



July 24, 2012

2DB00-DJK-12-014

Dear Prospective Offeror:

**SOLICITATION NUMBER 246714: ON-SITE ENGINEERING SUPPORT SERVICES**

Washington River Protection Solutions, LLC (WRPS) requests proposals for On-Site Engineering Support Services. The requested work is in support of WRPS's Prime Contract DE-AC27-08RV14800 with the U.S. Department of Energy, Office of River Protection.

This Solicitation is a Small Business Set Aside.

Information regarding the submission of a proposal is contained in the attached Solicitation.

Proposals are due by **4:00 p.m. on August 21, 2012** as indicated in Section 2.1 of this solicitation.

WRPS looks forward to your response.

Best,

Donell Koppenaal,  
Procurement Specialist

Attachment

**SOLICITATION 246714  
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## **PART A – SOLICITATION**

### **1.0 Introduction**

Washington River Protection Solutions, LLC (WRPS) acting under its contract with the U.S. Department of Energy – Office of River Protection, requests Offeror to submit a proposal for a Blanket Master Agreement to provide *On-Site Engineering Support Services*. Part A of this Solicitation describes the proposal submittal requirements, instructions, and applicable exhibits/certifications. Part B contains all of the solicitation exhibits. Part C is the Model Subcontract, which contains all of the terms and conditions, attachments, and references that will govern performance of the work.

### **1.1 Small Business Set Aside**

Proposals made under this Solicitation shall be from small business concerns, including; Small, Disadvantaged Women-Owned, Service Disabled Veteran and HUBZone small businesses. Proposals received from concerns that are not small businesses shall not be considered for this Solicitation. Disadvantaged, Women Owned, Veteran Owned and Service Disabled Veteran Owned may self Certify to these categories as defined by the Small Business Administration (SBA). HUBZone businesses must be certified by the SBA ([www.sba.gov](http://www.sba.gov)).

Offerors are encouraged to consider teaming agreements.

### **1.2 Buyer Not Obligated – Irregularities and Notifications**

WRPS is not obligated to pay any costs incurred in the preparation and submission of Offeror's proposal, nor required to enter into a subcontract or any other arrangement with Offeror.

### **1.3 Solicitation Amendments**

The Procurement Specialist may issue one or more amendments to the Solicitation to make changes or to resolve any problems regarding the Solicitation. The Procurement Specialist will issue the amendment in time for prospective Offerors to incorporate any changes into their proposals. If this Solicitation is amended, then all terms and conditions that are not amended will remain unchanged. Your failure to acknowledge the receipt of the amendment at the designated location by the specified date and time may result in rejection of your offer.

### **2.0 Proposal Submittal – eSourcing Event (by rank)**

This Solicitation requires all Offerors submitting proposals to access the Supply Chain Management Center (SCMC) eSourcing Tool. The SCMC eSourcing Tool is being implemented at WRPS and is designed to efficiently collect information in a central location.

It also provides the Offeror a short timeframe to revise pricing information prior to final acceptance by WRPS.

Upon receipt of Offeror's notification of intent to propose (see Section 2.4), WRPS will provide the Offeror an email notification with a link to the SCMC eSourcing event including access instructions. Offerors will be afforded the opportunity to preview the application and place pricing information prior to the commencement of an event. This preview phase is called the pre-bid period. At the conclusion of the pre-bid period, the eSourcing event will commence and the Offeror should review their submitted price to ensure it is compliant with requirements. Events typically last for 15-30 minutes. The eSourcing Tool will designate a ranking of the Offeror's price when compared against the lowest price received. During this time, the Offeror may revise (decrement) their pricing downward. If the Offeror's price is revised to the lowest received price within the last two minutes of an event, the event will automatically extend for two minutes to allow other Offeror's to consider further adjustments to their pricing. The tool will not disclose the Offeror's proposed price to other Offeror's nor will it disclose the lowest proposed price. A ranking is all that is provided.

This Solicitation and resultant award is considered a negotiated procurement. Submitting the lowest priced proposal does not guarantee award. WRPS must complete a full technical evaluation prior to making an award determination.

WRPS reserves the right to conduct negotiations prior to award or to award a Subcontract based upon initial offers and without further discussions.

In the unlikely event of a discrepancy among any of the Offeror's documents or information submitted through the eSourcing website, the information received and confirmed by WRPS shall govern.

Within two hours of the completion of an event, the Offeror shall submit their electronic proposal in-full via e-mail (see Section 2.2 below for email address). Identify the name of the Procurement Specialist and the Solicitation number to which Offeror is responding on the e-mail transmittal document.

## **2.1 Deadline**

Proposals are due by **4:00 p.m. on August 21, 2012** (or as otherwise modified through the completion of the eSourcing event).

## **2.2 Identification and Delivery**

Please submit proposals electronically to the Procurement Specialist at the following email address: **donell\_j\_koppenaar@rl.gov**.

Procurement Specialist Contact Information:

Donell Koppenaal, MSIN H6-16  
Washington River Protection Solutions, LLC  
2440 Stevens Center Place  
Richland, WA 99354  
Phone Number: (509) 376-1927  
Fax Number: (509) 376-0825  
Email Address: donell\_j\_koppenaal@rl.gov

### **2.3 Withdrawal**

Offeror may withdraw its proposal by written or electronic notice received at any time prior to award.

### **2.4 Notification of Intent to Propose**

WRPS requests that each prospective Offeror notify the procurement specialist by email no later than close of business **Tuesday, July 31, 2012** whether the Offeror intends to submit a proposal in response to this Solicitation. Failure to submit an Intent to Propose notification at the designated location by the specified date and time may result in rejection of the Offeror's proposal.

### **2.5 Questions/Comments Regarding the Solicitation**

The Offeror must submit any comments or questions regarding the solicitation by email to the Procurement Specialist no later than close of business **Tuesday, July 31, 2012**. The Offeror may transmit questions and comments via fax or e-mail per Section 2.2 above. The Procurement Specialist will answer all questions in writing for the benefit of all prospective Offerors.

### **3.0 Basis for Award**

WRPS may award up to three subcontracts as a result of this solicitation. Award shall be made to the Offeror submitting the lowest evaluated price among offers that meets all requirements of the solicitation. This Solicitation provides the basis for WRPS's evaluation and is keyed to the selection process. Offerors are advised that WRPS reserves the right to award a subcontract based upon initial offers and without further discussions with Offerors. Therefore, initial proposals should contain the Offeror's best price and technical terms.

There will be no public opening of proposals. Offerors will be advised when source selection has been made.

### **3.1 Qualification Standards**

Offerors who do not possess the minimum qualifications and resources necessary to perform the proposed work are not encouraged to incur proposal and other expenses

involved in competitive submissions. The following Qualification Standards must be met in their entirety in order for an Offeror to be considered for award.

### **3.1.1 Work Experience**

The Offeror shall have at least five (5) years of providing on-site engineering design and engineering support staff that are capable of performing nuclear equipment design and support activities in accordance with the regulatory requirements, consensus standards and procedures common to a highly regulated technical environment. Examples of the regulatory requirements, codes and procedures are; 10 CFR 830, DOE Orders, ASME pressure vessel and piping codes, NFPA (including NEC), etc). This qualification standard is met by the Offeror demonstrating in its proposal at least five years of continuous experience in delivering staff support similar to those described in the Statement of Work.

### **3.1.2 Resources**

The Offeror shall have access to the necessary resources to provide a full complement of on-site engineering staff support on short notice (four [4] days or less). This qualification standard is met when the Offeror's submitted staffing plan fully demonstrates that the Offeror has the ability to plan and organize resources to ensure quality on-site engineering support is provided. The information provided in the proposal must permit WRPS to verify that the Offeror's staffing function and size of its engineering support data base is substantive enough to permit short-turnaround requests.

### **3.1.3 Local Office**

The Offeror shall have and maintain an office within the local vicinity of the Hanford site. Local vicinity is defined as Benton, Franklin and Yakima counties in the State of Washington. This qualification standard is met by providing a detailed description of the local office capabilities including available resources and the office's location relative to Hanford. It is expected that the Offeror will have a private office location suitable for on-going business meetings. It is not acceptable for the office to be located in a home residence.

### **3.1.4 Professional Engineers (PE)**

The Offeror shall have access to registered Professional Engineers (PE) for State of Washington in the following disciplines: Mechanical, Electrical, and Civil/Structural. This qualification standard is met when the submitted example candidate resumes demonstrate that they are registered professional engineers in the State of Washington or a state of reciprocity.

### **3.1.5 Past Performance**

The Offeror must have an acceptable Past Performance. WRPS will not award a contract to an Offeror who receives a past performance rating of “poor” or lower. Performance ratings will be established based on survey results received for work performed for WRPS and/or other Offeror customers.

### **3.2 Socioeconomic Price Evaluation Factor**

In consideration of WRPS’s mission to encourage and expand the use of small, woman owned, disadvantaged, service disabled veteran owned, and HUBZone businesses, this solicitation shall show preference for businesses meeting one, some, or all of the criteria. As such, WRPS (for proposal evaluation purposes only) will discount the pricing of all proposals from businesses that are considered any of the above small business classifications. WRPS will calculate the price differential adjustments to prices offered in the following manner:

- ♦ Five percent (5%) of the offered price if the offer is from a small woman owned, veteran owned or small disadvantaged business concern.
- ♦ Ten percent (10%) of the offered price if the offer is from a HUBZone business or a service disabled veteran owned concern.

The maximum pricing adjustment will be fifteen percent (15%). An Offeror who is considered both a HUBZone and service disabled veteran owned business will receive the maximum pricing adjustment.

### **3.3 Evaluation of Options**

Except when it is determined not to be in WRPS's best interests, WRPS will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the WRPS to exercise the option(s).

WRPS may reject an offer as nonresponsive if it is materially unbalanced as to prices for the basic requirement and the option quantities. An offer is unbalanced when it is based on prices significantly less for some work and prices which are significantly overstated for other work.

### **4.0 Proposal Instructions**

The information described in this section is required to be submitted within two hours of the completion of the eSourcing Event described in Section 2.0 above. Electronic submittals are required.

## **4.1 General Proposal Requirements**

Organize the proposal as outlined below. Prepare the proposal simply and economically and provide a straightforward and concise presentation of the information requested in the Solicitation Request. Proposals submitted electronically must consist of separate files for the Technical Proposal and Business and Price Proposal.

### **4.1.1 Volume I – Technical Proposal**

WRPS will be evaluating your technical capabilities as well as pricing for the requirements specified in the statements of work. Submit the technical proposal as a separate part of the total proposal package. Omit all cost or pricing details from the technical proposal.

The technical proposal should detail relevant experience so as to demonstrate that the Offeror meets all listed qualifications contained in the Statement of Work. The technical proposal should not exceed 35 pages, excluding resumes. At a minimum, the technical proposal shall contain the following information:

- ♦ Work Experience: The Offeror shall describe the experience and company record in delivering staff support similar to those required in this solicitation. Specific emphasis shall be placed on previous projects that involved providing on site engineering support to a highly regulated technical environment or to Hanford.
- ♦ Staffing Approach: The Offeror shall provide a detailed discussion of its ability to plan and organize resources to ensure quality project support will be provided when needed. The discussion shall include:
  - How the Offeror plans to coordinate, interface and provide personnel to WRPS to ensure successful performance during normal periods and periods of unexpected demands or fluctuating workload.
  - The Offeror shall provide information detailing the function and size of any data bases and/or mechanisms that it uses to locate staffing.
  - The Offeror shall discuss the process of screening, recruiting, training (including continuous education), and retaining individuals that possess the appropriate skills needed to accomplish the Subcontract requirements and the arrangements the Offeror would use to retain staffing individuals on the Hanford site for extended periods of time (e.g. greater than 90 days).
  - The Offeror shall discuss the employee retention rate of the past five (5) years.
  - The Offeror shall discuss how it plans to manage competing priorities in the event that the same resource is required for WRPS and another company. The basis for work assignment and the management of that resource shall be addressed.
  - In the event that the Offeror proposed using teaming partners, the Offeror shall address its teaming arrangement and its plan for managing any teaming partners.

A discussion of the established lines of authority, responsibility, and communication from lower-tier subcontractors is required

- ♦ Local Office: The Offeror shall provide a detailed description of their local office capabilities including available resources and the office's location relative to Hanford.
- ♦ Resumes: The Offeror shall provide resumes for individuals who will be proposed to perform work under the resultant contract for each labor category. The resumes must clearly describe the individual's education (level, major, and year degree received), the experience (general and relevant work experience), and professional credentials (including professional publications and memberships). The Offeror must include resumes for personnel that hold Washington State Professional Engineer (PE) Certifications in Mechanical, Electrical and Civil/Structural disciplines. (Résumés do not figure into the 35-page limitation.). For those resumes submitted with PE certifications, Offeror must include PE certification numbers.
- ♦ Statement of compliance with subcontract insurance requirements: (*if applicable*) as specified in the On-Site Work Provisions, including confirmation that all required insurance certificates will be provided prior to any on-site work.

#### **4.1.2 Volume II – Business and Price Proposal**

This Volume shall contain the following documents as required in Sections 4.1.2.1, 4.1.2.3 and 4.1.2.4.

##### **4.1.2.1 Compensation Schedules**

The Offeror shall insert fully burdened labor rates as indicated in the Labor Rate/Compensation Schedule(s) (Exhibit 1). The Compensation Schedule is an Excel spreadsheet with tabs dividing labor categories as follows:

1. Principle Engineer, Senior Engineer, Advanced Engineer, Entry-Level Engineer;
2. Senior Drafter, Drafter, Principal Designer, Senior Designer, Designer;
3. NS&L USQ/Safety Basis Engineer, Advanced Safety Basis Development Engineer, Software Engineer/Analyst;
4. Entry-Level Engineering Technician, Senior Engineering Technician

Fully burdened labor rate is defined as an hourly rate inclusive of wage or salary rate, fringe, all applicable overhead(s), travel and/or per-diem, taxes including Washington State Business and Occupational (B&O) taxes and profit.

The Offeror must propose at least one labor rate for each of the specified labor sub-categories listed on the Compensation Schedule(s). In the event that the Offeror does not submit a labor rate, WRPS may consider the Offeror non-responsive to the requirement of the Solicitation.

The *Overtime Labor Rate* is defined as the fully burdened labor rate for any hours worked in excess of 80 hours in a two-week period of time.

WRPS has current master agreements in place with ARES, Columbia Energy & Environmental Services, and Vista Engineering to provide technical/managed task services (off site, day-to-day activities not managed by WRPS). Due to their specialized expertise, from time to time, WRPS may need to acquire temporary engineering staffing from these pre-selected entities and would like to use the master agreement(s) established by this solicitation as an efficient means to acquire their services on a staff augmentation basis. It is understood that pricing for these entities may be different than the pricing that would normally be offered by the Offeror. Therefore, the Offeror may propose alternate/special pricing for these three entities. One price (only) for each labor category may be proposed as alternate/special pricing without regard to which of the three entities above may perform the work. WRPS estimates that this type of arrangement will make up five percent (5%) of the total effort under the master agreement. If special/alternate pricing is proposed, the Offeror must explicitly state the names of the entities in which the special/alternate pricing applies. Offerors may also choose to incorporate one, two, or all of the three entities into their normal pricing proposal. If no special/alternate proposal is provided, WRPS will assume that the three entities indicated above are available through the Offeror at the proposed standard rate schedule.

With regards to this solicitation, the contacts for pre-selected contractors ARES, Columbia Energy & Environmental Services, and Vista Engineering are as follows:

- ♦ ARES: Lisa Chambers (509) 946-3300
- ♦ Columbia Energy & Environmental Services: Pam Daly (509) 946-7111
- ♦ Vista Engineering: Jim Kriskovich (509) 737-1377

WRPS anticipates an estimated expenditure of \$2,000,000 for FY13 support work. It is expected that this level of effort will remain constant throughout the term of the subcontract including the option periods. WRPS estimates that five percent 5% of the hours charged will be performed at the *Overtime Labor Rate*. The estimated distribution of hours among the labor categories is as follows:

- ♦ Principal Engineer will occupy ~10% of the hours;
- ♦ Senior Engineer will occupy ~10% of the hours;
- ♦ Advanced Engineer will occupy ~10% of the hours;
- ♦ Entry-Level Engineer will occupy ~10% of the hours;
- ♦ Designer/CAD Operator will occupy ~10% of the hours;
- ♦ NS&L USQ/Safety Basis Engineer will occupy ~10% of the hours;
- ♦ Advanced Safety Basis Development Engineer will occupy ~10% of the hours;
- ♦ Software Engineers will occupy ~10% of the hours;
- ♦ Drafters will occupy ~10% of the hours; and the
- ♦ Engineering Technicians will occupy ~10% of the hours.

Standard payment terms are Net 30. Prompt payment discounts will be considered and should be included in the proposal.

#### **4.1.2.2 Representations and Certifications**

WRPS requires the electronic submission of the Representations and Certifications through its [vendor registration web site](#). To start the submission, the Offeror will need to be registered with WRPS and have obtained a vendor identification number and form number (password). If assistance is required, please contact WRPS Contract Support at [WRPS.Procurement@rl.gov](mailto:WRPS.Procurement@rl.gov)

For this solicitation, an Offeror is required to have an electronic Representations and Certifications on file with WRPS for the North American Standard Coding System (NAICS) code identified in the paragraph entitled “North American Industry Classification System (NAICS) Code and Size” below. The certification for this specific NAICS code will be valid for twelve (12) months from its submission unless your firm’s business conditions change and an updated Representations and Certification submission is then required to be submitted electronically.

#### **4.1.2.3 Timekeeping System**

The Offeror shall provide documentation to substantiate that it has an adequate timekeeping system. Specifically, the documentation must establish that the Offeror’s timekeeping is sufficient to track hours by individual, by project, and/or cost objective.

#### **4.1.2.4 Additional Information**

In order for WRPS to adequately evaluate the proposal, some additional information is required. Please complete and return all forms and documents listed below:

- ◆ Labor Rate Proposal Form (Compensation Schedule) (Exhibit 1).
- ◆ Organizational Conflict of Interest Disclosure (Exhibit 2).
- ◆ Past Performance Data (Exhibit 3).
- ◆ Proposed Lower-Tier Subcontractors (Exhibit 4).
- ◆ Agreement Exceptions (Exhibit 5).
- ◆ Vendor ESH&Q Requirements Questionnaire (Exhibit 6).

## **4.2 Acceptance of Terms and Conditions**

The subcontract resulting from this Solicitation will be substantially the same as the Model Subcontract that is contained in Part C of the Solicitation. Unless otherwise noted in the proposal, Offeror’s submission of a proposal signifies unqualified acceptance of all of the technical requirements and other terms and conditions of the subcontract that are contained in or referenced in this Solicitation.

#### **4.2.1 Exceptions to Technical Requirements and Other Terms and Conditions**

Offeror must describe any exceptions (on the Agreement Exceptions form in Part B of this Solicitation) to the technical requirements and other terms and conditions included in this solicitation including the Model Subcontract in Part C. WRPS considers compliance with the technical requirements and terms and conditions of the Subcontract to be essential. In case of doubt, Offeror should request clarification from the Procurement Specialist. If any exceptions are taken to the requirements of the Solicitation, the pricing shall be based on the requirements of the Solicitation and the exception(s) priced as alternates. If the proposal is based only on the proposed exceptions, WRPS may determine the proposal to be non-responsive.

#### **4.3 Proposal Validity Period**

Offeror's proposal shall remain firm for 60 days after the proposal due date.

#### **5.0 Notices**

##### **5.1 Availability of Funds**

Funds are not presently available for this Subcontract. WRPS's obligation under this Subcontract is contingent upon the availability of funds from which payment for contract purposes can be made. No legal liability on the part of WRPS for any payment may arise until funds are made available to WRPS for this Subcontract and until WRPS received notice of such availability, to be confirmed in writing by WRPS.

##### **5.2 Identification of Proprietary Data**

If the Offeror submits any data as part of its proposal, which it considers to be "proprietary data," the document transmitting the data or which contains the data, shall be boldly marked indicating that the data included is considered to be proprietary.

##### **5.3 Certified Cost or Pricing Data**

Offeror is not required to provide certified cost or pricing data with the proposal. However, the Offeror may be required to provide certified cost or pricing data prior to award if WRPS cannot determine that the acquisition is exempt from the requirements of PL 87-653 (Truth in Negotiations Act).

##### **5.4 Financial Capability Determination Information**

WRPS reserves the right, prior to award, to require Offeror to submit information which WRPS will use to make a determination whether Offeror has the financial capability to perform the contemplated subcontract. Such information may include, but not be limited to: annual reports; lines of credit with financial institutions and suppliers; and any other information that may be required to make the appropriate determination.

**5.5 Employment Eligibility Verification (E-Verify)**

WRPS anticipates that this award will be subject to the Employment Eligibility Verification requirements established in Federal Acquisition Regulations (FAR) clause 52.222-54 which requires the successful Offeror to enroll and utilize the E-Verify program. Enrollment is done via the Internet at the Department of Homeland Security Website at <http://www.dhs.gov/E-Verify>. This requirement is applicable to all awards that are more than \$3,000 and not considered a commercial item as defined in FAR Part 2.101.

WRPS reserves the right, prior to award, to require Offeror to submit information which WRPS will use to make a determination whether Offeror has successfully enrolled in the E-Verify program. Such information may include a copy of the last three (3) pages of the enrollment form (i.e. pages 11, 12, and 13) and any other information that may be required to make the appropriate determination.

**5.6 North American Industry Classification System (NAICS) Code and Size Standard**

The Buyer has determined that North American Industry Classification System (NAICS) Code 541330 applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business in regard to this solicitation is \$14,000,000.

**PART B – SOLICITATION EXHIBITS**

| <b>Exhibit</b> | <b>Description</b>                               |
|----------------|--|
| 1              | Labor Rate Proposal Form (Compensation Schedule) |
| 2              | Organizational Conflict of Interest Disclosure   |
| 3              | Past Performance Data Form                       |
| 4              | Proposed Lower-Tier Subcontractors               |
| 5              | Agreement Exceptions                             |
| 6              | Vendor ESH&Q Requirements Questionnaire          |

**EXHIBIT 1. LABOR RATE PROPOSAL**

\*Please see attached Excel file.

**EXHIBIT 2. ORGANIZATIONAL CONFLICT OF INTEREST  
CERTIFICATION AND DISCLOSURE**

Rev. 2

4/14/06

*Organizational conflict of interest means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government or WRPS, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.*

It is WRPS's policy to avoid situations, which place an Offeror in a position wherein it may not be able to compete on an equal basis for WRPS-controlled work with other qualified Offerors. This representation, and the information disclosed thereby, will serve to advise WRPS whether or not an Offeror's judgment may be biased because of any past, present, or currently planned interest, financial or otherwise, the Offeror may have which relates to the work to be performed under a subcontract which may result from this solicitation, thus providing the Offeror an unfair competitive advantage over others. The term "Offeror" herein means the proposing entity or any of its affiliates or proposed consultants or subcontractors of any tier. Therefore:

Offeror shall provide WRPS a statement which describes in a concise manner, all relevant facts concerning any past, present, or currently planned interest (financial, contractual, organizational, or otherwise) relating to the work described in the statement of work of this solicitation. Offeror may also provide relevant facts that show how its organizational structure and/or management systems limit its knowledge of affiliates or other divisions or sections of the proposing entity and how that structure or system would avoid or mitigate an organizational conflict of interest. [See section 401, Pub. L. 95-39 (42 U.S.C. 5918(a)) and section 10, Pub. L. 95-70 (15 U.S.C. 789(a)) for specific requirements.]

Offeror shall assure that any consultants and/or subcontractors identified in its proposal which will perform part or all of any resulting subcontract submit the same information as required above, either as part of the Offeror's proposal or directly to WRPS, prior to the time and date set forth for the receipt of proposals, including identification of the solicitation number and the (Offeror's) proposal to which it relates.

Offeror shall assure that each of its chief officers or directors, if any, who will be directly involved in the actual performance of the subcontract, submit such information.

Offeror shall promptly provide to WRPS information concerning any changes, including additions, in its relevant facts reported, that occur between the time of submission of its proposal and the award of a subcontract or the time the Offeror is notified that it is no longer being considered for an award.

WRPS will review the information submitted and may require additional relevant information or certifications from the Offeror. All such information, and any other relevant information known to

WRPS, will be used to determine whether an award to the Offeror may create an organizational conflict of interest with respect to the Offeror's (1) being able to render impartial, technically sound, and objective assistance or advice, or (2) being given an unfair competitive advantage. If WRPS determines a conflict exists which would require some action to mitigate an actual or potential conflict of interest that would otherwise represent an unacceptable risk to WRPS, it may, at its sole discretion: (1) impose appropriate terms or conditions necessary to avoid or mitigate the conflict, (2) disqualify the offer, or (3) proceed with an award despite the conflict.

Offeror refusal to submit the representation and/or to provide the disclosure or any additional information requested by WRPS may result in disqualification of the Offeror for an award. Misrepresentation of material facts or other reported information may also result in disqualification. If any such misrepresentation is discovered following award, WRPS may terminate the contract for default or seek other remedies including actions pursuant to 18 U.S.C. 1001.

Depending on the nature of the subcontract activities, Offeror may, because of the existence of possible organizational conflicts of interest, propose to exclude specific kinds of work from the statement of work contained in the original solicitation, unless the solicitation specifically prohibits such exclusion. Any proposed exclusion may be considered by WRPS in the evaluation of proposals, but may ultimately determine the proposal to be unacceptable.

No work shall be performed, and WRPS will not authorize work to begin, until representations and disclosure information has been evaluated. WRPS may also, at its option, permit missing representations or disclosure information to be provided by an Offeror at any time during the pre-award process.

In lieu of or in addition to the above and/or when requested by WRPS, Offeror shall provide a certification similar to the following, altered only to reflect the relevant facts:

#### **CONFLICT OF INTEREST DISCLOSURE STATEMENT**

I hereby certify that, to the best of my knowledge and belief, no facts exist relevant to any past, present, or currently planned interest or activity (financial, contractual, personal, organizational, or otherwise) that relate to the proposed work; and bear on whether I and the Offeror have a possible conflict of interest with respect to being able to render impartial, technically sound, and objective assistance or advice, or being given unfair competitive advantage.

---

Authorized Offeror Representative

---

Date

**EXHIBIT 3.PAST PERFORMANCE**

Rev. 0

1/1/03

Please type or print at least two (2) and as many as five (5) references to recently completed or substantially complete contracts with requirements similar to those described within this solicitation.

| CLIENT NAME<br>CONTACT NAME<br>TELEPHONE NO. | CONTRACT NO.<br>CONTRACT DATE | START DATE<br>END DATE<br>CONTRACT VALUE | CONTRACT<br>TERMINATED?<br>(Y/N) <i>Explain in<br/>attachment</i> |
|--|-------------------------------|--|---|
|  |                               |  |   |
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|   |                 |
|---|-----------------|
| NAME AND ADDRESS OF OFFEROR                             | NAME OF SIGNER  |
|   | TITLE OF SIGNER |
|   | DATE            |
| OFFEROR <i>(Signature of person authorized to sign)</i> |                 |



**EXHIBIT 5.AGREEMENT EXCEPTIONS**

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NOTICE: Any exceptions to the proposed subcontract terms and conditions must be indicated below. Washington River Protection Solutions, however, reserves the right to disqualify offers which deviate from the Solicitation, If the Offeror has no exceptions, please write "None" below.

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|  |                        |
|--|------------------------|
| <b>NAME AND ADDRESS OF OFFEROR</b>                             | <b>NAME OF SIGNER</b>  |
|  | <b>TITLE OF SIGNER</b> |
| <b>OFFEROR</b> <i>(Signature of person authorized to sign)</i> | <b>DATE</b>            |

## EXHIBIT 6. VENDOR ESH&Q QUESTIONNAIRE

**Subcontractor Name:**

**Subcontractor Address:**

**City:**            **State:**            **Zip:**

**Subcontractor Point of Contact:**

**Email:**

All contractors working on the Hanford Site are expected to safely perform in a quality manner while protecting worker health and the environment. Please answer the following questions about how your company implements ESH&Q.

| #  | Question   |
|----|--|
| 1. | Does your company have a documented environmental, occupational safety, healthy and quality program that complies with applicable local, state, federal, and DOE regulatory requirements?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>  |
| 2. | Are your employees trained and equipped to perform their assigned work?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>  |
| 3. | Do you have an established orientation program for new hires that includes ESH&Q?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>  |
| 4. | Does your company have policies and procedures in place to eliminate accidents, injuries/illness, and damage to property and equipment?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>  |
| 5. | Are company ESH&Q records adequately and properly maintained?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>  |
| 6. | Are accidents/incidents investigated promptly and reports generated?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>   |
| 7. | If the investigation discovers inadequacies in either the work process or the policies and procedures, are the appropriate processes in place to avert the accident/incident in the future and are personnel provided proper training?<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 8. | Are hazards identified and appropriate measures taken to ensure that personnel and equipment are adequately protected as a result of identified hazards.<br><br>Yes: <input type="checkbox"/> No: <input type="checkbox"/>   |
| 9. | Do your employees have the right to report unsafe conditions and to interrupt or stop work without fear of reprisal?   |

|     |  |
|-----|--|
|     | <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p>  |
| 10. | <p>Is the frequency of ESH&amp;Q meetings with employees scheduled to discuss the work to be performed hazards associated with the work based on the scope of work and commensurate with the work hazards?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p> |
| 11. | <p>Are ESH&amp;Q inspections/audits conducted to evaluate the effectiveness of your program?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p>   |
| 12. | <p>Does your company have an average Experience Modification Rate (EMR) of 1.0 or less for the previous three years?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/> What is your EMR?</p>   |
| 13. | <p>Does your company have an average Occupational Safety and Health Administration (OSHA) Recordable Case Rate of 3.2 or less for the previous three years?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/> What is your Recordable Case rate?</p>             |
| 14. | <p>Does your company have an average OSHA Lost Workday case rate of 0.64 or less for the previous three years?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/> What is your OSHA Lost Workday case rate?</p>   |
| 15. | <p>Does your construction company have an average OSHA Lost Workday case rate of 3.0 or less for the previous three years?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/> What is your OSHA Lost Workday case rate?</p>                                       |
| 16. | <p>Does your company have an established, written Hazard Communication Program?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p>  |
| 17. | <p>Does your company have a system within the Hazard Communication Program to maintain Material Safety Data Sheets (MSDS)?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p>   |
| 18. | <p>Has your company been cited for a(n) willful violation(s) from any regulatory agency during the previous three years?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p>   |
| 19. | <p>Has your company been fined for Nuclear Regulatory Commission or agreement state non-compliance during the previous three years?</p> <p>Yes: <input type="checkbox"/> No: <input type="checkbox"/></p>  |

**PART C – MODEL SUBCONTRACT**

|  |                        |
|--|------------------------|
| Subcontract No.<br>TBD   | Effective Date:<br>TBD |
| Issued By:<br>Washington River Protection Solutions, LLC<br>P.O. Box 850<br>Richland, WA 99352 | Subcontractor:<br>TBD  |

This Subcontract is effective as of TBD, between Washington River Protection Solutions (WRPS) and TBD (“SUBCONTRACTOR”) who hereby agree that all Work specified below, which is a portion of the goods and services to be provided by WRPS for the United States Department of Energy, shall be performed by the SUBCONTRACTOR in accordance with all the provisions of the Subcontract.

1. **Work to be Performed:** Except as specified elsewhere in the Subcontract, SUBCONTRACTOR shall furnish all labor and materials necessary and required to satisfactorily perform: *On-Site Engineering Support Services*
2. **Period of Performance:** The Subcontract period of performance is specified as: October 01, 2012 through September 30, 2012
3. **Contract Type:** Blanket Master Agreement
4. **Compensation:** As full consideration for the satisfactory performance by SUBCONTRACTOR of this Subcontract, WRPS shall pay to SUBCONTRACTOR compensation in accordance with the prices set forth below or in the attached Compensation Schedule consistent with the payment provisions of this Subcontract.
5. **Payment Terms:** As stated in *Article 3.0, Terms of Payment, of Supplemental Provisions*, payment will be made within 30 calendar days after receipt of a properly prepared invoice unless otherwise agreed to between SUBCONTRACTOR and WRPS.
6. **Authorized Personnel:** Only the following named WRPS individuals are authorized to make changes to this document:  
D. J. Koppenaal, Procurement Specialist  
J. O. Knight, Lead, Procurement  
J. M. Robinson, Manager, Procurement
7. **Designation of Technical Representative:** WRPS hereby designates the following as the Buyer's Technical Representative (BTR), for this Subcontract:  
Name: Randy Stickney  
Phone: (509) 376-4525  
Mail Stop: R2-58
8. **Special Provisions**

### **8.1 Negotiated Exceptions to General Provisions**

The following exceptions/changes to the General Provisions or Supplemental Provisions are agreed to and incorporated into the Subcontract.

- ♦ TBD

### **8.2 Subcontract Release Procedure**

WRPS may request work to be performed by the SUBCONTRACTOR under a Blanket Master Agreement (BMA) as separate Subcontract Releases using the following processes:

- ♦ The Procurement Specialist will notify SUBCONTRACTOR of the dates and location of where the service is to be performed, the level of effort required, the assigned contract release number and the not-to-exceed ceiling amount.
- ♦ A formal Subcontract Release document will be issued in accordance with the terms of the BMA.

### **8.3 Subcontract Release Ceiling Price**

A ceiling price shall be specified in each individual Subcontract Release. WRPS shall not be obligated to pay the SUBCONTRACTOR any amount in excess of the individual Subcontract Release ceiling price, and SUBCONTRACTOR shall not be obligated to continue performance if to do so would exceed the Subcontract Release ceiling price, unless and until WRPS has issued a Subcontract Release amendment increasing the ceiling price.

### **8.4 Option to Extend the Term of the Subcontract**

This Subcontract includes the option(s) to extend the term identified herein. WRPS may exercise its option to acquire the optional services prior to the expiration of this Subcontract. WRPS will exercise the option(s) by providing written notice to the SUBCONTRACTOR prior to expiration of the current effective period. The actual exercise of the option shall be formalized via a Subcontract modification. The total period of performance of the Subcontract includes the base period plus the optional period(s) exercised only by WRPS.

- ♦ Option 1: Extend term of Subcontract through 09/30/14
- ♦ Option 2: Extend the term of the Subcontract through 09/30/15

### **8.5 Key Personnel**

Subcontractor agrees those individuals, assigned to each Release, will not be reassigned without the written agreement of WRPS. Whenever, for any reason, one or more of these individuals are unavailable for assignment for work under this Subcontract, the Subcontractor, with the approval of WRPS, shall replace such individuals with a fully qualified replacement individual.

In the event that Subcontractor individuals are reassigned prior to completion of a Release, through no fault of WRPS, the cost of any WRPS administered training and Subcontractor labor charges for replacement of Subcontractor individuals shall be the sole responsibility of the Subcontractor.

Individuals determined to be key personnel assigned to the performance of work will be named in each Release.

#### **8.6 Contracted Labor Time Recording (CLTR) System**

SUBCONTRACTOR employee(s) performing work under this Subcontract/Subcontract Releases shall record their actual hours worked into the CLTR system. Time entry by SUBCONTRACTOR employee(s) for the week work shall be made no later than Monday of the following week. The CLTR system will be the exclusive method to approve SUBCONTRACTOR hours worked.

#### **8.7 Overtime Hours Worked**

All hours worked beyond eighty (80) hours in a two-week period (overtime) must be preapproved by the Buyer's Technical Representative (BTR) or their designee. For every overtime hour worked, the SUBCONTRACTOR shall be compensated at the overtime rate established in the Subcontract.

#### **8.8 Assignment of Work**

WRPS shall award specific tasks to any or all subcontractors holding Blanket Master Agreements for the covered services. The specific tasks may be awarded using further completion or by selecting a subcontract, or subcontracts, to perform the work, as best fits the business needs of WRPS.

#### **8.9 Audit and Records – Negotiation**

- a. As used in this provision, “records” includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form.
- b. Examination of Costs: If this is a cost-reimbursement, incentive, time-and-materials, labor-hour, or price re-determinable contract, or any combination of these, the SUBCONTRACTOR shall maintain and the WRPS authorized procurement representative or designee shall have the right to examine and audit all records and other evidence sufficient to reflect properly all costs claimed to have been incurred or anticipated to be incurred directly or indirectly in performance of this Subcontract. This right of examination shall include inspection at all reasonable times of the SUBCONTRACTOR's plants, or parts of them, engaged in performing the contract.
- c. Cost or Pricing Data: If the SUBCONTRACTOR has been required to submit cost or pricing data in connection with any pricing action relating to this Subcontract, WRPS

authorized procurement representative or designee, in order to evaluate the accuracy, completeness, and currency of the cost or pricing data, shall have the right to examine and audit all of the SUBCONTRACTOR's records, including computations and projections, related to:

1. The proposal for the contract, subcontract, or modification;
  2. The discussions conducted on the proposal(s), including those related to negotiating;
  3. Pricing of the Subcontract, or modification; or
  4. Performance of the Subcontract or modification.
- d. Comptroller General:
1. The Comptroller General of the United States, or an authorized representative, shall have access to and the right to examine any of the SUBCONTRACTOR's directly pertinent records involving transactions related to this Subcontract hereunder and to interview any current employee regarding such transactions.
  2. This paragraph may not be construed to require the SUBCONTRACTOR to create or maintain any record that the SUBCONTRACTOR does not maintain in the ordinary course of business or pursuant to a provision of law.
- e. Reports: If the SUBCONTRACTOR is required to furnish cost, funding, or performance reports, the WRPS authorized procurement representative or designee, shall have the right to examine and audit the supporting records and materials, for the purpose of evaluating:
1. The effectiveness of the SUBCONTRACTOR's policies and procedures to produce data compatible with the objectives of these reports; and
  2. The data reported.
- f. Availability: The SUBCONTRACTOR shall make available at its office at all reasonable times the records, materials, and other evidence described in paragraphs (a), (b), (c), (d), and (e) of this provision, for examination, audit, or reproduction, until three (3) years after final payment under this Subcontract or for any shorter period specified, Contractor Records Retention, of the Federal Acquisition Regulation (FAR), or for any longer period required by statute or by other clauses of this contract. In addition:
1. If this Subcontract is completely or partially terminated, the SUBCONTRACTOR shall make available the records relating to the work terminated until three (3) years after any resulting final termination settlement; and
  2. The SUBCONTRACTOR shall make available records relating to appeals under the Disputes clause or to litigation or the settlement of claims arising under or relating to this contract until such appeals, litigation, or claims are finally resolved.

- g. The SUBCONTRACTOR shall insert a provision containing all the terms of this provision, including this paragraph (g), in all Subcontracts under this Subcontract that exceed the simplified acquisition threshold, and:
1. That are cost-reimbursement, incentive, time-and-materials, labor-hour, or price-re-determinable type or any combination of these;
  2. For which cost or pricing data are required; or
  3. That requires the subcontractor to furnish reports as discussed in paragraph (e) of this provision.

**9. List of Subcontract Attachments**

The following attachments are hereby incorporated into and made a part of this Subcontract. They shall have the same force and effect as if written into the body of the Subcontract. SUBCONTRACTOR is responsible for downloading and complying with the applicable revision as identified below.

A hyperlink is provided for downloading the referenced General Provisions, Supplemental Provisions, On-Site Work Provisions and Preliminary Hazard Analysis:

<http://www.hanford.gov/tocpmm/page.cfm?page=11>

| <b>Attachment No.</b> | <b>Title</b>   | <b>Revision</b> | <b>Date</b> |
|-----------------------|--|-----------------|-------------|
| 1                     | Statement of Work                                      | 0               | 05/17/12    |
| 2                     | Preliminary Hazard Analysis: PHA 32                    |                 |             |
| 3                     | Labor Rate/Compensation Schedule                       |                 |             |
| 4                     | General Provisions                                     | 3               | 06/21/11    |
| 5                     | Supplemental Provisions – T&M/Labor Hour Contract Type | 1               | 08/09/11    |
| 6                     | On-Site Work Provisions                                | 2               | 03/25/11    |

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The SUBCONTRACTOR shall acknowledge this document, as provided herein, regardless of dollar value, by signing below and returning a signed copy of this Subcontract. This signature represents certification that all submissions (including electronic) associated with this Subcontract award are accurate, current, and complete.

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Authorizing Signatures:

Subcontractor: TBD

Washington River Protection Solutions, LLC

*DO NOT SIGN: EXAMPLE ONLY*

*EXAMPLE ONLY*

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TBD  
TBD  
Phone: ( ) -

Date

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Donell Koppenaal  
Procurement Specialist  
Phone: (509) 376-1927

Date

**PART D – STATEMENT OF WORK****TEMPLATE “B-2”*****GENERAL SUBCONTRACTORS ADMINISTRATION*****STATEMENT OF WORK****Requisition #: 246714****Title: On-Site Engineering Support Services****Revision Number: 0****Date: May 17, 2012****Prior SOW or Revision Date:** *N/A***1.0 Objective:**

This work is to provide administrative functions or program support services on site. The individual performing the work is subject to controls, processes and procedures established by Tank Operating Contractor.

**2.0 Background/Introduction:**

WRPS operates and manages the 200 Area Tank Farm facilities for the United States Department of Energy-Office of River Protection (ORP). From time to time, WRPS subcontracts for engineering personnel to support and assist existing engineering activities.

Typical areas of engineering support include:

- ♦ Design and support engineering including; Electrical/I&C, Mechanical, Structural, Civil, Architectural, HVAC
- ♦ Supply Safety Basis Support including safety basis amendments, justification for continued operations, technical justification for hazards analysis, etc. in accordance with 10CFR830.
- ♦ Un-reviewed Safety Question (USQ) Determinations, Screens, and Applicability Assessments
- ♦ Technical staff to support configuration management
- ♦ Evaluation of waste status and activity
- ♦ Technical support to Operations and Maintenance for assigned processes and tank waste streams

This work provides administrative or program support functions only. No hands-on field work activities will be performed.

### **3.0 Scope:**

The Subcontractor shall provide technically qualified labor on an as needed basis for planned and emerging work activities. Personnel provided will work in WRPS facilities, use equipment provided, and be managed by WRPS staff.

Experience level/qualifications of the various labor categories for each engineering area are contained in Table 1, Engineering Labor Categories.

Access to the Hanford Local Area Network for the purpose of access to WRPS procedures and documents will be provided by WRPS.

### **4.0 Deliverables:**

The subcontractor shall provide engineering staff as needs are identified by WRPS.

### **5.0 Acceptance Criteria:**

Work products and services provided must meet established applicable TOC procedures for control and review of work products.

### **6.0 Configuration Management and Standards**

#### **6.1 Configuration Management Requirements:**

There are no specific Configuration Management requirements applicable to this SOW.

#### **6.2 Applicable Standards**

Subcontractor personnel are expected at a minimum to have a general knowledge of nationally recognized engineering standards and Hanford Site applicable standards.

### **7.0 ESH&Q Requirements**

#### **7.1 Quality Assurance Requirements:**

The Subcontractor shall follow standard commercial quality practices. Staff supplied by the subcontractor shall work to the WRPS QA program, TFC-PLN-02, "Quality Assurance Program Description."

**7.2 Price-Anderson Amendments Act Requirements:**

This 7.2 section and the General Provisions article entitled *Price-Anderson Amendments Act (PAAA)* are both determined to be N/A.

**7.3 Applicable ES&H Requirements:**

On Site Work Provisions apply to this SOW. Preliminary hazard assessment PHA ID: 32 is to be used for general office duties performed in TOC-controlled office facilities and/or observations/walkthroughs in tank farm non-radiological and radiologically controlled areas, including soil contamination areas and buffer areas, requiring a General (Not Specific) Radiological Work Permit (RWP) only. Observation activities only are allowed; no hands-on work activities may be performed. No ladder/scaffolding access is allowed. Prior to performing any other activities, a job hazard analysis (JHA) must be completed to cover the activities to be performed. The JHA must be approved by a TOC Safety Representative.

**8.0 Verification/Hold Points:**

There are no verification /hold points applicable to this SOW.

**9.0 Reserved****10.0 Work Location/Potential Access Requirements:**

WRPS will designate the work location and work schedule at the time a subcontract release is issued. It is expected that Subcontractor personnel will be primarily located in an office in the 200E Area and may be required to make periodic visits other Hanford Site locations to support WRPS work (i.e., 2440 Stevens Center, HAMMER, Cold Test Facility [CTF], 200 West Area, 600 Area, 222-S Laboratory, Atrium Bldg., etc.)

Work schedules and facility operations are not consistent on the Hanford Site. WRPS may require Subcontractor personnel to work alternate work schedules including shift work other than a standard 8x9 (with alternate Friday closures) or 4x10 work week. WRPS will not be subject to any additional costs which result from Subcontractor's assignment to an alternate work schedule.

**11.0 Training:**

The Subcontractor is expected to provide appropriately trained and qualified staff to perform the type of work specified. This shall include necessary expertise and training including necessary continuing training programs to

assure the technical staff maintains current understanding of laws, requirements, and industry standards. The Subcontractor shall maintain company and regulatory required certifications and qualifications for personnel. Subcontractor staff required to be on site supporting this task shall at a minimum, complete HGET and obtain a site badge.

If Hanford Site specific training is required as a prerequisite to the Subcontractor starting work, the Subcontractor shall be responsible for all wages of their employees while attending the prerequisite training. WRPS will schedule and furnish Hanford Site-specific training courses at no additional cost to the Subcontractor.

## **12.0 Qualifications:**

At a minimum, the Subcontractor shall have qualified staff to perform the work provided. Individual's resume(s) submitted for consideration for performing work under this contract will be reviewed. Personnel performing this work shall have the education, training, experience, qualification and certification to perform those tasks assigned (see Table 1). Documentation of personnel certification shall be provided upon request.

## **13.0 Special Requirements:**

### **13.1 Hanford Site Access**

Performance of onsite work in other than administrative facilities (such as 2750 E) requires the individual to call the Base Operations shift office prior to accessing the facility.

### **13.2 Use of Government Vehicles**

One or more Subcontractor employees will have access to Government-furnished vehicles while performing this statement of work. Prior to initiating work the Subcontractor will furnish to the BTR a copy of the employee(s) valid driver's license.

### **13.3 Government Property**

With the exception of the items addressed below, the Subcontractor will not be provided any Government-owned property.

### **13.4 Personal Protective Equipment**

When required by WRPS to perform work duties, WRPS will provide subcontractor personnel with the appropriate Personal Protective

Equipment (PPE) such as hard hats and non-prescription safety glasses/goggles. The Subcontractor shall be responsible for providing any personal-wear items such as prescription safety glasses, inclement weather clothing, and footwear appropriate for work locations(s) (e.g. ankle top leather/steel-toed boots) required for meeting WRPS safety requirements.

### **13.5 Cellular Telephones**

When required by WRPS, Subcontractor shall provide Subcontractor employees with a cellular telephone. Any charges for cellular telephone use shall be borne by the Subcontractor and not billed directly to WRPS under the Subcontract.

### **14.0 Reporting/Administration:**

For each individual task, (releases), WRPS will provide specific details as to the specific Engineering service required, where the work is to be performed, and applicable schedule for this task. The subcontractor shall invoice costs monthly to each specific release. If requested by BTR, the subcontractor shall provide reports to document tasks completed and any events encountered.

An Employee Job Task Analysis (EJTA) must be completed by WRPS for each subcontractor employee prior to performing work on-site, if not already on file with the Hanford Site Medical Provider. Provide the BTR with the following information prior to starting work:

- Hanford identification number
- Subcontractor employee name
- Date of EJTA submittal to Site Medical Provider.

### **15.0 Workplace Substance Abuse Program Requirements:**

A Workplace Substance Abuse Program is not required for this SOW.

### **16.0 Reserved**

**On-Site Engineering Services**

**Table 1**

| Labor Category     | Experience Level/Qualifications  | Labor rate for Engineering Discipline  |
|--------------------|--|--|
| Principal Engineer | Provides technical direction to assigned engineers. Independently applies advanced engineering techniques and analyses for problems and methods. Has extensive experience in general engineering. Requires minimum BS degree in Engineering discipline PLUS 15 or more years engineering experience at a nuclear facility or Navy Nuclear power.   | <ul style="list-style-type: none"> <li>▪ Design</li> <li>▪ Electrical</li> <li>▪ Mechanical</li> <li>▪ Human Factors</li> <li>▪ Structural</li> <li>▪ Architectural               <ul style="list-style-type: none"> <li>▪ HVAC</li> <li>▪ Process</li> </ul> </li> <li>▪ Quality Assurance</li> </ul> |
| Senior Engineer    | When assigned, may direct the work of other Senior Engineers and Engineers. Under general supervision, does all conventional design engineering and analysis. Plans and conducts independent evaluation, selection, and adaptation of engineering techniques, procedures, and criteria. Requires minimum BS degree in Engineering discipline PLUS 10 to 14 years engineering experience at a nuclear facility or Navy Nuclear power. | <ul style="list-style-type: none"> <li>▪ Design</li> <li>▪ Electrical</li> <li>▪ Mechanical</li> <li>▪ Human Factors</li> <li>▪ Structural</li> <li>▪ Architectural               <ul style="list-style-type: none"> <li>▪ HVAC</li> <li>▪ Process</li> </ul> </li> <li>▪ Quality Assurance</li> </ul> |
| Advanced Engineer  | Under general supervision, evaluates, selects, and applies standard engineering techniques, procedures, and criteria. Requires minimum BS degree in Engineering discipline PLUS 5 to 9 years engineering experience at a nuclear facility or Navy Nuclear power.   | <ul style="list-style-type: none"> <li>▪ Design</li> <li>▪ Electrical</li> <li>▪ Mechanical</li> <li>▪ Human Factors</li> <li>▪ Structural</li> <li>▪ Architectural               <ul style="list-style-type: none"> <li>▪ HVAC</li> <li>▪ Process</li> </ul> </li> <li>▪ Quality Assurance</li> </ul> |

| Labor Category       | Experience Level/Qualifications  | Labor rate for Engineering Discipline  |
|----------------------|--|--|
| Entry-Level Engineer | Under supervision, performs standardized assignments using standard engineering techniques, procedures, and criteria. Requires minimum 2 years college with courses in related engineering courses, plus 2 years experience or any equivalent combination of relevant education and experience for a total 4 years. BS degree in Engineering discipline is preferred.            | <ul style="list-style-type: none"> <li>▪ Design</li> <li>▪ Electrical</li> <li>▪ Mechanical</li> <li>▪ Human Factors</li> <li>▪ Structural</li> <li>▪ Architectural               <ul style="list-style-type: none"> <li>▪ HVAC</li> <li>▪ Process</li> </ul> </li> <li>▪ Quality Assurance</li> </ul> |
| Senior Drafter       | Under direct supervision, produces complex drawings along with checking of moderate to complex designs in accordance with latest industry practice, related codes, economics and specific contract requirements. Qualifications include certifications in AutoCAD and a 3-D modeling package such as SolidWorks or Inventor (or equivalent) and 3-5 years of related experience. |  |
| Drafter              | Under direct supervision, produces moderate drawings along with the checking of simple designs in accordance with latest industry practice, related codes, economics and specific job requirements. Qualifications include certifications in AutoCAD and 1-3 years of related experience.  |  |
| Principal Designer   | Under general direction of lead engineer or supervisor, interprets contract requirements to produce optimum plant design and piping layout for all types of equipment.   |  |

| Labor Category                     | Experience Level/Qualifications  | Labor rate for Engineering Discipline |
|------------------------------------|--|---------------------------------------|
| <i>Principal Designer (cont'd)</i> | Qualifications include certifications in AutoCAD and a 3-D modeling package such as SolidWorks or Inventor (or equivalent) and 15+ years of related experience.  |                                       |
| Senior Designer                    | Under general supervision of lead engineer or supervisor, produces complex drawings and checking along with moderate to heavy layout in accordance with latest industry practice, related codes, economics and specific contract requirements. Qualifications include certifications in AutoCAD and a 3-D modeling package such as SolidWorks or Inventor (or equivalent) and 10-15 years of related experience. |                                       |
| Designer                           | Under general supervision, produces complex drawings and checking along with moderate layout in accordance with latest industry practice, related codes, economics and specific contract requirements. Qualifications include certifications in AutoCAD and a 3-D modeling package such as SolidWorks or Inventor (or equivalent) and 5-10 years of related experience.  |                                       |
| NS&L USQ/Safety Basis Engineer     | Experienced and proficient at performing USQ Determinations, including Categorical Exclusions and USQ assessments. Personnel performing this work shall have sufficient training, experience, and qualification to prepare and independently review USQ Screenings and Determinations. The individual(s)   |                                       |

| Labor Category                                     | Experience Level/Qualifications  | Labor rate for Engineering Discipline |
|--|--|---------------------------------------|
| <i>NS&amp;L USQ/Safety Basis Engineer (cont'd)</i> | must have worked at the Hanford tank farms and/or have a minimum of three (3) years at another DOE Weapons Complex Facility (i.e., Savannah River, Rocky Flats, Oakridge, Los Alamos).   |                                       |
| Advanced Safety Basis Development Engineer         | Personnel assigned shall possess a minimum of a BS/BA degree with nuclear experience. A minimum of ten years of Nuclear Safety experience, with a minimum of three (3) years another DOE Facility, as either a USQ Evaluator, or FSAR/DSA preparation and development for review or approvals. Other industry expertise should include: 10CFR50.59, 10CFR830, Safety Analysis, Operations Interface / Implementation, System or Test Engineering. Operations plus facilities/personnel mgmt. experience is required. |                                       |
| Software Engineer/Analyst                          | BS in Computer Science or related discipline plus 2- 5 years experience in software development. Familiar with current software quality assurance standards, software configuration management process, software and database design. Proficient with C#, SQL, JavaScript, HTML, and CSS.  |                                       |
| Engineering Technician - entry level               | Associate of Arts/Science, or related degree. Under direct supervision, applies standard techniques, procedures and criteria in carrying out a sequence of related technical or project tasks. Provides support to engineers, performs field walk downs,   |                                       |

| Labor Category                                       | Experience Level/Qualifications   | Labor rate for Engineering Discipline |
|--|---|---------------------------------------|
| <i>Engineering Technician - entry level (cont'd)</i> | performs document research, and assists in the preparation of engineering/technical documents.  |                                       |
| Sr. Engineering Technician                           | Associate of Arts/Science, or related degree. The candidate shall also possess 2 years of industrial experience; or 1 year of nuclear experience. Under direct supervision, applies standard techniques, procedures and criteria in carrying out a sequence of related technical or project tasks. Provides support to engineers, performs field walk downs, performs document research, and assists in the preparation of engineering/technical documents. |                                       |