

## EMCBC Office of Cost Estimating & Project Management Support

The mission of the EMCBC Office of Cost Estimating and Project Management is to fully integrate sound cost estimating practices into all of EM's acquisition and project management processes by establishing EM Corporate cost estimating requirements and providing oversight for contractor-developed cost estimates, preparing Independent Government Cost Estimates to support EM Acquisition and Contract Management efforts, preparing Independent Cost Estimates to support EM project planning and execution needs, performing Independent Cost Reviews of contractor-developed cost estimates, supporting Risk Management Planning activities, and expanding our role in EM's Life-Cycle Planning processes to facilitate development of environmental liability estimates. This office also serves as the EMCBC's Project Management Organization (PMO), whose role is to improve the overall success of EM's Clean-up projects by establishing standards and templates, providing project support through mentoring and resources, and by supporting the planning and execution of strategic, high risk, high cost, and complex EM Clean-up/Closure projects.

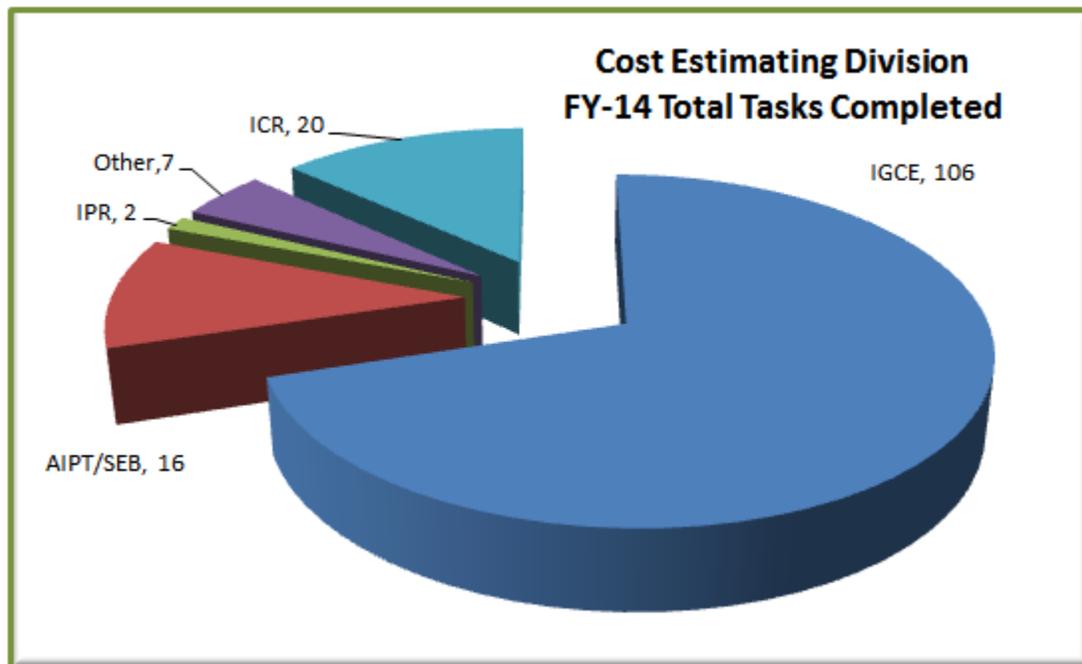
### Cost Estimating & Analysis Division Staffing

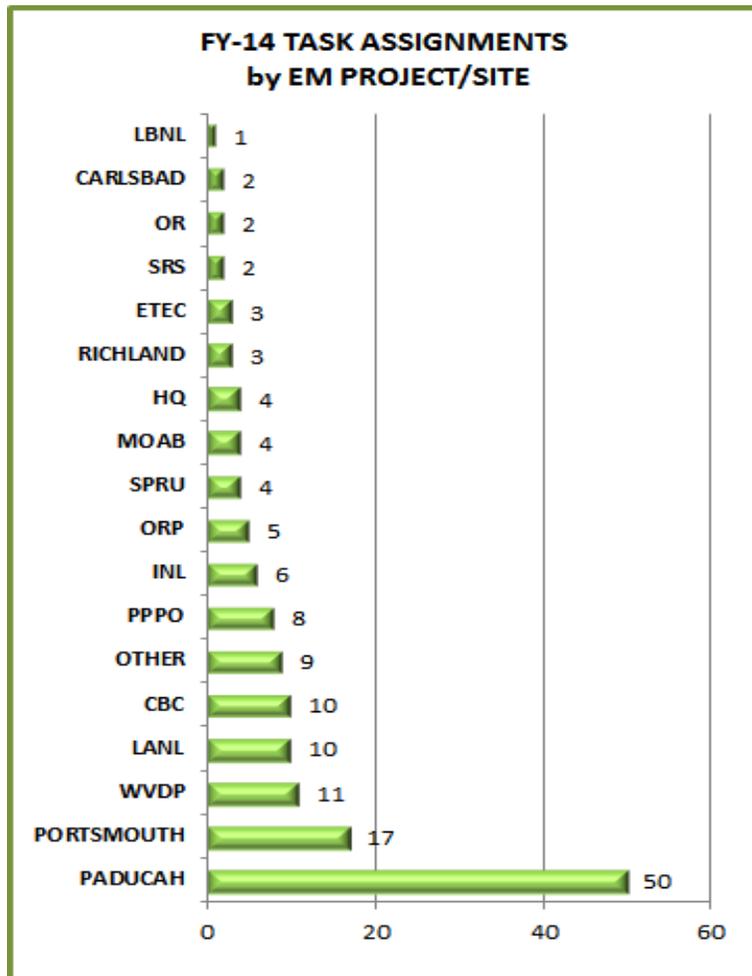
This office is currently staffed with six experienced professional cost estimators/engineers under the direction of the Assistant Director for the OCE&PMS. This staff has more than 80 years of experience estimating the cost of environmental cleanup activities.

- M. Allen Moe, P.E., Lead Cost Engineer
- Steve Olszewski, Senior Cost Engineer
- Russ Donaldson, Senior Cost Estimator
- Kevin Barry, Cost Estimator
- Michael Mills, Cost Estimator
- Lori Erbele, Cost Estimator

### Cost Estimating Services Provided During FY-14 to Support EM's Cleanup Program

The following figures depict organizational workload accomplished, segregated by primary service areas or task assignments, and by customer sites during FY-14.





### Cost Estimating Team: FY-14 Notable Accomplishments

EM's ability to negotiate contracts that provide the best value for the government depends in large part on EM's ability to determine independently the fair value of the services being placed under contract. That task falls to EM's Federal cost estimators located at the EMCBC, who prepare Independent Government Cost Estimates (IGCE), to support EM's acquisition and contract management activities.

During FY14 the EMCBC Cost Estimating and Analysis Division prepared and published 106 IGCEs to support acquisition and contract management actions affiliated with the EMCBC, EM Small Sites, LANL, ORP, and the PPPO including EM's Portsmouth and Paducah Sites.

Other notable FY14 accomplishments include:

- Published EM's Independent Cost (Estimate) Review Guide to provide uniform guidance and best practices for use when reviewing cost estimates prepared to support EM cleanup programs and projects,
- Hosted a workshop for twenty two members of the EM Applied Cost Engineering (ACE) Team to promote continuous cost engineering improvements through the dissemination of cost engineering tools, methods, techniques, best practices and lessons-learned across the EM complex,

- Increased the number of projects captured in EM’s Environmental Cost Analysis System (ECAS), a repository of actual completed project cost and project information, to more than three hundred cleanup projects. Developed an on-line data entry tool to facilitate collecting additional project data throughout the EM complex.
- Completed twenty Independent Cost Estimate Reviews of contractor-developed cost estimates to support EM independent validation and approval requirements, and
- Provided cost estimating support to sixteen Acquisition Integrated Project Teams (AIPTs) and subsequent Source Evaluation Boards (SEBs).

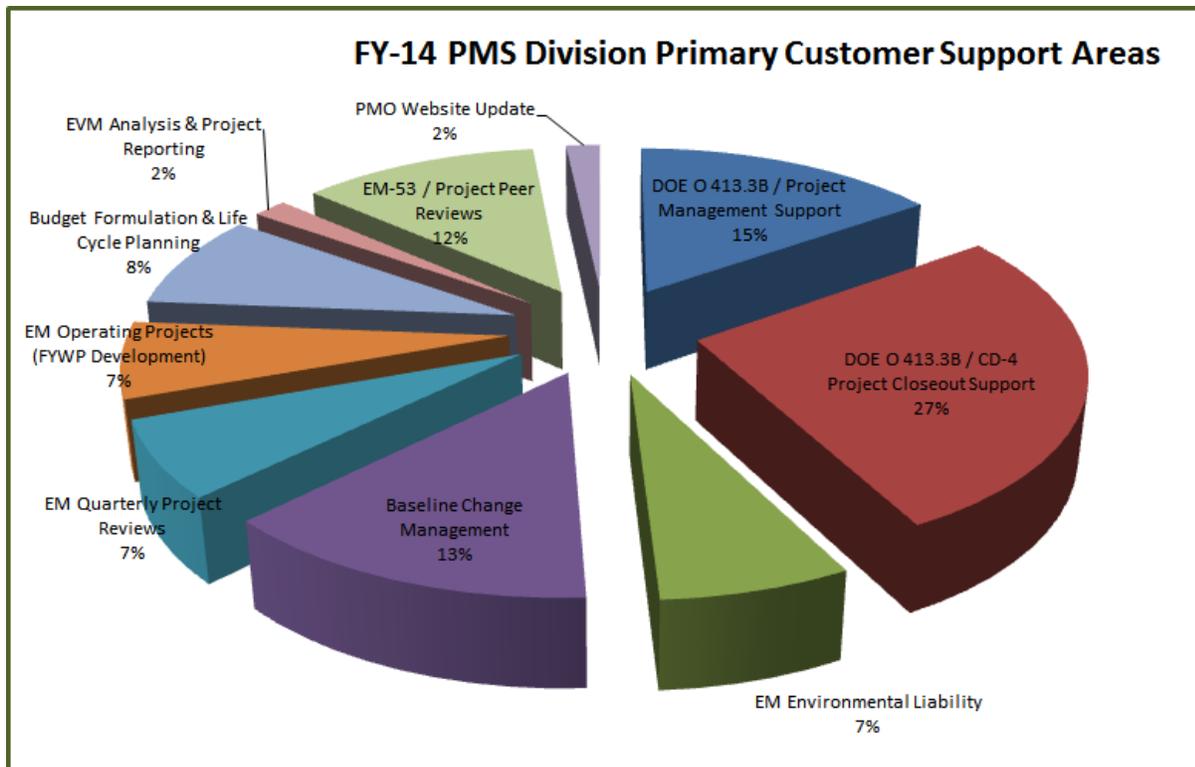
**Project Management Support Division Staffing**

This office is currently staffed with six experienced program analysts under the direction of the Assistant Director for the OCE&PMS. This staff has more than 80 years of experience in project management and controls associated with planning and executing technically complex environmental cleanup activities.

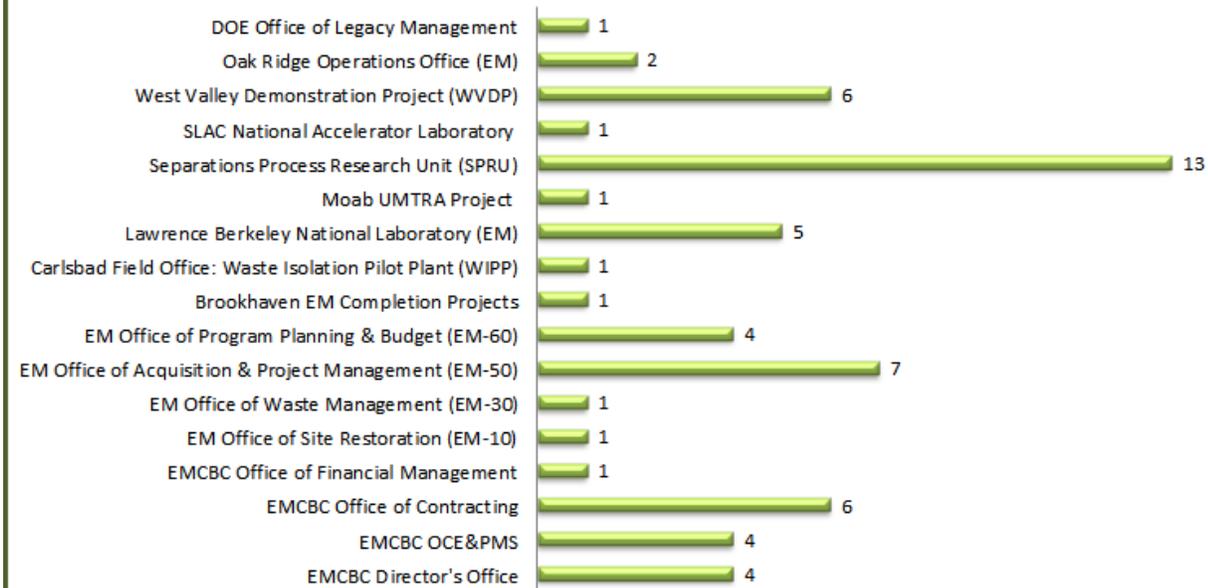
- Jon Stickelman, PMP, Program Analyst
- Paul Lucas, PMP, Program Analyst
- Lorie Howard, Program Analyst
- Sue Smiley, PMP, Program Analyst
- John Shine, Program Analyst
- John Wood, Program Analyst

**Project Management Support Division Services Provided During FY-14 to Support EM’s Cleanup Program**

The following figures depict organizational workload accomplished, segregated by primary service areas or task assignments, and by customer sites during FY-14.



## FY-14 PMS Division Task Assignments by EM Customer



### Project Management Support Division: FY-14 Notable Accomplishments

The core project management and control functions the EMCBC Project Management Support Division provided to EMCBC Small and Serviced Sites during FY-14 included:

- Acting as the Secretariat for the Consolidated Business Center Acquisition Advisory Board (CBCAAB), facilitated review and AE approval for CD-1 (Approve Alternative Selection and Cost Range) and CD-2/3 (Approve Performance Baseline) for the LBNL Old Town D&D Phase I Project.
- Provided project management support to the LBNL Old Town D&D Project Federal Project Director to develop all required CD-2/3 project documentation IAW DOE O 413.3B requirements.
- Provided project management support to the SPRU D&D Project Federal Project Director to update all required CD-2/3 project documentation IAW DOE O 413.3B requirements to support change control requirements and support an External Independent Review (EIR) performed by the DOE Office of Acquisition and Project Management (MA-63).
- Provided continuous support to the SPRU Federal Project Director (FPD) by performing project execution oversight, analysis, performance reporting and monthly EVMS surveillances.
- Coordinated development, EMCBC and HQ review and issue of all EM Small Site Fiscal Year Work Plans (FYWPs) for FY-15.
- Coordinated all Quarterly Project Reviews for all Capital Asset Projects (CAPs) being planned and executed by EM Small Sites.
- Supported completion of seven (7) EM-53 led Project Peer Reviews
- Continues to provide Subject Matter Expertise (SME) to EM HQ, Field Offices, and Small Sites to support Project Completion (CD-4) requirements, including the collection, development, and publishing lessons-learned reports required by DOE O 413.3B.
- Formally closed out several ARRA-funded EM Cleanup Projects.

- Completed re-engineering EMCBC's Project Management Support Office website, and published an updated Management System Description, three Subject Areas Descriptions, and 18 Subject Area Procedures to support EMCBC and Small Site project management improvement efforts.
- Provided extensive support EMCBC Office of Contracting by providing staffing for 5 Acquisition Integrated Project Teams (AIPTs) and/or Source Evaluation Boards in support of the following acquisition efforts:
  - Paducah Gaseous Diffusion Plant (PGDP) Deactivation Project
  - Paducah Infrastructure Support Services
  - Portsmouth Infrastructure Support Services
  - WVDP Technical Assistance Contract
  - Operation of Depleted Uranium Hexafluoride (DUF6) Conversion Facilities Project
- Supported EM-HQ by evaluating and assessing the Contract Performance Baseline (CPB) associated with the WIPP (CBFO) Recovery Project.
- Reviewed and evaluated the WVDP contractor-developed Risk Management Plan.