



## C--Remedial Action Contract II (RAC II Lite)

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### General Information

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Classification Code: C -- Architect and engineering services  
Set Aside: Service-Disabled Veteran-Owned  
Naics Code: 562910 -- Remediation Services

### Contracting Office Address

Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW  
Atlanta, GA 30303

### Description

PR-R4-07-10082 -Service-Disabled Veteran-Owned Small Business Set-Aside  
The Remedial Action Contract II (RAC II) Lite will consist of professional

architect/engineer, technical, and management services in support of EPA's Region 4 remedial response, enforcement oversight and non-time critical removal activities under the Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA) as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA); and the Robert T. Stafford Disaster Relief and Emergency Assistance Act pursuant to the Federal Response Plan (FRP) and other laws to help address and/or mitigate endangerment to public health, welfare or environment, and to support State and communities in preparing for responses to releases of hazardous substances, as well as counter-terrorism. These services will be provided within EPA Region 4 (AL, MS, FL, TN, GA, KY, NC, and SC) and on occasion in other EPA regions. This is a competitive Service-Disabled Veteran-Owned Small Business Set-Aside. The NAICS code is 562910 and has a small business size standard of 500 employees. At least 50 percent of the cost of contract performance incurred for personnel shall be expended for employees of the prime contractor. This procurement envisions the award of one RAC II contract. The contract itself is anticipated to be an Indefinite Delivery/Indefinite Quantity contract with Fixed Rates. The base period of performance will be five years, with one five-year option for a potential total period of ten years. The estimated contract value (including options) is \$31,000,000, and the contract will have a minimum guarantee of \$100,000.00. This is not a Request for Proposal. The SF-330 "Architect-Engineer Qualifications" statement is due by 12:00 noon on Monday, April 24, 2007 at the following address: U. S. Environmental Protection Agency, Region 4, Acquisition Management Section-14th Floor, 61 Forsyth Street, Atlanta, Georgia 30303, ATTN: Charles Hayes. Qualification statements must be received at the above designated location by the deadline; postmarks will not suffice. Offerors shall complete the SF 330 in accordance with the instructions provided on the SF 330. Each offeror qualification statement, including the SF 330 and attachments, is limited to fifty pages single sided with 1 inch margins on paper not to exceed 8 1/2 x 11 and a minimum of 10 point font. Submit one (1) original, eight (8) hard-copies and one (1) electronic copy on disc in the following formats (Word Perfect and MS Word) of their SF 330s. Proposals that exceed the page limit will be considered non-responsive. If your firm chooses to propose as a joint venture, you must provide the joint ventures point of contact. Both joint venture partners will be held independently responsible for contract performance (as opposed to conventional prime-sub arrangements in which the prime contractor is responsible for all performance on the contract.). Each joint venture if given a task order must be able to perform all the work on the task order independently. Those firms proposing a joint venture must submit a copy of the joint venture agreement. Preference will be given to those firms where the Service Disable Veteran Owned businesses have agreed to perform 65% or a greater percentage of the total cost of contract performance incurred for personnel. Offerors shall discuss their team's management approach and the ability to maintain staff in the region as described in the evaluation criteria. If the full statement of work cannot be performed by the firm's existing personnel and facilities located entirely within the region, the firm shall clearly demonstrate

how resources outside of the region will be accessed over the period of performance of the contract. Source selection will be based on the following evaluation criteria which are listed in descending order of importance:

1. Professional qualifications (as presented in sections E, G, H and Part II of firms SF 330)
  - a) Management Experience - Offerors will be evaluated on the demonstrated relevant experience of their management personnel based upon educational, technical, management and financial experience;
  - b) Technical Experience - Offerors will be evaluated on the demonstrated relevant experience of its technical personnel based upon education, technical and management experience in accordance with the requirements of proposed statement of work (SOW); and
  - c) Management Ability - Offerors will be evaluated as follows:
    - a) ability to select the appropriate staffing by technical disciplines (e.g., chemical engineer, chemist, etc.) for multiple task orders for all elements of the SOW;
    - b) ability to manage multiple task orders with minimal government oversight, ability to control costs, and ability to provide quick response to contract requests;
    - c) ability to develop an innovative management strategy to minimize costs and streamline schedules; and
    - d) ability to comply with the government financial and contracting reporting requirements.
2. Specialized experience and technical competence (as presented in sections E, G, H and Part II of firms SF 330 and short listed firms oral presentation) - Offerors will be evaluated as follows:
  - a) experience with CERCLA, other applicable or relevant and appropriate requirements, and EPA guidance and policy pertaining to the various elements of the SOW;
  - b) experience in the design and performance of complex ecological/human health risk assessments in accordance with the most recent Agency guidance;
  - c) ability to respond to changed site conditions;
  - d) experience in coordinating multiple stakeholders on projects;
  - e) experience in overseeing work performed by Regulated Parties, such as Potentially Responsible Parties; and
  - f) ability of the Service Disabled Veteran Owned firms to perform 65% or a greater percentage of the total cost of contract performance incurred for personnel.
3. Capacity to accomplish the work in the required time (as presented in Section H and Part II of firms SF 330 and short listed firms oral presentation) - Offerors will be evaluated on current and projected workload commitments; and the offeror capacity to staff the contract with experienced, trained personnel at the appropriate levels and disciplines in an effective and timely manner.
4. Past Performance (as addressed by past performance references) - Offerors will be evaluated on their past performance under existing and prior contracts for similar projects. Past performance will be evaluated as follows:
  - a) Quality of service;
  - b) Cost Control;
  - c) Timeliness of Performance; and
  - d) Business Relations.EPA is not limited to the past performance references submitted by the offeror. EPA may seek information for this criterion from the offerors clients or through other means.
5. Location (as presented in Section H and Part II of firms SF330) - Offerors will be evaluated on its ability to maintain an office and staff presence in Region 4. Following EPA's review of the SF 330, a "short list" of the most highly rated firms will be developed. Short-listed firms will be referred to as "selected firms." Selected firms will be invited to participate in oral presentations. The specific details on the

oral presentations will only be provided to the selected firms. Oral presentations will address and augment evaluation criteria 2 and 3. Selected offerors should be aware that their overall rating depends on both written submissions and their oral presentations. Following oral presentations, the proposals will then be ranked with the most highly rated firm ranked first. The source selection authority will make the final selection from among those firms. The most highly rated firm will be asked to submit a cost proposal and the Government will proceed with negotiations. The most highly rated firm will then be asked to submit the following: Conflict of Interest Plan, Quality Management Plan, and Representations and Certifications. Additional information for this requirement may be found on EPA's acquisition site at <http://www.epa.gov/oamsrpod/pmrcsc/rac2/index.htm>. The Placement Contract Specialist for this procurement is Stacy Hill; she can be reached at [hill.stacy@epa.gov](mailto:hill.stacy@epa.gov) or (404) 562-8375. The Placement Contracting Officer for this solicitation is Charles Hayes; he can be reached at [hayes.charles@epa.gov](mailto:hayes.charles@epa.gov) or (404) 562-8377.

### **Point of Contact**

STACY M. HILL, Contract Specialist, Phone: (404) 562-8375, E-Mail: [hill.stacy@epa.gov](mailto:hill.stacy@epa.gov)  
Email your questions to STACY M. HILL at [hill.stacy@epa.gov](mailto:hill.stacy@epa.gov)

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