

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES 1   1
2. AMENDMENT/MODIFICATION NO. 0003	3. EFFECTIVE DATE 12/19/2024	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY National Energy Technology Lab U.S. Department of Energy Morgantown Campus 3610 Collins Ferry Road P.O. Box 880 Morgantown WV 26505-2353 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)	CODE 892433	7. ADMINISTERED BY (If other than Item 6) U.S. DOE/NETL NATIONAL ENERGY TECH LAB 3610 Collins Ferry Road Morgantown WV 26505-2353	CODE 02605
CODE	FACILITY CODE	(x) 9A. AMENDMENT OF SOLICITATION NO. 89243325RFE000091	
		x 9B. DATED (SEE ITEM 11) 12/06/2024	
		10A. MODIFICATION OF CONTRACT/ORDER NO.	
		10B. DATED (SEE ITEM 13)	

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended.  is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor  is not  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Amendment 0003 - The purpose of this amendment is to provide Questions and Responses as of 1/6/2025 and extend the solicitation.

Period of Performance: 08/01/2025 to 07/31/2030

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Mathew A. Gibson
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED
16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 12/19/2024

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## Questions/Responses

**89243325RFE000091 – Amendment 0003**

**Site Security Services for the Department of Energy (DOE) / National Energy Technology Laboratory (NETL) at the Morgantown, West Virginia; Pittsburgh, Pennsylvania; and Albany, Oregon facilities.**

### QUESTIONS AND RESPONSES – January 6, 2025

1) Question – Could you please let us know if there have been any changes to the scope of the ongoing requirement?

**Response – No recent changes to the scope of the ongoing requirement.**

2) Question – Can you confirm if our understanding of the positions listed in the PWS and CBA is correct? Specifically, is "Secon" equivalent to "Guard II," "Site Commander" equivalent to "Sergeant," and "Program Manager" equivalent to "Lieutenant"?

**Response – SECON is not equivalent to Guard II. Please see the Performance Work Statement section “2.7 Security Conditions (SECON)”**

- **Rank structure:**
  - o **Program Manager is a managerial position that oversees the Site Commanders at all three sites. The Program Manager is not a bargaining unit member.**
  - o **The Site Commander is also a managerial position which oversees the protective force teams at their respective sites. Site Commander is not a bargaining unit member.**
  - o **The Lieutenant is the highest-ranking union member at each site. More information can be found in each site’s Collective Bargaining Agreement.**
  - o **The Sergeant positions are the second highest ranking union members at each site. More information can be found in each site’s Collective Bargaining Agreement.**

3) Question – Are there any specific equipment that the Contractor needs to provide in order to fulfill the services?

**Response - Please see the Performance Work Statement section “3.5 Keys, Locks and Safes” and section “8 Contractor-Furnished Equipment”.**

4) Question – Please confirm the Glossary of Acronyms and Abbreviations should be placed after the cross reference matrix.

**Response – The Cross Reference Matrix shall be inserted immediately following the table of contents.**

5) Question – Are company logos acceptable within the header or footer?

**Response – In accordance with L.9 DOE-L-2001 PROPOSAL PREPARATION INSTRUCTIONS – GENERAL (OCT 2015), (f) Proposal specifications, (5) Page Margins, the only information that may be displayed the solicitation number, name of offeror and the legend**

6) Question – The requirement states "All pages shall be sequentially numbered by volume." Given each volume will include multiple files submitted based on the proposal preparation instructions, are all files within each volume to be sequentially numbered or should File 2's page numbering continue from File 1 and so on and so forth?

**Response – Each file shall be individually numbered**

7) Question – The requirement states "The Offeror shall include the Table of Contents (for each volume) and any required Cross Reference between volumes or files in the file submission for the cover sheet under File 1 for Volume I. Volume level glossary of acronyms and abbreviations shall also be included in this File 1 for Volume I."

**Response – Each volume shall contain a table of contents and and required cross reference between volumes**

8) Question – The requirement states "Certain solicitation clauses have been uploaded with the solicitation, as a separate Word document (Fill In Clauses.doc), which are to be completed by the Offeror, saved and submit as File 3." However, a word document titled Fill In clauses was not provided with the solicitation. Does the DOE plan to release the Fill In Clauses.doc?

**Response – The fill in clauses document is included with this amendment.**

9) Question – Offerors are required to fill in any areas marked TBD in the Position Qualifications document. However, there are no areas marked as TBD in the file titled ATTACHMENT D. Position Qualifications

**Response – The fill in clauses document is included with this amendment.**

10) Question – Can the Government please confirm the Program Manager is required to be 100% dedicated to this contract and work on-site at the Morgantown, WV location?

**Response – The Program Manager is required to be dedicated to the contract. This position will require the majority of the work to be performed at the Morgantown facility, with travel to the Pittsburgh facility weekly, and the Albany facility quarterly**

11) Question – Will the Government please verify if Exhibit G Performance Reference Information Form is to be submitted with our proposal in addition to the Relevant Past Performance Discussion in Volume 2, File 4 Performance?

**Response – This is to be included with your proposal.**

12) Question – The requirement states: "The Clause B.1 has been uploaded with the solicitation, as a separate Word document (SectionB.docx), which can be used by the Offeror to complete, save, and submit as their File 1." However, SectionB.docx was not included with the solicitation files. Does the government intend to provide a word document of Section B?

**Response – B.1 is included in this amendment with the Fill In Clauses document.**

13) Question – The price proposal instructions do not include a file name structure as the other volume instructions had. Will the government please confirm the file name is to be <company name> Vol III File 1 Price?

**Response – <company name> Vol III File 1 Price Proposal is the correct volume/file name.**

14) Question – The requirement states "The reference point of contact for each contract or project should complete and submit the Past Performance Questionnaire (Exhibit F) (completed by the reference point of-contact) directly to the Contract Specialist identified in the Past Performance Information Questionnaire cover letter, prior to the closing date of the RFP." Additionally, answer to question number 18 states "Past Performance Questionnaires should be sent to the solicitation Contract Specialist and Contracting Office by the client." However, the contact information in Exhibit F is blank. Please provide the Contract Specialist's email address so reference point of contacts can submit past performance questionnaires.

**Response – The Contract Specialist contact email is stefanie.page@netl.doe.gov.**

15) Question – Will training space be provided to complete required training at each site?

**Response – Yes**

16) Question – Can the Government please confirm both a Program Manager and Watch Commander are required at the Morgantown, WV site and these positions are to be filled with two separate individuals?

**Response – Yes, the Site Commander and Program Manager are separate positions to be filled by two separate individuals. Both will be required at the Morgantown facility.**

17) Question – Is the current contract sufficiently staffed to support this subject level of effort?

**Response – Yes**

18) Question – Is the incumbent staff trained and licensed to the standards provided in this subject RFP?

**Response – Yes**

19) Question – Can the Government please confirm a Facility Clearance is not required for this subject requirement?

**Response – A facility clearance is not required at this time.**