

AMENDMENT OF SOLICITATION

Solicitation No. RFP-2023-23019	Amendment No. 2	Date: April 18, 2023
<p>ISSUED BY: NREL Attn: Caitlyn Alter 15013 Denver West Parkway Golden, CO 80401 Email: Caitlyn.Alter@nrel.gov Phone: 303-275-4483</p>	<p>PROJECT NAME & LOCATION "Janitorial Services"</p>	
<p>The above numbered solicitation is amended as set forth below. The hour and date specified for receipt of offers [X] is NOT extended. Due date is May 15, 2023 at 12:00PM MT</p>		
<p>FAILURE TO ACKNOWLEDGE THIS AMENDMENT IN ACCORDANCE WITH THE INSTRUCTIONS TO OFFERORS MAY RESULT IN REJECTION OF YOUR OFFEROR. EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENT REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.</p>		
<p><u>Description:</u></p> <p>The purpose of this Amendment is to answer questions received prior to the Pre-Proposal Conference on 4/20/2023, as outlined below.</p> <p><u>Technical Questions:</u></p> <ol style="list-style-type: none"> 1. Statement of Work Page 20 section B, c, item Vi and VII, day shift on site supervisor certifications: Please define the certifications CEH and REA as they relate to this solicitation. <ol style="list-style-type: none"> a. CEH – Certified Executive Housekeeper b. REA – Registered Environmental Assessor <ol style="list-style-type: none"> i. Typically utilized for Viral Disinfecting and/or other specialty cleaning services. c. OSHA – Occupational Safety and Health Administration d. LEED – Leadership in Energy and Environmental Design e. <i>NOTE: Please reference revised Appendix A – Statement of Work to be issued with Amendment 3.</i> 2. Who is responsible to provide consumable such as paper products, soap, hand sanitizer, etc.? <ol style="list-style-type: none"> a. The Subcontractor shall provide all inventory materials outlined in the Appendix A – Statement of Work. Reference Section 5) Description of Work: Inventory Requirements. 3. If the Subcontractor is responsible to provide consumable products, do you have any previous historical data purchased or used? What are the specific product requirements? <ol style="list-style-type: none"> a. Refer to the Appendix A – Statement of Work section 5) Description of Work: Inventory Requirements for details on the types of inventory required. b. Please refer to the Appendix B-3 Standard Terms and Conditions, Clause 77 titled "SUSTAINABLE ACQUISITION PROGRAM (NOV 2019)", Clause 78 titled "AFFIRMATIVE PROCUREMENT OF BIOBASED PRODUCTS UNDER SERVICE AND CONSTRUCTION SUBCONTRACTS (NOV 2019)". 		

4. What was the annual usage and spend on Bio-Based products for the last year?
 - a. Usage is variable. The majority of products utilized on-site for both cleaning and inventory are Bio-Based.
5. RFP Page 2 section 4, Historical usage per 12 month period, does this refer to South Table Mountain Campus and or Flatirons Campus plus additional buildings, one or the other or combined?
 - a. Historical Usage is combined usage at STM and FC only.
6. What are the background check and/or clearance requirements for employees assigned to these facilities?
 - a. Please refer to the Appendix B-3 Standard Terms and Conditions: Clause 70 titled "SECURITY AND ACCESS REQUIREMENTS (SPECIAL) (DEC 2018)"; Clause 92 titled "CYBERSECURITY: SUBCONTRACTOR NETWORK ACCESS AND SUBCONTRACTOR EMPLOYEE CRIMINAL BACKGROUND CHECKS AND DRUG TESTING (DEC 2022)"
7. Approximately how long does it take to process an employee for clearance to work at these facilities?
 - a. Clearance approvals are variable pending multiple factors, such as citizenship vs. visa status, country of citizenship, access required, and internal processing times. Minimum processing time is one to two weeks, but may take longer pending specific requirements.

Non-Technical Questions:

1. Can we submit a proposal as a Joint Venture that's not currently in existence (two companies proposing as a singular entity)?
 - a. Yes. However, the Joint Venture must meet the criteria of the total small business set-aside and be registered in SAM.gov prior to any potential award.
2. Do the employees working on site have a right of first refusal and/or could the awardee utilize the pre-existing workforce post-award?
 - a. Please reference the Appendix B-3 Standard Terms and Conditions clause titled "NONDISPLACEMENT OF QUALIFIED WORKERS (MAY 2014) (SPECIAL NOV 2016) Derived from FAR 52.222-17 (May 2014)" pages 20-24 of 178.
<https://www.nrel.gov/workingwithus/standard-terms.html>
3. Who is the incumbent Subcontractor and are they affiliated with a Union (Collective Bargaining Agreement)?
 - a. The Incumbent's information will not be shared during the solicitation. Information will be provided Pre-Award to the successful offeror only.
 - b. No. Service Contract Act Wage Determination 2015-5419 applies to RFP-2023-23019.
4. How are these services currently performed (in house, contractor)? If by a contractor, please provide: Contractor Name, Contract Number, Task Order Number (if applicable).
 - a. NREL is run by the Alliance for Sustainable Energy, the Prime M&O Subcontractor to the Department of Energy. As such, NREL has both subcontractors and on-site maintenance staff which complete portions of the required maintenance throughout the facilities.
 - b. NREL will not provide information regarding incumbent subcontractors due to internal policy.
5. What is the estimated dollar value range for this requirement?
 - a. Per Sources Sought Notice SS-2022-1010, the historical magnitude of this requirement is \$1-1.4 Million per year.
6. Who is the Contracting Officer?
 - a. The Subcontract Administrator is Caitlyn Alter. Contact Information: Caitlyn.Alter@NREL.gov, 303-275-4483.
 - b. NOTE: The Alliance for Sustainable Energy is a Prime M&O Contractor to the Department of Energy for the operation of the National Renewable Energy Laboratory. RFP-2023-23019 is issued by the Alliance for a Subcontractor to perform the Appendix A – Statement of Work.
7. Is there an APFS record associated with this requirement? If so, please provide the APFS #. If not, when will an APFS record be posted.

- a. The Alliance for Sustainable Energy is a Prime M&O Contractor and does not post to APFS.
- 8. If we are a small business proposing lower-tier subcontractors, are there any requirements regarding the business size of lower-tier subcontractors?
 - a. No, there are no size requirements for lower-tier subcontractors.
- 9. Is Past performance questionnaire required? If yes, please provide the PPQ Form.
 - a. Past Performance requirements are outlined in section 6 of the RFP Letter – Evaluation Criteria 6.3 (sub-criteria 6.3.1, 6.3.2 and 6.3.3)
- 10. Please clarify the allowed number of pages for the technical proposal. In the request for RFP, Page 12 section D, first paragraph it lists 30 pages. Just below in section 6.1 it lists a maximum of 5 pages.
 - a. The total proposal maximum is 30 pages, not including excluded documents. Each of the technical criteria, such as 6.1, have their own corresponding page maximums such as 5 pages for answering all sub-criteria in Evaluation Criterion 6.1.
- 11. What is the current contract number this work is being performed under?
 - a. See answer to Non-Technical question 4 above.
- 12. Who is the current provider of these services under any current contract?
 - a. See answer to Non-Technical question 4 above.

Written questions concerning this solicitation document and its requirements are due by April 27, 2023. NREL will issue an amendment to this solicitation document that will formally provide all the questions and answers submitted in writing. All recipients of the solicitation document will receive responses to questions.

The proposal due date remains May 15, 2023, at 12:00PM MST. All proposals shall be submitted electronically to the Subcontract Administrator at Caitlyn.Alter@NREL.gov.