



Department of Energy
Office of Science

Thomas Jefferson National Accelerator Facility

Cover Letter

**Solicitation No. 89243024RSC000007 as
amended September 17, 2024 via
Amendment 0002**

July 3, 2024

TO: Prospective Offerors

SUBJECT: REQUEST FOR PROPOSALS (RFP) NO. 89243024RSC000007 FOR
THE SELECTION OF A MANAGEMENT AND OPERATING
CONTRACTOR FOR THE THOMAS JEFFERSON NATIONAL
ACCELERATOR FACILITY (TJNAF)

This letter is a summary of the salient elements of the acquisition but is not an integral part of the attached RFP. Should there be any conflict between this letter and the RFP, the information in the RFP shall prevail.

The Department of Energy (DOE) is releasing the RFP for award of a management and operating contract for TJNAF. DOE is seeking proposals from Offerors interested in competing for this contract.

TJNAF is a Federally Funded Research and Development Center (FFRDC) single-purpose laboratory that is expected to become a multi-purpose laboratory within the next few years with the award and siting of SC's Advanced Scientific Computing Research (ASCR) high performance data facility. TJNAF leads the nation in the construction and operation of world-leading accelerator and detector facilities and in developing the underlying technology for nuclear physics research. TJNAF's primary mission is to deliver breakthrough science and technology in nuclear physics; accelerator science and technology; and large-scale user facilities/advanced instrumentation.

Specific details of the contract performance requirements are described in the RFP. The RFP is posted on the TJNAF competition website at [Thomas Jefferson National Accele... | U.S. DOE Office of Science\(SC\) \(osti.gov\)](#)

All questions must be submitted to the official TJNAF competition email address at TJNAFcompetition@science.doe.gov. Submission of questions by other means is not authorized. All questions regarding the RFP must be submitted no later than ten (10) calendar days prior to the date the proposals are due. Questions submitted after this date may not be answered and may not be the basis for amending this solicitation. Questions and answers, if appropriate, will be posted on the TJNAF competition website.

In order to further the Government's policy of maximizing electronic commerce and making the acquisition process optimally cost effective, electronic media will be the primary method of communication from the Government regarding this solicitation. The solicitation, solicitation amendments, responses to questions, and other official communications from the Government will be posted on the TJNAF competition website at [Thomas Jefferson National Accele... | U.S. DOE Office of Science\(SC\) \(osti.gov\)](#) This website will be the primary distribution medium used to disseminate information relating to this solicitation. Offerors are responsible for checking the TJNAF competition website frequently for information, notices, and updates regarding this solicitation.

A Source Evaluation Board (SEB) has been established to evaluate proposals submitted in response to the RFP. The SEB will conduct its activities in accordance with DOE's regulations and policies. Proposals will be evaluated in accordance with the specific methodology and evaluation criteria set forth in Section M of the RFP. General instructions are contained in Section L of the RFP.

Additionally, Offerors are required to be registered in the System for Award Management (SAM) when submitting a proposal and at the time of award. Processing time should be taken into consideration when registering. See <https://www.sam.gov> for registration information.

Significant items of interest concerning this solicitation

Offerors are encouraged to pay particular attention to the following aspects of the RFP:

Contract Type. DOE will award one (1) performance-based, cost-reimbursement, performance fee and award term incentive management and operating contract to the responsible Offeror whose proposal represents the best value to the Government. The Government intends to evaluate proposals and award a contract without discussions with Offerors (except clarifications as described in FAR 15.306(a)). Therefore, the Offeror's initial proposal should contain the Offeror's best terms from a technical and cost and price standpoint. The Government reserves the right to conduct discussions if it later determines them to be necessary. (Refer to Section L Provisions entitled "FAR 52.216-1 – Type of Contract" and "Instructions for the Submission of Proposals and Uniform Contract".)

Award Term Incentive. The base term of the contract is five years. The Government may extend the contract up to a total of 15 years beyond the five-year base term for exemplary performance. (Refer to Section F Clause entitled "Award Term Incentive".)

Separate Corporate Entity. The work performed under this contract shall be conducted by a separate corporate entity from its parent organization(s). The separate corporate entity must be set up solely to perform work at TJNAF and shall be totally responsible for all contract activities. In addition, all entities comprising the separate corporate entity shall each provide a performance guarantee for the performance of the contract which shall be incorporated into the contract. (Refer to Section H Clause entitled "Separate

Entity and Performance Guarantee” and Section L, Appendix 3 entitled “Performance Guarantee Agreement”.)

Employee Retention. Subject to the availability of funds, the selected Offeror will be required to retain the current workforce, with the exception of discretionary incumbent management employees. (Refer to Section H Clause entitled “Workforce Transition” and Section L Provision entitled “TJNAF Personnel Information”.)

Compensation and Benefits. The selected Offeror shall provide retained incumbent employees equivalent pay for at least the first year of the contract and equivalent benefits to those provided by the incumbent contractor. The contractor shall become the plan sponsor of pension and other post-retirement benefit plans (PRBs), as applicable, for those individuals who retired from employment at TJNAF with the predecessor contractor prior to the last day of contract transition. (Refer to Section H Clause entitled “Workforce Transition” and Section L Provision entitled “TJNAF Personnel Information”.)

Small Business Plan. Offerors are required to submit a Small Business Subcontracting Plan with their offer that is consistent with DOE’s goals. Copies of the current contractor’s recent Small Business Subcontracting Plans and small business progress report data are available on the TJNAF competition website. (Refer to Section L Provision entitled “Submission of the Small Business Plan” and Section J, Appendix H entitled “Small Business Subcontracting Plan”.)

Performance Fee. DOE anticipates awarding performance fee under this contract. The maximum earnable performance fee Offerors may propose for the first five (5) years is \$4.004 Million for each full fiscal year. (Refer to Section L Provision entitled “Performance Fee”.)

Transition Plan. Offerors are required to provide a transition plan covering a phase-in period of a maximum of 90 days prior to assuming responsibility for the management and operation of TJNAF. This plan should address specific steps necessary to assume full responsibility for management and operation of TJNAF as of 12:01 A.M., June 1, 2025. (Refer to Section H Clause entitled “Activities During Contract Transition” and Section L Provision entitled “Transition Plan”.)

Pre-Proposal Conference. A virtual pre-proposal conference has been scheduled for July 18, 2024 from 11:00am – 1:00pm ET. Prospective Offerors are encouraged to attend. Registration is required. Registration information is available on the TJNAF competition website. (Refer to Section L Provision entitled Pre-Proposal Conference and the TJNAF competition website.)

Site Tour. A site tour has been scheduled for July 23, 2024 from 9:00am – 12:00pm ET. Prospective Offerors are encouraged to attend. Registration is required. Registration information is available on the TJNAF competition website. (Refer to Section L Provisions entitled “Site Tours” and “FAR 52-237-1 – Site Visit”, and the TJNAF competition website.)

Proposal Due Date. Proposals, and any modifications, are due on October 15, 2024, by 5:00 p.m., ET. Proposals must be submitted electronically through FedConnect at <https://www.fedconnect.net>. Offerors are strongly encouraged to start the proposal submission process well in advance of the proposal due date/time. Instructions for submission of proposals are located in Section L. Late proposals, modifications, and withdrawals will be treated in accordance with Section L Provision entitled “FAR 52.215-1 – Instructions to Offerors – Competitive Acquisition”. (Refer to Section L Provisions entitled “Date, Time, and Place Offers/Proposals are Due” and “Instructions for the Submission of Proposals and Uniform Contract”.)

Oral Presentations. All Offerors are required to make oral presentations to the SEB approximately three weeks after receipt of proposals. The SEB will schedule the oral presentations via lottery and notify each Offeror within ten (10) business days after the Proposal Due Date of the date and time of its oral presentation. The oral presentation will be held in the vicinity of the Argonne National Laboratory in Lemont, IL. (Refer to Section L Provisions entitled “Oral Presentations” and “Offeror Engagement”, and Section M Provision entitled “Capabilities and Approach Evaluation Factors”.)

Evaluation Factors. DOE will use the following criteria to evaluate and select a contractor: Science Vision and Implementation Plan, Laboratory Operations, Management Approach, Past Performance, and Transition Plan. The Government will evaluate cost proposals for price reasonableness and cost realism. The cost evaluation will include consideration of the Offeror’s proposed transition costs, proposed Key Personnel’s total compensation costs for the first three years, and the proposed performance fee for the first five (5) years. A contract will be awarded to the responsible Offeror whose proposal is acceptable and is determined to be the best value to the Government. (Refer to Section M entitled “Evaluation Factors for Award” and Section L Provisions L.2 through L.7.)

Intent to Submit an Offer. While not required, Offerors intending to submit a proposal are requested to send an e-mail to TJNAFcompetition@science.doe.gov no later than the close of business 15 business days after the RFP is released. (Refer to Section L Provision entitled “Intent to Submit an Offer”.)

Enclosure:
Request for Proposals (RFP) No. 89243024RSC000007