

A&E Selection the Fermi Process

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Discussion Topics

- Procurement Procedures
 - A/E Selection Procedures
 - Fermilab Procurement Source Evaluation
 Board Operating Procedure
- Flow Chart of selection process
- Conflict of interest issue
- Proposed Approach
- Current Status and projected timeline



Purpose of A/E Selection

- Assures selection of most qualified firms
- Promotes competition within the selection process
- Provides access to A/E firms for the term of the Master Contract without requiring a sole source justification further conflict of interest evaluation.



A/E Selection Procedures

- There are three levels, each with a selection procedure base on dollar amount of master contract that an A/E can be selected.
 - **<\$100,000**
 - **->\$100,000**; **<\$500,000**
 - **->\$500,000**
- The >\$500K procedure is the most structured and time consuming source selection process. It most probably will take ~8 months to complete.
- We will discuss only the >\$500K procedure



From the Procurement Viewpoint

- Stated Objectives
 - Ensure the efficient and effective expenditure of US funds.
 - Optimize the opportunity of project objectives
 - Obtain adequate and effective competition in the acquisition of goods and services
 - Assure impartial, equitable and thorough evaluation of proposals and other information received.



Head of BSS establishes source Establish authority to Board signs non evaluation board establish master disclosure and 3 to 7 members, one contract with an conflict of interest from BSS, one and unfunded requisition. forms one from project and a chairperson. Board establishes Evaluate proposal... Advertise notice general qualification of intent for A/E first select short list. criteria for firm(s) and Services in Fed then discussion with evaluation (cost not Biz Ops and trade selected short list. part of evaluation) magazines For a selected task, requsitioner develops scope of work; Board makes final selection, and procurement administrator submits to Source Selection writes and sends RFP to A/E. Official (SSO) for Approval For a specific task, A/E firm Procurement notifies provides proposal, requisition firms...develop sub-contract with is written for amount and PO is selected firms. issued.



Our Plans

- A number of firms will be selected to provide all of the various services required.
- Firms will be able to be selected for more than one area of expertise.
- Multiple firms for some of the disciplines will be selected to allow flexibility for selection of required services.



Firm Expertise

- Firm Type #1 General Architect/ Engineering Firm
- Firm Type # 2 Underground Expertise (at least three firms anticipated to be selected)
- Firm Type # 3 Site Civil Expertise
- Firm Type # 4 Electrical Expertise
- Firm Type # 5 Process Cooling and Mechanical Engineering
- Firm Type # 6 Life Safety Engineer
- Firm Type #7 Configuration Controls and Project Controls Systems
- Firm Type # 8 Environmental, Safety and Health
- Firm Type # 9 Land Acquisition Support



Next Steps and Schedule

- A req. has been started and will be discussed w/ ILC and lab management.
- A single board and RFP will be used to select all of the A&E's
- Once req is approved:
 - 3 months to form board and establish desired qualifications and evaluation criteria
 - 2 months to issue RFP, receive proposals and select short list
 - 1 month for discussion and final selections
 - 2 months for each master contract.