

<b>AWARD/CONTRACT</b>	1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	RATING	PAGE OF PAGES 1   39
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2. CONTRACT (Proc. Inst. Ident.) NO. DE-EM0005014/0593/17/705210/01/89303319FEM400088	3. EFFECTIVE DATE See Block 20C	4. REQUISITION/PURCHASE REQUEST/PROJECT NO. 19EM002041
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5. ISSUED BY CODE 893033 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	6. ADMINISTERED BY (If other than Item 5) CODE 03001 EMCBC U.S. Department of Energy EM Consolidated Business Center 250 E. 5th Street, Suite 500 Cincinnati OH 45202
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7. NAME AND ADDRESS OF CONTRACTOR (No., street, country, State and ZIP Code) See Schedule	8. DELIVERY <input type="checkbox"/> FOB ORIGIN <input checked="" type="checkbox"/> OTHER (See below)
	9. DISCOUNT FOR PROMPT PAYMENT NET 30
	10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN ITEM

11. SHIP TO/MARK FOR CODE 03006 EMCBC - Grand Junction U.S. Department of Energy Grand Junction Office (Moab, Utah) 200 Grand Avenue Suite 500 Grand Junction CO 81501	12. PAYMENT WILL BE MADE BY CODE 00502 OR for Oak Ridge/OSTI U.S. Department of Energy Oak Ridge Office Oak Ridge Financial Service Center P.O. Box 6017 Oak Ridge TN 37831
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13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304 (c) ( ) <input checked="" type="checkbox"/> 41 U.S.C. 3304 (a) ( 5 )	14. ACCOUNTING AND APPROPRIATION DATA
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15A. ITEM NO	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
Continued					

15G. TOTAL AMOUNT OF CONTRACT      \$4,958,492.70

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	B	SUPPLIES OR SERVICES AND PRICES/COSTS		PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.			
	C	DESCRIPTION/SPECS./WORK STATEMENT			J	LIST OF ATTACHMENTS	
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**CONTRACTING OFFICER WILL COMPLETE ITEM 17 (SEALED-BID OR NEGOTIATED PROCUREMENT) OR 18 (SEALED-BID PROCUREMENT) AS APPLICABLE**

17.  CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return 1 copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)

18.  SEALED-BID AWARD (Contractor is not required to sign this document.) Your bid on Solicitation Number \_\_\_\_\_, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your bid, and (b) this award/contract. No further contractual document is necessary. (Block 18 should be checked only when awarding a sealed-bid contract.)

19A. NAME AND TITLE OF SIGNER (Type or print) <b>Richard Smalley, V.P., Nuclear &amp; Environmental Services</b>	20A. NAME OF CONTRACTING OFFICER Ian R. Rexroad
19B. NAME OF CONTRACTOR BY  (Signature of person authorized to sign)	19C. DATE SIGNED 9/19/2019
20B. UNITED STATES OF AMERICA BY Signature on File (Signature of the Contracting Officer)	20C. DATE SIGNED 20 Sept 2019

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DE-EM0005014/0593/17/705210/01/89303319FEM400088

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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)
	DUNS Number: 079601769  Small Business Administration  079601769 S&K LOGISTICS SERVICES, LLC Attn: JAMES SCHAAN 138 Peachtree Parkway Byron GA 31008 5206471606  Delivery: 1 Days After Award Fund: 01751 Appr Year: 2019 Allottee: 33 Report Entity: 490812 Object Class: 25422 Program: 1111507 Project: 0004382 WFO: 0000000 Local Use: 0000000 FOB: Destination Period of Performance: 09/20/2019 to 09/19/2020				
00001	Moab UMTRA TAC Year 3 - Firm-Fixed Price Line item value is: \$3,926,247.35 Incrementally Funded Amount: \$610,000.00				3,926,247.35
00002	Moab UMTRA TAC Year 3 - Travel (T&M) Line item value is: \$53,284.42 Incrementally Funded Amount: \$25,000.00				53,284.42
00003	Moab UMTRA TAC Year 3 - Time & Materials Line item value is: \$978,960.93 Incrementally Funded Amount: \$100,000.00				978,960.93

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**SECTION B - SUPPLIES OR SERVICES/PRICES**

Section B of the IDIQ Basic Contract is revised for purposes of this task order with the information below incorporated into Clauses B.1, B.2, B.5 and B.6.

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

This is Firm-Fixed-Price (FFP) task order in accordance with the terms and conditions set forth in the basic contract. This task order includes Time-and-Materials (T&M) CLINs for Travel reimbursement and specifically-identified labor and materials. The Contractor has the responsibility for determining the specific methods and approaches for accomplishing the identified work. The Contractor shall furnish all personnel, facilities, equipment, material, supplies, and services (except as may be expressly set forth in the basic contract and this task order as furnished by the Government) and otherwise do all things necessary for, or incident to, the performance of the following items of work which are described in the Section C – Performance Work Statement.

**B.2 TASK ORDER LINE ITEM STRUCTURE**

The total FFP and T&M Ceiling is specified below.

CLIN	Time-and-Materials	Firm-Fixed-Price
0001 Moab UMTRA TAC-Year 3 (FFP)		\$3,926,247.35
0002 Moab TAC Travel- Year 3 (T&M)	\$53,284.42	
0003 Moab UMTRA TAC-Year 3 (T&M)	\$978,960.93	
<b>Overall Task Order Value</b>	\$4,958,492.70	

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

Pursuant to the clause in Section I, FAR 52.232-22, Limitation of Funds, total funds in the amount of **\$25,000.00** have been allotted for obligation to CLIN 0002 and are available for payment of allowable costs and fee. It is estimated that this amount is sufficient to cover performance from the effective date of this task order through **November 20, 2019**.

Pursuant to the clause in Section I, FAR 52.232-22, Limitation of Funds, total funds in the amount of **\$100,000.00** have been allotted for obligation to CLIN 0003 and are available for payment of allowable costs and fee. It is estimated that this amount is sufficient to cover performance from the effective date of this task order through **November 20, 2019**.

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

(a) Planned Funding Schedule:

**CLIN 00001:**

Date	Funds To Be Allotted	Work To Be Accomplished	Cumulative Funds To Be Allotted	Cumulative Work To Be Accomplished
9/19/2019	\$3,926,247.35	\$3,926,247.35	\$3,926,247.35	\$3,926,247.35

(b) Actual Funding Schedule:

**CLIN 00001:**

Date	Funds To Be Allotted	Work To Be Accomplished	Cumulative Funds To Be Allotted	Cumulative Work To Be Accomplished
9/19/2019	\$610,000.00	\$610,000.00	\$610,000.00	\$3,926,247.35

**PART I – SCHEDULE**

**SECTION C**

**PERFORMANCE WORK STATEMENT  
Moab Technical Assistance Contract (TAC) – Year 3**

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**C.1 WORK SCOPE**

**C.3.1 PROJECT MANAGEMENT**

- a. This task includes overall management of the work elements, resources, and activities described in this task order (TO). The TAC Program Manager is responsible for the

TAC's overall effective performance of all program areas described in this TO and its subcontracts. The TAC shall provide experienced personnel to support the TO. The Program Manager shall be responsible for coordinating time approvals, addressing personnel issues, and ensuring staff are appropriately trained, qualified and meet labor qualifications. The Program Manager will provide monthly TO status reports to the COR. Additional strategic planning functions shall be performed if required.

- b. The Program Manager shall ensure attendance and participation at formally scheduled, situational and critique meetings by the appropriate staff. Meetings include, but are not limited to, the TAC morning safety briefing, the weekly Oversight meeting, the bi-weekly Key Issues and Opportunities meeting, the biweekly Environmental, Safety, Health, and Quality Assurance (ESH&QA) meeting, monthly Integration meeting, and the daily Plan of the Day meeting.
- c. The TAC is responsible for the tracking of hours used, submitting accurate invoices, and providing supporting documentation for acquisition of materials and supplies. The TAC shall provide any documentation, as requested by the CO, to support the conduct of its activities or the expenditure of government funds in the performance of work under this TO.
- d. The TAC shall provide administrative support for the performance of its PWS including direct support for DOE.

### C.3.2 RECORDS MANAGEMENT

- a. The TAC shall manage all records (regardless of media, and including DOE, RAC, and subcontractor records) generated/received in performance of the Contract or TO, including records obtained from a predecessor contractor in accordance with Title 44 USC, Chapters 21, 29, 31, 33, and 35; 36 CFR, Chapter 12, Subchapter B *Records Management*; Presidential Directive M-12-18, *Managing Government Records*; DOE O 243.1B Chg 1, *Records Management Program*; and any other DOE requirements as directed by the CO. The TAC shall be responsible for all records management and document control in support of its operations. Records Management activities include, but are not limited to: tasks associated with creation/receipt, maintenance, storage/preservation, protecting, scheduling, indexing, and dispositioning active and inactive records (including emails); providing all TAC, RAC, and DOE employees, and subcontractors with records management training; retrieving records from on- and off-site storage facilities; supporting records management data calls from the National Archives and Records Administration (NARA) or DOE Headquarters; and supporting ongoing Freedom of Information Act (FOIA), Privacy Act, Energy Employee Occupational Illness Compensation Program Act (EEOICPA), Former Worker Medical Screening Program (FWP), Chronic Beryllium Disease Prevention Program (CBDPP), congressional inquiries, and legal discovery requests.
- b. The TAC shall maintain a restricted access document sharing site (e.g. SharePoint) to collect, organize, manage, and share internal documents.

- c. All records subject to the management of the TAC (e.g., records in support of its operation), are to be inventoried, scheduled, and dispositioned in accordance with Federal laws, regulations, DOE Directives, and an approved Records Management Plan. The Records Management Plan shall be written to cover creation/receipt, maintenance, storage/preservation, protecting, scheduling, indexing, and dispositioning active and inactive records (including emails). The Plan shall be revised as necessary. Revisions shall be submitted to the Records Management Field Officer (RMFO) for approval.
- d. Electronic Records Management System (ERMS): The TAC shall maintain records management controls to ensure that the identification, maintenance, and disposition of all records (regardless of media), including electronic and email, are managed utilizing an ERMS that integrates a document sharing database (e.g. SharePoint) in accordance with Federal and DOE requirements and guidelines for all records, including historical records.
- e. The TAC shall maintain a plan that includes, but is not limited to, a validation process and a DOE-approved Image Quality Statistical Sampling Plan (based on industry standards) for acceptance of records scanned to electronic format. The plan shall ensure that electronic records meet NARA requirements. As required by the Presidential Directive M-12-18, all permanent electronic records in Federal agencies shall be managed electronically to the fullest extent possible for eventual transfer and accessioning to NARA in an electronic format. All records (regardless of media) must be scheduled, arranged, and cut off by collections (e.g., case file, project, chronologically, numerically, and alphabetically) for proper disposition in accordance with the NARA-approved DOE records disposition schedules.
- f. Records Ownership: Except for those defined as Contractor-owned (in accordance with DEAR 970.5204-3, *Access to and Ownership of Records*, see Section I), all records (see 44 U.S.C. 3301 for the statutory definition of a record) acquired or generated by the TAC and RAC (and subcontractors) in performance of this TO including, but not limited to, records from a predecessor contractor (if applicable) and records described by the TO as being maintained in Privacy Act systems of record (Section H clause, Privacy Act System of Records) shall be the property of the Government.
- g. Audiovisual Records: The TAC shall implement records management requirements for the creation, maintenance, and storage of audiovisual records in accordance with 36 CFR 1237 and 36 CFR 1235.42 and any updated NARA requirements/guidance.
- h. Essential Records: The TAC shall develop and implement an essential records program, including an essential records inventory in accordance with 36 CFR 1223, *Managing Vital Records*, and DOE O 243.1B *Records Management Program*.
- i. Electronic Information Systems (EIS): The TAC shall manage records contained in EIS by incorporating recordkeeping controls into the system or export the records into the current ERMS (Documentum or equivalent) in accordance with 36 CFR 1236, *Electronic Records Management*. The TAC shall design and implement migration strategies to counteract hardware and software dependencies of electronic records

- whenever the records must be maintained and used beyond the life of the information system in which the records are originally created and captured. The TAC shall provide a list of all EIS to DOE annually utilizing the format provided by DOE, including Contractor-owned records.
- j. Records Inventory and File Plan: The TAC shall develop and maintain up-to-date site-wide inventories, and a site-wide file plan and systems that provide for the identification, location, arrangement, assignment of disposition authority, and retrieval of all categories (record series) of records created and received.
  - k. Quality Assurance: The TAC shall ensure records classified as QA records under the American National Standards Institute (ANSI)/American Society of Mechanical Engineers (ASME) Nuclear Quality Assurance (NQA)-1 are categorized (lifetime/non-permanent); managed in accordance with NQA-1 and 36 CFR Chapter 12, Subchapter B; and are maintained for traceability to the applicable item, activity, or facility.
  - l. Privacy Act Records: The TAC shall ensure records that contain personal information retrieved by name or another personal identifier are maintained in Privacy Act systems of records, in accordance with Federal Acquisition Regulation (FAR) 52.224-2, *Privacy Act*, and DOE O 206.1, *DOE Privacy Program*.
  - m. Records Requests: The TAC shall respond to records management data calls by NARA, DOE as requested, and process record requests for FOIA, Privacy Act, the former worker medical screening program, the Chronic Beryllium Disease Prevention Program, congressional inquiries, legal discoveries, and other record requests.

### C.3.3 TRAINING

- a. The TAC shall provide all required Project training to all site personnel, including RAC, TAC, DOE employees, subcontractors, and visitors. This training does not include DOE-supplied training provided to DOE, TAC, and RAC employees, as appropriate. Attachment J-10 Training Summary of ID/IQ Contract DE-EM0005014 is a list of Project training the TAC shall provide. This list shall be modified, as training needs change. Project training courses shall be reviewed and revised (as appropriate) at least annually or when requirements/procedures change. Based upon historical use, TAC shall provide a yearly projected level of effort estimate of instructors time needed to perform training.
- b. The TAC shall maintain accurate training records and data pertaining to training activities for all RAC, TAC, DOE, and subcontractor personnel, and provide reports, as required, to support site-specific access qualifications, employee qualification cards, and other appropriate report requests.
- c. The TAC shall maintain an electronic training system database, accessible by all RAC, TAC, and DOE personnel, to provide information on training requirements and availability, course information, and computer-based courses.

## C.3.4 INFORMATION TECHNOLOGY AND COMMUNICATIONS

- a. The TAC shall provide technical and administrative management and support of Information Technology and Communications (IT&C) information, hardware, systems, services, and security for all Project sites, facilities, and office locations, including the Grand Junction Office, and for all RAC, TAC, and DOE personnel, except as described in paragraphs below. The TAC shall perform IT&C lifecycle planning, configuration management, acquisition of IT supplies, and installation and maintenance of IT&C systems and equipment to ensure its adequacy to support the ongoing Moab mission. This includes providing operation, maintenance, and support of servers, a network, workstations, laptops, Internet access, Help Desk support, IT&C, training support, software development, application maintenance, printers, miscellaneous hardware, and portal/Intranet software and support. The RAC shall request IT&C hardware, software, and IT&C support through the TAC via the Help Desk.
- b. The TAC shall perform software development when requested, database management, and maintenance for in-house developed software to include the following applications: DOE Records Management System (DOERMS), Access Control, Radiological Employee Dosimetry Database System (REDDS), Training Information System (TISK), Universal Address List, Moab Environmental Sampling (MESa) and SEEPro (until retired).
- c. The TAC shall comply with all Federal and DOE IT&C-related orders and directives, as well as DOE EM policies and procedures. Specifically, the TAC shall comply with the requirements of National Institute of Standards and Technology (NIST) SP 800-53, Recommended Security Controls for Moderate Federal Information Systems and Organizations, as referenced in DOE O 205.1C, *Department of Energy Cyber Security Program*.

The TAC shall comply with cyber security control requirements detailed in the DOE EM Cyber Security Policy and Risk Management Approach Implementation Plan to maintain the TAC network's accreditation and Authority to Operate that is granted by the EMCBC Authorizing Official. The TAC shall prepare and maintain a Cyber Security Program Plan for the Project (including RAC and TAC).

- d. TAC shall purchase renewal of existing non-General Services Administration (GSA) software licenses, subscriptions, annual maintenance contracts, and supplies.
- e. The TAC shall provide communications infrastructure, services and maintenance, including replacement and installation when necessary, for the Project sites, the Grand Junction Office, and all facilities; and for all DOE, TAC, and RAC personnel. This includes, but is not limited to, computer-based exchange, communications switching equipment, network cable infrastructure and, relocation of telephones, facsimile services, radio communications systems equipment, and teleconferencing and videoconferencing services for each site.

- f. The TAC is responsible for providing and maintaining hand-held radios and vehicle-mounted radios for DOE, TAC, and RAC personnel, as well as cell phones for the TAC and RAC personnel.
- g. The TAC shall provide IT&C hardware, software, systems, and support to the DOE staff for the Project network. This includes the provision for adequate numbers of desktop computers for access to the Project infrastructure, printers, facsimile equipment, video/teleconferencing equipment, desk telephones, and radios, including maintenance, support, and replacement when necessary. The TAC shall also provide Internet and Project network access to DOE staff, and systems configuration to ensure ongoing operations are maintained. The EMCBC shall provide desktop and laptop computers, software licenses, firewall, network switch, and systems configuration and maintenance for DOE staff. EMCBC will provide cell phones for DOE staff as required. The TAC shall support the DOE network and equipment when directed by EMCBC IT&C support staff.
- h. The TAC shall plan, secure, and transition to the Microsoft Office 360 cloud-based platform. The TAC shall conduct a feasibility assessment for migration of the Moab site's Internet / phone service from Frontier to Emery Telcom.

### C.3.5 SAFEGUARDS AND SECURITY

- a. The TAC shall develop and implement a Safeguards and Security program as specified in DOE O 470.4B Chg 2, *Safeguards and Security Program*, and DOE O 205.1C, *Department of Energy Cyber Security Program*, and shall update such program as required. The program shall be tailored to the site-specific requirements of the Project and shall encompass all Project sites and office locations. The TAC is responsible to provide limited site-specific only (LSSO) security badges for DOE employees, RAC and TAC personnel, subcontractors, and visitors. The TAC shall be responsible for coordinating with the RAC to ensure compliance with all requirements. The RAC is responsible for implementation of safeguards and security in accordance with DOE O 470.4B Chg 2, DOE O 473.3A Chg 1, *Protection Program Operations*, as well as in compliance with the Safeguards and Security program that is developed and maintained by the TAC as part of the TO.
- b. The TAC shall verify the adequacy of the existing Site Security Plan (SSP) and shall be responsible for maintaining the SSP and performing any upgrades to ensure it contains all of the security requirements specified in this TO for TAC, RAC, DOE, and visiting personnel.
- c. The TAC shall maintain the Security Conditions (SECON) Response Plan for the Project and update as needed.
- d. The TAC shall work closely with the RAC to ensure that site badging and site access requirements are accurately specified in the SSP. The RAC is responsible for implementing site access control. The TAC shall ensure its personnel comply with all requirements (as specified in the SSP) for badging and site access control.

The TAC shall have such access as necessary to perform activities required under this PWS.

- e. The TAC shall be responsible for providing site security badges consistent with the DOE O 473.3A Chg 1, at the Grand Junction Office. All TAC employees shall be qualified to receive, and shall obtain, HSPD-12 security badges.
- f. The RAC is responsible for safeguarding the RRM, including during shipment activities. The TAC shall be responsible for assisting DOE in the oversight of such activities when directed.

### C.3.6 PUBLIC AFFAIRS/COMMUNITY RELATIONS

- a. The TAC shall provide experienced and qualified personnel to be responsible for the overall public affairs function for the Project during routine and emergency events, including supporting DOE in interfacing with the community and other stakeholders, and the TAC shall coordinate with the RAC as necessary. The TAC shall communicate Project activities and incidents to the Project liaison, especially those that may impact the public, per the Incident Communication Protocol with Grand County. Information on RAC operations shall be provided by the RAC for use in the occasional stakeholder/public meetings, held primarily in Moab, Utah. The TAC shall prepare, no less than three times a year, an electronic Project newsletter as requested by DOE to communicate Project information, such as vision, safety, quality, sustainability, environment, and partnering.
- b. The TAC shall be responsible for updating the Public Participation Plan as necessary, including, at a minimum, providing an annual review of the document, writing articles for inclusion in newsletters or postings on the Project website, preparing fact sheets, press releases and Q&As, maintaining and updating the Project website, and keeping the Project reading room current with Project documents.
- c. The TAC shall support DOE in preparing for public/stakeholder meetings, including securing meeting rooms and placing announcements in local papers for each meeting. The TAC shall prepare talking points and other materials for use by Project spokespeople at quarterly Moab Tailings Project Steering Committee meetings.
- d. The TAC shall prepare responses to media inquiries, address public inquiries, and coordinate with local DOE to respond to time-critical requests from DOE HQ or EMCBC. The TAC shall coordinate and assist in leading tours of the Project sites.
- e. The TAC shall be responsible to maintain the Project website (<http://gjem.energy.gov/moab/>) for publicly released documents. Information and documents are to be posted to the Project website no later than 5 business days after DOE approval.
- f. The TAC shall capture raw video footage as needed.

C.3.7 PROPERTY MANAGEMENT (REAL AND PERSONAL)

a. General

- (1) The TAC shall ensure real and personal property assigned to the TAC is maintained in good working order and remains serviceable for its intended purpose.
- (2) The TAC shall provide experienced and qualified personnel for the management of real property, and personal property to include sensitive property and high value property, and DOE-owned and GSA-leased vehicles for the Project.
- (3) The TAC shall provide experienced and qualified personnel to maintain and ensure compliant implementation of a DOE-approved Real and Personal Property Management Program for all Project real and personal property. The TAC shall provide, as necessary, documentation to demonstrate compliance with the Federal Buildings Personnel Training Act requirements.
- (4) The TAC shall provide support to DOE for the accountability, control, utilization, management, maintenance, and disposition of all real and personal property associated with the Project.
- (5) The TAC shall be responsible for completing all HQ fiscal year property (real and personal) reporting requirements. TAC shall develop and implement a planning process that annually produces a Five-Year Real Property Plan.
- (6) The TAC shall develop and implement a planning process that annually produces a Five-Year Real Property Plan in accordance with guidance from DOE HQ and the EMCBC Real Property Officer.

b. Real Property

- (1) The TAC shall ensure all real property tasks are accomplished in accordance with applicable DOE orders including, but not limited to, DOE O 430.1C, *Real Property Asset Management*, and DOE O 458.1 Chg 3, *Radiation Protection of the Public and the Environment*.
- (2) The TAC shall ensure all actions involving the planning, acquisition, management, and disposition of interests in real estate are reviewed and approved by the DOE assigned Real Property Officer or Certified Realty Specialist, as appropriate, prior to execution. The TAC shall also ensure that real estate actions are executed at the appropriate level of delegated authority by a DOE Real Estate Contracting Officer.
- (3) The TAC shall implement a documented maintenance program for assigned assets that is complementary to the larger program utilized by the RAC. The TAC shall coordinate with the RAC to ensure compliance with applicable DOE directives and orders. The TAC, in coordination with the RAC, shall establish technical and management processes to align the performance, functional, and physical attributes of real property facilities, structures,

systems, and components in the maintenance program with associated requirements, design, and operational information.

- (4) The TAC shall administer the Facility Information Management System (FIMS) for the Project and coordinate with the RAC, as required, to ensure:
- All real property in which DOE holds a legal interest in or right to use, including outright title, is documented in FIMS, the Department's system of record for DOE real property;
  - FIMS data fields are kept current throughout the real property asset lifecycle and align with the FIMS Data Dictionary;
  - FIMS data are consistent across DOE to enable comparable reporting and trend analyses;
  - FIMS data are used to meet Federal Real Property Program requirements and the Department's Deferred Maintenance and Repair (DM) and other real property reporting requirements including, but not limited to, the Agency's yearly financial statement;
  - Real Property records supporting data maintained in FIMS are maintained in accordance with FIMS User's Guide requirements and retained per applicable DOE directives and Federal regulations;
  - The results of condition assessments, functional assessments, and real property utilization assessments are recorded annually in FIMS.
  - Records management changes resulting in revisions to the FIMS User's Guide are coordinated through appropriate governance;
  - FIMS information regarding real property assets that have been disposed of, including all related institutional controls, are archived;
  - A completion report or equivalent document is developed for each disposition project and included in FIMS; the completion report/document must describe, at a minimum, project activities, final facility status, cost information, and verification and validation that specific end-point criteria have been met;
  - All FIMS data calls are competed; and,
  - An annual review of real property records (FIMS Validation) is supported and completed, in accordance with DOE annual guidance, to ensure that all assets are accurately reported in the FIMS database and that all required source documentation is complete and accurate.

The TAC is expected to annually demonstrate 90% or better confidence level of accuracy of FIMS data. The TAC shall develop and implement corrective actions as necessary to ensure completeness and accuracy of FIMS data and maintain FIMS data validation documentation (validation forms, scorecards, corrective action plans) for at least five fiscal years.

- (5) The TAC shall conduct condition assessment surveys of its real property assets, to determine the need for some preventive or remedial action, using industry standard graded approaches tailored to the inspection type and frequency that aligns with asset ownership, use, and mission dependency as follows:
- Perform physical condition assessments on each real property asset assigned to the TAC at least once every five-year period, to be satisfied for this contract during this TO period, or other risk-based interval as approved by the cognizant Program Secretarial Officer (PSO);
  - Perform more frequent assessments for real property assets identified as mission unique or critical, or assets that pose an increased risk to life safety or the environment, or as mandated by Federal, state or local codes;
  - Determine the current physical condition of each real property asset, its estimated time to failure, and the optimum period for repairs and replacement based on engineering and maintenance analyses;
  - Estimate the costs to correct deficiencies identified during the condition assessments using the DOE-funded Condition Assessment Information System or another nationally recognized cost estimating system that is formatted in UNIFORMAT II and based on annually updated unit cost data (e.g. RSMeans; Building News; Craftsman Book Company; Richardson General Construction Estimating Standards). Cost estimates must be updated annually and include Contractor indirect costs;
  - Categorize deficiencies as either DM or Repair Needs (RN). Document and report DM and RN cost estimates consistent with Federal Accounting Standards Advisory Board requirements and Federal Real Property Council reporting guidance, respectively.
- (6) The TAC shall provide condition assessment findings to DOE and ensure all required maintenance is submitted as RN.
- (7) The TAC shall develop and submit, as required by DOE annual guidance, a five-year forecast (by fiscal year) and update annually (an annual update will be part of this TO period) to identify financial investments for sustainment of real property assets to support DOE strategic plans, program guidance, and Departmental performance targets and include:
- consideration for desired level of service;
  - remaining service life;
  - current condition assessments;
  - Energy Independence and Security Act energy and water evaluations;
  - utilizations surveys;

- the mission dependency of the asset, and projected funding for DM reduction;
- a five-year projection of financial investments required for real property acquisition, sustainment, and disposition activities;
- an annual PSO budget request that includes prioritized financial investments in real property; and
- an Integrated Facilities and Infrastructure Crosscut Budget in accordance with guidance issued jointly by the Office of Management and Office of the Chief Financial Officer.

c. Personal Property

- (1) Regardless of the performer of the work, the TAC is responsible for complying with DOE Guide 580.1-1A, *Department of Energy Personal Property*, as applicable. The Property Manager will coordinate with the RAC Radiation Control Manager to ensure that the requirements stated in DOE O 458.1 are adhered to before the free-release and transfer of any personal property from the project.
- (2) The TAC shall ensure the implementation of a Property Management Program that includes, but is not limited to, an experienced personal property custodian, maintenance of various property plans and schedules, and ensures inventory-tracking databases are current and up to date.
- (3) All sensitive equipment shall be tracked and non-sensitive equipment above \$1,000 shall be tracked using the Personal Property Management System database for all accountable personal property in accordance with DOE Guide 580.1-1A.
- (4) Personal property work shall include an annual custodian confirmation process and physical inventory to assure that personal property is being accounted for in accordance with applicable Federal property management regulations.
- (5) See Section C.3.16 regarding TAC purchase of equipment, materials, systems, software, insurance, or supplies under this task order.

d. Fleet

- (1) Vehicles to include fleet management for DOE-owned and GSA-leased vehicles, in accordance with all DOE and/or GSA requirements including 41 CFR 102, *Federal Management Regulation*, and DOE Guide 580.1-1A, *Personal Property*, and DOE Handbook 7251-2016, *Fleet Management*.
- (2) The TAC shall be responsible for tracking, arranging schedules, routine maintenance, and upkeep of the GSA-leased vehicles assigned to the DOE and TAC, and administrative activities for the Government-owned vehicles, such as tracking odometer readings, signing in and out, and other similar activities. The TAC shall report Project data into the Federal Automotive Statistical Tool.

### C.3.8 DOCUMENTATION SUPPORT, GRAPHICS, REPRODUCTION

- a. The TAC shall provide experienced personnel for comprehensive document production support, graphics development, reproduction and printing services, website creation, technical writing, and editing as required for daily operations at both Project sites and the Grand Junction Office. Such support shall be provided for DOE, RAC, and TAC. These services include, but are not limited to, the production and distribution of Project documents, such as program descriptions, plans, manuals, procedures, guides, and reports. Editing, production, and distribution services also include technical papers, pamphlets, brochures, presentation materials, and other written and graphic documents needed to support the Project. Based upon historical use, TAC shall provide a detailed yearly projected level of effort estimate for this effort.
- b. The TAC shall maintain a document control system and process ensuring efficient tracking, retrieval, revision control, and distribution of documents via SharePoint.

### C.3.9 PROJECT INTEGRATION

- a. The TAC shall coordinate with the RAC, as necessary, to ensure safe and successful Project execution. The Interface Requirements Matrix (*see* Attachment J-9 of the ID/IQ) provides information on the required complementary roles and responsibilities between the RAC and the TAC. Note that the RAC and TAC do not have the authority to direct the other under this TO, except to the limited extent specified otherwise in the TO regarding safety.
- b. The TAC shall provide experienced, trained, and qualified personnel to process, integrate, track, analyze, and report data for the entire Project concerning the following areas: project management, project control, life-cycle planning, performance measurement, budget formulation and execution, financial management, Environmental Liability, and funds management, including spend plans. The TAC shall also support DOE in all HQ data calls related to project management and support DOE in meetings/calls related to project management. The TAC shall coordinate with the RAC, as necessary, to consolidate data for all Project activities in accordance with DOE requirements, and evaluate and reconcile the data to ensure quality and accuracy of deliverables. The TAC shall provide a monthly TO progress report for each TO that at a minimum includes: TO number, total TO cost/price, significant issues/problems associated with each TO, summary of activities performed during the month, current status of each activity, earned value information, and status of the schedule for each TO and for time-and-materials TOs. An itemized breakdown of cost and Direct Productive Labor Hours (DPLH) utilized per labor category to date shall also be provided.
- c. The Project has been designated as an Operations Activity (defined by DOE as projects performing environmental remediation, etc.). The TAC shall support DOE in meeting and reporting on all requirements for Operations Activities.
- d. The TAC shall develop a Performance Baseline for the activities required by this PWS in accordance with the Requirements for Management of the Office of

- Environmental Management's Cleanup Program, July 20, 2017, and tailored to include the principles of DOE O 413.3B for baseline development.
- e. The TAC shall support DOE in integrating life-cycle and performance baseline information from both RAC and TAC, evaluate and recommend improvements, and review, revise, and finalize the Moab UMTRA Project Life-Cycle and/or Performance Baselines.
  - f. The TAC shall support DOE in the *Requirements for Management of the Office of Environmental Management's Cleanup Program*, July 20, 2017.
  - g. The TAC shall establish, maintain, and use a Project Control Management System that accurately reflects the status of TAC activities relative to cost and schedule performance, and tracks progress against the approved baseline within the constraints of Total Project Earned Value Management. The Project Control Management System shall be fully integrated with the financial accounting systems to ensure consistent reporting of costs. The TAC's system shall meet the following requirements:
    - (1) Integrated Planning, Accountability, and Budgeting System Information Systems (IPABS-IS) Data Requirements, February 16, 1999, and subsequent updates;
    - (2) Integrated Planning, Accountability, and Budgeting System (IPABS) Handbook, February 16, 1999, and subsequent updates;
    - (3) Office of Environmental Management Policy, *Requirements for Management of the Office of Environmental Management's Cleanup Program*, approved July 20, 2017.
  - h. The TAC shall coordinate with the RAC, as necessary, and assist DOE in maintaining and inputting Project data into various DOE business systems including, but not limited to, IPABS in accordance with prescribed procedures and DOE direction. The RAC shall provide information to the TAC for input into these systems.
  - i. The TAC shall track and monitor the data on tons of RRM excavated, shipped, and disposed, using the weekly data provided by the RAC.

#### C.3.10 GROUNDWATER INTERIM ACTION

- a. The TAC shall provide experienced, trained, and qualified personnel responsible for the design, implementation, operation, and maintenance of interim groundwater corrective actions. The TAC shall provide continuous and seamless execution of all groundwater-related activities at the Moab site, including protecting the Colorado River and ensuring compliance with the U.S. Fish and Wildlife Service (FWS) Biological Opinion contained in the final Project Environmental Impact Statement, and prepare for the Final Action. The TAC shall review the Environmental Impact Statement and Remedial Action Plan, and consult with the Office of Legacy Management (LM) to prepare a "road map" to the development of a Groundwater Compliance Action Plan as required by the Nuclear Regulatory Commission.

- b. The TAC shall operate and maintain the existing groundwater interim action well field, which currently includes 8 extraction wells and 34 injection wells. Maintenance activities associated with the interim action well field include the repair and servicing of wells and associated pumping and piping equipment. The Groundwater Operations and Maintenance Manual shall be reviewed annually and updated as needed.
- c. The TAC shall monitor and report on the interaction between groundwater and surface water in an annual Groundwater Program Report. If indicated by the data collected, the existing conceptual model shall be updated.
- d. The TAC shall continue to address several reasonable and prudent measures identified in the FWS Biological Opinion for surface water and groundwater remediation at the Moab site. The TAC shall summarize biota monitoring and associated actions, as well as performance against data quality objectives, in the Groundwater Program Report.
- e. The TAC shall review annually and update, as needed, the Surface Water/Groundwater Sampling and Analysis Plan. The TAC shall perform surface and groundwater sampling and analysis at the Moab site and provide a semi-annual Groundwater and Surface Water Monitoring Report.
- f. The TAC shall perform sampling for estimating extracted mass and effectiveness of freshwater injection as needed and twice per year for plume delineation. Rehabilitation of monitoring wells and standpipes at the Crescent Junction site shall be performed and documented in the RAC-prepared annual Interim Completion Report.
- g. The TAC shall maintain Groundwater Interim Action Systems, which includes the automated system, frac tanks, and water level sensor located in the Klein tank. (Maintenance and operation of the Klein tank itself remains a RAC responsibility.)
- h. The TAC shall initiate surface water diversion (formally called the initial action) when a suitable habitat forms in the side channels adjacent to the Moab site to reduce contaminant levels.
- i. The TAC shall— Monitor the Upper Colorado River Forecast Center for potential flood or drought conditions and coordinate with Project personnel to adequately plan for and mitigate flood or drought conditions. Prepare and update flood and drought mitigation plans annually. Prepare a Flood Response Report for 2019 similar to reports prepared in 2011 and 2014 due to above average snowfall in FY19 causing the Moab site to flood.
- j. The TAC shall continue to collaborate with the DOE Office of Science (SC) in the study of citrate apatite injection as a means of reducing the concentration of dissolved uranium in groundwater. Samples from select wells shall be collected and provided to SC for analysis and an investigation plan shall be prepared for joint action between EM, LM, and SC.

## C.3.11 QUALITY ASSURANCE

- a. The TAC shall maintain a Quality Assurance (QA) Program in accordance with the following:
- EM-QA-001, Rev. 1, *Environmental Management Quality Assurance Program*;
  - ASME NQA-1, 2004 *Quality Assurance Requirements for Nuclear Facility Applications*, including addenda through 2007 as applicable;
  - DOE O 414.1D Chg 1, *Quality Assurance*; and,
  - DOE O 226.1B, *Implementation of Department of Energy Oversight Policy*.

The TAC shall ensure the QA Program is updated and maintained in compliance with the aforementioned quality requirements and as site conditions change. The TAC shall maintain a written Quality Assurance Plan and submit it to DOE for review and approval annually.

The TAC shall maintain a Contractor Assurance System in accordance with DOE O 226.1B.

The TAC shall develop quarterly Contractor Assurance System reports in conjunction with the RAC submit them to DOE, and brief DOE on their content including trends.

- b. The RAC and TAC shall each develop their own QA Program for their respective operations. The TAC shall review the RAC QA Program for applicable compliance. The TAC shall be responsible for continuously pursuing enhancements to quality, safety, and reliability for its own operations and making suggestions for quality enhancements for RAC and DOE operations.
- c. The TAC shall develop an Integrated Assessment Schedule that outlines, by quarter, the assessments of DOE, TAC, and RAC operations planned to be performed. Assessed activities shall include safety, operations, compliance, documentation, and other aspects of the Project at both Project sites and the Grand Junction Office. The schedule shall be developed annually and updated quarterly. This schedule shall be fluid and subject to change based on site occurrences. The Integrated Assessment Schedule shall include an allowance for unannounced assessments.
- d. The TAC shall support DOE by providing trained, qualified, and experienced assessors to perform scheduled and unannounced QA independent assessments of Project activities. The TAC's QA assessors shall manage preparation of assessment plans, checklists, and reports; interface with regulators, DOE, and RAC personnel; and manage assessment teams with a number of observers. Assessment reports conforming to EMCBC procedures shall be generated and transmitted to DOE for inclusion in DOE oversight letters. The TAC shall document its own deficiencies and corrective actions using the SharePoint Issue Management Report (CR).
- e. The TAC shall support DOE by providing trained, qualified, and experienced personnel to conduct operational awareness oversight activities "boots-on-the-

- ground” of RAC and TAC operations, assisting DOE in implementing the DOE Oversight Plan and DOE Order 226.2B, *Department of Energy Oversight Policy*. Oversight field presence at the Moab and Crescent Junction sites shall be daily during normal four days of operations but shall remain flexible for Holidays, Fridays, and weekend work based on the frequency of the work (non-routine/routine), risk and consequence of failure. The RAC will provide the TAC with advanced notice of work outside the normal schedule. The TAC maintains flexibility to utilize QA and/or Safety staff when providing this oversight coverage to maximize resources and efficiency.
- f. The TAC shall develop work and staffing oversight plans for assigned tasks and provide weekly progress reports on all oversight activities to the FCD.
  - g. The TAC shall provide Lessons Learned (LL) support, shall screen and review all Project LL including maintaining LL on the Project shared drive, and sharing of LL with the DOE complex, through the DOE Corporate LL Database, when both (1) the OE has relevance to other DOE facilities, sites, or programs; and (2) the information has the potential to help avoid adverse operating incidents, for performance improvements, or for cost savings. The TAC shall also screen DOE complex-wide LL and share any deemed applicable. The TAC shall encourage improvements based on experience.

#### C.3.12 SAFETY AND HEALTH SUPPORT

- a. The TAC shall provide overall programmatic Safety and Health (S&H) support to DOE for both Project sites and the Grand Junction Office. Programmatic support may include HQ data calls and other program level activities beyond the daily safety oversight related to site operations. The support provided shall be in compliance with 10 CFR 851 and applicable DOE directives incorporated into the TO. Oversight field presence at the Moab and Crescent Junction sites shall be daily during normal four days of operations but shall remain flexible for Holidays, Fridays, and weekend work based on the frequency of the work (non-routine/routine), risk and consequence of failure. The RAC will provide the TAC with advanced notice of work outside the normal schedule. The TAC maintains flexibility to utilize QA and/or Safety staff when providing this oversight coverage to maximize resources and efficiency.
- b. The TAC shall contribute to the weekly work and staffing oversight plan and progress reports identified in C.3.11.e.
- c. The TAC and the RAC shall each develop and maintain an internal S&H program for their respective activities to ensure the protection of workers, the public, and the environment in accordance with applicable DOE orders. The TAC provides its S&H program information to the RAC for its integrated Project Health and Safety Plan. This document shall be updated as necessary and reviewed annually. The TAC shall ensure that the resulting integrated S&H plan requirements are flowed down to its subcontractors.

- d. The TAC is responsible to maintain and keep current a Worker Safety and Health Program (WSHP) per 10 CFR 851, with final approval by DOE. The TAC and the RAC shall submit a joint WSHP document to DOE for review and approval. The WSHP shall be reviewed annually and updated as needed. All revised WSHP documents shall be submitted to DOE for review and approval.
- e. S&H shall be operated as an integral, but visible part of how the TAC conducts business. This includes prioritizing work planning and execution, establishing clear S&H priorities, allocating resources to address programmatic and operational considerations, collecting and analyzing monitoring data, and addressing hazards for all operations and work. The TAC's S&H program shall include qualified and experienced safety and health staff, worker rights, hazard identification, hazard prevention and abatement, training and information, and recordkeeping and reporting, including Computerized Accident/Incident Reporting System (CAIRS), OSHA Summary forms, and Occurrence Reporting (ORPS) database.
- f. The TAC shall participate in the Moab Project Emergency Management Program consistent with DOE O 151.1D, *Emergency Management System*, and DOE O 150.1A, *Continuity Programs*, and shall provide input and information for the joint RAC/TAC Emergency/Incident Response Plan to be reviewed annually and updated as necessary. The TAC shall prepare the Project's annual Emergency Readiness Assurance Plan in conjunction with the RAC. The TAC shall assist the RAC in its implementation and assist DOE in overseeing the RAC's implementation of the Project's Continuity Program. The TAC shall assist the RAC preparing the Project's annual Continuity Readiness Assurance Plan.
- g. The TAC shall maintain and implement an ISMS program that complies with DOE O 450.2 Chg 1 *Integrated Safety Management*, 48 CFR 970.5223-1, and 48 CFR 970.5204-2, and develop work control documents for task-specific work activities implementing the five core functions of ISMS. As part of the ISMS program the TAC shall:
  - (1) Ensure all work is performed safely and in a compliant manner, that assures protection of the workers, public, and the environment.
  - (2) As determined by DOE, annually review the ISMS program, the RAC/TAC Integrated Safety Management System Description, and the Federal Integrated Safety Management System Description and revise as needed. The TAC, working with the RAC, shall prepare and provide information to DOE for the annual Integrated Safety Management System and Quality Assurance Declaration.
  - (3) The TAC shall implement the Project's Employee Concerns Program and act as the Employee Concerns Coordinator who aids in managing and tracking concerns. The TAC shall maintain an external third party reporting company to support anonymity in the reporting process.
  - (4) The TAC shall assist in promoting and maintaining a positive safety culture and safety conscious work environment (SCWE). This includes responding to Safety Culture and SCWE data calls.

- h. The TAC shall provide trained, qualified, and experienced personnel to assist DOE in ensuring that all radioactive waste is managed in a manner that is protective of worker, public health and safety, and the environment in accordance with DOE O 435.1 Chg 1, *Radioactive Waste Management*. Time in field at the Moab and Crescent Junction sites, split evenly, shall be no less than three days a week.
- i. The TAC shall work closely with the RAC in the development of the RPP, a joint compliance document specifying, among other things, the access controls for radiological areas. However, the RAC has the primary responsibility to maintain a documented 10 CFR 835-compliant RPP and for implementing and controlling access to radiological areas. The TAC shall ensure that its personnel comply with the RPP requirements as established by the RAC including, but not limited to, radiological area access, personnel dosimetry, urine bioassay program, radiological personal protective equipment, contamination monitoring, and other requirements as documented in the RPP.
- j. The TAC shall maintain hillside-monitoring system(s). The systems may include, but are not limited to, radar-based monitoring equipment, video monitoring equipment, and the critical alarm capability for the hillside area above the rail bench at the Moab site. The equipment is used by the RAC to perform hillside monitoring and rockslide mitigation activities, by evaluating critical alarms and issuing daily “go/no-go” notifications. The TAC shall coordinate as necessary with the RAC to ensure the ongoing operability and reliability of the system. The TAC shall prepare daily monitoring reports for days when the RAC or TAC has hillside operations and shall maintain an operating procedure and configuration control for radar settings. The TAC shall perform and document hillside inspections according to its procedures.
- k. The TAC shall perform an alternatives analysis for hillside monitoring. The alternatives analysis shall include for each alternative identified: cost to implement, time to implement, reliability date/expected success rates, maintenance costs over 10 years, expected life of equipment, permitting requirements, and other critical factors when considering alternatives to the status quo. The TAC shall collect point cloud (equivalent to LiDAR) data of the Moab site hillside and compare with previous dataset.

### C.3.13 ENVIRONMENTAL MANAGEMENT

- a. The Moab Project is regulated by the NRC under Title I of the Uranium Mill Tailings Radiation Control Act of 1978. State of Utah regulations address related fugitive dust emissions, storm water pollution prevention, and other programs related to environmental management. The TAC and RAC are each responsible for operating in compliance with all Federal and State environmental regulations.
- b. The TAC shall provide experienced, trained, and qualified personnel to provide for the Project an Environmental Management System that conforms to International Standard Organization (ISO) 14001:2015 Environmental Management Systems – Requirements with guidance for use. The TAC shall implement and maintain an Environmental Management System consisting of regulatory compliance and

- monitoring that implements applicable laws, regulations, and DOE directives. The TAC shall integrate the RAC's operational requirements into the overall Environmental Management System. The TAC shall be responsible for reviewing and updating the Project's Environmental System Manual as needed.
- c. In support of DOE, the TAC shall perform oversight and assessment of the RAC's implementation of their environmental compliance program using trained and qualified assessors and inspectors. This oversight and assessment will be tracked on the Integrated Assessment Schedule. The TAC shall provide technical support for meeting National Environmental Policy Act requirements and addressing inquiries regarding environmental issues. The TAC shall be responsible for preparing all NEPA documents.
  - d. The TAC shall be responsible for observing the RAC environmental compliance with fugitive dust emissions, storm water pollution prevention, and spill prevention control and counter-measures. The TAC shall also conduct independent measurements as needed. The RAC shall provide information related to water use and hazardous materials storage and use for the TAC to submit annually in applicable reports, including the Tier II Report. The RAC shall be responsible for timely notification to the TAC of any changes in operations affect environmental plans and permits.
  - e. The TAC shall be responsible for managing DOE and TAC required permits and agreements; the RAC shall be responsible for obtaining and maintaining applicable permits required to perform their work. Permits shall be managed to ensure no lapses in renewal.
  - f. The TAC shall be responsible for DOE HQ reporting and oversight of environmental initiatives and Federal energy management initiatives using data provided by the RAC.
  - g. The TAC shall be responsible for preparing the Annual Site Environmental Report (ASER). The RAC shall provide information as requested for the ASER. This document is used to demonstrate overall environmental protection performance for the Project and is released to the public via the Project website.
  - h. The TAC shall perform environmental air monitoring, including (1) operating and maintaining the existing network of 36 monitoring stations, (2) collecting, analyzing, and validating samples quarterly for radon and direct gamma radiation, and collecting weekly filters for radioparticulates; and, (3) preparing quarterly air monitoring reports. Sampling, analysis, data validation, and reporting shall be performed according to the Project Environmental Air Monitoring Sampling and Analysis Plan.
  - i. The TAC shall perform, at least bi-annually, an assessment associated with TAC activities and oversight of the RACs activities at the Moab and Crescent Junction sites for the presence of threatened and endangered species.
  - j. The TAC shall maintain meteorological stations at the Moab and Crescent Junction sites and record data within a web-based system.

k. Sustainability

- (1) The TAC shall be responsible for ensuring the implementation of sound stewardship practices that are protective of the air, water, land, and other natural and cultural resources impacted by DOE operations in accordance with DOE O 436.1, *Departmental Sustainability*.
- (2) The TAC shall develop and implement a Site Sustainability Program and prepare a Site Sustainability Plan in accordance with DOE O 436.1, and DOE guidance. The TAC shall promote and integrate sustainability initiatives such as energy and natural resource conservation, waste minimization, green construction, and use of eco-friendly products and services into all phases of work.
- (3) The TAC shall develop a ride-sharing procedure/policy for use of GSA vehicles.

C.3.14 INDEPENDENT VERIFICATION

- a. The TAC shall prepare Supplemental Standards Applications for DOE submittal to the U.S. Nuclear Regulatory Commission for concurrence. These reports document the current environmental status and risk associated with leaving residual radioactive material on properties in the Moab area or on the former Moab millsite. Field investigations associated with the properties have been completed, though some degree of verification or additional characterization may be required.
- b. The TAC shall assist the RAC Radiation Control organization with the conduct of sampling or in performing gamma scanning, that may be required for the lower Moab Wash crossing or channel.
- c. The TAC shall track and oversee all TAC radiological instrumentation relative to calibration and QA requirements. The purpose of this activity is to ensure that all equipment is calibrated and working correctly.
- d. The TAC shall perform annual haul road surveys at the Crescent Junction site using the global positioning system/gamma spectroscopy (GPS/GS) scanning system, and prepare associated GPS/GS scan maps and reports. Annual geodetic surveys of site features at the Moab and Crescent Junction sites shall be performed.
- e. The TAC shall independently verify grab samples collected by the RAC relative to the 707 picocuries per gram Ra-226 requirement for RRM placement in the final 7 feet of RRM in the Crescent Junction disposal cell.
- f. The TAC shall review and report on RAC documentation for free-release of property.

C.3.15 REVEGETATION

- a. The TAC shall maintain native vegetation and control weeds on approximately 135 acres of ground outside of the Moab site's Contaminated Area. The TAC shall perform general maintenance, service, and repair of all revegetation equipment,

- implements, and irrigation piping systems, as required to maintain the native vegetation. The TAC shall prepare and implement a Revegetation and Weed Control Plan, which addresses planning, planting, watering, pruning, chipping and composting. This plan is to be reviewed annually and updated as needed.
- b. During large storm events, the TAC shall assist the RAC (which has overall responsibility for non-occupied grounds, areas, roads, and parking lots maintenance) with snow removal to ensure worker safety.

#### C.3.16 T&M PROPERTY MANAGEMENT (REAL AND PERSONAL)

- a. When the TAC purchases equipment, materials, systems, software, insurance, or supplies under this task order, and seeks DOE reimbursement, the purchase shall be Time-and-Materials (T&M)-type and may be invoiced only against the T&M CLIN (CLIN 0003). The TAC shall obtain prior written consent of the COR for T&M purchases costing greater than \$1,000 in total or, for recurring purchases, greater than \$1,000 per month; however, the TAC shall contract for telephone, mobile telephone, and DSL services and renew existing software licenses without prior DOE approval.
- b. The TAC shall lease and obtain the appropriate insurance of Government Services Administration (GSA) vehicles for the performance of the TAC work under DE-EM0005014 utilizing AAC - [REDACTED]. The TAC shall comply with the requirements of 41 CFR 101-39 and 41 CFR 101-38.301-1.
- c. Grand County Property Tax shall be paid annually.

#### C.3.17 T&M VICINITY PROPERTY SURVEYS

- a. The TAC shall perform Inclusion/Exclusion surveys on vicinity properties identified during this TO period to determine if they contain RRM in excess of UMTRA cleanup standards, including soil sample analysis as necessary, and shall submit reports to DOE documenting the results of each survey. After DOE determines that a particular vicinity property will be included or excluded, the TAC shall perform further radiological assessment as necessary and required by DOE.
- b. The TAC shall be responsible for all Independent Verification of VP remediation efforts performed by the RAC. The TAC shall be responsible for preparing completion reports for all remediated vicinity properties. The TAC shall prepare completion reports for remediated off-pile areas.
- c. The TAC shall coordinate owner relations activities on vicinity properties.

#### C.3.18 T&M SAFETY AND HEALTH SUPPORT

The TAC shall prepare a Tailings Pile Odorous Material Identification Plan (alternatives analysis). The plan will utilize information obtained by the RAC and additional information from literature review and other environmental sites. The TAC

shall also provide support for assessing container reliability and developing a plan of action for the Shrader memo.

#### C.3.19 T&M ENVIRONMENTAL MANAGEMENT

The TAC shall conduct and report on a compliance investigation of Moab Wash. The investigation will utilize available analytical information provided from previous site characterization and additional data collected by the RAC.

#### C.3.20 T&M INDEPENDENT VERIFICATION

The TAC shall perform an annual geodetic survey of site features at the Moab and Crescent Junction sites, if requested by DOE.

#### C.3.21 T&M AUGMENTED TECHNICAL ASSISTANCE

At the direction of DOE, the TAC shall provide experienced and qualified personnel to perform technical and administrative services related to the mission of the Office of Environmental Management's Grand Junction field office. In addition, the conceptual design for an alternative cover for the Crescent Junction disposal cell shall be presented in a meeting in Grand Junction.

**SECTION D - PACKAGING AND MARKING**

Section D of the ID/IQ basic contract is incorporated by reference.

**SECTION E - INSPECTION AND ACCEPTANCE**

Section E of the ID/IQ basic contract is incorporated by reference, as applicable.

**SECTION F - DELIVERIES OR PERFORMANCE**

Section F of the ID/IQ basic contract is incorporated by reference, as applicable with the exception of Clauses F.4 and F.8 which are filled in and provided below.

**F.4 PERIOD OF PERFORMANCE**

The task order period of performance shall be from 9/20/2019 to 9/19/2020.

The Contractor shall not be paid for work performed or costs incurred prior to the period of performance start date. The Contractor is not authorized to proceed beyond the task order period of performance, nor will the Contractor be paid for any costs incurred beyond that period unless the task order is modified by the DCO to extend the period of performance.

**F.8 DELIVERABLES**

1. All deliverables listed in ATTACHMENT J-1– LIST OF DELIVERABLES.
2. All deliverables required by DOE regulations and the IDIQ basic contract clauses.

**SECTION G - CONTRACT ADMINISTRATION DATA**

Section G of the ID/IQ basic contract is incorporated by reference, as applicable with the exception of Clause G.4 and provided below.

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

(2) Designated Contracting Officer

(A) Name: Ian Rexroad

(B) Telephone number: 513-246-0077

(C) Address: 550 Main Street, Room 7-010, Cincinnati, Ohio 45202

(D) Email address: [ian.rexroad@emcbc.doe.gov](mailto:ian.rexroad@emcbc.doe.gov)

(3) Designated Contracting Officer's Representative

(A) Name: Chris Pennal

(B) Telephone number: 970-257-2119

(C) Address: 200 Grand Ave, Grand Junction, CO 81502

(D) Email address: [christina.pennal@emcbc.doe.gov](mailto:christina.pennal@emcbc.doe.gov)

**SECTION H - SPECIAL CONTRACT REQUIREMENTS**

Section H of the ID/IQ basic contract is incorporated by reference, as applicable.

**SECTION I - CONTRACT CLAUSES**

Section I of the ID/IQ basic contract is incorporated by reference, as applicable expect for the following Section I clauses which is revised as follows:

I.34	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) 60 days; 30 days (c) 3 years
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**I.127 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

<b>Employee Class*</b>	<b>Monetary Wage—Fringe* Benefits</b>	
<u>Grand Junction, CO, Mesa County</u> Administrative Assistant	GS 7	\$20.15/hour
	H&W Fringe Rate	\$4.48/hour
Technical Editor	GS-9	\$24.65/hour
	H&W Fringe Rate	\$4.48/hour

**I.128 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment**

The clause at FAR 52.204-25 *PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT* (AUG 2019) is incorporated by reference into this task order. This incorporation shall be effective until the clause (or an amended/successor version) is added to the IDIQ contract.

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

Section J of the ID/IQ basic contract is incorporated by reference, as applicable with the exception of Attachment 1—Deliverables, which is provided below.

**ATTACHMENT J-1– LIST OF DELIVERABLES**

All contract deliverables listed in Attachment J-1 will include the CO and the COR in distribution.

Deliverables with a Frequency/Timing of “Update as needed” requires the contractor to review the deliverable annually, at a minimum, and provide notification that review has taken place and no revision is required by the noted due date (otherwise, a revised deliverable would be submitted).

Approval by DOE is required only for Tier I level documents, as required per DOE Order, regulations, etc.

	<b>Deliverable</b>	<b>Method of Delivery</b>	<b>Driver/ Requirement</b>	<b>Frequency/ Timing</b>	<b>Date Due</b>	<b>Approval</b>
1	Records Management Manual (includes Records Management Plan [RMP]; Records Disposition Plan; Vital Records Program/Plan)	Email to Records Management Field Officer (RMFO)	PWS C.3.2 c. and 36 CFR Chapter 12	Update as needed	June 1, 2020	RMFO Approval
2	Electronic Information Systems (EIS)	Email to RMFO	PWS C.3.2 i.	Update as needed	February 28, 2020	RMFO Information
3	Records Inventory and File Plan	Email to RMFO	PWS C.3.2 j.	Update as needed	June 26, 2020	RMFO Approval
4	Privacy Impact Assessment (PIA)	Email System Owner [Ward Best]; Local Privacy Act Officer (LPAO) [David Ford]	PWS C.3.2 l.; DEAR 970-5204-3; FAR 52.224-2; and DOE O 206.1 Chg 1	Update as needed	December 6, 2019	LPAO Approval
5	Cyber Security Program Plan	Email to Authorizing Official Designated Representative (AODR)	PWS C.3.4, c.; DEAR 952.204-77 Computer Security (AUG 2006) and DOE O 205.1C	Update as needed	January 17, 2020	AODR Approval
6	Site Security Plan (SSP) (includes SECON Response Plan)	Email to Officially Designated Federal Security Authority (ODFSA) [Ken Armstrong]	PWS C.3.5 b. & c. and DOE O 470.4B Chg 2	Update as needed	January 31, 2020	ODFSA Approval
7	Public Participation Plan	Email to FCD	PWS C.3.6 b.	Update as needed	January 31, 2020	FCD approval to post on web

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	<b>Deliverable</b>	<b>Method of Delivery</b>	<b>Driver/ Requirement</b>	<b>Frequency/ Timing</b>	<b>Date Due</b>	<b>Approval</b>
8	Five-Year Site Plan	Email to Site Real Property Officer (RPO) [Matt Reardon]	PWS C.3.7 a.(5) and DOE O 430.1C	Annually	April 1, 2020	Site RPO/ Certified Realty Specialist (CRS) Information
9	Site Sustainability Plan	Submit electronically to DOE Sustainability Dashboard	PWS C.13. k.(2) and DOE O 436.1	Update as needed	December 13, 2019	Site RPO/CRS Information, (1 <sup>st</sup> verified by FCD)
10	Monthly Task Order Progress (Cost and Schedule) Report	Email to COR	PWS C.3.9 b.	Monthly	NLT 18 <sup>th</sup> of month	COR Information
11	Performance Baseline	Email to COR	PWS C.3.9 d.	45 days from TO start date	November 5, 2019	COR Information
12	Groundwater Operations and Maintenance Manual	Email to FCD	PWS C.3.10 b.	Update as needed	September 14, 2020	FCD Information
13	Annual Groundwater Program Report	Email to FCD	PWS C.3.10 c.	Annually	August 31, 2020	FCD approval to post on web
14	Surface Water/Groundwater Sampling Analysis Plan	Email to FCD	PWS C.3.10 e.	Update as needed	February 28, 2020	FCD approval to post on web
15	Groundwater and Surface Water Monitoring Report	Email to FCD	PWS C.3.10 e.	Semi-annually	November 29, 2019 and May 4, 2020	FCD approval to post on web
16	Flood and Drought Mitigation Plan	Email to FCD	PWS C.3.10 i.	Annually	January 10, 2020	FCD approval to post on web
17	Quality Assurance Plan	Email to Office of Technical Support & Asset Management (OTSAM) [John Sattler]	PWS C.3.11 a.	Annually	July 31, 2020	OTSAM Approval
18	Integrated Assessment Schedule	Email to ESH&QA Manager	PWS C.3.11 d.	Annually. Update quarterly	November 1, 2019; February 3, 2020; May 1, 2020; August 3, 2020	ESH&QA Manager Approval

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	<b>Deliverable</b>	<b>Method of Delivery</b>	<b>Driver/ Requirement</b>	<b>Frequency/ Timing</b>	<b>Date Due</b>	<b>Approval</b>
19	Worker Safety and Health Program	Email to FCD, copy OTSAM [John Sattler]	PWS C.3.12 and 10 CFR 851	Update as needed	April 30, 2020	FCD Approval (based on OTSAM review/recommend)
20	ISMS Description (includes agreed-upon POMCs)	Email to CO, copy FCD and OTSAM [John Sattler]	PWS C.3.12 f.(2) and DEAR 970.5223-1 (required per DEAR 952.223-71)	Annually	August 3, 2020	CO Approval (based on OTSAM review/recommend)
21	Annual Site Environmental Report (ASER)	Email to FCD	PWS C.3.13 g.	Annually	September 30, 2019	FCD approval to post on web
22	Permits and Agreements List	Email to ESH&QA Manager	PWS C.3.13 e.	Annually	September 12, 2020	ESH&QA Information
23	Revegetation and Weed Control Plan	Email to FCD	PWS C.3.15 a.	Update as needed	July 31, 2020	FCD approval to post on web
24	Federal Managers Financial Integrity Act Report (FMFIA)	Email to FCD	OMB Circular 123 (Dec 2004)	Annually	September 18, 2020	FCD Approval
25	Deferred Maintenance Disclosure Forms	Email to Finance & Review Division (FRD)	Federal Financial Accounting Standards (FFAS) No. 6	Year end	NLT November 1, 2019	FRD Information
26	Environmental Air Monitoring Quarterly Reports	Email to FCD	DOE O 458.1 Chg 3, "Radiation Protection of the Public and the Environment"	Quarterly	October 31, 2019; January 31, 2020; April 30, 2020; and July 31, 2020	FCD Approval to post on web
27	Continuity Readiness Assurance Report (CRAR)	Email to Continuity Program Office (upon FCD approval)	DOE O 150.1A, "Continuity Programs," Attachment 1, "Contractor Requirements Document"	Annually	December 6, 2019	FCD approval
28	Health and Safety Plan	Email to FCD & EMCBC Field Site Safety Authority (FSSA)	10 CFR 1910.120	Update as needed	September 18, 2020	FSSA Approval
29	Supplemental Standards Application	Email to FCD	PWS C.3.14 a.	As required	August 30, 2020	FCD Approval

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	<b>Deliverable</b>	<b>Method of Delivery</b>	<b>Driver/ Requirement</b>	<b>Frequency/ Timing</b>	<b>Date Due</b>	<b>Approval</b>
30	Haul Road Survey	Email to ESH&QA Manager	PWS C.3.14 d.	Annually	August 1, 2020	ESH&QA Manager Information
31	Emergency Readiness Assurance Plan (ERAP)	Email to HQ, EM-3.114 (upon FCD approval)	DOE O 151.1D, Comprehensive Emergency Management System	Annually	December 6, 2019	FCD Approval
32	Sustainability Mid-Year Report	Email to FCD and to EM-4.11 [Albes Gaona]	HQ Memorandum	Annually	June 5, 2020	FCD & HQ Information
33	ISMS Declaration	Email to FCD and to EM.3 and EM-3.111 (upon FCD approval)	HQ Memorandum	Biennially	December 16, 2019 (due to HQ on 12/31/19)	FCD Approval
34	QA Corporate Performance Metrics	Email to HQ (upon FCD approval)	HQ Memorandum	Biennially	TBD	FCD Approval
35	Tier II Report	Email to Local Emergency Planning Committee (LEPC) and State Emergency Response Commission (SERC)	Section 312 of Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA)	Annually	February 28, 2020	FCD Approval (before direct submission of electronic data file)
36	Quarterly Performance Analysis Report	Email ESH&QA Manager	DOE O 210.2A, DOE Corporate Operating Experience Program and HQ memorandum	Quarterly. Six weeks after quarter ends.	November 8, 2019; February 14, 2020; May 15, 2020; and August 14, 2020	ESH&QA Manager Information
37	Contractor Assurance System Report (Quarterly)	Email to FCD	DOE O 226.1B, Implementation of DOE Oversight Policy	Quarterly	November 15, 2019; February 14, 2020; May 17, 2020; and August 16, 2020	FCD Information
38	Environmental Management System Manual	Email to FCD	DOE O 436.1	Update as needed	September 18, 2020	FCD Information
39	Personal Property Management Manual	Email to FCD	PWS C.3.7 c.	Update as needed	January 31, 2020	FCD Information

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	<b>Deliverable</b>	<b>Method of Delivery</b>	<b>Driver/ Requirement</b>	<b>Frequency/ Timing</b>	<b>Date Due</b>	<b>Approval</b>
40	Baseline Change Proposal	Email to COR	PWS C.3.9 d.	As applicable throughout TO period	NA	COR Information
41	Continuity of Operations Plan (COOP) (RAC & TAC deliverable)	Email to FCD	DOE O 150.1A	Update as needed	March 31, 2020	FCD Information
42	Lifecycle Baseline (LCB) Change Proposal (or LCB update, if required)	Email to the COR	PWS C.3.9 b.	Update as needed	June 8, 2020	COR Information
43	Detailed Analysis of Hillside Monitoring Alternatives	Email to FCD	FCD Request	Single Issue	January 17, 2020	FCD Information
44	Moab Wash Compliance Investigation Report	Email to FCD	PWS C.3.13 l.	Single Issue	November 22, 2019	FCD Information
45	Tailings Pile Odorous Material Identification Plan (Alternatives Analysis)	Email to FCD	PWS C.3.12 k.	Single Issue	October 31, 2019	FCD Information
46	Review of RAC Documentation for Free-Release of Property	Email to FCD	PWS C.3.14 f.	Single Issue	January 31, 2020	FCD Information
47	Analysis of the Environmental Air Monitoring Program	Email to FCD	DOE O 458.1 Chg 3, "Radiation Protection of the Public and the Environment"	Single Issue	February 13, 2020	FCD Information
48	Perform assessment of the document control system to determine what/how document tracking, retrieval, rev control can be improved	Email to FCD	FCD	Single Issue	December 20, 2019	FCD Information
49	Vehicle Plan	Email to FCD	PWS c.3.13 k(3)	Updated Annually	November 15, 2019	FCD Information
50	White paper on long term need for GPS surveying equipment	Email to FCD	FCD	Single Issue	April 3, 2020	FCD Information
51	Citrate Apatite Investigation Plan	Email to FCD	PWS c.3.10 j	Single Issue	November 15, 2019	FCD Information

NOTE: All contract deliverables listed in Attachment J-1 will include the CO and the COR in distribution.