

LANL Business Opportunity ID# 319

Posting Date: OPEN

Posting Close Date: Ongoing

North American Industry Classification System (NAICS) code for the request: TBD

Buyer Contact Email: business@lanl.gov; garcia_l@lanl.gov; mao@lanl.gov

Title: Metals IDIQ

Description of Product or Service Required

SUBCONTRACTOR shall furnish qualified personnel, equipment, materials and facilities to perform, as detailed in this Exhibit "D", all services necessary to provide delivery of various metal products ranging from carbon steel, aluminum, brass, copper, bronze, tungsten and stainless steel in sheet, coil, strip, plate, rod, tube and bar form, and required by or reasonably inferable from the Subcontract Documents. SUBCONTRACTOR shall not be relieved of performing the details of any work manifestly or customarily performed to carry out the intent of this subcontract. All work shall be performed as if fully and correctly set forth and described in the subcontract

- Current forecasted bid opportunities are subject to change or cancellation due to scope, mission, or funding requirements.
- Some procurements are reserved for small businesses. Note the competition type on the forecast matrix to determine if a procurement has been set aside or is open to fair and reasonable competition.
- LANL reserves the right to change the competition type from Competitive to Set-Aside prior to the release of the Request for Quotation (RFQ).
- If this is a Request for Expression of Interest and capability information is requested with your response, be advised that LANL will not issue your organization a Request for Quotation unless you submit clear and convincing information that your organization has the necessary relevant experience and can fulfill the requirements of the statement of work. If you do not adequately address the required information, and the LANL Buyer does not have information indicating otherwise, the presumption will be that your organization is not a viable competitor. In any case, the LANL Buyer is the final arbiter on who receives an RFQ.

Dated 9/4/20

Exhibit D Scope Of Work And Technical Specifications

1.0 SCOPE OF WORK

SUBCONTRACTOR shall furnish qualified personnel, equipment, materials and facilities to perform, as detailed in this Exhibit "D", all services necessary to provide delivery of various metal products ranging from carbon steel, aluminum, brass, copper, bronze, tungsten and stainless steel in sheet, coil, strip, plate, rod, tube and bar form, and required by or reasonably inferable from the Subcontract Documents. SUBCONTRACTOR shall not be relieved of performing the details of any work manifestly or customarily performed to carry out the intent of this subcontract. All work shall be performed as if fully and correctly set forth and described in the subcontract.

1.1 Work included

1.1.1 Provide all metal products associated with the UNSPSC codes listed in section 1.3.1, on an as needed basis per the specifications or descriptions set forth in any resultant individual purchase order placed. The Subcontractor shall provide the necessary management, administrative, operational (including adequate facilities and inventory) and logistical effort necessary to accomplish the SOW requirements.

1.2 Work not included

- 1.2.1 The Scope of Work does not include services such as on-site work or warranty repairs, non-warranty repairs, fabrications, kitting or design services. The aforementioned services are not authorized under this Scope of Work and shall not be provided by the SUBCONTRACTOR.
- 1.2.2 Triad will transmit Blanket Release data to the Subcontractor via the email address provided by the Subcontractor.
- 1.2.3 Training will be provided to Subcontractor personnel regarding documentation requirements, release order processing, packaging and handling requirements if required, paperwork required for receiving, and other unique requirements of the Blanket Subcontract.
- 1.2.4 Triad will assist with implementation, as appropriate.

1.3 Deliverables

Provide as requested the items as defined in the following UNSPSC Codes.

1.3.1 UNSPSC Inclusion

11101700	Base Metals
30100000	Structural Materials and Basic Shapes
40142100	Pipe
31231300	Tube
11171600	Stainless Steel Alloys

Triad reserves the right to add additional UNSPSC Codes and/or expand UNSPSC code inclusions to obtain required support.

2.0 TECHNICAL REQUIREMENTS

Dated 9/4/20

2.1 Technical Specifications

Technical specifications and/or descriptions will be provided for individual purchase orders.

2.2 National / International Codes and Standards

The following national and international codes and standards are incorporated by reference herein and shall have the same force and effect as if printed in full text.

Code or Standard No.	Rev.	Date	Title
ASTM B221	14	October 1, 2014	Standard Specification for Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes
ASTM B209	14	November 1, 2014	Standard Specification for Aluminum and Aluminum-Alloy Sheet and Plate
ASTM B348	13	July 13, 2013	Standard Specification for Titanium and Titanium Alloy Bars and Billets
ASME Y14.5	1994	1994	Dimensioning and Tolerancing
ASME Y14.38	2007	2007	Abbreviations and Acronyms for Use on Drawings and Related Documents
ANSI/ASQ Z1.4	R2013	October 2013	Sampling Procedures and Tables for Inspection by Attributes
ASTM A36	2019	2019	Standard Specification for Carbon Structural Steel
ASTM A240	2020	2020	Standard Specification for Chromium and Chromium-Nickel Stainless Steel Plate, Sheet, and Strip for Pressure Vessels and for General Applications
ASTM A500	2020	2020	Standard Specification for Cold-Formed Welded and Seamless Carbon Steel Structural Tubing in Rounds and Shapes
ASTM B211	2019	2019	Standard Specification for Aluminum and Aluminum-Alloy Rolled or Cold Finished Bar, Rod and Wire
ASTM B777-07	2013	2013	Standard Specification for Tungsten Base, High-Density Metal
ASTM B187	2020	June 2020	Standard Specification for Copper, Bus Bar, Rod, and Shapes and General Purpose Rod, Bar, and Shapes
ASTM B927	2017	April 2017	Standard Specification for Brass Rod, Bar and Shapes

Notes: Additional codes and standards may be provided at the individual purchase order when required.

2.3 Technical Approach:

Dated 9/4/20

The following technical approach or methodology shall be followed in the performance of SUBCONTRACTOR'S work.

2.3.1 **Administrative Procedures**

- 2.3.1.1 The Subcontractor must have the following communication and computer system resources: 1) E-mail and 2) Facsimile (FAX).
- 2.3.1.2 The Subcontractor must provide a valid email address for receipt of Blanket Releases. The SUBCONTRACTOR must give Triad a minimum of one week notice upon the change of their email address. Once Triad received the update and confirms the changes, they will update the system in order to continue the blanket release process.
- 2.3.1.3 Provide a quote for all requested releases of equipment, supplies, to the Designated Procurement Representative (DPR).
- 2.3.1.4 A Subcontractor Representative shall be available to provide technical support at the Subcontractor's primary place of business Mon-Fri, 8 a.m-5 p.m.
- 2.3.1.5 The Subcontractor upon receiving the emailed Blanket Release will have twenty four (24) hours in which to reject the Release. If no such rejection occurs in the time period, it is considered automatic acceptance by the Subcontractor.
- 2.3.1.6 The Subcontractor shall not use the Laboratory's internal electronic mail system to distribute product information, sales flyers, announcements, etc.
- 2.3.1.7 Attend periodic performance, administrative, and user committee meetings as required by the Contract Administrator.
- 2.3.1.8 Promptly notify the Contract Administrator of any errors, omissions, or difficulties that may impact the efficient and effective performance of the Subcontract.
- 2.3.1.9 The Subcontractor must develop a filing system which ensures accountability and control of all Blanket Releases. This system must be in neat and organized manner in preparation of LANL Audit.

For the retention of Blanket Release records, the Subcontractor shall file a copy of the quote provided to the DPR, a copy of the release, and supporting documentation for pricing. The quote should contain the Blanket Agreement number, item description, quantity required, unit price, total price, and shipping information. Quotes shall be valid for 30 days from the date issued. All documentation must be available within five (5) working days from request in order to support subcontract reviews and/or audits.

Blanket release records, supporting documentation, and all other Subcontract related documentation shall be retained by the Subcontractor for three years, three months following termination of the subcontract.
- 2.3.1.10 Subcontractor shall accept all items returned for credit through the validity period of the Blanket Subcontract. The laboratory will generate a shipping manifest, which will serve as the Subcontractor's receipt.

Dated 9/4/20

2.3.2 Work Schedule

2.3.2.1 Blanket Releases will be electronically transmitted to the Subcontractor, and will be available via email throughout the day, Monday through Friday, except on the following holidays:

<ul style="list-style-type: none"> • New Year’s Day • President’s Day • Independence Day • Columbus Day • Thanksgiving Day • Christmas Day 	<ul style="list-style-type: none"> • Martin Luther King Jr’s Birthday • Memorial Day • Labor Day • Veteran’s Day • Day after Thanksgiving • Other Triad designated days
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In addition, final transmission for each work day will be considered to have occurred at 5:00 pm each day to ensure that all releases processed the same day are obtained in a timely manner.

2.3.3 Packaging Procedures

2.3.3.1 The Subcontractor shall properly package items in order to protect them from damage and theft. Packaging must be compliant with industry standards or better. Packaging should be efficient in order to reduce the Laboratory’s volume of waste. Small packages shall be consolidated. In addition, fragile materials must be packaged to protect from damage and to ensure that the opportunity for scratches, breaks, dents, etc. is avoided. Items arriving at the Laboratory’s receiving department will be inspected and those that have visual damage will be rejected.

2.3.3.3 The Subcontractor will be required to provide two (2) copies of the packing slip with all shipments. One copy must be on the outside of the package, and the other on the inside of the package. This will insure that the order is received properly in the system by Warehouse Personnel, and routed and delivered to the correct DPR. LANL prefers the Subcontractor staple the copy of the blanket release and packing slip for adherence to the outside of the package.

2.3.3.4 Consolidate items for a single Requestor when feasible. Consolidated items must be contained in a single package or multiple packages must be shrink wrapped into a single unit.

2.3.4 Warranty Labeling Specifications

2.3.4.1 Warranty tagging procedures shall not supersede or affect any warranty statement or guaranty made by any manufacturer. Warranty tags are only intended to convey warranty period information.

2.3.4.2 To determine the warranty beginning date, the Subcontractor shall use the delivery date to the designated delivery point in Los Alamos, New Mexico.

2.3.4.3 The manufacturer’s warranty label must be affixed to the unit by the SUBCONTRACTOR. Warranty tags shall be self-adhesive and non-

Dated 9/4/20

conductive. Warranty tagging applies to hardware items only. Warranty tags shall include the following information and subscribe to the format below:

WARRANTY INFORMATION

Blanket Release Number # _____

Delivery Date _____

Warranty End Date _____

Vendor Name and Phone Number _____

2.3.5 Delivery Requirements for Commodities

- 2.3.5.1 The F.O.B. point for all shipments made under this subcontract shall be "Origin-Freight Collect". The F.O.B. point for all shipments shall be Building SM-30, Bikini Atoll Road, Los Alamos, NM 87545. No premium transportation is allowable under the subcontract and will not be reimbursed by the Laboratory.
- 2.3.5.2 The SUBCONTRACTOR shall deliver all packages and vehicles to Building SM-30, Bikini Atoll Road, Los Alamos, NM 87545, every weekday, except for LANL designated closures. The delivery window for the Laboratory's Receiving Department is Monday thru Friday 7:30am-4:30pm and will be adhered to without exception throughout the term of the Subcontract. Failure to meet the required delivery window may result in the shipment being returned to the Subcontractor.
- 2.3.5.3 All deliveries must accompany a packing slip indicating the Blanket Release numbers, the total number of Blanket Releases and packages, and a copy of the original blanket release.
- 2.3.5.4 Proper shipping documents for all materials that are categorized as hazardous by 49 CFR Parts 100-177, including items, which are only hazardous when shipped in specified quantities, shall accompany shipments, if applicable. If appropriate, hazardous materials shall be segregated from each other and from general commodity items.

2.4 Technical Performance Requirements**2.4.1 Quality Assurance Requirements**

- 2.4.1.1 Subcontractor will be required to have a Quality Program in place or the ability to establish and implement a Quality Program within six (6) months of award that meets Laboratory standards.
- 2.4.1.2 Subcontractor will be required to be on the Laboratory Institutional Evaluated Suppliers List (IESL) or the ability to be evaluated and entered on the Laboratory IESL list within nine (9) months of award.
- 2.4.1.3 Quality Assurance provisions will be identified on each release as applicable.
- 2.4.1.4 Subcontractor must maintain their Quality Program and remain on the IESL list for the duration of the Subcontract.

2.5 Other Requirements

Dated 9/4/20

Not Applicable

2.6 CONTRACTOR’S Policies and Procedures

SUBCONTRACTOR shall comply with the following LANL policies and procedures, or parts thereof, applicable to any person who performs work at Los Alamos National Laboratory.

Policy or Procedure Number	Title and Date	Instructions
N/A		

2.7 Request To Deviate From Technical Requirements

SUBCONTRACTOR shall use LANL Form 2178, Conduct of Engineering Subcontractor Deviation Disposition Request, whenever it seeks CONTRACTOR'S approval to deviate from a technical specification. The form may be found at <http://engstandards.lanl.gov/2178.doc>.

3.0 FACILITY TRAINING, QUALIFICATION AND/OR CERTIFICATION REQUIREMENTS

This Exhibit D Scope of Work is for off-site services/items. No LANL specific training, qualification, and/or certification is required.