

**REQUEST FOR QUOTATION (RFQ)
SOLICITATION PROVISIONS
(FOR SERVICES)**

**WASHINGTON SAVANNAH RIVER CO., LLC
SAVANNAH RIVER SITE
AIKEN, SC 29808**

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1. Notice Of Small Business Set-Aside

Quotations are solicited only from small business concerns as defined in FAR, Part 19. Quotations received from concerns that are not small business concerns will not be considered. By submission of a quotation, the supplier certifies that it meets the requirements of a small business concern under the criteria and size standards set forth in this solicitation.

2. Notice of HUBZone Small Business Concern Set-Aside

"HUBZone small business concern," as used in this paragraph, means a small business concern that appears on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration. Quotations are solicited only from certified HUBZone small business concerns. Quotations received from concerns that are not certified HUBZone small business concerns shall not be considered. By submission of a quotation, the supplier represents that it is a HUBZone small business concern listed, on the date of submission of this quotation/offer, on the list of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office of ownership and

control, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration.

3. Notice of 8(a) Set-Aside

- A. Quotations are solicited only from small business concerns expressly certified by the Small Business Administration (SBA) for participation in the SBA’s 8(a) program, and which meet the following criteria at the time of the quotation submission:
- (1) The NAICS code shown on the request for quotation is specifically included in the supplier’s approved business plan;
 - (2) The supplier is in conformance with the 8(a) support limitation set forth in its approved business plan; and
 - (3) The supplier is in conformance with the business activity targets set forth in its approved business plan, or any remedial action directed by the SBA.
- B. Quotations received from concerns that do not meet the above criteria will not be considered. **By submission of a quotation, the supplier certifies that it meets all of the criteria set forth above.**

4. Notice of Local Trade Area Small Business Set-Aside

Consistent with Section 3161 of the National Defense Authorization Act of 1993, this solicitation is set aside exclusively for Local Trade Area Small Business Concerns. The “Local Trade Area” is defined to consist of Richmond and Columbia counties in Georgia, and Aiken, Allendale, and Barnwell counties in South Carolina. Quotations received from small business concerns located outside the Local Trade Area will be considered only if such concerns agree to relocate within the defined five county Local Trade Area, and perform the work required by the subcontract or purchase order in the five county area.”

5. Notice of Local Trade Area Set-Aside

Consistent with Section 3161 of the National Defense Authorization Act of 1993, this solicitation is set aside exclusively for Local Trade Area Business Concerns. The “Local Trade Area” is defined to consist of Richmond and Columbia counties in Georgia, and Aiken, Allendale, and Barnwell counties in South Carolina. Quotations received from business concerns located outside the Local Trade Area will be considered only if such concerns agree to relocate within the defined five county Local Trade Area, and perform the work required by the subcontract or purchase order in the five county area.”

6. Environmental Safety and Health – Minimum Performance Eligibility Factors

- A. It is the policy of WSRC and its teaming partners that all work performed on the Savannah River Site shall be conducted in a manner that protects workers, the public, and the environment. The objective of this policy is to establish a consistent site-wide approach to worker protection by incorporating safety and health into daily activities. To support the effective implementation of this policy for subcontracted non-construction activities, only those firms which have a demonstrated safety performance equal to the following standards shall be eligible for award:
- (1) A three year average Interstate Experience Modification Rate (EMR) of 1.0 or less.
 - (2) A three year average Total Recordable Case Rate (TRC) of 4.1 or less. **NOTE: If the services described herein involve Construction or Dismantling, Demolition, or Removal of Improvements services, the three year average TRC rate shall not exceed 6.3**
- B. Suppliers must submit a properly executed ES&H Worksheet with the quotation along with a letter from their Workman’s Compensation Insurance Carrier to certify the EMR performance.
- C. Any quotation received from firms which do not meet the stated minimum requirements, which do not provide the ES&H Worksheet, or which have less than three years of demonstrated safety performance will be considered unacceptable. However, WSRC reserves the right to consider a quotation exceeding the above criteria, if determined to be in the best interest of WSRC or the Government. In such cases, WSRC would require submission of proposed alternative subcontractor management controls to be agreed upon and implemented in the subcontractors Worker Protection Plan, to ensure safety and health performance remains top priority during performance of the work.
- D. If awarded a subcontract/purchase order as a result of this solicitation, the subcontractor may be required to submit a Corporate Worker Protection Plan (WPP) to the WSRC Procurement Representative for review and acceptance before work is commenced. See specific requirements in the article titled “Environment, Safety, and Health Compliance” included in the General Provisions/Special Terms and Conditions.) A WPP overview, instructions and checklist, including guidelines for preparing Task Specific Plans (TSPs) are available on the Savannah River Site Internet Homepage for your use, as may be required. WSRC also publishes a “Subcontractor Safety Handbook” that provides general safety rules that apply to all workers at SRS. An electronic copy of the safety handbook can be downloaded from the

Savannah River Site Internet Homepage for information and use.

7. Payment by Electronic Funds Transfer

Payments under any order resulting from this solicitation shall be by Electronic Funds Transfer (EFT). To facilitate payment by EFT, and in accordance with the Article of the General Provisions/Terms and Conditions titled "Payment by Electronic Funds Transfer", the Supplier shall complete and submit no later than 15 days after receipt of the order, the WSRC form titled "WSRC Vendor Authorization for Automatic Electronic Deposit of Invoice Payments" to the office designated below. Submission of the form under this subcontract is not required if the Supplier has previously provided the information to WSRC, and the data is still current. The form can be downloaded from the SRS Internet Home page referenced herein.

WSRC Accounts Payable
P. O. Box 6809
Aiken, SC 29804-6809
Electronic Address: wsrc-acctspay@srs.gov

8. Defense Priorities and Allocations Rating

The resultant purchase order will be a rated order certified for national defense use, and all the provisions of the Defense Priorities and Allocations System Regulation (15 CFR 700) are required to be followed by the supplier. This rating must be passed on to lower-tier suppliers in all cases to ensure delivery of the materials required. The purchase order will be rated DO-E2.

9. Unclassified Controlled Nuclear Information

- A. Certain documents included within the request for quotation contain Unclassified Controlled Nuclear Information (UCNI). UCNI is defined as certain unclassified but sensitive Government information concerning nuclear material, weapons, and components whose dissemination is controlled under Section 148 of the Atomic Energy Act. Documents included in the request for quotation that contain such data are marked as follows:

UNCLASSIFIED CONTROLLED NUCLEAR
INFORMATION
NOT FOR PUBLIC DISSEMINATION

- B. Suppliers are advised that access to UCNI shall be limited to persons meeting the criteria in the Department of Energy Order DOE O 471.1A, and is to be used exclusively for the purpose of preparing quotations under the solicitation. Suppliers shall adhere to the following requirements concerning the use, protection and disposition of UCNI included in the request for quotation:

- (1) Ensure access to UCNI is provided to only those individuals authorized for routine or special access (see DOE M 471.1-1, Chapter II)

- (2) Ensure that matter identified as UCNI is protected in accordance with the instructions contained in DOE M 471.1-1, Chapter II.
 - (3) Report any incident involving the unauthorized disclosure of UCNI to the WSRC Procurement Representative and/or the WSRC Safeguards and Security Office.
- C. Unsuccessful suppliers shall return all documents containing UCNI to the WSRC Procurement Representative for disposition. Documents shall be packaged in a single, opaque envelope or wrapping and delivered by U.S. Mail, commercial carrier or hand-carried by individuals authorized access in accordance with Paragraph (1) above. The DOE directives referenced herein can be accessed on the DOE Directives Home Page at: <http://www.directives.doe.gov/>

10. Organizational Conflicts of Interest Disclosure - Advisory and Assistance Subcontracts

- A. Organizational conflict of interest means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the subcontract or purchase order work is or might be otherwise impaired, or a person has an unfair competitive advantage.
- B. An offeror notified that it is the apparent successful offeror shall provide the statement described in Paragraph (1) below. For purposes of this provision, "apparent successful offeror" means the proposer selected for final negotiations or, where individual subcontracts are negotiated with all firms in the competitive range, it means all such firms. The statement must contain the following:
 - (1) A statement of any past (within the past twelve months), present, or currently planned financial, contractual, organizational, or other interests relating to the performance of the statement of work. For contractual interests, such statement must include the name, address, telephone number of the client or client(s), a description of the services rendered to the previous client(s), and the name of a responsible officer or employee of the offeror who is knowledgeable about the services rendered to each client, if, in the 12 months preceding the date of the statement, services were rendered to the Government or any other client (including a foreign government or person) respecting the same subject matter of the instant solicitation, or directly relating to such subject matter. The agency and contract number under which the services were rendered must also be included, if applicable. For financial interests, the statement

must include the nature and extent of the interest and any entity or entities involved in the financial relationship. For these and any other interests enough such information must be provided to allow a meaningful evaluation of the potential effect of the interest on the performance of the statement of work.

- (2) A statement that no actual or potential conflict of interest or unfair competitive advantage exists with respect to the advisory and assistance services to be provided in connection with the instant subcontract or purchase order or that any actual or potential conflict of interest or unfair competitive advantage that does or may exist with respect to the subcontract or purchase order in question has been communicated as part of the statement required by (1) above.
- C. Failure of the offeror to provide the required statement may result in the offeror being determined ineligible for award. Misrepresentation or failure to report any fact may result in the assessment of penalties associated with false statements or such other provisions provided for by law or regulation.

11. Service Contract Act Wage Determination

The Service Contract Act of 1965 will apply to any subcontract or purchase order awarded as a result of this solicitation. The supplier and any lower tier supplier shall pay each service employee not less than the minimum monetary wages and furnish fringe benefits in accordance with the wage determination(s) attached to the solicitation. **The supplier shall take this into consideration when preparing a quotation.** If no wage determination is listed in the RFQ form, a wage determination has been requested by WSRC and it will be incorporated into the solicitation and/or subcontract according to the time it is received. In the event that the wage determination(s) is received and incorporated into the subcontract/purchase order after award, the subcontractor may be entitled to an equitable adjustment in subcontract price. Additional information regarding the Service Contract Act can be found in the document entitled "Information to Offerors-Service Contract Act of 1965", located on the WSRC Internet Homepage.

12. Pre-Award Quality Assurance Audit

The Supplier may be evaluated by WSRC, prior to award, to assess the ability of the firm to meet the Quality Assurance (QA) requirements of this solicitation. This evaluation typically involves a visit by one or more WSRC representatives to the offerors facilities, review of the appropriate QA procedures, programs and methods, and objective evidence of successful implementation of the same.