

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	PAGE OF PAGES 1 45
2. AMENDMENT/MODIFICATION NO. M065	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)		
6. ISSUED BY U. S. Department of Energy Office of River Protection P. O. Box 450, MS H6-60 Richland, WA 99352	CODE	7. ADMINISTERED BY (If other than item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) CH2M HILL Hanford Group, Inc. PO Box 1500 Richland, WA 99352				(✓)	9A. AMENDMENT OF SOLICITATION NO.
					9B. DATED (SEE ITEM 11)
				(✓)	10A. MODIFICATION OF CONTRACT/ORDER NO. DE-AC27-99RL14047
					10B. DATED (SEE ITEM 13) September 30, 1999
CODE	FACILITY CODE				

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing Items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified

12. ACCOUNTING AND APPROPRIATION DATA (if required)
N/A

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Section I, Clause I.63, Changes - Cost Reimbursement (AUG 1987) Alternate III (APR 1984) and by Mutual Agreement
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign and return 2 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this Modification is to make the following changes to Contract Section I, Clause I.133, and Section J table of contents page, Appendix B, Appendix C, Appendix J, and Appendix L:

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Ralph F. Wood, Manager Prime Contract Administration		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Roy J. Schepens, Manager	
15B. CONTRACTOR/OFFEROR BY (Signature of person authorized to sign)	15C. DATE SIGNED 11/6/02	16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	16C. DATE SIGNED 11/22/02

Block 14 Continuation:

Description of the Change:

- a. Under Section I, Clause I.133, DEAR 970.5232-4, "Obligation of Funds (DEC 2000)," add the following information under the Fill-In Information column:

Add:
(c) 60,60 see letter 02-BMA-084 for further clarification.
- b. Under Section J, replace page J-i with the attached.
- c. Under Section J, delete Appendix B, "Advance Understanding on Personnel Costs, Policies and Procedures," and replace with the attached Appendix B, "Advance Understanding on Personnel Costs, Policies and Procedures," with an effective date of January 1, 2003 for full day absences, change to paid time off accrued amounts and the elimination of the Excused Absence (EA) day (excluding Bargaining Unit).
- d. In accordance with I.107 revise Section J, Appendix C, "DOE Directives," as follows:
 - 1) Delete DOE O 350.1 CRD, "Contractor Human Resources Management Programs," and replace with DOE O 350.1 Change 1 CRD, "Contractor Human Resources Management Programs."
 - 2) Delete DOE O 413.1, "Management Control Program," and replace with DOE O 413.1A, "Management Control Program."
 - 3) Delete DOE 1800.1A, "Privacy Act."
 - 4) Delete DOE 2320.2B, "Establishment of Departmental Position on Inspector General Reports."
 - 5) Delete DOE 5400.1, Change 1, "General Environmental Protection Program."
 - 6) Delete DOE 5400.5/1&2, "Radiation Protection of the Public and the Environment."
 - 7) Delete DOE N 5400.9, "Sealed Radioactive Source Accountability."
 - 8) Delete DOE 5480.11/1-3, "Radiation Protection for Occupational Workers."
 - 9) Delete HNF-SD-MP-SRID 001, Revision 2, "River Protection Project Standards/Requirements Identification Document," and replace with HNF-SD-MP-SRID 001, Last Approved Revision, "River Protection Project Standards/Requirements Identification Document."

- e. Under Section J, Appendix J, "Wage Determination Under the Service Contract Act," incorporate the attached Wage Determination No. 1994-2569, Revision 18.
- f. Under Section J, Appendix J, "Wage Determination Under the Service Contract Act," incorporate the attached Wage Determination No. 1999-0590, Revision 2, effective April 1, 2002 through March 31, 2005.
- g. Under Section J, Appendix L, "Site Service Manual, Revision 2," delete and replace with the attached Revision 3, retroactive to January 25, 2002.

Contractor's Statement of Release

The Contractor hereby releases the Government from any and all liability under this Contract for any further equitable adjustments attributable to the changes set forth above.

PART III - LIST OF DOCUMENTS EXHIBITS, AND OTHER ATTACHMENTS
SECTION J
LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

Appendix	Title
A	Key Personnel
B	Advance Understanding on Personnel Costs, Policies and Procedures
C	DOE Directives
D	Performance Based Incentives
E	Guidance for Other Required Plans
F	Environment, Safety, and Health Budget Planning And Execution
G	Guidance for Preparation of Diversity Plan
H	Reserved
I	Small Business Subcontracting Plan (See Modification No. M021 [FY2000], M043 [FY 2001] M050 [FY 2002] and M054 [FY 2002])
J	Wage Determinations under the Service Contract Act
K	Special Bank Account Agreement (See Modification No. M028 and M043)
L	Site Service Manual, Revision 2 (See Modification No. M043 [Rev. 2], M065 [Rev. 3])
M	Davis-Bacon Wage Determination (See Modification 050)
N	Hanford Site Stabilization Agreement (See Modification 050)
O	Interface Documents Specific to WTP Interfaces

APPENDIX B - ADVANCE UNDERSTANDING ON PERSONNEL COSTS POLICIES AND PROCEDURES

JB.1 INTRODUCTION

This Advance Understanding sets forth the basis for determining the allowability of Contractor human resource management policies and related expenses that have cost implications under the Contract. This agreement is intended to cover the majority of the human resources costs incurred by the Contractor for work performed by employees assigned to work tasks authorized by the U.S. Department of Energy (DOE), Office of River Protection (DOE-ORP) in accordance with this Contract. Costs not specifically addressed in this advance understanding will be treated in accordance with applicable Federal Acquisition Regulation (FAR) cost principles.

The Contractor shall select, employ, manage, and direct the work force, and apply the policies set forth herein in general conformity with the methods used in the Contractor's private operations insofar as those methods are consistent with this Contract. The Contractor shall use effective management review procedures and internal controls to assure that the allowable costs set forth herein are not exceeded, and that areas which require prior approval of the DOE Contracting Officer or designated representative are reviewed and approved prior to incurrence of costs.

The Contractor shall promptly furnish all reports and information required or otherwise indicated in this Appendix to the Contracting Officer or designated representative. The Contractor recognizes that other data requests may be made from time to time and the Contractor agrees to cooperate in meeting such requests.

JB.2 GENERAL

Subject to the specific limitations, conditions, and exclusions of FAR Subpart 31.2 as supplemented by Department of Energy Regulation (DEAR) 931.2, and to the special conditions set forth below, personnel and related costs incurred for work under this contract by the Contractor in accordance with the Contractor's corporate-wide policies consistently and uniformly applied throughout the corporation's domestic operations, and approved by DOE-ORP, are allowable. Such policies will be summarized and submitted in the form of a Personnel Policies Manual applicable to this Contract by January 31, 2001.

Revisions to corporate-wide or contract-only policies and employee benefit plans which increase costs will be provided to DOE-ORP for review for allowability prior to incurrence of costs.

JB.3 DEFINITIONS

- (a) Contractor – CH2M HILL Hanford Group, Inc.
- (b) Credited Service – Length of service for employees shall mean employment with the Contractor or Major Subcontractors including recognized credited service with predecessor DOE Hanford Contractors. Service credit will be applied in accordance with this Contract and the Contractor's service credit policies regarding leave accrual, severance pay, and other benefit programs.
- (c) FAR – Federal Acquisition Regulation
- (d) Work Week – The basic (or regular) work week shall be 40 hours. Alternative work weeks may be established with the approval of the Contracting Officer. Submit all Proposed Alternative work weeks to the Contracting Officer for approval by April 1, 2001.

JB.4 DIRECT COMPENSATION

The Contractor shall submit its Compensation Program applicable to work under this Contract to the Contracting Officer for initial approval by April 1, 2001. Proposed Compensation Program design changes, which affect costs, will also be submitted for review and approval by the Contracting Officer.

(a) Administration of Wages and Salaries of Nonrepresented Employees

Administration of Wages and Salaries of Nonrepresented Employees shall be carried out in accordance with sound wage and salary administration principles and in a manner which shall provide for equitable treatment of personnel on a definitive, systematic basis consistent with economic business practices and judicious expenditure of public funds and which shall result in payment of total compensation to individual employees conforming to the standards of reasonableness as contemplated by FAR Subpart 31.205-6.

Compensation Increase Plan – No later than November 1 of each salary program year, the Contractor will develop and justify, in a manner prescribed by the Contracting Officer, a Compensation Increase Plan for exempt employees and a Compensation Increase Plan for non-exempt non-bargaining employees for review and approval. ORP will review/comment and approve within 60 calendar days of submittal of this plan. The funds are calculated as a percentage of exempt and non-exempt, non-bargaining base payroll at the end of the prior salary year, expressed as an annualized amount. The plans will include a separate fund for retention and recruitment incentives as defined in the FAR.

All increases are charged to the fund on an annualized basis. Once an individual's salary increase is charged to the fund, reuse of that amount, i.e., recovery, for any other purpose during the salary year is unallowable. If an individual terminates before receiving an increase, the portion of the fund allocated for that increase might remain in the fund.

The Contractor shall also provide a copy of the annually developed salary guidelines prepared for supervisory use, indicating the parameters for granting various increases based on employee performance and current salary.

The dollar amounts of the funds shall be subject to review and adjustment by the Contracting Officer upon a significant reduction in Contractor employment levels, as in a reduction-in-force.

(2) Individual Employee Salary Approval – The base annual salary costs for employees of the Contractor designated as Key Personnel are reimbursable only to the extent each such salary has been approved on DOE Form 3220.5, *Application for Contractor Compensation Approval*, or other approved form, by the Contracting Officer.

The Contractor will provide supporting information with DOE Form 3220.5 (or other approved form) on all such compensation actions in advance of the effective date.

(3) Incentive Compensation, Bonuses and Project Assignment Allowances will not be allowable costs under this Contract unless specifically approved in advance by the Contracting Officer.

(4) Salary Structures – The Contractor shall establish separate salary structures containing position grades, classifications, and salary ranges for exempt and for

non-exempt, non-bargaining employees who are assigned to work on the Contract. The structures shall be submitted to the Contracting Officer for review and approval in advance of incurrence of costs and no later than January 31, 2001, and as required thereafter. No salary above the maximum of the salary range shall be allowable except in those cases where the Contracting Officer authorizes a "red circle" rate.

- (5) Overtime Control Plan – The Contractor shall submit to the Contracting Officer for approval an annual overtime control plan that includes at a minimum (1) an overtime premium fund (maximum dollar amount); (2) specific controls for casual overtime for nonexempt employees; and (3) an evaluation of alternatives to the use of overtime, no later than January 31 of each year of the Contract period for current fiscal year.

The Overtime Control Plan shall also include the following historical data for non-exempt and exempt employees:

- (i) Total cost of overtime;
- (ii) Total cost of straight-time;
- (iii) Overtime cost as a percentage of straight-time cost;
- (iv) Total overtime hours;
- (v) Total straight-time hours; and
- (vi) Overtime hours as a percentage of straight-time hours.

Exempt employees are not eligible for overtime pay except as approved by the Contracting Officer.

The Contractor shall submit to the Contracting Officer for approval any additional overtime premium funds or plan changes based on mission requirements.

The Contractor shall submit any request for an extended workweek to the Contracting Officer for approval. An extended workweek is a workweek regularly scheduled and established in excess of the basic workweek of 40 hours and for a period of more than four consecutive weeks.

Overtime pay shall be based on a 40-hour workweek.

Overtime work performed by employees of affiliate companies of the Contractor assigned to Contract work on a temporary basis, will be administered and paid in accordance with the policies of the affiliate.

- (6) Premium Pay - The Compensation Program shall contain provisions for any established premium payments to employees, such as overtime, shift differential and special qualification or certification pay.
- (7) Compensation Reports - The Contractor shall submit reports and information relating to the administration of wages, salaries and benefits as the Contracting Officer may require from time-to-time to evaluate the reasonableness of the Contractor's total compensation program.

(b) Compensation - Employee Welfare and Other Benefit Plans

(1) General

Net costs of employer payments for the following non-statutory employee benefit plans, as related to work under this Contract, are allowable subject to the limitations and conditions set out in FAR 31.2. The initial terms and conditions of the plans shall be submitted to and must be approved by the Contracting Officer. Copies of employee communications, such as Summary Plan Descriptions, shall be provided to DOE when issued. Costs incurred in the administration of the following plans are allowable:

- (i) Life Insurance (Basic, AD&D, Personal Accident, Dependent, other)
- (ii) Disability Plans (Short Term and Long Term)
- (iii) Medical Insurance Plan (Indemnity, HMO, PPO, other)
- (iv) Dental Insurance Plans
- (v) Vision Plan
- (vi) Retiree Medical and Life Insurance Plans

Other Benefit Plans

- (vii) Flexible Spending Account(s) and similar programs (e.g., VEBAs)
- (viii) Employee Assistance Program
- (ix) Other supplemental employee paid plans such as Group Universal Life, Long Term Care

(2) Separation Pay

- (i) The cost of separation pay allowances for employees with one (1) or more years of continuous service, who are involuntarily separated, will be allowable in accordance with the Contractor's policy. The initial policy, and any changes thereto which increase costs, require the approval of the Contracting Officer.
- (ii) In the event that responsibility for performance of work and services or operation of part or all of the government-owned facilities under this Contract (including standby protection and maintenance functions) is assumed by another Contractor or Government agency, employees who are transferred to the employ of, or who are offered employment within their same classification or at positions of comparable responsibility by such Contractor or agency, which employment will commence within thirty (30) days after being laid off, will not be paid any separation pay allowance.

- (3) FAS 106 Valuation – The Contractor will provide a copy of the FAS 106 Valuation to the DOE.

(c) Group Pension Plans

- (1) General – Costs of the Contractor's participation with other Hanford Site Contractors in the Operations and Engineering Pension Plan, and the Hanford Contractors Multi-Employer Pension Plan for Hanford Atomic Metal Trades Council (HAMTC) Represented Employees, or identical plans as approved by the Contracting Officer, will be allowable for the purpose of providing retirement benefits only to employees under the Contract, and former employees of predecessor Hanford Contractors, who are eligible to participate in one or the

other of the Plans in accordance with their terms. The Plans must be established and maintained as qualified defined benefit plans under the regulations of the Internal Revenue Code Service. The Plan and Trust documents and any amendments thereto which effect substantive changes or increase costs are subject to the approval of DOE. With respect to each of the plans, the parties agree as follows:

(2) Administration of the Plans

- (i) Costs of employer contributions incurred under the terms of said plans and costs incurred in the course of their administration are allowable to the extent approved by the Contracting Officer. At DOE request, the Contractor shall provide an itemization of costs incurred for administration. The plan fund, not the Contractor, shall be liable for costs incurred in the course of administration.
- (ii) The Contractor will provide to DOE copies of the following annual reports:
 - (A) Accounting reports and annual actuarial valuations. The reports and valuations will include at least the information specified in DOE Order 350.1, Chapter VI.
 - (B) DOL Form 5500 with schedules and attachments, as submitted to the Department of Labor each year.
 - (C) Financial Accounting Standards Board (FASB) Statement 87 Report. A copy of the FASB 87 report is prepared each year to satisfy the expense-reporting requirement of the Office of Management and Budget.

The final accounting period shall end with the effective date of Contract termination or expiration.

- (iii) Actuarial gains and losses developed by annual valuations will be taken into account for purposes of establishing contributions to the Plan as soon as reasonably possible and consistent with requirements of the Employee Retirement Income Security Act of 1974, amendments thereto, and any other applicable laws.
- (iv) The aggregate annual contribution to the pension fund may range from the minimum specified by the Internal Revenue Code (IRC) Section 412(b) to the amount necessary to fully fund the year-end expected current liability. However, the aggregate annual contribution to each plan shall be no less than the minimum specified by IRC Section 412(b) nor greater than the tax-deductible limit specified by the IRC Section 404. All contributions to each pension fund shall equal the total amount currently attributable to participants in the plans. These contributions will be based on the actuarial valuation, as determined by the *Employee Retirement Income Security Act of 1974* (ERISA), as amended valuation for the most recent plan year. The fund shall be a trust.

- (v) If requested by DOE to do so, the Contractor will participate in pension plans established on a multiple or multi-employer basis applicable to some or all DOE prime cost-type Contractors on the Hanford Site.

The Contractor will take no action concerning the termination, merger, or spin-off or other action affecting the status of the plans as separate contract-only plans without the approval of the Contracting Officer.

- (vi) Unless otherwise required by federal law or resulting from the collective bargaining process, no amendment to any of the pension plans shall result in allowable costs under this contract if the adoption date of such amendment is later than twelve (12) months before the termination or expiration date of the Contract.

(3) Actions Required at Contract Termination or Expiration

- (i) No Replacement Contractor - In the event that the Contract expires or is terminated without a replacement contractor, all employee-accrued benefits are to become 100 percent vested immediately irrespective of the Plan's vesting schedule. All employees would receive benefits equivalent to the value of their vested portion consistent with ERISA, as amended.
- (ii) Replacement Contractor Situation - In the event of reassignment of all or a portion of the Contractor's work under this contract to a replacement Contractor(s) or upon termination or expiration of said contract followed by a replacement Contractor(s) the Contractor will assist DOE in the necessary arrangements for the replacement Contractor(s) to take over the plans, plan assets and plan liabilities. Such arrangements shall include preserving for these employees their accrued pension benefit and vesting service time under the Contract by carrying forward Contractor pension service time to the replacement Contractor. Granting of such service credits shall not result in duplicate benefits for the same service time.
- (iii) Change of Plan Sponsor - The DOE shall have the unilateral right to change a plan sponsor upon termination or expiration of the Contract.
- (iv) Determination of Contract Service Pension Plan Assets and Liabilities
 - (A) Contract Service Assets - Contract Service Assets shall be determined in accordance with paragraph JB.4(c)(2)(ii)(A) above and shall include all assets attributable to DOE-funded employer contributions (including investment earnings thereon) and the employee accumulations (including investment earnings thereon) determined at current market value until the date of payment or transfer.
 - (B) Liabilities for Present and Future Benefits - The Contractor's actuary shall quantify liabilities for employee plan benefits as of the contract termination or expiration date.

- (4) Financial Requirements – Funds to be paid or transferred to any party as a result of settlements relating to pension plan termination or spin-off shall be placed in short-term investment funds from a date stipulated by the Contracting Officer until the actual date of funds transfer. The Contractor shall actively manage any DOE-reimbursed assets awaiting transfer to a successor trustee or to DOE until the successor trustee or DOE is able to assume stewardship of those assets.
- (5) Special Programs – The Contractor shall request DOE prior approval for each early-out program, window benefit, disability program, plan-loan feature, employee contribution refund, asset reversion, or incidental benefit. Such costs are unallowable until specifically approved by the Contracting Officer.

(d) Group Savings Plans

The Contractor will maintain two savings plans for employees who are eligible to participate in accordance with their terms; one plan for bargaining unit employees and one plan for non-bargaining employees (exempt and nonexempt). The plans must be established and maintained as qualified defined contribution plans under the regulations of the IRC. The plan and trust documents and any amendments thereto which effect substantive changes or increase costs are subject to the approval of the Contracting Officer. With respect to the Plans, the parties agree as follows:

- (1) Costs of employer matching contributions incurred and accrued under the terms of the plans are allowable. The plan fund, not the Contractor, shall be liable for the costs incurred in the course of its administration.
- (2) The Contractor will provide DOE with annual accounting reports within seven months after the close of a plan year. In addition, a copy of IRS Form 5500 will be provided to DOE each year when prepared by the Contractor.
- (3) Employee forfeitures of accrued benefits shall be in accordance with the terms of the Plan and such forfeitures shall be used to reduce Contractor contributions made on behalf of remaining participating employees.
- (4) In the event of Contract expiration or termination, the Contractor, if requested by DOE to do so, will transfer to a replacement Contractor the Plan, plan assets and plan liabilities.
- (5) The Contractor will take no action concerning termination, merger, spin-off, or other action affecting the status of the plans as separate, contract-only plans without the approval of DOE.

(e) Paid Absences

- (1) Personal Time Off – A Personal Time Bank (PTB) is established for eligible employees. Absences for leisure time off, personal time off, time away from work due to illness or injury, family emergencies or medical/dental appointments will be charged to the employee's PTB account if the employee wishes to receive pay for the absence. Non-exempt salaried employees will charge PTB for the above time off per FLSA requirements and Contractor PTB procedure as approved by Contracting Officer.
 - (i) Eligible Employee: Regular full-time or part-time exempt and salaried non-exempt employees.

- (ii) Pay Rate: Hours taken as time off will be paid at the employee's base salary rate in effect at the time of absence.
- (iii) Composition: Accrual rates will include the following:
 - (iv) Vacation:

0-5 years service	80 hrs/yr
>5 years service	120 hrs/yr
>10 years service	160 hrs/yr
>20 years service	200 hrs/yr
 - (v) Sick/Personal:

Exempt	40 hrs/yr
Salaried non-exempt	56 hrs/yr
 - (vi) Time Not Included: Absences for the following will not be taken from an employee's PTB account: Death in the family (up to 5 days per event), excused absence (EA) time (8 hours per year for salaried nonexempt employees who work north of the Wye Barricade), jury duty, military, road conditions, plant injury, volunteerism, and miscellaneous absences as defined in the PTB Policy.
 - (vii) Cash Out Provision: During periods of active service, eligible employees may request partial cash out of accrued PTB hours.
 - (A) Employees will be allowed one cash out in a calendar year except in those cases where the employee is terminating.
 - (B) At least 120 hours must remain in the employee's account after the cash out.
 - (C) The maximum hours which may be cashed out in a calendar year are 120 hours in 2000 and thereafter.
 - (D) The rate of cash out will be at the base salary at the time of cash out. Cash out will be in one-hour increments.
 - (E) Employees may opt to put the cash directly into their after-tax Savings Plan account.
 - (viii) Maximum PTB Hours: An employee may accumulate up to a maximum number of PTB hours as follows:
 - (A) In 2001 and thereafter – 1000 hours

(2) EXEMPT ACCRUALS (hours per biweekly pay period)

	<u>2003 and thereafter</u>
0-5 years of service	4.615
5-10 years of service	6.154
10 to 20 years of service	7.692
More than 20 years of service	9.231

(3) SALARIED NONEXEMPT ACCRUALS (hours per biweekly pay period)

	<u>2003 and thereafter</u>
0-5 years of service	5.231
5-10 years of service	6.769
10-20 years of service	8.308
More than 20 years of service	9.846

- (f) Holidays: There shall be nine (9) days per calendar year designated as Facility Closure days. These shall be paid as full day absences. The nine approved facility closure days are: New Year's Day, President's Day*, Memorial Day*, July 4th, Labor Day, Thanksgiving Day, Friday After Thanksgiving, December 24 and Christmas Day. *These days are observed on the day specified by Federal Law
- (g) Applicable Collective Bargaining Agreement shall cover bargaining unit personnel.
- (h) The Contractor shall submit a report one year plus 30 days after the implementation of the revised PTB policy. The report will address requirements set forth in ORP letter 02-AMIC-082.
- (i) Corporate Employees
Certain employees of the Contractor transferred from an affiliate to work under the Contract may continue to participate in their corporate group insurance, pension and savings, and severance pay plans. Costs for such continued participation while assigned to work under the Contract shall be billed to the Contract pursuant to applicable FAR cost principles and/or Cost Accounting Standards. DOE shall have no further obligation for costs incurred by the parent organizations on behalf of such employees after reassignment or termination from Contract work.

JB.5 TRAVEL AND RELOCATION COSTS

Necessary and reasonable expenses incurred by employees and prospective employees for travel and relocation at the request of the company in connection with work under this Contract are allowable, subject to applicable provisions of FAR Subpart 31.2. Project Assignment Allowances and outbound relocation costs upon termination or expiration are unallowable. In accordance with these regulations, Contractor employees transferred from corporate entities will be administered under the Contractor's common Relocation and Travel policies, which are subject to the review and approval of the Contracting Officer.

JB.6 COLLECTIVE BARGAINING AGREEMENTS

The Contractor will consult with DOE on all parameters before and during negotiations.

JB.7 WORK FORCE RESTRUCTURING

The Contractor will comply with the requirements of the applicable Hanford Site Work Force Restructuring Plan, which implements Section 3161 of the *National Defense Authorization Act for Fiscal Year 1993*. Costs associated with the implementation shall be allowable for those activities described in the applicable Plan

JB.8 EMPLOYEE MORALE, RECREATION, SERVICE AWARDS, AND WELFARE PROGRAMS

Costs incurred for such programs are allowable in an amount not to exceed thirty-five dollars (\$35.00) per employee per year.

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT

By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION

WAGE AND HOUR DIVISION
WASHINGTON, D.C. 20210

William W.Gross
Director

Division of Wage
Determinations

Wage Determination No.: 1994-2569

Revision No.: 18

Date of Last Revision: 07/26/2002

States: Oregon, Washington

Area: Oregon Counties of Baker, Grant, Harney, Malheur, Morrow, Umatilla, Union, Wallowa, Wheeler
Washington Counties of Benton, Franklin, Walla Walla, Yakima

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION TITLE

MINIMUM WAGE RATE

Administrative Support and Clerical Occupations

Accounting Clerk I	9 .21
Accounting Clerk II	10 .07
Accounting Clerk III	11 .67
Accounting Clerk IV	15 .25
Court Reporter	12 .35
Dispatcher, Motor Vehicle	12 .50
Document Preparation Clerk	10 .34
Duplicating Machine Operator	10 .34
Film/Tape Librarian	11 .04
General Clerk I	8 .06
General Clerk II	8 .98
General Clerk III	10 .52
General Clerk IV	11 .79
Housing Referral Assistant	16 .17
Key Entry Operator I	9 .58
Key Entry Operator II	10 .46
Messenger (Courier)	7 .93
Order Clerk I	9 .16
Order Clerk II	10 .99
Personnel Assistant (Employment) I	10 .46
Personnel Assistant (Employment) II	11 .74
Personnel Assistant (Employment) III	13 .13
Personnel Assistant (Employment) IV	15 .67
Production Control Clerk	14 .74
Rental Clerk	11 .04

Scheduler, Maintenance	12 .57
Secretary I	12 .28
Secretary II	13 .73
Secretary III	16 .38
Secretary IV	18 .36
Secretary V	20 .32
Service Order Dispatcher	12 .71
Stenographer I	10 .27
Stenographer II	12 .38
Supply Technician	18 .36
Survey Worker (Interviewer)	11 .84
Switchboard Operator-Receptionist	9 .93
Test Examiner	13 .73
Test Proctor	13 .73
Travel Clerk I	11 .25
Travel Clerk II	12 .08
Travel Clerk III	12 .91
Word Processor I	9 .84
Word Processor II	11 .05
Word Processor III	12 .36

Automatic Data Processing Occupations

Computer Data Librarian	9 .14
Computer Operator I	11 .56
Computer Operator II	14 .27
Computer Operator III	18 .04
Computer Operator IV	20 .86
Computer Operator V	22 .37
Computer Programmner I (1)	16 .46
Computer Programmer II (1)	19 .44
Computer Programmer III (1)	23 .06
Computer Programmer IV (1)	27 .62
Computer Systems Analyst I (1)	21 .49
Computer Systems Analyst II (1)	25 .22
Computer Systems Analyst III (1)	27 .08
Peripheral Equipment Operator	12 .29

Automotive Service Occupations

Automotive Body Repairer, Fiberglass	18 .71
Automotive Glass Installer	16 .84
Automotive Worker	16 .84
Electrician, Automotive	17 .78
Mobile Equipment Servicer	14 .95

Motor Equipment Metal Mechanic	18 .71
Motor Equipment Metal Worker	16 .84
Motor Vehicle Mechanic	18 .71
Motor Vehicle Mechanic Helper	14 .00
Motor Vehicle Upholstery Worker	15 .88
Motor Vehicle Wrecker	16 .84
Painter, Automotive	17 .78
Radiator Repair Specialist	16 .84
Tire Repairer	14 .44
Transmission Repair Specialist	18 .71

Food Preparation and Service Occupations

Baker	15 .66
Cook I	13 .97
Cook II	15 .66
Dishwasher	9 .89
Food Service Worker	9 .89
Meat Cutter	15 .66
Waiter/Waitress	11 .04

Furniture Maintenance and Repair Occupations

Electrostatic Spray Painter	17 .78
Furniture Handler	11 .71
Furniture Refinisher	17 .78
Furniture Refinisher Helper	14 .00
Furniture Repairer, Minor	15 .88
Upholsterer	17 .78

General Services and Support Occupations

Cleaner, Vehicles	9 .89
Elevator Operator	10 .88
Gardener	15 .35
House Keeping Aid I	8 .76
House Keeping Aid II	9 .89
Janitor	10 .88
Laborer, Grounds Maintenance	12 .13
Maid or Houseman	8 .77
Pest Controller	16 .25
Refuse Collector	10 .88
Tractor Operator	14 .51
Window Cleaner	12 .14

Health Occupations

Dental Assistant	12 .23
Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	11 .84
Licensed Practical Nurse I	11 .02
Licensed Practical Nurse II	12 .36
Licensed Practical Nurse III	13 .83
Medical Assistant	11 .24
Medical Laboratory Technician	12 .36
Medical Record Clerk	12 .36
Medical Record Technician	13 .54
Nursing Assistant I	7 .63
Nursing Assistant II	8 .57
Nursing Assistant III	9 .35
Nursing Assistant IV	10 .49
Pharmacy Technician	12 .19
Phlebotomist	12 .36
Registered Nurse I	15 .84
Registered Nurse II	19 .39
Registered Nurse II, Specialist	19 .39
Registered Nurse III	23 .46
Registered Nurse III, Anesthetist	23 .46
Registered Nurse IV	28 .10

Information and Arts Occupations

Audiovisual Librarian	16 .29
Exhibits Specialist I	14 .11
Exhibits Specialist II	16 .84
Exhibits Specialist III	18 .48
Illustrator I	14 .11
Illustrator II	16 .84
Illustrator III	18 .48
Librarian	21 .01
Library Technician	12 .35
Photographer I	13 .15
Photographer II	16 .89
Photographer III	18 .48
Photographer IV	20 .50
Photographer V	22 .76

Laundry, Dry Cleaning, Pressing and Related Occupations

Assembler	8 .15
Counter Attendant	8 .15
Dry Cleaner	9 .11
Finisher, Flatwork, Machine	8 .15

Presser, Hand	8 .15
Presser, Machine, Drycleaning	8 .15
Presser, Machine, Shirts	8 .15
Presser, Machine, Wearing Apparel, Laundry	8 .15
Sewing Machine Operator	10 .80
Tailor	11 .83
Washer, Machine	8 .89

Machine Tool Operation and Repair Occupations

Machine-Tool Operator (Toolroom)	17 .78
Tool and Die Maker	21 .55

Material Handling and Packing Occupations

Forklift Operator	11 .50
Fuel Distribution System Operator	14 .96
Material Coordinator	13 .76
Material Expediter	13 .76
Material Handling Laborer	9 .23
Order Filler	11 .28
Production Line Worker (Food Processing)	12 .34
Shipping Packer	11 .23
Shipping/Receiving Clerk	10 .69
Stock Clerk (Shelf Stocker; Store Worker II)	11 .33
Store Worker I	9 .17
Tools and Parts Attendant	12 .32
Warehouse Specialist	12 .76

Mechanics and Maintenance and Repair Occupations

Aircraft Mechanic	18 .66
Aircraft Mechanic Helper	14 .00
Aircraft Quality Control Inspector	19 .68
Aircraft Servicer	15 .88
Aircraft Worker	16 .84
Appliance Mechanic	17 .78
Bicycle Repairer	14 .44
Cable Splicer	18 .71
Carpenter, Maintenance	17 .78
Carpet Layer	16 .84
Electrician, Maintenance	20 .13
Electronics Technician, Maintenance I	16 .75
Electronics Technician, Maintenance II	20 .50
Electronics Technician, Maintenance III	21 .58
Fabric Worker	15 .88

Fire Alarm System Mechanic	18 .71
Fire Extinguisher Repairer	14 .95
Fuel Distribution System Mechanic	18 .71
General Maintenance Worker	16 .84
Heating, Refrigeration and Air Conditioning Mechanic	18 .71
Heavy Equipment Mechanic	20 .02
Heavy Equipment Operator	16 .64
Instrument Mechanic	18 .71
Laborer	9 .89
Locksmith	17 .78
Machinery Maintenance Mechanic	18 .71
Machinist, Maintenance	18 .71
Maintenance Trades Helper	14 .00
Millwright	18 .71
Office Appliance Repairer	17 .78
Painter, Aircraft	17 .78
Painter, Maintenance	17 .78
Pipefitter, Maintenance	21 .52
Plumber, Maintenance	20 .45
Pneudraulic Systems Mechanic	18 .71
Rigger	18 .71
Scale Mechanic	16 .84
Sheet-Metal Worker, Maintenance	18 .71
Small Engine Mechanic	16 .84
Telecommunication Mechanic I	19 .18
Telecommunication Mechanic II	20 .17
Telephone Lineman	18 .71
Welder, Combination, Maintenance	18 .71
Well Driller	18 .71
Woodcraft Worker	18 .71
Woodworker	14 .95

Miscellaneous Occupations

Animal Caretaker	12 .19
Carnival Equipment Operator	13 .21
Carnival Equipment Repairer	14 .11
Carnival Worker	9 .89
Cashier	8 .22
Desk Clerk	9 .13
Embalmer	17 .93
Lifeguard	9 .42
Mortician	17 .93
Park Attendant (Aide)	11 .84

Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	8 .66
Recreation Specialist	12 .64
Recycling Worker	14 .39
Sales Clerk	10 .30
School Crossing Guard (Crosswalk Attendant)	10 .88
Sport Official	8 .95
Survey Party Chief (Chief of Party)	17 .04
Surveying Aide	10 .70
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	14 .65
Swimming Pool Operator	16 .20
Vending Machine Attendant	13 .52
Vending Machine Repairer	16 .20
Vending Machine Repairer Helper	13 .52
Personal Needs Occupations	
Child Care Attendant	9 .13
Child Care Center Clerk	12 .40
Chore Aid	9 .10
Homemaker	13 .13
Plant and System Operation Occupations	
Boiler Tender	18 .77
Sewage Plant Operator	20 .52
Stationary Engineer	18 .77
Ventilation Equipment Tender	18 .71
Water Treatment Plant Operator	17 .71
Protective Service Occupations	
Alarm Monitor	12 .57
Corrections Officer	18 .00
Court Security Officer	19 .14
Detention Officer	18 .00
Firefighter	18 .02
Guard I	9 .61
Guard II	12 .07
Police Officer	23 .61
Stevedoring/Longshoremen Occupations	
Blocker and Bracer	15 .51
Hatch Tender	15 .51
Line Handler	15 .51
Stevedore I	13 .98
Stevedore II	16 .38

Air Traffic Control Specialist, Center (2)	28 .21
Air Traffic Control Specialist, Station (2)	19 .46
Air Traffic Control Specialist, Terminal (2)	21 .43
Archeological Technician I	13 .46
Archeological Technician II	15 .04
Archeological Technician III	18 .64
Cartographic Technician	21 .05
Civil Engineering Technician	19 .39
Computer Based Training (CBT) Specialist/ Instructor	22 .47
Drafter I	10 .83
Drafter II	12 .17
Drafter III	15 .64
Drafter IV	18 .64
Engineering Technician I	13 .26
Engineering Technician II	14 .88
Engineering Technician III	17 .97
Engineering Technician IV	21 .05
Engineering Technician V	26 .52
Engineering Technician VI	35 .66
Environmental Technician	16 .49
Flight Simulator/Instructor (Pilot)	23 .38
Graphic Artist	19 .54
Instructor	18 .88
Laboratory Technician	15 .69
Mathematical Technician	18 .31
Paralegal/Legal Assistant I	13 .37
Paralegal/Legal Assistant II	16 .51
Paralegal/Legal Assistant III	18 .39
Paralegal/Legal Assistant IV	24 .43
Photooptics Technician	20 .14
Technical Writer	17 .05
Unexploded (UXO) Safety Escort	17 .93
Unexploded (UXO) Sweep Personnel	17 .93
Unexploded Ordnance (UXO) Technician I	17 .93
Unexploded Ordnance (UXO) Technician II	21 .70
Unexploded Ordnance (UXO) Technician III	26 .01
Weather Observer, Combined Upper Air and Surface Programs (3)	15 .69
Weather Observer, Senior (3)	17 .44
Weather Observer, Upper Air (3)	15 .69
Transportation/ Mobile Equipment Operation Occupations	
Bus Driver	13 .40
Parking and Lot Attendant	8 .86

Shuttle Bus Driver	12 .63
Taxi Driver	11 .88
Truckdriver, Heavy Truck	14 .75
Truckdriver, Light Truck	11 .48
Truckdriver, Medium Truck	12 .18
Truckdriver, Tractor-Trailer	14 .75

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$2.15 an hour or \$86.00 a week or \$372.67 a month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 10 years, and 5 weeks after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the

agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT

By direction of the Secretary of Labor

William W.Gross
Director

Division of Wage
Determinations

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON, D.C. 20210

Wage Determination No.: 1999-0590

Revision No.: 2

Date of Last Revision: 09/25/2002

State: Washington

Area: Washington County of Benton

Employed on U. S. Department of Energy contracts for Waste Treatment and Immobilization services.

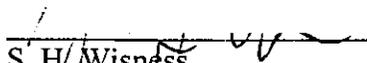
Collective Bargaining Agreement between CH2M Hill Hanford Group, Inc. and Hanford Atomic Metal Trades Council, AFL-CIO effective April 1, 2002 through March 31, 2005.

In accordance with Sections 2(a) and 4(c) of the Service Contract Act, as amended, employees employed by the contractor(s) in performing services covered by the Collective Bargaining Agreement(s) are to be paid wage rates and fringe benefits set forth in the current collective bargaining agreement and modified extension agreement(s).

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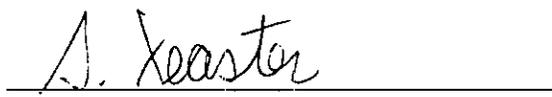
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S. H. Wisness
U.S. Department of Energy
Richland Operations Office

1/25/02
Date


K. K. Fick
Office of River Protection

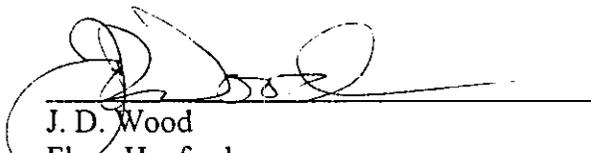
1/25/02
Date


S. L. Feaster
Bechtel Hanford, Inc.

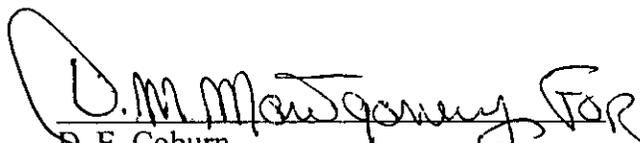
1/25/02
Date


M. D. Ebben
CH2M Hill Hanford Group, Inc.

1/25/02
Date


J. D. Wood
Fluor Hanford

1/25/02
Date


D. E. Coburn
Battelle

1-25-02
Date

The above signatures represent agreement by the Site Services Board members as to current Site Service Configuration. Formal implementation of this manual will be through Contracting Officer direction.

1.0 DOE Hanford Site Services Overview

Hanford Site Services support the mission and the associated activities assigned to the Hanford Site. A Site Service is defined as work related to the Hanford facilities and program support functions, which are not solely dedicated to one program and can be routinely utilized by more than one contractor. Service providers shall ensure that services are available as needed. In addition DOE may make cost effective Hanford Site Services available to other federal entities, other DOE sites, commercial entities, and may also obtain services from other similar entities.

Providers of Hanford Site Services are selected as the best organizations available with the requisite managerial ability and technical expertise within the area for which they are contracted. They are expected to focus on the integration of their services with Site mission requirements, provide the best value to DOE, and partner with their employees to ensure a safe and productive work environment.

In keeping with these expectations and to ensure Site-wide cost effective management of the services, DOE mandates that the services contractually provided by each service provider will not be duplicated by any other organizational entity on the Hanford Site unless such duplication has been determined by DOE to be in the best interests of the government.

Services that are available for use and are not utilized by all Site contractors are listed in Appendix B. These services are available but do not fall under the guidance of this manual. Service providers may contact the Site Services Board to request that their services be placed on this list.

2.0 Site Services Board

The Site Services Board is established to help DOE effectively manage all Hanford Site Services. The Board will ensure key deliverables are provided to facilitate all planning/budgeting processes and will also provide a forum for dispute resolution. Membership of the Board will consist of a member from each Hanford DOE prime contractor. The DOE-RL Office of Site Services Director will chair the Board along with a co-chair from DOE-ORP. This board will make decisions pertaining to instituting new Site Services, requesting Site Service exceptions, and removing existing Site Services. As an on-going effort, the Site Services Board will perform comprehensive reviews of individual services. Sub-teams may be formed to perform this review.

3.0 The Manual

This document identifies those services that have been identified as mandatory site services versus non-mandatory services that are obtained from other sources in support of Hanford Site missions.

This Hanford Site Services Manual (SSM) lists the Site Services available and the service providers who are responsible for providing the services. Use of the SSM is mandatory through Contracting Officer direction. All Hanford Site contractors who require services must obtain such services from the preferred Service Provider as delineated in Appendix A. The scope of many of the Site Services with designated preferred providers is further defined in enabling documentation not included in the SSM. The DOE Office of Site Services is the RL coordinator for Hanford Site Services and manager for the SSM.

4.0 Obtaining Site Services

Organizations may obtain Site Services by preparing an appropriate enabling document such as a Service Level Agreements, Memorandum of Agreement, Contract Release, Work Order, Customer Service Agreement, Procurement Request, or Letter of Instruction for issue to the contractor providing the Service (service provider). Annual service agreement documents are a preferred methodology for obtaining Site Services and should be negotiated in a manner that supports the requirements-based budgeting process. All requests for services other than emergency services shall be signed by an authorized individual of the requesting organization and must identify viable funding sources.

The requesting organization is responsible for scope definition, quality verification and oversight. The service provider is responsible for ensuring that necessary requirements are met.

5.0 Budget/Planning Process

Delivery of Site Services in a cost effective manner requires integration with site projects and a systematic approach to planning for the utilization of resources.

Projects should utilize data available in each Contractor's current and out year planning forecast to prepare a draft of their planning year work scope. From this draft work scope the projects, in conjunction with the service providers, will identify the level of service requested.

The service provider should develop an enabling document that provides an indication of funding requirements, total resource requirements, and associated work scope deliverables that must be met.

6.0 Mandatory Site Service Definition

Mandatory Site Service: A service that is required by contract, is used by more than one prime contractor and meets at least one of the following criteria:

- 1) Demonstrates proven cost savings
- 2) Requires a large capital investment
- 3) Requires unique or specialized capability
- 4) Improves safety
- 5) Is DOE/Site Services Board directed.

7.0 Instituting New Site Services

Contractors shall not institute new Site Services for use by themselves or other contractors without written authorization from DOE. Requirements for new Site Services – i.e., for Site Services not already available on the Hanford Site – shall be presented to the Site Services Board for coordination and determination of best placement among existing service providers.

8.0 Requesting Mandatory Site Services Exceptions

Requests for an exception to obtaining a Mandatory Site Service from a provider, along with supporting evidence showing why the exception is in the best interest of the government, should be sent to the Site Services Board.

When exceptions are granted, the affected Site Services Appendices will be updated and distributed to all Board members.

9.0 Site Service Complaints

Contractors with a complaint regarding a Site Service should first address complaints to the responsible service provider. If the response is inadequate and resolution cannot be obtained, then the requesting contractor should submit a resolution request to the Site Services Board.

10.0 Costs

All cost allocation methodologies and cost issues will be referred to the Site Finance Board for resolution.

11.0 Service Requester/Provider Agreements

Contractors requesting Site Services and contractors providing such services are expected to jointly develop appropriate enabling documents to which both parties agree. Such documents are normally developed between prime contractors and the agreements reached thereby flow down into their respective organizations.

12.0 "Grand-parenting" Services

Contractors authorized to be "Grand-parented" (also known as "Grandfathered") to continue to self-perform or continue to procure offsite services that have been deemed a Mandatory Service are indicated in the Appendix A. Any changes to this status will be processed in the same way as an exception (see Section 8.0).

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APPENDIX A

Site Services

Services provided are listed in this Appendix. Each site service includes a brief description, the lead contractor responsible for the service, the preferred service provider, and the DOE Office that has cognizance of the service.

Abbreviations

The following abbreviations are used to indicate DOE offices, contractors and providers responsible for each site service element.

DOE Offices

*AED	Analysis & Evaluation Division
*AMRC	Office of Assistant Manager for River Corridor
*AMCP	Office of Assistant Manager for Central Plateau
*AMSE	Office of Assistant Manager for Safety and Engineering
*AMT	Office of Associate Manager for Science and Technology
HQ OCI	Headquarters Office of Counter-Intelligence
*IPI	Office of Intergovernmental, Public and Institutional Affairs
**ORP	Office of River Protection
*OSS	Office of Site Services
*OTS	Office of Training Services and Asset Transition
*RCA	Regulatory Compliance & Analysis Division
*RL	U.S. Department of Energy, Richland Operations Office
*SES	Office of Security & Emergency Services

* RL ** ORP

Contractors and Service Providers

AT&T	AT&T Wireless Services	FH	Fluor Hanford, Inc.
	Battelle	HEHF	Hanford Environmental Health Foundation
BHI	Bechtel Hanford, Inc.	JCI	Johnson Controls, Inc.
BCSO	Benton County Sheriff's Office	LMSI	Lockheed Martin Services, Inc
BPA	Bonneville Power Administration		Unitech
	Cogema	PTH	Protection Technology Hanford
CHG	CH2M HILL Hanford Group, Inc.	QWEST	QWEST Communications
	Energy Northwest		

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List of Mandatory Site Services

<u>Service</u>	<u>Description</u>	<u>Prime Contractor</u>	<u>Preferred Provider</u>	<u>Responsible DOE Organization</u>	<u>Grandparented</u>
300 Area Backup Power	Provides operation and maintenance of standby power generating stations. Provides 10 to 30 minute response capability to ensure one nuclear facility in the 300 Area is compliant with SAR requirements.	FH	FH	OSS	
Acceptance Inspection (AI)	Perform Government acceptance of construction projects for the Department of Energy. Performs National Electrical Codes Safety Inspection.	FH	FH	AMSE	Battelle, BHI
Access Control Entry System (ACES)	Provides projects with expertise regarding the overall administration, coordination, and oversight for the site level dosimetry and access control; and technical expertise, management, and administration to conduct requirement based radiation protection program activities.	FH	FH	AMSE	Battelle
Analytical Sample Analysis	FH provides a full range of organic, inorganic, and radiochemical analytical capabilities. Highly radioactive samples are analyzed at the 222-S Laboratory in support of tank waste characterization, retrieval, and pretreatment, and other site projects. The Waste Sampling and Characterization Facility supports all major site programs and projects with the analysis of process control accredited environmental and accredited industrial hygiene, environmental, and industrial hygiene samples with low radioactivity levels. FH operates the Sample Management Office for DOE-RL and has commercial laboratories under contract to support specific analytical needs.	FH	FH	OSS	
Aviation Oversight	Provides coordination and control of aviation activities. Ensures Site compliance with FAA rules for hazards to aviation.	Battelle	Battelle	AMT	

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<u>Service</u>	<u>Description</u>	<u>Prime Contractor</u>	<u>Preferred Provider</u>	<u>Responsible DOE Organization</u>	<u>Grandparented</u>
Badging	The Central Badging Office (CBO) processes and accounts for permanent security badges for employees, contractors, visitors, vendors and others as well as administering the Hanford Site temporary (self-expiring) security badge program. The CBO issues badges for foreign nationals and verifies security clearance levels for cleared visitors from other DOE sites.	FH	PTH	SES	Battelle
Biohazard Cleanup	Provides direction and supervision of the cleanup of blood borne pathogen spills, and bird, bat, rodent disease control cleanup.	FH	FH	OSS	BHI Battelle (Laboratory)
Calibration Laboratory	Provides for the calibration of laboratory equipment and instrument calibrations. Instrument calibrations are outsourced to Energy Northwest. Work scope includes Measuring and Test Equipment (M&TE) that requires calibration to meet quality, safety or compliance requirements. Work is accomplished in compliance with the Energy Northwest contract and National Calibration Standard Z540 (ANSI/NCSL Z540-1-1994, Calibration Laboratories and Measuring and Test Equipment – General Requirements). Provides NIST traceability; document control; quality records; training and qualifications; proper shipment care and storage of M&TE; calibration ratios, range and tolerances; laboratory management; quality assurance, and in situ calibration services.	FH CHG	FH Energy NW	OSS OSS	Battelle
Calibration of Radiological Instruments	Provides for the calibration of hand held and small portable radiological instruments.	Battelle	Battelle	AMT	
Centralized Consolidated Recycling Center (CCRC)	Provides waste minimization / pollution prevention (WM/P2) support to the Hanford Site through the management and operation of the Centralized Consolidation/Recycling Center (CCRC). <i>The Management Plan for Recyclable Materials Administered by Hanford's Centralized Consolidation/Recycling Center</i> , HNF-EP-0863, Rev. 1 describes the process and requirements for recyclable materials. Only recyclable materials managed in accordance with HNF-EP-0863, Rev. 1 will be accepted at the CCRC. Other methods for management of recyclable materials are not part of this service. The following materials are aggregated for recycling at CCRC: aerosol products; mercury and mercury containing equipment; universal waste lamps and batteries; crushed fluorescent lamps; lead-acid batteries; electric ballasts or capacitors; used shop towels; used oil, and spent antifreeze. The program seeks to minimize hazardous waste disposal whenever possible through reuse of chemicals and/or recycling performed by off-site vendors.	FH	FH	OSS	

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City of Richland Water, Sewer and Sanitation Services	City of Richland provides water, sewer and sanitation services.	DOE		OSS	
Compressed Air Generation 300 Area	Maintains and operates the 300 Area centralized Air Compressors for 20 major facilities.	DOE	JCI	OSS	
Compressed Air Distribution 300 Area	Maintains and supervises the 300 Area Compressed Air Distribution system from centralized air compressors to the serviced facilities.	FH	FH	OSS	
Computerized Accident/Incident Reporting System (CAIRS) Database Administration	Provides database reporting for all OSHA reportable cases, traffic incidents and property damage events.	FH	FH	AED	
Counter-Intelligence	Provides detection and increased employee awareness of potential site-specific intelligence threats directed against Site employees, information, facilities, and technologies, conducts pre and post visit briefings with employees who visit sensitive countries, trains employees who will host or escort foreign national visitors from sensitive countries, and interviews Site employees who report any contact with individuals from sensitive countries or any contact with individuals seeking unauthorized access to classified matter or special nuclear materials.	DOE HQ OCI	Battelle DOE HQ OCI	DOE HQ OCI	
Courier Services	Provides support for priority/emergency documents and materials including, but not limited to, payroll, cost accounting and accounts payable data. Provides support to the medical aid stations in transporting serum blood samples, medical supplies and x-rays, pickup and delivery of the Site's 600 instruments being calibrated, transport of new and used office machines as well as machines to and from repair facilities, and pickup and shredding of classified documents.	FH	FH	OSS	
Crane and Rigging	Provides management, administrative, and planning and scheduling support to Crane and Rigging Operations for movable cranes. Coordinates rental and movement of 20 cranes ranging from 9 ton to 250-ton capacity. Provides support to all preventive maintenance inspections and schedules necessary repairs; technical support and guidance in the procurement of hoisting and rigging	FH	FH	OSS	BHI Battelle (Fixed Cranes)

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Custodial Services	Supports the cleaning of occupancy pool and non-contaminated programmatic facilities. equipment; critical lift planning (developing alternative and innovative methods for lifting and scaffolding tasks); and support to supervision of crane crews, riggers (perform complex rigging, ironwork, and scaffold erection and dismantling), crane operators, and drivers (perform heavy hauling and forklift operations).	FH	FH	OSS	BHI Battelle CHG (2704HV, 2750E - conditional through 2003)
Desktop Services	Provides for computer maintenance, software, computer network, business machine repair, computer support, redeployment of computer hardware, integration, and related services.	FH	LMSI	OSS	BHI, Battelle
Dosimetry	Provides services related to the monitoring and assessment of employee exposure to radiation at the Site.	Battelle	Battelle	OSS	
Electric Power for 100/200/300	Provides interface with BPA for utility services.	DOE	BPA	OSS	
Electric Power for the 700/1100/3000 Areas	The City of Richland provides electrical power and services.	DOE		OSS	
Electrical Utilities	Provides for operation and maintenance of the Hanford electrical transmission and distribution system from a central electrical Dispatch Center. Provides preventive, predictive and corrective maintenance for the Hanford site electrical system. Maintenance functions include system inspections, high voltage testing, calibrations, repairs, relamping and troubleshooting, focusing on system protection systems. Provides electrical configuration management support to Hanford Site projects and decommissioning activities.	FH	FH	OSS	

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Emergency Preparedness	Provides technical and administrative emergency management services to Hanford Emergency Preparedness (EP) Coordinates with DOE EP and DOE Office of Intergovernmental, Public and Institutional Affairs (includes ORP) staff in supporting the Hanford Emergency Operations Center (EOC); maintains and operates the Joint Information Center (JIC) and Occurrence Notification Center (ONC); and manages the Transportation and Radiological Emergency Preparedness Programs. In support of the DOE EP Program, integrates Hanford's Site-wide EP Program, including maintenance of the Hanford Emergency Plan and implementing procedures, managing the Hanford Site Emergency Exercise Program, maintaining the Site Emergency response organization and facilities, training site emergency response members, assisting RL in program management, assisting in the offsite interface program, and assisting with the emergency public information program.	FH	FH	SES	Battelle
Environmental Compliance	Provides coordination of site-wide permitting, compliance documentation, environmental monitoring, and reporting requirements. Supports Tri-Party Agreement negotiations and milestone tracking.	FH	FH	RCA	
Fabrication Services	Provides fabricated parts, components, and equipment of a routine, prototypical, production or emergency nature meeting specified QA/QC standards. Provides loaned labor skilled in fabrication crafts; welder qualification and weld procedure programs for HAMTC work; procurement, maintenance, handling and disposal of hazardous materials used in support of fabrication services; and facility support to the 272W, 277W, and 328 Buildings housing fabrication services. On a field level maintenance basis, contractors shall be allowed to fabricate incidental construction parts, equipment, and aids in support of their specific projects.	FH	FH	OSS	Battelle
Fire Department	Provides services for DOE Assets which include fire marshal overview authority, fire suppression, pre-fire planning and prevention education, emergency rescue, technical rescue (confined spaces, hazardous areas, cave-ins, trench rescue, and situations where high angle rescue skills are needed), fire watches, emergency medical service, incident command, hazardous materials response, respiratory protection, building and ignitable and reactive waste site inspections. The department operates and maintains four fire stations and two maintenance facilities and has the capability to respond to mutual aid and state mobilization agreements that includes support to Energy Northwest.	FH	FH	SES	

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Fire Systems Maintenance & Testing	Provides corrective and preventive maintenance (includes deactivation/reactivation services) and functional tests on fire life safety protection systems, including all components of these systems, and maintains factory certification for all brands of systems.	FH	FH	SES	Battelle
Fleet Maintenance	Services include maintenance and repair of GSA and HO coded vehicles, engineering support, technical procedures, control of suspect/counterfeit fasteners, equipment modification control and facility safety (OSHA), fuel costing and invoicing, fuel delivery to areas not accessible to on-site fueling stations, and commercial equipment rental contracts.	FH	FH	OSS	BHI (field maintenance only)
Grounds Maintenance	Provides maintenance of common grounds within 200, 300 and 600 Landlord areas. Includes perimeter fence maintenance, lawn and landscape care, annual inspection of facilities, management and maintenance of gravel pits, parking lot and sidewalk cleanup, washing down facilities, signage, and general area cleanup. Additionally, provides surveillance and maintenance to ensure the safety and environmental integrity of the 200, 300 and 600 Landlord Areas. Services include radiological surveillance and monitoring of the road system, 600 Area cleanup sites and with the 200 and 300 Landlord Areas; environmental inspections, monitoring and assistance; annual high and low-water river bank inspection to ensure environmental integrity; and support to spill responses to assure environmental safety.	FH	FH	OSS	Battelle
GSA Vehicle Lease	GSA provides vehicles and equipment, as described in the GSA schedule.	GSA	GSA	OSS	
Guaranteed Ride Home	Provides transportation for qualified holdover personnel from work sites to cities surrounding the Hanford Complex in accordance with the Project Hanford Labor Agreement.	FH	FH	OSS	
Hanford Employee Welfare Trust Benefits/Human Resources	Provides various medical, dental, disability, and other insurances to the employees of several site contractors.	FH	FH		

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Hanford Local Area Network (HLAN) Operation, Maintenance and Integration	Network Services provides for operation and maintenance of the Hanford Local Area Network (HLAN) infrastructure. Services provided include Network Administration, E-mail Administration and Support, Internet Support, Remote Access Services, Maintenance and Software Management, Technology Support for Hardware and Software, Network Management and Network Maintenance. The refresh of infrastructure related (i.e., non-application specific) server resources is also included. Services also include Design Authority, Configuration Management and Network Integration Services for HLAN.	FH	LMSI	OSS	
Hanford Patrol	Provides security services to the Hanford Site and is an integral part of the protection system and provides responders to alarms, and other emergencies/incidents 24 hours a day, seven days a week. This includes fully qualified Security Police Officers II and III, for protection of site targets, government assets and access control at Site Barricades. This includes the certified explosive detection K-9 and Search Teams. Provides a point-of-contact for 911 dispatch and emergency communications, and Washington State "ASSESS" law enforcement computer systems. Provides alarm and duress monitoring for Hanford Site alarmed facilities as required. Provides in-region tracking for radioactive shipments and single point of contact for all outbound Hanford-related radioactive/hazardous material shipments. Provides crash phone, siren, and traffic and crowd control during emergencies. Provides access control, conducts badge checks, issues temporary badges, and searches for prohibited articles.	FH	PTH	SES	
Hanford Reach Publication	Provides the Hanford Reach publication to the Site.	FH	FH	IPI	
Heavy Equipment Operations	Provides direct support to projects including burial trench excavation, guzzler support, hauling water and gravel to the tank farms; widening and backfilling trenches at the Central Waste Complex, and shoulder grading when equipment is not in use.	FH	FH	OSS	BHI
HEIS/HGIS/WIDS	Provides data management services for three environmental databases: the Hanford Environmental Information System, the Hanford Geographical Information System, and the Waste Information Data System. NOTE: This does not address data information support	BHI	BHI	AMRC	
Industrial Hygiene Laboratory	Provides management, technical and administrative support that provides calibrated and maintained monitoring equipment and supplies to Industrial hygienist and safety personnel on site.	FH	FH	OSS	Battelle

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Integrated Site, Vegetation and Animal Control Project (ISVAC)	Activity includes all work associated with management of radioactive and non-radioactive tumbleweeds, industrial and noxious weeds, and control of other biological vectors (such as animals, rodents, and pests) that spread radioactivity. Encompasses spraying along roadways and fence lines for fire protection. Contractors shall be allowed to perform the above activities on specific projects or facilities controlled by the contractors.	FH	FH	OSS	
Investment Recovery Operations	Provides processes, programs, and disposal of assets no longer required in support of the Hanford mission. Provides processes and support for DOE mandated donations (i.e., Gift Program, Economic Development).	FH	FH	OTS	Battelle (Gift Program)
Job Control System (JCS)	The Job Control System is the Hanford Site standard Computerized Maintenance Management System (CMMS), and is used to identify, plan schedule, electronically authorize, perform, complete and document all levels of work. The JCS is used by CHG and FH, and is categorized as a Hanford Site Essential Computer System, ensuring around-the-clock support. The types of work JCS supports include corrective maintenance, preventive maintenance, modifications, special procedures, and surveillance.	CHG	CHG	ORP	Battelle, BHI, FH
Land Management	Provides integrated use of land for the overall site, individual operating areas, and specific parcels of land through: strategic planning, site selection, performance agreement monitoring, customer needs and requirements; site wide systems integration; investigation, recommendation, implementation; interface, conflict resolution, consensus building; project definition and management; resource protection; institutional control and records management; asset conversion, excess facilities management; promote land as a strategic asset.	FH	FH	OTS	Battelle
Laundry Services	Provides laundry services for radioactive and non-radioactive clothing and supplies used across the Site.	DOE	Unitech	OSS	
Locksmithing Services	Provides locksmith support for the installation, replacement and maintenance of locks, keys and access control systems used by the PHMC, BHI, CHG, DOE RL and ORP for the protection of SNM, nuclear materials, classified matter and government property. PNNL provides locksmith and access control systems support for all facilities owned/leased by the National Laboratory.	FH	PTH	SES	Battelle
Law Enforcement of Site Roads	The Benton County Sheriff's Office (BCSO) conducts all law enforcement activity for the Hanford Site. This includes, but is not limited to, criminal	DOE	BCSO	SES	

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Mail	investigations, traffic enforcement, K-9 support (narcotics), dignitary protection services and coordinates all Hanford law enforcement matters, as appropriate, with DOE-RL, Richland Police Department, Federal Bureau of Investigation, Office of the Inspector General and any other law enforcement agency if necessary. The BCSO also works closely with the Hanford Patrol organization to ensure security of the Hanford Site is maintained.	FH	FH	OSS	Battelle
Occupancy Pool— Government Owned/Leased Facilities	Provides site-wide delivery and pickup of interplant and U.S. Postal mail; maintenance of the mail stop identification number (MSIN); obtaining and maintaining receipts on accountable mail (registered, certified, priority and insured); and addressing services for mail distribution.	FH	FH	OSS	Battelle
Occupational Medical Services	Management and maintenance of government owned (office space and mobile structures), GSA leases for general-purpose offices and training spaces for facilities that house multiple programs/contractors. May also include facilities that are temporarily occupied by a single program/contractor.	FH	FH	OSS	BHI, Battelle (2750E – conditional through 2003)
Paging Services	Provides a program of services to assist employees across the Site; medical monitoring and qualification evaluations, tests and services; assessment of employees based on-job task analysis and subsequent data management; field and facility visits for health related purposes; diagnosis and treatment of injury or disease; medical records and medical data extraction; formal monitoring of the medical status of an employee who is either absent from work or has limitations on their ability to work; wellness and immunizations; medical surveillance; and psychological services.	HEHF	HEHF	AMSE	
Radio Services	Provides pager services including maintenance, operation radio spectrum licensing, and other related services. This also includes administration of the regional paging contract (Kelly) and the national paging contract (PageNet).	FH	LMSI	OSS	
Reading Room	Provides for radio communication services including two-way, fire dispatch, safety and emergency preparedness, and security systems.	FH	LMSI	OSS	
Records Storage	Public reading room of DOE literature.	Battelle	Battelle	AMT	
	Provide long-term records storage services. These services include receipt, retrieval and retirement.	FH	LMSI	OSS	Battelle

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Respiratory Protection	Provides testing and repairs of all self-contained breathing apparatus (SCBA) units, including both fire department units and SCBA belonging to facilities. Tests and maintains all powered air purifying (PAPR) units.	FH	FH	SES	BHI
Road Services	Provides accident and spill cleanup, grading and sweeping of roads and shoulders, removal of road debris, minor road maintenance including crack sealing, patching, minor paving of potholes, road striping, and snow removal from primary and secondary roads as well as roads within the 200 and 300 Areas (includes parking lots, sidewalks, and the Federal Building). Crews are called out on an "as needed" basis and never on a "stand by" basis. Snow removal priorities are established each season in the "Snow Removal Plan" with BHI taking responsibility for some roads in their work area.	FH	FH	OSS	
Safeguards and Security	Provides for the protection of SAS interests involving the use, processing, possession, receipt, shipment, storage and disposition of special nuclear material (SNM), classified matter, protection of personnel and government property. Responsible for integrating security operations for all subcontractors on the Hanford Site to include cross-cutting activities to protect SNM, classified information, facilities, government assets, and personnel. This includes Program Planning and Administration (includes but not limited to Vulnerability Assessments, Safeguards and Security Plans, SAS Strategic Plans, and technical analysis/security upgrade cost estimates, and special studies to ensure cost-effective SAS applications), Protection Program Management (Physical Security, Security Systems, Badging), Information Security (includes providing protection of classified and unclassified sensitive information generated, processed, and stored on the Hanford Site from loss, damage, and unauthorized disclosure; and integrates Operations Security, Classified Information Systems Security, Classified Matter Protection and Control, the Classification Office, Unclassified Cyber Security, Special Access Programs, Telecommunications Security, Technical Surveillance Countermeasures, and the Foreign National Visits and Assignments Program), Safeguards/Material Control and Accountability, and Personnel Security (includes but not limited to Personnel Security Assurance Program).	FH	PTH	SES	Battelle

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Sanitary Waste Disposal	Provides disposal of sanitary solid waste including site-wide collection of approximately 305 dumpsters and management of disposal contracts for solid, biomedical and asbestos waste. Monitors and maintains the closed Hanford Solid Waste Landfill including periodic inspections, soil gas monitoring and leachate management and monitoring. Includes responsibility for operation of the inert and demolition landfill at Pit 9 and for contracts for disposal of solid waste, asbestos, medical waste, and drummed non-hazardous waste.	FH	FH	OSS	
Sewer Maintenance, Operations and Permits	Maintains the Hanford Site sanitary sewer system infrastructure which consists of the 100-N Wastewater Treatment Plant, 31 DOH permitted subsurface solid absorption systems, 38 active non-permitted systems and multiple inactive, non-permitted systems with 11 DOH permitted holding tanks and sewer collection systems and lift stations in the 300 Area.	FH	FH	OSS	
Solid Waste Storage and Disposal	Provides disposal of low-level waste (excludes operation of Environmental Restoration Disposal Facility), designation and shipment of hazardous waste, manages the offsite treatment, storage and disposal facility contracts, provides product determinations, manages orphan wastes, and stores mixed and transuranic wastes.	FH	FH	AMCP	
Steam	Provides steam to support heating and other operations at the Site.	JCI	JCI	OSS	
Technical Library	Provides the Technical Library located at the Richland WSU Campus.	Battelle	Battelle	IPI	
Telecommunication Service	Provides telephone service to the site.	FH	QWEST	OSS	Battelle
Terrorism Response	Hanford Fire Department provides technical expertise and emergency response personnel and equipment for the mitigation and joint Incident Command and control with site security forces for the control of any weapons of mass destruction (WMD) and chemical/biological weapons (CBW) incidents effecting the interest of the US Government. Other emergency response organizations affiliated with Hanford i.e. Hanford Patrol, Benton County Sheriff's Office, Emergency Preparedness, Federal Bureau of Investigation, etc., provide appropriate responses to terrorism activities.	FH	FH	SES	
Tours	Coordinates and conducts road tours of the Hanford Site for large groups of internal and external stakeholders that require buses for transportation if available and appropriate.	FH	FH	IPI	

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Traffic Engineering	Provides technical direction for traffic related issues. Works with County Engineers to keep Hanford roads in compliance with state and federal requirements.	FH	FH	OSS	
Ventilation and Balance	Provides testing of ventilation and filters. Additionally, performs ventilation balance to maintain established flows and pressures on systems.	CHG	CHG	ORP	Battelle
Water Compliance	Provides current water quality monitoring programs for the 11 DOH permitted public water systems in accordance with Federal Safe Drinking Water Act and the WAC. This support includes the cross-connection control program and purveyor responsibilities.	FH	FH	OSS	
Water Utilities	Manages the operation of three river pumping stations, four water reservoirs and associated pumps for a 120-mile distribution system. Operates valves to align water supplies in support of Program needs. Performs line flushes to maintain water quality and line disinfection.	FH	FH	OSS	
Weather Forecasting	Provides meteorological data and forecasting information.	Battelle	Battelle	OSS	
Workers Compensation	Provides for costs associated with Washington State Work Compensation Program	DOE			

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APPENDIX B

List of Available Services

<u>Service</u>	<u>Description</u>	<u>Prime Contractor</u>	<u>Available Provider</u>	<u>DOE Manager</u>
Acquisition Verification Services (AVS)	Provides for maintenance and update of evaluated suppliers qualifications, support processes to ensure that procured items and services meet established requirements and perform as specified, and conduct inspections on procured items, as required to ensure compliance with established acceptance and performance criteria.	FH	FH	ASME
Asbestos Monitoring Service	Provides assistance to projects in areas of facility inspections, bulk sampling, exposure monitoring, abatement services and disposal in accordance with local and federal regulatory requirements (OSHA, EPA and BCAA).	FH	FH	OSS
Cellular Services	Provides Cellular Services for Hanford Contractors.	FH	AT&T	OSS
Digital Photography Services	Provides high-resolution scanning, enhancement, and manipulation of photographic images and high quality output of image files and computer-generated presentations.	FH	LMSI	OSS
Engineering Laboratories	Provides non-radioactive crosscutting engineering, development, testing and deployment services for the Hanford Site. Maintains appropriate unique and fundamental fabrication expertise and equipment including mechanical, electrical and chemical process systems development. Provides test equipment and systems to support the River Protection Project (RPP) gas monitoring and data acquisition operations.	FH	FH	OSS
Engineering NDE	Provides certified NDE engineering technicians and specialist in accordance with American Society of Nondestructive Testing SNT-TC-1A. Maintains radiography sources and x-ray machinery in accordance with DOE and Nuclear Regulatory Commission requirements. Provides radiography, helium testing, ultrasonic examination, eddy current, magnetic particle and liquid penetrate examination processes.	FH CHG Battelle BHI	Cogema	OSS
Graphics Design	Provides display and exhibit production which includes the creation and production of portable or permanent graphics for trade shows, poster presentations, corporate environments, museums, marketing exhibits, corporate events, promotional items and kiosks. Services are concept coordination, design, mock-ups, production and setup.	FH	LMSI	OSS
Just-In-Time (JIT) Buyers	Provides qualified procurement support for the development, negotiation, and administration of purchase orders and contracts.	FH	FH	OSS

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Materials Management	Provides for central stores and inventory management. Activities include maintaining acceptable levels of assigned inventories, operation of the consolidated Receiving, Distribution and Warehousing systems, and reducing the Hanford mortgage by optimizing the management of materials and storage space across the Site. Provides logistics support for the receiving, storage, issuance, distribution, and accountability of government owned property.	FH	FH	OSS/OTS
Media Services	Provides industrial photographers for Site Mission documentation, including zone work, construction and demolition coverage; video production services; and preparation and publication of all document types from standard technical and engineering reports to proposal and high-end "glossy" reports for DOE and public audiences. Responsible for the vending of all photography and document preparation services.	FH	LMSI	OSS
Non-Hazardous Materials Recycling	Provides for the collection and off-site recycling of various non-hazardous waste streams as part of general waste minimization / pollution prevention (WMP2) efforts. Uses competitively outsourced contracts whenever possible to provide best value to the government. Managed waste streams include: office paper, mixed paper, cardboard, plastic, glass, tin, software and data storage media, and scrap metal consisting of ferrous and non-ferrous metals, lead, copper, and brass, as well as metal furniture and appliances.	FH	FH	OSS/OTS
Personal Property Management	Provides for the management of the DOE-owned property located on the Hanford Site. Scope of effort involves management of approximately 72,000 records of property valued at approximately \$4.3 Billion.	FH	FH	OTS
Records Information Management	Provides the records management, document control program, and RIM investment project. Activities include integrated document management, magnetic/microfilm conversion, IRM/CIO investment project, annual RIDS update, facility turnover process and legacy media retrieval.	FH	LMSI	OSS
Reproduction Services	Provides onsite-printing, offsite-printing, duplicating, engineering reproduction and binding services.	FH	FH	OSS
Transportation	Provides operations management support to transit operations, outer area taxi services, office moves, wrecker service and trucking services (transports hazardous materials, wastes and radioactive material; non-regulated waste; excess materials and equipment; water; and support to submarine reactor compartment shipments).	FH	FH	OSS
Video Tele-conferencing	Provides operational support for Video-Teleconferencing (VTC) including room setup and connections.	FH	LMSI	OSS