

Sources Sought Notice Addendum February 26,2024

SIMCO intends to award the effort to a current SCMC or ICPT contract holder. Any interested parties in supporting this procurement are advised to have a current SCMC or ICPT or partner with a current SCMC or ICPT contract holder. Additional information regarding SCMC and ICPT contracts are located here: <https://scmc.energy.gov/agreements/> or <https://icpt.doe.gov/>. SIMCO is not affiliated with the SCMC or ICPT contracting process and is utilizing DOE Policy Flash 2014-18, dated February 26, 2014 in support of the DOE WIPP M&O Contract 893033DEM000077.

STAFF AUGMENTATION / SUPPLEMENTAL LABOR SUPPORT SERVICES

Salado Isolation Mining Contractors LLC (SIMCO) is publishing this SOURCES SOUGHT NOTICE for all small business classifications. The purpose of this sources sought notice is to: provide staff augmentation / supplemental labor support services at the Waste Isolation Pilot Plant (WIPP), located approximately 32-miles east of Carlsbad, New Mexico; the Skeen Whitlock Building in Carlsbad, New Mexico, DOE and SIMCO facilities in and around the Carlsbad area; and on occasion a remote basis. Interested parties should send a capabilities statement to Sara Whitzel (sara.whitzel@wipp.ws), Sr. Procurement Specialist by March 12, 2024.

This Sources Sought is for information and planning / market research purposes and is not to be construed as a commitment. **PLEASE NOTE THAT THIS IS NOT A REQUEST FOR PROPOSAL, NO SOLICITATION EXISTS AT THIS TIME.**

SIMCO is conducting a market survey to determine the availability and technical capability of all qualified small businesses to complete this work. SIMCO intends to award the subcontract through the **Supply Chain Management Center (SCMC) and the Integrated Contractor Purchasing Team (ICPT)** contracting vehicles and in accordance with the Statement of Work (SOW) and associated labor category descriptions under NAICS Code 541611, *Administrative Management and General Management Consulting Services*.

Synopsis of the work to be performed includes:

The purpose of this procurement is to award one or more Indefinite Delivery/Indefinite Quantity (ID/IQ) Subcontracts with task orders issued on either a Time and Materials (T&M) or Firm Fixed Price (FFP) basis. Specifically, this is to provide staff augmentation / supplemental labor support to include but not limited to: administrative support, cost analysts, schedulers, work planners, subject matter experts, secretaries, accounting clerks, property clerks, trainers, procedure writers, IT specialists, general clerks, records specialists, etc which supports all SIMCO Departments. Interested Parties shall provide brief a corporate capabilities statement. Ideal candidates will have a local presence in Carlsbad, New Mexico.

The successful offer(s) shall provide overall management of Recruiting Services including nation-wide and all areas within the greater Hobbs and Carlsbad areas for the Job Categories listed in the SOW; Pre-hire Vetting Services including background checks, pre-employment drug screening and skills assessment; Employee Management / SIMCO Interface through a local manager(s) (Liaison(s)) to act as the primary Point(s) of Contact (POC) with responsibility for daily supervision of the Subcontractor's employees; and subcontractor Employee Payroll and Time Accounting.

A Pre-Proposal Conference will be conducted at the WIPP Site to discuss all aspects of the

proposed Scope of Work and to tour the proposed work area, on or about **the last week of April 2024 after the Request for Proposal (RFP) has been released.**

Estimated Request for Proposal (RFP) / Solicitation Issuance Date: **April 2024**

Estimated Proposal Due Date: **May 2024**

The anticipated Subcontract duration will be from October 1, 2024 or the actual date of award through September 30, 2025 with a potential of four options through 30 September 2029.

Interested parties should contact Sara Whitzel, Sr. Procurement Specialist by email at sara.whitzel@wipp.ws if there are any questions or concerns. SIMCO appreciates your review, feedback, and response to this Sources Sought Notice.
