

## **9.0 – SECTION M EVALUATION FACTORS AND BASIS OF AWARD**

### **M.1 FAR 52.217-5 EVALUATION OF OPTIONS (JUL 1990)**

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s)

### **M.2 PROPOSAL EVALUATION - GENERAL**

The Offeror(s) selected for award will be the responsible Offeror(s) whose proposal(s) is (are) determined to be the best overall value to the Government. Proposals received in response to the Solicitation will be evaluated using the evaluation criteria set forth in this section.

The proposal preparation instructions contained in Section L are designed to provide guidance to Offerors concerning the type and depth of information the Government considers necessary to conduct an informed evaluation of each proposal. If the proposal is determined to be so grossly and obviously deficient as to be totally unacceptable on its face or to contain prices that are inordinately high or unrealistically low may be eliminated from further consideration before a detailed evaluation is performed. For example, a proposal will be deemed unacceptable if it does not represent a reasonable initial effort to address the essential requirements of the solicitation, or if it clearly demonstrates that the Offeror does not understand the requirements of the solicitation.

The Government intends to evaluate proposals and award a Contract without discussions with Offerors except clarifications. The Government reserves the right to conduct discussions if the Contracting Officer later determines discussions to be necessary. Any exceptions or deviations by the Offeror to the terms and conditions stated in this solicitation for inclusion in the resulting Task Order may make the offer unacceptable for award without discussion. If an Offeror proposes exceptions to the terms and conditions of the Task Order, the Government may make an award without discussions to another Offeror that did not take exception to the terms and conditions of the Task Order.

When the term "Offeror" is used, it is defined as a single contractor or a contractor and any proposed subcontractors, as applicable. In conducting its evaluation of proposals, the Government may seek information from any source it deems appropriate to obtain or validate information regarding an Offeror's past performance.

### **M.3 BASIS FOR AWARD**

The Government intends to award one task order to the responsible Offeror whose proposal is responsive to the Solicitation and determined to be the best value to the Government.

In determining the best value to the Government, the Business Management and Technical Evaluation factors are more important than the evaluated price. The Government is more concerned with obtaining a superior Business Management and Technical proposal than making an award at the lowest evaluated price. However, the Government will not make an award at a price premium it considers disproportionate to the benefits associated with the evaluated superiority of one Offeror's business management and technical proposal over another. The Government will assess what the strengths and weaknesses between or among competing business management and technical proposals indicate from the standpoint of (1) what the difference might mean in terms of anticipated performance, and (2) what the evaluated price to the Government would be to take advantage of the difference. The closer or more similar in merit that Offerors' business management and technical proposal are evaluated to be, the more likely the evaluated price may be the determining factor in selection of award.

### **M.4 BUSINESS MANAGEMENT AND TECHNICAL EVALUATION**

Business management and technical aspects of the proposal will be evaluated to determine the Offeror's understanding of the work and in accordance with the following criteria. The criteria are listed in descending order of importance.

(a) Criterion 1: Management Approach and Organization

The likelihood that the Offeror's approach toward providing the contracting services will lead to effective and efficient performance by: evaluating the Offeror's approach to accomplish the requirements of the Performance Work Statement (PWS) to determine the Offeror's comprehensive understanding of the work and the ability to efficiently and effectively perform in government environments; evaluating the Offeror's ability to perform in a customer-focused and timely manner while integrating safety, quality assurance, and security; as part of the review of the Human Resources Management Plan, evaluating the Offeror's approach towards maintaining and retaining a competent and highly motivated workforce as well as plans for retention or replacement of incumbent personnel; and evaluating the Offeror on the Key Personnel it proposes and considers to be essential to the successful accomplishment of the work being performed under the task order. The Key Personnel will be evaluated for demonstrated leadership, demonstrated experience in performing work similar in size and complexity to the PWS, and qualifications (e.g. education,

certifications, licenses) as presented in the resumes. The Offeror will be evaluated on its designation of Key Personnel positions relative to the approach to the management and execution of the work proposed by the Offeror. DOE will evaluate the rationale and selection of the Key Personnel, as well as the approach to retention of Key Personnel. The evaluation will include an assessment as to whether the Offeror has proposed the appropriate Key Personnel team, with the appropriate mix of Key Personnel positions and skills for successful performance. The Offeror will also be evaluated on the adequacy of the nature and extent of the Offeror's corporate commitment toward assuring excellence in contract performance.

In addition, the Government will evaluate the Offeror's integrated approach to management systems and controls; financial management systems and controls; and reporting requirements.

(b) Criterion 2: Relevant Experience and Past Performance

DOE will evaluate the Offeror's and subcontractor(s) (if applicable) relevant experience in performing work similar in size, scope and complexity to that described in the PWS. The experience of the Offeror, proposed subcontractors will be evaluated in the context of the work proposed to be performed by each entity. DOE may use information obtained from reference checks to verify experience.

The Offeror's and both major and critical subcontractors' past performance will be evaluated on the basis of information furnished by the references identified in Section L and other sources on relevant contracts (including current contracts). The Government will focus on information that demonstrates both quality of performance and successful performance relative to the scope, size, complexity and duration to the work described in the solicitation. The Government will consider in its evaluation the relevance and similarity of the Offeror's past performance information and the Offeror's written discussion of past performance problems, and the corrective actions taken to resolve those problems.

The Past Performance Reference Information Form and Past Performance Information Questionnaire identified in Section L will be used to collect this information. DOE may evaluate past performance on less than the total number of contracts/references if all the completed questionnaires are not received or are received late.

During its evaluation, the Government will review and consider all past performance information submitted by the Offeror's references, may contact some or all of the references provided by the Offeror, and may solicit past performance information from any other available sources including the Past Performance Information Retrieval System (PPIRS). References other

than those identified by the Offeror may be contacted and their input may be considered by the Government in the evaluation of the Offeror's past performance. DOE may check readily available Government records including pertinent DOE prime contracts, or commercial references for relevant past performance information.

In its evaluation, the Government will consider past performance in the following areas:

Quality of Product or Service

The Offeror will be evaluated on: compliance with contract requirements, safety performance, quality of deliverables, and technical excellence to include Quality awards/certifications.

Timeliness of Performance

The Offeror will be evaluated on: how well the Offeror met milestones, reliability, responsiveness to technical direction, deliverables completed/submitted on time and adherence to contract schedules.

Business Practices

The Offeror will be evaluated on its ability to provide: effective management, reasonable/cooperative behavior with the technical representative(s) and Contracting Officer, management and retention of key personnel, flexibility, responsiveness to inquiries, and business-like concern for the Government's interests.

Customer Satisfaction

The Offeror shall be evaluated on overall customer satisfaction.

(c) Criterion 3: Transition

The Government will evaluate the Offeror's Transition Plan for the work and the workforce from the beginning of the transition period until assumption of full contract responsibility. The Transition Plan will be evaluated with respect to its feasibility, comprehensiveness, efficiency and effectiveness, including the extent that it provides for a smooth and orderly transition, identifies key issues and milestones, identifies potential barriers to a smooth transition, proposes solutions to the barriers identified, and minimizes impacts on continuity of operations.

**M.5 PRICE EVALUATION**

The price proposal will neither be point scored or adjectively rated but will be evaluated for consistency with the Business Management and Technical Proposals and will be used in determining which proposal represents the best value to the Government. The Government will evaluate the Offeror's price proposal, supporting data, and assumptions to determine price realism, price reasonableness and the Offeror's understanding of the task order requirements. The price will be analyzed to determine the probable "cost of doing business" based upon the Offeror's proposed approach.