

# Thomas Jefferson National Accelerator Facility (Jefferson Lab)

## Pre-Proposal Conference

August 18, 2025



U.S. DEPARTMENT  
*of* **ENERGY**

Office of  
Science

[Energy.gov/science](https://energy.gov/science)

# General Information

- This Zoom Webinar is being recorded
- Webinar recording and slides will be posted online
- No live Q&A during the Webinar
  - Questions must be submitted to [TJNAFcompetition@science.doe.gov](mailto:TJNAFcompetition@science.doe.gov)
- The Chat feature is available for technical issues only

# Agenda

- Welcome
- Procurement Information
- TJ Site Office Manager Remarks
- RFP Highlights
- Adjournment

# Procurement Information

- The Office of Science is committed to ensuring a fair, full and open, and transparent process.
- We are in the midst of an active contract competition. Conversations and communications between members of the SEB and prospective offerors or other interested parties outside of the official procurement process are prohibited.

# Competition Website

- <https://science.osti.gov/Acquisition-Management/M-and-O-Competitions/TJNAF25>
- Official source of information and primary means of communication
- Contains information and direction critical to the competition and all official documents
  - RFP and amendments
  - Questions and Answers
  - Event information (e.g., presentations, attendee list, etc.)
  - Document library
- **Interested parties are responsible for frequently monitoring the website for information, notices, and updates regarding the solicitation.**



**Craig Ferguson, Thomas Jefferson Site Office Manager**





# RFP Highlights



**Disclaimer:** The procurement information presented includes selected highlights from the full RFP. These selected highlights are intended to provide a high-level overview to aid in initial understanding of the RFP. They do not represent a comprehensive summary of the entire RFP and should not substitute for a full review of the RFP. Offerors are cautioned that this RFP is not identical to the cancelled TJNAF RFP. Offerors are responsible for reviewing the RFP in its entirety to ensure a complete understanding of all requirements.

# RFP Highlights

- Contract type – performance-based; cost-reimbursement w/performance fee and award term incentive
  - 5-year base period
  - Potential to earn up to 15 additional years of award term
- Maximum of 60-day transition period
- New Contractor will be expected to assume full responsibility for TJNAF on June 1, 2026
- Not identical to the cancelled TJNAF RFP; changes have been made throughout the RFP including, but not limited to, meaningful changes to the evaluation factors
- Proposal Submission Instructions (L.1)
  - 3-Volume proposal
  - Acknowledgment of amendments
  - Volume II 100-page limitation



# RFP Highlights

- Performance Fee (B.3)
  - Max fee
  - Fee base
  - Transition is cost only, no fee
  - 2026, 2027, 2028, and 2029 potential forfeiture up to \$300K for each Key Personnel departure
- Allowability of Subcontractor Fee (B.4)
  - How fee is shared within a Teaming Arrangement is at the contractor's discretion
- Award Term Incentive (F.2)
  - The initial evaluation period for the first award term extension will be the first three performance evaluation periods of the contract term.

# RFP Highlights

- Employee Compensation: Pay and Benefits (H.21)
  - This clause has changed significantly, please review it carefully
- Special Financial Institution Account Agreement (H.35)
  - Required
- Activities During Contract Transition (H.37)
  - Specifically related to human resources

# RFP Highlights

- Electronic submission only (FedConnect) (L.1 & L.15)
- Volume II - Capabilities and Implementation Proposal
  - Implementing a Science Vision (L.3)
  - Managing and Operating the Laboratory (L.4)
  - Past Performance (L.5)
    - Recent definition
    - Relevance definition
  - Transition Plan (L.6)
- Volume III – Cost, Fee, Financial And Other Information Proposal – Instructions (L.7)
  - Transition Costs
  - Key Personnel Costs
  - Performance Fee
- Oral Presentations (L.8)
- Intent to Submit an Offer (L.14)

# RFP Highlights

- Basis for Contract Award (M.2)
- Cost Evaluation Factors (M.5)

# System for Award Management (SAM)

- Offerors should register in SAM as soon as possible
- Offerors are required to be registered in SAM when submitting a proposal and at time of award
- Consider processing time when registering
- For registration information, see <https://www.sam.gov>



# FedConnect

- Offerors should register in FedConnect as soon as possible
- 12-Digit SAM UEI is required for FedConnect registration
- Consider processing time when registering
- For registration information, see <https://www.fedconnect.net/FedConnect/PublicUserRegistration.aspx>
- Questions regarding FedConnect should be addressed directly to FedConnect
  - Instructions are on the FedConnect website (<http://www.fedconnect.net>)

# Question and Answer Protocol

- Questions will not be answered verbally
- A careful and deliberate Q&A process has been established to
  - Protect the integrity of the procurement process
  - Ensure the consistent transfer of information
- Questions may be summarized or synopsized
- Duplicative questions will not be repeated
- Questions must be submitted to [TJNAFcompetition@science.doe.gov](mailto:TJNAFcompetition@science.doe.gov)
- All responses will be prepared by the SEB and posted on the competition website
- All questions regarding the RFP must be submitted no later than ten (10) calendar days prior to the date the proposals are due.

# Tentative Schedule (Subject to Change)

- RFP Released – July 29, 2025 (completed)
- Pre-Proposal Conference – August 18, 2025 (today)
- TJNAF Site Tour Registration Deadline – August 19, 2025 (5pm ET)
- TJNAF Site Tour – August 27, 2025
- Intent to Submit an Offer – August 19, 2025
- Questions Due – September 23, 2025 (10 calendar days prior to the date proposals are due)
- **Proposals Due – October 3, 2025**
- Oral Presentations – approximately three to four weeks after receipt of proposals
- Award – March 2026 (DOE intends to award without discussion; however, DOE reserves the right to hold discussions if deemed necessary.)
- Transition – April 2026
- Assume full operational control of the Laboratory – June 1, 2026

SC appreciates your feedback over the last several months, and looks forward to continued engagement with the community, industry, and other interested parties in a transparent and collaborative manner throughout the solicitation process for a TJNAF M&O contractor.

Questions must be submitted to: [TJNAFcompetition@science.doe.gov](mailto:TJNAFcompetition@science.doe.gov)