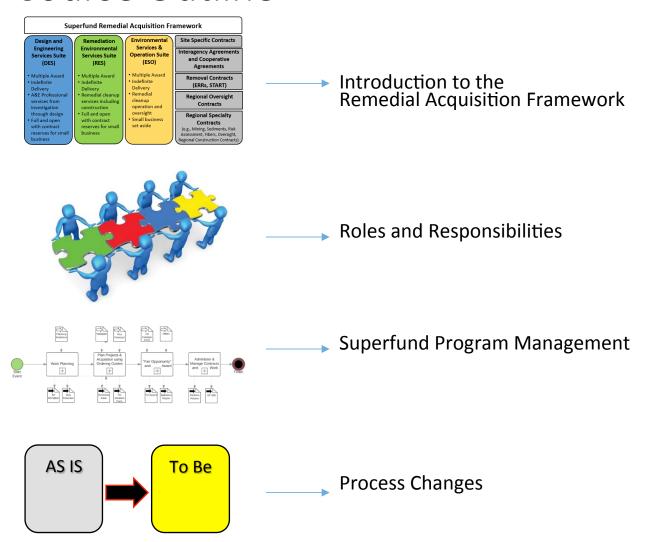
Introduction to the Remedial Acquisition Framework



Learning Objectives

- Increase awareness of pressures to change the Superfund remedial program's way of doing business
- Develop an understanding of the remedial program's new acquisition tools
- Develop an understanding of the new program management framework
- Understand roles and responsibilities under this framework
- Review and understand remedial process changes (i.e. RI/FS, RD/RA)

Course Outline





The rationale for change

THE WHY!

• In 2009 the President instructed agencies, through the Office of Management and Budget (OMB), to improve the effectiveness and efficiency of the federal acquisition system.

- Priorities included:
 - Strengthening contract management and internal review practices
 - Maximizing the use of competition in contracting
 - Improving how contracts are structured
 - Building the skills of the acquisition workforce

THE WHY! Cont'd

- OMB issued guidance following the executive orders on
 - Ensuring planning for acquisitions
 - Reducing high risk contracting
 - Improving the use of contractor performance information
 - Increasing competition and structuring contracts for best results

Additionally...

- Decreasing Superfund budgets
- Government FTE reductions
- OIG findings:
 - Response Action Contracts (RAC): Structure and Administration Need Improvement (2004)
- Separating design and construction contracting responsibilities
- Expiring EPA RAC, ROC, and AES contracts
- Dissolution of High Risk Contracts
- Promoting performance based acquisition where applicable

What does this mean to me?

- Work assignment contracts are not aligned with OMB directives.
- Increase competition to reduce cost
- More choices in the types of contracts and task orders we use
- Performance base acquisitions to foster innovation
- Must change our acquisition planning to account for increased time and effort associated with task order award

Opportunity for questions

Introduction to the Remedial Acquisition Framework

What's Changing – Our RAF Suite of Contracts

Current Remedial Contracts	RAF	
Full Service RAC contracts	Suites of EPA Contracts for different scopes (areas of expertise); splitting design and remedial action implementation	
Single Award Contracts	Multiple Award Contracts	
Work Assignment Contracts	Task Order Contracts	
Competition limited to contract award	Increased Competition via Fair Opportunity for task orders	
At least One Small Business per Region	Multiple Small Business awards for each suite (ESO is small business)	
Regional	National	
Contractor Performed Acquisition and Field Oversight Services for Remedial Action Projects	EPA Responsible for Acquisition and Field Oversight Services for Remedial Action Projects	
Work is Principally Cost Reimbursable or Time and Materials Assignments/Orders	Multiple Options for Task Order Structure - Firm Fixed Price/Fixed Unit Rate - Time and Materials - Cost Reimbursable	

Remedial Acquisition Framework (RAF)

Identifies a suite of potential acquisition vehicles available to remedial program/RPMs to accomplish the remedial mission.

Superfund Remedial Acquisition Framework Environmental Site Specific Contracts Remediation Design and Services & **Engineering Environmental Interagency Agreements Operation Suite Services Suite Services Suite** and Cooperative (ESO) (DES) (RES) Agreements Multiple Award Multiple Award Multiple Award Removal Contracts Indefinite Indefinite Indefinite (ERRs, START) Delivery Delivery Delivery Remedial A&E Professional Remedial cleanup Regional Oversight cleanup services including services from Contracts operation and investigation construction oversight through design · Full and open Regional Specialty Small business Full and open with contract Contracts set aside with contract reserves for small (e.g., Mining, Sediments, Risk reserves for small business Assessment, Fibers, Oversight, business Regional Construction Contracts)

For RAF Suite of Contracts:

- Both the ESO and RES contracts provide for PBA where applicable.
- DES contracts do not provide for PBA because A&E services are governed by FAR PART 36.



Design and Engineering Services (DES)

SCOPE:

- Architect and Engineering Services with a focus on the execution of RI/FS and RD work
- May also be used to provide technically complex responsible party oversight

ACQUISITION APPROACH

Procured under Brooks Act and FAR Part 36.6 –qualifications based selection

STRUCTURE:

- Multiple award contract with large and small business awards
- 10 yr contracts, 5 year base and 5 year option
- Most qualified firm identified for each project through DES fair opportunity process
- Once firm is identified, labor mix and associated costs are negotiated

Remedial Environmental Services (RES)

SCOPE:

- The focus of these contracts is remedial action implementation
- Scope includes full array of remedial services ranging from construction (e.g., landfill cap) to in-situ technologies (e.g., ISCO)

ACQUISITION APPROACH

 Procured under FAR Part 15 —best value selection where technical is considered more important than cost

STRUCTURE:

- Multiple award contract with large and small business awards
- 10 yr contracts, 5 year base and 5 year option
- RES fair opportunity includes technical and cost competition among firms

Environmental Services and Operations (ESO)

SCOPE:

- This focus of these contracts is for:
 - LTRA-type remedy operation activities (e.g., pump and treat operation, ISCO injections, etc); and
 - oversight of potentially responsible party activities (PRPs, Federal Agencies, States, Tribes).
- These contracts will also provide general technical assistance and support including RPM support in the field during remedial action implementation.

ACQUISITION APPROACH:

• Procured under FAR Part 15 –best value selection where technical is considered more important than cost

STRUCTURE:

- Multiple award contract set aside for small businesses
- 10 yr contracts, 5 year base and 5 year option
- ESO fair opportunity includes technical and cost competition among firms

Summary of Available Services Under Each RAF Contract

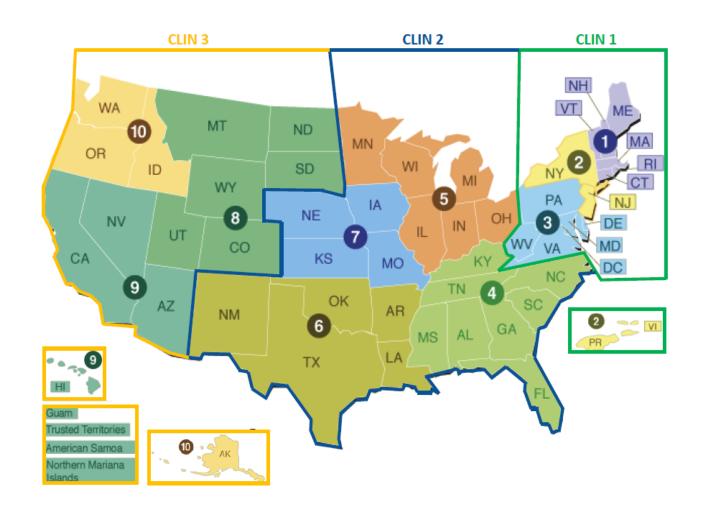
Requirement	DES	RES	ESO
PA/SI			✓
EPA lead RI/FS	✓		√ (limited)
EPA lead RD	✓	√ (RA support)	✓ (limited)
EPA lead RA or NTRCA		✓	✓
RA and RV implementation support	✓ (limited)		✓
EPA lead LTRA		✓	✓
RA and RV implementation support	✓		✓
Oversight (PRP, state, tribe)	√ (complex)		✓
FF oversight	✓ (rare)		✓

RAF Contract Structure

Contract Line Item Number (CLIN) concept

- Each suite is divided into three geographic zones CLINs 1 through 3.
- Each CLIN represents the work of regions within a CLIN (CLIN 1 = regions 1 3; CLIN 2 = regions 4 7; and CIN 3 = regions 8-10)
- A contractor can compete for award under one or more CLINs or for all CLINs
- Each contractor will be awarded a single contract covering all qualified CLINs
- suite Each suite is ONE contract with multiple vendors (i.e., national DES contract)
- CLIN geographic footprint were defined based contractor's geographic capability to perform the entire contract statement of work

DES, RES, ESO CLINs (Geographic) Structure



Small and Large Business Considerations

- DES: Targeting approximately 7 awards per CLIN to a mix of qualified large and small businesses (targeting ~ 3 qualified small businesses)
- RES: Targeting approximately 7 awards per CLIN to a mix of qualified large and small businesses (targeting ~ 3 qualified small businesses)
- ESO: Targeting approximately 7 awards per CLIN to qualified small businesses

What does this mean to me?

- More contract tools available to the RPM for remedial work
- Access to more qualified contractors under each contract (large and small businesses)
- Increased vendor base is anticipated to resulted in improved competition and reduced costs
- Different types of contracting approaches can be used to best manage project risk and promote contractor innovation

Transition

- How it will happen
 - The Regions will develop and update existing transitions plans for ongoing and planned work based on rules of engagement outlined in the HQ/Region signed transition plan.
- The RAF team has:
 - Outlined Roles and Responsibilities under the National framework
 - Outlined task order planning and award procedures
- The RAF team is in the process of:
 - Preparing SOPs
 - Case Studies/templates
 - Developing Training

When is this all happening?

 Award of the new contracts is currently planned for spring/summer 2018

Opportunity for questions

Roles and Responsibilities

RAF Manual: Roles and Responsibilities

The following describes the roles and responsibilities of individuals involved in the RAF process.

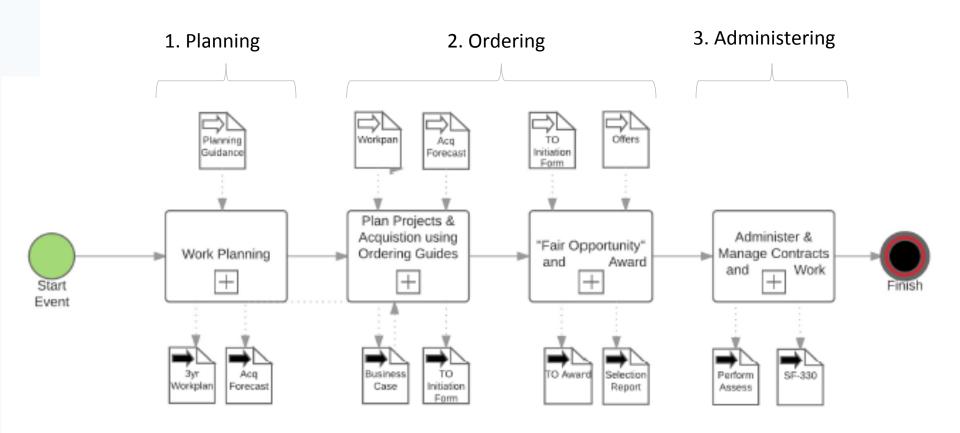
- Director, OSRTI: Develop guidance and training, nominate Contract Level CORs
- Director, OAM: Develop guidance and training, assign COs
- Regional Superfund DD: Ensure resource requests developed per guidance and RAF Acquisition Forecast is developed; determine priorities
- ARA/Regional SRO: Ensure development of RAF Acquisition Forecast, agency and regional small business goals are met and resources available
- Regional Program Management Coordinator: Prepare RAF Acquisition
 Forecast, manage development of business cases and supporting selection
 recommendations, assign regional roles and provide training and business
 advice
- Regional Acquisition Manager: Prepare RAF Acquisition Forecast, manage development of business cases and supporting selection recommendations; recommend, if appropriate alternative acquisition approaches

RAF Manual: Roles and Responsibilities

- Contracting Officer, Contract Level
- Contracting Officer, Task Order Level
- Contracting Officer's Representative, Contract Level
- Contracting Officer's Representative, Task Order Level
- Task Order Ombudsman
- Note(s):
 - Roles and Responsibilities are not intended to instruct a region how to organize and is not an organizational structure
 - Project Officer does not exist within RAF construct personnel currently performing PO roles will likely support Regional Program Management Coordinator
 - It is anticipated that the current "RACs PO's" will have a substantial role in this process. The Project Officer terminology has been fully replaced with Contracting Officer Representative in current EPA guidance and policies, that change is fully independent of this effort.

Superfund Program Management

RAF Program Management

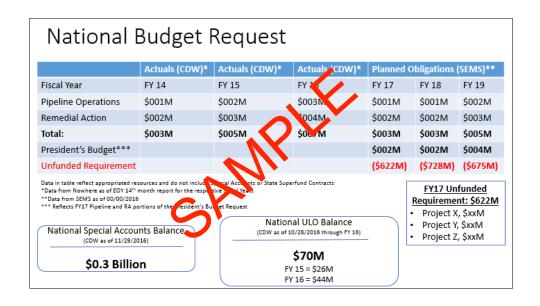


1. Planning



Work Planning

- Informs and supports budget formulation and justifications.
- Ensures special account funds are used to expedite site response work while identifying where appropriated funds may be needed
- Improve overall program performance
- Predicts and plans for future workload and needs



RAF Acquisition Forecast

- Planning to ensure appropriate schedule and resources are available to effectively execute project
- Ensures procurement approach considers project risk and budget (specific to EPA contracts)
- The forecast is aligned with resource availability and complexity of work
- Site schedules and cost estimates exist and are reasonable.
- Agency socio-economic goals are considered



RAF Business Case

- Supports selection of acquisition tool for acquiring remedial services
- RAF Suite of Contracts are Primary mean of acquiring services;
- On occasion another tool/ vehicle may be more appropriate;
- A business case is required for all remedial acquisition needs
- Business case may cover one or multiple actions

9) Other Factors (e.g., nemous components of the project, propriets, propriet	Site Name	Operable Unit						
Approximate Total Cost of Project Approximate Total Cost of Project	Activity Type (e.g., RI/FS, RD or RA)							
Including a comment of the state of the st	Period of Performance	From	:	To	10			
The there sufficient and shield EFA resources (9F9A, Not Not Not Contractor (0ES, RES, ESO)	Approximate Total Cost of Project							
No. No. Contractor Contr	FACTOR			DISCUSSION		RECOMMENDED	VEHICLE	
23. Are three sufficient and solid effekt resources (984), contracting efficient firm available for those resources to manage and inspect a project under appropriate RRS constructs subset? 21 to three significant or estemate Federal presence needed at the site (i.e., so support community concerns, provide contractor coverigint, site security, congressional interest, etc.]			No/			Contractor	USACE	
project under appropriate RRS contracts satent? 2) Its there significant or estensive Federal presences needed at the let (i.e., to support commands) are needed at the let (i.e., to support commands) commands (i.e., to support commands) are needed at the let (i.e., to support commands) are needed at the let (i.e., to support commands) are needed at the let (i.e., to support commands) are needed at the let (i.e., to support commands) are needed at the let (i.e., to support commands) are needed at the let (i.e., to support commands) are needed at the let (i.e., to support condending let, let need one depling that may be sent if from expertise and experience available from the ISSAC, other feederal garency or let legetific contractor? 4) Are there efficiencies, existing invitativustives, most institutional recording to provide good and contractives at the step? Can a cost efficiency be demonstrated for continuing to use the same contract verbica? 5) Does the work involve recording or feeders, real exists acquaintion or other evel exists concurring, and using assements, takings? 1) Obes the work involve recording or device should be separately evaluated. 5) It have a conflict or interest that limits selections? 7) Pass, then provided a brief history of issue and mitigation efforts. 7) Does the size, scope and divarition of the work impast the selection? 8) Are there excludize considerations, e.g., immedified seals objection concerns? 9) Other factors is ger, removal components of the project, EPA priority, funds objection concerns? 9) Other factors is ger, removal components of the project, EPA priority, funds objection Decision (Sammantus decision and main factors that lead to that decision. Attach additional pages if necessary)	1) Are there sufficient and skilled EPA resources ()	RPM,	INH.			(DES, RES, ESO)		+
a project under appropriate RAF contract sation? 2 Its there significant or estensive Preferal presence needed at the site (i.e., so support community concerns, provide contractor oversight, site security, congressional interest, st.c.)? 3 I Ave there Site characteristics or features (e.g., rivers, dams, stc.)? 3 I Ave there Site characteristics or features (e.g., rivers, dams, stc.) or nemedies (e.g., harbor developing that may be useful from the USACE, other federal agency or site specific contractor? 4 Ave there efficientses, existing rivaturculure, institutional insteadedge or proteinity considerations at the staff Can a cost efficiency be demonstrated for contribution in the staff Can a cost efficiency be demonstrated for contribution in the staff Can a cost efficiency be demonstrated for contribution to or other real estate ocnorms, including easterness, tackings? 5 Does the work involve relocation of residents, real estate explaints or or other real estate ocnorms, including easterness, tackings? 5 Support for other remaining spects of work should be separately evolution. 6 Its there a conflict of irriterate that timist selections? 6 Its there a conflict of irriterate that timist selections? 7 If yet, then procédule a brief history of issue and mitigation efforts. 8 If yet there exceeding considerations, e.g., firmted field eastern high profile project. EPA priority, funds of digitation considerations. 9 If you there exceeding considerations, e.g., firmted field eastern high profile project. EPA priority, funds of digitation considerations. 9 Include name and signature) Date Prepared by (include name and signature) Date	contract specialist, contracting officer, etc) and su	diciont						1
2) to these significant or estensive Federal presence meeded at the site (i.e., to support community connorms, provide contractor oversight, site security, congressional interest, etc.) 3) Are there site characteristics or features (e.g., rivers, distress, etc.) or meaded is (e.g., fastor) deepling that may benefit from expertise and experience available from the ISACC, other feeding agency or its expedition contractor? 4) Are there efficiencies, existing invastructure, multiturional recordage or proximity considerations at the site? Can a cost efficiency be demonstrated for continuing to use the same contract vehicle? 5) Does the work involve recording or feedings, real exists acquaitions or other real exists concurs, and using assements, takings? 1) Obes the work involve recording or expects of work should be separately evaluated. 1) In these according to remaining aspects of work should be separately evaluated. 1) In these provides a brief history of issue and mitigation efforts. 2) Does the size, scope and distriction of the work impact the selection? 2) Are there excludize considerations, e.g., timited field season, high profile project. EPA priority, funds obligation concerns? 3) Are there excludize considerations, e.g., timited field season, high profile project. EPA priority, funds obligation concerns? 3) Are there excludize considerations, e.g., timited field season, high profile project. EPA priority, funds obligation concerns? 4) Colored factors [g., removal components of the project, proprietary technologies, unique shouldings. 2) Does the size and the project of the project of the project proprietary technologies, unique shouldings. 2) Date factors [g., removal components of the project projec		inspect						1
resided at the site (i.e., so support community concerns, provide contractor coveright, site security, congressional interest, st.;? 3) Ave there Site characteristics or features (e.g., rivers, dams, stc.)? 3) Ave there Site characteristics or features (e.g., rivers, dams, stc.) or nemedies (e.g., harbor developing that may be benefit from experience and superinter available from the USACE, other federal agency or site specific contractor? 4) Ave there efficiences, existing ristatucture, institutional insovidedge or proteinity considerations at the sta? Can a societistic experience of federal contractors of the sta? Can a societistic experience of e								
interest, etc.] 3) Are there Site characteristics or features (e.g., rivers, diams, etc.) or meades (e.g., harbor deepling) that may benefit from expertise and experience available from the USACC, other feeding algoing or site pecific contractor? 4) Are there efficiencies, existing rivisativusture, including a construction of the state acqualition or other read estate concerns, including easements, takings? 5) Does the work involve relocation of residence, real estate acqualition or other read estate concerns, including easements, takings? 5) State of the state of interest that timits selections? 6) If stere a conflict of interest that timits selections? 7) Figs., then provide a brief state of sissue and mitigation efforts. 9) The state of the state of the state of the work impact the selection? 8) Are there schedule considerations, e.g., simited field season, high profile project. EPA priority, funds obligation concerns? 9) Other States (e.g., removal components of the project, proprietarly technologies, unique shourisms.) Selection Decision (Summaribe decision and main factors that lead to that decision. Attach additional pages if necessary) Date							l	1
interest, etc.]? Ji Ave there Shire characteristics or features (e.g., rivers, dams, etc.) or remedies (e.g., harbor desleging) that may besent filt one operative and operation available from the USACE, other federal agency or site specific contractor? Ji Ave there efficiences, existing rehabitures available from the USACE, other federal agency or site specific contractor? Ji Ave there efficiences, existing rehabitures at the same contract vehicles? Ji Doos the work of this one or other available for contributing to use the same contract vehicles? Ji Doos the work involve relocation of residences, real estate acquaints on or other real estate ocnorms, including easterness, takings? Support for other remaining aspects of work is hould be separately evolutiated. Ji I there a conflict of interest that first selections? Ji Toos the acquisition or other same and religion efforts. Ji Doos the work of a brief history of issue and mitigation efforts. Ji Toos the law, scope and duration of the work impact the selection? Ji Doos the work considerations, e.g., limited field seasons high profile project. [Pick priority, funds of digitation considerations, e.g., limited field seasons high profile project. [Pick priority, funds of digitation considerations are according to the property the project, proprietary technologies, unique situations.) Joseph Propared by [include name and signature] Date Propared by [include name and signature]				1			1	1
3) Are there She characteristics or features (e.g., rivers, dems, set.) or medicals (e.g., hard-orders) reducing that may benefit from expertise and experience available from the USACC, other featured agency or site specific contractor? 4) Are there efficiencies, existing infrastructure, institutional leveral agency are site specific contractor? 5) Does the work involve relocation of residence, real estate acquaintion or other real existed concerns, including asserments, takings? 5) Does the work involve relocation of residence, real estate acquaintion or other real existed concerns, including asserments, takings? 5) Does the work involve relocation of residence, real estate acquaintion or other real existed concerns, including asserments, takings? 5) Does the work involve relocation of residence, real estate acquaintion or other real existed concerns, including asserments, takings? 6) In there are carled of interest that timits selections? 7) Poss the take, scope and duration of the work impact the selection? 8) Are there schedule considerations, e.g., immedified selection concerns? 9) Other factors (per opicict, EPA priority, funds obligation concerns? 9) Other factors (per, premoval components of the project, proprietarly technologies, unique shourions.) Selection Decision (Sammartize decision and main factors that lead to that decision. Attach additional pages if necessary) Date Prepared by [include name and signature]							1	1
Section Sect		ivers,						+
USACE, other federal agency or site specific contractor? 41 Any there efficiency, extensive proteority considerations at the size? Can a sold efficiency be demonstrated for continuing to use the same contract vehicle? 51 Does the work of Efficiency be demonstrated for continuing to use the same contract vehicle? 51 Does the work involve relocation of residents, real estate acquisition or other read estate conours, including easterness, takings? 52 Support for other remaining superts of work should be separately evaluated. 63 is there a conflict of interest that firsts selections? 75 Eyes, then provide a brief firstory of issue and mitigation efforts. 86 First there is also, scope and duration of the work impact the selection? 87 Does the size, scope and duration of the work impact the selection? 98 First the size schedule considerations, e.g., limited field seasons high profile project. EPA principt, funds odd glation consumers? 90 Other Factors (e.g., remond components of the project, proprietary technologies, unique siteations). 50 Selection Decision (Sammaritie decision and main factors that lead to that decision. Attach additional pages if necessary) Date Prepared by (include name and signature) Date							1	1
All Are there efficienties, existing infrastructure, intributional kerolegie or promiting considerations at the star? Can a cost efficiency be demonstrated for continuing to use the same contract website?				1			1	1
institutional incodedage or proximity considerations at the size? Can also difficiency be demonstrated for continuing to use the same contract vehicle? 3 Does the work revolved residents of residents, real estate concurs, including easterness, tablings? 5 Support for other remaining supects of work should be separately evolutanted. 6 Is there a conflict of interest that limits selections? 7 If yes, then provide a brief instancy of issue and mitigation efforts. 8 Jave there excellent of interest that limits selections? 8 Jave there excellent of interest that instance and integration efforts. 9 Jave there excellent or excellent of the work impact the selection? 9 Jave there excelled a considerations, e.g., firmled field seasons, high profile project, EPA principle, unique should be grouped, propriets proteoplogies, unique should be grouped. Propriets provided the property of the profile project, propriets proteoplogies, unique should be property to the property of the profile project, propriets proteoplogies, unique should be property to the property of the profile project, propriets proteoplogies, unique should be property to the property of the profile project, propriets proteoplogies, unique should be property to the property of the profile project, propriets proteoplogies, unique should be property to the profile profile project, propriets proteoplogies, unique should be profiled to that decision. Attach additional pages if necessary) Propared by (include name and signature) Date		actorr						
the size? Can a cost efficiency be demonstrated for continuing to use the same context evelvicie? 3) Does the work involve relocation of residency, real exists acquisition or other seed exists concerns, including asserments, takings? Support for other remaining aspects of work should be separately evaluated. 6) Its there a conflict of interest that timits selections? If yes, then provide a brief intony of issue and mitigation efforts. 7) Does the size, scope and duration of the work impact the selection? 8] Are there schedule considerations, e.g., timited field season, high profile project. EPA priority, funds obligation conserms? 9) Other factors (per cyclet. EPA priority, funds obligation conserms? 9) Other factors (per, premoul components of the project, proprietarly technologies, unique shouldness.) Selection Decision (Summarities decision and main factors that lead to that decision. Attach additional pages if necessaary) Date Prepared by (include name and signature) Date		os at						1
continuing to use the same contract vehicle? 5 Does the work involves relocation of residents, real estate acquisition or other real estate conouns, including easements, takings? Support for other remaining spects of work should be separately evaluated. 6 Is there a conflict of interest that first selections? Fig. 1, the provided a brief fistory of issue and mitigation efforts. Fig. 1, the provided a brief fistory of issue and mitigation efforts. Fig. 2, the provided a brief fistory of issue and mitigation efforts. Fig. 2, the provided a brief fistory of issue and mitigation efforts. Fig. 2, the selection? Fig. 2, the sel								1
initial equiphition or other real estate conoms, including easements, bidings? Support for other remaining superts of work should be separately evaluated. Of its there a conflict of interest that Enrist selections? (If yes, then provide a brief listary of issue and mitigation efforts. If yes, then provide a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts and the selection? If you have supported a brief listary of issue and mitigation efforts. If you have supported a brief listary of issue and mitigation efforts and the supported by a brief listary of issue and issue								1
Including asserments, takings? Support for other remaining aspects of work should be separately evaluated. Sigh there a conflict of interest that timits selections? If yes, then provide a brief history of issue and mitigation efforts. 7) Does the use, scope and duration of the work impact the selection? 8) Are there schedule considerations, e.g., timited field season, high profile project, EPA priority, funds obligation conserms? 9) Other factors (e.g., removal components of the project, progrietary technologies, unique shouriers,) Selection Decision (Summarities decision and main factors that lead to that decision. Attach additional pages if necessary) Date Prepared by (include name and signature) Date Date		eal						
Support for other remaining aspects of work should be separately evaluated. (5) is there a conflict of interest that Irrits selections? (7) set then provide a brief history of issue and mitigation efforts. (8) Tober the site, scope and duration of the work irrpact the selection? (9) Tober the site, scope and duration of the work irrpact the selection? (9) Are there schedule considerations, e.g., firsted field seasons, high profile project, EPs priority, funds old glation consensor? (9) Other Fatures, premoval components of the project, proprietary technologies, unique shadiens, and main factors that lead to that decision. Attach additional pages if necessary) Selection Decision (Sammaritie decision and main factors that lead to that decision. Attach additional pages if necessary) Prepared by (include name and signature) Oute Date Reviewed by (include name and signature)								1
Separately evaluated.		dd bo						1
If there a conflict of interest that Irrits selections?		10.00						1
If yes, then provide a brief history of issue and mitigation efforts. 91 Does he say, scope and duration of the work impact the selection? 18 Are there schedule considerations, e.g., himsel field session, high profile project, EPA priority, funds obligation conserms? 91 Other factors (e.g., removal components of the project, proprietary technologies, unique sharrions.) 9 Other factors (e.g., removal components of the project, proprietary technologies, unique sharrions.) 9 Other factors (e.g., removal components of the project, proprietary technologies, unique sharrions.) 9 Selection Decision (Sammaritie decision and main factors that lead to that decision. Attach additional pages if necessary) Prepared by (include name and signature) Date Beviewed by (include name and signature)		ms?						_
7) Does the size, scope and duration of the work impact the selection? 3) Are there schedule considerations, e.g., furthed field season, high profile project. EPA priority, funds obligation consense? 9) Other Status E.g., removal components of the project, proprietary technologies, unique shautions.) Selection Decision (Sammaritie decision and main factors that lead to that decision. Attach additional pages if necessary) Prepared by (Include name and signature) Date Beviewed by (Include name and signature)	If yes, then provide a brief history of issue and mi							1
the selection? 3] Are there schedule considerations, e.g., limited field season, high profile project EPA priority, funds obligation consens. 3] Other Factors (e.g., removal components of the project, proprietary technologies, unique situations.) 3] Other Factors (e.g., removal components of the project, proprietary technologies, unique situations.) 3] Selection Decision (Sammaritie decision and main factors that lead to that decision. Attach additional pages if necessary) 4] Outle 5] 5] Prepared by [include name and signature] 5] Outle 5] Outle 5] Outle 5] Outle 5] Outle 6] Outle								
season, high profile project, EPA priority, funds obligation consuma? 9) Other Factors (e.g., removal components of the project, procritery bechnologies, rules elaborisms.) Selection Decision (Sammarise decision and main factors that lead to that decision. Attach additional pages if necessary) Prepared by [include name and signature] Outle Beviewed by (include name and signature)	the selection?							
Obtain concerns? 9 Other factors (e.g., removal components of the project, proprietary technologies, unique shaurions.) Selection Decision (Summarities decision and main factors that lead to that decision. Attach additional pages if necessary) Propared by (include name and signature) Date Reviewed by (include name and signature)		field						
9 Other Factors (e.g., removed components of the project, propriet proprietative schemologies, unique situations.)							l	1
project, proprietary technologies, unique situations.) Selection Decision (Summaritie decision and main factors that lead to that decision. Attach additional pages if necessary) Propared by [include name and signature] Date Beviewed by (include name and signature)							_	+
Selection Decision (Summarize decision and main factors that lead to that decision. Attach additional pages if necessary) Prepared by [include name and signature] Cute Reviewed by (include name and signature)							1	1
Prepared by (include name and signature) Beviewed by (include name and signature) Outle	Selection Decision (Summarize decision and main	factors th	art lead to	that decision. Attach	additional pages if r	secessary)		
Prepared by [include name and signature] Oatle Seviewed by (include name and signature)								
Beviewed by (Include name and signature) Date	Second by Deductor and deserve				Date			
Reviewed by (Include name and signature)	Prepared by (Include name and signature)							
					Date			
	Reviewed by (Include name and signature)							

Opportunity for questions

2. Ordering



Initiating a Task Order Under RAF

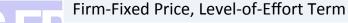
- Task Order Initiation Form
 - Used for all Task Orders under the RAF suite of contracts
 - Serves as a checklist and as documentation
 - Outlines procurement approach and contract type
- Zero dollar/planning requisition or a funded requisition
- Milestone Plans
- Work statements
 - Statement of Objectives
 - Performance Work Statements
 - Statement of Work
- Quality Assurance Surveillance Plans
- Independent Government Estimates

Task Order Types

What is a Task order?

- A Task Order is a stand alone ordering agreement under the umbrella of a contract; a Mini Contract
- The objective is to use a task order type that will result in reasonable allocation of risk and best price to the government.

	Types of Task Orders				
	Fixed Price	Cost Reimbursement (CR)	Time and Material		
DES	X	X			
ESO	X		X		
RES	X	X			
Types of Fix	ed Price	Types of CR	Time and Material (T&M)		
Firm-Fixed-P	Price (default)	Cost	Requires a determination		
Fixed-Price v	with Economic Price Adjust	Cost-Sharing	of findings (D&F). • May only be used when, at		
Fixed-Price I	ncentive Contracts	Cost-Plus-Incentive-Fee	the time of placing		
Fixed-Price I	ncentive (Firm Target)	Cost-Plus-Award-Fee	contract:		
Fixed-Price I	ncentive (Successive Targets)	Cost-Plus-Fixed-Fee	 it is not possible to estimate accurately the 		
Fixed-Price (Price Redete	Contracts with Prospective ermination	*Requires a determination of findings (D&F).	extent or duration of the work orto anticipate costs with any reasonable degree of confidence.		
Fixed-Price (Price Redete	Contracts with Retroactive ermination				



Fair Opportunity

- Under the RAF multiple award contracts, all task orders over \$3,500 must undergo an Agency defined fair opportunity process
 - DES qualification-based contractor selection
 - RES and ESO best value (technical and cost) competition
- Competition of task orders will occur among the CLIN contractors
- Competition of task orders among another CLIN contractors ("Crossovers") will be considered in "limited" circumstances
- Exceptions to fair opportunity (outlined in the FAR) are:
 - Urgency
 - Only one awardee is capable of providing the services
 - Sole-source based on economy and efficiency (logical follow-on)
 - Satisfying the minimum guarantee
 - Statute expressly authorizes or requires the purchase from a specific source

DES Fair Opportunity

- Steps are consistent with Federal Acquisition Regulations (FAR) Part 36.6 (A&E contracting) and meet the intent of FAR 16.505 (fair opportunity)
- NOT a cost competition
- Negotiations on technical approach and costs only with the top ranked firm (steps on the next slide)
- Contractors de-briefs (and potential for protests) for orders over \$10 million
- Total time for F.O. and task order award anticipated to take ~2 months

DES Fair Opportunity - Steps

- Regions sets up an ad-hoc A/E board (AEEB)
- 2. Determine and justify competitive pool (i.e. CLIN selection and decision to set task order aside for small business)
- Notify firms in CLIN (option to request additional technical information)
- 4. Conduct and document technical evaluation of available information
- 5. Hold discussions with top ranked firms
- Complete AEEB report ranking firms
- 7. CO requests technical and cost proposal for top ranked firm
- 8. CO negotiates and awards task order



RES and ESO Fair Opportunity

- Steps are consistent with Federal Acquisition Regulations (FAR) Part 16.505
 - Generally a best value selection
 - Contractors submit technical and cost proposals
 - Contractors de-briefs (and potential for protests) for orders over \$10 million
- Technical Evaluation Panel (TEP) members including contracting and program are responsible for:
 - Review and evaluation of technical approach
 - Note: Level of effort and documentation need will vary based on type of work and dollar value (i.e. RA implementation versus PRP RI/FS oversight)
- Total time for F.O. and task order award may take anywhere from 2 months to 6 months

RES and ESO Fair Opportunity - Steps

- 1. Regions sets up an ad-hoc technical evaluation panel (TEP).
- 2. Determine solicitation specifics in conjunction with the CO:
 - ✓ Type of task order
 - ✓ Type of procurement
 - ✓ Develop and weight technical evaluation factors
- 3. Determine and justify competitive pool (i.e. CLIN selection and decision to set task order aside for small business (RES-specific))
- 4. Notify firms in CLIN and request a technical/cost proposal
 - ✓ Pre-bid conference, if needed
 - ✓ Site walk, if deemed necessary
- 5. Conduct and document technical and price analysis (CO function)
- 6. Complete TEP report
- 7. Negotiate (if necessary) and award task order

2. Administering



Administration/Management

<u>Purpose</u>: Provide appropriate surveillance and management to the project

- Project considerations:
 - Contract Management
 - Field surveillance
 - Managing project team
- Program considerations
 - Measure process
 - Implement necessary changes
- * Discussion is specific to RAF contracts

Available Resources to Manage Work

Regions

- Management
- RPMs
- Project Officers
- Other
 - OSCs
 - Technical Support

Headquarters

- Technical Support
- Administrative Support
- Policy Support

Extramural Resources

- Cost estimators and cost analysts
- Contractors
- Other Federal Agencies (e.g. USACE)

Opportunity for questions

Summary of Process Changes

RI/FS Process Changes

Old Process

- Region defines the project (SOW, IGCE)
- Region acquires contractor support
 - Region determines best acquisition tool to execute the project
 - Region selects contractor and negotiates level of effort
- Contractor is brought on board
- Region/Contractor conduct scoping meeting



- Region defines the project (SOW, IGCE)
- Region acquires contractor support
 - Region determines best acquisition tool to execute the project
 - Region implements fair opportunity process
 - Region selects contractor and negotiates level of effort
- Contractor is brought on board
- Region/Contractor conduct scoping meeting



RI/FS Execution Considerations

Old Process

- On-site surveillance of significant field work
- Track and approve invoices
- RI/FS contract management
 - Write SOW and IGCE for mods
 - Assist CO in contract negotiations



- On-site surveillance of significant field work
- Track and approve invoices
- RI/FS contract management
 - Write SOW and IGCE for mods
 - Assist CO in contract negotiations

Major Change: RD/RA Project Delivery

Old Process

- RD and RA activities are fragmented
- RD/RA Scoping considerations on how ROD will be "broken up" (RA project definition)
- RD/RA Schedule
 - Planning in RD and RA focus around the timing of RA funds



- RD/RA planning components
 - Design specificity
 - RA procurement approach
 - RA task order type
- Understanding/documenting <u>project</u> risk (e.g. Risk Register)
- RD/RA Delivery Strategy <u>MUST</u> be discussed, planned, and documented before RD work is initiated

RD Process Changes

Old Process

- Region defines the project (SOW, IGCE)
- Region acquires contractor support
 - Region determines best acquisition tool to execute the project
 - Region selects contractor and negotiates level of effort
- Contractor is brought on board

- Region defines the project (SOW, IGCE)
 - Informed by RD/RA delivery strategy
- Design review support needs:
 - acquisition development support
 - Design review
 - biddibility/constructability review?
- Region acquires contractor support
 - Region determines best acquisition tool to execute the project
 - Region implements fair opportunity process
 - Region selects contractor and negotiates level of effort
- Contractor is brought on board
- Region/Contractor conduct scoping meeting
 - RD/RA planning discussion



RD Execution Considerations

Old Process

- On-site surveillance of significant field work
- Track and approve invoices
- RD contract management
 - Write SOW and IGCE for mods
 - Assist CO in contract negotiations
- Approve 100% design



- On-site surveillance of significant field work
- Track and approve invoices
- RD contract management
 - Write SOW and IGCE for mods
 - Assist CO in contract negotiations
- Coordinate and manage design review support
- Approve 100% design



RA Process Changes

Old Process

- Region defines the RA management need (SOW, IGCE)
- Contractor defines the RA project (SOW, IGCE)
- Region acquires contractor support
 - Region determines best acquisition tool to execute the project
 - Region selects contractor and negotiates level of effort
- · Contractor is brought on board
- Region/Contractor conduct scoping meeting
- RA contractor awards RA execution contract

- Region defines the RA project (SOW, IGCE)
- Support needs:
 - Quality Assurance
 - Health and Safety
 - On-site surveillance and construction management support
- Region acquires contractor support
 - Region determines best acquisition tool to execute the project
 - Region implements fair opportunity process
- Contractor(s) brought on board



RA Execution Considerations

Old Process

- Limited on-site surveillance
- Track and approve invoices
- RA contract management
 - Write SOW and IGCE for mods
 - Assist CO in contract negotiations
- Approve RA report



- Retain designer
- Mutual Understanding meeting
- Submittal register review/approval
- On-site surveillance of field work
- Managing support services/RA execution team coordination
- Track and approve invoices
 - Level of effort considerations
- RA contract management
 - Construction considerations
 - Write SOW and IGCE for mods
 - Assist CO in contract negotiations
- Write/approve RA report

What does this mean to me?

- Planning will be essential to ensure program resources are available
- Requirements, program objectives and expected outcomes must be clearly defined.
- Remedial project and acquisition staff must work as integrated teams.
- Processes such as work planning, budgeting, financial management, acquisition forecasting and project management will need to become more integrated.
- Roles and responsibilities will need to change.
- Formally documenting business case for acquisition tool

Opportunity for questions