

<b>SOLICITATION, OFFER AND AWARD</b>		1 THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	RATING	PAGE OF PAGES 1   90	
2 CONTRACT NUMBER 89303319DEM000023 0593/17/706508/01		3 SOLICITATION NUMBER 89303318REM000018	4 TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	5 DATE ISSUED 06/07/2018	6 REQUISITION/PURCHASE NUMBER
7 ISSUED BY EMCBC U.S. Department of Energy EM Consolidated Business Center 250 E. 5th Street, Suite 500 Cincinnati OH 45202			8 ADDRESS OFFER TO (If other than item 7) See Section L, Provision L.4		

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

**SOLICITATION**

9 Sealed offers in original and 4 copies 1 Original 5 copies for furnishing the supplies or services in the Schedule will be received at the place specified in item 8, or if hand carried, in the depository located in \_\_\_\_\_ until 1500 ET local time 07/20/2018 (Hour) (Date)

CAUTION, LATE Submissions, Modifications, and Withdrawals. See Section L, Provision No. 52.214-7 or 52.215-1. All offers are **subject to all terms and conditions contained in this solicitation.**

10, FOR INFORMATION CALL:	A NAME Marcella J. Wolfe	B TELEPHONE (NO COLLECT CALLS)			C. E-MAIL ADDRESS marcella.wolfe@emcbc.doe.gov
		AREA CODE 740	NUMBER 649-9048	EXT	

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OFFER (Must be fully completed by offeror)

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within 365 calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232.8)	<input type="checkbox"/> 10 CALENDAR DAYS (%)	<input type="checkbox"/> 20 CALENDAR DAYS (%)	<input type="checkbox"/> 30 CALENDAR DAYS (%)	<input type="checkbox"/> CALENDAR DAYS (%)
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14 ACKNOWLEDGEMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated)	AMENDMENT NO	DATE	AMENDMENT NO	DATE
	1	6/7/18	2	7/3/18
	3	7/18/18		

15A NAME AND ADDRESS OF OFFEROR BTP Services, LLC 105 Mitchell Rd., Suite 101 Oak Ridge, TN 37830	16 NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print) Harry L. Boston Manager
--	---

15B TELEPHONE NUMBER AREA CODE: 865 NUMBER: 272-8400 ext. 1121 EXT: 1	15C CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE	17 SIGNATURE	18 OFFER DATE August 3, 2018
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AWARD (To be completed by government)

19 ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21 ACCOUNTING AND APPROPRIATION
22 AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304 (c) ; <input type="checkbox"/> 41 U.S.C. 253 (c) ;	23 SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)	ITEM
24 ADMINISTERED BY (If other than item 7)	25 PAYMENT WILL BE MADE BY	CODE
26 NAME OF CONTRACTING OFFICER (Type or print) Barry M. Page	27 UNITED STATES OF AMERICA	28 AWARD DATE 7-30-19

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice AUTHORIZED FOR LOCAL REPRODUCTION Previous edition is unusable

STANDARD FORM 33 (Rev. 9-97) Prescribed by GSA - FAR (48 CFR) 53.214(c)

<b>SOLICITATION, OFFER AND AWARD</b>		1 THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	RATING	PAGE OF PAGES 2   90	
2 CONTRACT NUMBER 89303319DEM000023/ 0593/17/706508/01		3 SOLICITATION NUMBER 89303318REM000018	4 TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	5 DATE ISSUED 07/18/2018	6 REQUISITION/PURCHASE NUMBER
7 ISSUED BY EM -Environmental Mgmt Con Bus Ctr EMCBC U.S. Department of Energy EM Consolidated Business Center 250 E. 5th Street, Suite 500 Cincinnati OH 45202		CODE 893033	8 ADDRESS OFFER TO (If other than Item 7)		

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

**SOLICITATION**

9. Sealed offers in original and \_\_\_\_\_ copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if hand carried, in the depository located in \_\_\_\_\_ until \_\_\_\_\_ (Hour) local time \_\_\_\_\_ (Date)

CAUTION: LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:	A. NAME Travis R. Taggart	B. TELEPHONE (NO COLLECT CALLS)		C. E-MAIL ADDRESS Travis.Taggart@emcbc.doe.gov
		AREA CODE 513	NUMBER 744-0973	EXT.

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**OFFER (Must be fully completed by offeror)**

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232.8)	10 CALENDAR DAYS (%) NET 30	20 CALENDAR DAYS (%)	30 CALENDAR DAYS (%)	CALENDAR DAYS (%)
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14. ACKNOWLEDGEMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):	AMENDMENT NO.	DATE	AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR See Schedule	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)
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15B. TELEPHONE NUMBER AREA CODE NUMBER EXT.	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. <input type="checkbox"/>	17 SIGNATURE	18 OFFER DATE
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**AWARD (To be completed by government)**

19. ACCEPTED AS TO ITEMS NUMBERED	20 AMOUNT \$49,500,000.00	21. ACCOUNTING AND APPROPRIATION See schedule
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304 (c) ( ) <input type="checkbox"/> 41 U.S.C. 253 (c) ( )	23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)	ITEM
24. ADMINISTERED BY (If other than Item 7) See Schedule G	CODE 03001	25. PAYMENT WILL BE MADE BY See Schedule G
26. NAME OF CONTRACTING OFFICER (Type or print) Barry M. Page	UNITED STATES OF AMERICA	28. AWARD DATE 7/30/2019

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.  
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**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
89303319DEM000023/0593/17/706508/01

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NAME OF OFFEROR OR CONTRACTOR  
See Schedule

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DUNS Number: 081075978</p> <p>Small Business Administration</p> <p>081075978 BTP Services, LLC Attn: Harry Boston 105 Mitchell Rd Ste 101 Oak Ridge TN 37830 86527284001121</p> <p>The overall minimum for this contract is: \$20,000.00</p> <p>The overall maximum for this contract is: \$49,500,000.00</p> <p>The minimum amount for an order against this contract is: \$1,000.00</p> <p>The maximum amount for an order against this contract is: \$49,500,000.00</p> <p>Payment: OR for EMCBC U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017 Oak Ridge TN 37831</p> <p>FOB: Destination Period of Performance: 07/30/2019 to 07/30/2024</p>				
01000	Environmental Management (EM) Consolidated Technical Support Services				49,500,000.00

## EM Consolidated Technical Support Services

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## **PART I - THE SCHEDULE**

### **SECTION B**

#### **SUPPLIES OR SERVICES AND PRICES/COSTS**

##### **B.1 DOE-B-2012 SUPPLIES/SERVICES BEING PROCURED/DELIVERY REQUIREMENTS (OCT 2014)**

- (a) This is an Indefinite-Delivery/Indefinite-Quantity (IDIQ) contract under which Firm-Fixed-Price (FFP) and/or Time-and-Materials (T&M) task orders will be issued. This contract will provide various technical assistance services in support to the Environmental Management (EM) Consolidated Technical Support Services requirements as described in the Section C – Performance Work Statement.
- (b) For work performed by the Contractor’s employees and/or subcontractor employees, the labor categories, direct-productive-labor-hours (DPLH) and fixed labor rates in Attachment J-9, entitled, “IDIQ Schedule of Fully Burdened Labor Rates” below shall apply. The Contractor shall provide the DPLH at the fixed-hourly rates shown in Attachment J-9 by performing entity. The qualifications for the labor categories are identified in Section J, Attachment J-4, Position Qualifications and Job Descriptions.
- (c) The Contractor shall furnish offsite personnel, facilities, office furniture, equipment, material, services, and supplies, and otherwise do all things necessary to accomplish work in a safe, integrated, effective, and efficient manner in accordance with the terms and conditions of the contract and resulting task orders. While work will generally be performed offsite utilizing offsite fixed labor rates, certain work may be issued by task orders utilizing onsite fixed labor rates for performance at a facility in Section F whereas the Government will furnish office space, furniture, equipment and material.
- (d) The Contractor shall provide the requested services issued as task orders against B.2 Contract Line Item Structure, within the guaranteed minimum and estimated maximum quantities as specified in Section B.2 below, on a schedule to be specified by the Government in accordance with the contract clause H.30, Task Ordering Procedure, FAR 52.216-18, Ordering, and FAR 52.216-19, Ordering Limitations.
- (e) Payment for the DPLH provided and materials, supplies, equipment, travel, or other direct costs under T&M task orders shall be made in accordance with FAR 52.232-7, Payments Under Time-and-Material and Labor-Hour Contracts. Payment under FFP task orders shall be made in accordance with FAR 52.232-1.

##### **B.2 DOE-B-2008 CONTRACT LINE ITEM STRUCTURE (OCT 2014) (DEVIATION)**

- (a) Task orders shall be proposed and awarded against the following CLIN:

CLIN NUMBER	ITEM DESCRIPTION	MAXIMUM VALUE OF SERVICES	CONTRACT ORDERING PERIOD
01000	Environmental Management (EM) Consolidated Technical Support Services	\$49,500,000.00	Five (5) years from the date of contract award.

(b) The Contractor shall be reimbursed under T&M task orders for the cost of materials, supplies, equipment, travel, or other direct costs in accordance with the applicable cost principles contained in the contract clause at FAR 52.216-7, Allowable Cost and Payment. The estimated cost of materials, supplies, equipment, travel, or Other Direct Costs (ODCs) for this contract (as proposed and authorized in the applicable task order) is \$2,156,700 incorporated in Table B.2(1) below:

Table B.2(1): Travel and ODCs for the Performance Period:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Travel	\$349,000	\$377,000	\$406,000	\$373,000	\$372,200	\$1,877,200
Other Direct Costs (Material, Training, Misc.)	\$59,500	\$51,500	\$52,500	\$56,500	\$59,500	\$279,500

(c) The total maximum value of this contract is \$49,500,000.00.

Table B.2(2): Total Contract Value

CLIN	Description of Services	Estimated DPLH	Maximum Value
01000	Environmental Management (EM) Consolidated Technical Support Services		
	EM Technical Support Services Labor	381,897	
	<b>CLIN 01000 Total</b>		<b>\$49,500,000.00</b>

### B.3 CONTRACT MINIMUM AND MAXIMUM VALUE OF SERVICES

(a) The guaranteed minimum value of services to be ordered as required by Section I, FAR 52.216-22, Indefinite Quantity, is \$20,000.00.

(b) The estimated maximum value of services to be ordered as required by Section I, FAR 52.216-22, Indefinite Quantity, is \$49,500,000.00.

(c) Funding will be obligated to each individual task order up to the estimated maximum value of the basic contract. All task orders issued under this contract count towards the estimated maximum value of \$49,500,000.00, and the total cumulative value of the task orders issued shall not exceed the contract estimated maximum value.

### B.4 NON-LABOR COST – INDIRECT CEILING RATE

The Contractor is entitled to apply an indirect rate to all non-labor costs for any issued Time-and-Materials Task Orders in accordance with the ceiling rates provided in the

table below. The percentage specified is considered a ceiling rate. The Contractor’s actual rates, up to the ceiling rate, will be applied for any issued Time-and-Material Task Orders. The Contractor’s reimbursed indirect rate shall be supported by the Contractor’s accounting system. If the Contractor is unable or does not segregate indirect rates with an allocation base containing non-labor costs, the Contractor is not entitled to any applied indirect rates to non-labor costs incurred.

	Year 1	Year 2	Year 3	Year 4	Year 5
Ceiling Rate	■	■	■	■	■
Description of Allocation Base (e.g. Material, Subcontract, etc.)	Subcontractor Labor, Travel and ODCs				

**B.5 DOE-B-2013 OBLIGATION OF FUNDS (OCT 2014)**

Pursuant to the clause of this contract at FAR 52.232-22, Limitation of Funds, total funds in the amount(s) specified below are obligated for the payment of allowable costs and fee. It is estimated that this amount is sufficient to cover performance through the date(s) shown below.

To Be Determined on a Task Order basis. No funding will be obligated to the IDIQ Contract.

**B.6 LIMITATION OF GOVERNMENT’S OBLIGATION (FOR FIRM-FIXED-PRICE TASK ORDERS)**

(a) This contract’s fixed-price task orders issued under CLIN 01000 have traditional Federal Acquisition Regulation fixed prices and contract terms and conditions, with the exceptions that: fixed-price task orders issued under CLIN 01000 may be incrementally funded; and if a task order is incrementally funded, in the event of termination before it is fully funded the Government’s maximum liability for the task order will be the lower of the amount of funds allotted to the task order or the amount payable to the Contractor per the Termination for Convenience (Fixed-Price) clause of this contract. For each task order there is:

- 1) a fixed price for the action;
- 2) a fixed amount of work that corresponds to the fixed price;
- 3) a planned funding schedule that corresponds to the fixed price and the fixed amount of work;
- 4) no Government obligation to the Contractor until the Government allots funds to the contract for the action;
- 5) if the Government allots funds, a maximum Government obligation, including any termination obligations, to the Contractor equal to the allotted funds; and
- 6) an obligation that the Government will pay the Contractor for the work the Contractor performs for which funds were allotted based on the price of the work performed, not the costs the Contractor actually incurs.

(b) For each task order:

- 1) the Government's maximum obligation, including any termination obligations and obligations under change orders, equitable adjustments, or unilateral or bilateral contract modifications, at any time is always less than or equal to the total amount of funds allotted by the Government to the contract for the task order;
- 2) the Contractor explicitly agrees it reflected (that is, included or could have included an additional amount) in its offered price and in the subsequent negotiated fixed price for each of the fixed-price task orders included in this contract:
  - i. the added complexity, challenges, and risks (including all risks, costs or otherwise, associated with termination as articulated in this clause) to which the Contractor is subject due to the incremental funding arrangement established in this clause; and
  - ii. the specific risk that in the event of termination of an incrementally funded task order before the task order is fully funded, the Contractor could receive less than the Termination for Convenience (Fixed-Price) clause of this contract would allow, that is, because the maximum Government obligation for a fixed-price task order is the allotted funds for the task order, the Contractor will receive the lower of the allotted funds or what the Termination for Convenience (Fixed-Price) clause of this contract would allow.
- 3) the Contractor is not authorized to continue work beyond the point at which the total amount payable by the Government, which is the price of the services the allotted funds cover, equals the total amount allotted to the contract for the services;
- 4) if funds become available and the Government's need continues, the Government will allot funds periodically to the task order, the Contractor will provide a fixed amount of work for the funds allotted, and the Government will pay the Contractor based on the price of the fixed amount of work. The Government will not pay the Contractor based on the costs the Contractor incurs in performing the work; and
- 5) the Contractor agrees to provide the fixed amount of work for the fixed price identified in the contract's Section B, Supplies or services and prices/costs, and in accordance with the delivery schedule identified in the contract's Section F, Deliveries or performance, provided the Government provides the funding per or earlier than the Planned Funding Schedule in paragraph (n) of this clause. At any time, the cumulative amount of funds allotted is the fixed price for the cumulative fixed amount of work identified with the funds.

(c) For each task order:

- 1) The fixed price (of both the entire task order and of the current cumulative amount of funds allotted to the task order at any time during contract performance) is not subject to any adjustment on the basis of the Contractor's cost experience;
- 2) The contract places the maximum risk and full responsibility on the Contractor for all costs and resulting profit or loss; and
- 3) If the Government meets the entire Planned Funding Schedule,

- i. the cumulative amount of funds allotted will equal the task order's fixed price and
  - ii. the Contractor must provide the work the contract requires for the task order.
- (d) The fixed price for each task order is listed in Section B of this contract.
- (e) The Planned Funding Schedule for each task order is in paragraph (n) of this clause. The sum of the planned funding for each task order equals the fixed price of the task order.
- (f) The Actual Funding Schedule for each task order is in paragraph (o) of this clause. It specifies the actual amount of funds allotted and presently available for payment by the Government separately for task orders issued under CLIN 01000, and the work to be performed for the funds allotted.
  - 1) The Contractor may bill against a task order only after the Government has allotted funds to the task order and the Contractor has delivered the services and earned amounts payable for the task order.
    - i. The Contractor may bill only the lower of the two preceding amounts, that is, the lower of allotted funds or amount payable.
    - ii. If the Contractor does not perform the contract's requirements for the task order, it must return the amounts that it billed that the Government reimbursed.
- (g) If during the course of this contract the Government is allotting funds to a task order per or earlier than the Planned Funding Schedule, this contract to that point will be considered a simple fixed-price contract for that task order regardless of the rate at which the Contractor is, or is not, earning amounts payable, and:
  - 1) The Government's and the Contractor's obligations under the contract for the task order—with the exception that the Government's obligation for the task order is limited to the total amount of funds allotted by the Government to the task order and similarly the Contractor is not authorized to continue work beyond the point at which the total amount payable by the Government equals the total amount allotted—will be as if the task order were both fixed price and fully funded at time of contract execution, that is, the Contractor agrees that: it will perform the work of the contract for that task order; and neither the fixed-price for the task order nor any other term or condition of the contract will be affected due to the task order's being incrementally funded.
    - i. The Contractor agrees, for example, if the Government allots funds to a task order per or earlier than all of the funding dates in the Planned Funding Schedule for the task order, the Government has met all of its obligations just as if the task order were fully funded as of the time of contract execution and the Contractor retains all of its obligations as if the task order were fully funded as of the time of contract execution, while at the same time the Contractor is not authorized to continue work beyond the point at which the total amount payable by the Government equals the total amount allotted to the contract; consequently, if the Contractor earns amounts payable at any time in performing work for the task order that exceed the total amount of funds allotted by the Government to the contract for the task order
      - A. it (not the Government) will be liable for those excess amounts payable

- B. it will remain liable for its obligations under every term or condition of the contract and
  - C. if it fulfills all of its obligations for that task order and the Government allots funds to the task order equal to the task order's fixed price, the Government will pay it the fixed price for the task order and no more.
- ii. The Contractor also agrees, for example, if the Government allots funds to a task order by the first funding date in the Planned Funding Schedule, the Government has met all of its obligations up to that point in the contract as if the task order were fully funded (that is, as if progress payments based on cost had been agreed to and had been made, or milestone payments had agreed to and been made, or etc.) and the Contractor retains all of its obligations up to that point (such as meeting delivery schedules, maintaining quality, etc.) as if the task order were fully funded; consequently, if the Government subsequently terminates the task order it will pay the Contractor the lower of the following two amounts: the amount allotted by the Government to the task order; or the amount payable per the Termination for Convenience (Fixed-Price) clause of this contract.
- (h) The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that the amount payable it expects to earn for the task order in the next 60 days, when added to all amounts payable previously earned, will exceed 75 percent of the total amount allotted to the task order by the Government.
- 1) The notification is for planning purposes only and does not change any obligation of either the Government or the Contractor.
  - 2) The Contractor is not authorized to continue work beyond the point at which the total amount payable by the Government equals the total amount allotted to the task order.
  - 3) The Government may require the Contractor to continue performance of that task order for as long as the Government allots funds for that task order sufficient to cover the amount payable for that task order.
- (i) If the Government does not allot funds to a task order per or earlier than its Planned Funding Schedule, the Contractor will be entitled to an equitable adjustment and:
- 1) the Government's maximum obligation, including any termination obligation, to reimburse the Contractor remains limited to the total amount of funds allotted by the Government to the contract for that task order;
  - 2) the Contractor is not authorized to continue work beyond the point at which the total amount payable by the Government, equals the total amount allotted to the contract;
  - 3) if the Government subsequently terminates the task order, it will pay the Contractor the lower of the following two amounts: the total amount of funds allotted by the Government to the contract for the task order; or the amount payable per the Termination for Convenience (Fixed-Price) clause of this contract.
- (j) Except as required by either other provisions of this contract specifically citing and stated to be an exception to this clause, or by, among other things, terminations, change orders, equitable adjustments, or unilateral or bilateral contract modifications specifically citing and stated to be an exception to this clause, for either task order:

- 1) The Government is not obligated to reimburse the Contractor in excess of the total amount allotted by the Government to this contract for the task order; and
  - 2) The Contractor is not obligated to continue performance under this contract related to the task order or earn amounts payable in excess of the amount allotted to the contract by the Government until the Contracting Officer notifies the Contractor in writing that the amount allotted by the Government has been increased and specifies an increased amount, which shall then constitute the total amount allotted by the Government to the task order.
- (k) No notice, communication, or representation in any form, including, among other things, change orders, equitable adjustments, or unilateral or bilateral contract modifications, other than that specified in this clause, or from any person other than the Contracting Officer, shall affect the amount allotted by the Government to this contract for a task order, which will remain at all times the Government’s maximum liability for a task order. In the absence of the specified notice, the Government is not obligated to reimburse the Contractor for any amounts payable earned for a task order in excess of the total amount allotted by the Government to this contract for a task order, whether earned during the course of the contract or as a result of termination.
- (l) Change orders, equitable adjustments, unilateral or bilateral contract modifications, or similar actions shall not be considered increases in the Government’s maximum liability or authorizations to the Contractor to exceed the amount allotted by the Government for a task order unless they contain a statement increasing the amount allotted.
- (m) Nothing in this clause shall affect the right of the Government to terminate this contract for convenience or default.
- (n) Planned Funding Schedule:

The following table and requisite information shall be inserted by the Government in each incrementally funded FFP task order:

**[TBD in each Incrementally Funded Task Order]:**

Task Order #	Date	Funds To Be Allotted	Work To Be Accomplished	Cumulative Funds To Be Allotted	Cumulative Work To Be Accomplished

- (o) Actual Funding Schedule:

The following table and requisite information shall be inserted by the Government in each incrementally funded FFP task order:

**[TBD in each Incrementally Funded Task Order]:**

Task Order #	Date	Funds To Be Allotted	Work To Be Accomplished	Cumulative Funds To Be Allotted	Cumulative Work To Be Accomplished

**PART I -- SCHEDULE  
SECTION C  
PERFORMANCE WORK STATEMENT  
EM CONSOLIDATED TECHNICAL SUPPORT SERVICES**

**C.1 BACKGROUND AND GENERAL REQUIREMENTS**

The Department of Energy's (DOE) Office of Environmental Management (EM) (DOE EM) mission is to complete the safe cleanup of the environmental legacy resulting from five decades of nuclear weapons development and government-sponsored nuclear energy research. The EM Program is one of the largest and most diverse and technically complex environmental cleanup programs in the world and includes responsibility for the cleanup of hundreds of sites across the country. A listing of the major sites can be found at <https://energy.gov/em/cleanup-sites>. Integral to that responsibility is the need to safely disposition large volumes of nuclear waste; safeguard and prepare for disposition of nuclear materials that could be used in nuclear weapons; deactivate and decommission several thousand radiologically and chemically contaminated facilities no longer needed to support the DOE's mission; and remediate extensive surface and groundwater contamination. DOE EM is charged with completion of the mission within the parameters of directives, regulations, and requirements, while maximizing performance and maintaining budget.

DOE EM reorganized pursuant to Public Law 95-91, *Organization Act*, in 2016 to create a more efficient and site-focused organization. The reorganization structures EM headquarters (EM HQ), offices of EM-1 through EM-5, to align with how the EM program executes the mission; promotes increased coordination and interaction between the field and EM HQ; and improves cross-organizational workflow and communication. Under EM-1, *Assistant Secretary* and EM-2, *Principal Deputy Assistant Secretary*, the following organizations are established to meet the EM mission. EM-3, *Field Operations*, oversees the various EM field offices, as well as EM's technology development efforts; analysis and engineering for major capital projects; and safety, security, and quality assurance programs. EM-4, *Regulatory and Policy Affairs*, supports complex-wide infrastructure management and disposition issues; waste and materials management; and regulatory and stakeholder engagement. EM-5, *Corporate Services*, oversees acquisition and project management; budget and planning activities; workforce management, information technology and communications. As EM HQ requirements are to meet the mission established by DOE, irrespective of structure, any changes to the organization structure shall continue to be served by this Performance Work Statement (PWS). EM HQ has a requirement for support service contractors to provide a wide range of technical services to support the EM cleanup mission and program objective. It is essential that EM have the support of a contractor that can provide objective assistance at the highest levels of program planning, definition, execution and evaluation.

The Department will procure the services described in the following by issuing task orders under this contract. The task orders that will be issued will be performance-based. Performance-based

contracting defines contractor performance expectations in terms of outcomes or results rather than methods, processes, systems, or broad categories of work activity.

## **C.2 CONTRACTOR PERFORMANCE**

- a. The Contractor shall furnish offsite personnel, facilities, office furniture, equipment, material, services, and supplies, and otherwise do all things necessary to accomplish work in a safe, integrated, effective, and efficient manner in accordance with the terms and conditions of the contract and resulting task orders. While work will generally be performed offsite utilizing offsite fixed labor rates, certain work may be issued by task order utilizing onsite fixed labor rates for performance at a facility in Section F whereas the Government will furnish office space, furniture, equipment and material. In performing the work, the Contractor shall comply with all applicable DOE Orders and local, state, and Federal regulations.
- b. The Contractor shall be responsible for planning, integrating, managing and executing the programs, projects, operations, and other activities as described in this Performance Work Statement (PWS).
- c. Contractor personnel shall be expected to be fully certified or trained and capable to perform the activities described in this PWS with minimum oversight and guidance by DOE, while in compliance with all applicable procedures. However, continual training or certification is not included in the scope and is the responsibility of the contractor. The Contractor shall ensure that duties are performed in a competent, professional manner that meet established milestones and adhere to established schedules. Work products are expected to be thorough, timely, accurate, appropriately documented, and comply with established criteria. Some work products will include highly sensitive information and recommendations. The Contractor shall maintain the confidentiality of information and maintain signed agreements from all personnel, current or prior. The requirement for non-disclosure agreements, if applicable, will be specified for certain work activities at the task order level and delivered if requested. The Contractor shall ensure overall DOE standards of ethics and professional behavior are upheld.
- d. In providing the support specified herein, the contractor may be required to cooperate and interface with other EM contractors who are also providing technical support services.
- e. The Contractor shall deliver a monthly status report for each active task order, broken out by subtask to include the following information. The status report shall first summarize the monthly accomplishments, including monthly dollars spent and hours worked. Second, the report shall detail the monthly expenditures and total accruals, to include a copy and listing of the current subcontractor invoices. Finally, the report shall provide the status of funds available for continued performance pursuant to Section B, B.5, DOE-B-2013, Obligation of Funds and B.6, Limitation of Government's Obligation and align to Section G, G.5, DOE-G-2005, Billing Instructions and G.6, DOE-G-2005, Billing Instructions – Alternate I.

### **C.3 WORK SCOPE**

- a. Under the guidance of the Contracting Officer (CO) and/or the technical direction of the Contracting Officer's Representative (COR), and in accordance with Section C.2 above, the Contractor shall provide technical support services to include expert advice, assistance, analysis, and cost-effective solutions to respond promptly to critical management issues with results based on current market and technical research, hands-on experience, and best practices. The Contractor shall ensure personnel maintain currency with and provide support for all policies, procedures, orders, directives, standards, and regulations updated to the most recent revisions. For example, DOE Directives are maintained and updated at [https://www.directives.doe.gov/directives-browse#c10=&b\\_start=0](https://www.directives.doe.gov/directives-browse#c10=&b_start=0), DOE Standards are at <https://www.standards.doe.gov>, and Federal Acquisition Regulations are at <https://www.gsa.gov/policy-regulations/regulations/federal-acquisition-regulation-far>.
- b. EM will require technical, business, and systems support for Safety, Security, Emergency Preparedness, and Quality Assurance; Environmental, Health, Safety and Quality; Security; Technology Development; Major Construction, Decommissioning or Demolition, and modifications; Infrastructure Management and Disposition; Waste and Materials Management; Regulatory, Intergovernmental, and Stakeholder Engagement; Resources Management; Acquisition and Contract Management including but not limited to Estimating and Technical Writing; Financial Analysis; Earned Value Management, Project and Program Management; and Communications. Reference Section B for the incorporated of Labor Categories/Rates applicable for ordering and Section J for the incorporation of Position Qualifications, Job Descriptions, Security Clearance Requirements, Contract Security Classification Specifications, and Notice of Non-Disclosure. Other labor categories may be added by contract modification as they relate to the scope of EM requirements (Reference Section F.2, DOE-F-2002, Place of Performance-Services).

#### **C.3.1 TRANSITION**

The Contractor shall deliver a Transition Plan for DOE approval within five (5) business days after issuance of the initial Task Order under this contract. The Transition Plan shall include a schedule and description of the activities necessary to transition the work on all outstanding task orders documented in Section J, Attachment 5, Listing of Task Orders for Transition, from the incumbent Contractors in a manner that: (1) ensures that all work which the Contractor shall be responsible for under the contract is continued without disruption; (2) provides for an orderly transfer of resources, responsibilities, and accountability from the incumbent Contractors; and (3) provides for the ability of the work to be performed in an efficient, effective, and safe manner.

#### **C.3.2 TECHNICAL SUPPORT**

- a. The technical support provided under this contract will be described in further detail under each task order when issued. The contractor will accomplish the work described in the PWS of each task order, including deliverables, in a timely manner with products that meet the

needs of EM. EM requires a comprehensive array of technical expertise, support and Subject Matter Experts (SMEs) in broad areas that include, but are not limited to:

- Field Operations
    - Engineering and Technical Reviews and Assessments
    - Quality Assurance and Software Quality Assurance
    - Safety Basis - Safety Integration and Safety Management
    - Safety Oversight
    - Safety Performance Analysis
    - Technical Support for Criticality Safety
    - Safety Management, Work Planning and Control Systems
    - Safety Culture and Safety Conscious Work Environment
    - Safeguards, Security and Emergency Preparedness
    - Innovation and Technology Programs
    - Interagency and International Collaborations
    - EM International Program
  - Regulatory and Policy Affairs
    - Deactivation and Decommissioning
    - Subsurface and Tank Closure Management
    - National Transuranic Program
    - Waste Disposal
    - Nuclear Materials Disposition
    - Packaging and Transportation Programs and Initiatives
    - Regulatory Compliance
    - Intergovernmental and Stakeholder Programs
  - Corporate Services
    - Budget and Planning
    - Program Planning
    - Workforce Management
    - Acquisition and Contract Management
    - Project and Program Management
    - Communications
- b. The Contractor is responsible for the tracking of hours used, submission of accurate invoices, and providing supporting documentation for acquisition of materials and supplies. The Contractor is responsible for the completion and tracking of clearance and badging documentation, including contract renewals. The Contractor shall deliver any documentation as requested by DOE to support the conduct of its activities or the expenditure of government funds in the performance of work under this contract and any subsequent task orders or subcontracts.
- c. In providing the support specified above, the contractor may be required to cooperate and interface with other EM contractors providing similar technical support services. The extent

of this cooperation and the parties involved, if any, will be described in detail in the individual task orders issued under this contract.

## **FIELD OPERATIONS (Engineering, QA, Safety, Security, Technology)**

### ***C.3.2.1.1 Engineering and Technical Reviews and Assessments***

- a. The objective of this subtask is to assess engineering and the adequacy of technical work and performance in the execution of projects and activities managed by EM and its field elements. EM has experienced a number of safety related issues due to engineering and technical problems in the performance of design, to support federal staff with oversight activities, and determining acceptable criteria for engineering products.

The contractor shall have a thorough understanding of project technical issues and experiences with resolution of these issues. This includes an understanding of the DOE Order 413.3B, *Program and Project Management for the Acquisition of Capital Assets*; DOE-STD-1189, *Integration of Safety into the Design Process*; and various design engineering processes. The contractor shall have an understanding of the Critical Decision (CD) process and the critical technical elements for each phase. The contractor shall develop documents used to evaluate and improve projects and operations, including a capability to develop and maintain standard review plans and/or criteria, review and approach documents. The contractor shall be fully educated and experienced in the implementation and oversight of current DOE Standards (<https://www.standards.doe.gov>) to support DOE in the role of Design Authority and the implementation role and responsibility of contractors.

- b. The Contractor shall provide support to EM for organizing, planning, conducting, updating and completing the required reviews and assessments. Activities for which support on engineering and technical reviews and assessments may be required include, but are not limited to:
  - Analysis of Alternatives;
  - External Technical Reviews;
  - Independent Project Reviews;
  - Project Peer Reviews;
  - Technical Independent Project Reviews;
  - Design Reviews;
  - External Independent Reviews;
  - Technology Readiness Assessments;
  - Construction Project Reviews;
  - Peer Reviews;
  - Operational Readiness Reviews;
  - Readiness Assessments;
  - Technical Readiness Level;
  - Risk Analysis;
  - Packaging and Transportation Assessments; and

- Quarterly Program Reviews.

The following further describes some of the required assessments and reviews.

- Analysis of Alternatives (AoAs) are conducted independently of the contractor, after the Mission Need Statement (Critical Decision 0 has been approved, but prior to Critical Decision 1, Alternative Selection and Cost Range). This requirement was implemented by the Secretary of Energy (Executive Memorandum dated June 2015), which requires that the AoAs be conducted in accordance with the Best Practices described by the Government Accountability Office (GAO) (GAO-16-22, which superseded GAO-15-37).
- External technical reviews (ETR) and/or independent peer reviews (IPRs) are recognized in the scientific and engineering community as important to sound decision making. IPRs and Technical Independent Project Reviews (TIPRs) also play a role in ensuring the integration of safety in design. The results of these reviews are used to evaluate technical issues and to identify the path forward for the selected technology development and deployment projects. These reviews are conducted at key project milestones (i.e., Critical Decisions, as described in DOE Order 413.3B, *Program and Project Management for the Acquisition of Capital Assets*). Similarly, Project Peer Reviews (PPRs) are conducted on a schedule defined by the Project Management Executive, as determined by project complexity and overall status. ETRs can be integrated into the conduct of planned IPRs and PPRs, or chartered independently by DOE EM HQ, as determined to be necessary. While IPRs and PPRs may be led by other DOE program offices (e.g., PM-10), technical expertise will be provided by EM in support of those efforts to ensure continuity and that the appropriate subject matter expertise is applied to the technical issues.
- Design Reviews are generally required at 30%, 60%, and 90% design completion points for DOE EM projects. These are technically intensive reviews that evaluate the overall functionality of the design in reliably achieving the defined Technical and Functional Requirements (T&FRs). These reviews also provide the most effective way to track and monitor design progress, including implementation of recommendations resulting from IPRs and PPRs. These recommendations may impact not only the design, but the T&FRs as well. The Design Review provides an in-depth understanding of these details that are generally not appropriate for other types of reviews and assessments.
- External Independent Reviews (EIRs), yet another form of independent assessment, can be used in lieu of an IPR. They can be used at any project CD, but are often focused on the later project stage, i.e., CD-3, when the facility is ready start construction and will be assessed for the plans to complete turnover to operations for start-up testing and commissioning. These reviews are important for ensuring that the start-up test plan and procedures are adequate and will result in safe transition to full radioactive operations.
- Technology Readiness Assessments (TRAs) provide a snapshot in time of the maturity of technologies and their readiness for insertion into the project design and execution schedule. The value of these reviews and assessments is largely dependent on the qualifications of the reviewers, including education, experience, peer recognition,

contributions to the profession and other parameters that constitute exceptional scientific and technical expertise. TRAs must be conducted in accordance with the DOE Order 413.3B, and related guide, DOE Guide 413.3-4A, as well as the DOE EM TRA/Technology Maturation Plan Implementation Guide, Rev. 1 (August 2013).

- c. The Contractor shall provide technical expertise, analysis, implementation and other support in areas that include, but are not limited to the following:
- Resolving technical issues related to design, construction, and operations;
  - Developing methodology and conducting design verification activities for new construction projects;
  - Identifying safety margins and basis of design issues;
  - Development of training relating to the conduct of engineering and DOE's Role;
  - Support initiatives requiring specialized technical expertise such as the seismic lessons learned panel, deposition velocity and accident analysis approaches, erosion and corrosion issues, and others;
  - Ensuring that safety is integrated with the design of the facility;
  - Program Planning;
  - Research and Development;
  - Developing Charters;
  - Conducting Lines of Inquiry;
  - Developing other reports and briefing materials, as specified;
  - Standing Operating Policies and Procedures (SOPPs); and
  - Technical Maturation Plan.

#### ***C.3.2.1.2 Quality Assurance and Software Quality Assurance***

The objective is to assess quality assurance implementation and performance in the execution of EM work. EM has experienced a number of project-related cost and schedule overruns attributable to the failure of Quality Assurance (QA) management systems. QA requires constant diligence and oversight on major nuclear projects. Further, proper quality assurance is of critical importance to nuclear safety.

The Contractor shall support implementation of EM's corporate safety oversight approach with participation from individual projects in the field. This approach emphasizes assessing the immediate project execution with EM HQ led teams and an EM QA oversight infrastructure. Team elements include resources from EM HQ, Field Operations, and the Office of the Chief of Nuclear Safety. The contractor shall have an understanding of DOE Order 414.1D and EM-QA-001.

The Contractor shall provide timely and effective analysis and recommendations on issues that include, but are not limited to:

- Integrating quality with design, construction, operations and project management;
- Addressing the threat posed by suspect/counterfeit items;

- Software quality assurance;
- American Society of Mechanical Engineers (ASME) NQA-1; and
- QA implementation workshops and meetings.

The Contractor shall provide technical expertise, consultation, implementation and oversight support in areas pertaining to EM HQ QA programs that include, but are not limited to:

- Review of site and contractor Quality Assurance Programs (QAP);
- Assist in the review of annual site Integrated Safety Management (ISM) Declarations;
- Assist in the preparation of annual site ISM Declaration request;
- Update the status of Software Quality Assurance (SQA) implementation, establish a management system to continually assess the program and track progress, and provide support to continuously manage and assess the SQA program;
- Update the EM Corporate QAP and support the development and implementation of EM HQ SOPPs;
- Assist in organizing, coordinating and presenting specialized training for Managers/certain technical personnel (EM HQ QAP requirement);
- Support EM HQ lessons learned program;
- Assist in the development of a Quality Improvement Program Plan for key EM projects;
- Assist in the development of the annual Quality Improvement report;
- Contractor Assurance System (CAS) reviews for compliance and proper implementation; and
- Provide other QA expert assistance as requested.

#### ***C.3.2.1.3 Safety Basis – Safety Integration and Safety Management***

- a. The Contractor shall provide technical expertise, analysis, implementation and other support in areas that include, but are not limited to the following:
- Nuclear safety requirements expertise;
  - Providing guidance for implementing nuclear safety requirements;
  - Concurrence on safety requirements in EM prime contracts and modifications regarding nuclear safety operations as required by DOE Order 410.1;
  - Maintaining awareness of changes to nuclear safety requirements;
  - Maintaining adequate numbers of technical competent personnel;
  - DOE-wide nuclear safety related research and development activities;
  - Facility design, construction, procurement, testing, startup, operations and decommissioning;
  - Conduct of Peer Reviews, Construction Project Reviews, etc.;
  - Safety design strategy document reviews;
  - Safety basis document (Documented safety analysis and preliminary documented safety analysis);
  - Technical safety requirement document reviews;
  - Unreviewed Safety Question procedure review, approval and implementation;
  - ISM systems, safety culture and worker safety and health program requirements;

- Operational and safety experience investigation, performance analysis and report preparation;
  - Resolution of complex nuclear safety issues affecting projects stemming from assessments, Differing Professional Opinions Program and Employee Concerns Program;
  - Resolution of DOE-wide nuclear safety technical issues, including: deposition velocity, System for Analysis of Soil-Structure Interaction (SASSI) computer code, National Phenomena Hazards (NPH), criticality, piping/vessel corrosion; and
  - The contractor shall be familiar with the following:
    - DOE Standard 1189, Integration of Safety into the Design Process;
    - DOE Order 420.1, Facility Safety;
    - DOE safe harbor methodologies for safety basis development, including Technical Safety Requirements, and associated DOE Orders and Guides; and
    - DOE Standard 1104, Review and Approval of Nuclear Facility Safety Basis and Safety Design Basis Document.
- b. The Contractor shall provide the following technical and oversight support services with increased emphasis on integration of safety into design and construction projects consistent with requirements established in DOE Order 413.3B, *Program and Project Management for the Acquisition of Capital Assets*. These services will support safety policy development, safety research and performance analysis, event investigation and technical analysis to EM projects. Activities may include, but are not limited to the following:
- Providing support to both the Central Technical Authority and Acquisition Executive regarding the effectiveness of efforts to integrate safety into design at each of the Critical Decisions, and as requested during other project reviews;
  - Validation that integration of design and safety basis activities include the use of a system engineering approach tailored to the specific needs and requirements of the project;
  - Determination that nuclear facilities have incorporated the concept of defense-in-depth into the facility design process;
  - Support reviews that validate Federal personnel assigned to the Integrated Project Team (IPT) as nuclear safety experts are appropriately qualified; and
  - Support for efforts to ensure that QA and SQA are being adequately addressed.

#### ***C.3.2.1.4 Safety Oversight***

The contractor shall facilitate coordination efforts within program offices in implementing safety oversight activities and responding to and implementing Defense Nuclear Facilities Safety Board (DNFSB) recommendations and similar commitments.

The contractor shall provide technical expertise in support of safety oversight initiatives, implementation of ISM, and support of site lead and site operations safety and oversight issues and activities that include, but are not limited to the following:

- Providing technical engineering and safety expertise on oversight activities;
- Identifying, tracking, and analyzing key information and preparing communication materials;

- Providing liaison support between EM the DNFSB, and other interface organizations;
- Developing and maintaining data and reports to analyze and rank nuclear facilities with respect to nuclear hazards, material inventories, material forms, safety systems, work activity levels, facility condition, etc.;
- Reviewing documents associated with and reporting on pertinent actions associated with DOE-wide and EM-related DNFSB recommendations, safety management systems, and DOE rulemaking and directives affecting the program; and
- Technical reviews for EM facilities to address elements of critical safety, such as:
  - nuclear safety Oversight ;
  - Worker health and safety;
  - Safety management integration;
  - Operating experience and lessons learned;
  - Accident investigation; and
  - Any additional safety management program support as required.

#### ***C.3.2.1.5 Safety Performance Analysis***

The Contractor shall provide technical expertise, analysis, implementation and other support in areas that include, but are not limited to the following:

- Technical consultation;
- Safety metrics/data analysis;
- Communication/coordination with Field Sites; and
- Maintaining the safety performance information reporting analytical infrastructure for various data sources such as the operating experience and injury/illness event data used to provide prompt and accurate analysis of safety performance data at the contractor, corporate, field elements, and EM-wide levels.

#### ***C.3.2.1.6 Technical Support for Criticality Safety***

The Contractor shall provide technical support to the EM facilities in the area of criticality safety. Some of the supported projects include surveying and supporting EM site technical needs, such as physics data, and providing reports on specific issues such as Nondestructive Fissile Material measurement uncertainties. The contractor shall provide educational assistance and support for conducting EM and DOE workshops in Criticality Safety.

#### ***C.3.2.1.7 Safety Management, Work Planning and Control Systems***

The Contractor shall provide technical expertise in work planning and control to supplement the existing skill sets of the EM federal staff performing assessments of work planning and control, conduct of operations, and training and qualification programs. Work planning and control is recognized as a primary component of an effective ISM System, and as such, it must be a major focus area of the planned EM assessments. Contractor expertise is required to ensure that the appropriate and expected rigor is achieved in the work planning and control systems implemented by DOE contractors and overseen by DOE field elements. Activities include, but are not limited to the following:

- Perform reviews of work planning and control programmatic documents, implementing procedures, and work orders to determine their adequacy;
- Generate assessment plans, including Criteria and Review Approach Documents, with sufficient detail and scope definition to enable successful performance of assessments;
- Perform assessment field work, including direct observation of work, personnel interviews, and document reviews;
- Prepare assessment reports, or provide input to assessment reports, documenting the assessment and its results;
- Review Corrective Action Plans (CAPs) submitted in response to assessment findings for adequacy and recommend approval or disapproval; and
- Verify the implementation of approved CAPs.

#### ***C.3.2.1.8 Safety Culture and Safety Conscious Work Environment***

The Contractor shall bring their experience and knowledge of industry best practices in the discipline(s) of Safety Culture and Safety Conscious Work Environment in Nuclear, Chemical Processing and other high-hazard industries, to assist DOE staff in the review and analysis of self-assessment reports, extent-of-condition reviews and other data, and assist DOE staff in developing safety culture and safety conscious work environment management methods. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:

- Conducting investigations or inquiries into allegations/concerns, which may cover such areas as environmental, safety, health, quality, security, and/or harassment, intimidation, retaliation, and/or discrimination for engagement in protected activities. The investigation/inquiry plan must be developed and approved prior to initiation of work, consistent with EM standing operating procedures/guidelines;
- Providing support to the identified safety culture assistance team with safety culture self-assessments and assist with site visits in accordance with DOE requirements, guides, and best industry practices. Roles, responsibilities and additional deliverables will be developed by EM prior to initiation of work, which may include roles as a team advisor, team leader, or team member;
- Providing advice/guidance in response to emerging issues that may impact Federal and/or contractor organization's safety culture and/or Safety Conscious Work Environment (SCWE). Recommendations must be consistent with DOE and best commercial nuclear industry practices/standards; and
- Developing, delivery, and evaluating Departmental and/or EM safety culture and Safety Conscious Work Environment training, consistent with the systematic approach to training.

#### ***C.3.2.1.9 Safeguards, Security and Emergency Preparedness***

The Safeguards, Security, and Emergency Preparedness Office provides leadership and develops strategies and guidance for meeting safeguards, security, and emergency preparedness requirements to support EM's mission. The office has the overriding responsibility to support

field offices by enabling the effective execution of the mission and implements policy related to physical and information security; classification; and emergency management. The office supports continuous improvement across the EM complex through the application of Integrated Safeguards and Security Management principles and serves as a liaison on physical security and emergency management issues to ensure readiness and resilience when incidents occur.

The Contractor shall provide technical expertise, analysis, implementation and other support in areas that include, but are not limited to the following:

- Implementation of safeguards and security programs in accordance with applicable DOE directives including the development of EM procedures and guidance;
- Development of facility and field office defensive plans for the protection of nuclear weapons and components, Category I Special Nuclear Material (SNM) or targets subject to radiological or technical sabotage, in accordance with the DOE Tactical Doctrine;
- Oversight of EM safeguards and security plans and procedures;
- Implementation of Safeguards and Security Directives; verifies the implementation of authorized security condition level actions, to include vulnerability and risk analyses, and support for HQ and Field security assessments;
- Implementation of government-wide policies, objectives, and requirements related to classified information;
- Oversight support for EM safeguards, security, and emergency preparedness through assistance visits, assessments, ProForce capabilities analysis, exercise evaluations, etc.;
- Maintenance of the Nuclear Materials Inventory Assessment (NMIA) database;
- Implementation of EM HQ emergency management assistance, assessment, and oversight program;
- EM HQ emergency management program including the EM Emergency Readiness Assurance Program;
- Training for EM HQ emergency management team members;
- Emergency exercises; and
- EM HQ Continuity of Operations Program (COOP).

#### ***C.3.2.1.10 Innovation and Technology Programs***

EM's Innovation and Technology (I&T) Programs require technical support for development and deployment of various innovative solutions and novel technologies, particularly in areas where the EM program has technical gaps or high risks due to technical uncertainty. This support will help fill technical mission gaps, improve or optimize existing facility and environmental operations, and reduce the environmental liability associated with legacy nuclear cleanup. It will facilitate the use of state-of-the-art technology to reduce costs, accelerate schedules, mitigate vulnerabilities, and foster the transfer of commercially available technology and newly developed entrepreneurial technology to support cleanup. The emergence of new and innovative technologies is outpacing the availability, capability and expertise of resources in the existing federal workforce. As such, the systems engineering and technical assistance/services of world-class, field-recognized subject matter experts is needed. The emergence of new and innovative technologies in certain fields is also outpacing the capability and expertise of the Department's national laboratories to which federal staff would seek expert resources. As such, the systems

engineering and technical assistance/services in U.S. colleges and universities and other non-DOE federally funded research and development centers (FFRDCs) is also needed. Specific expertise is needed in robotics, remote systems, and complementary technologies.

The Contractor shall provide technical expertise, consultation, implementation and oversight support for I&T Programs in areas that include, but are not limited to:

- Test bed performance evaluation;
- Computer modeling and simulation;
- Engineering design;
- Proposal evaluation;
- Technology maturity and performance evaluation;
- Technology-focused market/industry surveys and studies;
- Interfacing and coordinating with DOE national laboratories and other FFRDCs;
- Onsite/offsite meetings, workshops, conferences, presentations/briefings, technical reporting, project management/planning, and any other assigned technical support activities required to accomplish the EM robotics innovation, technology development and deployment initiatives;
- Management of EM's participation in Science, Technology, Engineering, and Mathematics Emphasis Programs;
- EM internship programs, traineeships, Minority Serving Institution Partnership program, and other initiatives; and
- EM's College and University Cleanup Program which serves as an important programmatic bridge to innovative solutions and novel technologies, and attracting the next generation of atomic energy workforce.
- Support development and deployment of a wide range of advance technologies to help fill technical mission gaps, improve or optimize existing facility and environmental operations, and reduce the environmental liability associated with legacy nuclear cleanup;
- Other assigned systems engineering and technical assistance/service activities required to accomplish the EM's innovation and research and technology development initiatives and projects;

#### ***C.3.2.1.11 Interagency and International Collaborations***

EM collaborates and partners with technologists in other U.S. executive departments and independent agencies to facilitate the transfer of other federally funded technologies as well as leverage highly specialized expertise, government assets and facilities, and publically funded programs. Access to non-DOE national laboratories and technology centers, non-DOE federally funded research and development centers, non-DOE testing facilities and proving grounds, and university affiliated research centers greatly increases opportunities for cleanup innovation and enhances cleanup capabilities. EM engages U.S. federal technologists to identify crosscutting technologies and mutual interests in scientific and technological advancements. Interagency collaboration and cooperation is a FY 2019 Administration R&D budget priority for maximizing interagency coordination. Specifically, the Administration's R&D priorities require coordinated interagency initiatives, which yield greater impact than that of individual agency activities. The

interagency process is encouraged to avoid duplicative efforts and maximize collaboration, including in assessments of the impact of R&D investments.

The Contractor shall provide technical expertise, consultation, and coordination for typical joint and mission-mutual research and technology development, deployment and transfer initiatives that include, but are not limited to the following:

- Design, development, demonstration, test, and deployment of new hardware and software systems;
- Collaborative technology development, review, analysis, and test;
- Access to and consultation with subject matter or technical experts;
- Knowledge, information, and technology sharing;
- Mutually beneficial and mission-relevant facility and asset utilization;
- Strategic and tactical planning;
- International collaboration;
- Educational outreach and workforce development;
- Travel in support of joint activities or to strengthen technology development programs of mutual interest;
- Management of joint program/project solicitations and partnerships;
- Participation in, attendance at, and support of conferences, workshops, and meetings of mutual interest; and
- Shared programmatic and business management best practices.

#### ***C.3.2.1.12 EM International Program***

The EM International Program pursues collaborations with foreign government organizations, educational institutions and private industry to assist in identifying technologies and seeks to promote international collaborations that leverage resources and link international experience and expertise. The primary objective of the EM International Program is to provide benefit to the Department in successful completion of the EM clean-up mission, through establishing strategic approaches for specific international collaboration initiatives that are focused on appropriate strategic program goals (i.e., related to tank waste and nuclear materials management, groundwater and soil remediation, deactivation and decommissioning [D&D], and radioactive waste disposal), while aligned with U.S. foreign policy.

The Contractor shall provide subject matter expertise, technical support, consultation, implementation and oversight to support EM's International Program in areas that include, but are not limited to the following:

- EM International Program Strategic Plan, Technical Project Factsheets, and Annual Report for the EM International Program;
- Facilitating EM participation in international forums, technical conferences and workshops, to include development of papers and presentations, as well as technical exchanges with key international collaborators;

- Technical engagement with foreign organizations, to include coordination of foreign visits and meetings, developing technical background papers, briefing memos, meeting agendas and minutes, developing test plans, development of project reports, and tracking progress on activities and deliverables;
- International collaboration with partners on efforts concerning EM issues;
- Facilitating the interaction and logistics of review and assessment teams to include participation on teams, support with technical editing, printing and distribution of documents;
- Maintaining a portfolio of international cooperative projects related to the EM mission; and
- Supports the EM Technology Development Office in collaboration with foreign governments, industry, and universities.

## **REGULATORY AND POLICY AFFAIRS**

### ***C.3.2.2.1 Deactivation and Decommissioning***

The Infrastructure and Deactivation and Decommissioning (D&D) Office develops policy for D&D, real property asset management, sustainability, and energy management. The office leads the transfer of completed projects; manages the transfer of excess contaminated facilities and materials from NNSA, Office of Science, and the Office of Nuclear Energy; and has the overriding responsibility to support field offices by enabling the effective execution of the mission. The Contractor shall provide subject matter expertise in areas that include, but are not limited to:

- a. D&D Strategic and Program Planning activities for which the Contractor shall provide support include, but are not limited to:
  - Developing and implementing a risk-informed process for prioritizing the D&D of excess facilities and allocating funding for D&D on a complex-wide basis;
  - Technical assistance in developing policy, standards, and guidance for conducting D&D operations in a safe, compliant, efficient, and cost-effective manner;
  - Developing out-year planning and budgeting activities;
  - Defining D&D end states;
  - Evaluating the implications of DOE policies and issues and their potential impacts across the DOE complex; and
  - Prepare recommendations and solutions to senior EM management.
- b. D&D Mission Planning, Evaluation, and Analysis activities for which the Contractor shall provide support include, but are not limited to:
  - Maintain and update D&D program site maps;
  - Conduct independent cost evaluation and estimating;
  - Document D&D lesson learned based on experiences;

- Conduct technical based workshops and value engineering sessions to support decision making;
  - Evaluate technology opportunities for their ability to reduce life cycle cost and schedule remove barriers to successful completion; and
  - Provide other support as requested.
- c. Evaluation of Excess Facilities for Transfer to EM from other Program Offices activities for which the Contractor shall provide support include, but are not limited to:
- Updating procedures and checklists for conducting facility transfer reviews;
  - Conducting facility transfer reviews;
  - Assessing and prioritizing facilities for acceptance;
  - Estimating D&D costs;
  - Documenting results of transfer reviews with recommendations on which facilities to accept based on the criteria;
  - Maintaining data for facilities reviewed for transfer; and
  - Conduct tasks as requested to assist with excess facility transfer management.
- d. D&D Project Review activities for which the Contractor shall provide support include, but are not limited to:
- Reviewing and evaluating D&D projects for project planning, engineering-design planning sufficiency using EM's internal guidance, project cost and schedule baselines and perform other review tasks as requested.
- e. Facility Engineering Technical Support activities for which the Contractor shall provide support include, but are not limited to:
- Providing general technical support for facilities, real estate, and infrastructure related matters;
  - Conducting and supporting studies and analysis of site infrastructure plans and ten-year site plans;
  - Analyzing site data submissions;
  - Supporting responses to facilities, real estate, and infrastructure related matters;
  - Analyzing and compiling data from various sources to support data calls and report requirements outside of EM; and
  - Compiling and publishing program office level infrastructure plans.
- f. FIMS validation and support activities for which the Contractor shall provide support include, but are not limited to:
- Assisting with developing FIMS data queries;
  - Supporting Office of Project Management FIMS initiatives;
  - Providing on-site assistance for FIMS validations;

- Providing follow-up support to EM sites to assist in correcting any FIMS validation discrepancies; and
- Drafting EM FIMS validation guidance.

#### ***C.3.2.2.2 Subsurface and Tank Closure Management***

The Subsurface Closure Office provides expert advice, leadership, and policy guidance to ensure safe and effective management of subsurface contaminants including remediation of soil and groundwater and tank closures. The office reviews practices related to tank closures and soil and groundwater remediation across the EM complex and has the overriding responsibility to support field offices by enabling the effective execution of the mission. The office monitors progress in meeting milestones, metrics, and contract requirements specific to complex-wide tank closures and remediation activities. The Contractor shall provide technical expertise and support for subsurface-related analysis, technology, remediation of soil and groundwater, and tank closure activities that include, but are not limited to:

- Tank integrity and characterization;
- Tank retrieval technologies and approaches;
- Tank monitoring;
- Subsurface characterization;
- Subsurface remediation and approaches;
- Alternatives to Pump and Treat/Remediation Exit Strategies; and
- Subsurface monitoring.

#### ***C.3.2.2.3 National Transuranic Program***

The National Transuranic (TRU) Program Office provides integration, planning, and analysis for all EM TRU waste of defense origin to be disposed at the Waste Isolation Pilot Plant (WIPP) to ensure safe and effective disposal operations. The office has the overriding responsibility to support field offices by enabling the effective execution of the mission. The office provides federal oversight across the DOE complex in three segments of the National TRU Program: the Generator Site TRU Waste Program, TRU Waste Certification Program, and WIPP. Major program elements and oversight activities include: inventory of material or waste, storage container and treatment assessment, waste characterization and certification, packaging, loading, transport and final disposition. The Contractor shall provide subject matter expertise in areas that include, but are not limited to:

- Program and/or cost analysis of the National TRU program to identify efficiencies in cost, scope, or schedule;
- Preparing briefings, issue papers, or other documents related to analyses or assessments performed, evaluation results, or proposed recommendations from studies;
- Analysis of TRU waste site baselines, TRU waste acceleration plans, and five year plan data for compatibility with Carlsbad Field Office plans;
- Development or review of TRU waste performance metrics for generator sites;
- Analysis and verification of annual TRU waste inventory data;

- Developing and conducting analyses of TRU waste volumes planned for shipment to the WIPP and TRU waste volumes dispositioned as mixed low-level waste/low level waste (MLLW/LLW);
- Technical analyses of site-specific TRU waste classification and defense determinations;
- Participation in TRU waste-related conference calls and providing call summaries, as requested;
- Analysis of Quarterly Program Report data for integration across TRU waste generators sites;
- Revising TRU waste aspects in the update to DOE Order 435.1, *Radioactive Waste Management*, and resulting implementation and oversight of the Order (e.g., reviews of Carlsbad Field Office);
- International projects relating to TRU waste management initiatives;
- TRU waste and/or material inventories;
- TRU waste storage container and treatment assessments;
- TRU waste characterization and certification; and
- TRU waste packaging, loading, transportation and final disposition.

#### ***C.3.2.2.4 Waste Disposal***

- a. The Waste Disposal Office integrates, plans, and analyzes all EM waste streams to ensure effective EM complex-wide disposal operations. The office is responsible for developing policy for waste management and disposal, co-chairs the Low-Level Waste Disposal Facility Federal Review Group (LFRG) with the EM Regulatory Compliance Office, and has the overriding responsibility to support field offices by enabling the effective execution of the mission. The office provides guidance on low-level radioactive waste, mixed hazardous radioactive waste, and greater-than-class C (GTCC) LLW. The Contractor shall provide subject matter expertise in areas that include, but are not limited to:
- Integrating, planning, and analyzing all EM waste streams to ensure effective EM complex-wide disposal operations;
  - Waste management and disposal policies;
  - Policies on low-level radioactive waste, mixed hazardous radioactive waste, depleted uranium, and GTCC LLW management;
  - Support of oversight reviews and assessment of waste management program implementation and compliance at field sites;
  - Performance assessment for waste management and disposal facilities;
  - Evaluation and documentation of waste classification;
  - Technical support for preparation of the Title X Uranium and Thorium Reimbursement Program Annual Report and calculations as required;
  - Technical support for elemental mercury management including but not limited to project management decisions for storage, disposition alternatives analyses, coordination with generators and industry, and reporting:
    - Support development of DOE Order 413.3B documentation in support of a mercury storage facility and other requirements of the Mercury Export Ban Act (MEBA) of 2008;

- Support of NEPA activities in support of a Record of Decision (ROD) for mercury storage facility(ies);
- Support development of full-cost recovery estimates and other implementation steps (e.g., cost-benefit analyses and trade-offs) in support of MEBA; and
- Technical support for determining the cost analysis for GTCC LLW disposal in general and also under the Mo-99 Uranium Lease and Take-Back Program;
- Technical support for updating and maintaining the Manifest Information Management System (MIMS) data by:
  - Compiling and uploading MIMS data;
  - Maintaining and updating MIMS software;
  - Preparing unique data queries of MIMS data, as requested; and
- Technical support for annual update of Low-Level and Mixed Low-Level Baseline Disposition Data (BLDD);
  - Draft updated BLDD data collection and validation requirements, to include non-EM DOE programs and EM transportation data;
  - Support preparation of seeded data files;
  - Compile and validate data received;
  - Transmit compiled data to the Waste Information Management System (WIMS);
  - Prepare BLDD “mileage charts” and other data crosscuts, as requested;
  - Support in the preparation of disposition data tools, as requested; and
- Compile data and provide updated information to the International Atomic Energy Agency's Net-Enabled Waste Management Database;
- Support technical review of EM LLW/MLLW projects and challenging waste streams to resolve technical and policy issues;

b. Low-Level Waste Disposal Facility Federal Review Group

EM is the lead of the Low-Level Waste Disposal Facility Federal Review Group (LFRG). The EM Waste Disposal Office and the EM Regulatory Compliance Office co-chair LFRG. The Group reviews low-level waste disposal facility performance assessments (PAs) and composite analyses (CAs), reviews appropriate CERCLA documentation, recommends low-level waste disposal facility compliance determinations, and develops disposal authorization statements. They are also responsible for self-regulation of low-level waste disposal at DOE sites; providing recommendations to management on issuance of disposal authorizing documents, and assuring consistency and verifying compliance with DOE Order 435.1. Review teams are established to conduct reviews of disposal documents, and provide assistance for sites in developing disposal documents. The Contractor shall provide subject matter expertise in LFRG areas that include, but are not limited to the following:

- Disposal of low-level waste, mixed low-level waste, transuranic waste, and high-level waste;
- Review of site-specific PAs and CAs;
- National and international regulations relating to disposal of radionuclides;
- Developing or revising documents that guide LFRG activities;
- Resolving complex disposal issues at a site or complex level;
- Drafting selected waste management position papers;

- Supporting semi-annual business meetings;
- Monitoring and development of PAs and CAs and interfacing between Advanced Simulation Capability for Environmental Management (ASCEM) modeling efforts;
- Supporting the DOE PA Community of Practice including analysis of U.S. and international regulations;
- Supporting unique or complex issues (e.g., depleted uranium, blending/concentration averaging), including international activities and NRC proposals for its update to 10 CFR 61 (Licensing Requirements for Land Disposal of Radioactive Waste) that impact DOE LLW disposal processes; and
- Independent review of Federally produced documents.

c. Uranium Management Support

Providing expert market analysis and technical assistance related to activities for uranium management. This includes products and efforts associated with excess uranium. The activities for which the Contractor may provide support include, but are not limited to:

- Analysis and impacts of the sale of DOE's excess uranium inventory;
- Supporting the development and review of uranium disposition plans, including treatment, disposal, storage, and sales of marketable material;
- Supporting the development and/or review of economic analyses and analysis of impacts supporting uranium disposition decisions, proposals, and sales/barter of excess uranium inventory; and
- Providing National Environmental Policy Act (NEPA) support as requested for completion of depleted uranium activities.

d. U.S. Interagency Working Group for the Joint Convention

DOE EM leads technical activities along with other DOE organizations, the Environmental Protection Agency, and the Nuclear Regulatory Commission (NRC) in support of U.S. obligations under the *Joint Convention on the Safety of Spent Fuel Management and on the Safety of Radioactive Waste Management (Joint Convention)*. The activities for which the Contractor shall provide support include, but are not limited to:

- Support to U.S. Interagency Working Group for the Joint Convention on the Safety of Spent Fuel Management and on the Safety of Radioactive Waste Management; and
- Providing support during the 3-year review cycle, as requested, in areas that include, but are not limited to the following:
  - Providing input to the U.S. National Report;
  - Reviewing and compiling comments on other countries' National Reports prepared for the Joint Convention;
  - Support for developing responses to other countries' comments and questions on the U.S. National Report;
  - Development of summary reports and synopsis of questions;

- Development of input for the U.S. Presentation and other supporting technical information at the international review meeting held after each update of the U.S. National Report; and
- Support for preparation of newsletters and promotional information.

#### ***C.3.2.2.5 Nuclear Materials Disposition***

The Nuclear Materials Disposition Office provides expert advice, leadership, and guidance for ensuring safe and effective management of EM nuclear material. The office represents EM for excess materials disposition policy and has the overriding responsibility to support field offices by enabling the effective execution of the mission. The office provides strategic advice on the evaluation of DOE disposal systems and resources, leads development of future disposal systems to accomplish EM's mission, and provides guidance regarding spent/used nuclear fuel (SNF) and SNM. The Contractor shall provide subject matter expertise in areas that include, but are not limited to:

- a. Supporting DOE policy development, strategic planning, program implementation related to the storage, options for treatment, and disposition of SNF and surplus nuclear materials. The activities for which the Contractor may provide support include, but are not limited to:
  - Provide specialized expertise to support programmatic decisions related to the capabilities, needs, and options for the treatment, storage, and disposition of SNF and surplus nuclear materials;
    - Develop strategies to reduce schedule, cost, and risk with nuclear materials management (plutonium, highly-enriched uranium, and SNF);
    - Provide support for NEPA analysis to develop or revise such NEPA documents as may arise;
    - Continue support of research and development activities with international partners;
    - Assist in organizing and managing technical workshops and meetings; and
    - Respond to ad-hoc requests, e.g., consolidating Field responses to data requests; assisting the Office of Nuclear Materials in preparing, reviewing, or updating various DOE documents; and technical editing of reports.
- b. Providing specialized expertise to develop informed recommendations and support the SNF Working Group in its efforts to provide solutions to SNF storage and disposition problems common across the complex, including issues related to the potential fuel exchange, safeguards costs, reduced budgets, shared technology, the SNF database inventory, options for a defense repository, and Yucca Mountain lessons learned (as envisioned in the SNF Strategic Plan).
- c. Provide technical support in the areas of High-Level Waste (HLW) treatment, storage oversight, and coordination with existing directives and regulations. This is necessary to assure HLW treatment programs meet compliance-based requirements, to provide support for auditing HLW treatment activities, and to respond to NRC technical informational requests as necessary from potential licensing activities. The activities for which the Contractor may provide support include, but are not limited to:

- Identifying and analyzing the technical and programmatic impacts of HLW treatment and storage/disposal alternatives;
- Compliance with technical and regulatory requirements;
- Identifying and recommending resolution of issues with HLW treatment projects to improve cost and schedule;
- Assisting in researching, drafting, and analyzing requirements needed for revising or implementing the EM Waste Acceptance System Requirements Document (WASRD) and other technical documents, such as site Waste Form Compliance Plans or Waste Form Qualification Reports including QA reviews of non-conforming waste forms as required;
- Providing independent assessment of the adequacy and completeness of HLW documentation and identifying data gaps, omissions, and inconsistencies to DOE;
- Identifying and analyzing the environmental and programmatic impacts of management alternatives as proposed by DOE, including research efforts such as Salt Disposal Investigations;
- Attending meetings, conferences, or briefings, and preparing HLW notes, draft issues papers, conference proceedings, workshop results, and report synopses, as requested; and
- Provide support for public participation such as notification to stakeholders and other forms of communication, as requested.

#### ***C.3.2.2.6 Packaging and Transportation Programs and Initiatives***

- a. The Packaging and Transportation Office manages, develops, and coordinates policies and procedures for transportation and packaging activities for DOE materials, including hazardous materials (particularly radioactive), substances, and wastes. The office has the overriding responsibility to support field offices by enabling the effective execution of the mission. The office develops systems and technologies to ensure transportation and packaging activities are safe, economical, efficient and secure, and meet applicable regulatory requirements; and resolves transportation and packaging issues safely, economically, and promptly. The Contractor shall provide subject matter expertise in areas that include, but are not limited to:
  - Managing, developing and coordinating policies and procedures for transportation and packaging activities for DOE materials, including hazardous materials (particularly radioactive), substances, and wastes;
  - Developing systems and technologies to ensure transportation and packaging activities are safe, economical, efficient and secure, and meet applicable regulatory requirements; and
  - Resolving transportation and packaging issues safely, economically, and promptly.
- b. Support for Automated Applications for Transportation Safety, Operations, and Packaging Management. The activities for which the Contractor may provide support include, but are not limited to:

- Maintenance and operation of existing automated packaging and transportation systems, and support the review and recommendation of enhancements or changes to the systems as requested. These activities shall include, but are not limited to:
  - Defining, designing, acquiring, implementing, operating, and maintaining an Automated Transportation Logistics & Analysis System. Focus will be on the database administration, software change requests disposition, help desk support, training, system maintenance and document, monitoring and updating regulatory information and cybersecurity requirements as needed and maintaining the Carrier Profile, HAZMAT Shipping, Rate/Route, and Freight Bill modules.
  
- c. Crosscutting Support for Transportation Safety, Operations, and Packaging Management. The activities for which the Contractor may provide support include, but are not limited to:
  - Assisting in the implementation or latest revision of 41 CFR 109-40 and DOE Order 460.1D, DOE Order 460.2A, and DOE Manual 460.2-1A;
  - Supporting the revision and implementation of the Motor Carrier Evaluation Program in accordance with the Federal Motor Carrier Safety Administration (FMCSA) newly implemented CSA methodology;
  - Conducting site packaging and transportation compliance reviews, accident investigations, QA audits, and other transportation and packaging related issues that arise during field operations;
  - Supporting the Transportation Management Council (TMC) as a forum for the identification, analysis, and resolution of traffic management, transportation operations, and transportation safety issues to support the shipping needs of the Department of Energy. This task includes providing SME assistance to TMC working group in reviewing the carrier profiles, negotiation of truckload (TL), less than truckload (LTL), and household goods (HHG) tenders;
  - Supporting the Packaging Management Council (PMC) in coordinating PMC activities and working with PMC members to review emerging changes in domestic and international packaging regulations and standards;
  - Supporting the Office of Packaging and Transportation in transportation planning, outreach, and coordination with shipment corridor states; updating DOE wiki pages, as directed; and in development of plans, procedures, and guidance documents for various activities within the Office, as directed;
  - Provide assistance in identifying existing training resources that can be used to meet the training requirements of 49 CFR Part 172; 49 CFR Part 173.1(b); and 49 CFR Part 177.800(c) so a compendium can be developed to assist the field sites in obtaining quality training;
  - Gathering data from various sources to identify trends, develop safety metrics lessons learned, Occurrence Reporting and Processing System (ORPS), and other reporting criteria;
  - Supporting strategic planning, coordination of activities with American National Standards Institute (ANSI) and Energy Facility Contractors Group (EFCOG);
  - Providing Technical Reviews, Analyses of Applications and Studies of Application;

- Identifying needed revisions to applications, monitoring changes to applications and providing recommendations for acceptability of change, and preparing statistical and informational reports to document improvements in the review process;
- Assisting in the development of performance measures related to preparation and updating of packaging review criteria and DOE Orders pertaining to packaging;
- Providing input to the RAMPAC database documenting these activities;
- Providing NQA-1 in support of Headquarters Certifying Official (HCO) programmatic needs; and
- Providing Program Reengineering, Transformation, and Revitalization. This effort will support ongoing DOE Packaging and Certification Program (PCP) business strategy development, planning, and implementation. The contractor will conduct studies and analyses that improve efforts of EM to implement the recommendations of its reengineering studies. This effort will support management in maintaining a vital program while meeting the challenges created by EM implementation of Workforce for the 21st Century; and
- Preparing Package Information Materials. The contractor shall provide support to the Manager DOE PCP and the HCO in the preparation of briefings, meeting minutes, poster boards, displays, exhibits, graphics, and other materials for internal and external audiences.

#### ***C.3.2.2.7 Regulatory Compliance***

- a. The Regulatory Compliance Office develops policy on regulatory compliance, has the overriding responsibility to support field offices by enabling the effective execution of the mission, and is responsible for evaluating regulatory options for cleanup and compliance with environmental statutes and regulations. The Office also co-chairs the LFRG with the EM Waste Disposal Office and serves as the EM oversight lead for DOE Order 435.1, *Radioactive Waste Management*. The Contractor shall provide subject matter expertise to support the implementation and monitoring of EM's Regulatory Compliance programs and initiatives in areas that include, but are not limited to:
  - Interacting with communities, interested EM stakeholders, and external regulators;
  - Supporting the development of EM low-level waste disposal facility disposal authorization statements;
  - Supporting development of regulatory compliance policy
  - Assisting field offices in ensuring compliant and risk-informed cleanup strategies;
  - Evaluating regulatory options for cleanup and compliance with environmental statutes, regulations [e.g., EM directives; Resource Conservation and Recovery Act; Comprehensive Environmental Response, Compensation, and Liability Act, agreements; and DOE Orders (e.g., Radioactive Waste Management)];
  - Supporting the LFRG in the review of technical consistency and adequacy of performance assessments and composite analyses. Ensuring technical consistency and adequacy of other environment and public health risks.
  - Sharing compliance lessons learned;

- Development of a regulatory compliance strategic plan to identify and evaluate opportunities to streamline compliance frameworks through regulatory reform initiatives or other means and provide actionable recommendations;
- Development of a new NEPA oversight program to include, but not limited to a new NEPA desk reference document and implementation guides, SOPPs, training material and ongoing tracking of NEPA compliance throughout the EM complex;
- Providing support with Internal Remedy Reviews to help field sites develop remediation strategies; and
- Evaluating regulatory strategy.

a. DOE Order 435.1 Maintenance and Revision

DOE Order 435.1, *Radioactive Waste Management*, is in place to ensure that DOE radioactive waste is managed in a manner that is protective of workers, public health and safety, and the environment. The last comprehensive update of requirements for radioactive waste management was completed in July of 1999 when DOE Order 435.1 replaced DOE Order 5820.2A. Under this task, the activities for which the Contractor shall provide support include, but are not limited to:

- Implementing the DOE Order 435.1 update process including the development of requirements, guidance, technical basis, technical standards, and training course material;
- Resolving comments made during the RevCom process and support in revising the Order, guide, technical basis, and technical standards for final distribution; and
- Supporting DOE's 435.1 oversight program including the development and maintenance of an oversight schedule that will require coordination with EM offices, other program offices, and field offices; and evaluation and revision of program oversight documents, as necessary.

b. Support developing a Streamlined Waste Acceptance Criteria (WAC) for the Waste Treatment Plant (WTP) at Hanford.

The WTP, which is currently under construction, is the subject of several safety concerns raised by the Defense Nuclear Facilities Safety Board (DNFSB). Among several other issues, DNFSB has specifically raised concerns regarding:

1. Accumulation of fissile material at the bottom of vessels leading to potential Criticality; and
2. Characterization of Tank waste as it may affect the WAC for WTP.

The direct and underlying causes of these issues are incomplete knowledge to validate assumptions made in design of the relevant physical processes and associated scaling rules that apply to them, and uncertainty in precisely predicting the behavior of tank waste slurries as they are mixed, sampled, and transferred.

The current safety strategy for control of criticality relies on the ratio of fissile material to other metal (poisons); however it is unclear whether the poison will remain in intimate

contact with the fissile material during processing. The Department has conducted studies of the behavior of fissile materials in the Hanford Tank Farms as part of the closure process for DNFSB Recommendation 93-5.

The Contractor shall provide technical expertise, analysis, implementation and other support in areas that include, but are not limited to the following:

- Reviewing all relevant Tank Farm documentation and prior studies (e.g., bench scale testing performed by National Laboratories) in support of the current criticality strategy, or as a technical basis to propose a revised strategy that provides the same level of safety with easier implementation; and
- Reviewing available Tank Characterization, waste transfer, and bench scale studies in support of a revised WAC for WTP to determine sampling capabilities and to evaluate sampling correctness and performance against requirements for process control and safety. The expected result of this work is to develop a streamlined WAC based on process knowledge and sampling.

#### ***C.3.2.2.8 Intergovernmental and Stakeholder Programs***

The Regulatory, Intergovernmental, and Stakeholder Engagement Office provides leadership for the implementation and monitoring of the environmental regulatory compliance function to support EM cleanup efforts while interacting with communities and interested EM stakeholders. The Contractor shall provide subject matter expertise to support EM's Intergovernmental and Stakeholder programs and initiatives in areas that include, but are not limited to:

- Formal interactions with intergovernmental groups, Tribal Nations, affected entities, communities, and other stakeholders;
- Administration of EM HQ and site interactions for the EM Federal Advisory Committee Act Boards; and

### **CORPORATE SERVICES**

#### ***C.3.2.3.1 Budget and Planning***

- a. The Office of Budget is dedicated to improving the efficiency in both the collection of required data/information as well as the quality/analysis and use of budget related data. To aid this goal, EM has developed an initial suite of tools to integrate and accelerate the collection of key EM budget metrics (e.g., Budget Priorities, Spend Plans, Approved Funding Plans, Non-Labor Requests, Accounting data - STARS, etc.). Each year, based on changing requirements and to further improve the efficiency of data management within EM, these tools and the analysis provided along with these efforts, require enhancements and/or modifications/updates.

EM is further dedicated to streamlining common data driven efforts and increasing reporting/analysis capabilities through the consolidation of existing EM tools and inclusion of new data management efforts (e.g., Financial Information System). In addition, EM is

seeking to expand its integrated analysis capability through the development of additional components to aid in streamlining their data management efforts (e.g., Field Non-Labor, Technology Development, HQ Awards, and Execution Reviews).

The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:

- Provide services for system design, development, deployment, and maintenance for key EM tools;
  - Updates to tools shall be completed on schedule necessary to meet established EM priorities and deadlines;
  - Provide analysis capabilities on data/information collected via developed tools;
  - Responsible for all associated efforts related to these tools, including, but not limited to, guidance development, training and reporting; and
  - Responsible for developing acceptable systematic tools that meet the data collection requirements set forth by EM.
- b. The Office of Budget supports the development of the fiscal year budgets for the Office of Environmental Management. This task is primarily performed through the use of various tools, which includes the Budget Automation Justification and Administration (BAJA) system. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:
- Develop and maintain information systems, analysis tools, spreadsheets, analytical data reports, and information summaries to assist EM in the budget formulation process;
  - Maintenance, operations, and enhancement of the existing BAJA system and its modules;
  - Generation of budget documents, ancillary support information, and information summaries throughout the annual budget cycle; and
  - Development of presentation material including issue papers, impact statements, and briefing documents.

#### ***C.3.2.3.2 Program Planning***

The Office of Program Planning performs strategic out-year planning and critical analysis to meet the EM mission and requirements of the Financial Integrity Act. The core function of this office is the responsibility for developing life cycle costs, managing corporate performance measures and ensuring that guidance, procedures and systems are in place to develop, maintain, control and monitor these systems and the resulting metrics. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:

- Ongoing operations and maintenance of the EM Integrated Planning, Accountability, and Budgeting System (IPABS-IS). This system collects and maintains data to support the Environmental Liability, performance metrics, milestone tracking, and baseline change control. The contractor supports maintenance, backup, and security updates to the EM corporate database (which also supports the EM Budget formulation systems);

- Data analysis effort associated with the annual environmental liability audit which is conducted in accordance with the Government Management Reform Act;
- Analysis of planning data to develop alternative site strategies as well as complex-wide integrated strategies for completing EM scope;
- EM complex-wide planning effort. The contractor shall assist in managing the planning data, designs and distributing of data templates, supports complex-wide planning workshops (2-3 per year) and shall support the design and implementation of a system to collect, manage/integrate, and report on EM's planning and budget data;
- Development of material for briefings and hearings, annual budget rollout and responses to committee inquiries;
- Development and coordination of program and budget planning, five-year planning documents and guidance packages to support life-cycle cost, scope, and schedule updates;
- Development, tracking, and reporting of EM performance metrics and milestones in accordance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010; and
- Coordination and facilitation of independent reviews and closure of recommendations and audit report findings.

#### ***C.3.2.3.3 Workforce Management***

The Office of Workforce Management provides oversight, direction, and support on centralized and crosscutting workforce and organizational activities. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:

- Execution of EM program human resource responsibilities related to the Department's Shared Service Center;
- Development of workforce management guidance and advisory services to EM HQ managers; and ensuring the completion of EM's workforce and succession planning and competency management to inform decision making regarding resource needs;
- Recruitment and retention of workforce diversity and inclusion;
- Management of the fulltime equivalent (FTE) utilization process to project and adjust FTE ceilings across the complex;
- Management of the EM HQ human resource operational liaison activities in collaboration with the Department Shared Service Center to ensure timely completion of personnel actions, individual development plans and executive development plans across the complex; and
- Coordination of employee engagement activities including the evaluation and utilization of Federal Employee Viewpoint Survey results and other efforts to advance organizational continuous improvement.

#### ***C.3.2.3.4 Acquisition and Contract Management***

The office of Acquisition and Contract Management assists EM field offices in the implementation of new contract policies and procedures to promote program efficiency. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:

- Management of EM's government furnished equipment and property system,
- Federal acquisition certification programs;
- Implementation of Departmental policies on contractor pensions and benefits and workforce restructuring;
- Providing support for post-award activities including contract modifications, change orders, and requests for equitable adjustment (REAs);
- Evaluation of EM's contract management and oversight and coordination of activities regarding the Program Evaluation and Monitoring System;
- Providing support for collection and analyses of performance data, and monitoring of process management;
- Resolution of findings from GAO or IG audits; management of the corrective action process and validation of effectiveness of contracting policies and procedures in response to inspection and audit results; and
- Implementation of subcontract small business program goals and monitoring small business statistical data for progress.

#### ***C.3.2.3.5 Project and Program Management***

The Project Management Office ensures the effective implementation of all project/program management policies and directives across EM capital asset projects and operational activities. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:

- EM construction, capital asset projects, and operations activities including activities involved with on-site cost, schedule, technical and management status reviews; development of project management policies, procedures, and guidance for management of EM capital asset projects and operations activities;
- Evaluation of capital asset projects and operations performance against project management standards, project performance baselines, and performance measures data; conducting performance baseline analyses; performing validation reviews for capital asset projects under \$100 million; analyses of reported earned value information and project performance indicators for EM projects; independent reviews of projects and operations;
- Assessing submissions of EM monthly project data, coordinating monthly reports, and providing assessments for quarterly status briefings;
- Coordination of quarterly projects reports for capital asset projects with a total project cost of \$100 million or more;

- Validation of project performance to ensure consistency with mission and project requirements, and that projects mature appropriately through the project review processes;
- Development of risk policy and asset-risk management plans for construction, capital asset projects, and operations under \$100 million;
- Conducting peer reviews and advising whether project scope and underlying technology, management, cost, and schedule baseline assumptions and contingency provisions are valid within DOE's budgetary and administrative constraints; reviewing projects for cost and schedule;
- Evaluation of proposed projects and acquisition strategies to ensure technically valid, cost-effective, and realistic means of accomplishing objectives;
- Implementation of requirements under the EM Cleanup Program Policy, and conducting monthly assessments of the performance of projects utilizing IPABS data, Federal Cleanup Director and contractor reports, and other data sources, as appropriate; and
- Implementation of requirements under DOE Order 413.3B, *Project Management for the Acquisition of Capital Assets*, and conducting monthly assessments of the performance of projects utilizing PARS II data, FPD and contractor reports, and other data sources, as appropriate.

#### ***C.3.2.3.6 Communications***

- a. The Office of External Affairs oversees media, congressional and related communication across the EM complex. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:
  - Development of policies, procedures, and strategic guidance for EM HQ and field offices on external EM communication strategies;
  - Development of talking points, speeches, and presentations;
  - Management of EM press inquiries;
  - Generating external EM messages to support Administration and Departmental policies and goals;
  - Development of press releases, website content, and other related communications products and activities;
  - Coordinating congressional interfaces with the EM Budget and Planning Office;
  - Development of written testimony and oral statements for senior EM officials for congressional hearings, and collaborating with the EM Budget and Planning Office regarding budget-related testimony to ensure consistency;
  - Coordinating the review of congressional hearing transcripts with the appropriate HQ offices and management of Questions for the Record and Inserts for the Record; and
  - Tracking the status of EM congressional report preparation, concurrence, and approval actions.

- b. The Office of Communications Services supports internal communication across the EM complex. The Contractor shall provide technical expertise, analysis, implementation and support in areas that include, but are not limited to the following:
- Support development of policies, procedures, and strategic guidance for EM HQ and field offices on internal EM communication strategies;
  - Assist with coordinating production of all internal EM HQ communications materials including EM Fedcasts and employee messages;
  - Support development and dissemination of all external and internal EM HQ communications materials including newsletters, press releases, fact sheets, annual reports, web content, infographics, and presentations;
  - Support development and maintenance of communication tools for public and internal outreach;
  - Support development of Administration transition material for the EM program; and Support communications analysis.

#### **C.3.2.4 OTHER TECHNICAL SERVICES**

Other EM technical, advisory and support services may be required during the period of performance to advance the EM cleanup mission and program objectives, including but not limited to, acquiring expertise to explore alternative financing and public private partnerships to accelerate cleanup activities.

**PART I – THE SCHEDULE**

**SECTION D**

**PACKAGING AND MARKING**

**D.1 DOE-D-2001 PACKAGING AND MARKING (OCT 2014)**

- (a) Preservation, packaging, and marking for shipment or mailing of all work delivered hereunder shall be in accordance with good commercial practices and adequate to insure acceptance by common carrier and safe transportation at the most economical rate(s), including electronic means.
- (b) Each package, report, or other deliverable shall be accompanied by a letter or other document which:
  - (1) Identifies the contract by number pursuant to which the item is being delivered;
  - (2) Identifies the deliverable item number or report requirement which requires the delivered item(s); and
  - (3) Indicates whether the Contractor considers the delivered item to be a partial or full satisfaction of the requirement.
- (c) For any package, report, or other deliverable being delivered to a party other than the Contracting Officer (CO), a copy of the document required by paragraph (b) shall be simultaneously delivered to the office administering this contract as identified in Section G of the contract, or if none, to the CO.

**PART I – THE SCHEDULE**

**SECTION E**

**INSPECTION AND ACCEPTANCE**

**E.1 CLAUSES INCORPORATED BY REFERENCE – SECTION E**

Clause(s) at the beginning of this Section are incorporated by reference, with the same force and effect as if they were given in full text. Clauses incorporated by reference which require a fill-in by the Government include the text of the affected paragraph(s) only. This does not limit the clause to the affected paragraph(s). The Contractor is responsible for understanding and complying with the entire clause. The full text of the clause is available at the addresses contained in clause 52.252-2, Clauses Incorporated by Reference, of this contract.

<b>Clause No.</b>	<b>FAR Reference</b>	<b>Title</b>
<b>E.1.1</b>	52.246-2	Inspection of Supplies - Fixed-Price (AUG 1996)
<b>E.1.2</b>	52.246-4	Inspection of Services - Fixed-Price (AUG 1996)
<b>E.1.3</b>	52.246-6	Inspection - Time-and-Material and Labor-Hour (MAY 2001)
<b>E.1.4</b>	52.246-11	Higher-Level Contract Quality Requirements (Dec 2014)
<b>E.1.5</b>	52.246-16	Responsibility for Supplies (APR 1984)

**E.2 DOE-E-2001 INSPECTION AND ACCEPTANCE (OCT 2014)**

Inspection and acceptance of all items under this contract shall be accomplished by the Contracting Officer in accordance with the clause entitled FAR 52.246-4, Inspection of Services – Fixed-Price (AUG 1996), or FAR 52.246-6, Inspection – Time-and-Material and Labor-Hour (MAY 2001). If the Contracting Officer assigns this responsibility to the Contracting Officer’s Representative or another representative of the Government, the Contracting Officer shall notify the Contractor in writing.

**PART I – THE SCHEDULE**

**SECTION F**

**DELIVERIES OR PERFORMANCE**

**F.1 CLAUSES INCORPORATED BY REFERENCE - SECTION F**

Clause(s) at the beginning of this Section are incorporated by reference, with the same force and effect as if they were given in full text. Clauses incorporated by reference which require a fill-in by the Government include the text of the affected paragraph(s) only. This does not limit the clause to the affected paragraph(s). The Contractor is responsible for understanding and complying with the entire clause. The full text of the clause is available at the addresses contained in clause 52.252-2, Clauses Incorporated by Reference, of this contract.

<b>Clause No.</b>	<b>FAR Reference</b>	<b>Title</b>
<b>F.1.1</b>	52.242-15	Stop-Work Order (AUG 1989)
<b>F.1.2</b>	52.242-17	Government Delay of Work (APR 1984)

**F.2 DOE-F-2002 PLACE OF PERFORMANCE - SERVICES (OCT 2014)**

Work under the contract will be performed primarily at the contractor owned facility(ies) within the Washington DC Metro area. If work is to be performed on-site at one of the DOE locations below, such work will utilize on-site labor categories and the location will be identified in the task order. The on-site locations include, but are not limited to:

- DOE EM HQ buildings in Washington, DC and Germantown, MD
- EM Consolidated Business Center (EMCBC) – Cincinnati, Ohio
- Argonne National Lab – Illinois
- Brookhaven National Lab (BNL) – New York
- Carlsbad Field Office, New Mexico
- Energy Technology Engineering Center (ETEC) – California
- Hanford Site – Washington
- Idaho Cleanup Project – Idaho
- Lawrence Berkeley National Laboratory, Old Town Project – California
- Los Alamos Field Office – New Mexico
- Moab Federal Project Office – Colorado
- Nevada National Security Site – Nevada
- Oak Ridge Office – Tennessee
- Portsmouth/Paducah Project Office (PPPO) – Kentucky/Ohio
- Savannah River Operations Office – South Carolina
- Separations Process Research Unit (SPRU) – New York
- Stanford Linear Accelerator Center (SLAC) – California
- West Valley Demonstration Project Office – New York

### **F.3 PERIOD OF PERFORMANCE**

- (a) The contract ordering period shall be five (5) years from the date of award of this contract. Issuance of task orders will not occur beyond the end of the contract ordering period.
- (b) Each task order issued by the Contracting Officer will identify a period of performance specific to that task order.
- (c) Performance of all task orders issued before the end of the contract ordering period shall not exceed two (2) years beyond the end of the contract ordering period.
- (d) The period of performance for any Time-and-Materials task order shall not exceed three (3) years or go beyond the limitations of (c) above.

### **F.4 DOE-F-2004 DELIVERY POINT (OCT 2014)**

- (a) Delivery of all items under this contract shall be made to the address(es) specified in Section G.4, Contract Administration. Individual Task Orders may also contain special instructions for the delivery of Task Order specific deliverables
- (b) Delivery for the purpose of inspection, acceptance and the Prompt Payment Act must be through the above shipping address unless another location has been authorized by the Contracting Officer. If delivery is made to another location without authorization from the Contracting Officer, a delivery for the purposes of the Prompt Payment Act has not occurred and no interest penalty under the Act shall result.

### **F.5 DOE-F-2007 DELIVERY OF LIMITED RIGHTS DATA (OCT 2014)**

- (a) Delivery of limited rights data. The Contractor shall, at the option of the Contracting Officer, be required to deliver any limited rights data used in the performance of this contract. Such data shall be subject to the provisions of the clause at FAR 52.227-14, *Rights in Data--General*, paragraph (g), "Protection of limited rights data and restricted computer software," with Alternatives II and V which are incorporated into this contract.
- (b) The limited rights data subject to the clause at FAR 52.227-14, *Rights in Data—General*, are listed below. This listing of limited rights data, which are asserted by the Contractor to be limited rights data, does not constitute an admission by the Government that the data is in fact limited rights data.

***None of the data proposed for fulfilling the data delivery requirements qualifies as limited rights data or restricted computer software***

If a patent is issued by the United States Patent and Trademark Office (U.S. PTO) or the patent office of any foreign country based on any information asserted to be limited rights data, the Government will no longer treat any data contained in such

issued patent as limited rights data. In addition, if any information asserted to be limited rights data results in or becomes a Subject Invention, as that term is defined in the patent rights clause of this agreement, the Government will only treat such data as limited rights data until the Contractor has filed its initial patent application.

- (c) The Contractor shall not introduce or utilize any limited rights data not identified in (b) above without advance written notification to the Contracting Officer.
- (d) Notwithstanding any other provision of this Contract, the following data shall be delivered to the Government with unlimited rights:

***[To be inserted at time of issuance of task order, as applicable]***

**F.6 DOE-F-2008 DELIVERY OF RESTRICTED COMPUTER SOFTWARE (OCT 2014)**

- (a) Delivery of restricted computer software. The Contractor shall, at the option of the Contracting Officer, be required to deliver any restricted computer software used in the performance of this contract. Such restricted computer software shall be subject to the provisions of clause at FAR 52.227-14, *Rights in Data-General*, paragraph (g), "Protection of limited rights data and restricted computer software," with Alternatives III and V which are incorporated into this contract.
- (b) The restricted computer software subject to the clause at FAR 52.227-14, *Rights in Data-General*, are listed below. This listing of restricted computer software, which is asserted by the Contractor to be restricted computer software, does not constitute an admission by the Government that the data is in fact restricted computer software.

***None of the data proposed for fulfilling the data delivery requirements qualifies as limited rights data or restricted computer software***

If a patent is issued by the United States Patent and Trademark Office (U.S. PTO) or the patent office of any foreign country based on any information asserted to be restricted computer software, the Government will no longer treat any data contained in such issued patent as restricted computer software. In addition, if any information asserted to be restricted computer software results in or becomes a Subject Invention, as that term is defined in the patent rights clause of this agreement, the Government will only treat such data as restricted computer software until the Contractor has filed its initial patent application.

- (c) The Contractor shall not introduce or utilize any restricted computer software not identified in (b) above without advance written notification to the Contracting Officer.

(d) Notwithstanding any other provision of this contract, the following data shall be delivered to the Government with unlimited rights:

*[To be inserted at time of task order , as applicable]*

## **F.7 DELIVERABLES**

Contract specific deliverables are identified in Section J and Task Order specific deliverables shall be identified on individual task orders and incorporated therein by reference into Section J.

## **PART I – THE SCHEDULE**

### **SECTION G**

#### **CONTRACT ADMINISTRATION DATA**

##### **G.1 DOE-G-2001 CONTRACTING OFFICER AUTHORITY (OCT 2014)**

The Contracting Officer is responsible for administration of the contract. The Contracting Officer may appoint a Contracting Officer's Representative (COR), in accordance with the clause entitled Contracting Officer's Representative, to perform specifically delegated functions. The Contracting Officer is the only individual who has the authority on behalf of the Government, among other things, to take the following actions under the contract:

- (a) Assign additional work within the general scope of the contract.
- (b) Issue a change in accordance with the clause entitled Changes.
- (c) Change the cost or price of the contract.
- (d) Change any of the terms, conditions, specifications, or services required by the contract.
- (e) Accept non-conforming work.
- (f) Waive any requirement of the contract.

##### **G.2 DOE-G-2002 CONTRACTING OFFICER'S REPRESENTATIVE (OCT 2014)**

Pursuant to the clause at DEAR 952.242-70, Technical Direction, the Contracting Officer shall designate in writing a Contracting Officer's Representative (COR) for this contract, and provide a copy of such designation to the contractor, including the delegated responsibilities and functions. The COR does not have authority to perform those functions reserved exclusively for the Contracting Officer.

##### **G.3 DOE-G-2003 CONTRACTOR'S PROGRAM MANAGER (OCT 2014)**

- (a) The Contractor shall designate a Program Manager who will be the Contractor's authorized supervisor for technical and administrative performance of all work hereunder. The Program Manager shall be the primary point of contact between the Contractor and the Contracting Officer's Representative (COR) under this contract.
- (b) The Program Manager shall receive and execute, on behalf of the Contractor, such technical directions as the COR may issue within the terms and conditions of the contract.

##### **G.4 DOE-G-2004 CONTRACT ADMINISTRATION (OCT 2014)**

To promote timely and effective contract administration, correspondence delivered to the Government under this contract shall reference the contract number, title, and subject matter, and shall be subject to the following procedures:

- (a) Technical correspondence. Technical correspondence shall be addressed to the Contracting Officer's Representative (COR) for this contract, and a copy of any such correspondence shall be sent to the DOE Contracting Officer. As used herein, technical correspondence does not include correspondence where patent or rights in data issues are involved, nor technical correspondence which proposes or involves waivers, deviations, or modifications to the requirements, terms or conditions of this contract.
- (b) Other Correspondence.
  - (1) Correspondence regarding patent or rights in data issues should be sent to the Intellectual Property Counsel. A copy of such correspondence shall be provided to the CO.
  - (2) If no Government Contract Administration Office is designated on Standard Form 33 (Block 24) or Standard Form 26 (Block 6), all correspondence, other than technical correspondence and correspondence regarding patent of rights in data, including correspondence regarding waivers, deviations, or modifications to requirements, terms or conditions of the contract, shall be addressed to the CO. Copies of all such correspondence shall be provided to the COR.
  - (3) Where a Government Contract Administration Office, other than DOE, is designated on either Standard Form 33 (Block 24), or Standard Form 26 (Block 6), of this contract, all correspondence, other than technical correspondence, shall be addressed to the Government Contract Administration Office so designated, with copies of the correspondence to the CO and the COR.
  - (4) A Government Technical Monitor (TM) may be assigned by the CO pursuant to 48 CFR 642.271, at the Task Order level to assist the COR in monitoring the contractor's performance. Related technical correspondence shall be addressed to TM at the address identified in the Task Order.
- (c) Information regarding correspondence addresses and contact information is as follows:
  - (1) Contract Specialist
    - (A) Name: Erin Kroger
    - (B) Telephone number: 513-246-1368
    - (C) Address: U.S. Department of Energy  
EMCBC  
250 E. 5<sup>th</sup> Street, Suite 500  
Cincinnati, OH 45202
    - (D) Email address: erin.kroger@emcbc.doe.gov

- (2) Contracting Officer
  - (A) Name: Nicholas Voiles
  - (B) Telephone number: 513-246-0550
  - (C) Address: U.S. Department of Energy  
EMCBC  
250 E. 5<sup>th</sup> Street, Suite 500  
Cincinnati, OH 45202
  - (D) Email address: nicholas.voiles@emcbc.doe.gov

- (3) Contracting Officer's Representative
  - (A) Name: Sarah Blanding
  - (B) Telephone number: 202-586-8667
  - (C) Address: U.S. Department of Energy, Headquarters  
1000 Independence Avenue  
Washington, D.C. 20585
  - (D) Email address: sarah.blanding@em.doe.gov

**G.5 DOE-G-2005 BILLING INSTRUCTIONS (OCT 2014) (For FFP Task Orders)**

- (a) Contractors shall use Standard Form 1034, Public Voucher for Purchases and Services Other than Personal, when requesting payment for work performed under the contract.
- (b) Contractors shall submit vouchers electronically through the Oak Ridge Financial Service Center's (ORFSC) Vendor Inquiry Payment Electronic Reporting System (VIPERS). VIPERS allows vendors to submit vouchers, attach supporting documentation and check the payment status of any voucher submitted to the DOE. Instructions concerning contractor enrollment and use of VIPERS can be found at <https://vipers.doe.gov>.
- (c) A paper copy of a voucher that has been submitted electronically will not be accepted.

**G.6 DOE-G-2005 BILLING INSTRUCTIONS – ALTERNATE I (OCT 2014) (For T&M Task Orders)**

- (a) Contractors shall use Standard Form 1034, Public Voucher for Purchases and Services Other than Personal, when requesting payment for work performed under each task order issued under the basic IDIQ contract.
- (b) Contractors shall submit vouchers electronically through the Oak Ridge Financial Service Center's (ORFSC) Vendor Inquiry Payment Electronic Reporting System (VIPERS). VIPERS allows vendors to submit vouchers, attach supporting documentation and check the payment status of any voucher submitted to the DOE.

Instructions concerning contractor enrollment and use of VIPERS can be found at <https://vipers.doe.gov>.

- (c) A paper copy of a voucher that has been submitted electronically will not be accepted.
- (d) The voucher must include a statement of cost and supporting documentation for services rendered. This statement should include, as a minimum, a breakout by cost or price element of all services actually provided by the Contractor, both for the current billing period and cumulatively for the entire task order period.
  - (1) Statement of Cost. The Contractor shall prepare and submit a Statement of Cost with each voucher in accordance with the following:
    - (A) Statement of Cost must be completed in accordance with the Contractor's cost accounting system.
    - (B) Costs claimed must be only those recorded costs authorized for billing by the payment provisions of the contract.
    - (C) Indirect costs claimed must reflect the rates approved for billing purposes by the Contracting Officer.
    - (D) The Direct Productive Labor Hours (DPLH) incurred during the current billing period must be shown and the DPLH summary completed, if applicable.
    - (E) If a given Task Order includes task areas/subtasks, the Statement of Cost must include a breakdown of costs for all respective task areas/subtasks.
  - (2) The Contractor shall prepare and submit the supporting documentation with each voucher in accordance with the following:
    - (A) Direct costs (e.g., labor, equipment, travel, supplies, etc.) claimed for reimbursement on the Statement of Cost must be adequately supported. The level of detail provided must clearly indicate where the funds were expended. For example, support for labor costs must include the labor category (e.g., program manager, senior engineer, technician, etc.), the hourly rate and the labor cost per category; equipment costs must be supported by a list of the equipment purchased, along with the item's cost; supporting data for travel must include the destination of the trip, number and labor category of travelers, transportation costs, per diem costs, and purpose of the trip; and supplies should be categorized by the nature of the items (e.g., office, lab, computer, etc.) and the dollar amount per category.
    - (B) Indirect rates used for billings must be clearly indicated, as well as their

basis of application. When the cognizant Administrative Contracting Officer (ACO) or auditor approves a change in the billing rates, include a copy of the approval.

- (C) All claimed subcontractor costs must be supported by submitting the same detail as outlined herein.

#### **G.7 DOE-G-2007 CONTRACTOR PERFORMANCE ASSESSMENT REPORTING (OCT 2014)**

- (a) The Contracting Officer will document the Contractor's performance under this contract (including any task orders placed against it, if applicable) by using the Contractor Performance Assessment Reporting System (CPARS). CPARS information is handled as "Source Selection Information." Performance assessments entered into CPARS by the Contracting Officer are transmitted to the Past Performance Information Retrieval System (PPIRS) which is maintained by the Department of Defense (DoD). Information in PPIRS is available to authorized Government personnel seeking past performance information when evaluating proposals for award.
- (b) Contractor performance will be evaluated at least annually at the contract or task order level, as determined by the Contracting Officer. Evaluation categories may include any or all of the following at the Government's discretion: (1) quality, (2) schedule, (3) business relations, (4) business management/key personnel, and (5) cost/price. PPIRS information is available at <http://www.ppirs.gov>, and CPARS information is available at <http://www.cpars.gov>. It is recommended that the Contractor take the overview training that can be found on the CPARS website. The Contractor shall acknowledge receipt of the Government's request for comments on CPARS assessments at the time it is received and shall respond to such requests within thirty (30) calendar days of the request.
- (c) Joint Ventures. Performance assessments shall be prepared on contracts with joint ventures. When the joint venture has a unique Commercial and Government Entity (CAGE) code and Data Universal Numbering System (DUNS) number, a single assessment will be prepared for the joint venture using its CAGE code and DUNS number. If the joint venture does not have a unique CAGE code and DUNS number, separate assessments, containing identical narrative, will be prepared for each participating contractor and will state that the evaluation is based on performance under a joint venture and will identify the contractors that were part of the joint venture.
- (d) In addition to the performance assessments addressed above, the Government will perform other performance assessments necessary for administration of the contract in accordance with other applicable clauses in this contract.

**G.8 DOE-G-2008 NON-SUPERVISION OF CONTRACTOR EMPLOYEES (OCT 2014)**

The Government shall not exercise any supervision or control over Contractor employees performing services under this contract. The Contractor's employees shall be held accountable solely to the Contractor's management, who in turn is responsible for contract performance to the Government.

**G.9 DEFECTIVE OR IMPROPER INVOICE**

The name, title, office name, phone number, e-mail, and complete mailing address of those officials of the Contractor who are to be notified when DOE receives a defective or improper invoice are as follows:

Name: [REDACTED]

Title: [REDACTED]

Phone Number: [REDACTED]

E-mail: [REDACTED]

Mailing Address: [REDACTED]  
[REDACTED]  
[REDACTED]

**G.10 INDIVIDUAL AUTHORIZED TO ISSUE TASK ORDERS**

The following personnel are authorized to issue task orders under this contract:

Any duly appointed EMCBC Contracting Officer.

**PART I – THE SCHEDULE**

**SECTION H – SPECIAL CONTRACT REQUIREMENTS**

**H.1 DOE-H-2011 SUSTAINABLE ACQUISITIONS UNDER CONTRACTS FOR PERSONAL COMPUTERS (SILVER RATING) (OCT 2014)**

Pursuant to Executive Orders 13423, Strengthening Federal Environmental, Energy and Transportation Management, and 13514, Federal Leadership in Environmental, Energy and Economic Performance, the Department of Energy is committed to managing its facilities in a manner that will promote the natural environment and protect the health and well-being of its Federal employees and contractor service providers. It is anticipated that the contractor, when supplying personal computer equipment hereunder, shall ensure that the equipment is rated at least silver pursuant to IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products as set forth at 48 CFR 52.223-16 Alternate I.

**H.2 DOE-H-2013 CONSECUTIVE NUMBERING (OCT 2014)**

Due to automated procedures employed in formulating this document, clauses and provisions contained within may not always be consecutively numbered.

**H.3 DOE-H-2018 PRIVACY ACT SYSTEMS OF RECORDS (OCT 2014)**

The Contractor shall design, develop, or adopt the following systems of records on individuals to accomplish an agency function pursuant to the Section I clause entitled, "FAR 52.224-2, Privacy Act."

<b>DOE Privacy Act System Number</b>	<b>DOE Privacy Act System Description</b>
DOE-5	Personnel Records of Former Contractor Employees (includes all former workers)
DOE-10	Energy Employees Occupational Illness Compensation Program Act Files
DOE-13	Payroll & Leave Records
DOE-23	Property Accountability System
DOE-28	General Training Records
DOE-33	Personnel Medical Records (present and former DOE employees and Contractor employees)
DOE-35	Personnel Radiation Exposure Records
DOE-38	Occupational and Industrial Accident Records
DOE-43	Personnel Security Clearance Files
DOE-51	Employee and Visitor Access Control Records
DOE-52	Access Control Records of International Visits, Assignments, and Employment at DOE Facilities and Contractor Sites
DOE-55	FOIA/PA Requests for Records
DOE-88	Epidemiologic and Other Health Studies, Surveys, and Surveillances

#### **H.4 DOE-H-2029 POSITION QUALIFICATIONS (OCT 2014)**

The Contractor shall provide personnel for the performance of this contract, whether employees of the Contractor or employees of a subcontractor, which satisfy as a minimum the applicable labor category qualifications, both education and experience, set forth in Section J, Attachment J-4, Position Qualifications & Job Descriptions, except as the Contracting Officer may otherwise authorize.

#### **H.5 DOE-H-2033 ALTERNATIVE DISPUTE RESOLUTION (OCT 2014)**

- (a) The DOE and the Contractor both recognize that methods for fair and efficient resolution of contractual issues in controversy by mutual agreement are essential to the successful and timely completion of contract requirements. Accordingly, DOE and the Contractor shall use their best efforts to informally resolve any contractual issue in controversy by mutual agreement. Issues of controversy may include a dispute, claim, question, or other disagreement. The parties agree to negotiate with each other in good faith, recognizing their mutual interests, and attempt to reach a just and equitable solution satisfactory to both parties.
- (b) If a mutual agreement cannot be reached through negotiations within a reasonable period of time, the parties may use a process of alternate dispute resolution (ADR) in accordance with the clause at FAR 52.233-1, Disputes. The ADR process may involve mediation, facilitation, fact-finding, group conflict management, and conflict coaching by a neutral party. The neutral party may be an individual, a board comprised of independent experts, or a company with specific expertise in conflict resolution or expertise in the specific area of controversy. The neutral party will not render a binding decision, but will assist the parties in reaching a mutually satisfactory agreement. Any opinions of the neutral party shall not be admissible in evidence in any subsequent litigation proceedings.
- (c) Either party may request that the ADR process be used. The Contractor shall make a written request to the Contracting Officer, and the Contracting Officer shall make a written request to the appropriate official of the Contractor. A voluntary election by both parties is required to participate in the ADR process. The parties must agree on the procedures and terms of the process, and officials of both parties who have the authority to resolve the issue must participate in the agreed upon process.
- (d) ADR procedures may be used at any time that the Contracting Officer has the authority to resolve the issue in controversy. If a claim has been submitted by the Contractor, ADR procedures may be applied to all or a portion of the claim. If ADR procedures are used subsequent to issuance of a Contracting Officer's final decision under the clause at FAR 52.233-1, Disputes, their use does not alter any of the time limitations or procedural requirements for filing an appeal of the Contracting Officer's final decision and does not constitute reconsideration of the final decision.
- (e) If the Contracting Officer rejects the Contractor's request for ADR proceedings, the

Contracting Officer shall provide the Contractor with a written explanation of the specific reasons the ADR process is not appropriate for the resolution of the dispute. If the Contractor rejects the Contracting Officer's request to use ADR procedures, the Contractor shall provide the Contracting Officer with the reasons for rejecting the request.

#### **H.6 DOE-H-2034 CONTRACTOR INTERFACE WITH OTHER CONTRACTORS AND/OR GOVERNMENT EMPLOYEES (OCT 2014)**

The Government may award contracts to other contractors for work to be performed at a DOE-owned or –controlled site or facility. The Contractor shall cooperate fully with all other on-site DOE contractors and Government employees. The Contractor shall coordinate its own work with such other work as may be directed by the Contracting Officer or a duly authorized representative. The Contractor shall not commit or permit any act which will interfere with the performance of work by any other contractor or by a Government employee.

#### **H.7 DOE-H-2035 ORGANIZATIONAL CONFLICT OF INTEREST MANAGEMENT PLAN (OCT 2014)**

Within **fifteen (15)** calendar days after the effective date of the contract, the Contractor shall submit to the Contracting Officer for approval an Organizational Conflict of Interest (OCI) Management Plan (Plan). The Plan shall describe the Contractor's program to identify, avoid, neutralize, or mitigate potential or actual conflicts of interest that exist or may arise during contract performance and otherwise comply with the requirements of the clause at DEAR 952.209-72, Organizational Conflicts of Interest. The Plan shall be periodically updated as required during the term of the contract. The Plan shall include, as a minimum, the following:

- (a) The procedures for identifying and evaluating past, present, and anticipated contracts of the Contractor, its related entities and other performing entities under the contract.
- (b) The procedures the Contractor will utilize to avoid, neutralize, or mitigate potential or actual conflicts of interest.
- (c) The procedures for reporting actual or potential conflicts of interest to the Contracting Officer.
- (d) The procedures the Contractor will utilize to oversee, implement, and update the Plan, to include assigning responsibility for management, oversight and compliance to an individual in the Contractor's organization with full authority to implement the Plan.
- (e) The procedures for ensuring all required representations, certifications and factual analyses are submitted to the Contracting Officer for approval in a timely manner.
- (f) The procedures for protecting agency information that could lead to an unfair competitive advantage if disclosed including collecting disclosure agreements covering all individuals, subcontractors, and other entities with access to agency-sensitive information and physical safeguarding of such information.

- (g) An OCI training and awareness program that includes periodic, recurring training and a process to evidence employee participation.
- (h) The enforceable, employee disciplinary actions to be used by the Contractor for violation of OCI requirements.

#### **H.8 DOE-H-2041 SUSTAINABLE ACQUISITION UNDER DOE SERVICE CONTRACTS (OCT 2014)**

- (a) Pursuant to Executive Orders 13423, Strengthening Federal Environmental, Energy and Transportation Management, and 13514, Federal Leadership in Environmental, Energy, and Economic Performance, the Department of Energy (DOE) is committed to managing its facilities in a manner that will promote the natural environment and protect the health and well-being of its Federal employees and contractor service providers. The Contractor shall use its best efforts to support DOE in meeting those commitments, including sustainable acquisition or environmentally preferable contracting which may involve several interacting initiatives, such as:
  - (1) Alternative Fueled Vehicles and Alternative Fuels;
  - (2) Biobased Content Products (USDA Designated Products);
  - (3) Energy Efficient Products;
  - (4) Non-Ozone Depleting Alternative Products;
  - (5) Recycled Content Products (EPA Designated Products); and
  - (6) Water Efficient Products (EPA WaterSense Labeled Products).
- (b) The Contractor should become familiar with these information resources:
  - (1) Recycled Products are described at <http://epa.gov/cpg>.
  - (2) Biobased Products are described at <http://www.biopreferred.gov/>.
  - (3) Energy efficient products are described at <http://energystar.gov/products> for Energy Star products.
  - (4) FEMP designated products are described at <http://www.eere.energy.gov/femp/procurement>
  - (5) Environmentally Preferable Computers are described at <http://www.epeat.net>.
  - (6) Non-Ozone Depleting Alternative Products are described at

<http://www.epa.gov/ozone/strathome.html>.

(7) Water efficient plumbing fixtures are described at <http://epa.gov/watersense>.

- (c) If, in the course of providing services at the DOE site, the Contractor's services necessitate the acquisition of any of the above types of products, it is expected that the Contractor will acquire the sustainable, environmentally preferable models unless the product is not available competitively within a reasonable time, at a reasonable price, is not life cycle cost efficient in the case of energy consuming products, or does not meet reasonable performance standards. While there is no formal reporting, DOE prepares a sustainable acquisition annual report and the Contractor may be asked by the Contracting Officer to provide information in support of DOE's report.

### **H.9 DOE-H-2048 PUBLIC AFFAIRS – CONTRACTOR RELEASES OF INFORMATION (OCT 2014)**

In implementation of the clause at DEAR 952.204-75, *Public Affairs*, all communications or releases of information to the public, the media, or Members of Congress prepared by the Contractor related to work performed under the contract shall be reviewed and approved by DOE prior to issuance. Therefore, the Contractor shall, at least 14 calendar days prior to the planned issue date, submit a draft copy to the Contracting Officer of any planned communications or releases of information to the public, the media, or Members of Congress related to work performed under this contract. The Contracting Officer will obtain necessary reviews and clearances and provide the Contractor with the results of such reviews prior to the planned issue date.

### **H.10 DOE-H-2049 INSURANCE REQUIREMENTS (OCT 2014)(APPLIES ONLY TO FIXED-PRICE TASK ORDERS REQUIRING WORK ON A GOVERNMENT INSTALLATION)**

- (a) In accordance with the clause FAR 52.228-5, *Insurance – Work on a Government Installation*, the following types and minimum amounts of insurance shall be maintained by the Contractor:
- (1) Workers' compensation – Amount in accordance with applicable Federal and State workers' compensation and occupational disease statutes.
  - (2) Employer's liability - \$100,000 (except in States with exclusive or monopolistic funds that do not permit worker's compensation to be written by private carriers).
  - (3) Comprehensive bodily injury liability - \$500,000.
  - (4) Property damage liability – None, unless otherwise required by the Contracting Officer.
  - (5) Comprehensive automobile bodily injury liability - \$200,000 per person and

\$500,000 per occurrence.

- (6) Comprehensive automobile property damage - \$20,000 per occurrence.
- (b) The Contractor shall provide evidence of such insurance, if requested by the Contracting Officer; and the Contracting Officer may require such evidence to be provided prior to the commencement of work under the contract.

#### **H.11 DOE-H-2055 GOVERNMENT FURNISHED PROPERTY (OCT 2014)**

In accordance with the clause FAR 52.245-1, *Government Property*, the Government will provide the property listed in (Pursuant to Section B.1, DOE-B-2012 Supplies/Services Being Procured/Delivery Requirements, this clause only applies if established and incorporated into an individual Task Order).

#### **H.12 DOE-H-2057 DEPARTMENT OF LABOR WAGE DETERMINATIONS ALTERNATE I (OCT 2014)**

The Contractor's performance under each individual Task Order issued pursuant to this contract shall comply with the requirements of the U.S. Department of Labor Wage Determination(s) located in Section J, Attachment 3 of this contract.

#### **H.13 DOE-H-2056 ANNUAL INDIRECT BILLING RATES (OCT 2014) (For T&M Task Orders)**

- (a) Pursuant to the clause at FAR 52.216-7, Allowable Cost and Payment, indirect billing rates, revised billing rates (as necessary), and final indirect cost rate agreements must be established between the Contractor and the Department of Energy (DOE) for each of the Contractor's fiscal years for the life of the contract. These indirect rate agreements allow the Contractor to recover indirect expenses incurred during a fiscal year for which final indirect rates have not been established.
- (b) Indirect billing and revised indirect billing rate proposals must represent the Contractor's best estimate of the anticipated indirect expenses to be incurred and the estimated allocation base for the current fiscal year in accordance with its approved accounting system. Revised billing rates allow the adjustment of the approved billing rates, based upon updated information, in order to prevent significant over or under billings.
- (c) The establishment of rates for the reimbursement of independent research and development/bid and proposal costs shall be in accordance with the provisions of FAR Subpart 42.7, "Indirect Cost Rates," FAR 31.205-18, "Independent Research and Development and Bid and Proposal Costs," and DEAR 931.205-18, "Independent Research and Development (IR&D) and Bid and Proposal (B&P) Costs."
- (d) Paragraph (e) below, identifies the requirements and process to be followed by the Contractor in establishing indirect rates for contracts when DOE is the Cognizant Federal Agency (CFA)

and when DOE is not the CFA. Specific instructions for submittal of indirect rate proposals to agencies other than DOE must be obtained from the agency involved.

(e) Requirements whether or not DOE is the CFA.

(1) Allowability of costs and acceptability of cost allocation methods shall be determined in accordance with the applicable sections of FAR Part 30, Cost Accounting Standards, FAR Part 31 and DEAR 931, Contract Cost Principles and Procedures, in effect as of the date of this contract.

(2) Pending settlement of the final indirect expense rates for any period, the Contractor shall be reimbursed at billing rates approved by the CFA subject to acknowledgment by the cognizant DOE Contracting Officer. These billing rates are subject to appropriate adjustments when revised by mutual agreement or when the final indirect rates are settled, either by mutual agreement or unilateral determination by the CFA subject to acknowledgment by the cognizant DOE Contracting Officer.

(3) The Contractor shall continue to use the latest DOE or CFA approved billing rate(s) which have been acknowledged by the cognizant DOE Contracting Officer until those rates are superseded by establishment of final rates or more current billing rates. In those cases where current billing rates have not been established, the latest approved final rates shall be used for invoicing, unless it is determined by the cognizant DOE Contracting Officer that use of said rates would not provide for an equitable recovery of indirect costs. In those instances, the cognizant DOE Contracting Officer will take whatever steps are necessary to establish rates that DOE considers to be reasonable for billing purposes.

**H.14 DOE-H-2058 DESIGNATION AND CONSENT OF MAJOR SUBCONTRACTS –  
ALTERNATE I (OCT 2014) (REVISED)**

(a) In accordance with the clause at FAR 52.244-2(d), *Subcontracts*, the following subcontracts have been determined to be major subcontracts:

1.1. As JV members of BTP, both BGS and Trinity will be major subcontractors to the unpopulated JV.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- (b) In the event that the Contractor plans either to award or use a new major subcontract or replace an existing, approved major subcontract identified in paragraph (a) above, the Contractor shall provide advance notification to, and obtain consent from, the Contracting Officer, notwithstanding the consent requirements under any approved purchasing system or any other terms or conditions of the contract. Consent to these subcontracts is retained by the Contracting Officer and will not be delegated.
  
- (c) In the event that the Contractor proposes to use a new, or replace, one or more of the approved major subcontractors identified in paragraph (a) above in performance of an individual Task Order, the Contractor shall provide advance notification to, and obtain consent from the cognizant Contracting Officer notwithstanding any other terms and conditions of the contract. Consent of these subcontracts is retained by the cognizant

Contracting Officer for the Task Order and will not be delegated. The requirements of this paragraph (c) apply when the Contractor proposes the use of a new major subcontractor either prior to or subsequent to the award of the individual Task Order. The Contractor shall provide rationale and a detailed explanation including the equivalency or similarity of the experience and qualifications to the above listed major subcontractor and any other information requested by the cognizant Contracting Officer. Consent may be provided on a one time basis only and should not be construed as authorizing the use of the new major subcontractor on future Task Orders.

#### **H.15 DOE-H-2059 PRESERVATION OF ANTIQUITIES, WILDLIFE AND LAND AREAS (OCT 2014)**

- (a) Federal Law provides for the protection of antiquities located on land owned or controlled by the Government. Antiquities include Indian graves or campsites, relics and artifacts. The Contractor shall control the movements of its personnel and its subcontractor's personnel at the job site to ensure that any existing antiquities discovered thereon will not be disturbed or destroyed by such personnel. It shall be the duty of the Contractor to report to the Contracting Officer the existence of any antiquities so discovered.
- (b) The Contractor shall also preserve all vegetation (including wetlands) except where such vegetation must be removed for survey or construction purposes. Any removal of vegetation shall be in accordance with the terms of applicable habitat mitigation plans and permits. Furthermore, all wildlife must be protected consistent with programs approved by the Contracting Officer.
- (c) Except as required by or specifically provided for in other provisions of this contract, the Contractor shall not perform any excavations, earth borrow, preparation of borrow areas, or otherwise disturb the surface soils within the job site without the prior approval of DOE or its designee.

#### **H.17 DOE-H-2062 PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (OCT 2014)**

- (a) Pursuant to the clause at FAR 52.204-9, *Personal Identity Verification of Contractor Personnel*, the Contractor shall comply with applicable DOE regulations, policies and directives regarding identification, credential and access management for its personnel who have routine physical access to DOE-owned or -controlled sites or facilities or routine access to DOE information systems.
- (b) The Contractor shall comply with the requirements of those DOE directives, or parts thereof, identified below in implementing the requirements of this clause. The Contracting Officer may, at any time, unilaterally amend this clause in order to add, modify or delete specific requirements.

DOE O 206.2	Identity, Credential, and Access Management (ICAM)	February 19, 2013
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#### **H.18 DOE-H-2063 CONFIDENTIALITY OF INFORMATION (OCT 2014)**

- (a) Performance of work under this contract may result in the Contractor having access to confidential information via written or electronic documents, or by virtue of having access to DOE's electronic or other systems. Such confidential information includes personally identifiable information (such as social security account numbers) or proprietary business, technical, or financial information belonging to the Government or other companies or organizations. The Contractor shall treat this information as confidential and agrees not to use this information for its own purposes, or to disclose the information to third parties, unless specifically authorized to do so in writing by the Contracting Officer.
- (b) The restrictions set out in paragraph (a) above, however, do not apply to –
- (1) Information which, at the time of receipt by the Contractor, is in the public domain;
  - (2) Information which, subsequent to receipt by the Contractor, becomes part of the public domain through no fault or action of the Contractor;
  - (3) Information which the Contractor can demonstrate was previously in its possession and was not acquired directly or indirectly as a result of access obtained by performing work under this contract;
  - (4) Information which the Contractor can demonstrate was received from a third party who did not require the Contractor to hold it in confidence; or
  - (5) Information which is subject to release under applicable law.
- (c) The Contractor shall obtain a written agreement from each of its employees who are granted access to, or furnished with, confidential information, whereby the employee agrees that he or she will not discuss, divulge, or disclose any such information to any person or entity except those persons within the Contractor's organization directly concerned with the performance of the contract. The agreement shall be in a form satisfactory to the Contracting Officer.
- (d) Upon request of the Contracting Officer, the Contractor agrees to execute an agreement with any party which provides confidential information to the Contractor pursuant to this contract, or whose facilities the Contractor is given access to that restrict use and disclosure of confidential information obtained by the Contractor. A copy of the agreement, which shall include all material aspects of this clause, shall be provided to the Contracting Officer for approval.
- (e) Upon request of the Contracting Officer, the Contractor shall supply the Government with

reports itemizing the confidential or proprietary information it receives under this contract and identify the source (company, companies or other organizations) of the information.

- (f) The Contractor agrees to flow down this clause to all subcontracts issued under this contract.

**H.19 DOE-H-2064 USE OF INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND THIRD PARTY SERVICES - ALTERNATE I (OCT 2014)**

- (a) Acquisition of Information Technology. The Government may provide information technology equipment, existing computer software (as described in 48 CFR 27.405), and third party services for the Contractor's use in the performance of the contract; and the Contracting Officer may provide guidance to the Contractor regarding usage of such equipment, software, and third party services. The Contractor is not authorized to acquire (lease or purchase) information technology equipment, existing computer software, or third party services at the Government's direct expense without prior written approval of the Contracting Officer. Should the Contractor propose to acquire information technology equipment, existing computer software, or third party services, the Contractor shall provide to the Contracting Officer justification for the need, including a complete description of the equipment, software or third party service to be acquired, and a lease versus purchase analysis if appropriate.
- (b) The Contractor shall immediately provide written notice to the Contracting Officer's Representative when an employee of the Contractor no longer requires access to the Government information technology systems.
- (c) The Contractor shall not violate any software licensing agreement, or cause the Government to violate any licensing agreement.
- (d) The Contractor agrees that its employees will not use, copy, disclose, modify, or reverse engineer existing computer software provided to it by the Government except as permitted by the license agreement or any other terms and conditions under which the software is made available to the Contractor.
- (e) If at any time during the performance of this contract the Contractor has reason to believe that its utilization of Government furnished existing computer software may involve or result in a violation of the software licensing agreement, the Contractor shall promptly notify the Contracting Officer, in writing, of the pertinent facts and circumstances. Pending direction from the Contracting Officer, the Contractor shall continue performance of the work required under this contract without utilizing the software.
- (f) The Contractor agrees to include the requirements of this clause in all subcontracts at any tier.
- (g) The Contractor shall comply with the requirements of those DOE directives, or parts thereof, identified elsewhere in the contract pursuant to the clause at DOE-H-2071,

Department of Energy Directives.

## **H.20 DOE-H-2065 REPORTING OF FRAUD, WASTE, ABUSE, CORRUPTION, OR MISMANAGEMENT (OCT 2014)**

The Contractor shall comply with the following:

- (a) Notify employees annually of their duty to report allegations of fraud, waste, abuse, misuse, corruption, criminal acts, or mismanagement relating to DOE programs, operations, facilities, contracts, or information technology systems to an appropriate authority (e.g., OIG, other law enforcement, supervisor, employee concerns office, security officials). Examples of violations to be reported include, but are not limited to, allegations of false statements; false claims; bribery; kickbacks; fraud; DOE environment, safety, and health violations; theft; computer crimes; contractor mischarging; conflicts of interest; and conspiracy to commit any of these acts. Contractors must also ensure that their employees are aware that they may always report incidents or information directly to the Office of Inspector General (OIG).
- (b) Display the OIG hotline telephone number in buildings and common areas such as cafeterias, public telephone areas, official bulletin boards, reception rooms, and building lobbies.
- (c) Publish the OIG hotline telephone number in telephone books and newsletters under the Contractor's cognizance.
- (d) Ensure that its employees report to the OIG within a reasonable period of time, but not later than 24 hours after discovery, all alleged violations of law, regulations, or policy, including incidents of fraud, waste, abuse, misuse, corruption, criminal acts, or mismanagement, that have been referred to Federal, State, or local law enforcement entities.
- (e) Ensure that its employees report to the OIG any allegations of reprisals taken against employees who have reported to the OIG fraud, waste, abuse, misuse, corruption, criminal acts, or mismanagement.
- (f) Ensure that its managers do not retaliate against DOE contractor employees who report fraud, waste, abuse, misuse, corruption, criminal acts, or mismanagement.
- (g) Ensure that all their employees understand that they must –
  - (1) Comply with requests for interviews and briefings and must provide affidavits or sworn statements, if so requested by an employee of the OIG so designated to take affidavits or sworn statements;
  - (2) Not impede or hinder another employee's cooperation with the OIG; and

- (3) Not take reprisals against DOE contractor employees who cooperate with or disclose information to the OIG or other lawful appropriate authority.
- (h) Seek more specific guidance concerning reporting of fraud, waste, abuse, corruption, or mismanagement, and cooperation with the Inspector General, in DOE directives.

**H.21 DOE-H-2066 SAFEGUARDS AND SECURITY PROGRAM (OCT 2014)**

- (a) Pursuant to the clause at DEAR 952.204-2, *Security*, the Contractor agrees to comply with all security regulations and contract requirements as incorporated into the contract.
- (b) The Contractor shall comply with the requirements of those DOE directives, or parts thereof, identified below in implementing the requirements of this clause. The Contracting Officer, may, at any time, unilaterally amend this clause in order to add, modify or delete specific requirements.

DOE Order 470.4B	Safeguards and Security Program	7/21/11
DOE Manual 470.4-1, Chg. 2	Safeguards and Security Program Planning and Management	7/21/11
DOE Order 205.1B, Chg. 3	Department of Energy Cyber Security Management	5/16/11

**H.22 DOE-H-2067 GOVERNMENT FURNISHED ON-SITE FACILITIES OR SERVICES (OCT 2014)**

- (a) Pursuant to the Government Property clause of this contract, the Government shall, during the period of performance of this contract, furnish to the Contractor office space for approximately up to 25 contractor personnel. Additional office space may be provided by the Government as necessary for contract performance. The Contractor shall not acquire or lease any office space without the prior written approval of the Contracting Officer.
- (b) As necessary during contract performance, the Government shall provide to the Contractor, for that office space described in paragraph (a) above, office furnishings, supplies, utilities, telephone, janitorial and mail services, and access to Government-owned computer systems.

**H.23 DOE-H-2068 CONFERENCE MANAGEMENT (OCT 2014) (APPLIES TO TIME-AND-MATERIAL TASK ORDERS)**

The Contractor agrees that:

- a) The contractor shall ensure that contractor-sponsored conferences reflect the DOE/NNSA's commitment to fiscal responsibility, appropriate stewardship of taxpayer funds and support the mission of DOE/NNSA as well as other sponsors of work. In addition, the contractor will ensure conferences do not include any activities that create the appearance of taxpayer funds being used in a questionable manner.

b) For the purposes of this clause, “conference” is defined in Attachment 2 to the Deputy Secretary’s memorandum of August 17, 2015 entitled “Updated Guidance on Conference-Related Activities and Spending.”

c) Contractor-sponsored conferences include those events that meet the conference definition and either or both of the following:

1) The contractor provides funding to plan, promote, or implement an event, except in instances where a contractor:

i) covers participation costs in a conference for specified individuals (e.g. students, retirees, speakers, etc.) in a total amount not to exceed \$10,000 (by individual contractor for a specific conference) or

ii) purchases goods or services from the conference planners (e.g., attendee registration fees, renting booth space).

2) The contractor authorizes use of its official seal, or other seals/logos/ trademarks to promote a conference. Exceptions include non-M&O contractors who use their seal to promote a conference that is unrelated to their DOE contract(s) (e.g., if a DOE IT contractor were to host a general conference on cyber security).

d) Attending a conference, giving a speech or serving as an honorary chairperson does not connote sponsorship.

e) The contractor will provide information on conferences they plan to sponsor with expected costs exceeding \$100,000 in the Department’s Conference Management Tool, including:

1) Conference title, description, and date

2) Location and venue

3) Description of any unusual expenses (e.g., promotional items)

4) Description of contracting procedures used (e.g., competition for space/support)

5) Costs for space, food/beverages, audio visual, travel/per diem, registration costs, recovered costs (e.g., through exhibit fees)

6) Number of attendees

f) The contractor will not expend funds on the proposed contractor-sponsored conferences with expenditures estimated to exceed \$100,000 until notified of approval by the contracting officer.

g) For DOE-sponsored conferences, the contractor will not expend funds on the proposed conference until notified by the contracting officer.

1) DOE-sponsored conferences include events that meet the definition of a conference and where the Department provides funding to plan, promote, or implement the conference and/or authorizes use of the official DOE seal, or other seals/logos/ trademarks to promote a conference. Exceptions include instances where DOE:

- i) covers participation costs in a conference for specified individuals (e.g. students, retirees, speakers, etc.) in a total amount not to exceed \$10,000 (by individual contractor for a specific conference) or
    - ii) purchases goods or services from the conference planners (e.g., attendee registration fees; renting booth space); or provide funding to the conference planners through Federal grants.
  - 2) Attending a conference, giving a speech, or serving as an honorary chairperson does not connote sponsorship.
  - 3) The contractor will provide cost and attendance information on their participation in all DOE-sponsored conference in the DOE Conference Management Tool.
- h) For non-contractor sponsored conferences, the contractor shall develop and implement a process to ensure costs related to conferences are allowable, allocable, reasonable, and further the mission of DOE/NNSA. This process must at a minimum:
- 1) Track all conference expenses.
  - 2) Require the Laboratory Director (or equivalent) or Chief Operating Officer approve a single conference with net costs to the contractor of \$100,000 or greater.
    - i) Contractors are not required to enter information on non-sponsored conferences in DOE'S Conference Management Tool.

Once funds have been expended on a non-sponsored conference, contractors may not authorize the use of their trademarks/logos for the conference, provide the conference planners with more than \$10,000 for specified individuals to participate in the conference, or provide any other sponsorship funding for the conference. If a contractor does so, its expenditures for the conference may be deemed unallowable.

#### **H.24 DOE-H-2069 PAYMENTS FOR DOMESTIC EXTENDED PERSONNEL ASSIGNMENTS (OCT 2014) (REVISED)**

- (a) Definition. For purposes of this clause, "domestic extended personnel assignments" are defined as any assignment of contractor personnel to a domestic location different than their permanent duty station for a period expected to exceed 30 consecutive calendar days.
- (b) All extended personnel assignments must be requested, justified and receive prior approval from the Contracting Officer. For domestic extended personnel assignments, the Contractor shall be reimbursed the lesser of temporary relocation costs (Temporary Change of Station allowances as described in the Federal Travel Regulation at §302-3.400 - §302-3.429) or a reduced per diem (Extended Travel Duty) in accordance with the allowable cost provisions of the contract and the following:
  - (1) When a reduced per diem method (Extended Travel Duty) is utilized, the allowances are as follows:

(i) Lodging. For the first 60 days and last 30 days of the assignment, the Government will reimburse costs associated with lodging at the lesser of actual cost or 100% of the Federal per diem rate at the assignment location. The intervening days lodging will be reimbursed at the lesser of actual cost or 55% of Federal per diem.

(ii) Meals and Incidental Expenses. For the first 30 days and last 30 days of the assignment, the Government will reimburse costs associated with meals and incidental expenses (M&IE) at the lesser of actual cost or 100% of the Federal per diem rate at the assignment location. The intervening days M&IE will be reimbursed at the lesser of actual cost or 55% of Federal per diem.

(2) The Government will not reimburse any costs associated with per diem (except for in-route travel) unless the contractor employee maintains a residence at the permanent duty station.

(3) The Government will not reimburse costs associated with salary premiums, per diem, lodging, or other subsidies for contractor employees on domestic extended personnel assignments after 3 years (except for the reimbursements described above during the last 30 days of the assignment).

(4) If an assignment has breaks within a three year period, the calculation of the total length of the assignment will be as follows: If the break between assignments is less than 12 months, the Government will consider the assignment continuous for purposes of the three year clock. For instance, if a contractor employee completes a 2 year assignment at location A and returns to his/her permanent duty station for 12 months, a subsequent new 2 year assignment back to location A will restart the 3 year clock. The assignments will be considered two separate 2 year assignments. On the other hand, if in the previous example the employee's return to his/her permanent duty station was 6 months, the Government would consider the second assignment to be a continuation of the first for purposes of the 3 year rule.

(5) The Government will not reimburse costs associated with salary premiums that exceed 10%.

(6) The Contractor shall include the substance of this clause, including justification and Contracting Officer approval, in all subcontracts in which travel will be reimbursed at cost.

## **H.26 DOE-H-2071 DEPARTMENT OF ENERGY DIRECTIVES (OCT 2014)**

- (a) In performing work under this contract, the Contractor shall comply with the requirements of those Department of Energy (DOE) directives, or parts thereof listed in Section J, Attachment J-2 – Requirement Sources and Implementing Documents (List A) and List of Applicable DOE Directives (List B), or identified elsewhere in the contract.
- (b) The Contracting Officer may, at any time, unilaterally amend this clause, or other clauses

which incorporate DOE directives, in order to add, modify or delete specific requirements. Prior to revising the listing of directives, the Contracting Officer shall notify the Contractor in writing of the Department's intent to revise the list, and the Contractor shall be provided with the opportunity to assess the effect of the Contractor's compliance with the revised list on contract cost and funding, technical performance, and schedule, and identify any potential inconsistencies between the revised list and the other terms and conditions of the contract. Within 30 days after receipt of the Contracting Officer's notice, the Contractor shall advise the Contracting Officer in writing of the potential impact of the Contractor's compliance with the revised list. Based on the information provided by the Contractor and any other information available, the Contracting Officer shall decide whether to revise the listing of directives and so advise the Contractor not later than 30 days prior to the effective date of the revision.

- (c) Notwithstanding the process described in paragraph (b), the Contracting Officer may direct the Contractor to immediately begin compliance with the requirements of any directive.
- (d) The Contractor and the Contracting Officer shall identify and, if appropriate, agree to any changes to other contract terms and conditions, including cost and schedule, associated with the revision pursuant to the clause of this contract at FAR 52.243-1, Changes – Fixed-Price for FFP task orders, and/or FAR 52.243-3, Changes – Time-and-Materials or Labor-Hours for T&M task orders.
- (e) Regardless of the performer of the work, the Contractor is responsible for compliance with the requirements of this clause. The Contractor shall include this clause in all subcontracts to the extent necessary to ensure the Contractor's compliance with these requirements.

## **H.27 DOE-H-2075 PROHIBITION ON FUNDING FOR CERTAIN NONDISCLOSURE AGREEMENTS**

The Contractor agrees that:

- a) No cost associated with implementation or enforcement of nondisclosure policies, forms or agreements shall be allowable under this contract if such policies, forms or agreements do not contain the following provisions: “These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.”
- b) The limitation above shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

c) Notwithstanding the provisions of paragraph (a), a nondisclosure or confidentiality policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure or confidentiality forms shall also make it clear that they do not bar disclosures to Congress, or to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

## **H.28 DOE-H-2076 LOBBYING RESTRICTIONS (OCT 2014)**

The Contractor agrees that none of the funds obligated on this award shall be expended, directly or indirectly, to influence congressional action on any legislation or appropriation matters pending before Congress, other than to communicate to Members of Congress as described in 18 U.S.C. § 1913. This restriction is in addition to those prescribed elsewhere in statute and regulation.

## **H.29 DOE-H-2077 DEPARTMENT OF ENERGY TRAINING INSTITUTE – OCCUPATIONAL HEALTH, SAFETY, AND EMERGENCY RESPONSE (JAN 2017)**

(a) The Contractor shall utilize the Department of Energy (DOE) Training Institute (DTI) resources to the maximum extent practical for occupational, health, safety, and emergency response training. The Contractor, as applicable, shall use DTI by utilizing the reciprocity program, instructor-certification, mobile training teams, and use of common core curriculum as applicable.

(1) Reciprocity: The DTI Training Reciprocity program evaluates and certifies training programs and core content against DOE requirements, establishing a basis for consistent training. Reciprocity reduces redundant training to improve employee mobility and project mobilization, saving time and resources. Reference DOE Policy 364.1.

(2) Common Core Curriculum: Courses in the Common Core Training Program are developed and maintained by DTI instructional designers and subject matter experts. These courses are available enterprise-wide for delivery by DTI-certified instructors. Common Core Training eliminates duplicative course development and maintenance activities while providing maximum flexibility for delivery.

(3) Instructor-Certification: The DTI Instructor Certification Program recognizes subject matter experts and experienced trainers who are qualified to deliver common core courses across the DOE enterprise. The Contractor selects instructors to be certified by DTI.

(4) Mobile Training Teams: Mobile Training Teams are available to DOE locations who do not maintain the capability to deliver a specific course. Courses are delivered by certified DTI instructors who are subject matter experts in the topical area.

(b) DTI course offerings, information on becoming a certified DTI trainer, enrollment, and contact information can be found on <https://dti.doe.gov>.

(c) DTI training shall be considered common core fundamental material. Contractors are expected to provide gap training needed to address site specifics identified through their approved Integrated Safety Management (ISM) Program and associated program plans required by existing DOE requirements. Gap training shall not repeat fundamental training core content.

(d) DTI training is funded by DOE with no cost to the Contractors.

(e) The Contractor shall first consider DTI for all applicable training needs and only obtain such training outside of DTI after written approval of the Contracting Officer (CO) following the Contractor's written request containing the following: (1) rationale describing in detail why DTI provided material, including contractor supplemented site specific material, is insufficient, (2) rationale supporting the increased cost, scope, and schedule of maintaining a local course and capability for training instruction proposed in place of DTI training, and (3) rationale as to why the loss of standardization DOE is seeking by using alternative materials is of value to the DOE. Prior to requesting CO approval, the contractor shall complete the course request form at <https://dti.doe.gov>. DTI will respond within 10 working days on the availability of DTI course materials that might provide the course or assist in the development of the Contractor course.

(f) This contract clause shall be flowed down to all subcontractors, and the Contractor is responsible for compliance by its employees and subcontractors.

### **H.30 TASK ORDERING PROCEDURE**

(a) A task order may be issued under this basic IDIQ contract for any work scope covered by Section C, Performance Work Statement. Task orders may be issued as Firm-Fixed-Price (FFP) or Time-and-Materials (T&M).

(b) All task order efforts shall be completed in accordance with the contract requirements, in addition to the requirements as stated within the task order. In the event of a conflict between the requirements of the task order and the contract requirements, the contract shall prevail.

(c) Prior to issuing a task order, the CO will provide the Contractor with a Request for Task Order Proposal (RFTOP) including, at a minimum, the following:

1. A task order PWS providing the functional description/requirements of the work, deliverables, Government-furnished items (if any), and period of performance, as well as identifying the objectives or results desired from the contemplated task order;
2. Proposed performance standards to be used as criteria for determining whether the work requirements have been met;

3. The requirements for the Contractor's task order proposal (see reference paragraph (f) below); and
  4. A response time for submitting the task order proposal.
- (d) Task orders will be issued on forms specified and provided by the Government. Task orders will be numbered. All task order modifications will be issued in writing on a Standard Form 30 and will be numbered sequentially.
- (e) If time constraints do not permit issuance of a fully defined task order in accordance with the procedures described in this clause, the CO may issue an undefinitized task order which includes a Not-To-Exceed ceiling cost/price for which all the terms and conditions will be subsequently negotiated and definitized at a later date.
- (f) The Contractor shall submit a Task Order Proposal within ten (10) calendar days of receipt of each RFTOP issued by the CO.
1. The Contractor's Task Order Proposal shall include, at a minimum, the following:
    - a. Discussion of the technical approach for performing the work;
    - b. A detailed schedule including, but not limited to, key milestones identified in the Government PWS and/or the Contractor's technical approach;
    - c. Resumes for all proposed personnel with sufficient information to show that they at least meet the minimum qualifications of the labor categories for which they are being proposed;
    - d. Detailed cost/price information (reference paragraphs (2) and/or (3) below). The Contractor shall substantiate and provide the basis for all proposed costs (e.g., based on rates set on the IDIQ contract, historical data, competition, or other appropriate industry standard).
    - e. Proposed deviations (if any) from the stated PWS requirements; and
    - f. Any other information required to determine the reasonableness of the Contractor's proposal.
  2. The Contractor's Task Order Proposal for Firm-Fixed-Price (FFP) task orders shall, in addition to the minimum requirements found in (f)(1) above, include:
    - a. Date of commencement of work and any necessary revision to the schedule of performance stipulated by the Government;
    - b. A total firm-fixed-price utilizing the established full-burdened labor rates in Section B.2(b), Table B.2(3): IDIQ Schedule of Fully Burdened Labor Rates and the proposed task specific number of hours for the completion of the work described in the PWS of the task order by the schedule of performance. The firm-fixed-price proposed by the Contractor shall incorporate all anticipated costs including fully-burdened labor, travel, material, equipment and other direct costs. In addition, the firm-fixed-price shall include any indirect costs and profit associated with the travel, material, equipment and other direct costs;
    - c. The Contractor shall include a detailed breakdown of direct labor hours for each labor category performing the task order work. The Contractor shall

- determine the total direct labor costs by totaling the number of labor hours for each labor category and then multiplying by the appropriate fully-burdened labor rate from Section B.2(b), Table B.2(3): IDIQ Schedule of Fully Burdened Labor Rates;
- d. Resumes for all proposed personnel with sufficient information to show that they at least meet the minimum qualifications of the labor categories for which they are being proposed;
  - e. Other Direct Costs (e.g., Materials, Supplies, Equipment, Software Licenses, Training, Travel). The Contractor shall include a detailed breakdown of all Other Direct Costs (ODCs) required to perform the task order work. The Contractor shall propose all travel in accordance with FAR 31.205-46 – Travel Costs, and established Per Diem Rates. The Contractor shall provide a breakout of all travel by number of travelers, number of days, origination and destination locations, allowable per diem rates, airfare, and other details to fully support the proposed travel costs;
  - f. Other pertinent information.
3. The Contractor's Task Order Proposal for Time-and-Materials (T&M) task orders shall, in addition to the minimum requirements found in (f)(1) above, include:
- a. The date of commencement of work and any necessary revision to the schedule of performance stipulated by the Government;
  - b. A total ceiling price utilizing the established fully-burdened labor rates in Section B.2(b), Table B.2(3): IDIQ Schedule of Fully Burdened Labor Rates and the proposed not-to-exceed number of hours to perform the work described in the PWS of the task order for the entire task order period of performance. The ceiling price proposed by the Contractor shall incorporate all anticipated costs including fully-burdened labor, travel, material, equipment and other direct costs. In addition, the ceiling price shall include any indirect costs and profit associated with the travel, material, equipment and other direct costs;
  - c. Direct Productive Labor Hours (DPLH), on an annual basis by the applicable labor category, and the total number of labor hours, estimated to be necessary to perform the work. The Contractor shall determine the total direct labor costs by totaling the number of labor hours for each labor category and then multiplying by the appropriate fully-burdened labor rate from Section B.2(b), Table B.2(3): IDIQ Schedule of Fully Burdened Labor Rates;
  - d. Resumes for all proposed personnel with sufficient information to show that they at least meet the minimum qualifications of the labor categories for which they are being proposed;
  - e. Other Direct Costs (e.g., Materials, Supplies, Equipment, Software Licenses, Training, Travel). The Contractor shall include a detailed breakdown of all Other Direct Costs (ODCs) required to perform the task order work. The Contractor shall propose all travel in accordance with FAR 31.205-46 – Travel Costs, and established Per Diem Rates. The Contractor shall provide a breakout of all travel by number of travelers, number of days, origination and

destination locations, allowable per diem rates, airfare, and other details to fully support the proposed travel costs;

- f. Other pertinent information.
- (g) The Contractor's task order proposal is subject to review and acceptance by the CO or his/her designee. The CO will either approve the Contractor's task order proposal or negotiate any areas of disagreement with the Contractor. The Contractor shall not perform any work on the task order until authorized by the CO. After review and any necessary discussions, the CO may issue a task order to the Contractor containing, as a minimum, the following:
1. Date of the order.
  2. Contract number and task order number.
  3. PWS identifying the objectives or results desired from the task order, including special instructions or other information necessary for performance of the task.
  4. Performance standards, and where appropriate, quality assurance standards.
  5. Maximum dollar amount authorized (FFP amount or T&M ceiling value).
  6. Any other resources (e.g., travel, material, equipment, facilities) authorized.
  7. Delivery/performance schedule including start and end dates.
  8. Accounting and appropriation data.
- (h) With respect to Section I clause FAR 52.216-18 Ordering, paragraph (c), task orders may be issued via mail, facsimile, or electronically.
- (i) The Contractor shall provide acknowledgement to the CO of receipt of the task order within 2 business days after receipt.
- (j) The Contractor shall deliver all task order specific deliverables as stated in the task order.

### **H.31 PARTNERING**

In order to most effectively accomplish this Contract, the Government proposes to form a cohesive partnership with the Contractor. It is a way of doing business based upon trust, dedication to common goals, and an understanding and respect of each other's expectations and values. The process creates a teambuilding environment which fosters better communication and problem solving, and a mutual trust between the participants. These key elements create a climate in which issues can be raised, openly discussed, and jointly settled, without getting into an adversarial relationship. In this way, partnering is a mindset, and a way of doing business. It is an attitude toward working as a team, and achieving successful project execution. This endeavor seeks an environment that nurtures team building cooperation, and trust between the Government and the Contractor. The partnership strives to draw on the strengths of each organization in an effort to achieve a quality project done right the first time, within budget, and on schedule.

Participation in the partnership will be totally voluntary by the parties. Any cost associated with effectuating this partnership will be accounted for in accordance with the terms of this Contract.

### **H.32 CONTRACTOR EMPLOYEE TRAINING**

The Contractor shall be responsible for selecting personnel who are well qualified to perform the required work, overseeing their performance, and ensuring that the quality of services meets Government expectations. The Contractor shall hire only competent personnel, meeting at least the minimum qualification requirements, to be used in the performance of any Task Order issued under this Contract. DOE shall have the right to direct the Contractor to require the replacement of any employee of the Contractor who does not meet the qualification, training, and certification requirements necessary to perform the work. Personnel assigned by the Contractor shall also practice good standards of moral and ethical conduct that are acceptable to the Government.

The Contractor shall provide fully qualified and trained personnel from its own resources to support the requirements under this contract. The Contractor is responsible for ensuring that employees remain cognizant and knowledgeable of emerging orders, regulations, directives, and proven technologies applicable to the work to be performed.

The Contractor shall ensure that all employees who perform services under this Contract attend mandatory DOE-provided security and/or safety training within 30 days of the issuance of this Contract and at least once annually thereafter. The Contractor is responsible to complete any project training discussed in the Performance Work Statement or as directed by the Contracting Officer or Contracting Officer Representative. The Contractor shall ensure that every employee expected to work on this contract is adequately trained and instructed to safely and competently perform the work.

### **H.33 U.S. DEPARTMENT OF ENERGY OFFICE OF ENVIRONMENTAL MANAGEMENT QUALITY ASSURANCE PROGRAM (QAP)**

The Contractor shall implement a Department of Energy (DOE) approved Quality Assurance Program (QAP) (Deliverable #17) in accordance with the current revision as of the date of this solicitation, of the *Environmental Management (EM) Quality Assurance Program (QAP)*, EM-QA-001.

The Contractor's QAP shall document the method for determining which quality requirements are flowed down to subcontractors and suppliers and the process used for implementation of that method, including flow-down of EM-QA-001.

The Contractor's QAP shall document the basis for the graded approach (as defined in DOE Order 414.ID and EM-QA-001) and process used for implementation of that approach.

Contractors have three options for complying with the QAP contract requirement:

1. Develop and submit, for DOE approval, a new QAP;
2. Adopt the prior Contractor's DOE-approved QAP (if available); or
3. Modify the prior Contractor's DOE-approved QAP (if available) and submit it for DOE approval.

Development of a new QAP, or adoption of an existing or modified version of a QAP from a prior contractor, does not alter a Contractor's legal obligation to comply with 10 CFR 830, other regulations affecting QA and DOE Order 414.ID.

The Contractor shall, at a minimum, annually review and update as appropriate, their QAP. The review and any changes shall be submitted to DOE for approval. Changes shall be approved before implementation by the Contractor.

Consistent with the approved QAP, the Contractor shall develop/adopt and implement a comprehensive Issues Management System (as defined in DOE Order 226.1B) for the identification, assignment of significance category, and processing of issues identified within the Contractor's organization.

**PART II – CONTRACT CLAUSES**

**SECTION I**

**CONTRACT CLAUSES**

**I.1 FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at these addresses:

<http://www.acquisition.gov/far>

<http://energy.gov/management/downloads/searchable-electronic-department-energy-acquisition-regulation>

<b>I.2</b>	FAR 52.202-1	Definitions (NOV 2013)	
<b>I.3</b>	FAR 52.203-3	Gratuities (APR 1984)	
<b>I.4</b>	FAR 52.203-5	Covenant Against Contingent Fees (MAY 2014)	
<b>I.5</b>	FAR 52.203-6	Restrictions on Subcontractor Sales to the Government (SEP 2006)	
<b>I.6</b>	FAR 52.203-7	Anti-Kickback Procedures (MAY 2014)	
<b>I.7</b>	FAR 52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity (MAY 2014)	
<b>I.8</b>	FAR 52.203-10	Price or Fee Adjustment for Illegal or Improper Activity (MAY 2014)	
<b>I.9</b>	FAR 52.203-12	Limitation on Payments to Influence Certain Federal Transactions (OCT 2010)	
<b>I.10</b>	FAR 52.203-13	Contractor Code of Business Ethics and Conduct (OCT 2015)	
<b>I.11</b>	FAR 52.203-14	Display of Hotline Poster(s) (OCT 2015)	(b)(3) DOE IG Hotline Poster: <a href="http://energy.gov/sites/prod/files/igprod/documents/Hotline_poster.pdf">http://energy.gov/sites/prod/files/igprod/documents/Hotline_poster.pdf</a>
<b>I.12</b>	FAR 52.203-17	Contractor Employee Whistleblower Rights and Requirement To Inform Employees of Whistleblower Rights. (APR 2014)	
<b>I.13</b>	FAR 52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper (MAY 2011)	
<b>I.14</b>	FAR 52.204-9	Personal Identity Verification of Contractor Personnel (JAN 2011)	
<b>I.15</b>	FAR 52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards (OCT 2016)	
<b>I.16</b>	FAR 52.204-13	System for Award Management Maintenance (OCT 2016)	
<b>I.17</b>	FAR 52.204-15	Service Contract Reporting Requirements for Indefinite Delivery Contracts (OCT 2016)	
<b>I.18</b>	FAR 52.204-18	Commercial and Government Entity Code Maintenance (JUL 2016)	
<b>I.19</b>	FAR 52.204-19	Incorporation by Reference of Representations and	

		Certifications (DEC 2014)	
<b>I.20</b>	FAR 52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment (OCT 2015)	
<b>I.21</b>	FAR 52.209-9	Updates of Publicly Available Information Regarding Responsibility Matters (JUL 2013)	
<b>I.22</b>	FAR 52.209-10	Prohibition on Contracting With Inverted Domestic Corporations (NOV 2015)	
<b>I.23</b>	FAR 52.210-1	Market Research (APR 2011)	
<b>I.24</b>	FAR 52.215-2	Audit and Records – Negotiation (OCT 2010)	
<b>I.25</b>	FAR 52.215-8	Order of Precedence - Uniform Contract Format (OCT 1997)	
<b>I.26</b>	FAR 52.215-11	Price Reduction for Defective Certified Cost or Pricing Data -- Modifications (AUG 2011)	
<b>I.27</b>	FAR 52.215-13	Subcontractor Certified Cost or Pricing Data – Modifications (OCT 2010)	
<b>I.28</b>	FAR 52.215-17	Waiver of Facilities Capital Cost of Money (OCT 1997) <b>NOTE: This clause will not be included in the contract if awardee proposes Facilities Capital Cost of Money in its proposal.</b>	
<b>I.29</b>	FAR 52.215-19	Notification of Ownership Changes (OCT 1997)	
<b>I.30</b>	FAR 52.215-21	Requirements for Certified Cost or Pricing Data and Data Other Than Certified Cost or Pricing Data - Modifications. (OCT 2010) - Alternate III (OCT 1997)	(c) CD-ROM, and as requested by the Contracting Officer.
<b>I.31</b>	FAR 52.215-23	Limitations on Pass-Through Charges (OCT 2009)	
<b>I.32</b>	FAR 52.216-7	Allowable Cost and Payment (JUN 2013), as modified by DEAR 952.216-7( <b>Applicable only to the portion of T&amp;M task orders that provides for reimbursement of non-labor costs</b> )	(a)(3) 30 <sup>th</sup>
<b>I.33</b>	FAR 52.217-8	Option to Extend Services (NOV 1999)	any time prior to the expiration of the contract
<b>I.34</b>	FAR 52.217-9	Option to Extend the Term of the Contract (Mar 2000) ( <b>Applies at the task order level, not at the basic IDIQ contract level. Applicability will be determined on an individual task order basis.</b> )	(a) TBD on task order level; TBD on task order level (c) TBD on task order level
<b>I.35</b>	FAR 52.219-6	Notice of Total Small Business Set-Aside (NOV 2011)	
<b>I.36</b>	FAR 52.219-8	Utilization of Small Business Concerns (NOV 2016)	
<b>I.37</b>	FAR 52.219-14	Limitations on Subcontracting (JAN 2017)	
<b>I.38</b>	FAR 52.219-28	Post-Award Small Business Program Representation (JUL 2013)	
<b>I.39</b>	FAR 52.222-2	Payment for Overtime Premiums (Jul 1990)	(a) \$0
<b>I.40</b>	FAR 52.222-3	Convict Labor (JUN 2003)	
<b>I.41</b>	FAR 52.222-17	Nondisplacement of Qualified Workers (MAY 2014)	
<b>I.42</b>	FAR 52.222-21	Prohibition of Segregated Facilities (APR 2015)	
<b>I.43</b>	FAR 52.222-26	Equal Opportunity (SEP 2016)	
<b>I.44</b>	FAR 52.222-24	Preaward On-Site Equal Opportunity Compliance Evaluation (FEB 1999)	
<b>I.45</b>	FAR 52.222-35	Equal Opportunity for Veterans (Oct 2015)	
<b>I.46</b>	FAR 52.222-37	Employment Reports on Veterans (FEB 2016)	
<b>I.47</b>	FAR 52.222-40	Notification of Employee Rights Under the National Labor Relations Act (DEC 2010)	
<b>I.48</b>	FAR 52.222-41	Service Contract Labor Standards (MAY 2014)	

<b>I.49</b>	FAR 52.222-43	Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (MAY 2014)	
<b>I.50</b>	FAR 52.222-50	Combating Trafficking in Persons (MAR 2015)	
<b>I.51</b>	FAR 52.222-54	Employment Eligibility Verification (OCT 2015)	
<b>I.52</b>	FAR 52.222-55	Minimum Wages Under Executive Order 13658 (DEC 2015)	
<b>I.53</b>	FAR 52.223-2	Affirmative Procurement of Biobased Products Under Service and Construction Contracts (Sep 2013)	
<b>I.54</b>	FAR 52.223-5	Pollution Prevention and Right-to-Know Information (May 2011)	
<b>I.55</b>	FAR 52.223-6	Drug-Free Workplace (MAY 2001)	
<b>I.56</b>	FAR 52.223-10	Waste Reduction Program (May 2011)	
<b>I.57</b>	FAR 52.223-16	Acquisition of EPEAT® – Registered Personal Computer Products (Oct 2015)	
<b>I.58</b>	FAR 52.223-17	Affirmative Procurement of EPA-Designated Items in Service and Construction Contracts (MAY 2008)	
<b>I.59</b>	FAR 52.223-18	Encouraging Contractor Policies to Ban Text Messaging While Driving (AUG 2011)	
<b>I.60</b>	FAR 52.224-1	Privacy Act Notification (APR 1984)	
<b>I.61</b>	FAR 52.224-2	Privacy Act (APR 1984)	
<b>I.62</b>	FAR 52.225-1	Buy American – Supplies (MAY 2014)	
<b>I.63</b>	FAR 52.225-13	Restriction on Certain Foreign Purchases (JUN 2008)	
<b>I.64</b>	FAR 52.227-1	Authorization and Consent (DEC 2007)	
<b>I.65</b>	FAR 52.227-2	Notice and Assistance Regarding Patent and Copyright Infringement (DEC 2007)	
<b>I.66</b>	FAR 52.227-3	Patent Indemnity (APR 1984)	
<b>I.67</b>	FAR 52.227-14	Rights In Data-General. (MAY 2014) – As Modified by DEAR 927.409, Alternate II (DEC 2007), Alternate III (DEC 2007), and Alternate V (DEC 2007)	DEAR 927.409, Alt II fill-in: (g)(3) Purposes as set forth in 27.404-2(c)(1), and for Government business purposes (except for manufacture).
<b>I.68</b>	FAR 52.227-17	Rights in Data – Special Works (Dec 2007)	
<b>I.69</b>	FAR 52.227-23	Rights to Proposal Data (Technical) (JUN 1987)	All of the pages contained in the proposal dated August 03, 2018
<b>I.70</b>	FAR 52.228-5	Insurance - Work on a Government Installation (JAN 1997) <b>(Applies only to FFP task orders requiring more than a small amount of work on a Government installation)</b>	
<b>I.71</b>	FAR 52.229-3	Federal, State, and Local Taxes (FEB 2013) <b>(Applies to FFP task orders only)</b>	
<b>I.72</b>	FAR 52.232-1	Payments (APR 1984) <b>(Applies to FFP task orders only)</b>	
<b>I.73</b>	FAR 52.232-7	Payments under Time-and-Materials and Labor-Hour Contracts (AUG 2012) <b>(Applies to T&amp;M task orders only)</b>	
<b>I.74</b>	FAR 52.232-8	Discounts for Prompt Payment (FEB 2002) <b>(Applies to FFP task orders only)</b>	
<b>I.75</b>	FAR 52.232-9	Limitation on Withholding of Payments (APR 1984)	
<b>I.76</b>	FAR 52.232-11	Extras (APR 1984) <b>(Applies to FFP task orders only)</b>	
<b>I.77</b>	FAR 52.232-17	Interest (MAY 2014)	

<b>I.78</b>	FAR 52.232-22	Limitation of Funds (APR 1984)	
<b>I.79</b>	FAR 52.232-23	Assignment of Claims (MAY 2014)	
<b>I.80</b>	FAR 52.232-25	Prompt payment (JAN 2017)	
<b>I.81</b>	FAR 52.232-33	Payment by Electronic Funds Transfer - System for Award Management (JUL 2013)	
<b>I.82</b>	FAR 52.232-39	Unenforceability of Unauthorized Obligations (JUN 2013)	
<b>I.83</b>	FAR 52.232-40	Providing Accelerated Payments to Small Business Subcontractors (DEC 2013)	
<b>I.84</b>	FAR 52.233-1	Disputes (MAY 2014) - Alternate I (DEC 1991)	
<b>I.85</b>	FAR 52.233-3	Protest after Award (AUG 1996)	
<b>I.86</b>	FAR 52.233-4	Applicable Law for Breach of Contract Claim (OCT 2004)	
<b>I.87</b>	FAR 52.237-2	Protection of Government Buildings, Equipment, and Vegetation (APR 1984)	
<b>I.88</b>	FAR 52.237-3	Continuity of Services (JAN 1991)	
<b>I.89</b>	FAR 52.239-1	Privacy or Security Safeguards (AUG 1996)	
<b>I.90</b>	FAR 52.242-1	Notice of Intent to Disallow Costs (APR 1984)	
<b>I.91</b>	FAR 52.242-3	Penalties for Unallowable Costs (MAY 2014)	
<b>I.92</b>	FAR 52.242-4	Certification of Final Indirect Costs (JAN 1997)	
<b>I.93</b>	FAR 52.242-13	Bankruptcy (JUL 1995)	
<b>I.94</b>	FAR 52.243-1	Changes - Fixed-Price (AUG 1987) - Alternate I (APR 1984) ( <b>Applies to FFP task orders only</b> )	
<b>I.95</b>	FAR 52.243-3	Changes – Time-and-Materials or Labor-Hours (SEP 2000) ( <b>Applies to T&amp;M task orders only</b> )	
<b>I.96</b>	FAR 52.243-7	Notification of Changes (JAN 2017)	
<b>I.97</b>	FAR 52.244-2	Subcontracts (OCT 2010)	(d) Any subcontract to replace any of the subcontracts noted in Paragraph (j) of this clause as well as any subcontract equal to or greater than \$[Contracting Officer (CO)] fill in after award). (j) CO fill-in: any and all subcontractors evaluated prior to contract award (as listed in Section H.15, DOE-H-2058) and all subcontractors evaluated prior to the award of contract modifications and task orders issued against the contact.
<b>I.98</b>	FAR 52.244-6	Subcontracts for Commercial Items (NOV 2017)	
<b>I.99</b>	FAR 52.245-1	Government Property (JAN 2017) - Alternate I (APR 2012) as modified by DEAR 952.245-2 and 952.245-5	
<b>I.100</b>	FAR 52.245-9	Use and Charges (APR 2012)	
<b>I.101</b>	FAR 52.246-25	Limitation of Liability – Services (FEB 1997)	
<b>I.102</b>	FAR 52.248-1	Value Engineering (OCT 2010)	(m) 89303319DEM000023
<b>I.103</b>	FAR 52.249-2	Termination for Convenience of the Government (Fixed-Price) (APR 2012) ( <b>Applies to FFP task orders only</b> )	

<b>I.104</b>	FAR 52.249-6	Termination (Cost Reimbursement) (MAY 2004) – <b>Alternate IV (SEP 1996)</b> <b>(Applies to T&amp;M task orders only)</b>	
<b>I.105</b>	FAR 52.249-8	Default (Fixed-Price Supply and Service) (APR 1984) <b>(Applies to FFP task orders only)</b>	
<b>I.106</b>	FAR 52.249-14	Excusable Delays (APR 1984)	
<b>I.107</b>	FAR 52.251-1	Government Supply Sources (APR 2012)	
<b>I.108</b>	FAR 52.253-1	Computer Generated Forms (JAN 1991)	
<b>I.109</b>	DEAR 952.202-1	Definitions (FEB 2011)	
<b>I.110</b>	DEAR 952.203-70	Whistleblower Protection for Contractor Employees (DEC 2000)	
<b>I.111</b>	DEAR 952.204-2	Security Requirements (AUG 2016)	
<b>I.112</b>	DEAR 952.204-70	Classification/Declassification (SEP 1997)	
<b>I.113</b>	DEAR 952.204-75	Public Affairs (DEC 2000)	
<b>I.114</b>	DEAR 952.204-76	Conditional Payment of Fee or Profit – Safeguarding Restricted Data and Other Classified Information (JAN 2004)	
<b>I.115</b>	DEAR 952.204-77	Computer Security (AUG 2006)	
<b>I.116</b>	DEAR 952.208-70	Printing (APR 1984)	
<b>I.117</b>	DEAR 952.209-72	Organizational Conflicts of Interest (AUG 2009) – Alternate I (FEB 2011)	(b)(1)(i) the specific period for the fill-in is two (2)
<b>I.118</b>	DEAR 952.219-70	DOE Mentor-Protégé Program (MAY 2000)	
<b>I.119</b>	DEAR 952.225-71	Compliance with Export Control Laws and Regulations (Export Clause) (NOV 2015)	
<b>I.120</b>	DEAR 952.226-74	Displaced Employee Hiring Preference (JUN 1997)	
<b>I.121</b>	DEAR 952.227-14	Rights in data-general (DOE coverage-alternates VI and VII)	
<b>I.122</b>	DEAR 952.227-82	Rights to proposal data (APR 1994)	All of the pages contained in the proposal dated August 03, 2018
<b>I.123</b>	DEAR 952.242-70	Technical Direction (DEC 2000)	
<b>I.124</b>	DEAR 952.251-70	Contractor Employee Travel Discounts (AUG 2009)	

## FULL TEXT CLAUSES

### **I.125 FAR 52.204-21 BASIC SAFEGUARDING OF COVERED CONTRACTOR INFORMATION SYSTEMS (JUN 2016)**

(a) Definitions. As used in this clause--

“Covered contractor information system” means an information system that is owned or operated by a contractor that processes, stores, or transmits Federal contract information.

“Federal contract information” means information, not intended for public release, that is provided by or generated for the Government under a contract to develop or deliver a product or service to the Government, but not including information provided by the Government to the public (such as on public Web sites) or simple transactional information, such as necessary to process payments.

“Information” means any communication or representation of knowledge such as facts, data, or opinions, in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual (Committee on National Security Systems Instruction (CNSSI) 4009).

“Information system” means a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination, or disposition of information (44 U.S.C. 3502).

“Safeguarding” means measures or controls that are prescribed to protect information systems.

(b) Safeguarding requirements and procedures.

(1) The Contractor shall apply the following basic safeguarding requirements and procedures to protect covered contractor information systems. Requirements and procedures for basic safeguarding of covered contractor information systems shall include, at a minimum, the following security controls:

- (i) Limit information system access to authorized users, processes acting on behalf of authorized users, or devices (including other information systems).
- (ii) Limit information system access to the types of transactions and functions that authorized users are permitted to execute.
- (iii) Verify and control/limit connections to and use of external information systems.
- (iv) Control information posted or processed on publicly accessible information systems.
- (v) Identify information system users, processes acting on behalf of users, or devices.

- (vi) Authenticate (or verify) the identities of those users, processes, or devices, as a prerequisite to allowing access to organizational information systems.
- (vii) Sanitize or destroy information system media containing Federal Contract Information before disposal or release for reuse.
- (viii) Limit physical access to organizational information systems, equipment, and the respective operating environments to authorized individuals.
- (ix) Escort visitors and monitor visitor activity; maintain audit logs of physical access; and control and manage physical access devices.
- (x) Monitor, control, and protect organizational communications (i.e., information transmitted or received by organizational information systems) at the external boundaries and key internal boundaries of the information systems.
- (xi) Implement subnetworks for publicly accessible system components that are physically or logically separated from internal networks.
- (xii) Identify, report, and correct information and information system flaws in a timely manner.
- (xiii) Provide protection from malicious code at appropriate locations within organizational information systems.
- (xiv) Update malicious code protection mechanisms when new releases are available.
- (xv) Perform periodic scans of the information system and real-time scans of files from external sources as files are downloaded, opened, or executed.

(2) *Other requirements.* This clause does not relieve the Contractor of any other specific safeguarding requirements specified by Federal agencies and departments relating to covered contractor information systems generally or other Federal safeguarding requirements for controlled unclassified information (CUI) as established by Executive Order 13556.

(c) *Subcontracts.* The Contractor shall include the substance of this clause, including this paragraph (c), in subcontracts under this contract (including subcontracts for the acquisition of commercial items, other than commercially available off-the-shelf items), in which the subcontractor may have Federal contract information residing in or transiting through its information system.

#### **I.126 FAR 52.216-18 ORDERING (OCT 1995)**

- (a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued [from effective date of contract award through five years thereafter].
- (b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

- (c) If mailed, a delivery order or task order is considered issued when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

**I.127 FAR 52.216-19 ORDER LIMITATIONS (OCT 1995)**

- (a) *Minimum order.* When the Government requires supplies or services covered by this contract in an amount of less than [\$1,000.00], the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.
- (b) *Maximum order. The Contractor is not obligated to honor -*
  - (1) Any order for a single item in excess of \$49,500,000.00.
  - (2) Any order for a combination of items in excess of \$49,500,000.00 ; or
  - (3) A series of orders from the same ordering office within [365 days] that together call for quantities exceeding the limitation in subparagraph (b)(1) or (2) of this section.
- (c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.
- (d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within [5 days] after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

**I.128 FAR 52.216-22 INDEFINITE QUANTITY (OCT 1995)**

- (a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.
- (b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the “maximum.” The Government shall order at least the quantity of supplies or services designated in the Schedule as the “minimum.”

- (c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.
- (d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after two (2) years beyond the end of the contract ordering period.

**I.129 52.219-18 – NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(a) PARTICIPANTS (JAN 2017)**

(a) Offers are solicited only from small business concerns expressly certified by the Small Business Administration (SBA) for participation in the SBA's 8(a) Program and which meet the following criteria at the time of submission of offer --

- (1) The Offeror is in conformance with the 8(a) support limitation set forth in its approved business plan; and
- (2) The Offeror is in conformance with the Business Activity Targets set forth in its approved business plan or any remedial action directed by the SBA.

(b) By submission of its offer, the Offeror represents that it meets all of the criteria set forth in paragraph (a) of this clause.

(c) Any award resulting from this solicitation will be made to the Small Business Administration, which will subcontract performance to the successful 8(a) offeror selected through the evaluation criteria set forth in this solicitation.

(d)

(1) *Agreement.* A small business concern submitting an offer in its own name shall furnish, in performing the contract, only end items manufactured or produced by small business concerns in the United States or its outlying areas. If this procurement is processed under simplified acquisition procedures and the total amount of this contract does not exceed \$25,000, a small business concern may furnish the product of any domestic firm. This paragraph does not apply in connection with construction or service contracts.

(2) BTP Services, LLC will notify the U.S. Department of Energy Contracting Officer in writing immediately upon entering an agreement (either oral or written) to transfer all or part of its stock or other ownership interest to any other party.

**I.130 FAR 52.219-17 SECTION 8(A) AWARD (JAN 2017)**

(a) By execution of a contract, the Small Business Administration (SBA) agrees to the following:

(1) To furnish the supplies or services set forth in the contract according to the specifications and the terms and conditions by subcontracting with the Offeror who has been determined an eligible concern pursuant to the provisions of section 8(a) of the Small Business Act, as amended (15 U.S.C. 637(a)).

(2) Except for novation agreements, delegates to the U.S. Department of Energy the responsibility for administering the contract with complete authority to take any action on behalf of the Government under the terms and conditions of the contract; provided, however that the contracting agency shall give advance notice to the SBA before it issues a final notice terminating the right of the subcontractor to proceed with further performance, either in whole or in part, under the contract.

(3) That payments to be made under the contract will be made directly to the subcontractor by the contracting activity.

(4) To notify the U.S. Department of Energy Contracting Officer immediately upon notification by the subcontractor that the owner or owners upon whom 8(a) eligibility was based plan to relinquish ownership or control of the concern.

(5) That the subcontractor awarded a subcontract hereunder shall have the right of appeal from decisions of the cognizant Contracting Officer under the "Disputes" clause of the subcontract.

(b) The offeror/subcontractor agrees and acknowledges that it will, for and on behalf of the SBA, fulfill and perform all of the requirements of the contract.

(c) The offeror/subcontractor agrees that it will not subcontract the performance of any of the requirements of this subcontract to any lower tier subcontractor without the prior written approval of the SBA and the cognizant Contracting Officer of the U.S. Department of Energy .

**I.131 FAR 52.222-35 EQUAL OPPORTUNITY FOR VETERANS (OCT 2015)**

(a) *Definitions.* As used in this clause--

"Active duty wartime or campaign badge veteran," "Armed Forces service medal veteran," "disabled veteran," "protected veteran," "qualified disabled veteran," and "recently separated veteran" have the meanings given at FAR 22.1301.

(b) *Equal opportunity clause.* The Contractor shall abide by the requirements of the equal opportunity clause at 41 CFR 60-300.5(a), as of March 24, 2014. This clause prohibits

discrimination against qualified protected veterans, and requires affirmative action by the Contractor to employ and advance in employment qualified protected veterans.

(c) Subcontracts. The Contractor shall insert the terms of this clause in subcontracts of \$150,000 or more unless exempted by rules, regulations, or orders of the Secretary of Labor. The Contractor shall act as specified by the Director, Office of Federal Contract Compliance Programs, to enforce the terms, including action for noncompliance. Such necessary changes in language may be made as shall be appropriate of identify properly the parties and their undertakings.

**I.132 FAR 52.222-36 EQUAL OPPORTUNITY FOR WORKERS WITH DISABILITIES  
(JUL 2014)**

(a) Equal opportunity clause. The Contractor shall abide by the requirements of the equal opportunity clause at 41 CFR 60-741.5(a), as of March 24, 2014. This clause prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action by the Contractor to employ and advance in employment qualified individuals with disabilities.

(b) Subcontracts. The Contractor shall include the terms of this clause in every subcontract or purchase order in excess of \$15,000 unless exempted by rules, regulations, or orders of the Secretary, so that such provisions will be binding upon each subcontractor or vendor. The Contractor shall act as specified by the Director, Office of Federal Contract Compliance Programs of the U.S. Department of Labor, to enforce the terms, including action for noncompliance. Such necessary changes in language may be made as shall be appropriate to identify properly the parties and their undertakings.

**I.133 FAR 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES  
(MAY 2014)**

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29 CFR part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

This Statement is for Information Only: It is not a Wage Determination

**Employee Class\***

**Monetary Wage—Fringe\*  
Benefits**

*\*to be determined and included on an individual task order basis*

**PART III – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**SECTION J – LIST OF ATTACHMENTS**

ATTACHMENT 1	Deliverables
ATTACHMENT 2	Requirement Sources and Implementing Documents (List A) and List of Applicable DOE Directives (List B)
ATTACHMENT 3	Wage Determinations
ATTACHMENT 4	Position Qualifications and Job Descriptions
ATTACHMENT 5	Listing of Task Orders for Transition
ATTACHMENT 6	Security Clearance Requirements by Labor Category
ATTACHMENT 7	Contract Security Classification Specification Form
ATTACHMENT 8	Notice of Non-Disclosure Form
ATTACHMENT 9	IDIQ Schedule of Fully Burdened Labor Rates

## **SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

### **ATTACHMENT J-1:**

#### **DELIVERABLES**

The table below summarizes the specific products the Contractor shall submit to the DOE, the type of action DOE will perform, and the date/timeframe that the Contractor shall submit the product. Durations stated in the table are in calendar days unless otherwise noted.

Deliverables are considered contract endpoints, work scope completions, products, reports or commitments that shall be delivered to DOE. The types of DOE action are defined as:

- **Approval** – The Contractor shall provide the deliverable to DOE for review and approval. Contractor is responsible for obtaining DOE approval. The initial deliverable shall be of sufficient quality, depth, thoroughness, and format to support DOE approval. DOE will review the deliverable and provide comments in writing. DOE comments will be discussed with the Contractor and the Contractor shall provide written responses. The Contractor shall re-write the documents to incorporate all DOE mandatory comments. Once DOE approves a deliverable or document, the Contractor shall place it under change control and shall make no changes to that document without further DOE approval.
- **Information** – The Contractor shall provide the deliverable to DOE for information purposes. DOE will have the option of reviewing the information and providing comments. Contractor shall respond in writing to all written comments.
- **Concurrence** – The Contractor shall provide the deliverable to DOE for concurrence. DOE will have the option of reviewing the information and providing comments. Contractor shall respond in writing to all written comments.

The list of Deliverables may not include all required deliverables identified in other applicable sections of the Contract, Task Orders, subtasks, DOE directives, federal regulations, or regulatory documents. However, the deliverables listed below are applicable to the entire Contract. The Contractor shall be responsible for the compliance with all applicable standards, orders and regulations under the Contract.

General Deliverables					
DEL #	Description	PWS Element	Frequency*	Submit to	Approval/Information/Concurrence
1.	Non-Disclosure Agreements	C.2	As Required	CO	Information
2.	Monthly Status Report	C.2	Monthly at time of Section G, Invoice submittal	CO/COR	Information
3.	Recommendations/Lessons learned	C.3.2.1.2; C.3.2.1.4; C.3.2.2.5; C.3.2.2.6;	As requested or in support of the PWS	COR	Information
4.	Transition Plan	C.3.1	Within 5 days of issuance of initial Task Order under the contract unless otherwise specified	CO/COR	Concurrence
5.	Field Operations Deliverables by Task Order (including subtask name/number)	C.3.2	As Required	As Directed	Information or Approval as Directed
6.	Regulatory and Policy Affairs Deliverables by Task Order (including subtask name/number)	C.3.2	As Required	As Directed	Information or Approval as Directed
7.	Corporate Services Deliverables by Task Order (including subtask name/number)	C.3.2	As Required	As Directed	Information or Approval as Directed

8.	Other Technical Services (including subtask name/number)	C.3.2	As Required	As Directed	Information or Approval as Directed
9.	Corrective Action Plans	As required by the CO/COR	As Required; within 30 days of date of request	CO/COR as directed	Approval
10.	Organizational Conflict of Interest Management Plan	H.7	Within 15 days of issuance of initial Task Order under the contract and updated periodically as appropriate	CO	Approval
11.	Releases of Information	H.9	At least 14 days prior to the planned issue date	CO	Approval
12.	Submit completed badging and clearance renewal documentation	C.3.2	Within 60 days of badge expiration or contract renewal date	COR	Information
13.	Quality Assurance Plan (QAP)	H.33	Within 90 days of contract effective date	COR	Approval

\* “days” refers to calendar days.

## **SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

### **ATTACHMENT J-2:**

#### **LIST OF APPLICABLE LAWS AND REGULATIONS (LIST A)**

**AND**

#### **LIST OF APPLICABLE DOE DIRECTIVES (LIST B)**

DOE may provide a list of laws, regulations and directives (Lists A and B) applicable to work performed under this Contract. The Contractor shall comply with all applicable Federal and State Laws, Statutes, Codes, Rules, Regulations, Executive Orders and agreement documents applicable to work performed under this Contract. The federal laws, regulations and directives listed in the table below contain requirements normally relevant to the Contractor scope of work. These laws, regulations, directives and others apply regardless whether they are explicitly stated in the Contract. In addition, laws and regulations typically apply to all persons or organizations such as subcontractors, suppliers, and Federal employees.

Law and regulation lists do not have to be provided in the Contract for compliance requirements, but may be appended to the Contract for information purposes. Omission of any such applicable law, regulation or directive from List A does not affect the obligation of the Contractor to comply with such law, regulation or directive. The Contractor must be aware of changes in the Code of Federal Regulations (CFR), Federal Acquisition Regulations (FAR), the United States Code (USC), Public Laws (PL) or other regulatory entities that have applicability to the Department of Energy and that impact the work scope. The Contractor shall notify DOE of any changes, and DOE will make a determination regarding modification to the Contract.

The following table does not contain any specific state laws, regulations, permits, and licenses, etc.

<b>Consensus Standards</b>
American Industrial Hygiene Association (AIHA) “Emergency Response Planning Guidelines (ERPGs)”
IEEE N323A-“Radiation Protection Instrumentation Test and Calibration - 05/01/97”
American Public Health Association, American Water Works Association, Water Environment Federal, “Standard Methods for Water and Wastewater” (Most Current)
B.O.C.A., Uniform Building Code or Local Fire and Building Codes
U.S. EPA Manual, SW 846, “Test Methods for Evaluating Solid Waste” (Most Current Version) November 1986
U.S. EPA Manual, “Contract Laboratory Program Statement of Work for Organic and Inorganic Analyses” (Most Current Version)
U.S. EPA Manual, 400-R-92-001, “Manual of Protective Action Guides and Protective Actions for Nuclear Incidents,” 1991

<b>Document Number</b>	<b>Title</b>
NQA-1-2008 with the 2009 addenda (NQA-1-2008/2009)	Quality Assurance Requirements for Nuclear Facility Applications
10 CFR 61	Licensing Requirements for Land Disposal of Radioactive Waste
10 CFR 76	Certification of Gaseous Diffusion Plants
10 CFR 110	Export and Import of Nuclear Equipment and Material
10 CFR 436	Federal Energy Management And Planning Programs
10 CFR 707	Workplace Substance Abuse Programs at DOE Sites
10 CFR 708	DOE Contractor Employee Protection Program
10 CFR 709	Counterintelligence Evaluation Program
10 CFR 710	Criteria And Procedures For Determining Eligibility For Access To Classified Matter or Special Nuclear Material
10 CFR 712	Human Reliability Program
10 CFR 719	Contractor Legal Management Requirements
10 CFR 727	Consent for Access to Information on Department of Energy Computers
10 CFR 810	Assistance to Foreign Atomic Energy Activities

Document Number	Title
10 CFR 820	Procedural Rules for DOE Nuclear Activities
10 CFR 824	Procedural Rules for the Assessment of Civil Penalties for Classified Information Security Violations
10 CFR 830	Nuclear Safety Management
10 CFR 835	Occupational Radiation Protection
10 CFR 850	Chronic Beryllium Disease Prevention Program
10 CFR 851	Worker Safety and Health Program
10 CFR 860	Trespassing on Department of Energy Property
10 CFR 1004	Freedom of Information Act
10 CFR 1008	Records Maintained on Individuals (PRIVACY ACT)
10 CFR 1016	Safeguarding of Restricted Data
10 CFR 1017	Identification and Protection of Unclassified Controlled Nuclear Information
10 CFR 1021	DOE National Environmental Policy Act implementing Procedures
10 CFR 1022	Compliance with Floodplain/Wetlands Environmental Review Requirements
10 CFR 1044	Security Requirements for Protected Disclosure Under Section 3164 of the National Defense Authorization Act for Fiscal Year 2000
10 CFR 1045	Nuclear Classification and Declassification
10 CFR 1046	Medical, Physical Readiness, Training, and Access Authorization Standards for Protective Force Personnel
15 CFR 280	Fastener Quality
15 CFR 730-774	Export Administration Regulations (EAR)
20 CFR 617.66	Transition Procedures for Amendments in Sections 13002 through 13009 of Public Law 99-272 [the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1985]
20 CFR 639	Worker Readjustment and Retraining Notification
22 CFR 120-130	International Traffic in Arms Regulations (ITAR), Department of State
23 CFR 650, Subpart C	National Bridge Inspection Standards
29 CFR 4	Labor Standards for Federal Service Contracts
29 CFR 30	Equal Employment Opportunity in Apprenticeship and Training
29 CFR 516	Records to be Kept by Employers
29 CFR 519	Employment of Full-Time Students at Subminimum Wages

Document Number	Title
29 CFR 520	Employment Under Special Certificate of Messengers, Learners, Learners (Including Student-Learners), and Apprentices
29 CFR 525	Employment of Workers with Disabilities Under Special Certificates
29 CFR 528	Annulment or Withdrawal of Certificates for the Employment of Student-Learners, Apprentices, Learners, Messengers, Handicapped Persons, Student-Workers, and Full-Time Students in Agricultural or in Retail Service Establishments at Special Minimum Wage Rate
29 CFR 531	Wage payments Under the Fair Labor Standards Act of 1938
29 CFR 541	Defining and Delimiting the Exemptions for Executive, Administrative, Professional, Computer and Outside Sales Employees
29 CFR 548	Authorization of Established Basic Rates for Computing Overtime Pay
29 CFR 825	Family Medical Leave Act of 1993
29 CFR 1602	Recordkeeping and Reporting Requirements under Title VII, the ADA and the GINA
29 CFR 1608	Affirmative Action Appropriation Under Title VII of the Civil Rights Act of 1964, as amended
29 CFR 1611	Privacy Act Regulations
29 CFR 1620	The Equal Pay Act
29 CFR 1625	Age Discrimination in Employment Act
29 CFR 1627	Records to be Made or kept Relating to Age: Notices to be Posted
29 CFR 1904	Recording and Reporting Occupational Injuries and Illnesses
29 CFR 2520	Rules and Regulations for Reporting and Disclosure
29 CFR 4041A	Termination of Multiemployer Plans
32 CFR 2001	Classified National Security Information
33 CFR 323	Permits for Discharges of Dredged or Fill Material into Waters of the United States
33 CFR 325	Processing of Department of Army Permits
33 CFR 330	Nationwide Permit Program
34 CFR 395	Vending Facility Program for the Blind on Federal and Other Property
36 CFR Chapter 12, Sub Chapter B	Records Management
36 CFR 60	National Register of Historic Places

Document Number	Title
36 CFR 800	Protection of Historic and Cultural Properties
40 CFR 61	National Emission Standards for Hazardous Air Pollutants
40 CFR 82	Protection of Stratospheric Ozone
40 CFR 100-149	Subpart D - Water Programs (Clean Water & Safe Drinking Water Act)
40 CFR 110	Discharge of Oil
40 CFR 112	Oil Pollution Prevention
40 CFR 116	Designation of Hazardous Substances
40 CFR 117	Determination of Reportable Quantities for Hazardous Substances
40 CFR 136	Guidelines Establishing Test Procedures for the Analysis of Pollutants
40 CFR 171	Certification of Pesticide Applicators
40 CFR 247	Comprehensive Procurement Guideline for Products Containing Recovered Materials
40 CFR 257	Criteria for Classification of Solid Waste Disposal Facilities and Practices
40 CFR 239-282	Resource Conservation and Recovery Act (RCRA)
40 CFR 300	National Oil and Hazardous Substances Pollution Contingency Plan
40 CFR 302	Designation, Reportable Quantities, and Notification
40 CFR 350-372	SARA Title III
40 CFR 355	Emergency Planning and Notification [EP Community Right to Know Act (EPCRA)]
40 CFR 374	Prior Notice of Citizen Suits
40 CFR 761	Polychlorinated Biphenyls (PCBs) Manufacturing, Processing, Distribution in Commerce, and Use Prohibitions, except for: '761.1; .3; .65(d)-(h); .70; .75; .80; .120; .123; .185; .187; .193
40 CFR 1500-1508	Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act
41 CFR 60-1	Obligations of Contractors and Sub Contractors
41 CFR 60-2	Affirmative Action Programs
41 CFR 60-3	Uniform Guidelines on Employee Selection Procedures (1978)
41 CFR 60-4	Construction Contractors – Affirmative Action Requirements
41 CFR 60-20	Discrimination on the Basis of Sex
41 CFR 60-30	Rules of Practice for Administrative Proceedings to Enforce Equal Opportunity Under Executive Order 11246
41 CFR 60-50	Guidelines on Discrimination Because of Religion or National Origin

Document Number	Title
41 CFR 60-250	Affirmative Action Obligations of Contractors and Subcontractors for Disabled Veterans and Veterans of the Vietnam Era
41 CFR 60-741	Affirmative Action and Nondiscrimination Obligations of Contractors and Subcontractors Regarding Individuals with Disabilities
41 CFR 101	Federal Property Management Regulations
41 CFR 101-20.103	Management of Buildings and Grounds; Physical Protection and Building Security
41 CFR 102	Federal Management Regulation
41 CFR 109	Department of Energy Property Management Regulations
43 CFR 7	Protection of Archeological Resources
43 CFR 10	Native American Graves Protection and Repatriation Regulations
48 CFR 9	Contractor Qualifications
48 CFR 22.1	Application of Labor Laws to Government Acquisitions; Basic Labor Policies
48 CFR 23	Environment, Energy and Water Efficiency, Renewable Energy Technologies, Occupational Safety, and Drug-Free Workplace
48 CFR 31	Contract Cost Principles and Procedures
48 CFR 45	Government Property
48 CFR Part 952.204-2	Security Requirements
48 CFR Part 952.204-70	Classification/Declassification
48 CFR Part 952.204-73	Facility Clearance
48 CFR Part 970.5203-2	Performance Improvement and Collaboration
48 CFR Part 970.5204-1	Counterintelligence
48 CFR Part 970.5204-3	Access to and Ownership of Records
48 CFR Part 970.5223-1	Integration of Environmental, Safety, and Health into the Work Planning and Execution
49 CFR 171	General Information, Regulations, and Definitions
49 CFR 172	Hazardous Material Table, Specials Provisions, Hazardous Materials Communications, Emergency Response Information, and Training Requirements
49 CFR 173	Shippers-General Requirements for Shipments and Packaging's
49 CFR 174	Carriage by Rail
49 CFR 177	Carriage by Public Highway
49 CFR 178	Specifications for Packaging's

Document Number	Title
49 CFR 211	Chapter II Federal Railroad Administration, Department of Transportation; part 350-399 Federal Motor Carrier Safety Regulations
49 CFR 213	Track Safety Standards
49 CFR 237	Bridge Safety Standards
49 CFR 350-399	Chapter III Federal Highway Administration, Department of Transportation; part 350-399 Federal Motor Carrier Safety Regulations
50 CFR 17	Natural Resource Management
50 CFR 402	Interagency Cooperation Endangered Species Act of 1973, as amended
5 USC 552 et seq.	Freedom of Information Act (FOIA)
5 USC Appendix 2	Freedom Advisory Committee Act (FACA)
15 USC 2601	Toxic Substances Control Act (TSCA)
16 USC 469	Archeological and Historic Preservation Act (AHPA)
16 USC 470 et seq.	National Historic Preservation Act (NHPA)
16 USC 470aa–470mm	Archaeological Resources Protection Act (ARPA) of 1979
16 USC 661	Fish and Wildlife Coordination Act
16 USC 703	Migratory Bird Treaty Act
16 USC 1531	Endangered Species Act (ESA)
16 USC 2901	Fish and Wildlife Conservation Act
18 USC 930	Possession of firearms and dangerous weapons in Federal facilities
18 USC 1170 and 25 USC 3001	Native American Graves Protection and Repatriation Act (NAGPRA) of 1990
18 USC 2071	Concealment, removal, or mutilation generally
18 USC 3571	Sentence of Fine
20 USC 107	Operation of vending facilities (aka: Randolph-Sheppard Vending Stand Act, as amended)
29 USC 401 et seq.	Labor-Management Reporting and Disclosure Act of 1959
33 USC 1251	Clean Water Act (CWA)
40 USC 20	Federal Motor Vehicle Expenditure Control
40 USC 483	Federal Property Administrative Services Act
41 USC 351	Service Contract Labor Standards
41 USC 422	Cost Accounting Standard Board
42 USC 300f	Safe Drinking Water Act (SDWA)

Document Number	Title
42 USC 2021 et seq.	Low-Level Radioactive Waste Policy Act, as amended
42 USC 2168 et seq.	Prohibition Against Dissemination of Certain Unclassified Information
42 USC 2278(a)	Trespass on Commission Installations
42 USC 2286	Defense Nuclear Facilities Safety Board
42 USC 2297h-8	Employee Protections
42 USC 4321	National Environmental Policy Act (NEPA)
42 USC 6901	Resource Conservation & Recover Act (RCRA)
42 USC 7401	Clean Air Act (CAA)
42 USC 7256	National Defense Authorization Act
42 USC 7512	Classification and Attainment Dates
42 USC 7256	Contracts, leases, etc., with public agencies and private organizations and persons
42 USC 9601	Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)
42 USC 9605	CERCLA Amendment
42 USC 9620	CERCLA Federal Facility Agreement (FFA)
42 USC 11001-11050	CERCLA Emergency Planning and Community Right to Know Act (EPCRA)
42 USC 11411	Title V, of the Steward B. McKinney Homeless Assistance Act, as amended
42 USC 13101-13109	Pollution Prevention Act (PPA)
42 USC 2011-2259 et seq.	The Atomic Energy Act (AEA) of 1954, As Amended
44 USC Chapter 21	National Archives and Records Administration
44 USC Chapter 29	Records Management by the Archivist of the United States and by the Administrator of General Studies
44 USC Chapter 31	Records Management by Federal Agencies
44 USC Chapter 33	Disposal of Records
44 USC Chapter 35	Coordination of Federal Information Policy
44 USC Chapter 36	Management and Promotion of Electronic Government Services
44 USC Chapter 3541	Federal Information Security Management Act of 2002
AASHTO MCEB-2	Manual for Condition Evaluation of Bridges, 2 <sup>nd</sup> Edition with 2011, 2013, and 2014 Interim Revisions

Document Number	Title
N/A	Manual for Railway Engineering, American Railway Engineering and Maintenance-of-Way Association
Executive Order 13221	Energy Efficient Standby Power Devices
Executive Order 13423	Strengthening Federal Environmental, Energy, and Transportation Management
Executive Order 13514	Federal Leadership in Environmental, Energy and Economic Performance
Executive Order 13526	Classified National Security Information
Executive Order 13556	Controlled Unclassified Information
Executive Order 13693	Planning for Federal Sustainability in the Next Decade
Homeland Security Presidential Directive (HSPD)-12	Policy for a Common Identification Standard for Federal Employees and Contractors
DoD 5520.22 -R	Industrial Security Regulation
DoD 5220.22-M	National Industrial Security Program
ISOO Notice 2011-02	Further Guidance and Clarification on Coming Atomic Energy Information and Classified National Security Information (Implements Executive Order 13526)
Circular A-11 Section 220	Cross-Agency Priority Goals and Federal Performance Plan
Circular A-130	Management of Federal Information Resources
M-11-11	Executive Office of the President, Office of Management and Budget, Memorandum for the Heads of Executive Departments and Agencies (Continued Implementation of Homeland Security Presidential Directive (HSPD) 12 – Policy for a Common Identification Standard for Federal Employees and Contractors
M-11-29	Chief Information Officer Resources
M-12-18	Managing Government Records Directives, Dated August 24, 2012
National Security Decision Directive (NSDD) 298	National Operations Security Program
Public Law 97-255	Federal Managers Financial Integrity Act of 1982
Public Law 99-255	Consolidated Omnibus Reconciliation Act of 1985
Public Law 100-679	Office of Federal Procurement Policy Act Amendments of 1988
Public Law 102-368	Federal Facility Compliance Act of 1992

<b>Document Number</b>	<b>Title</b>
Public Law 102-484	National Defense Authorization Act of 1993
Public Law 102-486	Energy Policy Act of 1992
Public Law 106-65, Section 3149	Supplement to Plan for Declassification of Restricted Data and Formerly Restricted Data
Public Law 106-398, Section 3193	Frequency of Reports of Inadvertent Releases of Restricted Data and Formerly Restricted Data
Public Law 107-347	The E-Government Act of 2002
CNSSAM TEMPEST/1-13	RED/BLACK Installation Guidance
CNSSAM IA 1-10	Reducing the Risk of Removable Media in National Security Systems
Public Law 113-291	The Federal Information Technology Acquisition Reform Act
CNSSI 1001	National Instruction on Classified Information Spillage
CNSSI 1010	Cyber Incident Response
CNSSI 1253	Security Categorization and Control Selection for National Security Systems
CNSSI 4003	Reporting and Evaluating Communications Security (COMSEC) Incidents
CNSSI 4004.1	Destruction and Emergency Protection Procedures for COMSEC and Classified Material
CNSSI 5000	Guidelines for Voice Over Internet Protocol Computer Telephony
CNSSI 7003	Protected Distribution Systems
FIPS 140-2	Security Requirements for Cryptographic Modules
FIPS 199	Standards for Security Categorization of Federal Information and Information Systems
FIPS 200	Minimum Security Requirements for Federal Information and Information Systems
FIPS 201-2	Personal Identity Verification of Federal Employees and Contractors
NIST SP 800-53 Rev. 4	Security and Privacy Controls for Federal Information Systems and Organizations

**LIST OF APPLICABLE DOE DIRECTIVES (LIST B)**

<b>DOE Directives</b>	<b>Subject</b>
EM-QA-001, Rev 1	Environmental Management Quality Assurance Program

<b>DOE Directives</b>	<b>Subject</b>
EM RMAIP	Office of Environmental Management (EM) Cyber Security Policy and Risk Management Approach Implementation Plan February 2014
Classification Bulletin GEN-16 Revision 2	"No Comment" Policy on Classified Information in the Public Domain
DOE P 140.1	Natural Resource Damage Assessment Corporation and Integration
DOE M 140.1-1B	Interface with the Defense Nuclear Facilities Safety Board (Manual)
DOE P 141.1	Department of Energy Management of Cultural Resources
DOE O 142.2A, Admin Change 1	Voluntary Offer Safeguards Agreement and Additional Protocol with the International Atomic Energy Agency
DOE O 142.3A, Change 1	Unclassified Foreign Visits and Assignment Program
DOE O 144.1, Change 1	Department of Energy American Indian Tribal Government Interactions and Policy
DOE O 150.1A	Continuity Program
DOE O 151.1D	Comprehensive Emergency Management System
DOE O 153.1	Departmental Radiological Emergency Response Assets
DOE O 200.1A, Change 1	Information Technology Management
DOE O 200.2	Information Collection Management Program
DOE O 203.1	Limited Personal Use of Government Office Equipment Including Information Technology
DOE O 203.2	Mobile Technology Management
DOE P 205.1	Department of Energy Cyber Security Policy
DOE O 205.1B, Change 3	Department of Energy Cyber Security Program
DOE M 205.1-3, Change 1	Telecommunications Security Manual
DOE O 206.1	Department of Energy Privacy Program
DOE O 206.2	Identity, Credential, and Access Management (ICAM)
DOE O 221.1B	Reporting Fraud, Waste, and Abuse to the Office of the Inspector General
DOE O 221.2A	Cooperation with the Office of Inspector General
DOE O 225.1B	Accident Investigations
DOE O 226.1B	Implementation of DOE Oversight Policy
DOE G 226.1-2A	Federal Line Management Oversight of Department of Energy Nuclear Facilities
DOEO 231.1B, Change 1	Environment, Safety, and Health Reporting
DOE O 232.2A	Occurrence Reporting and Processing of Operations Information
DOE O 241.1B, Change 1	Scientific and Technical Information Management
DOE O 243.1B, Change 1	Records Management Program
DOE O 251.1D	Departmental Directives Program

<b>DOE Directives</b>	<b>Subject</b>
DOE O 252.1A, Change 1	Technical Standards Program
DOE O 311.1B	Equal Employment Opportunity and Diversity Program,
DOE O 350.1, Change 6	Contractor Human Resource Management Programs (Chapters 8 & 9)
DOE O 350.3	Labor Standards Compliance, Contractor Labor Relations, and Contractor Workforce Restructuring Programs
DOE P 364.1	Health and Safety Training Reciprocity
DOE O 410.2, Change 1	Management of Nuclear Materials
DOE O 411.2	Scientific Integrity
DOE O 412.1A, Change 1	Work Authorization System
DOE O 413.1B (& CRD Attachment 1)	Internal Control Program
DOE G 413.3-7A, Change 1	Risk Management Guide
DOE G 414.1-4	Safety Software Guide for Use with 10 CFR 830, Subpart A, QA Requirements, and DOE O 414.1D, QA
DOE O 414.1D	Quality Assurance
DOE O 415.1, Admin Change 2 (CRD)	Information Technology Project Management
DOE O 426.2, Change 1 (CRD)	Personnel Selection, Training, Qualification, and Certification Requirements for DOE Nuclear Facilities
DOE G 430.1-2	Implementation Guide for Surveillance and Maintenance during Facility Transition and Disposition
DOE G 430.1-3	Deactivation Implementation Guide
DOE G 430.1-4	Decommissioning Implementation Guide
DOE G 430.1-5	Transition Implementation Guide
DOE O 435.1, Change 1	Radioactive Waste Management
DOE M 435.1-1, Change 2	Radioactive Waste Management Manual
DOE G 435.1-1	Implementation Guide for Use with DOE M 435.1-1
DOE O 440.1B, Change 2	Worker Protection Program for DOE (Including the National Nuclear Security Administration) Federal Employees
DOE G 441.1-1C, Change 1	Radiation Protection Program Guide for Use with Title 10, Code of Federal Regulations, Part 835, Occupational Radiation Protection
DOE O 442.1A	Department of Energy Employee Concerns Program
DOE O 442.2, Change 1	Differing Professional Opinions for Technical Issues Involving Environment, Safety and Health
DOE P 444.1	Preventing and Responding to all Forms of Violence in the Workplace
DOE P 450.4A Change 1	Integrated Safety Management Policy
DOE G 450.4-1C	Integrated Safety Management Guide

<b>DOE Directives</b>	<b>Subject</b>
DOE P 451.1	National Environmental Policy Act Compliance Program
DOE O 452.4C (CRD)	Security and Use Control of Nuclear Explosives and Nuclear Weapons
DOE O 452.8 (CRD)	Control of Nuclear Weapon Data
DOE O 457.1A (CRD)	Nuclear Counterterrorism
DOE M 460.2-1A	Radioactive Material Transportation Practices Manual
DOE P 470.1B	Safeguards and Security Program
DOE O 470.3C	Design Basis Threat (DBT) Order
DOE O 470.4B, Change 2	Safeguards and Security Program
DOE O 470.5 (CRD)	Insider Threat Program
DOE O 470.6 (CRD)	Technical Security Program
DOE O 471.1B (CRD)	Identification and Protection of Unclassified Controlled Nuclear information
DOE O 471.3, Change 1 (CRD)	Identifying and Protecting Official Use only Information
DOE M 471.3-1, Change 1	Manual for Identifying and Protecting Official Use Only Information
DOE O 471.5	Special Access Programs
DOE O 471.6, Change 2	Information Security
DOE O 472.2, Change 1	Personnel Security
DOE N 472.3	Implementation of Presidential Decision Directive 19
DOE O 473.3A	Protection Program Operations
DOE O 474.2, Change 4 (CRD)	Nuclear Material Control and Accountability
DOE O 475.1 (CRD)	Counterintelligence Program
DOE O 475.2B (CRD)	Identifying Classified Information
DOE O 5639.8A	Security of Foreign Intelligence Information and Sensitive Compartmented Information Facilities
DOE O 5670.1A	Management and Control of Foreign Intelligence
DOE-STD-1073-2016	Configuration Management
DOE-STD-1158-2010	Self-Assessment Standard for DOE Contractor Criticality Safety Programs
DOE-STD-3007-2007	Guidelines for Preparing Criticality Safety Evaluations at Department of Energy Non-Reactor Nuclear Facilities
DOE-STD-3009-2014	Preparation of Nonreactor Nuclear Facility Documented Safety Analysis

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-3:**

**WAGE DETERMINATIONS**

Accountant/Auditor	Exempt
Administrative Services Manager	Non-exempt
Administrative Assistant II (On-site)	Non-exempt
CAD/Geographic Information System (GIS) Specialist	Exempt
Compliance Specialist	Exempt
Contract Specialist	Exempt
DCA/RMS Manager	~Exempt
Designer I	Exempt
Designer II	Exempt
Design/Program Analyst II	Exempt
Emergency Management Specialist	Exempt
Engineer I	Exempt
Engineer II	Exempt
Engineer III	Exempt
Engineer, Nondestructive Assay Engineer	Exempt
Engineer, Nuclear Criticality Engineer I	Exempt
Engineer, Nuclear Criticality Engineer II	Exempt
Engineer, Nuclear Criticality Engineer III	Exempt
Engineer, Nuclear Safety	Exempt
Engineer, Process/ Facility Specialist I	Exempt
Engineer, Process/ Facility Specialist II	Exempt
Engineer, Process/ Facility Specialist III	Exempt
Engineer, Waste I	Exempt
Engineer, Waste II	Exempt
Engineer, Waste III	Exempt
Environmental Risk Assessor	Exempt
Environmental Technician I	Non-exempt
Environmental Technician II	Non-exempt
Environmental Technician III	Non-exempt
ESH&Q Specialist I	Exempt
ESH&Q Specialist II	Exempt
ESH&Q Specialist III	Exempt
Estimator I	Exempt
Estimator II	Exempt

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-3:**

**WAGE DETERMINATIONS**

Estimator III	Exempt
Financial Analyst I	Exempt
Financial Analyst II	Exempt
Financial Analyst III	Exempt
Fire Protection Specialist	Exempt
Graphic Artist I	~~Exempt
Graphic Artist II	~~Exempt
Ground Water Specialist	Exempt
Nuclear Material Inventory & Accountability Specialist	Exempt
Nuclear Safety Specialist	Exempt
Program Analyst I	Exempt
Program Analyst II	Exempt
Program Manager I	Exempt
Program Manager II	Exempt
Program Manager III	Exempt
Program Architect I	Exempt
Program Architect II	Exempt
Project Controls Specialist/Analyst II	Exempt
Project Controls Specialist/Analyst III	Exempt
Project Engineer/Analyst II	Exempt
Project Manager I	Exempt
Project Manager II	Exempt
Project Support Specialist	Non-exempt
Property Manager	Exempt
Public Affairs Specialist	Exempt
Public Participation Specialist I (On-site)	Exempt
Public Participation Specialist II (On-site)	Exempt
Radiation Protection Specialist	Exempt
Radioactive Waste Management Specialist	Exempt
Regulatory Specialist I	Exempt
Regulator Specialist II	Exempt
Regulatory Specialist III	Exempt
Risk Analyst I	Non-exempt
Risk Analyst II	Exempt

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-3:**

**WAGE DETERMINATIONS**

Risk Analyst III	Exempt
Safety Specialist I	Exempt
Safety Specialist II	Exempt
Scientist/Chemist I	Exempt
Scientist/Chemist II	Exempt
Security Specialist I	Exempt
Security Specialist II	Exempt
Security Specialist III	Exempt
Software Project Manager II	Exempt
Software Quality Assurance (SQA) Consultant IV	Exempt
Startup & Commissioning Consultant III	Exempt
Subject Matter Expert I	Exempt
Subject Matter Expert II	Exempt
Technical Management Consultant IV	Exempt
Technical Writer/Editor I	Exempt
Technical Writer/Editor II	Exempt
Transportation Specialist I	Exempt
Transportation Specialist II	Exempt
Transportation Specialist III	Exempt

**SECTION J, ATTACHMENT J-4, POSITION QUALIFICATIONS & JOB DESCRIPTIONS**

1. Whether or not specifically stated, all job categories shall exhibit the following qualities:
  - o Proficiency in MS Office Suite (Word, Excel, PowerPoint and Outlook) Adobe Acrobat, and other software specific to the position (i.e. Oracle, P6 Scheduling Software, Cobra, Primavera Scheduling, Crystal Ball, and Risk Analysis Software.)
  - o Ability to interpret and apply federal, state, local laws, regulations and requirements, including but not limited to current *DOE Directives* (<https://energy.gov/em/doe-directive>).
  - o Strong analytical, research and problem-solving skills.
  - o Effective oral and written communication skills at all assigned levels.
  - o Ability to work independently or in a team environment.
  - o Exhibit a high degree of professionalism in the production of deliverables and in interactions with fellow employees and client personnel. Display a professional customer-service attitude at all times.
  - o Adhere to fundamental principles of ethical service pursuant to federal, state and local regulations.
2. Selected Labor Categories are consolidations and serve multiple specialties. The intended specialties are included in the Description and Qualifications column.
3. The Minimum Qualifications, Years/Education, and the Descriptions & Qualifications are not intended to be exhaustive or all inclusive. They are intended to allow placement of appropriately skilled personnel, both in terms of job duties and in a billing matrix.
4. Additional duties per Labor Category or additional Labor Categories may be included that are not specifically listed below. The duty descriptions documented herein are not meant to be all encompassing but describe the major areas of responsibility For example, “other duties as assigned” applies.
5. DOE is not endorsing that one or more individuals are required for each labor category.
6. Labor categories may require an L or Q clearance as required by task order.

Category	Qualifications	Description
Accountant/ Auditor	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Accounting or Business, with an accounting concentration, or ten years of relevant experience.</li> <li>• Five years of experience in accounting and financial analysis.</li> <li>• Knowledge of Statutory Accounting Principles (SAP), Generally Accepted Accounting Principles (GAAP), and Cost Accounting Standards (CAS).</li> </ul>	<ul style="list-style-type: none"> <li>• Support funds management (for example, tracking funding levels, funding obligations, costs, etc.).</li> <li>• Analyzing and reporting budget execution process and funds management (for example, cost variances, forecasts, etc.).</li> </ul>

Category	Qualifications	Description
	<p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE experience.</li> <li>• CPA, CMA or other applicable certification or designation.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Compliance Specialist	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Degree in Geology, Hydrogeology, Mathematics, Engineering, Environmental Management Planning, Physical Science or related technical degree.</li> <li>• At least five years of demonstrable compliance experience with federal, state, and local environmental laws, rules and regulations.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE Experience</li> <li>• Current hazardous waste operations level training.</li> <li>• Specialty Qualifications: Appropriate certifications per position.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Working federal, state and local issues involved in protecting the environment, including but not limited to; degradation, conservation, recycling, remediation, and protection of soil and water. Research environmental laws and regulations to ensure complete compliance.</li> <li>• Provide expert support for the development, integration, surveillance, oversight, and review of compliance plans, permit applications, and other regulatory documentation and requirements.</li> <li>• Collaborate with other entities, both internal and external, in the resolution of technical comments and/or regulatory issues.</li> <li>• Provides support for public, stakeholder and/or regulatory agency reviews and/or meetings. This may include: attending regulatory, public and/or stakeholder meetings, coordinating with all necessary parties, preparing meeting material such as slide presentations and meeting summaries, arranging meeting locations, providing all parties with meeting notifications, producing sufficient quantities of meeting presentation materials, and maintaining public reading rooms.</li> </ul>
Contract Specialist	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor's Degree in Business or ten years of relevant experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Write, review, coordinate contractual documentation up to, and through, presentation to the Contracting</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Five years of experience in federal contracting or equivalent.</li> <li>• Knowledge of applicable laws, rules, regulations and procedures (e.g., FAR, DEAR) governing contracting.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Knowledge of DOE contracting systems (e.g., STRIPES).</li> <li>• Government acquisitions coursework and certifications.</li> <li>• Experience in audit resolution.</li> <li>• DOE experience supporting D&amp;D, D&amp;R, S&amp;M, Infrastructure and operations activities.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>Officer (CO) or Contracting Officer Representation (COR) signature.</p> <ul style="list-style-type: none"> <li>• Research FAR, DEAR or other regulations.</li> <li>• Review or prepare Independent Government Cost Estimates.</li> <li>• Perform other contractual responsibilities including auditing, invoice review and other tasks assigned up to Government signature.</li> </ul>
<p>Emergency Management Specialist</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Associates Degree in Science or Engineering related field.</li> <li>• Fifteen years of relevant emergency response and/or emergency operations experience.</li> <li>• Knowledge of DOE Order 151.1D and DOE Order 150.1A</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Bachelor's Degree or Certified Emergency Manager.</li> <li>• DOE experience conducting and or overseeing site or organizational level emergency response drills and exercises.</li> <li>• D&amp;D, D&amp;R or S&amp;M project experience.</li> <li>• Nuclear facility experience.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	

Category	Qualifications	Description
Engineer I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Engineering or related field.</li> <li>• Five years of related experience in engineering.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Recognized certification in designated discipline.</li> <li>• DOE environmental cleanup experience such as operations, facility design, D&amp;D, D&amp;R, S&amp;M, Infrastructure, operations oversight and experience with modifications and repairs of facilities.</li> <li>• Experience in performing calculations and analyses of design components, equipment operations or corrective actions.</li> <li>• Experience in work planning and scheduling, use of heavy construction equipment.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Applies engineering analysis and expertise to broadly-stated technical problems.</li> <li>• Plans, schedules, conducts, and coordinates detailed phases of engineering work.</li> <li>• Plans, coordinates, or prepares equipment or work specifications.</li> <li>• Prepares conceptual studies, designs, or reports.</li> <li>• Performs value engineering assessments and alternatives analysis.</li> <li>• Assists DOE in developing plans and conducting walkthroughs and project assessment.</li> <li>• Develops documents and conducts technical reviews.</li> <li>• Reviews project technical documents, provides engineering analysis, and design reviews.</li> <li>• Participates in Operational Readiness Reviews, Readiness Assessments, system analysis, and requirement analysis.</li> <li>• Provides Title III and facility commissioning services to assist DOE in the oversight of construction projects throughout the construction phase, including startup, readiness reviews, and Critical Decision Review/Approval.</li> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies.</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists.</li> </ul>
Engineer II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Master’s Degree in Engineering or related field.</li> </ul>	<ul style="list-style-type: none"> <li>• Applies engineering analysis and expertise to broadly-stated technical problems.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Ten years of related experience in engineering.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Professional Engineer (PE) License in related field.</li> <li>• Extensive DOE environmental cleanup experience such as operations, facility design, D&amp;D, D&amp;R, S&amp;M, Infrastructure, operations oversight and experience with modifications and repairs of facilities.</li> <li>• Extensive experience with design and operation of fire protection systems including performance of fire hazards analyses.</li> <li>• Extensive experience performing calculations and analyses of design components, equipment operations or corrective actions.</li> <li>• Extensive experience in work planning and scheduling, use of heavy construction equipment and supervision of union labor.</li> <li>• Recognized certification(s) in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Plans, schedules, conducts, and coordinates detailed phases of engineering work.</li> <li>• Plans, coordinates, or prepares equipment or work specifications.</li> <li>• Prepares conceptual studies, designs, or reports.</li> <li>• Performs value engineering assessments and alternatives analysis.</li> <li>• Assists DOE in developing plans and conducting walkthroughs and project assessment.</li> <li>• Develops documents and conducts technical reviews.</li> <li>• Reviews project technical documents, provides engineering analysis, and design reviews.</li> <li>• Participates in Operational Readiness Reviews, Readiness Assessments, system analysis, and requirement analysis.</li> <li>• Provides Title III and facility commissioning services to assist DOE in the oversight of construction projects throughout the construction phase, including startup, readiness reviews, and Critical Decision Review/Approval.</li> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> </ul>
Engineer III	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master's in Engineering or related field.</li> <li>• Fifteen years of related experience in engineering.</li> </ul>	<ul style="list-style-type: none"> <li>• Applies engineering analysis and expertise to broadly-stated technical problems.</li> <li>• Plans, schedules, conducts, and coordinates detailed phases of engineering work.</li> </ul>

Category	Qualifications	Description
	<p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Professional Engineer (PE) License in related field.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Extensive DOE environmental cleanup experience demonstrating expert knowledge in areas such as nuclear facility operations, facility design, D&amp;D, D&amp;R, S&amp;M, Infrastructure, operations oversight and experience with modifications and repairs of facilities.</li> <li>• Extensive experience with design and operation of fire protection systems including performance of fire hazards analyses.</li> <li>• Extensive experience in performing calculations and analyses of design components, equipment operations or corrective actions.</li> <li>• Extensive experience in work planning and scheduling, use of heavy construction equipment and supervision of union labor.</li> <li>• Recognized certification(s) in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Plans, coordinates, or prepares equipment or work specifications.</li> <li>• Prepares conceptual studies, designs, or reports.</li> <li>• Performs value engineering assessments and alternatives analysis.</li> <li>• Assists DOE in developing plans and conducting walkthroughs and project assessment.</li> <li>• Develops documents and conducts technical reviews.</li> <li>• Reviews project technical documents, provides engineering analysis, and design reviews.</li> <li>• Participates in Operational Readiness Reviews, Readiness Assessments, system analysis, and requirement analysis.</li> <li>• Provides Title III and facility commissioning services to assist DOE in the oversight of construction projects throughout the construction phase, including startup, readiness reviews, and Critical Decision Review/Approval. Serves as mentor and performs peer reviews of technical work products of employees at lower grades.</li> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> </ul>
<p>Engineer,                      Nondestructive                      Assay Engineer</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor's Degree in Engineering or science related field (e.g. chemistry, mathematics, physics).</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Ten years of related experience or advanced degree with five years of experience in Nondestructive Assay (NDA).</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE and/or NRC operations and design experience related to D&amp;D, D&amp;R or S&amp;M utilizing quality assurance requirements.</li> <li>• Project experience should including working knowledge of all current NDA techniques used to measure uranium and modeling codes.</li> <li>• Publications, active participation in national NDA conferences, or conducting NDA training courses.</li> <li>• Recent working knowledge and experience with nuclear regulations and regulatory processes.</li> <li>• Expert knowledge and experience with DOE quality system non-destructive assay, and known safe-harbor methods.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p>Engineer,                      Nuclear                      Criticality                      Engineer I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Engineering or science related field (e.g. chemistry, mathematics, physics).</li> <li>• Five years of experience in Nuclear Criticality Safety (NCS) or related experience, including development of NCSEs or applicable experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Nuclear facility experience in supporting DOE nuclear industry criticality safety standards for operations and designs such as D&amp;D, D&amp;R or S&amp;M project experience.</li> <li>• Recent working knowledge of MCNP, KENO or similar models and use of double contingency principle.</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Ability to perform independent criticality safety reviews of nuclear facilities, criticality safety evaluations, and facility safety basis documents to ensure that applicable DOE and nuclear industry requirements are met.</li> <li>• Experience in principles of nuclear physics, chemistry, mathematics, mechanics of materials, and the ability to read process and equipment drawings.</li> <li>• Recent working knowledge and experience with nuclear regulations and regulatory processes.</li> <li>• Experience and knowledge with known DOE nuclear safety analysis methods.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p>Engineer,                      Nuclear                      Criticality                      Engineer II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Engineering or science related field (e.g. chemistry, mathematics, physics).</li> <li>• Ten years of experience in NCS or related experience, including development of NCSEs or applicable experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Extensive nuclear facility experience in supporting DOE nuclear industry criticality safety standards for operations and designs such as current D&amp;D, D&amp;R or S&amp;M projects.</li> <li>• Recent working knowledge of MCNP, KENO or similar models and use of double contingency principle.</li> <li>• Ability to perform independent criticality safety reviews of nuclear facilities, criticality safety evaluations, and facility safety basis documents to ensure that applicable DOE and nuclear industry requirements are met.</li> </ul>	<ul style="list-style-type: none"> <li>• Recent working knowledge of MCNP, KENO or similar models and use of double contingency principle.</li> <li>• Knowledge of DOE and nuclear industry criticality safety standards and requirements.</li> <li>• Ability to perform independent criticality safety reviews of nuclear facilities, criticality safety evaluations, and facility safety basis documents to ensure that applicable DOE and nuclear industry requirements are met.</li> <li>• Experience in principles of nuclear physics, chemistry, mathematics, mechanics of materials, and the ability to read process and equipment drawings.</li> <li>• Experience in supporting DOE operations and designs.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Extensive experience in principles of nuclear physics, chemistry, mathematics, mechanics of materials, and the ability to read process and equipment drawings.</li> <li>• Recent working knowledge and experience with nuclear regulations and regulatory processes.</li> <li>• Extensive experience and knowledge with known DOE nuclear safety analysis methods.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p>Engineer,                      Nuclear                      Criticality                      Engineer III</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master’s Degree in science or engineering related field.</li> <li>• Fifteen years of experience in NCS or related experience, including development of NCSEs or applicable experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Expert nuclear facility experience in supporting DOE nuclear industry criticality safety standards and requirements for operations and designs such as D&amp;D, D&amp;R or S&amp;M project experience.</li> <li>• Recent working knowledge of MCNP, KENO or similar models and use of double contingency principle.</li> <li>• Extensive experience and expert knowledge performing independent criticality safety reviews of nuclear facilities, criticality safety evaluations, and facility safety basis documents to ensure that applicable DOE and nuclear industry requirements are met.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Extensive experience and expert knowledge in principles of nuclear physics, chemistry, mathematics, mechanics of</li> </ul>	

Category	Qualifications	Description
	<p>materials, and the ability to read process and equipment drawings.</p> <ul style="list-style-type: none"> <li>• Extensive experience and expert knowledge with known DOE nuclear safety analysis methods.</li> <li>• Expert knowledge and experience with DOE quality system non-destructive assay, and known safe-harbor methods.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Nuclear Safety Specialist	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Ten years of direct experience in nuclear safety analysis or related experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in a scientific or engineering discipline.</li> <li>• DOE D&amp;D, D&amp;R or S&amp;M project experience defining problems collecting information, evaluating data, drawing valid conclusions, and developing solutions in a time-critical environment.</li> <li>• Recent working knowledge and experience with nuclear regulations and regulatory processes.</li> <li>• Experience performing hazard analysis, accident analysis, or development of nuclear safety documents under 10 CFR 830.</li> <li>• Recent working knowledge and experience with nuclear regulations and regulatory processes.</li> <li>• Additional five years of nuclear experience.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	

Category	Qualifications	Description
<p>Engineer,                      Process/Facility                      Specialist I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in science, engineering, or related field.</li> <li>• Five years of experience in construction engineering, manufacturing, project management or facilities operations organizations.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE experience in the application of conduct of operations and safe work practices.</li> <li>• Experience and education in chemical, nuclear and/or radiological facilities.</li> <li>• Experience in nuclear and non-nuclear facility maintenance and work planning and control.</li> <li>• Experience conducting functional area assessments and coordinating site level environmental regulatory actions.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p>Engineer,                      Process/Facility                      Specialist II</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in science, engineering, or related field.</li> <li>• Ten years of experience in construction engineering, manufacturing, project management or facilities operations organizations.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Extensive DOE experience in the application of conduct of operations and safe work practices in chemical, nuclear and/or radiological facilities.</li> <li>• Experience in nuclear and non-nuclear facility maintenance and work planning and control.</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Extensive experience conducting functional area assessments and coordinating site level environmental regulatory actions.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	
<p>Engineer,                      Process/Facility                      Specialist III</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master’s Degree in science, engineering, or related field.</li> <li>• Fifteen years of experience in construction engineering, manufacturing, project management or facilities operations organizations.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Extensive DOE experience in the application of conduct of operations and safe work practices including chemical, nuclear and/or radiological facilities.</li> <li>• Experience in nuclear and non-nuclear facility maintenance and work planning and control.</li> <li>• Extensive experience conducting functional area assessments and coordinating site level environmental regulatory actions.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p>Engineer,                      Waste I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Engineering, environmental management/planning, or related field.</li> <li>• Five years of experience in engineering or ten years of related experience.</li> </ul> <p>PREFERRED:</p>	<ul style="list-style-type: none"> <li>• Evaluates waste management alternatives for a broad range of waste types including the handling, packaging, shipment, treatment and disposal of radioactive and hazardous waste streams.</li> <li>• Performs regulatory analysis, economic analysis, feasibility and market research studies, and interfaces directly with service and technology vendors and</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Broad experience in DOE D&amp;D, D&amp;R or S&amp;M waste management including LLW, Mixed-LLW, TSCA and PCB waste management, radiological controls, hazardous materials transportation and waste storage operations.</li> <li>• Experience working with waste sampling events and working knowledge of statistics.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>treatment, storage and disposal (TSD) facilities to identify technically sound and cost effective alternatives to meet milestones or regulatory requirements.</p> <ul style="list-style-type: none"> <li>• Certifies on behalf of the generator that waste streams meet waste acceptance requirements for TSD facilities accepting radiological or hazardous waste.</li> </ul>
<p>Engineer, Waste II</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Engineering, environmental management/planning, or related field.</li> <li>• Ten years of experience in engineering or fifteen years of related experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Broad experience in DOE D&amp;D, D&amp;R or S&amp;M waste management including LLW, Mixed-LLW, TSCA and PCB waste management, radiological controls, hazardous materials transportation and waste storage operations.</li> <li>• Experience working with waste sampling events and working knowledge of statistics.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluates waste management alternatives for a broad range of waste types including the handling, packaging, shipment, treatment and disposal of radioactive and hazardous waste streams.</li> <li>• Performs regulatory analysis, economic analysis, feasibility and market research studies, and interfaces directly with service and technology vendors and treatment, storage and disposal (TSD) facilities to identify technically sound and cost effective alternatives to meet milestones or regulatory requirements.</li> <li>• Certifies on behalf of the generator that waste streams meet waste acceptance requirements for TSD facilities accepting radiological or hazardous waste.</li> </ul>
<p>Engineer, Waste III</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master’s Degree in Engineering, environmental management/planning, or related field.</li> <li>• Fifteen years of experience in engineering or twenty years of related experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Broad experience in all aspects of DOE D&amp;D, D&amp;R or S&amp;M waste management including LLW, Mixed-LLW,</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluates waste management alternatives for a broad range of waste types including the handling, packaging, shipment, treatment and disposal of radioactive and hazardous waste streams.</li> <li>• Performs regulatory analysis, economic analysis, feasibility and market research studies, and interfaces directly with service and technology vendors and treatment, storage and disposal (TSD) facilities to identify technically sound and cost effective</li> </ul>

Category	Qualifications	Description
	<p>TSCA and PCB waste management, radiological controls, hazardous materials transportation and waste storage operations.</p> <ul style="list-style-type: none"> <li>• Extensive experience working with waste sampling events and working knowledge of statistics.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<p>alternatives to meet milestones or regulatory requirements.</p> <ul style="list-style-type: none"> <li>• Certifies on behalf of the generator that waste streams meet waste acceptance requirements for TSD facilities accepting radiological or hazardous waste.</li> </ul>
Regulatory Specialist I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in environmental or Physical Science, or; commensurate experience in the environmental area.</li> <li>• Five years of regulatory related experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• DOE D&amp;D, D&amp;R or S&amp;M project experience working through environmental issues, utility design, construction activities, regulatory requirements, safety orders, government standards, and policies.</li> <li>• Experience working with DOT, EPA, State, federal and local regulations and the effects on region operation business units.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Understand the federal, state and local issues involved in protecting the environment, including but not limited to; degradation, conservation, recycling, remediation, and protection of soil and water. Research environmental laws and regulations to ensure complete compliance.</li> <li>• Provide expert support for the development, integration, surveillance, oversight, and review of compliance plans, permit applications, and other regulatory documentation and requirements.</li> <li>• Collaborate with other entities, both internal and external, in the resolution of technical comments and/or regulatory issues.</li> <li>• Provides support for public, stakeholder and/or regulatory agency reviews and/or meetings. This may include: attending regulatory, public and/or stakeholder meetings, coordinating with all necessary parties, preparing meeting material such as slide presentations and meeting summaries, arranging meeting locations, providing all parties with meeting notifications, producing sufficient quantities of meeting presentation materials, and maintaining public reading rooms.</li> </ul>

Category	Qualifications	Description
Regulatory Specialist II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in environmental or Physical Science, or; ten years of commensurate experience in the environmental area.</li> <li>• Ten years of regulatory related experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• DOE D&amp;D, D&amp;R or S&amp;M project experience working through environmental issues, utility design, construction activities, regulatory requirements, safety orders, government standards, and policies.</li> <li>• Experience working with DOT, EPA, State, federal and local regulations and the effects on region operation business units.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Understand the federal, state and local issues involved in protecting the environment, including but not limited to; degradation, conservation, recycling, remediation, and protection of soil and water. Research environmental laws and regulations to ensure complete compliance.</li> <li>• Provide expert support for the development, integration, surveillance, oversight, and review of compliance plans, permit applications, and other regulatory documentation and requirements.</li> <li>• Collaborate with other entities, both internal and external, in the resolution of technical comments and/or regulatory issues.</li> <li>• Provides support for public, stakeholder and/or regulatory agency reviews and/or meetings. This may include: attending regulatory, public and/or stakeholder meetings, coordinating with all necessary parties, preparing meeting material such as slide presentations and meeting summaries, arranging meeting locations, providing all parties with meeting notifications, producing sufficient quantities of meeting presentation materials, and maintaining public reading rooms.</li> <li>• Performs peer reviews of the technical work products of employees at lower grades.</li> </ul>
Regulatory Specialist III	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Master’s Degree in environmental or Physical Science, or fifteen years of commensurate experience in the environmental area.</li> <li>• Fifteen years of regulatory related experience.</li> </ul> <p><b>PREFERRED:</b></p>	<ul style="list-style-type: none"> <li>• Understand the federal, state and local issues involved in protecting the environment, including but not limited to; degradation, conservation, recycling, remediation, and protection of soil and water. Research environmental laws and regulations to ensure complete compliance.</li> <li>• Provide expert support for the development, integration, surveillance, oversight, and review of</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Extensive DOE D&amp;D, D&amp;R or S&amp;M project experience working through environmental issues, utility design, construction activities, regulatory requirements, safety orders, government standards, and policies.</li> <li>• Extensive experience working with DOT, EPA, State, federal and local regulations and the effects on region operation business units.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>compliance plans, permit applications, and other regulatory documentation and requirements.</p> <ul style="list-style-type: none"> <li>• Collaborate with other entities, both internal and external, in the resolution of technical comments and/or regulatory issues.</li> <li>• Provides support for public, stakeholder and/or regulatory agency reviews and/or meetings. This may include: attending regulatory, public and/or stakeholder meetings, coordinating with all necessary parties, preparing meeting material such as slide presentations and meeting summaries, arranging meeting locations, providing all parties with meeting notifications, producing sufficient quantities of meeting presentation materials, and maintaining public reading rooms.</li> </ul>
<p>ESH&amp;Q Specialist I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Science, Engineering, Physics, or other related field.</li> <li>• Five years of industrial, federal, state or other governmental industrial safety or quality assurance experience. The experience is in a nuclear industrial and/or industrial remediation setting including responsibility for safety, occupational health, industrial safety, QA/QC, and/or a combination of commensurate experience for major maintenance, construction, or remediation projects/activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Assures all operations are conducted in accordance with applicable safety rules and regulations.</li> <li>• Performing Quality Assurance (QA) Independent Assessments, Audits and Surveillances of contractor activities.</li> <li>• Perform surveillance activities including safety and occupational health management, surveillance, compliance inspections, and safety enforcement on projects. Perform incident investigations including causal analysis, job hazard analysis, recordkeeping, day-to-day regulatory compliance, conducting inspections and audits.</li> <li>• Reviews and assessments include, but are not limited to, Readiness Assessments (RA), Operational Readiness Reviews (ORR), Integrated Safety Management System Radiological Controls, Occupational Safety and Health, and Waste Management and Transportation Compliance.</li> </ul>

	<p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Related certification/professional credentials (i.e., CHP, CIH, CSP, CPEA, etc.)</li> <li>• Two years of experience at Department of Energy operating facilities.</li> <li>• Experience and a working knowledge of EHS regulations, codes, guidelines and QA/QC efforts.</li> <li>• Working knowledge of NQA-1 standards.</li> <li>• Working knowledge of DOE O 414.1D, 10 CFR 830, Subpart A</li> <li>• Quality certification from a credited organization such as the American Society of Quality (ASQ)</li> <li>• Significant proficiency in auditing.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Provides oversight of Environmental Safety, Health &amp; Quality (ESH&amp;Q) Programs including implementing policies, procedures, and instructions including, but not limited to:             <ul style="list-style-type: none"> <li>– Radiation Protection (including Dosimetry)</li> <li>– Contractor Quality Assurance</li> <li>– Emergency Management</li> <li>– OSHA Construction Safety Standards</li> <li>– Respiratory Protection</li> <li>– Price Anderson Amendment Acts</li> </ul> </li> <li>• Monitors contractors programs to control radiological hazards; Coordinates all health physics activities with assigned counterparts.</li> <li>• Performs oversight of contractor’s QA programs.</li> <li>• Monitors facilities and operations performing radiological or nonionizing radiological work to ensure existing radiological safety standards and procedures/practices are adequate, and recommends corrective action.</li> <li>• Makes recommendations on health physics aspects of emergency/disaster preparedness planning and operations. Assists DOE and interfaces with representatives of the Nuclear Regulatory Commission and of other governmental and civilian agencies. Develops worker protection programs, such as hearing conservation, eye protection, and respiratory protection programs.</li> <li>• Ensures availability and proper use and care of Personal Protective Equipment (PPE).</li> <li>• Responds to off-duty calls from designated authority to meet priority or emergency work requirements.</li> <li>• Maintain a database to record assessment activities, non-conformances and corrective actions to document opportunities for improvement, non-compliances and corrective/preventive actions.</li> </ul>
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Category	Qualifications	Description
<p>ESH&amp;Q Specialist II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Science, Engineering, Physics, or other related field.</li> <li>• Ten years of industrial, federal, state or other governmental industrial safety or quality assurance experience. The experience is in a nuclear industrial and/or industrial remediation setting including responsibility for safety, occupational health, industrial safety, QA/QC, and/or a combination of commensurate experience for major maintenance, construction, or remediation projects/activities.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Related certification/professional credentials (i.e., CHP, CIH, CSP, CPEA, etc.)</li> <li>• Five years of experience at Department of Energy operating facilities.</li> <li>• Extensive experience and a working knowledge of EHS regulations, codes, guidelines and QA/QC efforts.</li> <li>• Advanced knowledge of NQA-1 standards.</li> <li>• Advanced knowledge of DOE O 414.1D, 10 CFR 830, Subpart A</li> <li>• Quality certification from a credited organization such as the American Society of Quality (ASQ)</li> <li>• Significant proficiency in auditing.</li> <li>• Recognized certification in designated discipline.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Assures all operations are conducted in accordance with applicable safety rules and regulations.</li> <li>• Performing Quality Assurance (QA) Independent Assessments, Audits and Surveillances of contractor activities.</li> <li>• Perform surveillance activities including safety and occupational health management, surveillance, compliance inspections, and safety enforcement on projects. Perform incident investigations including causal analysis, job hazard analysis, recordkeeping, day-to-day regulatory compliance, conducting inspections and audits.</li> <li>• Reviews and assessments include, but are not limited to, Readiness Assessments (RA), Operational Readiness Reviews (ORR), Integrated Safety Management System Radiological Controls, Occupational Safety and Health, and Waste Management and Transportation Compliance.</li> <li>• Performs oversight of contractor’s QA programs.</li> <li>• Provides oversight of Environmental Safety, Health &amp; Quality (ESH&amp;Q) Programs including implementing policies, procedures, and instructions including, but not limited to:                         <ul style="list-style-type: none"> <li>– Radiation Protection (including Dosimetry)</li> <li>– Contractor Quality Assurance</li> <li>– Emergency Management</li> <li>– OSHA Construction Safety Standards</li> <li>– Respiratory Protection</li> <li>– Price Anderson Amendment Acts</li> </ul> </li> <li>• Monitors contractors programs to control radiological hazards; Coordinates all health physics activities with assigned counterparts.</li> <li>• Monitors facilities and operations performing radiological or nonionizing radiological work to</li> </ul>

Category	Qualifications	Description
		<p>ensure existing radiological safety standards and procedures/practices are adequate, and recommends corrective action.</p> <ul style="list-style-type: none"> <li>• Makes recommendations on health physics aspects of emergency/disaster preparedness planning and operations. Assists DOE and interfaces with representatives of the Nuclear Regulatory Commission and of other governmental and civilian agencies. Develops worker protection programs, such as hearing conservation, eye protection, and respiratory protection programs.</li> <li>• Ensures availability and proper use and care of Personal Protective Equipment (PPE).</li> <li>• Responds to off-duty calls from designated authority to meet priority or emergency work requirements.</li> <li>• Maintain a database to record assessment activities, non-conformances and corrective actions to document opportunities for improvement, non-compliances and corrective/preventive actions.</li> </ul>
<p>ESH&amp;Q Specialist III</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Master’s Degree in Science, Engineering, Physics, or other related field.</li> <li>• Fifteen years of industrial, federal, state or other governmental industrial safety or quality assurance experience. The experience is in a nuclear industrial and/or industrial remediation setting including responsibility for safety, occupational health, industrial safety, QA/QC, and/or a combination of commensurate experience for major maintenance, construction, or remediation projects/activities.</li> </ul> <p><b>PREFERRED:</b></p>	<ul style="list-style-type: none"> <li>• Assures all operations are conducted in accordance with applicable safety rules and regulations.</li> <li>• Performing Quality Assurance Independent Assessments, Audits and Surveillances of contractor activities.</li> <li>• Perform surveillance activities including safety and occupational health management, surveillance, compliance inspections, and safety enforcement on projects. Perform incident investigations including causal analysis, job hazard analysis, recordkeeping, day-to-day regulatory compliance, conducting inspections and audits.</li> <li>• Reviews and assessments include, but are not limited to, Readiness Assessments (RA), Operational</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Related certification/professional credentials (i.e., CHP, CIH, CSP, CPEA, etc.)</li> <li>• Seven years of experience at Department of Energy operating facilities.</li> <li>• Experience and an expert working knowledge of EHS regulations, codes, guidelines and QA/QC efforts.</li> <li>• Extensive knowledge of NQA-1 standards.</li> <li>• Extensive knowledge of DOE O 414.1D, 10 CFR 830, Subpart A</li> <li>• Quality certification from a credited organization such as the American Society of Quality (ASQ)</li> <li>• Significant proficiency in auditing.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>Readiness Reviews (ORR), Integrated Safety Management System Radiological Controls, Occupational Safety and Health, and Waste Management and Transportation Compliance.</p> <ul style="list-style-type: none"> <li>• Provides oversight of Environmental Safety, Health &amp; Quality (ESH&amp;Q) Programs including implementing policies, procedures, and instructions including, but not limited to:                         <ul style="list-style-type: none"> <li>– Radiation Protection (including Dosimetry)</li> <li>– Contractor Assurance</li> <li>– Emergency Management</li> <li>– OSHA Construction Safety Standards</li> <li>– Respiratory Protection</li> <li>– Price Anderson Amendment Acts</li> </ul> </li> <li>• Monitors contractors programs to control radiological hazards; Coordinates all health physics activities with assigned counterparts.</li> <li>• Monitors facilities and operations performing radiological or nonionizing radiological work to ensure existing radiological safety standards and procedures/practices are adequate, and recommends corrective action.</li> <li>• Makes recommendations on health physics aspects of emergency/disaster preparedness planning and operations. Assists DOE and interfaces with representatives of the Nuclear Regulatory Commission and of other governmental and civilian agencies. Develops worker protection programs, such as hearing conservation, eye protection, and respiratory protection programs.</li> <li>• Ensures availability and proper use and care of Personal Protective Equipment (PPE).</li> <li>• Responds to off-duty calls from designated authority to meet priority or emergency work requirements.</li> </ul>

Category	Qualifications	Description
		<ul style="list-style-type: none"> <li>• Maintain a database to record assessment activities, non-conformances and corrective actions to document opportunities for improvement, non-compliances and corrective/preventive actions.</li> </ul>
Estimator I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Five years of relevant experience with environmental cleanup, project controls, or cost estimating.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in a related field.</li> <li>• DOE environmental cleanup estimating experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Supports cost estimating efforts during project and/or proposal activities.</li> <li>• Assists in historical data analysis and maintenance of historical databases, estimate development and in preparation of graphic presentations by summarizing estimating data.</li> <li>• Responsible for detailed estimates of man-hours and indirect costs.</li> <li>• Consults with clients, vendors, personnel in other departments to discuss and formulate estimates and resolve issues.</li> <li>• Confers with engineers, architects, owners, contractors and subcontractors on changes and adjustments to cost estimates.</li> <li>• Determines material and labor requirements.</li> <li>• Determines type, quantity and quality of resources required.</li> <li>• Determines time, costs, resources, or materials needed to perform a work activity.</li> <li>• Considers the relative costs and benefits of potential actions to choose the most appropriate one.</li> <li>• Compiles, codes, categorizes, calculates, tabulates, audits, or verifies information or data.</li> <li>• Prepare and maintain “high quality” Independent Government Cost Estimates (IGCE) and Independent Cost Estimates (ICE).</li> <li>• Performs peer reviews of the technical work products of employees at lower grades.</li> </ul>

Category	Qualifications	Description
Estimator II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree or ten years of commensurate experience in a related field.</li> <li>• Ten years of relevant experience in environmental cleanup, project controls, or cost estimating.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• DOE experience of which at least five years would be on federally-funded environmental cleanup project.</li> <li>• Recognized certification in designated area.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Supports cost estimating efforts during project and/or proposal activities.</li> <li>• Assists in historical data analysis and maintenance of historical databases, estimate development and in preparation of graphic presentations by summarizing estimating data.</li> <li>• Responsible for detailed estimates of man-hours and indirect costs.</li> <li>• Consults with clients, vendors, personnel in other departments to discuss and formulate estimates and resolve issues.</li> <li>• Confers with engineers, architects, owners, contractors and subcontractors on changes and adjustments to cost estimates.</li> <li>• Determines material and labor requirements.</li> <li>• Determines type, quantity and quality of resources required.</li> <li>• Determines time, costs, resources, or materials needed to perform a work activity.</li> <li>• Considers the relative costs and benefits of potential actions to choose the most appropriate one.</li> <li>• Compiles, codes, categorizes, calculates, tabulates, audits, or verifies information or data.</li> <li>• Prepare and maintain “high quality” Independent Government Cost Estimates (IGCE) and Independent Cost Estimates (ICE).</li> <li>• Performs peer reviews of the technical work products of employees at lower grades.</li> </ul>
Estimator III	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree or fifteen years of commensurate experience in a related field.</li> <li>• Fifteen years of relevant and expert experience in environmental cleanup, project controls, or cost estimating.</li> </ul>	<ul style="list-style-type: none"> <li>• Supports cost estimating efforts during project and/or proposal activities.</li> <li>• Assists in historical data analysis and maintenance of historical databases, estimate development and in preparation of graphic presentations by summarizing estimating data.</li> </ul>

Category	Qualifications	Description
	<p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Significant DOE experience of which at least ten years would be on federally-funded environmental cleanup project.</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Recognized certification in designated area.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for detailed estimates of man-hours and indirect costs.</li> <li>• Consults with clients, vendors, personnel in other departments to discuss and formulate estimates and resolve issues.</li> <li>• Confers with engineers, architects, owners, contractors and subcontractors on changes and adjustments to cost estimates.</li> <li>• Determines material and labor requirements.</li> <li>• Determines type, quantity and quality of resources required.</li> <li>• Determines time, costs, resources, or materials needed to perform a work activity.</li> <li>• Considers the relative costs and benefits of potential actions to choose the most appropriate one.</li> <li>• Compiles, codes, categorizes, calculates, tabulates, audits, or verifies information or data.</li> <li>• Prepare and maintain “high quality” Independent Government Cost Estimates (IGCE) and Independent Cost Estimates (ICE).</li> <li>• Performs peer reviews of the technical work products of employees at lower grades.</li> </ul>
Financial Analyst I	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Business or three years of relevant experience.</li> <li>• Three years of experience of funding for programs and projects or equivalent.</li> </ul>	

Category	Qualifications	Description
	<p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Knowledge of DOE financial accounting systems (for example, STARS, STRIPES, or other Oracle based like systems).</li> <li>• Experience of supporting funds management (for example, tracking funding levels, funding obligations, costs, etc.).</li> <li>• Experience of analyzing and reporting budget execution process and funds management (for example, cost variances, forecasts, etc.).</li> <li>• Experience of developing “what if” scenarios.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Financial Analyst II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Business or eight years of relevant experience.</li> <li>• Eight years of experience in federal programs and projects or equivalent.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Knowledge of DOE financial accounting systems (for example, STARS, STRIPES, or other Oracle based like systems).</li> <li>• Experience of supporting funds management (for example, tracking funding levels, funding obligations, costs, etc.).</li> <li>• Experience of analyzing and reporting budget execution process and funds management (for example, cost variances, forecasts, etc.).</li> <li>• Ability to conduct comprehensive resource management and program scheduling and execution.</li> <li>• Knowledge of project management/project controls to include lifecycle and baseline analysis.</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Experience in coordinating multiple high level project documentation requirements.</li> <li>• Experience of developing “what if” scenarios.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Financial Analyst III	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master’s Degree in or fifteen years of relevant experience.</li> <li>• Fifteen years of experience in financial management or federal budgetary environment or equivalent.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Extensive ability to conduct comprehensive program/financial analysis of business systems/submission and project baselines as related to DOE project and contract management.</li> <li>• Extensive knowledge of Congressional budget process including experience in interpreting and implementing budgetary policies and procedures.</li> <li>• Extensive experience coordinating multiple high level project documentation requirements.</li> <li>• Executive level experience in managing large and diverse financial and budgetary programs with multi-appropriations in a multi-contract environment.</li> <li>• Experience of providing expert advice to senior management.</li> <li>• Extensive experience of supporting funds management (for example, tracking funding levels, funding obligations, costs, variances, forecasts, etc.).</li> <li>• Extensive experience conducting comprehensive resource management and program scheduling and execution.</li> <li>• Expert knowledge of project management/project controls to include lifecycle and baseline analysis.</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Experience with DOE financial accounting systems (for example, STARS, STRIPES, or other Oracle based like systems).</li> <li>• Extensive experience leading to an expert designation in assigned area.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Graphic Artist I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Associate’s Degree in Graphic Design, certification, or five years of commensurate experience in related field.</li> <li>• Five years of graphic design experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Demonstrated strong conceptual and creative abilities.</li> <li>• Detailed knowledge of advanced graphic concepts and programs.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Produce graphics to be used in various publications such as event calendars according to established specifications.</li> <li>• Creates, designs, and produces artwork for signage, postings, banners, postcards, flyers, etc. from client specifications.</li> <li>• Develop templates for EM publications including presentations, newsletters, reports, EM updates and press releases.</li> <li>• Prepare reports, graphs, and presentations.</li> <li>• Create graphics that illustrate results of management analyses (e.g., complex GANTT charts).</li> </ul>
Graphic Artist II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor Degree in Graphic Design, certification, or ten years of commensurate experience in related field.</li> <li>• Ten years of graphic design experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Demonstrated strong conceptual and creative abilities.</li> <li>• Detailed knowledge of advanced graphic concepts and programs.</li> <li>• Recognized certification(s) in designated area.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Produce graphics to be used in various publications such as event calendars according to established specifications.</li> <li>• Creates, designs, and produces artwork for signage, postings, banners, postcards, flyers, etc. from client specifications.</li> <li>• Develop templates for EM publications including presentations, newsletters, reports, EM updates and press releases.</li> <li>• Prepare reports, graphs, and presentations. Create graphics that illustrate results of management analyses (e.g., complex GANTT charts).</li> </ul>

Category	Qualifications	Description
Ground Water Specialist	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Geology, Hydrogeology, Mathematics, Engineering, Physical Science or related technical degree; or ten years of commensurate experience in related field.</li> <li>• At least five years of demonstrable compliance experience with federal environmental laws, rules and regulations.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Current hazardous waste operations training.</li> <li>• Specialty Qualifications: Appropriate certification, as required.</li> <li>• Experience with computer modeling, data analysis and integration, digital mapping, and/or remote sensing.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Understand the federal, state and local issues involved in protecting the environment, including but not limited to; degradation, conservation, recycling, remediation, and protection of soil and water. Research environmental laws and regulations to ensure complete compliance.</li> <li>• Provide expert support for the development, integration, surveillance, oversight, and review of compliance plans, permit applications, and other regulatory documentation and requirements.</li> <li>• Collaborate with other entities, both internal and external, in the resolution of technical comments and/or regulatory issues.</li> <li>• Provides support for public, stakeholder and/or regulatory agency reviews and/or meetings. This may include: attending regulatory, public and/or stakeholder meetings, coordinating with all necessary parties, preparing meeting material such as slide presentations and meeting summaries, arranging meeting locations, providing all parties with meeting notifications, producing sufficient quantities of meeting presentation materials, and maintaining public reading rooms.</li> </ul>
Nuclear Material Inventory & Accountability Specialist	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor's Degree in a relevant engineering curriculum or physical science.</li> <li>• Ten years of experience in uranium fuel cycle operations including uranium inventory management and uranium processing technologies.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience with DOE material control and accountability directives.</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Five years of experience in DOE NMC&amp;A.</li> <li>• Experience evaluating contractor nuclear material management deliverables, development of draft response communications to DOE contractors and all stakeholders, and conducting Safeguards and Security assessments.</li> <li>• Experience in interfacing with EM HQ, NMMSS and Office of Nuclear Material Integration.</li> <li>• Experience in termination of safeguards for material.</li> <li>• Experience with NRC nuclear material policies, procedures and requirements.</li> <li>• Recognized certification in designated area.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	
<p>Program Analyst I</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree or commensurate experience in related field.</li> <li>• Five years of relevant experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• DOE experience with research, analysis, and data management.</li> <li>• Knowledge of a wide variety of techniques for fact finding and analysis to conduct studies and findings.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Serve as a work coordinator and support the oversight, integration, and management of administrative and operations support activities.</li> <li>• Manages schedules, agendas, and action items for key groups.</li> <li>• Conducts regular and special meetings, using knowledge of program events to determine need and timing.</li> <li>• Operating classified computer systems may be required.</li> <li>• Develop procedures or systems processes.</li> <li>• Identify, categorize and analyze qualitative data.</li> <li>• Explain administrative requirements, secure clarifying information, resolve inconsistencies and maintain liaison with staff and operating managers.</li> <li>• Analyze, evaluate and advise management on the effectiveness or efficiency of programs or systems.</li> </ul>
<p>Program Analyst II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor's Degree or commensurate experience in related field.</li> <li>• Ten years of relevant experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Serve as a work coordinator and support the oversight, integration, and management of administrative and operations support activities</li> </ul>

Category	Qualifications	Description
	<p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Extensive DOE experience with research, analysis, and data management.</li> <li>• Understanding and knowledge of a wide variety of techniques for fact finding and analysis to conduct studies and findings.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Manages schedules, agendas, and action items for key groups.</li> <li>• Conducts regular and special meetings, using knowledge of program events to determine need and timing</li> <li>• Operating classified computer systems may be required.</li> <li>• Develop procedures or systems processes.</li> <li>• Identify, categorize and analyze qualitative data.</li> <li>• Explain administrative requirements, secure clarifying information, resolve inconsistencies and maintain liaison with staff and operating managers.</li> <li>• Analyze, evaluate and advise management on the effectiveness or efficiency of programs or systems.</li> </ul>
<p>Program Manager I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor's Degree in a related field.</li> <li>• Five years of relevant experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE environmental cleanup experience as a program manager.</li> <li>• Experience handling multiple projects concurrently.</li> <li>• Experience directing and controlling program activities and ensuring the delivery of quality technical products.</li> <li>• Recognized certifications in designated area.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Interface with DOE Contracting Officers, Contracting Officer Representatives, and Federal Project Directors.</li> <li>• Responsible for monitoring and maintaining performance of all contractual responsibilities. Provide human resource support for the individuals supporting the task, by planning, implementing, and evaluating employee relations and human resources policies, programs, and practices.</li> <li>• Develop and provide required status reports.</li> </ul>
<p>Program Manager II</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor's Degree in a related field.</li> <li>• Ten years of relevant experience.</li> </ul> <p>PREFERRED:</p>	<ul style="list-style-type: none"> <li>• Develop communication strategy with stakeholders and establish communication plan.</li> <li>• Interface with DOE Contracting Officers, Contracting Officer Representatives (COR), and Federal Project Directors (FPD).</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• DOE environmental cleanup experience as a program manager.</li> <li>• Extensive experience directing and controlling large and complex major program activities and ensuring the delivery of quality technical products.</li> <li>• Experience handing multiple projects concurrently.</li> <li>• Project Management Professional (PMP), or experienced as a federal project director (FPD)</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for monitoring and maintaining performance of all contractual responsibilities. Provide human resource support for the individuals supporting the task order(s), by planning, implementing, and evaluating employee relations and human resources policies, programs, and practices. Provides supervisory control of contractor personnel.</li> <li>• Develop and provide required status reports.</li> </ul>
<p style="text-align: center;">Program Manager III</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master’s Degree in a related field.</li> <li>• Fifteen years of relevant experience at a senior level rank or position.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE environmental cleanup experience as a program manager.</li> <li>• Extensive experience directing and controlling large and complex major program activities and ensuring the delivery of quality technical products.</li> <li>• Experience handing multiple projects concurrently.</li> <li>• Experience at the executive management or senior technical level</li> <li>• Successful as a leader or expert for complex projects, organizations, or technical areas.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Develops communication strategy with stakeholders and establish communication plan.</li> <li>• Provides confidential, expert advice to senior EM management on strategies for EM management programs.</li> <li>• Interface with DOE Contracting Officers, Contracting Officer Representative s(COR), and Federal Project Directors (FPD).</li> <li>• Responsible for monitoring and maintaining performance of all contractual responsibilities. Provides human resource support for the individuals supporting the task order(s), by planning, implementing, and evaluating employee relations and human resources policies, programs, and practices. Provides supervisory control of contractor personnel.</li> <li>• May be required to develop and provide required status reports on all contractual task order activities.</li> </ul>
<p style="text-align: center;">Project Manager I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in related field.</li> </ul>	<ul style="list-style-type: none"> <li>• Provides a consolidated monthly report on the cost and schedule performance of the projects.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Five years of relevant (Size, Scope and Complexity) project management experience in construction or environmental remediation/construction.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE experience in Project Management on federally-funded D&amp;D, D&amp;R or S&amp;M nuclear project environmental cleanup projects including establishing an Earned Value Management System, as well as monitoring and evaluating contractor/subcontractor performance.</li> <li>• Scope, time, quality, resource, risk and cost management skills.</li> <li>• Experienced support interface with the Program Director, DOE COR, ACOR, and TM's</li> <li>• Demonstrated innovative and proactive project management approach.</li> <li>• Experience in all aspects of project planning and scheduling, cost estimating and monitoring, and quality review.</li> <li>• Experience in using related knowledge and judgment to plan and accomplish programmatic goals and objectives.</li> <li>• Ability to direct and coordinate a variety of professional disciplines to achieve project goals.</li> <li>• PMP Certification or other recognized certification in designated area such as a federal project director (FPD).</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Analyzes monthly EVMS, milestone, and performance metrics data from Site Operating Contractors for reporting.</li> <li>• Accountable for planning, implementing, and completing a project using a systems engineering approach.</li> <li>• Ensures timely, reliable, and accurate integration of contractor performance data into the project's scheduling, accounting, and performance measurement systems.</li> <li>• Develops and maintains project documents such as Project Execution Plans, Integrated Project Team Charters, Tailoring Strategies, and others as requested.</li> <li>• Defines project objectives and technical scope, schedule, and cost baselines.</li> <li>• Evaluates type, quantity and quality of resources required.</li> <li>• Supports the Federal Project Director as the point of contact between federal and contractor staff for all matters relating to a project and its performance.</li> <li>• Ensures design; construction; environmental, safety, health; and quality efforts performed by various contractors comply with the contract, public law, regulations, and Executive Orders.</li> <li>• Supports reviews of all Operations Activities. This includes but is not limited to reviewing the contractor's baseline schedule and other support documents to ensure integration such as Project Management Plan, Project Execution Plan, Basis of Estimate and WBS Dictionary, Staffing Analysis, Risk Management Plan, etc..</li> <li>• Evaluates and verify reported progress; and make projections of progress and identifies trends.</li> </ul>

Category	Qualifications	Description
		<ul style="list-style-type: none"> <li>Clarifies completion criteria for each deliverable and develop acceptance plan.</li> </ul>
Project Manager II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>Bachelor’s Degree in related field.</li> <li>Ten years of relevant (Size, Scope and Complexity) project management experience in construction or environmental remediation/construction.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>Ten years of experience in Project Management for DOE federally-funded environmental cleanup projects.</li> <li>Extensive DOE experience in Project Management on federally-funded D&amp;D, D&amp;R or S&amp;M nuclear project environmental cleanup projects including establishing an Earned Value Management System, as well as monitoring and evaluating contractor/subcontractor performance.</li> <li>Extensive experience in using related knowledge and judgment to plan and accomplish programmatic goals and objectives.</li> <li>Scope, time, quality, resource, risk and cost management skills.</li> <li>Experienced support interface with the Program Director, DOE COR, ACOR, and TM’s.</li> <li>Extensive demonstrated innovative and proactive project management approach.</li> <li>Extensive experience in all aspects of project planning and scheduling, cost estimating and monitoring, and quality review.</li> <li>Experience in using related knowledge and judgment to plan and accomplish programmatic goals and objectives.</li> <li>Ability to direct and coordinate a variety of professional disciplines to achieve project goals.</li> </ul>	<ul style="list-style-type: none"> <li>Provides a consolidated monthly report on the cost and schedule performance of the projects.</li> <li>Analyzes monthly EVMS, milestone, and performance metrics data from Site Operating Contractors for reporting.</li> <li>Accountable for planning, implementing, and completing a project using a systems engineering approach.</li> <li>Ensures timely, reliable, and accurate integration of contractor performance data into the project's scheduling, accounting, and performance measurement systems.</li> <li>Develops and maintains project documents such as Project Execution Plans, Integrated Project Team Charters, Tailoring Strategies, and others as requested.</li> <li>Defines project objectives and technical scope, schedule, and cost baselines.</li> <li>Evaluates type, quantity and quality of resources required.</li> <li>Supports the Portfolio Federal Project Director as the point of contact between federal and contractor staff for all matters relating to a project and its performance.</li> <li>Ensures design; construction; environmental, safety, health; and quality efforts performed by various contractors comply with the contract, public law, regulations, and Executive Orders.</li> <li>Supports reviews of all Operations Activities. This includes but is not limited to, reviewing the contractor’s baseline schedule and other support</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• PMP Certification or other recognized certification in designated area such as a federal project director (FPD).</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>documents to ensure integration such as Project Management Plan, Project Execution Plan, Basis of Estimate and WBS Dictionary, Staffing Analysis, and Risk Management Plan.</p> <ul style="list-style-type: none"> <li>• Evaluates and verify reported progress; and make projections of progress and identifies trends.</li> <li>• Clarifies completion criteria for each deliverable and develop acceptance plan.</li> </ul>
<p>Public Affairs Specialist</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree.</li> <li>• Minimum of ten years of experience in Public Affairs representing government interests.</li> <li>• Knowledgeable on Risk Communication and Strategies.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Must have excellent interpersonal, oral, and written skills; may lead a diverse team of environmental staff that may also include members of the public, local government, or regulators. Must also be able to function as a team member.</li> <li>• Serve as public representative for the project; display a professional customer service attitude at all times.</li> <li>• Plan and coordinate public presentations and activities.</li> <li>• Prepare reports and recommend actions.</li> <li>• Understand the issues involved in protecting the environment—degradation, conservation, recycling, and hydrogeologic protection of water supplies to comply with Federal environmental regulations.</li> <li>• Shall have the flexibility to be “on-call” after duty hours as required. May be required to work other than normal duty hours, which may include evenings, weekends, and/or holidays.</li> <li>• Provide support for public, stakeholder and/or regulatory agency reviews and/or meetings. This may include: attending regulatory, public and/or stakeholder meetings, coordinating with all necessary parties, preparing meeting material such as slide presentations and meeting summaries, arranging meeting locations, providing all parties with meeting notifications, producing sufficient quantities of meeting presentation materials, and maintaining public reading rooms.</li> </ul>

Category	Qualifications	Description
		<ul style="list-style-type: none"> <li>• Must have strong skills in technical editing and communication.</li> <li>• Must have a full understanding of the front end of the fuel cycle.</li> </ul>
<p>Risk Analyst I</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Three years of experience in risk analysis including identification and quantification of risk.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in a related field.</li> <li>• One year of risk analysis experience in the environmental cleanup or construction industry.</li> <li>• DOE environmental cleanup experience.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Assists with development and/or maintenance of an automated repository for project risk data including risk statement and risk modeling data.</li> <li>• Assists with development of documents including but not limited to individual risk forms, risk registers, risk modeling reports, risk analysis reports, and risk program management reports.</li> <li>• Assists with coordination of project team risk identification meetings to identify and quantify potential risks.</li> <li>• Assists with modelling of project risks in accordance with DOE policies.</li> <li>• Assists with performance of formal surveillances for the site operating contractor risk management programs for compliance with DOE policies.</li> <li>• Assists with external reviews for Capital Asset Projects</li> <li>• Assists with IPR Reviews of operations activities.</li> </ul>
<p>Risk Analyst II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree in related field.</li> <li>• Ten years of experience in risk analysis including identification and quantification of risk.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Five years of risk analysis experience in the environmental cleanup or construction industry.</li> <li>• Extensive DOE environmental cleanup experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Serves as the primary interface to the DOE Risk Management Coordinator.</li> <li>• Develops and/or maintains an automated repository for project risk data including risk statement and risk modeling data.</li> <li>• Develops and provides documents including but not limited to individual risk forms, risk registers, risk modeling reports, risk analysis reports, and risk program management reports.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinates project team risk identification meetings to identify and quantify potential risks.</li> <li>• Models project risks in accordance with DOE policies.</li> <li>• Performs formal surveillances for the site operating contractor risk management programs for compliance with DOE policies.</li> <li>• Supports DOE with any external reviews for Capital Asset Projects with regard to risk management.</li> <li>• Supports HQ IPR Reviews of Operations Activities with regard to risk management.</li> <li>• Provides direct assistance to clients within the context of project assignments and expertise.</li> <li>• Serves as mentor and performs peer reviews of technical work products of employees at lower grades.</li> </ul>
<p>Scientist/ Chemist I</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Science, Chemistry, or Environmental Sciences related field, or appropriate certification.</li> <li>• Five years of related experience or an equivalent demonstrated capability.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience with advance engineering design methods, theories, and research techniques.</li> <li>• Experience providing technical support or assistance on projects.</li> <li>• Experience performing tasks for investigation projects.</li> <li>• Demonstrated ability to apply the scientific method for conducting research, experimentation, observational exploration, physical investigation, and hypothesis testing</li> </ul>	<ul style="list-style-type: none"> <li>• Develops and applies advance engineering design methods, theories, and research techniques in the investigation and solution of complex and advanced technical problems.</li> <li>• Plans, conducts, and technically directs projects or major phases significant to projects, coordinating the efforts of engineers and technical support staff.</li> <li>• Analyzes, evaluates, plans methods, and organizes means to achieve solutions for complex technical problems.</li> <li>• Recommends correction in technical analysis and design.</li> <li>• Evaluates vendor capabilities to provide required products or services.</li> <li>• Oversees data management requirements for large projects.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Experience in estimating technology maturity of critical technology elements of a program during the acquisition process and to help management make decisions concerning the development and transitioning of technologies.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepares/provides technical review of work products related to data acquisition or management; select and manage analytical laboratories.</li> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> <li>• Provide technical support for the collaboration with technologists in other U.S. executive departments and independent agencies, including experts in other federally funded research and develop centers and technology centers, to leverage highly specialized expertise, government assets and facilities, and publically funded programs</li> <li>• Provide technical support for the collaboration with universities and colleges to leverage and provide access to leading edge scientific and engineering expertise as well as academic resources and capabilities.</li> </ul>
<p>Scientist/ Chemist II</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Science, Chemistry, or Environmental Sciences related field, or appropriate certification.</li> <li>• Ten years of related experience or an equivalent demonstrated capability.</li> </ul> <p>PREFERRED:</p>	<ul style="list-style-type: none"> <li>• Develops and applies advance engineering design methods, theories, and research techniques in the investigation and solution of complex and advanced technical problems.</li> <li>• Plans, conducts, and technically directs projects or major phases significant to projects, coordinating the efforts of engineers and technical support staff.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Extensive experience with advance engineering design methods, theories, and research techniques.</li> <li>• Extensive experience with providing environmental science leadership on multiple projects/work assignments.</li> <li>• Extensive experience managing projects and performing tasks for investigation projects.</li> <li>• Recognized certification in designated area.</li> <li>• Demonstrated ability to apply the scientific method for conducting research, experimentation, observational exploration, physical investigation, and hypothesis testing</li> <li>• Experience in estimating technology maturity of critical technology elements of a program during the acquisition process and to help management make decisions concerning the development and transitioning of technologies.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Analyzes, evaluates, plans methods, and organizes means to achieve solutions for complex technical problems.</li> <li>• Recommends correction in technical analysis and design.</li> <li>• Evaluates vendor capabilities to provide required products or services.</li> <li>• Oversees data management requirements for large projects.</li> <li>• Prepares/provides technical review of work products related to data acquisition or management; select and manage analytical laboratories.</li> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> <li>• Provide technical support for the collaboration with technologists in other U.S. executive departments and independent agencies, including experts in other federally funded research and develop centers and technology centers, to leverage highly specialized expertise, government assets and facilities, and publically funded programs</li> <li>• Provide technical support for the collaboration with universities and colleges to leverage and provide access to leading edge scientific and engineering expertise as well as academic resources and capabilities.</li> </ul>

Category	Qualifications	Description
<p>Security Specialist I</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Ten years of DOE related Security Programs experience or ten years of direct working experience in DOE Safeguards and Security (S&amp;S) programs</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in related field.</li> <li>• Demonstrated experience to perform DOE Safeguards and Security tasks and/or responsibilities related to Program Planning and Management, e.g., Planning and Procedures; Physical Protection, Information Security, Personnel Security; Foreign Visits and Assignments and Nuclear Materials Control and Accountability.</li> <li>• Experience with contractor program oversight and contract execution and related tasks.</li> <li>• Experience with performing DOE Assessments, Surveys, Corrective Action Plans and Survey &amp; Comprehensive Self-Assessment Report development.</li> <li>• Classification experience/awareness.</li> <li>• Ability to obtain DOE L or Q clearance level as may be required.</li> </ul>	
<p>Security Specialist II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Fifteen years of DOE related Security Programs experience or ten years of direct working experience in DOE Safeguards and Security programs.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Working Security Programs within a D&amp;D environment.</li> <li>• Classification policy and/or HQ experience.</li> <li>• Bachelor’s Degree in related field.</li> <li>• Contract implementation/oversight and monitoring experience.</li> </ul>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Demonstrated proficiency to perform DOE Safeguards and Security tasks and/or responsibilities related to Program Planning and Management, e.g., Planning and Procedures; Physical Protection, Information Security, Personnel Security; Foreign Visits and Assignments and Nuclear Materials Control and Accountability.</li> <li>• Significant experience with contractor program oversight and contract execution and related tasks.</li> <li>• Significant Experience with performing DOE Assessments, Survey's, Corrective Action Plans and Survey &amp; Comprehensive Self-Assessment Report development.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p style="text-align: center;">Security Specialist III</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Fifteen years of DOE related Security Programs experience or twenty years of working experience in DOE Safeguards and Security programs.</li> <li>• Demonstrated proficiency to perform DOE Safeguards and Security tasks and/or responsibilities related to Program Planning and Management, e.g., Planning and Procedures; Physical Protection, Information Security, Personnel Security; Foreign Visits and Assignments and Nuclear Materials Control and Accountability.</li> <li>• Significant experience with contractor program oversight and contract execution and related tasks.</li> <li>• Significant experience with performing DOE Assessments, Survey's, Corrective Action Plans and Survey &amp; Comprehensive Self-Assessment Report development.</li> </ul> <p><b>PREFERRED:</b></p>	

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Bachelor’s Degree in a related field.</li> <li>• Working Security Programs within a D&amp;D environment.</li> <li>• Expert working knowledge of classification policy and/or HQ classification experience.</li> <li>• Contract implementation/oversight and monitoring experience</li> <li>• Demonstrated proficiency to perform DOE Safeguards and Security tasks and/or responsibilities related to Program Planning and Management, e.g., Planning and Procedures; Physical Protection, Information Security, Personnel Security; Foreign Visits and Assignments and Nuclear Materials Control and Accountability.</li> <li>• Expert experience with contractor program oversight and contract execution and related tasks.</li> <li>• Expert experience with performing DOE Assessments, Survey’s, Corrective Action Plans and Survey &amp; Comprehensive Self-Assessment Report development.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Subject Matter Expert I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in a related field.</li> <li>• Ten or more years of directly related experience, or equivalent demonstrated capability as a subject matter expert or successful senior level performer.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Master’s Degree in a related field</li> <li>• Significant expert DOE experience on a complex D&amp;D, D&amp;R or S&amp;M project.</li> <li>• Significant expert DOE and/or facility experience including, but not limited to, engineering, project management, waste management, fire protection, nuclear</li> </ul>	<ul style="list-style-type: none"> <li>• Serves as a consultant to senior management.</li> <li>• Provides highly specialized guidance and in-depth experience and knowledge of ESH&amp;Q technical issues, as well as methodologies required for analyzing extremely complex projects.</li> <li>• Provides high level expertise in providing functional and technical support to top-level management.</li> <li>• Integrates the best industry practices and risk reduction in implementing new technologies, methods, and processes.</li> <li>• Possess job knowledge and skills that enable identification, evaluation, and control of complex ESH&amp;Q issues.</li> </ul>

Category	Qualifications	Description
	<p>material management, safety, safety culture, safety conscious work environment (SCWE), project controls, finance, operations, etc. disciplines.</p> <ul style="list-style-type: none"> <li>• Significant expert experience such that a highly skilled individual who has an acquired, acknowledged, and/or technological expertise in the specific functional tasks required for performance in an individual task order.</li> <li>• Possession of unique capability or experience not available under the basic labor categories set forth in herein.</li> <li>• Nuclear facility experience.</li> <li>• Recognized higher level certifications in designated areas.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> <li>• Provide technical support for the collaboration with technologists in other U.S. executive departments and independent agencies, including experts in other federally funded research and develop centers and technology centers, to leverage highly specialized expertise, government assets and facilities, and publically funded programs</li> <li>• Provide technical support for the collaboration with universities and colleges to leverage and provide access to leading edge scientific and engineering expertise as well as academic resources and capabilities.</li> </ul>
<p>Subject Matter Expert II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Master’s Degree in a related field.</li> <li>• Fifteen or more years of directly related experience, or equivalent demonstrated capability as a subject matter expert or successful senior level performer.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Significant expert DOE experience on a complex D&amp;D, D&amp;R or S&amp;M project.</li> <li>• Significant expert DOE and/or facility experience including, but not limited to, engineering, project management, waste management, fire protection, nuclear material management, safety, safety culture, SCWE, project controls, finance, operations, etc. disciplines.</li> </ul>	<ul style="list-style-type: none"> <li>• Serves as a senior consultant to senior management.</li> <li>• Provides very highly specialized guidance and in-depth experience and knowledge of ESH&amp;Q technical issues, as well as methodologies required for analyzing extremely complex projects.</li> <li>• Provides very high level expertise in providing functional and technical support to top-level management.</li> <li>• Integrates the best industry practices and risk reduction in implementing new technologies, methods, and processes.</li> <li>• Possess job knowledge and skills that enable identification, evaluation, and control of complex issues.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Significant expert experience such that a highly skilled individual who has an acquired, acknowledged, and/or technological expertise in the specific functional tasks required for performance in an individual task order.</li> <li>• Possession of unique capability or experience not available under the basic labor categories set forth in herein.</li> <li>• Nuclear facility experience.</li> <li>• Recognized higher level certification(s) in designated area.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> <li>• Provide technical support for the collaboration with technologists in other U.S. executive departments and independent agencies, including experts in other federally funded research and develop centers and technology centers, to leverage highly specialized expertise, government assets and facilities, and publically funded programs</li> <li>• Provide technical support for the collaboration with universities and colleges to leverage and provide access to leading edge scientific and engineering expertise as well as academic resources and capabilities.</li> </ul>
<p>Subject Matter Expert III</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Master’s Degree in a related field.</li> <li>• Twenty or more years of directly related experience, or equivalent demonstrated capability as a subject matter expert or successful senior level performer.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Significant expert DOE experience on a complex D&amp;D, D&amp;R or S&amp;M project.</li> <li>• Significant expert DOE and/or facility experience including, but not limited to, engineering, project management, waste management, fire protection, nuclear</li> </ul>	<ul style="list-style-type: none"> <li>• Serves as a senior consultant to senior management.</li> <li>• Provides very highly specialized guidance and in-depth experience and knowledge of ESH&amp;Q technical issues, as well as methodologies required for analyzing extremely complex projects.</li> <li>• Provides very high level expertise in providing functional and technical support to top-level management.</li> <li>• Integrates the best industry practices and risk reduction in implementing new technologies, methods, and processes.</li> <li>• Possess job knowledge and skills that enable identification, evaluation, and control of complex</li> </ul>

Category	Qualifications	Description
	<p>material management, safety, safety culture, SCWE, project controls, finance, operations, etc. disciplines.</p> <ul style="list-style-type: none"> <li>• Significant expert experience such that a highly skilled individual who has an acquired, acknowledged, and/or technological expertise in the specific functional tasks required for performance in an individual task order.</li> <li>• Possession of unique capability or experience not available under the basic labor categories set forth in herein.</li> <li>• Nuclear facility experience.</li> <li>• Recognized higher level certification(s) in designated area.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>issues.</p> <ul style="list-style-type: none"> <li>• Support technology readiness assessments and other activities designed to determine the relative maturity (readiness level) of technologies</li> <li>• Support the sharing of knowledge and information as well as the transfer of a wide range of technologies to support nuclear cleanup, recognizing that many mission-enabling technologies are commercially available in non-nuclear industry sectors, and have been developed by entrepreneurial technologists</li> <li>• Provide technical support for the collaboration with technologists in other U.S. executive departments and independent agencies, including experts in other federally funded research and develop centers and technology centers, to leverage highly specialized expertise, government assets and facilities, and publically funded programs</li> <li>• Provide technical support for the collaboration with universities and colleges to leverage and provide access to leading edge scientific and engineering expertise as well as academic resources and capabilities.</li> </ul>
<p>Technical Writer/ Editor I</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in English, Journalism, or a technical discipline, communications, or commensurate experience in a related field.</li> <li>• Experience creating, writing and editing publications, including reports, manuals, briefs, proposals, procedures and related materials.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• DOE environmental cleanup experience.</li> <li>• Demonstrated writing and editing skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepares and edits complex technical documents, reports, studies, etc., in accordance with applicable style manuals, procedures, orders, directives and regulations.</li> <li>• Independently resolves issues of format and style.</li> <li>• Brings issues regarding content to the attention of the document owner for consideration.</li> <li>• Coordinates and tracks the review process.</li> <li>• Incorporates review comments into documents.</li> <li>• Prepares final documents for approval and release.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Five years of experience writing and editing technical documents. Experience preparing technical documents, journal articles, and other supporting documents to communicate complex and technical information.</li> <li>• Ability to demonstrate understanding and ideas in writing and graphically.</li> <li>• Ability to interact with subject matter experts.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
<p>Technical Writer/ Editor II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in English, Journalism, or a technical discipline, communications, or commensurate experience in a related field.</li> <li>• Ten years of experience writing and editing technical documents.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• DOE environmental cleanup experience.</li> <li>• Demonstrated writing and editing skills.</li> <li>• Experience creating, writing and editing publications, including reports, manuals, briefs, proposals, procedures and related materials.</li> <li>• Experience preparing technical documents, journal articles, and other supporting documents to communicate complex and technical information.</li> <li>• Ability to demonstrate understanding and ideas graphically and in writing.</li> <li>• Ability to interact with and interpret technical requirements of subject-matter experts.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepares and edits intensively complex and interrelated technical documents, reports, studies, etc., in accordance with applicable style manuals, procedures, orders, directives and regulations.</li> <li>• Independently resolves issues of format and style.</li> <li>• Brings issues regarding content to the attention of the document owner for consideration.</li> <li>• Coordinates and tracks the review process.</li> <li>• Incorporates review comments into documents.</li> <li>• Prepares final documents for approval and release.</li> </ul>

Category	Qualifications	Description
Transportation Specialist I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Business Administration, Traffic and Transportation Management or a related field, or an equivalent combination of academic training and experience.</li> <li>• Five years of transportation related experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience with DOE transportation and packaging activities for DOE materials, including hazardous materials (particularly radioactive), substances, and wastes.</li> <li>• Knowledge of Department of Transportation (DOT), EPA, State, Federal and local regulations and the effect they have on region operation business units.</li> <li>• Knowledge of DOE and NRC regulatory requirements.</li> <li>• Experience working with the EPA, and Federal, State, and local environmental regulatory agencies.</li> <li>• Knowledge of Federal Motor Carrier Safety Regulations.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for ensuring that all hazardous and non-hazardous shipments to and from DOE Sites are in compliance with applicable federal state, and local regulations.</li> <li>• Responsible to adequately identify, classify, control and communicate contaminated materials being shipped off-site and on-site in accordance with local, state, and federal regulations, as applicable.</li> <li>• Provides technical support to comply with Federal Motor Carrier Safety Regulations during transportation activities.</li> <li>• Identify hazardous material/radioactive material in accordance with EPA, DOT, NRC and all other applicable regulations with minimal assistance.</li> <li>• Classify and Containerize hazardous material/radioactive material / radioactive materials in accordance with EPA &amp; DOT.</li> <li>• Containerize hazardous material/radioactive materials in accordance with all local, state, and federal regulations.</li> <li>• Prepare shipments and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements.</li> <li>• Responsibilities also require to control hazardous material/radioactive materials appropriately while in commerce.</li> <li>• Consults with manager or more advanced technical personnel concerning unusual problems and developments or approaches.</li> </ul>
Transportation Specialist II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in Business Administration, Traffic and Transportation Management or a related field, or an</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for ensuring that all hazardous and non-hazardous shipments to and from DOE Sites are in</li> </ul>

Category	Qualifications	Description
	<p>equivalent combination of academic training and experience.</p> <ul style="list-style-type: none"> <li>• Ten years of transportation experience or equivalent demonstrated capability.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Experience with DOE transportation and packaging activities for DOE materials, including hazardous materials (particularly radioactive), substances, and wastes.</li> <li>• Experience leading others and providing guidance and assistance to other project employees.</li> <li>• Knowledge of Department of Transportation (DOT), EPA, State, Federal and local regulations and the effect they have on region operation business units.</li> <li>• Knowledge of DOE and NRC regulatory requirements.</li> <li>• Experience working with the EPA, and Federal, State, and local environmental regulatory agencies.</li> <li>• Recognized certifications in designated area.</li> <li>• Knowledge of Federal Motor Carrier Safety Regulations.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>compliance with applicable federal and state regulations.</p> <ul style="list-style-type: none"> <li>• Responsible to adequately identify, classify, control and communicate contaminated materials being shipped off-site and on-site in accordance with local, state, and federal regulations, as applicable.</li> <li>• Provides technical support to comply with Federal Motor Carrier Safety Regulations during transportation activities.</li> <li>• Identify hazardous material/radioactive material in accordance with EPA, DOT, NRC and all other applicable regulations with minimal assistance.</li> <li>• Classify and Containerize hazardous material/radioactive material / radioactive materials in accordance with EPA &amp; DOT.</li> <li>• Containerize hazardous material/radioactive materials in accordance with all local, state, and federal regulations.</li> <li>• Prepare shipments and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements.</li> <li>• Responsibilities also require to control hazardous material/radioactive materials appropriately while in commerce.</li> <li>• Provide planning and project management support, interface with transporters to schedule and coordinate inbound and outbound shipments.</li> </ul>
<p>Transportation Specialist III</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Masters' Degree in Business Administration, Traffic and Transportation Management or a related field, or an equivalent combination of academic training and experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for ensuring that all hazardous and non-hazardous shipments to and from DOE Sites are in compliance with applicable federal and state regulations.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Fifteen years of transportation experience or equivalent demonstrated capability.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Experience with DOE transportation and packaging activities for DOE materials, including hazardous materials (particularly radioactive), substances, and wastes.</li> <li>• Expert knowledge level of Department of Transportation (DOT), EPA, State, Federal and local regulations and the effect they have on region operation business units.</li> <li>• Expert knowledge level of DOE and NRC regulatory requirements.</li> <li>• Expert experience working with the EPA, and Federal, State, and local environmental regulatory agencies.</li> <li>• Knowledge of Federal Motor Carrier Safety Regulations.</li> <li>• Expert experience leading others and providing guidance and assistance to other project employees.</li> <li>• Recognized certification(s) in designated areas.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible to adequately identify, classify, control and communicate contaminated materials being shipped off-site and on-site in accordance with local, state, and federal regulations, as applicable.</li> <li>• Provides technical support to comply with Federal Motor Carrier Safety Regulations during transportation activities.</li> <li>• Identify hazardous material/radioactive material in accordance with EPA, DOT, NRC and all other applicable regulations with minimal assistance.</li> <li>• Classify and Containerize hazardous material/radioactive material / radioactive materials in accordance with EPA &amp; DOT.</li> <li>• Containerize hazardous material/radioactive materials in accordance with all local, state, and federal regulations.</li> <li>• Prepare shipments and documents in compliance with Department of Transportation, Nuclear Regulatory Commission, and Environmental Protection Agency regulatory requirements.</li> <li>• Responsibilities also require to control hazardous material/radioactive materials appropriately while in commerce.</li> <li>• Provide planning and project management support, interface with transporters to schedule and coordinate inbound and outbound shipments.</li> </ul>
<p>Project Engineer/ Analyst II</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree.</li> <li>• Eight years of related experience or an equivalent combination of education and experience.</li> </ul>	<ul style="list-style-type: none"> <li>• Design and executes layouts of complex products and equipment. Complexity of assignments requires the exercise of considerable initiative, latitude, independent judgement, and the ability to design independently with only general technical direction.</li> <li>• Prepare costs estimates for entire project or piece of equipment.</li> </ul>

Category	Qualifications	Description
		<ul style="list-style-type: none"> <li>• Prepare estimates (i.e, fair costs, conceptual, definitive design).</li> <li>• Review specifications/guidelines and drawings/sketches as pertaining to the preparation of the cost estimate.</li> <li>• Perform detailed quantity takeoff of drawings or sketches.</li> </ul> <p>Apply appropriate overhead profit margin as applicable to fixed price and/or cost plus award fee contracts. Applies escalation and contingency to the overall cost estimate.</p>
Design/Program Analyst II	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree or ten years of relevant experience in web development and/or graphics development/integration related to Department of Energy and/or other energy related mission programs, functions and activities.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Knowledge of web development and/or graphics development/integration.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with key stakeholders to determine IT technical needs for the development projects</li> <li>• Perform critical development activities of systems based on designs and requirements</li> <li>• Perform initial testing and troubleshooting of code for issue resolution</li> <li>• Maintain development and testing environments</li> <li>• Work with stakeholders to deploy updates to systems on scheduled and as needed basis</li> </ul>
Program Architect I	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline.</li> <li>• Minimum of 5 years’ experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience in a range of areas such as supervision of informational business systems, program/project design and development supporting system architectures.</li> <li>• Experience with logical and physical functional, operational, and technical architecture of large and complex information systems.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for directing and leading technical planning to develop resource requirements for performing systems analysis of computer and communications/network systems, major database systems, and overall architectural framework for specified computing enterprise.</li> <li>• Oversees the installation of computer operating systems, network, and application software and of computer/network hardware.</li> <li>• Ensures overall integration of systems peripherals. Ensures development of technical documentation</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Desired candidate would have transportation/logistics environment experience.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>detailing the installation and procedures for supporting configuration control processes.</p>
<p>Program Architect II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other discipline.</li> <li>• Minimum of 5 years' experience.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience in a range of areas such as supervision of informational business systems, program/project design and development supporting system architectures.</li> <li>• Experience with logical and physical functional, operational, and technical architecture of large and complex information systems.</li> <li>• Desired candidate would have transportation/logistics environment experience.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for directing and leading technical planning to develop resource requirements for performing systems analysis of computer and communications/network systems, major database systems, and overall architectural framework for specified computing enterprise.</li> <li>• Oversees the installation of computer operating systems, network, and application software and of computer/network hardware.</li> <li>• Ensures overall integration of systems peripherals. Ensures development of technical documentation detailing the installation and procedures for supporting configuration control processes.</li> <li>• Coordinates installation and deployments schedules.</li> </ul>
<p>Software Project Manager II</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline, or equivalent experience.</li> <li>• Minimum of 15 years of experience, including at least 10 years of experience in a specialized field.</li> <li>• Experience in a range of areas such as supervision of informational business systems, program/project management specializing in software development.</li> </ul> <p><b>PREFERRED:</b></p>	<p>Directs the completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates. Interfaces with management personnel and produces written and oral reports.</p> <p>Develops and coordinates schedules, budgets, subcontractors, etc. as needed. Ensures project has obtained approvals, permits, etc. as required by client requirements and federal and/or state regulations and standards.</p> <p>Communicates to all concerned parties project milestones, status updates, as well as any existing or potential customer escalation issues. Proactively follows escalation and change control processes in accordance with quality assurance programs.</p>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Experience managing large multi-faceted projects or multiple projects simultaneously.</li> <li>• Responsible for project and business management of a project or multiple projects including contractual requirements, development and coordination of schedules and budgets, management of direct and support staff, procurement of materials, etc.</li> <li>• Handles multiple types of mid to large-scale information technology and/or system engineering projects (projects typically more than \$250,000 in scope).</li> <li>• Experience with management and technical oversight of large multi-faceted projects or multiple projects simultaneously.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<p>Specific Responsibilities/Duties Include:</p> <ul style="list-style-type: none"> <li>• Manages the day-to-day operational and tactical aspects of multiple or large scale projects.</li> <li>• Oversees managers working on client engagements.</li> <li>• Reviews high-level deliverables across multiple projects.</li> <li>• Implements reviews and quality assurance procedures in accordance with corporate quality assurance plans.</li> <li>• Minimizes company exposure and risk across multiple projects.</li> <li>• Works closely with client to determine expectations and manages resources to ensure expectations are met</li> <li>• Integrates financial data for multiple projects.</li> <li>• Responsible for using best practice PMO methodology to create a project plan to fit the stakeholders/customers' needs and deliver with-in budget on desired outcomes.</li> <li>• Maintain documents over the life of a project</li> <li>• Stays abreast of current industry trends and new technology through professional associations, trade journals, networking, and associated training and seminars.</li> </ul>
Administrative Services Manager	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Associate's Degree or 5 years of experience in an administrative services management position.</li> <li>• Detail oriented, self-starter, able to work unsupervised, independently and in a team environment.</li> <li>• Excellent oral and written communication skills</li> <li>• Advanced computer skills (Word, Excel, Access, Adobe Acrobat, Power Point, etc.).</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience with Visio.</li> </ul>	<ul style="list-style-type: none"> <li>• Provides administrative support to program managers, project managers, team managers, and other supervisory personnel.</li> <li>• Works independently and within a team on special nonrecurring and ongoing projects.</li> <li>• Manage special assignments as directed.</li> <li>• Plans and coordinates multiple presentations, as well as disseminates information, training manuals, proposals, charts, graphs, procedures, and general correspondences.</li> <li>• Schedule, organize and manage complex activities; coordinate meetings, create and develop visual presentations, compile and prepare reports.</li> <li>• Manage electronic records and data.</li> <li>• Interview, train, and supervise administrative positions.</li> </ul>

Category	Qualifications	Description
<p>Document Control Administrator/ Records Management Specialist (DCA/RMS) Manager</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree or five years of management and/or supervision experience in the development, revision, control, and maintenance of technical procedures; under NARA and DOE Records Management requirements.</li> <li>• Senior level skills and/or leadership for technical writing and editing of technical and company documents.</li> <li>• Mastery of English grammar, mechanics, and usage;</li> <li>• Advanced computer skills (Word, Access, Excel, Adobe Acrobat, Power Point, etc.)</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and maintain documents in the Records Management System per approved Quality Assurance Plan (QAP).</li> <li>• Maintain Document Control and Record Management logs and electronic files per QAP <i>Records Management</i>.</li> <li>• File and maintain approved and superseded documents and records. Check, edit and assign control numbers to a variety of documents as required to ensure standards are maintained.</li> <li>• Coordinate the issuance and distribution of new and revised documents (track throughout the review process, resolve and incorporate comments, issue, and distribute, as appropriate, per QAP <i>Document Preparation and Control</i>). Format and standardize material for reports, presentations, proposals, and marketing collateral.</li> <li>• Draft, revise, and edit operational, technical, and administrative procedures and documents.</li> <li>• Perform technical writing and editing.</li> </ul>
<p>Project Support Specialist</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s degree, plus four years commensurate experience; or Associate’s degree plus seven years commensurate experience; or High School Diploma plus nine years commensurate experience.</li> <li>• Experienced in project-related activities, documentation disciplines, including technical writing, editing, layout, document development and production, and desktop publishing.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide project support activities, including but not limited to: technical editing; creating and populating monthly status and progress reports and project documents, such as technical reports, WBS dictionary sheets, etc.;</li> <li>• Assist with recruiting efforts;</li> <li>• Maintain resume database; task tracking;</li> <li>• Draft, revise, and edit operational, technical, and administrative procedures and documents, track throughout the review process, resolve and incorporate comments, issue, and distribute, as appropriate;</li> <li>• Format and standardize material for reports, presentations, proposals, and marketing collateral;</li> <li>• File and maintain approved and superseded documents and records;</li> </ul>

Category	Qualifications	Description
		<ul style="list-style-type: none"> <li>• Produce and maintain controlled procedure and documents on secured computer drive;</li> <li>• Check, edit and assign control numbers to a variety of documents as required to ensure standards are maintained; and coordinate the issuance and distribution of new and revised documents;</li> <li>• Training support, including tracking, monitoring, and proctoring.</li> </ul>
<p style="text-align: center;">Senior Administrative Support</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Associates degree or two years commensurate experience in related field</li> <li>• Eight years commensurate experience in related duties and responsibilities in a technical project environment.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Proficiency in DOE corporate systems such as ESS, ATAAPS, Concur, and E-Stars.</li> <li>• Five years of experience as an administrative assistant supporting the EM organization.</li> <li>• Bachelors’ Degree in any field.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Works closely with technical staff and project manager on completion of tasks and deliverables.</li> <li>• Provides executive level support to senior management.</li> <li>• Manage incoming and outgoing correspondence for the assigned organization.</li> <li>• Serve as a technical editor of documents produced by staff.</li> <li>• Assist in preparing weekly reports to EM leadership.</li> <li>• Assist in preparing the annual strategic plan for the assigned organization.</li> <li>• Create, compose and edit written materials.</li> <li>• Database management skills.</li> <li>• Gather data, compile information and prepare reports.</li> <li>• Gather and analyze statistical data and generate reports.</li> <li>• Make administrative/procedural decisions and judgments.</li> <li>• Maintain confidential records and information.</li> <li>• Maintain a records management system.</li> <li>• Ability to understand and follow specific instructions and procedures.</li> <li>• Maintain calendars and schedules appointments.</li> </ul>
<p style="text-align: center;">Technical Management Consultant IV</p>	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Doctorate degree in a technical discipline closely related to natural phenomena hazard characterization and mitigation, or seismic analysis and design of nuclear facilities. Examples are Earth science,</li> </ul>	<ul style="list-style-type: none"> <li>• Provide independent, expert technical advice to assist DOE staff in policy development.</li> <li>• Serve on ad hoc panels to adjudicate Differing Professional Opinions presented to the EM Chief of Nuclear Safety.</li> </ul>

Category	Qualifications	Description
	<p>geotechnical engineering, and civil/structural engineering.</p> <ul style="list-style-type: none"> <li>• Twenty five years of experience in the technical discipline,</li> <li>• Ten years applying expertise in the nuclear industry.</li> <li>• Recognition as a national expert in the field of expertise.</li> <li>• Service on national or international committees developing and maintaining consensus codes and standards.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Ten years applying expertise in the DOE environment.</li> <li>• Direct involvement in the creation and maintenance of the Central and Eastern U.S. Seismic Source Characterization model for nuclear facilities.</li> <li>• Experience maintaining the CEUS-SSC website.</li> <li>• Experience applying the System for Analysis of Soil-Structure Interaction (SASSI) to nuclear facilities.</li> <li>• Experience in the verification and validation of SASSI results.</li> <li>• Recognized internationally for expertise.</li> <li>• Leadership role on national or international committees developing and maintaining consensus codes and standards.</li> <li>• Ability to obtain a DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Support focused reviews of DOE construction projects.</li> <li>• Support assessments of specific topics at operating DOE nuclear facilities.</li> <li>• Represent EM positions at international conferences and in meetings with other Federal agencies and stakeholders.</li> <li>• Serve on SSHAC Level 3 projects to analyze natural hazards at DOE nuclear facilities.</li> <li>• Under DOE direction, maintain the CEUS-SSC website and the SASSI verification and validation website.</li> </ul>
<p>Software Quality Assurance (SQA) Consultant IV</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s degree in a relevant technical discipline.</li> <li>• Twenty five years of experience in SQA.</li> <li>• Ten years applying SQA in the nuclear industry.</li> <li>• Recognition as a national expert in SQA.</li> </ul>	<ul style="list-style-type: none"> <li>• Lead or participate in assessments of SQA programs at nuclear facilities across the EM complex.</li> <li>• Provide independent, expert technical advice to assist DOE staff in policy development.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Service on national or international committees developing and maintaining Quality Assurance consensus codes and standards.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Ten years applying SQA in the DOE environment.</li> <li>• Recognized internationally for expertise.</li> <li>• Leadership role on national or international committees developing and maintaining Quality Assurance consensus codes and standards.</li> <li>• Ability to obtain a DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Serve on ad hoc panels to adjudicate Differing Professional Opinions presented to the EM Chief of Nuclear Safety.</li> <li>• Represent EM positions at international conferences and in meetings with other Federal agencies and stakeholders.</li> </ul>
<p>Startup &amp; Commissioning Consultant III</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Master’s Degree in a related field.</li> <li>• Ten or more years of directly related experience, or equivalent demonstrated capability as a subject matter expert in Startup &amp; Commissioning of a nuclear facility.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Possess job knowledge and skills that enable identification, evaluation, and control of complex environmental issues.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Experienced in Startup &amp; Commissioning (SU&amp;C) of a nuclear facility.</li> <li>• Provides highly specialized guidance and in-depth experience and knowledge of SU&amp;C, as well as methodologies required for analyzing complex projects.</li> <li>• Provides high level expertise in providing SU&amp;C function and technical support to top-level management.</li> <li>• Integrates the best industry practices and risk reduction in implementing new technologies, methods, and processes.</li> </ul>
<p>Public Participation Specialist I</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree or commensurate experience in related field.</li> <li>• Three-five years of relevant experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• DOE experience with research, analysis, and data management.</li> </ul>	<ul style="list-style-type: none"> <li>• Serve as a work coordinator and support the oversight, integration, and management of stakeholder engagement activities.</li> <li>• Manages schedules, agendas, and action items for key groups, including federal advisory committees and subcommittees.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Knowledge of a wide variety of techniques for fact finding and analysis to conduct studies and findings.</li> <li>• Experience with developing procedures or systems processes.</li> <li>• Experience in explaining administrative requirements, securing clarifying information, resolving inconsistencies and maintaining liaison with staff and management.</li> <li>• Experience with stakeholder engagement, including local, state, and tribal governments</li> <li>• Experience with federal advisory committee administration and the Federal Advisory Committee Act</li> <li>• Experience with the administration of grants and cooperative agreements.</li> <li>• Ability evaluate and advise management on the effectiveness of stakeholder outreach programs.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Organizes and conducts regular and special meetings, using knowledge of program events to determine need and timing.</li> </ul>
<p>Public Participation Specialist II</p>	<p>REQUIRED:</p> <ul style="list-style-type: none"> <li>• Bachelor's Degree or commensurate experience in related field.</li> <li>• Five-seven years of relevant experience.</li> </ul> <p>PREFERRED:</p> <ul style="list-style-type: none"> <li>• Extensive DOE experience with research, analysis, and data management.</li> <li>• Knowledge of a wide variety of techniques for fact finding and analysis to conduct studies and findings.</li> <li>• Experience with developing procedures or systems processes.</li> <li>• Experience in explaining administrative requirements, securing clarifying information, resolving inconsistencies and maintaining liaison with staff and management.</li> </ul>	<ul style="list-style-type: none"> <li>• Serve as a work coordinator and support the oversight, integration, and management of stakeholder engagement activities.</li> <li>• Manages schedules, agendas, and action items for key groups, including federal advisory committees and subcommittees.</li> <li>• Organizes and conducts regular and special meetings, using knowledge of program events to determine need and timing.</li> </ul>

Category	Qualifications	Description
	<ul style="list-style-type: none"> <li>• Experience with stakeholder engagement, including local, state, and tribal governments</li> <li>• Experience with federal advisory committee administration and the Federal Advisory Committee Act</li> <li>• Experience with the administration of grants and cooperative agreements.</li> <li>• Ability evaluate and advise management on the effectiveness of stakeholder outreach programs.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	
Radiation Protection Specialist	<p><b>REQUIRED:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s Degree in environmental, nuclear engineering, or sciences related field.</li> <li>• Ten years of experience involving radiation protection oversight, implementation and evaluation.</li> </ul> <p><b>PREFERRED:</b></p> <ul style="list-style-type: none"> <li>• Experience performing DOE oversight of projects involving radioactive materials and in developing protection strategies.</li> <li>• Experience in responding to events involving radioactive release and requiring immediate actions.</li> <li>• Experience reviewing dose evaluations.</li> <li>• Professional Certification/Accreditation.</li> <li>• Ability to obtain DOE L or Q clearance as may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide technical support on multiple projects/work assignments as required.</li> <li>• Provide technical oversight for projects/assignments that involve radioactive materials/wastes.</li> <li>• Provide technical review of work products as required.</li> <li>• Complete tasks on projects as required.</li> </ul>

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-5:**

**LIST OF TASK ORDERS FOR TRANSITION**

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
DE-EM0004552	DT0012314 (3)	EM 4.24 Logistics & Analysis System; Travel & Material Costs;	9/21/2019
	DT0012314 (4)	EM 4.24 Transportation Operations Support	9/21/2019
	DT0013037 (1)	EM 5.22 Support to EM-5.22 for EVMS Subject Matter Expertise	12/31/2017
	DT0013292 (1)	EM 3.114 Safeguards, Security & Emergency Preparedness Support to EM-3.114	6/29/2019
DE-EM0003558	DT0009176 (1)	EM 4.11 Infrastructure Support to the Office of Site Restoration	4/26/2018
	DT0009140 (1)	EM 5.2 Project Peer Reviews for the Special Projects Office	4/8/2018
	DT0009300 (1)	EM 3.11 Safety Management Performance Analysis and Technical Support/Safety Performance Metrics Improvement	5/10/2018
	DT0009295 (1)	EM 5.13 Workforce Planning, Succession Planning & Competency Management Support (EM-71)	5/5/2018
DE-EM0003771	DT0010762 (1)	EM 4.21 Support for Manifest Information Management System (MIMS)	1/31/2019

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
	DT0010762 (2)	EM 4.21 Development of the Integrated Waste and Material Disposition System BLDD Update Maintenance & Analysis; Web Capability for BLDD Reports	1/31/2019
	DT0010762 (3)	EM 4.21 Support to the U.S. Interagency Working Group for the Joint Convention	1/31/2019
	DT0010780 (1)	EM 4.22 Support to EM-32 for NEPA Responsibilities	2/7/2019
	DT0010780 (2)	EM 4.22 Support to EM-32 for Technical Regulatory and Programmatic Analysis; Support for Mercury Storage Facility CD-0 Development	2/7/2019
	DT0010780 (3)	EM 4.22 Support to EM-32 for Uranium Management Responsibilities	2/7/2019
	DT0010780 (4)	EM 4.22 Support to EM-32 for LFRG & DOE order 435.1 Responsibilities	2/7/2019
	DT0011540 (1)	EM 4.31 DOE Order 435.1 Maintenance & Revision	6/30/2019
	DT0011540 (2)	EM 4.31 Low Level Waste Disposal Facility Review Group (LFRG)	6/30/2019
	DT0011540 (3)	EM 4.31 Internal Readiness Review (IRR) Support	6/30/2019
	DT0011786	EM 3.31 Technical Project & Process Reviews or Assessments and Preparation of Associated Policy Guidance Documents	12/31/2018
	DT0013338	EM 3.2/EM 5.22 Robotics Development Support to EM TSS/CIT Program	1/31/2020

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
DE-EM0003651	DT0011200	EMCBC - Small sites - Technical Support Services for SLAC National Lab & LBNL Old Town Demolition Project Support	4/18/2019
DE-NA0001224	BP0004765 (1)	EM 3.11 Engineering & Technical Reviews	12/31/2018
	BP0004765 (2)	EM 3.11 Quality Assurance & Safety Software QA	12/31/2018
	BP0004765 (3)	EM 3.11 Safety Integration & Safety Management	12/31/2018
	BP0004765 (4)	EM 3.11 Safety oversight (QA) and Safety Basis	12/31/2018
	BP0004765 (5)	EM 3.11 Technical Support for the Office of Safety Management	12/31/2018
	BP0004765 (6)	EM 4.24 Technical Support to the Office of Transportation (EM-33)	12/31/2018
	BP0004765 (7)	PPPO - DUF 6 Conversion Facility Support	12/31/2018
	BP0004765 (8)	PPPO - Non DUF 6 Nuclear Facility Support	12/31/2018
	BP0004765 (9)	EM 3.111 Additional Safety Support and SME to EM-41 for Phase 2 of WIPP Accident Investigation	12/31/2018
	BP0004765 (10)	EM 3.1 Safety Culture	12/31/2018
	BP0004765 (11)	EM-3.112 Work Planning & Control	12/31/2018
	BP0004765 (13)	EM 3.112 Independent Technical Evaluation of Start-up Activities for the Integrated Waste Treatment Unit at Idaho	12/31/2018

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
	BP0004765 (14)	EM 3.31 Technical Support to the Office of Major Constructions and Modifications (EM-3.31)	12/31/2018
DE-NA0001535	BP0003242 (1)	EM 4.11 EM-13 Technical Support - D&D Strategic Planning	9/30/2018
	BP0003242 (2)	EM 4.11 EM-13 Technical Support - D&D Mission Plan Evaluation	9/30/2018
	BP0003242 (3)	EM 4.11 EM-13 Technical Support - D&D Evaluation of Excess Facilities	9/30/2018
	BP0003242 (4)	EM 4.11 EM-13 Technical Support - D&D Project Reviews	9/30/2018
	BP0003242 (5)	EM 4.11 EM-13 Technical Support - D&D Facility Engineering Technical Support	9/30/2018
	BP0003242 (6)	EM 4.11 EM-13 Technical Support - D&D FIMS Validation	9/30/2018
	BP0003242 (7)	EM 4.11 EM-50 & EM-52 Technical Support	9/30/2018
	BP0003242 (8)	EM 4.11 EM-13 Technical Support - D&D LBNL Old Town PPR	9/30/2018
DE-EM0002038	DT0012129 (1)	EM 5.21 EM-73 Corporate Administrative Support	3/31/2018
	DT0012129 (2)	C1-1 Administrative Support to the Office of Congressional & Intergovernmental Affairs	3/31/2018
	DT0012129 (3)	EM.3 Audit Support to the Office of Communications & External Affairs	3/31/2018

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
	DT0012129 (4)	EM 5.21 Publications and Graphics Design Support to EM Communications	3/31/2018
DE-EM0004317	DT0011554 (1)	EM 2.1 Administrative Support to EM-2.1	6/12/2019
	DT0011554 (2)	EM 2.1 Administrative Support to EM-2.1	6/12/2019
	DT0011554 (4)	EM 4.1 Administrative Support to EM-4.1	6/12/2019
	DT0011554 (6)	EM 5.1 Administrative Support to EM-5.1	6/12/2019
	DT0011616	EM 5.22 Support Preparing, Coordinating, Editing and Tracking Correspondence	6/12/2019
DE-EM0004242	DT0013487 (1)	EM 4.22 Depleted Uranium Hexafluoride Disposition NEPA Support	6/13/2019
	DT0013487 (2)	EM 4.22 EPACT Title X/Thorium Licensee Reimbursement Support	6/13/2019
	DT0013487 (4)	EM 4.22 Cost Analysis & Estimate Support for GTCC LLRW Disposal	6/13/2019
	DT0013487 (5)	EM 4.22 DOE Managed Spent Nuclear Fuel (SNF) High Level Waste (HLW) and New Waste Form (NWF) Support	6/13/2019
	DT0013487 (6)	EM 4.22 DUF 6 Disposition NEPA Closeout Support - Supplemental Environmental Impact Statement (SEIS)	6/13/2019
	DT0013487 (1, 2, 4, 5)	EM 4.22 Other Direct Costs Tasks 1, 2, 4 & 5	6/13/2019
	DT0013487 (3)	EM 4.22 Mercury Storage Facility Environmental & Fee Estimate Support & ODC	6/13/2019

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
	DT0013493	SRS - Safety Basis Support to SRS Salt Waste Processing Facility (SWPF)	6/30/2018
	DT0013798 (1)	EM 3.31 Support for Organizing, Planning and Conducting appropriate Reviews, Assessments and provide General Technical Support	12/31/2019
	DT0013798 (2)	EM 3.31 Support in Reviewing, and Implementing Requirements in Policies, Orders, Plans, Procedures and Guides to reflect process improvements and Best Practices	12/31/2019
	DT0013798 (3)	EM 3.31 Provide Administrative Support as needed	12/31/2019
	TO # 1	EM 2.1 Technical & Planning Support to the EM International Program under the Office of the Chief of Staff	12/31/2019
DE-EM0002033	DT0011483 (3)	EM 2.1 International Program Support Activities	6/13/2019
	DT0011483 (4)	EM 4.31 Dialogue and Regulatory Support	6/13/2019
DE-EM0002662	DT0011662 (1)	EM 4.23 Spent Nuclear Fuel & Excess Nuclear Materials Disposition Planning	7/11/2018
DE-EM0003100	DT0010832	EM 3.113 High Level Radioactive Waste & Used Nuclear Fuel Oversight	6/30/2018
	DT0013501 (1)	EM-3.113 Office of Standards & Quality Assurance	06/19/18

<b>CONTRACT #</b>	<b>TASK ORDER #</b>	<b>TASK DESCRIPTION</b>	<b>ANTICIPATED DATE OF COMPLETION*</b>
	DT0013501 (2)	EM-3.113 Office of Standards & Quality Assurance	06/19/18
Purchase Order DE-EM0002863	EM0002863	EM 4.21 U.S. Ecology MIMS Database Input	9/30/2018
Purchase Order DE-EM0002865	EM0002865	EM-4.21 Energy Solutions/CLIVE MIMS Database Input	9/30/2018
Purchase Order DE-EM0002877	EM0002877	EM-4.21 Chem-Nuclear MIMS Database Input	9/30/2018
*Anticipated date of completion may be extended.			

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-6:**

**SECURITY CLEARANCE REQUIREMENTS BY LABOR CATEGORY \***

<b>LABOR CATEGORY</b>	<b>SECURITY CLEARANCE POST AWARD</b>
Accountant/Auditor	L or Q if required by Task Order
Administrative Services Manager	L or Q if required by Task Order
Senior Administrative Support	L or Q if required by Task Order
Compliance Specialist	L or Q if required by Task Order
Contract Specialist	L or Q if required by Task Order
Document Control Administrator/ Records Management Specialist (DCA/RMS) Manager	L or Q if required by Task Order
Design/Program Analyst II	L or Q if required by Task Order
Emergency Management Specialist	L or Q if required by Task Order
Engineer I	L or Q if required by Task Order
Engineer II	L or Q if required by Task Order
Engineer III	L or Q if required by Task Order
Engineer, Nondestructive Assay Engineer	L or Q if required by Task Order
Engineer, Nuclear Criticality Engineer I	L or Q if required by Task Order
Engineer, Nuclear Criticality Engineer II	L or Q if required by Task Order
Engineer, Nuclear Criticality Engineer III	L or Q if required by Task Order
Engineer, Process/ Facility Specialist I	L or Q if required by Task Order
Engineer, Process/ Facility Specialist II	L or Q if required by Task Order
Engineer, Process/ Facility Specialist III	L or Q if required by Task Order
Engineer, Waste I	L or Q if required by Task Order
Engineer, Waste II	L or Q if required by Task Order
Engineer, Waste III	L or Q if required by Task Order
ESH&Q Specialist I	L or Q if required by Task Order
ESH&Q Specialist II	L or Q if required by Task Order
ESH&Q Specialist III	L or Q if required by Task Order
Estimator I	L or Q if required by Task Order
Estimator II	L or Q if required by Task Order
Estimator III	L or Q if required by Task Order
Financial Analyst I	L or Q if required by Task Order
Financial Analyst II	L or Q if required by Task Order
Financial Analyst III	L or Q if required by Task Order
Graphic Artist I	L or Q if required by Task Order

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-6:**

**SECURITY CLEARANCE REQUIREMENTS BY LABOR CATEGORY \***

Graphic Artist II	L or Q if required by Task Order
Ground Water Specialist	L or Q if required by Task Order
Nuclear Material Inventory & Accountability Specialist	L or Q if required by Task Order
Nuclear Safety Specialist	L or Q if required by Task Order
Program Analyst I	L or Q if required by Task Order
Program Analyst II	L or Q if required by Task Order
Program Manager I	L or Q if required by Task Order
Program Manager II	L or Q if required by Task Order
Program Manager III	L or Q if required by Task Order
Program Architect I	L or Q if required by Task Order
Program Architect II	L or Q if required by Task Order
Project Engineer/Analyst II	L or Q if required by Task Order
Project Manager I	L or Q if required by Task Order
Project Support Specialist	L or Q if required by Task Order
Property Manager	L or Q if required by Task Order
Public Affairs Specialist	L or Q if required by Task Order
Public Participation Specialist I	L or Q if required by Task Order
Public Participation Specialist II	L or Q if required by Task Order
Radiation Protection Specialist	L or Q if required by Task Order
Regulatory Specialist I	L or Q if required by Task Order
Regulator Specialist II	L or Q if required by Task Order
Regulatory Specialist III	L or Q if required by Task Order
Risk Analyst I	L or Q if required by Task Order
Risk Analyst II	L or Q if required by Task Order
Scientist/Chemist I	L or Q if required by Task Order
Scientist/Chemist II	L or Q if required by Task Order
Security Specialist I	L or Q if required by Task Order
Security Specialist II	L or Q if required by Task Order
Security Specialist III	L or Q if required by Task Order
Software Project Manager II	L or Q if required by Task Order
Software Quality Assurance (SQA) Consultant IV	L or Q if required by Task Order
Startup & Commissioning Consultant III	L or Q if required by Task Order
Subject Matter Expert I	L or Q if required by Task Order
Subject Matter Expert II	L or Q if required by Task Order

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-6:**

**SECURITY CLEARANCE REQUIREMENTS BY LABOR CATEGORY \***

Subject Matter Expert III	L or Q if required by Task Order
Technical Management Consultant IV	L or Q if required by Task Order
Technical Writer/Editor I	L or Q if required by Task Order
Technical Writer/Editor II	L or Q if required by Task Order
Transportation Specialist I	L or Q if required by Task Order
Transportation Specialist II	L or Q if required by Task Order
Transportation Specialist III	L or Q if required by Task Order

\* Without exception or otherwise approved by the CO, the Contractor shall ensure security clearance designations by Direct Labor category as defined in the table below. All Contractor and subcontractor employees must be able to obtain and maintain an unclassified HSPD-12 credential through the US Access Program operated by the General Services Administration to be able to perform work under this contract as required in DOE O 206.2.

**SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

**ATTACHMENT J-7: CONTRACT SECURITY CLASSIFICATION SPECIFICATION  
FORM**

(Contractor to sign DOE F 470.1 (02/2018) prior to issuance of first Task Order)



**SECTION J – ATTACHMENT J-9**

**IDIQ SCHEDULE OF FULLY BURDENED LABOR  
RATES**









