

**PART I - SCHEDULE**

**SECTION C - SCOPE OF WORK**

**CARLSBAD TECHNICAL ASSISTANCE CONTRACT**

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## C.1 BACKGROUND

The primary mission of the CBFO in Carlsbad, New Mexico is to lead the nation's defense-related transuranic (TRU) waste disposal effort in support of the DOE Environmental Management (EM) mission. This effort consists of operating the Waste Isolation Pilot Plant (WIPP) in accordance with the WIPP Land Withdrawal Act (Public Law 102-579 as amended by Public Law 104-201), applicable federal and state regulations, applicable DOE Orders, and to manage the National TRU Program (NTP), providing oversight and coordination of TRU waste characterization, certification, and shipping programs at waste-generating sites and national laboratories around the nation. In addition, this effort includes serving as an international center for the study of radioactive waste repository performance and enabling the unique capabilities of the WIPP to be utilized to support basic scientific research.

After two major incidents in 2014, the WIPP repository has been recovered and is in limited operations due to radioactive contamination in the disposal areas of the mine. Two major capital projects are underway to build a new filter building for underground ventilation and a new utility shaft for future panel areas to be mined. By FY25, these projects should provide a new and clean underground ventilation system and WIPP should be able to return to full TRU waste receipt capacity. This SOW will include supporting CBFO with capital projects oversight as well as normal WIPP and NTP operations.

This Scope of Work (SOW) is for providing technical assistance for the U.S. Department of Energy's (DOE) Carlsbad Field Office (CBFO) to support on-going missions associated with the Waste Isolation Pilot Plant (WIPP) and the National Transuranic (TRU) Program (NTP). The CBFO Contracting Officer (CO) may order the support personnel necessary to keep all of the CBFO program areas fully functional, except those areas deemed "inherently government" by CBFO. The CBFO is currently organized into the following primary program areas:

- Office of the Manager (OOM)
- Office of the Waste Isolation Pilot Plant (OWIPP)
- Office of the National TRU Program (ONTP)
- Office of Business Operations (OBO)
- Office of Program Management (OPM)
- Office of Environmental Protection (OEP)
- Office of Quality Assurance (OQA)

The following functions within each of the primary program areas require support to ensure the functions are maintained:

- Office of the Manager
  - Personnel Management
  - DOE headquarters (HQ) Interface
  - Congressional Interface
  - Legal Research and Support
  - Public Affairs
  - Stakeholder Interface

- Regulator Interface
- Repository Science
- International Affairs
- Capital Asset Projects
- Waste Management
- Administrative/Secretarial
- Strategic Planning
- Office of the Waste Isolation Pilot Plant
  - TRU Waste Disposal Compliance
  - WIPP Operational (including Conduct of Operations) Oversight
  - Nuclear Safety Oversight
  - Safety Systems and Engineering Oversight
  - Radiological Protection Oversight
  - Industrial and Mine Safety Oversight
  - Emergency Management Oversight
  - Fire Protection Oversight
  - Work Control Oversight
  - Facility Maintenance Oversight
  - Defense Nuclear Facilities Safety Board (DNFSB) and Mine Safety and Health Administration (MSHA) Interface
  - HQ Operations and Safety Interface
- Office of the National TRU Program
  - TRU Waste Program Certification and Oversight
  - TRU Waste Acceptance Compliance and Oversight
  - TRU Waste Transportation Compliance and Oversight
  - TRU Waste Site Interface
  - Regulator Interface
  - Institutional Affairs and States/Tribal Interface
  - TRANSCOM (Shipment tracking and communications) Oversight
  - Waste Data System (WDS) Oversight
  - Waste Confirmation
  - Los Alamos National Laboratory – Carlsbad Operations Oversight
  - EPA and NMED Interface
  - HQ EM and NNSA TRU Waste Interface
- Office of Business Operations
  - Budget Planning and Execution
  - Contract Administration
  - Finance and Accounting
  - Information Technology
  - Cyber Security Support
  - Government Information and Records Management
  - Human Capital Interface
  - Office of the Inspector General and Government Accountability Office Interface
  - Environmental Management Consolidated Business Center (EMCBC) Interface

- HQ CFO and CIO Interface
- Office of Program Management
  - Program Management
  - Project Management
  - Project Controls
  - Performance Measurement Baseline Development and Monitoring
  - Risk Management
  - Strategic Planning Support
  - Safeguards and Security (includes Physical and Cyber Security)
  - Technical Qualification/Training
  - Public Affairs
- Office of Environmental Protection
  - Environmental Compliance
  - Hazardous Waste Facility Permit (NMED) Compliance
  - Long-Term Repository Performance (EPA) Compliance
  - Peer Reviews for Compliance Certification Activities
  - NEPA Compliance
  - Sandia National Laboratory – Carlsbad Programs Group Oversight
  - Los Alamos National Laboratory – Carlsbad Operations Oversight
  - Carlsbad Environmental Monitoring and Research Center (CEMRC) Interface
  - NMED Interface
  - EPA Interface
  - HQ Environmental Program Interface
- Office of Quality Assurance
  - Nuclear Quality Assurance Compliance
  - TRU Waste Program Certification Assessments
  - WIPP QA Assessments
  - Transportation QA Assessments
  - LANL-CO and SNL-CPG QA Assessments
  - Software Quality Assurance
  - NMED QA Interface
  - EPA QA Interface
  - HQ QA Oversight Program Interface

The level of support required by CBFO may not be consistent during the contract period and may increase or decrease according to the program needs. Throughout the SOW, the terms ‘technical support’, ‘technical assistance personnel’, ‘technical specialist’, ‘technical consultant’, ‘support services’, and ‘support service personnel’ are synonymous and refer to the Contractor personnel who provide the SOW specified activities/services to CBFO via task order. Contractor personnel assigned to perform the SOW activities shall perform their duties with a minimum of oversight and guidance by CBFO and in compliance with all applicable CBFO policies and procedures. The Contractor shall ensure that duties are performed in a competent, professional manner that meets established milestones and adheres to schedules as established by the CBFO. Work products are expected to be thorough, accurate, appropriately documented, and comply with established criteria. Some work products will include highly sensitive information and

recommendations. The Contractor is expected to maintain the confidentiality of information as dictated by the requesting federal party and overall Department of Energy (DOE) standards of ethics and professional behavior.

The primary place of performance is at the Skeen-Whitlock Building (Government Services Administration [GSA]-Leased Building where the Carlsbad Field Office [CBFO] is located) in Carlsbad, New Mexico. Some Contractor employees may also be required to perform work at the WIPP Site located approximately 33 miles Southeast of Carlsbad and to TRU waste generating sites and national laboratories nationwide in performance of their duties, primarily for conducting QA assessments and oversight. Contractor personnel who provide support at WIPP and locations other than CBFO will likely need to meet differing site requirements including, but not limited to, physical access to nuclear facilities, health monitoring, radiological worker training, and HAZWOPER (hazardous waste worker/responder) training. In addition, the support provided at the other locations may require some physical effort including, but not limited to, walking significant distances and wearing personal protective equipment (PPE) which may include respirators and anti-contamination clothing. Technical support may require exposure to radiation areas and conditions within the limits of a site's authorized radiological activities. Contractor support may require a limited number of personnel willing and able to obtain and/or maintain a DOE security clearance (Q or L) for review of sensitive information.

The contract identifies two Key Personnel to be appointed under the contract. The Contractor shall appoint a Program Manager and a Quality Assurance Manager to serve locally in Carlsbad, NM as the primary interfaces to the DOE-CBFO Contracting Officer and Contracting Officer's Representative (COR) and who have supervisory control over the Contractor's employees assigned to perform work on the task orders issued from this IDIQ contract. The CTAC Program Manager shall develop work and staffing plans for all assigned tasks and provide monthly status reports on all activities to the CO and COR.

## **C.2 SCOPE OF WORK**

The Contractor shall provide support to the CBFO Offices as described below except those deemed "inherently governmental" by CBFO.

### **C.2.1 Support to the CBFO Office of the Manager**

The Contractor shall provide support to the CBFO Office of the Manager (OOM) to provide overall management and direction to CBFO and its contractors as described below in sections C.2.1.1 through C.2.1.6.

#### **C.2.1.1 Executive Management Support**

The Manager of the Carlsbad Field Office (CBFO) is responsible for the overall effective performance of all program areas within CBFO. The Contractor shall support CBFO executive management in the following areas, as needed:

- Public and regulatory stakeholder communications and relations
- Executive management consulting

- Legal research and reporting
- Corrective actions management

Depending on the activity, the Contractor shall provide executive management support in, but not limited to, the following areas: RCRA permitting requirements; National Environmental Policy Act (NEPA); WIPP repository performance assessment requirements; WIPP site operations; DOE TRU characterization and shipping activities; DOE Environmental Management (EM) complex sites and missions; senior engineering, science, and management experience; complex environmental management experience; complex problem identification and resolution experience; tracking and monitoring progress made towards completing outstanding corrective actions resulting from the Accident Investigation Board Reports; and Freedom of Information Act (FOIA) and Privacy Act issues.

### **C.2.1.2 Administrative Assistance Services Support**

The Contractor shall provide full-time administrative services support for all CBFO Offices listed above and other areas, as needed. This includes, but is not limited to, general clerk support for specific tasks, professional secretarial support for large numbers of technical professionals, and executive assistant support for executive management. Need and level of administrative services support are defined by three levels of administrative assistant labor categories and shall be requested by CBFO program management through the COR and/or CO. General administrative services staff provided by the Contractor in response, shall reside among and report directly to the assigned CBFO Offices as follows:

- The administrative assistant support includes, but is not limited to: general clerk duties; administrative support services to multiple federal staff members in any program area; maintaining a close and highly responsible relationship to the day-to-day activities of the assigned CBFO Office Director and staff; work independently with a minimum of detailed supervision and guidance, and perform various clerical and administrative duties requiring knowledge of office routines and an understanding of the organization, programs, and procedures related to the assigned office. Provide support to staff on office software at an advanced working-level, and provide support in developing electronic presentations, detailed electronic spreadsheets, and database management. Administrative staff are required to be cross-trained on to support any of the CBFO Offices as needed to cover authorized and unauthorized absences and training.
- The Contractor may provide executive assistant support to any CBFO Offices, as requested, to include, but is not limited to: expert proficiency in all general clerk and secretarial requirements as well as the ability to work independently on projects requiring research and preparation of briefing charts and other materials.

### **C.2.1.3 International Repository Science Program**

Contractor may provide support, as requested, for specific international repository program activities including, but not limited to the following:

- Function as expert consultants and shall conduct highly complex scientific work related to international science programs and underground science.

- Coordination of international technology cooperative development activities and international information exchanges on deep geologic waste disposal with other countries, whether they occur in Carlsbad or elsewhere.
- Provide support on technical issues related to long-lived radioactive waste disposal and scientific testing in deep geological salt formations.
- Interface with Sandia National Laboratory – Carlsbad Programs Group (SNL – CPG) and Los Alamos National Laboratory – Carlsbad Operations (LANL-CO), and other international scientific organizations including overseas entities, to orchestrate the DOE input to several Nuclear Energy Agency and Salt Club technical documents being proposed and currently in preparation, including two Features Events, Processes and Scenario Development documents, a generic one and one specifically for repositories in salt.
- Coordination with DOE Office of Nuclear Energy (NE) support organizations.
- Coordinate input to several products being identified for Nuclear Energy Agency or other international organization projects of which CBFO participates.
- Support the Salt Club’s purview by working with LANL-CO and SNL-CPG in planning future exchanges, and attend scheduled exchanges.
- Obtain access to and utilize an existing commercial worldwide salt-body compendium to derive a list of potentially useful salt bodies for radioactive waste repository purposes, using internationally published screening criteria.
- Author, present, and/or publish papers dedicated to topics across activities within the International TRU Waste Repository and Scientific program area. Papers are typically produced in cooperation with CBFO federal staff and/or other, especially international, co-authors, primarily to promote international technical cooperation but secondarily to increase awareness of CBFO international work in appropriate technical and scientific communities.

#### **C.2.1.4 General Scientific Activities**

Contractor shall provide support, as needed, for general scientific activities including the following:

- Provide expertise in applying creative solutions to unique radioactive waste management issues
- Provide support to integrate and coordinate waste technology development and technology transfer
- Provide advice and strategy to coordinate underground science activities.
- Recommend and support strategic planning efforts to enhance the EM mission
- Conduct regulatory-related research
- Assist CBFO in representing WIPP to external DOE offices, other agencies, academia, nuclear research community, and the private sector on nuclear facility scientific and technological issues

Provide scientific and technical advice and guidance on repository science and compliance matters such as technology development, testing, reviews, assessments, and translation of findings into improved facility performance.

### **C.2.1.5 National Analytical Management Program (NAMP)**

Contractor may provide support, as needed, for National Analytical Management Program (NAMP) activities including, but not limited to, the following:

- Coordinate Environmental Response Laboratory Network submittals and correspondence between DOE, Environmental Protection Agency (EPA), and member laboratories.
- Prepare and manage NAMP national meetings as requested.
- Develop and manage NAMP program documentation which includes funding documents between CBFO and laboratories and/or EPA.
- Support CBFO with overall NAMP coordination as requested.

### **C.2.1.6 Engineering and Technical Reviews and Assessments**

The Contractor may provide engineering support in the execution and direction of Capital Asset Projects and Operational Activities to support federal staff with oversight activities.

The contractor shall develop documents used to evaluate and improve projects and operations, including a capability to develop and maintain standard review plans and/or criteria, review and approach documents. The contractor shall be fully educated and experienced in the implementation and oversight of current DOE Standards (<https://www.standards.doe.gov>) to support DOE in the role of Design Authority and the implementation role and responsibility of contractors.

a. The Contractor shall provide support to CBFO, primarily to the Federal Project Director, but may be provided to other OOM staff for organizing, planning, conducting, updating and completing the required reviews and assessments. Activities for which support on engineering and technical reviews and assessments may be required include, but are not limited to:

- Analysis of Alternatives;
- External Technical Reviews;
- Independent Project Reviews;
- Project Peer Reviews;
- Technical Independent Project Reviews;
- Design Reviews;
- External Independent Reviews;
- Technology Readiness Assessments;
- Construction Project Reviews;
- Peer Reviews;
- Operational Readiness Reviews;
- Readiness Assessments;
- Technical Readiness Level;
- Risk Analysis;
- Packaging and Transportation Assessments; and

- Quarterly Program Reviews.

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

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

complete turnover to operations for start-up testing and commissioning. These reviews are important for ensuring that the start-up test plan and procedures are adequate and will result in safe transition to full radioactive operations.

- Technology Readiness Assessments (TRAs) provide a snapshot in time of the maturity of technologies and their readiness for insertion into the project design and execution schedule. The value of these reviews and assessments is largely dependent on the qualifications of the reviewers, including education, experience, peer recognition, contributions to the profession and other parameters that constitute exceptional scientific and technical expertise. TRAs must be conducted in accordance with the DOE Order 413.3B, and related guide, DOE Guide 413.3-4A, as well as the DOE EM TRA/Technology Maturation Plan Implementation Guide, Rev. 1 (August 2013).
- b. The Contractor shall provide technical expertise, analysis, implementation and other technical and engineering support in areas that include, but are not limited to the following:
- Resolving technical issues related to design, construction, and operations;
  - Developing methodology and conducting design verification activities for new construction projects;
  - Identifying safety margins and basis of design issues;
  - Development of training relating to the conduct of engineering and DOE's Role;
  - Support initiatives requiring specialized technical expertise such as the seismic lessons learned panel, deposition velocity and accident analysis approaches, erosion and corrosion issues, and others;
  - Ensuring that safety is integrated with the design of the facility;
  - Program Planning;
  - Research and Development;
  - Developing Charters;
  - Conducting Lines of Inquiry;
  - Developing other reports and briefing materials, as specified;
  - Standing Operating Policies and Procedures (SOPPs); and
  - Technical Maturation Plan.

### **C.2.2 Support to the Office of WIPP**

The Contractor shall provide support to the CBFO Office of WIPP (OWIPP) to provide operational and safety oversight of the WIPP prime contractor responsible for management and operation of WIPP and its subcontractors as described below in sections C.2.2.1 through C.2.2.9.

### **C.2.2.1 Facility Operations Oversight**

The Contractor shall support the CBFO OWIPP in providing facility operations oversight of the WIPP M&O contractor and its subcontractors to operate WIPP systems and programs to ensure that TRU waste handling, processing, and disposal is conducted safely and compliantly, including the implementation of the WIPP Documented Safety Analysis (DSA) and Technical Safety Requirements (TSR) and Conduct of Operations requirements. The Contractor will accomplish this by providing support to the CBFO Facility Representatives to include mentoring support for training and qualifying the DOE Facility Representatives.

### **C.2.2.2 Nuclear Safety Oversight**

The Contractor shall support WIPP site nuclear safety oversight activities associated with developing, implementing, interpreting, and enforcing WIPP DSA and TSR and shall have a thorough knowledge of 10 CFR 830, Subparts A and B and 10 CFR 835. Nuclear safety personnel shall support the following activities:

- Preparation, review, and implementation verification of Nuclear Safety Basis, WIPP DSA and TSR documents and requirements.
- Reviews of Unresolved Safety Question (USQ) Determinations (USQD)
- Preparation and reviews of Safety Evaluation Reports (SERs).
- Nuclear Safety-related assessments and/or walk-throughs.
- Standards/Requirements Implementation Documents oversight transition.
- Technical assistance and nuclear safety advice to CBFO technical and management staff.
- Nuclear safety-related DOE orders and regulations compliance support.
- Support CBFO in performance of routine and ad-hoc reviews, assessments, and oversight walk-downs of: nuclear safety program adequacy, implementation, and compliance verification/oversight activities.
- Support CBFO staff assigned as Defense Nuclear Facilities Safety Board (DNFSB) Liaison to interface and provide access and information to DNFSB representatives for their independent oversight

### **C.2.2.3 Safety Systems Oversight**

The Contractor shall support the CBFO safety system oversight staff in providing oversight activities associated with the following WIPP safety systems required to be functional and operational for WIPP to operate within the nuclear safety basis established in the WIPP DSA and TSR:

- Confinement ventilation systems
- Electrical distribution systems
- Plant air (pneumatic) systems
- Underground and mining systems
- Hoisting systems
- TRU waste handling and emplacement systems

- Other facility systems

The Contractor's support for oversight of these systems will include:

- Reviewing System Design Descriptions, system drawings, program documents, operational procedures, spare parts inventories, procurement documents, Engineering Change Notices (ECNs), Engineering Change Orders, Approval Requests/Variation Requests (AR/VRs) and other engineering and configuration management/control documents and records associated with the systems listed above.
- Conducting walk-downs and assessments of the assigned systems listed above to verify functionality, operability, and deficiencies to identify for resolution.
- Documenting results of the safety system oversight activities in approved operational awareness and issues management systems for CBFO review.

#### **C.2.2.4 Industrial Hygiene and Industrial Safety Oversight**

The Contractor shall support the following OWIPP industrial hygiene/industrial safety (IH/IS) oversight activities:

- Perform review, assessment, and verification/oversight of the WIPP prime contractor's ISMS program and program changes, and its management of its ISMS program per pre-developed Criterion, Review and Approach Documents (CRADs) Support CBFO in developing the DOE ISMS Declaration report
- Support CBFO in ISMS improvement planning activities
- Assist CBFO in the review, comment, and recommendations for revision to the contractor ISMS Report, and its program plan, and implementing policies, procedures, and technical reports Provide support, including researching and retrieving reports, assessments, procedures, and other records for safety, health, and industrial hygiene support
- Participate in ISMS-related assessment and oversight activities
- Participate in evaluation of contractor Worker Safety and Health Programs in accordance with the requirements of 10 CFR 851 and the review and approval of hazard controls.
- Support CBFO in performance of routine and ad-hoc reviews, assessments, and oversight walk downs of: Occupational Safety and Health Administration (OSHA) requirements; and, general industrial safety and health verification/oversight activities.
- Provide technical support to CBFO in its investigation, evaluation, resolution, and prevention of emerging or ad-hoc safety and health issues.
- Support and provide program management of the DOE Technical Qualification Program (TQP) including tracking of qualification status, organization and maintaining a consolidated list of TQP qualifications and results, and other activities as needed to maintain the TQP program as current and functioning.

### **C.2.2.5 Mine Safety Oversight**

The Contractor shall support the following mine safety oversight activities to verify compliance with 30 CFR (MSHA) regulations:

- Frequently conducting walk-downs and assessments of mining, ground control and underground operations.
- Reviewing Mine Ventilation Plans, Underground Escape and Evacuation Plans, work packages associated with underground activities, and other relevant mining, ground control and underground records.
- Documenting results of the mining, ground control, and underground operations oversight activities in approved operational awareness and issues management systems for CBFO review.
- Interfacing, coordinating and communicating with MSHA regulators related to their quarterly inspections.

### **C.2.2.6 Health Physics and Radiological Protection Oversight**

The Contractor shall support the following WIPP site Health Physics and Radiological Projection activities:

- Participate in evaluation of contractor Radiation Protection Program compliance with the requirements of 10 CFR 835, including radiological protection program implementation and the internal and external dosimetry program.
- Support CBFO in performance of routine and ad-hoc reviews, assessments, and oversight walk-downs of: radiation protection program adequacy, implementation, and compliance verification/oversight activities. Provide technical support to CBFO in its investigation, evaluation, resolution, and prevention of emerging or ad-hoc radiation protection issues.

### **C.2.2.7 Fire Protection Oversight**

The Contractor shall support the following WIPP site fire protection program oversight activities:

- Participate in Fire Hazard Analysis (FHA)/Baseline Needs Assessment (BNA) upgrades.
- Support CBFO in performance of routine and ad-hoc reviews, assessments, and oversight walk downs of: fire protection program adequacy, implementation, and compliance verification/oversight activities.
- Provide technical support to CBFO in its investigation, evaluation, resolution, and prevention of emerging or ad-hoc fire protection issues.

### **C.2.2.8 Emergency Management Oversight**

The Contractor shall support the following emergency oversight activities to verify compliance with applicable DOE emergency management orders:

- Reviewing Emergency Management, Emergency Response, and Continuity of Operations plans, program documents, procedures, exercise/drill plans and other relevant implementing documents and records.
- Observing emergency management activities such as exercises and drills.
- Conducting walk-downs of emergency management/responses facilities and equipment.
- Documenting results of emergency management oversight activities in approved operational awareness and issues management systems for CBFO review.

### **C.2.2.9 Facility Work Planning, Control and Maintenance Oversight**

The Contractor shall support the following work planning, control and maintenance oversight activities to verify compliance with applicable DOE emergency management orders:

- Reviewing work planning and control and maintenance program documents, procedures, work packages and other relevant implementing documents and records.
- Observing preventive and corrective maintenance evolutions.
- Conducting walk-downs of maintenance shops, warehouses, and work areas where maintenance activities are performed.
- Documenting results of work planning and control and maintenance oversight activities in approved operational awareness and issues management systems for CBFO review.

### **C.2.3 Support to the Office of NTP**

The Contractor shall provide support to the CBFO Office of NTP (ONTP) to provide management and technical oversight of multiple contractors and organizations responsible for implementation of the National TRU Program as described below in sections C.2.3.1 through C.2.3.4.

#### **C.2.3.1 National TRU Waste Management Activities**

The Contractor shall support the following National TRU Waste Management activities:

- National TRU waste management strategic planning
- TRU waste inventory and database management
- TRU waste disposition determinations
- Reviews of NTP program documents and procedures
- NTP User Group meeting coordination and support

#### **C.2.3.2 TRU Waste Certification Oversight**

The Contractor shall support the following WIPP-Certified Program (WCP - i.e., Central

Characterization Project [CCP] and Advanced Mixed Waste Treatment Program) oversight activities:

- Reviews of WCP and the TRU waste generator site's program plans, technical procedures, waste stream profiles, waste characterization and certification equipment operations and maintenance manuals, regulatory requirements, and other related documents.
- Perform physical and virtual on-site reviews, operational observations, and technical assessments of TRU waste remediation, packaging/repackaging, and characterization/certification (i.e., radiography; non-destructive assay; headspace gas analysis; analytical chemistry; helium leak testing; acceptable knowledge (as defined by EPA in 40 CFR 194.2); visual examination (VE) and VE technique) activities at TRU waste generator sites.
- Observations of WCP certification/recertification assessments (i.e., audits and surveillances)
- Documenting results of WCP and TRU waste generator site oversight activities in approved operational awareness and issues management systems for CBFO review.

### **C.2.3.3 Performance Demonstration Program (PDP)**

The Contractor shall support, as needed, the following PDP activities:

- Provide routine daily management of the PDP activities. Interact directly with federal and contractor personnel at waste generator and laboratory sites conducting performance demonstration operations to ensure all PDP program requirements are met.
- Perform independent evaluation of each TRU waste generator site's non-destructive assay (NDA) system. Provide NDA system certifications.
- Schedule and implement at least one drum NDA performance demonstration and one box NDA performance demonstration for each waste generator site per year.

Management of daily activities shall require routine direct interaction with federal and contractor personnel at waste generator and laboratory sites conducting performance demonstration operations to ensure all PDP program requirements are met. PDP activities consist of, but are not limited to, the following:

- Schedule each PDP demonstration;
- Manage analytical sample preparation and shipment to a DOE-qualified laboratory;
- Develop scoring reports of analytical data;
- Publish and distribute scoring reports;
- Evaluate and assist with corrective actions upon NDA test failures;
- Maintain accountability of PDP equipment including drums, boxes, and radioactive sources;
- Arrange shipping of PDP equipment and sources;
- Maintain all PDP program documentation;
- Develop, maintain, and provide PDP training material;
- Collect and submit applicable QA records;
- Assist with annual PDP budget development; and

- Provide regular PDP program status reports to CBFO.

In addition to the normal required number of PDP cycles for each waste generator site, the Contractor shall support supplemental cycles according to program needs as determined by CBFO.

In the past, RCRA hazardous waste analysis and waste container headspace gas sampling were both required as part of TRU waste characterization and certification activities. In addition to NDA systems, the PDP program was responsible for conducting performance demonstrations for both RCRA hazardous waste and container headspace gas sampling systems. On March 13, 2013 the New Mexico Environment Department (NMED) approved a modification request to WIPP's HWFP that allowed the removal of these sampling requirements from the waste characterization process. Due to a radiological incident that occurred at the WIPP in February 2014, CBFO may need to restore these sampling capabilities with one or more analytical laboratories. As needed, the Contractor shall support reestablishment of these capabilities and any resulting required RCRA hazardous waste and headspace gas sampling PDP cycles. RCRA hazardous waste and headspace gas PDP cycle activities are similar to those listed above.

#### **C.2.3.4 TRU Waste Transportation Oversight**

The Contractor shall provide support of the following TRU waste transportation oversight activities:

- NRC Type B packaging design, testing, fabrication, maintenance, and operation
- DOT 7A Type A container design, testing, fabrication, maintenance, and operation
- Over the road trailers, and equipment to support the packaging and loading of TRU waste
- Packaging and transportation of TRU and TRU-mixed waste to comply with Nuclear Regulatory Commission (NRC) and Department of Transportation (DOT) regulations
- TRU waste transportation systems and processes, including motor carriers and equipment
- Local, Tribal, and Federal stakeholder engagement
- TRU waste shipment scheduling
- Emergency response and Commercial Vehicle Safety Alliance (CVSA) inspection training along the shipping corridors
- Hazardous and radioactive long-haul carrier operations
- maintenance and operation of semi-tractors and trailers

The Contractor's support for oversight of these systems will include:

- Reviewing transportation-related regulations, requirements documents, program documents and operational procedures and related documents and records.
- Conducting walk-downs and assessments of transportation programs and systems listed above.
- Documenting results of the transportation oversight activities in approved operational awareness and issues management systems for CBFO review.

## **C.2.4 Support to the Office of Business Operations**

The Contractor shall provide support to the CBFO Office of Business Operations (OBO) to provide business functions for CBFO as described below in sections C.2.4.1 through C.2.4.6.

### **C.2.4.1 Information Management Support**

The Contractor shall provide support for the following CBFO Records Management, Privacy Act (PA), and Freedom of Information Act (FOIA) activities:

- Evaluate new or modified legislation for projected impact on programs and translate the legislation into goals, actions, and services.
- Apply analytical and evaluative techniques to conduct studies, prepare reports, and develop recommendations to improve the effectiveness of federal information management.
- Coordinate requirements and assist in resolving conflicts between support programs, the field office records management program, and federal agency orders, policies, and procedures.
- Provide support of current records/files automation processes; database management; perform word processing; and, prepare spreadsheet processes and systems in support of information management activities.

### **C.2.4.2 Contracting Support**

The Contractor shall provide support CBFO federal Contract Specialists/Contracting Officers in the following contracting activities:

- Setting up contract files and filing contract documents
- Reviewing and analyzing contractors' reports
- Preparing contract correspondence and documents for Contracting Officer signature
- Provide support for 'cradle-to-grave federal acquisition and procurement functions' in varying degrees of complexity
- Reviewing and analyzing subcontract packages
- Contract close-out activities
- Tracking deliverables
- Verifying contractors' invoices and cost reports
- Assisting in contract audit activities
- Administration of contracts as Contracting Officer as assigned by the OBO Director.

### **C.2.4.3 Information Technology Support**

The Contractor shall support CBFO telecommunications and IT programs; perform oversight of unclassified computer security operations and provide direction to CBFO supported sites; and, identify and isolate critical issues/problems through existing or new approaches. The Contractor shall provide support to a federal Chief Technology Officer and federal IT Specialist in the

following areas: The Contractor shall support oversight of unclassified computer security operations through expert advice and direction to CBFO supported sites and identify and isolate critical issues and problems which require management and/or technical solutions by utilizing existing techniques or developing new approaches.

- Protect government interests through application of advanced IT principles, concepts, methods, standards, and practices. IT functions within and across organizational missions, functions, programs, internal operations, and administrative policies and procedures of the federal government, DOE, and CBFO.
- Apply IT developments to the design, development and management of business systems/processes to meet current and future business requirements. Develop solutions for integration/interoperability issues of multiple IT specialties and the DOE IT architecture. Support federal information system security protocols to ensure coordination and/or collaboration on security activities.
- Support a total infrastructure protection environment sufficient to integrate information systems security with other security disciplines.
- Support network architecture and network systems, to include end-to-end systems performance monitoring sufficient to plan, design, develop, manage, and enhance highly efficient network systems that respond to business requirements.

#### **C.2.4.4 Budget Execution and Finance Support**

The Contractor shall support the overall execution of budget and funding for CBFO and all of its participants.

The contractor shall provide direct support for the analysis of budget execution activities and identification of problems and provide proposed solutions in program execution, scheduling and/or funding which could impact the national program. The Contractor shall provide guidance for the budget formulation and execution activities of the management and operating contractor and scientific advisor; analyze and make recommendations for improvements in budget requests and submissions. The Contractor shall analyze other Contractors' budget estimates by evaluating against experience to date and other factors to establish the reasonableness of the Contractors' presentations and the adequacy and clarity of their justifications, and the Contractor shall identify areas of variance requiring further discussions and support.

The Contractor shall analyze other Contractors' and CBFO performance against Approved Funding Profiles by reviewing financial reports, data bases, and project cost levels for the year to identify potential problems, recommend remedial action, and recommend curtailment of activities, request additional funds as necessary or initiate internal reprogramming actions between participants. The Contractor shall plan, organize, and carry out annual and multi-year budgeting to support the CBFO mission for National Transuranic Waste Management administration, and assist in the reviews, analyses, edits, and consolidation of budget submissions from all CBFO participants. The contractor will assist in the controls CBFO funds utilization including records on allotments maintained by EMCBC and CBFO, commitments, and the financial status for operating activities, capital equipment, Capital Asset Projects, general plant projects, and smaller projects. The Contractor shall initiate purchase requisitions for funding

requirements for all CBFO contracts; interagency agreements to other participants; and cooperative agreements and grants to state and local governments, educational institutions, and stakeholder organizations (i.e., New Mexico Environmental Department, Tribal Governments, Southern States Energy Board, and Western Governors Association). The Contractor shall conduct detailed financial and cost analyses, as requested.

#### **C.2.4.5 Document Control Program**

The Contractor shall implement a complete Document Control Program for the creation and maintenance/revision of all CBFO procedures, policies, program documents and formal documents.

The contractor shall lead the program as defined by:

- MP 4.1 - Preparation and Maintenance of CBFO Procedures
- MP 4.2 - Document Review and Approval
- MP 4.4 - Document Preparation and Control

#### **C.2.4.6 Human Capital/Human Resources Support**

The Contractor shall support CBFO human capital/human resources personnel such as the CBFO Human Resources Business Partner and the CBFO Management Analyst, when requested, by reviewing and drafting revisions to position descriptions, assisting in human resources procedures and processes, and/or analyzing and recommending strategies for human capital management activities.

### **C.2.5 Support to the Office of Program Management**

The Contractor shall provide support to the CBFO Office of Business Operations (OBO) to provide program/project management, project controls, safeguards and security, technical qualifications and training, and public affairs/communications functions for CBFO as described below in sections C.2.5.1 through C.2.5.4.

#### **C.2.5.1 Program/Project Management**

The Contractor shall provide support to CBFO in the area of Program Management such as cost, scope and schedule oversight of all CBFO funded work; operational activity oversight, project controls, and project management assistance, including risk management. In addition, provide support in the areas of strategic planning, safeguards and security, public affairs, and the CBFO Technical Qualification/Training Program.

The Contractor shall utilize broad-based knowledge which includes project management and control principles to conduct evaluations of project execution, encompassing highly specialized or unique requirements. The Contractor shall evaluate project execution from the standpoint of

funds utilization, funds execution, project management principles, and consistency with project plans and milestones. The Contractor shall monitor, observe and report on execution, focusing on all aspects of project performance including budget, technical interfaces and concerns. The Contractor shall perform continuous, independent, observations performed through unscheduled inspections or "walk-throughs" of the WIPP facility or other facilities where CBFO funded work scope is performed. The Contractor shall evaluate project control systems, identifies vulnerabilities, and coordinates with line management during corrective action to minimize/mitigate vulnerabilities. The Contractor shall identify, review, and analyze actual or potential planning and project management/execution problems.

When directed, the Contractor shall serve as the integrator of all CBFO-funded work scopes by building an annual performance measurement baseline with bases of estimates from all CBFO program participants detailing cost, scope, and schedules of CBFO-funded work scope.

The Contractor shall ensure Operations Activity (OA) work scope is performed in a safe, compliant, and efficient manner. In conjunction with the CBFO Federal Project Directors and Federal Operations Directors, implement the DOE orders and policies in program and project management. The Contractor may lead or serve on an integrated project/program teams (IPT) to integrate the management of CBFO funded work scope across all CBFO contractors and participants. The Contractor shall monitor other IPTs and integrated work groups within the CBFO program and contractor organizations to verify appropriate integration and consistency. The Contractor shall support OPM with the following additional responsibilities:

- Demonstrate initiative in incorporating and managing an appropriate level of risk to ensure best value for the Government. In cases where significant cost overruns and/or delays may occur, the Contractor shall alert senior management in a timely manner and take appropriate mitigating actions.
- Ensure the development and implementation of the required DOE orders and policies.
- Define cost, schedule, performance measurement, and scope in the fiscal year work plans per the DOE EM OA Protocol.
- Ensure timely, reliable, and accurate integration of contractor performance data into the OA performance measurement systems.
- Evaluate and verify reported progress, provide projections of future progress, and identify trends.
- Ensure that the principles of program management, safety management, contract management, and fiscal management are fully integrated into the OA.

#### **C.2.5.2 Nuclear Facility Safeguards and Security Support**

The Contractor shall support oversight of the following contractor nuclear safeguards and security programs and activities, when requested:

- Participate in oversight assessments, surveillances and performance testing as required in the Safeguards and Security oversight plan. Perform monthly scheduled oversight and assessment tasks. Prepare quarterly progress reports and an annual survey report.

- Assist CBFO Security Officer and Security Specialist in planning, conducting and reporting special assessments, incident investigations and review of safeguard and security plans submitted for CBFO review and approval.

### **C.2.5.3 Technical Qualifications/Training Support**

The Contractor shall support the CBFO technical qualifications/technical training programs, when requested by administering the CBFO Technical Qualification Program in coordination with the CBFO Federal Technical Capabilities Panel (FTCP) Agent and/or by administering the CBFO Federal Employees Technical Training Program in coordination with the CBFO Technical Training Program Coordinator and OPM Director.

### **C.2.5.4 Public Affairs/Communications Support**

The Contractor shall support CBFO Communications/Public Affairs Management, when requested, by functioning as expert consultants in the areas of communications management, public and regulatory stakeholder communications and relations.

### **C.2.6 Support to the Office of Environmental Protection**

The Contractor shall provide support to the CBFO Office of Environmental Protection (OEP) to provide regulatory and environmental compliance functions for CBFO as described below in sections C.2.6.1 through C.2.6.2.

#### **C.2.6.1 Environmental Compliance Activities**

The Contractor shall support activities conducted within CBFO's environmental compliance program area are critical in complying with environmental rules and regulations that govern CBFO's overall mission. Environmental compliance activities involve support of Resource Conservation and Recovery Act (RCRA) compliance, the WIPP HWFP, management and radioactive waste disposal standards (40 CFR, Parts 191 and 194), the EPA's terms and conditions of WIPP Certification, and maintaining a sufficient knowledge of the WIPP authorization basis to identify how changes to the WIPP HWFP, other permits and the EPA's terms and conditions of WIPP Certification might impact the WIPP regulatory program and activities.

In support of this program area, the Contractor shall support the following environmental compliance activities:

- Provide technical support for oversight of activities required by the RCRA permit at the waste generator sites and at WIPP;
- Review proposed modifications to the WIPP HWFP;
- Review proposed interpretations of language in the WIPP HWFP;
- Provide expertise in the Atomic Energy Act as it relates to mixed waste characterization and management;
- Provide expertise in applying creative solutions to unique RCRA waste management issues;
- Provide RCRA environmental regulatory interpretations;

- Conduct RCRA environmental regulatory research;
- Provide advice and strategy on NMED interaction and correspondence;
- RCRA compliance issues; and
- Develop recommendations for changes to the WIPP HWFP to make activities conducted under the permit more efficient and/or less costly, while maintaining protection of human health and the environment.

In support of WIPP compliance with 40 CFR 191, the Contractor shall prepare and review documentation for the EPA recertification of the WIPP and support monitoring programs required as part of the EPA certification. EPA certification support activities include:

- Provide technical support for oversight of activities required by terms and conditions of the WIPP Compliance Certification at both the waste generator sites and the WIPP facility;
- Review proposed changes to the Certification and supporting impact analyses;
- Review annual change reports and supporting analyses;
- Provide expertise in long-term repository performance;
- Provide support in addressing EPA and stakeholder concerns and issues related to Certification;
- Support development of planned change requests;
- Provide technical support for activities related to environmental monitoring activities;
- Independent Peer Reviews for Compliance Certification Activities (as needed); and
- Conduct environmental regulatory research.

The Contractor shall also provide compliance support of other applicable environmental laws and regulations as follows:

- Support implementation of environmental and regulatory compliance programs, including the Environmental Management System and Land Management Programs;
- Provide technical and administrative expertise for performing management assessments of environmental and regulatory compliance programs;
- Provide technical and administrative expertise in evaluating radiological air monitoring and sampling, volatile organic compound (VOC) monitoring and sampling, and hydrogen and methane monitoring and sampling, and provide periodic reports resulting from these programs;
- Provide review, advice and strategy concerning environmental, regulatory compliance, Toxic Substances Control act (TSCA), and NEPA issues as requested;
- Support environmental and regulatory permitting/permit modification activities;
- Conduct environmental regulatory research;
- Produce documents associated with every activity performed; and
- Review, analyze and/or evaluate plans, procedures and other applicable environmental compliance documents, including the Annual Site Environmental Report, the Semi-Annual VOC Monitoring Report, and the Biennial Environmental Compliance Report, RCRA regulations, management and radioactive waste disposal standards (40 Code of Federal Regulations [CFR], Parts 191 and 194), the WIPP authorization basis and HWFP, EPA's terms and conditions of WIPP Certification, the Clean Air Act, Clean Water Act, Safe

Drinking Water Act, NEPA, TSCA, and applicable State of New Mexico regulations, including those intended to protect water resources.

### **C.2.6.2 National Environmental Policy Act (NEPA) Support**

The Contractor shall work closely with and provide project-specific guidance to resource specialists/subject matter experts, interact with multiple regulatory agencies along with governmental agencies' project leads and their natural resource specialists on the sites, work proactively with the government to resolve issues, provide quality assurance and quality control on all project-specific documents, and interact with the public and overseeing the public involvement process. Responsibilities include providing programmatic NEPA technical analysis and document preparation support including reviews, analyses, modeling, recommendations and evaluations as requested in support of the CBFO NEPA Program.

### **C.2.7 Support to the Office of Quality Assurance**

The Contractor shall provide support to the CBFO Office of Quality Assurance (OQA) to provide quality assurance oversight of all CBFO-funded work scope with QA requirements as described below in sections C.2.7.1 through C.2.7.2.

#### **C.2.7.1 QA Audit, Surveillance, and Oversight Support**

The Contractor shall provide support to the CBFO Office of Quality Assurance (QA) in the performance of QA audits, surveillance, and oversight support for all CBFO program areas and, to provide daily activity support to the Office of Quality Assurance and its management of the QA program. Regular QA audit, surveillance, and oversight activities include, but are not limited to:

- TRU waste generating site activities for TRU waste characterization, certification, and transportation;
- WIPP Site quality-related activities, including, but not limited to, waste handling operations, WIPP Site surface and underground operations, environmental monitoring activities, and the WIPP Site QA program elements;
- National laboratory quality-related activities, including, but not limited to, assessment of environmental and other laboratory activities and operations, and assessment of national laboratory support of WIPP performance assessment modeling and data collection;
- TRU waste transportation activities, including but not limited to assessments of transportation carriers and assessment and inspection of fabrication, operation, and maintenance of NRC-licensed nuclear shipping packages and related fleet equipment; and,
- CBFO internal quality-related activities.

The CBFO QA organization is responsible for QA auditing and oversight of all CBFO program areas. The CBFO QA Program is based on American Society of Mechanical Engineers (ASME) NQA-1-1989, ASME NQA-2-1990, Part 2.7, and ASME NQA-3-1989. Compliance to these

standards is required by the WIPP Land Withdrawal Act (LWA) and the associated Code of Federal Regulations (CFR), 40 CFR Parts 191 and 194, and by the Hazardous Waste Facility Permit (HWFP) issued by the State of New Mexico. Additional quality assurance oversight activities are performed related to the following requirements documents:

- 10 CFR Part 71
- 10 CFR 830
- 29 CFR
- 30 CFR – MSHA
- 36 CFR Part 1200
- 40 CFR
- 49 CFR
- DOE 414.1D
- DOE Order 226.1B
- EM-QA-001, latest revision
- NQA-1-2004/2007
- NQA-1-2008/2009

The Contractor shall provide the assistance necessary to maintain the CBFO QA program. The Contractor will work directly to CBFO procedures under the CBFO QA program.

The Contractor shall provide QA audit, surveillance, and oversight support, as needed, for all CBFO program areas outlined in section C.1. The Contractor will be expected to manage preparation of audit plans, checklists, and reports by audit team members; coordinate the logistics necessary to conduct audits at sites at remote locations across the continental U.S.; interface with regulators, the DOE, and contractor personnel; and manage large audit teams with a significant number of observers. The Contractor will be required to support audit, surveillance, or oversight activities in a capacity as determined and scheduled by the Contractor's QA Audit and Surveillance Manager.

For each audit, the Contractor shall document the results and findings in the CBFO corrective action tracking system, deliver a draft interim report upon completion of the audit, and deliver a draft final report written upon closure of findings to CBFO QA for approval and issuance. The Contractor shall verify closure of audit findings.

#### **C.2.7.2 CBFO QA Organization Daily Activities Support**

The Contractor shall provide support to the CBFO QA organization in executing its oversight duties and in support of the audits, assessments, and surveillances conducted under this contract. The CBFO QA organization maintains documents, management procedures, and processes such as databases necessary for the efficient functioning of the CBFO QA program. Typical daily CBFO QA support activities include, but are not limited to:

- Reproduction of extensive QA files and objective evidence for audits, surveillances, and corrective actions;
- Submittal of QA files to CBFO regulators;

- Maintenance of QA files until disposition through the Records Inventory and Disposition Schedule (RIDS) process;
- Maintenance of activity logs, such as audit and surveillance logs;
- Development, operation, and maintenance of databases to perform trend analysis, to track corrective action status, regulatory finding status, and management assessment finding status (CBFO Issues, Collection, and Evaluation (ICE) database);
- Preparation of reports to CBFO management;
- Development and presentation of audit training for CBFO and contract auditors, and QA refresher training for personnel designated by CBFO;
- Development and review of documents and procedures, such as the CBFO Quality Assurance Program Description (QAPD), management procedures, and draft correspondence;
- Development and implementation of corrective action plans associated with CBFO QA activities; and
- Development of responses to oversight activities by other organizational areas within CBFO.

Depending on the activity, the Contractor shall provide technical consultants experienced in, but not limited to, the following areas: TRU waste management, emergency preparedness, conduct of operations, nuclear systems safety, confinement ventilation, mining, hoisting, maintenance programs, work control programs, mechanical systems, electrical and control systems, fire protection systems, radiological protection, mine safety, industrial safety, industrial hygiene, environmental protection, environmental compliance, OSHA requirements, MSHA requirements, and NRC nuclear facility requirements.

### **C.2.8 Contract Transition**

The Contractor shall perform contract transition services at the start of the first task order and the conclusion of the final task order.

Upon award of the first task order and the Contracting Officer's Notice to Proceed, the Contractor shall begin transition from the incumbent contractor for a period of approximately 30 calendar days (dependent on the actual day of award). During the transition period, the incumbent contractor will be responsible for delivery of services. The Contractor shall assume full responsibility for delivery of services as approved by the CO at the end of the transition period.

The Contractor shall have all necessary personnel, including key personnel for the Contract, available during the transition period, to minimize any decreases in productivity and to prevent possible negative impacts on services. Key Personnel identified in Section H shall be on site during the transition period. During transition, DOE will not provide any facilities, computers, or equipment necessary for transition activities. Government-furnished facilities and equipment will not be available until transition is complete and the Contractor assumes operational responsibilities. The Contractor must provide these items as necessary to fulfill transition responsibilities. The Contractor will ensure that computers and networks used for transition are secure and comply with site security and cyber requirements. DOE will provide access to site networks where necessary for file transfer and storage.

The Contractor shall submit a Transition Plan for DOE approval within 15 calendar days of Notice to Proceed of issuance of the first task order. The Transition Plan shall include a description of all activities necessary to execute all sections of the Contract, a listing of involved organizations, and a schedule. Coordination with the incumbent contractor and other site contractors is required to ensure continuation of services by the Contractor as identified in Section J, Attachment J-8, Government Furnished Services and Interface Requirements Matrix. The Transition Plan must ensure there is no loss or degradation of the services that are provided to the DOE and its contractors.

The Contractor shall put into place any agreements it deems necessary between it and other site contractors/subcontractors for provision of services. Any agreement that requires DOE consent will be reviewed by DOE and approved/rejected within 14 calendar days, unless a longer review/approval period is warranted due to the size or complexity of the document.

The Contractor shall provide weekly Transition Status Reports to DOE until Contract Transition is completed. During transition, the Contractor shall establish routine status meetings with DOE and affected contractors to review transition activities and issues.

Approximately 60 days before the end of the final task order under this Contract, the Contractor shall begin transition activities in coordination with one or more successor contractors. The Contractor shall provide all information and resources to which the successor contractor(s) is/are entitled promptly and in good faith. The Contractor shall continue full performance of all services ordered under the final task order until the end of the order's period of performance, unless directed to curtail services earlier by the Contracting Officer.