



**Department of Energy**  
Office of Science

**Fermi National Accelerator Laboratory**

**Cover Letter**

**Solicitation No. 89243123RSC000083**

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January 3, 2024

TO: Prospective Offerors

SUBJECT: REQUEST FOR PROPOSALS (RFP) NO. 89243123RSC000083 FOR THE SELECTION OF A MANAGEMENT AND OPERATING CONTRACTOR FOR THE FERMI NATIONAL ACCELERATOR LABORATORY (FNAL)

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 FNAL. DOE is seeking proposals from Offerors interested in competing for this contract.

Located in Batavia, IL, FNAL was established in 1967 and is funded primarily by DOE's Office of Science (SC). FNAL is a Federally Funded Research and Development Center that leads the nation in the construction and operation of world-leading accelerator and detector facilities and in developing the underlying technology for particle physics research. The primary mission of FNAL is delivering breakthrough science and technology in the area of high energy particle physics. To carry this out, FNAL has a staff of approximately 2,100 employees, consisting of both direct hires and augmented personnel, and a current annual budget of approximately \$614 million. FNAL is located on a federally owned 6,800-acre site which houses approximately 370 buildings.

Specific details of the contract performance requirements are described in the RFP. The RFP is posted on the FNAL competition website at <https://science.osti.gov/Acquisition-Management/M-and-O-Competitions>.

All questions must be submitted to the official FNAL competition email address at [FNALcompetition@science.doe.gov](mailto:FNALcompetition@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 FNAL 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 FNAL competition website at <https://science.osti.gov/Acquisition-Management/M-and-O-Competitions>. This website will be the primary distribution medium used to disseminate information relating to this solicitation. Offerors are responsible for checking the FNAL 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, award 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 FNAL 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 “FNAL 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 FNAL 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 “FNAL Personnel Information”).)

Bargaining Agreements. The selected Offeror will be expected to provide employment terms and conditions consistent with those provided under the current agreements until bargaining unit employees electing to organize have transitioned to new collective bargaining agreements. (Refer to Section L Provision entitled “FNAL 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 FNAL 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 \$5.564 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 three (3) months prior to assuming responsibility for the management and operation of FNAL. This plan should address specific steps necessary to assume full responsibility for management and operation of FNAL as of 12:01 A.M., January 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 January 11, 2024. Prospective Offerors are encouraged to attend. Registration is required. Registration information is available on the FNAL competition website. (Refer to Section L Provision entitled Pre-Proposal Conference and the FNAL competition website.)

Site Tour. A site tour has been scheduled for January 18, 2024. Prospective Offerors are encouraged to attend. Registration is required. Registration information is available on the FNAL competition website. (Refer to Section L Provisions entitled “Site Tours” and “FAR 52-237-1 – Site Visit”, and the FNAL competition website.)

Proposal Due Date. Proposals, and any modifications, are due on March 4, 2024, by 5:00 p.m., Central Time. 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 four weeks after receipt of proposals. The SEB will schedule the oral presentations via lottery and will notify each Offeror, within ten (10) business days after the date for receipt of proposals, of the date and time of its oral presentation. The oral presentation will be held in the vicinity of the Fermi National Accelerator Laboratory. (Refer to Section L Provisions entitled “Oral Presentations” and “Offeror Engagement”, and Section M Provision entitled “Capabilities and Approach Evaluation Factors”.)

Evaluation Factors. The criteria DOE will use in evaluating and selecting a contractor are Science Vision and Implementation Plan, Laboratory Operations, Offeror Engagement, 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 two (2) 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 an offer are requested to send an e-mail to [FNALcompetition@science.doe.gov](mailto:FNALcompetition@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:

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