Links to Fedconnect and FBO



## Final Comments

- Direct inquiries to the Contracting Specialist, Jim Cochran at [james.cochran@nnsa.doe.gov](mailto:james.cochran@nnsa.doe.gov).
- EMail Questions to:  
[EOTA2012Acquisition@nnsa.doe.gov](mailto:EOTA2012Acquisition@nnsa.doe.gov).
- Please refer back to web site  
<https://www.fedconnect.net> or FBO for Solicitation Amendments.
- Questions