



## **Budget & Contracts Committee**

**Date:** Thursday, November 8, 2018

**Time:** 9:00 a.m. to 12:15 p.m.

**Location:** Richland Public Library, 955 Northgate Drive, Richland, WA

### **Call-in:**

Conference Call Instructions:

- Tri-City participants: 1 (509) 373-6464, enter conference code 451683#
- Long distance participants: (866) 645-0958, enter conference code 451683#

**GoToMeeting:** <https://www.gotomeet.me/ProSidian> ; Access Code: 171-499-709

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### **9:00 a.m. Budget & Contracts Opening – Tom Galioto, BCC Vice Chair**

- Welcome and Introductions
- Announcements

### **9:05 a.m. Tutorial of how to navigate the Federal Procurement Websites**

*Purpose: To provide members a tutorial on how to navigate federal procurement websites including:*

- a) EM Consolidated Business Center: <https://www.emcbc.doe.gov/>
  - b) Federal Business Opportunities: <https://www.fbo.gov/>
  - c) FedConnect (Government Acquisition & Grants Portal):  
<https://www.fedconnect.net/FedConnect/default.htm>
- Introduction: Tom Galioto, BCC Vice Chair (5 min)
  - Agency Tutorial: Karen Flynn, DOE Office of Hanford Acquisitions
  - Framing Information/Questions
    - In detail, how can the BCC use each of these sites, as appropriate, to determine the current and ongoing status of Hanford Prime Contract procurements?
    - Provide detailed guidance on the standard structure of DOE Prime Contractor RFPs, so that BCC members can find the information normally believed to be of most importance to the HAB, including:
      - What is the draft RFP comment due date? Does DOE require any comments from the HAB by this same date?
      - What is the final RFP proposal due date?
      - What are the requirements for the number of key personnel? For how long?
      - What is the scope of work for the contract? Are there any differences from the current contract?
      - What are the performance milestones to be met? By which dates?
      - What are the requirements for community investment/support by the contractor?
      - What type of contract will it be?
      - What is the performance period of the contract?
      - What is the anticipated contract award date?
      - What is the transition period from current to new contract?
  - Committee Discussion (85 min)

- 10:30 a.m. Review of DOE Response to HAB Advice #297**  
*Purpose: To provide members the opportunity to review/discuss DOE's response to HAB Advice #297.*
- Introduction: Tom Galioto, BCC Vice Chair (5 min)
  - Framing Information/Quest
    - Does DOE's response adequately address the HAB advice points?
    - Next Steps
  - Committee Discussion (25 minutes)
- 11:00 a.m. Break**
- 11:15 a.m. CPCC Draft RFP Activity Debrief**  
*Purpose: To provide members a debrief of activities related to the CPCC Draft RFP Community Day and Formal Comment Submission*
- Introduction: Tom Galioto, BCC Vice Chair (5 min)
  - Summary of BCC-related activities (10 minutes)
  - Committee Discussion (15 min)
- 11:45 a.m. Budgets & Contracts Committee Business**  
*Purpose: To provide members the opportunity to review/discuss committee business.*
- Introduction: Tom Galioto, BCC Vice Chair (5 min)
  - Review BCC 3 month work plan
  - Potential timing/status of FY19 budget advice
  - New Business
  - Committee Discussion (25 min)
- 12:15 p.m. Adjourn**