

SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT J-2: LIST OF CONTRACT DELIVERABLES/SUBMITTALS

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
1.	Transition Plan	--Email to Designated Contracting Officer (DCO) and Designated Contracting Officer's Representative (DCOR) --One (1) Hard Copy to DCO	C.2.1.01	within 14 calendar days after NTP	DCO Approval	
2.	Interface Agreements	--Email to DCO and DCOR --One (1) Hard Copy to DCO	C.2.1.01	- within 7 calendar days after agreement established - Any agreement that requires DOE review and/or approval shall be submitted at least 30 days prior to the contract effective date	DCO and DCOR Information; DCO Approval as required	
3.	Weekly status reports of transition activities	--Email to DCO and DCOR	C.2.1.01	Weekly during contract transition until contract effective date	DCO and DCOR Information	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
4.	Statement of Material Differences	--Email to DCO and DCOR --One (1) Hard Copy to DCO	B.14; C.2.1.01	within 30 days after the Contract Effective Date	DCO and DCOR Information	
5.	If the Material Differences require revisions to the contract as agreed to by DOE, the Contractor shall submit a change proposal in accordance with Section I clause FAR 52.243-2 <i>Changes-Cost Reimbursement</i>	--Email to DCO and DCOR --One (1) Hard Copy to DCO	B.14; C.2.1.01	within 30 days after reaching agreement with DOE on need for contract revision	DCO Approval	
6.	Certified Permit Modification Requests per Exhibit C-1	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.2.1.01; Exhibit C-1; H.36	No later than 30 days prior to contract effective date	DCO Approval	
7.	Monthly report required by FFA/CO Section 17.1.	--Email to FPD	C.4.3.05	By the 15 th day of each month	Information	
8.	DOE Order 435.1, ICDF DOE Order 435.1 annual report	Email to DCO and DCOR and/or the regulator, as required	C.4.3.01	Annually	Information	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

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9.	Draft and Final Phase I and Phase II, Remedial Action Report for the Interim Tank Farm Cap to DOE	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.1.01; H.36	September 30, 2017	DCO Approval	Note that the PWS assumes that both Phases A and B can be done together and that the entire interim cap can be constructed at once during the 2017 field season. However, the work plan makes provision for the eastern 1/3 of the cap (i.e., over tanks 187, 188, 189, and 190) to be constructed during subsequent field season if the final four tank farm tanks are not closed in time to do the entire cap at once.
10.	Phase 3 90% pre-final design document for the SDA cap	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.2.01; H.36	March 1, 2020	DCO Approval	
11.	2015 CERCLA 5-year review document	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.3.05; H.36	In accordance with FFA/CO Section VIII. (available at http://ar.inl.gov as document 1088-06-29-120)	DCO Approval	- The Contractor shall resolve regulatory comments on the draft 2015 CERCLA 5-year review document that was submitted by the previous ICP contractor, finalize the document, and submit the final document in accordance with the FFA/CO. - The most recent 5-year review (January 2011) is available at http://ar.inl.gov as document DOE/ID-11429, Revision 0, Parts 1 and 2.

Idaho Cleanup Project (ICP) Core Draft RFP
 Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
12.	2020 CERCLA 5-year review document	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.3.05; H.36	July 16, 2020	DCO Approval	The most recent 5-year review (January 2011) is available at http://ar.inl.gov as document DOE/ID-11429, Revision 0, Parts 1 and 2.
13.	New Site Part B for TRA-79	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.3.05 H.36	TBD	DCO Approval	Delivery date will be established after completion of field sampling.
14.	New Site Part B for TRA-80	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.3.05 H.36	TBD	DCO Approval	Delivery date will be established after completion of field sampling.
15.	New Site Part B for CPP-137	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.3.05 H.36	TBD	DCO Approval	Delivery date will be established after completion of field sampling.

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
16.	New Site Part B for CPP-138	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.4.3.05 H.36	TBD	DCO Approval	Delivery date will be established after completion of field sampling.
17.	Depleted Uranium Pucks Waste Disposal Path and Cost Estimate	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.5.5.04	September 30, 2018	DCO and DCOR Information	
18.	Buried Waste Exhumation Phase I Interim Remedial Action Report	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.5.2.01; H.36	July 31, 2020	DCO Approval	
19.	Reapplication for the AMWTP HWMA/RCRA Permit (as required by the INL RCRA Work Plan)	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.5.1.01; H.36	A minimum of 30 days prior to submittal to the agency	DCO Approval	This reapplication is required to be submitted to the Idaho Department of Environmental Quality (IDEQ) by December 1, 2017

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
20.	Transportation Safety Document	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.5.1.06	A minimum of 30 days prior to the first inter-site transfer	DCO Approval	
21.	Cost, technical, and schedule estimate to retrieve, process, treat, characterize, and dispose of the waste identified as all of Lot 11 (Legacy RH-LLW Treatment and Disposal).	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.5.3.07	November 30, 2016	DCO Approval	
22.	Cost, technical, and schedule estimate to retrieve, process, treat, characterize, and dispose of the waste identified as Lot 12 (Newly Generated RH M/LLW and MTRU Waste).	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.5.3.07	November 30, 2016	DCO Approval	
23.	Professional Engineer's Certification to the state of Idaho by July 4, 2017 in accordance with the RCRA Closure Plan	--One (1) Hard Copy to DCO	C.6.3.01	June 4, 2017	DCO Approval	
24.	Final Version of DOE/ID-11460 HWMA/RCRA Closure Plan	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.6.3.01	TBD	DCO Approval	

Idaho Cleanup Project (ICP) Core Draft RFP
 Solicitation No. DE-0007097

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25.	Final Version of DOE/ID-11477 HWMA/RCRA Closure Plan	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.6.3.01	TBD	DCO Approval	

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26.	<p>The Contractor shall be the lead on site-wide issues related to RCRA and the Idaho Hazardous Waste Management Act (HWMA) and implementing regulations; Federal Facilities Compliance Act (FFCA) Site Treatment Plan; and CERCLA under the FFA/CO. For those compliance areas, the Contractor shall complete and submit (after appropriate coordination with all involved Idaho Site entities) site-wide level regulatory reports.</p> <ol style="list-style-type: none"> 1. Semi-annual RCRA Work Plan Revisions to IDEQ 2. INL RCRA Permit Volume 3 (Site-wide volume) - Annual Update to IDEQ 3. Annual Idaho Hazardous Waste Generator Report to IDEQ 4. Biennial Hazardous Waste Generator Report to IDEQ and EPA, even numbered years 5. RCRA Treat Study – IRC and INL Site annual report 6. Annual Site Treatment Plan update to IDEQ 7. Annual Site Treatment Plan report to State of Idaho 8. Annual Waste Minimization Certification to the IDEQ 9. Four-year Waste Minimization Plan / Pollution Prevention Opportunities Assessment Report (due March 2019) 10. RCRA 3016 Report due to DOE-HQ, copy IDEQ, even numbered years. 	<p>--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO</p>	<p>C.8.6.01; H.36</p>	<ol style="list-style-type: none"> 1. Semi-Annually 2. Annually 3. Annually 4. Biennially (even numbered years) 5. Annually 6. Annually 7. Annually 8. Annually 9. March 2019 10. Biennially (even numbered years) 	<p>DCO Approval</p>	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

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27.	Contractor Personal Property Management System shall be submitted to DOE for review and approval	Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.9.01	Within 90 days of the contract effective date	DCOR Approval	
28.	Worker Safety and Health Plan (WSHP)	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.10.01	at least 30 days prior to contract effective date	DCOR Approval	The WSHP must be approved by DOE by the contract effective date.
29.	ISMS program description document for Phase I verification	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.12.01	within four months after contract effective date	DCOR Approval	
30.	ISMS program description document for Phase II verification	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.12.01	within eight months after contract effective date	DCOR Approval	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
31.	Annual ISMS Declaration Report	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.12.01	within 30 days following the end of each Government fiscal year	DCOR Approval	
32.	Emergency Management Program	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.13.01	at least 30 days prior to contract effective date	DCOR Approval	The Contractor shall ensure their Emergency Management Program, including any requirements for TMI-2 is in place by the contract effective date.
33.	Continuity of Operations Plan	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.13.01	at least 30 days prior to contract effective date	DCOR Approval	The Continuity of Operations Plan must be approved by DOE by the contract effective date.
34.	Quality Assurance Program (QAP)	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.15.01; H.33	within 30 days of NTP, and review and update QAP annually and submit for review and approval to DOE	DCOR Approval	The QAP must be approved by DOE by the contract effective date.

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

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35.	Revision to the Radiation Protection Program	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.16.01	Within 180 days after contract effective date.	DCOR Approval	
36.	Unreviewed Safety Question (USQ) Process	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.6.8	When a change is proposed	DCOR Approval	
37.	Any changes to the established Unreviewed Safety Question Process	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.17.01	When a change is proposed	DCOR Approval	
38.	Any changes to the Criticality Safety Program plans	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.18.01	When a change is proposed	DCOR Approval	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
39.	Records Management Plan, Vital Records Plan and Inventory, File Plan, Records Disposition Plan, and Records Management Close-Out or Transition Plan	--Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	C.8.21.01	90 days after Contract effective date	DCO Approval	
40.	The Contractor shall provide a list of all Electronic Information Systems to DOE annually utilizing the format provided by DOE	--Email to DCO and DCOR --One (1) Hard Copy to DCO	C.8.21.01	annually	Information	
41.	Updates to the INL Site Security Plan	--Email to DCO and DCOR --One (1) Hard Copy to DCO	C.8.19.01	within 90 days after the contract effective date	DCO Approval	
42.	HSPD-12 Badge Implementation Plan	--Email to DCO and DCOR --One (1) Hard Copy to DCO	C.8.19.01	within 30 days after the contract effective date	DCO Approval	
43.	The Contractor shall develop and implement internal policies to calculate and track greenhouse gas emissions following Federal guidelines and annually report a comprehensive inventory of absolute greenhouse gas emissions, including specific scope 3 (indirect) emissions, in accordance with DOE greenhouse gas reporting requirements.	--Email to DCO and DCOR --One (1) Hard Copy to DCO	C.8.22.01	Annually	Information	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
44.	Phase-out Transition Plan	--Email to DCO and DCOR --One (1) Hard Copy to DCOR	C.8.23.01	At least 60 days prior to end of contract period	DCO approval	
45.	Closeout Plan	--Email to DCO and DCOR --One (1) Hard Copy to DCOR	C.8.23.01	Within 60 days prior to the end of contract period	DCO approval	
46.	Submission of Invoices	Email to DCO and DCOR and electronically to VIPERS	G.7	Bi-weekly (Twice per month)	DCO Approval	Submitted to DOE in agreed to format and detail.
47.	Contractor Employee Compensation	--Email to DCO --One (1) Hard Copy to DCO	H.4	by the end of contract transition	DCO approval	
48.	(1) An Annual Contractor Salary-Wage Increase Expenditure Report (2) A list of the top five most highly compensated executives (3) An Annual Report of Contractor Expenditures for Employee Supplemental Compensation	--Email to DCO --One (1) Hard Copy to DCO	H.4(c)	(1) Annually (2) at the time of Contract award, and at the time of any subsequent change to their total cash compensation (3) no later than March 1 of each year	Information	

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49.	<p>(1) Any proposed major compensation program design changes prior to implementation.</p> <p>(2) An Annual Compensation Increase Plan (CIP).</p> <p>(3) Individual compensation actions for the top contractor official (e.g., laboratory director/plant manager or equivalent) and key personnel not included in the CIP.</p>	<p>--Email to DCO</p> <p>--One (1) Hard Copy to DCO</p>	H.4(d)(3)(A)	<p>(1) prior to implementation</p> <p>(2) Annually</p> <p>(3) initial contract award and when key personnel are replaced during the life of the contract</p>	DCO determination of cost allowability under the contract	
50.	Employee Benefits Value (Ben-Val) Study	<p>--Email to DCO</p> <p>--One (1) Hard Copy to DCO</p>	H.4(e)(3)	Every two years for each benefit tier	DCO Approval	
51.	Corrective Action Plan if net Benefit Value exceeds comparator group by 5%	<p>--Email to DCO</p> <p>--One (1) Hard Copy to DCO</p>	H.4(e)(3)	As required by DCO following results of biennial Ben-Val Study	DCO Approval	
52.	Employee Benefits Cost Study Comparison			<p>Annually for each benefit tier</p> <p>And updated studies to the Contracting Officer for approval prior to the adoption of any change to a pension or other benefit plan</p>	Information	

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53.	Cost Analysis and Corrective Action Plan if average total benefit per capita or total benefit costs as a percent of payroll exceed comparator group by 5% or more.	--Email to DCO --One (1) Hard Copy to DCO	H.4(e)(5)	When the average total benefit per capita cost or total benefit cost as a percent of payroll exceeds the comparator group by more than five percent if required by DCO.	DCO Approval	
54.	The Pension Management Plan (PMP)	--Email to DCO --One (1) Hard Copy to DCO	H.4(g)(7)(A)	Annually no later than 45 days after the last day of the Plan year in coordination with the Lead Sponsor	DCO Approval	
55.	(1) Pension Plan Actuarial Valuation Reports (2) Forms 5500 (3) Forms 5300	--Email to DCO --One (1) Hard Copy to DCO	H.4(i)	As soon as possible after the last day of the plan year by the contractor responsible for each designated pension plan funded by DOE but no later than the dates specified below: (1) by the due date for filing IRS Form 5500 (2) no later than that submitted to the IRS (3) no later than that submitted to the IRS	DCO Approval	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
56.	Proposed changes to pension plans and pension plan funding	--Email to DCO --One (1) Hard Copy to DCO	H.4(j)(1)	At least sixty (60) days prior to the adoption of any changes to a pension plan	DCO Approval	
57.	New benefit plans and changes to plan design or funding methodology.	--Email to DCO --One (1) Hard Copy to DCO	H.4(j)(2)	At least sixty (60) days prior to the adoption of any changes to a pension plan	DCO Approval	
58.	Workers' compensation settlement claims <u>above the established threshold.</u>	--Email to DCO --One (1) Hard Copy to DCO	H.6(c)	Upon receipt of claim	DCO Approval	
59.	Workforce Restructuring Plan	--Email to DCO --One (1) Hard Copy to DCO	H.8	When the Contractor determines that a reduction of force is necessary, submitted in accordance with DOE Order 350.1 and other related guidance.	Approvals dictated by size of Workforce Restructuring Action, ranging from no approval, DCO approval, Deputy Assistant Secretary approval, and Under Secretary approval	Templates for plan submittal are currently contained in Secretarial Guidance letter from Secy. Chu, May 5, 2011. All of the guidance will be transitioned to DOE O 350.3 upon final approval. Approval thresholds are established by EM Delegation of Authority in a memo from Under Secretary D'Agostino, February 22, 2012
60.	Staffing Plan	--Email to DCO --One (1) Hard Copy to DCO	H.9(a)	No later than 30 calendar days after the Notice to Proceed	Information	

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61.	<p>Workforce Transition Plan (WF Transition Plan</p> <p>(1) Description of transition agreements with incumbent contractors;</p> <p>(2) Communications Plan on Hiring Preferences;</p> <p>(3) Cost and cost schedule for Transition Activities;</p> <p>(4) Provide process as part of transition agreements for obtaining updated and continuous information through the Transition Period regarding the incumbent employees.</p>	<p>--Email to DCO</p> <p>--One (1) Hard Copy to DCO</p>	<p>H.9(b)</p> <p>H.9(b)(1)(A)</p> <p>H.9(b)(1)(B)</p> <p>H.9(b)(1)(C)</p> <p>H.9(b)(1)(D)</p>	<p>Within 10 days after the Notice to Proceed</p>	<p>Information</p>	
62.	<p>WF Transition Plan (continued)</p> <p>(1) Processes and to implement and ensure compliance with the hiring preferences of Clause H. 3, and how it has identified the Incumbent Management Personnel as defined in Clause H. 4</p> <p>(2) Joint communication plan with ITG and CWI regarding the implementation of the hiring preferences in Clause H. 3</p>	<p>--Email to DCO</p> <p>--One (1) Hard Copy to DCO</p>	<p>H.9(b)(2)(A)</p> <p>H.9(b)(2)(B)</p>	<p>Within 15 days after Notice To Proceed</p>	<p>Information</p>	
63.	<p>Final WF Transition Plan</p>	<p>--Email to DCO</p> <p>--One (1) Hard Copy to DCO</p>	<p>H.9(b)(3)</p>	<p>Within 30 days after Notice to Proceed</p>	<p>DCO Approval</p>	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
64.	Final transition agreements	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(b)(4)	Within 60 days after Notice To Proceed	Information	
65.	Weekly reports on implementation of the hiring preferences	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(b)(5)	(A) During the 90 day Contract Transition Period such reports shall be provided to the Contracting Officer on a weekly basis; or (B) More frequently if requested by the Contracting Officer.	Information	
66.	Draft Benefits Transition Plan (1) List of contractor personnel responsible for transitioning pension and other benefits; (2) Estimated costs and cost breakouts to accomplish workforce and benefits transition activities, including the costs for enrolled actuaries and counsel.	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c) H.9(c)(1)(A)(i) H.9(c)(1)(A)(iii)	within 20 days after Notice To Proceed Within 10 days after Notice to Proceed Within 10 days after Notice to Proceed	Information	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
67.	<p>Draft Benefits Transition Plan (continued)</p> <p>List of the information and documents that the Contractor has requested from the incumbent contractors, ITG and CWI, pertaining to the transition of the INL Employee Retirement Plan, and other existing benefit plans.</p>	<p>--Email to DCO and DCOR</p> <p>--One (1) Hard Copy to DCO</p>	H.9(c)(1)(B)	Within 15 days after Notice to Proceed	Information	
68.	<p>Draft Benefits Transition Plan (continued)</p> <p>Detailed description plans, processes, timeframes and specific projected dates for all activities to comply with the Clause H. 4. <i>Employee Compensation: Pay and Benefits</i></p>	<p>--Email to DCO and DCOR</p> <p>--One (1) Hard Copy to DCO</p>	H.9(c)(1)(C)(i)	Within 20 days after Notice to Proceed	Information	
69.	Final Benefits Transition Plan	<p>--Email to DCO and DCOR</p> <p>--One (1) Hard Copy to DCO</p>	H.9(c)	within 30 days after Notice To Proceed	DCO Approval	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
70.	Final Benefits Transition Plan (continued) Written description of how the existing pension and other benefit plans will be amended or restated on or before the last day of the 90 day Transition Period.	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(D)	Within 30 days after Notice To Proceed	DCO Approval	
71.	Draft Contractor Employee Compensation Plan	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(E)(i)	Within 45 days after Notice To Proceed	Information	
72.	Draft amendments or restatements of the pension and other benefit plans presently sponsored by the incumbent contractors, ITG and CWI	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(E)(ii)	Within 45 days after Notice To Proceed	Information	
73.	Drafts of any new benefit plan(s) as well as draft Summary Plan Documents (SPD) that the Contractor proposes to sponsor.	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(E)(iii)	Within 45 days after Notice To Proceed	Information	
74.	Draft copies of the transition agreements entered into with ITG and CWI, to ensure compliance with Clause H.4, <i>Employee Compensation: Pay and Benefits</i> .	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(E)(iv)	Within 45 days after Notice To Proceed	Information	

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75.	Final versions of Contractor Employee Compensation Plan, pension and benefit plan amendments or restatements, Summary Plan Documents for proposed new benefits and transition agreements with ITG & CWI.	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(F)	No later than 60 days after Notice To Proceed and prior to the adoption	DCO Approval	
76.	(A) Documents relating to benefit plans offered to Contractor Employees, including but not limited to SPDs, all Plan documents, applicable amendments, employee handbooks that summarize benefits provided to employees and other documents that describe benefits provided to employees of the Contractor who perform work on this Contract; (B) Any and all other documents pertaining to implementation of and compliance with implementation of the compensation and benefit programs identified in Clause H.4, <i>Employee Compensation: Pay and Benefits</i> .	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.9(c)(1)(F)	Promptly to the Contracting Officer upon the request of the Contracting Officer	Information	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
77.	Economic Bargaining Parameters prior to Collective Bargaining	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.7(b)	Minimum of 3 weeks prior to the commencement of collective bargaining	DCO Approval	
78.	Project Controls System Description (PCSD)	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.12, A Integrated Work Control Systems	By the end of the Contract Transition Period	DCO Approval	
79.	Contractor Performance Baseline (CPB) Status	--Email to DCO and DCOR	H.12, B2b Integrated Work Control Systems	Monthly updates until submittal	DCO Notification	
80.	Interim Contractor Performance Baseline (CPB)	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.12, B1a.ii Integrated Work Control Systems	90 days after Contract Award	DCO Approval	Covers first 12 Months of contract performance
81.	Full Contractor Performance Baseline (CPB)	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.12, B2 Integrated Work Control Systems	Within six months after the Contract Transition period.	DCO Approval	Final CPB
82.	CPB Change Proposal	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.12, B3 Integrated Work Control Systems H.13. (e) Earned Value management System	As requested or within 60 of the issuance of a written change order by the Contracting Officer	DCO Approval	Includes Systemic changes as well

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83.	Monthly Cost Performance Reports (CPR)	Email to DCO and DCOR Email to HQ	H.12, B5 Integrated Work Control Systems	Eighth business day prior to the end of each calendar month	DCO and DCOR Information	Also send to ContractorsMPR@hq.doe.gov
84.	Fiscal Year Work Plan (FYWP)	DCO Approval	H.12, B3. 7 Integrated Work Control Systems	Annually by August 31	DCO Approval	
85.	Quarterly Estimate-at-completion	Email to DCO and DCOR	H.12, B3. 8 Integrated Work Control Systems	Quarterly	DCO and DCOR Information	
86.	EVMS , Baseline Reviews, and other business system reviews	Email to DCO and DCOR	H.12, Integrated Work Control Systems H.13 Earned Value management System H.14 Contractor Business systems H.15 Cost Estimating System Requirements H.16 Accounting System Administration H.17 Contractor Purchasing System Administration	As Required	DCO Approval	Includes corrective action plans and other responses to audits

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
87.	Cost Reporting in Compliance with the Environmental Cost Element Structure (ECES))	Environmental Cost Analysis System Database	H.12,B5 Integrated Work Control Systems	30 days after completion of project or prior to the end of the contract.	FPD, DCO, copy to EM Consolidated Business Center	
88.	Cost Estimates	--Email to DCO and DCOR --One (1) Hard Copy to DCO	H.15 Cost estimating system requirements. FAR table 15-2	As Requested	DCO Approval	Submitted in DOE agreed to format.
89.	Price-Anderson Amendments Act (PAAA) noncompliance identification, tracking, and corrective action system	TBD	H.38	TBD	DCO concurrence	
90.	Required Insurance (including Worker's Compensation Insurance)	Email to DCO and DCOR	H.6; H.11	Prior to commencement of work upon contract effective date. - Annual Report due October 31 of each year during Contract performance for Worker's Compensation	DCO Approval	Contractor shall have coverage in accordance with Section H. 11, by the contract effective date for at least a one year period. Contract also requires continuous coverage throughout the performance period.
91.	Contractor shall submit to the Contacting Officer for approval any proposed modifications to the current Environmental Regulatory Structure and Interface Protocol for the ICP Core Contractor incorporated as Exhibit C-6 to the PWS	Email to DCO and DCOR	H.36 (f)	Within sixty (60) days after Notice to Proceed	DCO Approval	

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
92.	Annual Notification for Privacy Act Systems	Email to DCO and DCOR	H.43	Annually by contract effective date	DCO Approval	
93.	Legal Management Plan	Email to DCO and DCOR	Section H.45; 10 CFR 719	Within 60 days of NTP	DOE Office of Chief Counsel review; DCO Approval	
94.	Annual Legal Budget and the Annual Report comparing the Contractor's budgeted and actual legal costs	Email to DCO and DCOR	Section H.45; 10 CFR 719	The first annual legal budget shall be submitted with the Legal Management plan within 60 days of the NTP. Therefore the subsequent annual legal plans shall be submitted on the anniversary date of that date.	DOE Office of Chief Counsel review; DCO Approval	
95.	Contractor shall submit a Contractor Assurance System description	--Email to DCO and DCOR --One (1) Hard Copy to DCO	Section H. 56, DOE O 226.1	Within 90 days after contract affective date	DCO approval	

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
96.	Projections regarding need for GFSI	--Email to DCO and DCOR	Section H.57	Within 30 calendar days after contract effective date and by September 1 prior to each fiscal year end thereafter. Amendments to the projection, if any, shall be provided to the Contracting Officer at least 45 calendar days in advance of the GFSI need date.	Information; DCO response	
97.	Risk Management Plan	--Email to DCO and DCOR	H.58	Within 90 days after contract award effective date and annually thereafter	DCO Approval	
98.	Occurrence Reporting Processing System (ORPS) Reports	- Electronic submission via ORPS --Email to DCO and DCOR	DOE O 232.2	As required	Information	
99.	Affirmative Action Plan for Females & Minorities	--Email to ID Office of Civil Rights and Diversity (OCRD) and DCO	Section I.53 FAR 52.222-26 Section I.55 FAR 52.222-36	Within 30 days of NTP and updated annually by September 30	ID OCRD review; DCO approval	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
100.	Equal Employment Report (EEO-1)	- Electronic submission via DOE Workforce Information System (WFIS) --Email to ID OCRD and DCO	Section I.53 FAR 52.222-26	Annually by September 30	Information	
101.	Affirmative Action Plan for Veterans	--Email to ID OCRD and DCO	Section I.54 FAR 52.222-35	Within 30 days of NTP and updated annually by September 30	ID OCRD review; DCO approval	
102.	Federal Contractor Veterans' Employment Report (VETS-100A Report)	- Electronic submission to U.S. Department of Labor --Email to ID OCRD and DCO	Section I.5556 FAR 52.222-37	Annually by September 30	Information	
103.	Workplace Substance Abuse Program	--Email to ID Industrial Relations Specialist and DCO	Section I.155156 DOE O 350.1 10 CFR 707	Within 30 days of NTP	Industrial Relations Specialist review; DCO approval	
104.	Employee Assistance Program Implementation Plan	--Email to ID Industrial Relations Specialist and DCO	DOE O 350.1	Within 60 days of NTP	ID Industrial Relations Specialist review; DCO approval	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
105.	Material Safety Data Sheets	--Email to DCOR and DCO	29 CFR 1910	Prior to use of hazardous material	Information	
106.	Reports of loss, damage, destruction or theft of property	--Email to DCOR and DCO	Section I.114 FAR 52.245-1 (f)(1) (vi)	As soon as facts become known	DCO	
107.	Reports of results for periodic physical inventories of property	--Email to DCO	Section I.114 FAR 52.245-1(f)(1)(iv)	NLT September 30 Annually	DCO	
108.	Input automated data into the Property Inventory Database System (PIDS)	--Email to DCO	Section I.114 FAR 52.245-1(f)(1)(iv)	NLT November 30 Annually	DCO	
109.	GSA report of DOE property furnished to non-federal activities	--Email to DCO	41 CFR 102-36.295	NLT October 31 Annually	DCO	
110.	GSA report of DOE property sales and exchange transactions	--Email to DCO	41 CFR 102-39.75	NLT October 31 Annually	DCO	
111.	Plans and procedures for property management business system	--Email to DCO	Section I.114 FAR 52.245-1 (f)AL-2013-11 Revised	60 days following contract award	DCO	

Idaho Cleanup Project (ICP) Core Draft RFP
Solicitation No. DE-0007097

	Deliverable	Method of Delivery	Driver Requirement	Frequency/timing	Approval	Notes
112.	Final property inventory for physically completed or terminated contracts	--Email to DCO	Section I.114 FAR 52.245-1 (f)(1)(iv)	60 days prior to contract completion or upon notice of termination	DCO	
113.	Fleet reports for assigned motor vehicles (FAST)	--Email to DCO	41CFR 102-34.345	NLT December 15 Annually	DCO	
114.	Special reports for assigned motor vehicles	--Email to DCO	41 CFR 109-38.9	As required	DCO	
115.	Employee Concerns Program as required by DOE Order 442.1A, <i>Department of Energy Employee Concerns Program</i> .	Email to DCO and DCOR and/or the regulator, as required --One (1) Hard Copy to DCO	DOE Order 442.1A,	30 days prior to contract effective date	DCO	The Employee Concerns Program must be approved by DOE by the contract effective date.