

BROOKHAVEN SCIENCE ASSOCIATES, L.L.C.
PROCUREMENT AND PROPERTY MANAGEMENT DIVISION
BROOKHAVEN NATIONAL LABORATORY
UPTON, NY 11973

SOLICITATION NO. JF479390

UTILITY MASTER PLAN

1. Information

Brookhaven Science Associates, L.L.C. (“BSA”) has entered into a Prime Contract with the United States of America (“the Government”), as represented by the United States Department of Energy (“DOE”), to operate the Brookhaven National Laboratory (“BNL”). In furtherance of the Prime Contract, BSA desires to contract for certain work described below. **Offers for this work shall be submitted electronically to Joseph Famiglietti at jfamiglie@bnl.gov by 4:00 P.M. on July 9, 2026.** BSA reserves the right to reject any or all offers, consider late or incomplete offers, and to waive irregularities. Any or all offers may be rejected if BSA determines such action is in its best interest. Offers will be opened privately.

The North American Industry Classification System (NAICS) Code for this Solicitation is 541330 (Engineering Services). The stated size standard is \$26M. The stated size shall be the sole determining factor as to classification (small or large business) of an Offeror. It is the responsibility of the Offeror to affirm its Representations and Certifications and size status are accurate and up to date in the System for Award Management (SAM) (www.SAM.gov).

Any questions or requests for additional information should be directed to the Contractual Representative listed above. All questions must be received by email no later than the date identified in Section 5 below.

2. Performance

All work shall be performed in strict accordance with the attached Draft Contract entitled “Utility Master Plan” (**Enclosure 1**). It is the Offeror’s responsibility to review all attachments to the Draft Contract.

3. Mandatory Solicitation Overview Meeting (virtual)

A mandatory Solicitation Overview meeting will be held virtually on Microsoft Teams at **11:00 AM on June 25, 2026**. A Microsoft Teams meeting notice will be sent to interested Offerors. **RSVPs** to the Contractual Representative for this meeting are due by **5:00 PM on June 24, 2026**. **It is mandatory that all Offerors attend.**

Topics that will be discussed at the Solicitation Overview Meeting include:

- Procurement Briefing: overview of the requirements stated in this Solicitation.
- Technical Briefing: a review of the technical requirements and specifications.
- Question and answer period. BSA responses to questions asked during the Solicitation are non-binding until they are submitted in writing to the Contractual Representative and a formal Solicitation Amendment is issued.

4. Site Visit

No Site Visit is planned for this Solicitation.

5. Procurement Milestones

BSA has established the following milestones for this solicitation:

<u>MILESTONE</u>	<u>DATE</u>	<u>TIME</u>
RSVP to Virtual Solicitation Overview Meeting	June 24, 2026	5:00 PM
Virtual Solicitation Overview Meeting	June 25, 2026	11:00 AM
Questions Deadline	June 30, 2026	5:00 PM
Offers Deadline	July 9, 2026	4:00 PM
Award Month (estimated)	July 2026	N/A

6. Preparation of Offers

- To view the solicitation and download all its documents go to [Solicitation JF479390](#) (BSA will not provide hard copies of this information).
- Offerors must complete all items on the Business Offer Sheet (**Enclosure 2**). Failure to do so may render the Offeror non-responsive.
- The Business Offer Sheet must be signed by an authorized representative.
- Offerors must complete Form 30 Organizational Conflict of Interest Disclosure (**Enclosure 4**).
- An Offeror that takes exceptions to BSA's Terms and Conditions or fails to provide all requirements of this Solicitation may be deemed non-responsive and may not be considered for Award.

7. Qualification Criteria

To be considered for award, Offerors must execute the Qualification Criteria Form (**Enclosure 3**). This form must be submitted with your offer, or you will be considered non-responsive.

8. System For Award Management (SAM)

In order to support DOE reporting requirements, BSA requires all its vendors/contractors to be registered in the U.S. Government supplier database entitled System for Award Management (SAM) with their Unique Entity ID (UEI) number. Registration can be performed online at www.SAM.gov. If not already registered, please register as soon as possible since failure to do so may preclude BSA from doing business with your organization. Please note that there is no charge for SAM registration. When registering, you are strongly urged to copy and paste www.SAM.gov onto your browser address rather than utilizing your search engine. Utilizing your search engine may redirect you to an erroneous site. You may obtain assistance in completing your registration by contacting the Federal Help Desk at [Federal Service Desk Home Page - Federal Service Desk](#) or by contacting your local APEX Accelerator Representative (formerly known as the Procurement Technical Assistance Center (PTAC), which can be found at <https://napex.us>.

* Foreign vendors are not required to be registered in SAM but must fill out AMS-Form-050 (available upon request).

9. Representations and Certifications

- In order to verify the Offerors' Annual Representations & Certifications, the Offeror shall provide their SAM.gov UEI number and contact information on their Business Offer Sheet.
- The Vendor ACH Authorization Form must be on file with BSA's Procurement and Property Management Division before an Agreement can be placed. If selected for award, the Offeror shall complete the attached form (**Enclosure 5**).

- c) If selected for award, the Offeror shall complete the attached Form W-9 “Request for Taxpayer Identification Number and Certification” (**Enclosure 6**).

10. Explanation of Solicitation Documents

Any Offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it by emailing the Contractual Representative identified above no later than the date set in Section 5 above. Oral explanations or instructions given before the award of a Contract will not be binding. Any information provided to a prospective Offeror concerning this Solicitation will be furnished promptly to all other Offerors as an amendment to the Solicitation.

11. Amendments to the Solicitation

If an amendment to this Solicitation is issued, all terms and conditions which are not modified remain unchanged. The Offeror shall acknowledge receipt of all amendments by filling in the amendment number and date on the Business Offer Sheet (**Enclosure 2**) in the space indicated. Failure to do so may render the Offeror non-responsive.

12. Offer Validity

Offerors will allow Ninety (90) days for acceptance of their offer.

13. Submission of Offers

Offers and any offer modifications shall be submitted electronically by email to the Contractual Representative. Hand delivered offers will not be accepted.

14. Late Submissions, Modifications and Withdrawals

- a) Offers, including their modification or withdrawal, received after the offer due date and time, shall be considered late. Such offers may be considered only if they are received before award is made and BSA determines that it is in its best interest to do so. A late modification of an otherwise successful offer that makes its terms more favorable to BSA, will be considered at any time it is received and may be accepted.
- b) Offers may be withdrawn by written notice at any time on or before the offer deadline.

15. Basis for Contract Award

- a) BSA may evaluate offers in response to this Solicitation without discussion and will award a Contract to the lowest priced technically acceptable (LPTA) Offeror who meets all aspects of the Qualification Criteria form. Failure to acknowledge “Yes” to any of the Qualification Criteria and provide the required substantiating submittals with the offer, will result in the Offeror being considered non-responsive. The lowest price will be determined by the project cost indicated on the Business Offer Sheet (**Enclosure 2**).
- b) To be considered responsive an Offeror must submit:
 - i) A fully executed Business Offer Sheet (**Enclosure 2**).
 - ii) A compliant Qualification Criteria Form (**Enclosure 3**) and supporting documentation.

16. Tax Exemption

Any contract, subcontract or purchase order resulting from this Solicitation will not be subject to New York State Sales and Use Taxes. BSA’s Exempt Organization Certification Number is 216880.

17. Closure

We trust that the information contained herein is sufficient to permit your company to prepare a complete and definitive quotation; however, should you have any questions, please contact the undersigned.

Sincerely,

A handwritten signature in black ink that reads "Joseph Famiglietti". The signature is written in a cursive style with a large, stylized 'J' and 'F'.

Joseph Famiglietti

Contracts Administrator

Procurement & Property Management Division

ENCLOSURES:

1. Draft Contract

Attachment 1 – Statement of Work, dated May 17, 2026

Attachment 2 – QA-101 Rev. 5 (Aug. 2024)

Attachment 3 – Milestone Payment Schedule

Attachment 4 – BSA General Terms and Conditions for Non-Commercial Services Rev. 24.0 (Apr.2026)

Attachment 5 – BSA Supplemental Terms and Conditions for Work by Contractors On Site Rev. 24.0 (Apr. 2026)

2. Business Offer Sheet

3. Qualification Criteria Form

4. Organizational Conflict of Interest Disclosure

5. Vendor ACH Authorization Form

6. Form W-9