

Request for Proposal Number 384775

Issued by: Battelle Battelle Boulevard, K9-15 P.O. Box 999 Richland, WA 99352-0999 USA	Ship To address: PO#: Battelle for US DOE 790 6th Street Richland, WA 99354 United States
Contracts Specialist: Name: Melissa Huber Telephone Number: 509/372-4623 Fax Number: 509/375-3818 Email: melissa.huber@pnnl.gov	Anticipated Freight Terms: N/A
Proposal Due Date: January 27, 2017	Estimated Period of Performance End Date: March 30, 2018
Payment Terms: Net 30	Anticipated Contract Type: Fixed Price

Offer

We offer to sell the items (or alternate items as specified) at the prices indicated, on the terms and conditions stated and the referenced General Provisions which will be a part of any resulting contract.

Offeror shall sign and return with the submitted response

Firm Name	Telephone Number	Fax Number
Offer Date	Email Address	
Name	Title	
Signature		

Battelle (on behalf of the US Department of Energy's Wind Energy Technologies Office) is implementing a program to lend government-owned AXYS WindSentinel buoys to qualified parties for the purpose of acquiring wind resource characterization data in areas of interest for offshore wind energy development. This is a Request for Proposal for this loan program. Proposals should be initially submitted on the most favorable technical terms which can be offered because of the possibility that award will be made without discussion of proposal received. Each application will be reviewed based on the criteria described in the Statement of Work (and referenced documents) and a loan partner will be selected.

In response to this request, a proposal with all information requested shall be provided. Proposals shall include documentation describing the proposed approach and merits of applicant's plan.

Statement of Work

The enclosed Statement of Work dated December 6, 2016 outlines the scope and requirements of the buoy loan program.

Contract Contents

Each proposal submitted shall include a statement of acceptance for the following General Provisions:

- The Fixed Price General Provisions for Commercial Items - Supplies/Services, Form A-409.18-CI dated June 2016, apply and may be viewed at <http://www.pnnl.gov/contracts/contractdocuments.aspx>.

Performance Schedule

Offerors shall note that any resulting contract shall include the following provision for submittal of a Performance Schedule:

"Contractor shall provide with the proposal a performance schedule identifying major production milestones and deliverables to accomplish the requirements of this contract. Contractor shall provide written, electronic status reports by the 15th of each succeeding month. If at any time the Contractor has reason to believe that a production milestone or delivery date may not be met, Contractor shall immediately notify the Battelle Contracts Representative in writing, outlining the milestone or delivery date in jeopardy, the reasons, and steps the Contractor will take to recover the schedule in order to meet delivery requirements."

Battelle Contracts Representative

The Battelle Contracts Representative, Melissa Huber, is the sole point of contact for any communications or questions regarding this acquisition

Solicitation Provisions

In addition to the requirements outlined herein, the Solicitation Provisions, Form A-609-SP (November 2014), available at <http://www.pnnl.gov/contracts/contractdocuments.aspx> apply to this Request for Proposal.

Submission of Proposals

Proposals should be prepared simply and economically, and provide a straightforward, concise delineation of the information required to be furnished. Emphasis should be on completeness and clarity. Elaborate brochures or other presentations are neither required nor desired.

Each proposal submitted should include:

- Completed Representation - Certification form found at:
<http://www.pnnl.gov/contracts/contractdocuments.aspx>
 - ⊕ The NAICS code for section A.1 of the Representations and Certifications is **488330**
 - ⊕ The size standard for section A.2 is **\$38.5M**. (If a manufacturing NAICS code is used, a wholesale trade or retail trade business concern submitting an offer or quote is categorized as a "nonmanufacturer" and deemed small if it has 500 or fewer employees and meets the requirements of 13 CFR 121.406)
- If this proposal is for primarily for services submit a Technical Proposal that provides, but is not limited to, the offeror's approach to performance of the services outlined in the Statement of Work dated December 12, 2016; key assumptions; proposed key personnel including their educational and professional qualifications; proposed materials; proposed travel, including dates, duration and purpose of the travel; offeror's past experience in providing services of a similar nature and magnitude; and reference information, i.e., contact data, for other firms which the offeror has performed similar services.
- A Small Business Subcontracting Plan in accordance with the General Provision 52.219-9 (if applicable).

Proposals shall be delivered to Battelle on or before **January 27, 2017** and shall be valid for a minimum of 90 days.

Proposals are preferred to be submitted via Email to melissa.huber@pnnl.gov with a subject line that includes the words "**Proposal to RFP 384775**".

Proposals may also be submitted via facsimile at the Fax Number provided herein or by hard copy to the above address. All transmittals must reference "**Proposal to 384775**". Proposals submitted by overnight mail must be mailed to:

Battelle, Pacific Northwest Division
ATTN: Melissa Huber, K9-15
P.O. Box 999
Richland, WA 99352

Contract Award (cl 600 -- Aug 2012)

Battelle may evaluate proposals received in response to this solicitation without discussion (initial proposals should contain the offeror's best technical terms). Contract award, if any, will be made to the responsive, responsible offeror whose evaluated proposal provides the highest merit after satisfying all the technical requirements of this solicitation.

Battelle may:

- A. reject any or all proposals;
- B. request clarification of minor irregularities, informalities or apparent clerical mistakes;
- C. waive minor irregularities, informalities or apparent clerical mistakes in offers received
- D. accept any item or combination of items, unless doing so is precluded by a restrictive limitation in the solicitation or the proposal;
- E. award multiple contracts as a result of this solicitation;
- F. reject a proposal as non-responsive if the prices proposed are materially unbalanced between line items or sub-line items. A proposal is materially unbalanced when it is based on prices significantly less than prices for some items and prices which are significantly overstated in relation to prices for other items, and if there is a reasonable doubt that the proposal will result in the lowest overall price to Battelle even though it may be the lowest evaluated proposal, or if it is so unbalanced as to be tantamount to allowing an advance payment;
- G. conduct site visits to the home or field offices of offerors determined to be in the competitive range (offerors will be notified with the date and time of arrival, an outline of the duration of the visit and any assistant/information required);
- H. require oral presentations from any or all offerors, determined to be in the competitive range (offerors will be notified of the time and place for such presentation);
- I. request oral and/or written discussions;
- J. determine a competitive range, including all proposals that are judged to have a reasonable chance of being selected for award, and negotiate with all offerors within it. (In the event a competitive range is determined, it will be based solely on Battelle's judgment, and Best and Final Offers will be requested at the conclusion of negotiations); or
- K. negotiate only with a single offeror to further reduce the price paid if, in the judgment of Battelle after a review of the technical and price offers, only one offeror has a reasonable chance of being selected for award.

There is no funding obligated for this action. Deployment costs will be born solely by the applicant.