

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
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To: All Field Officials
Attention: All Abandoned Mined Land and Hazardous Materials Staff

From: Director, National Science and Technology Center

Subject: Use of the New National Technical Assistance Contracts for Abandoned Mined Lands, Hazardous Materials, and Physical Hazards

The Bureau of Land Management (BLM) has awarded three new national technical contracts to assist BLM offices with the evaluation and cleanup of abandoned mine lands and hazardous waste sites. The new contracts cover the same products and services as the previous hazardous materials technical assistance contract including: removal and remedial evaluations/assessments/analyses, plans, studies, engineering designs, review of investigations, evaluation of technologies, writing Statements of Work (SOW), and training. In addition, products and services associated with mitigating physical safety hazards on public lands have been included in the new contracts. **The contracts do not include construction.** Attached is a copy of the SOW for the new contracts.

The new contracts have been awarded to the following companies:

- Ecology And Environment, Inc. (E&E),
- Science Applications International Corp. (SAIC), and
- Maxim/Tetra Tech, Inc.

A one-page description of each company, written by the company, is attached.

To request services from these contracts, contact Ken Smith at the National Science and Technology Center (NSTC), (303) 236-0206, ken_p_smith@blm.gov. To initiate a request for service, the BLM requesting office must determine the availability of funds, proper cost codes, and the appropriate criteria for the selection of the contractor. Selection criteria can be any one or any combination of the following: past performance, technical experience, technical proposal, or price. The requesting office, with the assistance of NSTC staff, will develop the project and independent government cost

estimate. At a minimum, SOWs must outline the work to be performed, location of work, period of performance, deliverable schedules, applicable standards, acceptance criteria, and any special requirements (i.e., security, travel, personal protective equipment, special knowledge, etc.). A performance-based SOW is preferred.

The project SOW will be offered to all three contractors for bid. Each contractor's bid and any other required technical response to the SOW will be evaluated, and a Blanket Purchase Agreement (BPA) will be offered to the winning bidder. Each BPA is a fixed-price contract with one of the three contractors. The process of bidding and awarding the BPA is expected to take about 2 weeks. Detailed guidance for writing SOWs is available in the current edition of the Draft Cost Estimating Handbook CD (December 2002), Section 102. A copy of the Draft Cost Estimating Handbook CD can be obtained from NSTC by contacting Ken Smith.

The BPA contract complies with the requirements for full and open competition by following applicable acquisition regulations and determining price reasonableness. A Technical Proposal Evaluation Committee (TPEC) is responsible for considering the level of effort and mix of labor proposed to perform a specific task and for making a determination that the total firm fixed price is fair and reasonable. For contracts of \$100,000 or less, a minimum of a two-person TPEC is required, one member appointed by the Chief, Branch of Environmental Compliance (ST-133), and one member appointed by the requesting office. For contracts over \$100,000, a minimum three-person TPEC will be appointed. TPECs will conduct their activities through electronic media, unless the requesting office or the Contracting Officer requests a face-to-face meeting. The Contracting Officer or his delegates will conduct final negotiations.

All questions on the new contracts can be directed to Ken Smith at the National Science and Technology Center, (303) 236-0206, ken_p_smith@blm.gov.

Signed by:
Mike Kirby
Associate Director

Authenticated by:
Vida Jenkins
Staff Assistant

4 Attachments

- 1 - Description E&E (1 p)
- 2 - Description SAIC (1 p)
- 3 - Description Maxim/Tetra Tech, Inc (1 p)
- 4 - Contract SOW (16 pp)