Pre-Proposal Site Visit Conference

National Center for Toxicological Research (NCTR)On-Site Facility Operations & Maintenance Support Services

Solicitation No.: 75F40126R00051

Date: June 30, 2026 | Time: 9:00 AM Local (CT)

Location: Jefferson Laboratory Complex, Jefferson, AR

Opening Remarks & Ground Rules

Government Representatives

- Contracting Officer (CO): Nicholas E. Sartain
- Contract Specialist (CS): Warren Dutter
- Engineering Reps:
  - Kevin Young
  - Mark Shelby
  - Viplav Patel

- All questions must be submitted by email to warren.dutter@fda.hhs.gov prior to 1:00 PM CT, July 2,2026
- No verbal commitments made today are binding on the Government
- Official answers issued by SAM.gov amendment ONLY
- Do NOT contact program staff directly
- Photography allowed when authorized, may be restricted in certain areas.

NCTR Campus — History

National Center for Toxicological Research (NCTR)

- Established in 1971 as the FDA's premier toxicology research center
- Part of the U.S. Food & Drug Administration (HHS)
- Supports regulatory science through world-class research

Jefferson Laboratories Complex (JLC)

- 496-acre campus in Jefferson, Arkansas
- 1M+ sq. ft. of laboratories, animal research, and support facilities
- Home to 600+ government and contractor personnel
- Co-located with the FDA Arkansas Regional Laboratory (ARL)

Contract Overview

Objective

Provide comprehensive operations and maintenance services that ensure continuous support of FDA research.

Scope Includes

- Facility & utility operations
- Preventive & corrective maintenance
- Building and infrastructure repairs
- Grounds, janitorial & pest control
- Work Orders & IDIQ Task Orders
- Cafeteria operations

Key Priorities

- Maintain mission-critical research environments
- Minimize operational downtime
- Ensure safety and regulatory compliance
- Support 24/7 campus operations

Hybrid FFP/IDIQ Contract Structure

FIXED COMPONENT (FFP)

- Firm-Fixed-Price for routine O&M services
- Priced as lump-sum annual amounts per CLIN
- Covers all base PWS performance requirements
- Rates fixed within each period; may escalate between periods
- Base year + 4 option years

IDIQ COMPONENT

- Indefinite Delivery / Indefinite Quantity for additional work
- Task Orders may be FFP, Time-and-Materials, or Labor-Hour
- Fully burdened ceiling labor rates proposed per ordering year
- Max single Task Order: **$900,000**
- Min single Task Order: **$2,500**
- Max IDIQ over 5 years: **$5,000,000**

Schedule of Items

SECTION B-3 — SCHEDULE OF ITEMS

CLIN	DESCRIPTION	TYPE	AMOUNT
1	Phase-In Period (9/1/2026 – 9/20/2026)	FFP	Offeror Proposes
2	Base Year O&M Services (9/21/2026 – 9/20/2027)	FFP	Offeror Proposes
3	Base Year Incidental Expenses (NTE)	Reimbursable	$5,000.00
4	Option Year 1 O&M Services (9/21/2027 – 9/20/2028)	FFP	Offeror Proposes
5	Option Year 1 Incidental Expenses (NTE)	Reimbursable	$5,000.00
6	Option Year 2 O&M Services (9/21/2028 – 9/20/2029)	FFP	Offeror Proposes
7	Option Year 2 Incidental Expenses (NTE)	Reimbursable	$5,000.00
8	Option Year 3 O&M Services (9/21/2029 – 9/20/2030)	FFP	Offeror Proposes
9	Option Year 3 Incidental Expenses (NTE)	Reimbursable	$5,000.00
10	Option Year 4 O&M Services (9/21/2030 – 9/20/2031)	FFP	Offeror Proposes
11	Option Year 4 Incidental Expenses (NTE)	Reimbursable	$5,000.00

⚠ Incidental Expenses are fixed at $5,000 NTE per year. No additional reimbursement without prior CO approval. Monthly itemized invoices with supporting documentation required.

📊 Total Evaluated Price = CLIN 1–11 (Fixed) + Estimated IDIQ Task Orders (all ordering periods). IDIQ rates proposed for **15 labor categories × 5 ordering periods** (~1,500 estimated hours/year).

IDIQ Labor Categories and Task Orders

Labor Category	Est. Labor Hours	Fully Burdened Hourly Rate (to be negotiated)	TOTAL ESTIMATED AMOUNT
Electrician	100	$	$
Grounds Maintenance Laborer	100	$	$
HVAC Mechanic	100	$	$
Instrument Mechanic	100	$	$
Laborer	100	$	$
Lead Craftsman III	100	$	$
Lead Craftsman II	100	$	$
Lead Craftsman I	100	$	$
Maintenance Mechanic	100	$	$
Maintenance Trades Helper	100	$	$
Material Coordinator	100	$	$
Millwright	100	$	$
Plumber/Pipefitter	100	$	$
Sheet Metal Worker	100	$	$
Tractor Operator	100	$	$
Total Estimated Hours	**1,500**		
Total Estimates		**Total Est. Amount**	

Proposal Pricing

- Rates shall include: direct labor, indirect costs, overhead, G&A, and profit
- Propose a separate rate for each of the 5 ordering periods (Base + Options 1–4)
- Tables 1 through 5 (Solicitation, Page 6 – 11) are for evaluation purposes only.
- These hours are estimates only — the Government does NOT guarantee this volume

Contract Pricing

Total Estimated Contract Price/Costs (Phase-In Period, Base Year and Four Option Periods)

A	Total Price CLINs 1-11	$
B	Estimated Task Orders – Indefinite Quantity/Indefinite Delivery Work Base and all Ordering Periods	$
	ESTIMATED GRAND TOTAL (A+B)	$

Three-Part Proposal Structure

Business Proposal (Volume I)

- Submit a completed and signed **SF 1449**.
- Include:
  - Administrative Data
  - Representations & Certifications
  - Cost/Price Proposal
- Provide a detailed price breakdown supporting the proposed contract price, including labor, subcontracted effort, overhead/G&A, and phase-in costs.
- Price proposal shall remain valid for **120 calendar days**.
- Ensure the proposal is complete, accurate, and submitted in accordance with Section L instructions.

Technical Proposal (Volume II)

- Demonstrate a clear understanding of the Performance Work Statement (PWS).
- Address each evaluation factor in the order presented in Section L.
- Include:
  - Technical Approach
  - Key Personnel Qualifications
  - Staffing Approach & Workforce Management
- Resource information may be included to demonstrate understanding; **do not include pricing**.
- Technical Proposal is limited to **30 pages**.
- Provide sufficient detail to support evaluation of the proposed approach.

Past Performance (Volume III)

- Submit **3–5 recent and relevant** contract references (within the last 3 years).
- References should demonstrate experience with projects of **similar size, scope, and complexity**.
- Include completed Past Performance Evaluation Questionnaires (PPEQs) or finalized **CPARS**.
- The Government will evaluate both **relevance** and **quality of past performance**.
- Offerors without relevant past performance will receive a **Neutral Confidence** rating.

Basis for Award

- Award will be made using a **Best Value Tradeoff** process.
- The Government will evaluate proposals based on:
  - **Technical**
  - **Past Performance**
  - **Business/Price**
- The Government reserves the right to award without discussions, if determined to be in the Government's best interest.
- Offerors should submit their **best proposal** in response to the solicitation.

Confidence Ratings

TECHNICAL CONFIDENCE RATINGS

RATING	DEFINITION
High Confidence	Understands requirements; sound approach; little/no Government intervention needed
Some Confidence	Understands requirements; sound approach; some Government intervention needed
Low Confidence	Low expectation of success even with Government intervention

Technical Proposal Factors 1, 2, and 3 will be evaluated by level of confidence

PAST PERFORMANCE RATINGS

RATING	DEFINITION
High Confidence	High expectation of success; virtually no risk
Some Confidence	Reasonable expectation; low risk
Low Confidence	Low expectation; high risk of unsuccessful performance
Unknown/Neutral	No relevant performance record available

The Government will assign a performance confidence assessment based on its evaluation of the relative risks associated with the likelihood of successful performance of the PWS, as reflected in the entity's record of recent and relevant past performance

Key Dates & Proposal Submission

Key Dates

- **Pre-Proposal Conference/Site Visit:** June 30, 2026
- **Questions Due:** July 2, 2026, 1:00 PM (Central Time)
- **Proposal Due:** July ~~30~~ 15, 2026, ~~1:00~~ 2:00 PM (Central Time) *(See Block 8 of the SF 1449 and any subsequent amendments for the official due date.)*

Proposal Submission

- Submit proposals **electronically** in accordance with the solicitation.
- Email proposals to **Warren Dutter** at **warren.dutter@fda.hhs.gov**.
- **Proposals will not be accepted via U.S. Mail or commercial delivery services.**
- Ensure all required proposal volumes and supporting documentation are included.

Reminder

- Submit all questions **in writing**, referencing the applicable solicitation or PWS section.
- **Only written solicitation amendments issued by the Government are considered official.**

Campus Tour

FDA U.S. FOOD & DRUG ADMINISTRATION

Pre-proposal Site Visit 6/30/2026
List of Attendees

1. DCT Inc.
    a. Cheryl Lee Bernardi
    b. David Charles Tolman

2. CAS FSE JV II,
    a. Edward Neilan

3. Gideon Defense
    a. Anthony W. Owens

4. C. Martin Company, Inc.
    a. Markus Adams
    b. JD Martin

5. Guest Services Inc.
    a. Derek Nottingham

6. NATI-NVE Support Services, LLC (N2)
    a. Terry W. Masters
    b. David Kline
    c. James "Bo" Pride

7. The Bizzell Group, LLC
    a. James F. Gilmore
    b. Kevin Roark
    c. Jeff Lillback

8. Tesla Laboratories, Incorporated
    a. Milan Stejic

9. Laukoa Facility Services, Inc
    a. Justin Gallegos
    b. Philip Hunt