

**Portsmouth Infrastructure Support Services  
Request for Proposal  
DE-SOL-0006421**

**Attachment J-8.C.3.2 Table 1, Security Services Workload History**

| Item   | Quantity<br>(Per Year) |
|--|------------------------|
| <b>S&amp;S Plans &amp; Procedures</b>  |                        |
| Technical Security Plans   | 32                     |
| Technical Security Policies  | 13                     |
| Technical Security Procedures  | 21                     |
| Technical Security Protocols   | 46                     |
| Technical Security Forms   | 38                     |
| Technical Security Periodic Procedure Reviews  | 25                     |
| MOAs/MOU <sub>s</sub> (PCSO/SCSO)  | 2                      |
| Security Consultant Vulnerability/Risk Analyses & Special Projects Documents Processed | 41                     |
| <b>Foreign Ownership Control &amp; Influence</b>                                       |                        |
| FOCI Initial Submittals  | 0                      |
| FOCI Initial Determinations  | 1                      |
| FOCI Added Facility Clearances   | 39                     |
| FOCI Changed Facility Clearances   | 65                     |
| FOCI Registrations   | 129                    |
| FOCI 5 year Redetermination Packages   | 0                      |
| FOCI Terminations  | 20                     |
| FOCI Reconciliation Meeting  | 0                      |
| Contractor FSO Changes   | 1                      |
| <b>Incidents of Security Concern</b>   |                        |
| IOSCs Reported   | 27                     |
| IOSCs Closed   | 23                     |
| Security Infractions Issued  | 10                     |
| Other Investigations   | 18                     |
| <b>Control of Classified Visits</b>  |                        |
| Site Visits Involving Transfer/Discussion of Classified                                | 3                      |
| <b>Other Visitor Control</b>   |                        |
| Visit Requests Process   | 1500                   |
| Special Visits/Site Tours  | 31                     |
| Walk in Visitors   | 3000                   |
| Walk-in Enrollments  | 500                    |
| Walk-in Portal Enrollments   | 1200                   |
| Forgotten Badges   | 200                    |
| Vehicle Passes Processed   | 100                    |
| Badges Made  | 830                    |
| Enrollment into the LAs  | 38                     |
| GET, Clearance, Termination Updates  | 2000                   |
| <b>Key &amp; Lock Control</b>  |                        |
| Best Keys Issued   | 382                    |
| Best Cores Installed   | 524                    |

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|   |        |
|---|--------|
| Key Transfer Requests   | 173    |
| Key Returns   | 205    |
| Padlocks Issued   | 333    |
| Administrative Desk/Cabinet Keys Issued                               | 309    |
| LOTO Locks Issued   | 1596   |
| Combination Locks Issued  | 351    |
| Medeco Locks  | 12     |
| Open Locked Cabinets/Desks Requests                                   | 570    |
| Open Locked Vehicle Requests  | 40     |
| GSA Containers Declassified   | 20     |
| Shipment Support  | 221    |
| LOTO Lock & Key Training (hours)                                      | 81     |
| X09 Locks Recovered for Reuse   | 6      |
| X09 Combination Changes   | 30     |
| <b>Foreign National Visits &amp; Assignments</b>                      |        |
| Foreign National Visits Conducted                                     | 20     |
| Foreign National Visit Requests Submitted to DOE                      | 20     |
| <b>Export Control Program</b>   |        |
| ECI Reviews/Walk Downs Conducted                                      | 65     |
| Photographs of Materials Disposition Evaluations                      | 10,000 |
| Documents and Drawings Reviewed                                       | 37,784 |
| <b>Security Training and/or Briefings</b>                             |        |
| Initial Security Briefing   | 829    |
| Comprehensive Security Briefing                                       | 355    |
| 2013 PPPO Annual Security Refresher                                   | 1500   |
| Classified Matter Awareness   | 484    |
| Classified Matter   | 507    |
| Unclassified Controlled Information                                   | 1500   |
| Training for Administrators & Users of Classified Information Systems | 1500   |
| Active Shooter  | 1500   |
| Escort Responsibilities   | 1500   |
| Transportation Security Awareness                                     | 24     |
| Transportation Security   | 1154   |
| Shipments   | 30     |
| Security Awareness Program  | 1500   |
| Unclassified Foreign National Visits & Assignments                    | 20     |
| Counterintelligence (Travel Related)                                  | 20     |
| Self-Assessments  | 22     |
| <b>Personnel Security</b>   |        |
| Uncleared Files Maintained  | 126    |
| Clearances Maintained   | 625    |
| SF-85 Initiated   | 221    |

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| SF-85 Submitted                                | 221    |
| SF-86 Initiated                                | 117    |
| Clearances Submitted to DOE for Processing     | 500    |
| Clearances Granted                             | 500    |
| Reinvestigations Initiated/Processed           | 200    |
| Clearance Retention Requests                   | 14     |
| Return to Work after Retention                 | 20     |
| Terminated after 60 day Retention Expired      | 20     |
| Terminated                                     | 60     |
| Downgraded                                     | 20     |
| Extensions                                     | 80     |
| Upgrades                                       | 50     |
| Reinstatements                                 | 200    |
| <b>HSPD-12</b>                                 |        |
| HSPD-12 Enrollment                             | 606    |
| HSPD-12 Credentials Activated or Updated       | 800    |
| HSPD-12 Credential Pin Reset                   | 250    |
| HSPD-12 Credentials Checked In                 | 800    |
| HSPD-12 Sponsorships                           | 42     |
| HSPD-12 Sponsorships (Future)                  | 246    |
| HSPD-12 Reprints                               | 80     |
| HSPD-12 Reissued                               | 80     |
| HSPD-12 Suspensions                            | 19     |
| HSPD-12 Records Made Active                    | 218    |
| HSPD-12 Email Notices Resent                   | 49     |
| HSPD-12 Destroyed                              | 502    |
| HSPD-12 ReKey                                  | 92     |
| HSPD-12 Renewal                                | 450    |
| HSPD-12 Termination                            | 200    |
| LSSO Badges                                    | 500    |
| <b>Classification/Declassification Program</b> |        |
| Public Release Reviews Completed               |        |
| Photographs(photos)                            | 33380  |
| Administrative Releases (pages)                | 20701  |
| Formal Reports (pages)                         | 23079  |
| Engineering Drawings (drawings)                | 1477   |
| <b>FOIA/NIOSH/Sub-Title E Report Reviews</b>   |        |
| Medical Files- FOIA (pages)                    | 9,528  |
| Medical Files-NIOSH (pages)                    | 7,327  |
| Medical Files-Sub Title E (pages)              | 31,215 |
| Medical Files – Privacy Act (pages)            | 165    |
| Medical Files – Contract Transition (pages)    | 0      |

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| Medical Files-Litigation (pages)         | 40     |
| Personnel Files- FOIA (pages)            | 3,846  |
| Personnel Files- Privacy Act (pages)     | 5,562  |
| Personnel Files- SUB-TITLE E (pages)     | 26,485 |
| Personnel Files-NIOSH (pages)            | 71     |
| Personnel Files-Human Resources (pages)  | 0      |
| Historical Photographs (photos)          | 0      |
| EEOICPA/FOIA Requests Processed          | 618    |
| Privacy Act Claims Processed             | 17     |
| <b>Operations Security (OPSEC)</b>       |        |
| OPSEC Working Group Meetings             | 12     |
| OPSEC Surveillances/Walk Downs Conducted | 200    |
| OPSEC Bulletins Issued                   | 12     |
| OPSEC Plan/Procedure Revisions           | 1      |
| Trained CO on OPSEC Reviews for the Web  | 1      |
| <b>Performance Assurance</b>             |        |
| Exercises                                | 50     |
| PAPP Committee Meetings                  | 12     |
| Limited Scope Performance Tests (LSPTs)  | 30     |
| SECON Drill Tabletop                     | 1      |