

**ORDER FOR SUPPLIES OR SERVICES**

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 06/03/2020	2. CONTRACT NO. (If any) 89303919DEM000005	6. SHIP TO: a. NAME OF CONSIGNEE Richland Operations Office	
3. ORDER NO. 89303920FEM400023	4. REQUISITION/REFERENCE NO. 20EM001492	b. STREET ADDRESS U.S. Department of Energy Richland Operations Office P.O. Box 550, MSIN H5-20	
5. ISSUING OFFICE (Address correspondence to) Richland Operations Office U.S. Department of Energy Richland Operations Office P.O. Box 550, MSIN H5-20 Richland WA 99352		c. CITY Richland	e. ZIP CODE 99352
7. TO: Erin Phillips		f. SHIP VIA	
a. NAME OF CONTRACTOR HPM CORPORATION		8. TYPE OF ORDER	
b. COMPANY NAME		<input type="checkbox"/> a. PURCHASE	<input checked="" type="checkbox"/> b. DELIVERY
c. STREET ADDRESS 4304 W. 24TH AVE. SUITE 100		REFERENCE YOUR:  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY KENNEWICK	e. STATE WA	f. ZIP CODE 99338	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.
9. ACCOUNTING AND APPROPRIATION DATA See Schedule		10. REQUISITIONING OFFICE	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))			12. F.O.B. POINT
<input type="checkbox"/> a. SMALL	<input checked="" type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	
<input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED	<input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM	<input checked="" type="checkbox"/> d. WOMEN-OWNED	
			<input type="checkbox"/> e. HUBZone
13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)
a. INSPECTION Destination	b. ACCEPTANCE Destination		16. DISCOUNT TERMS NET 30

**17. SCHEDULE (See reverse for Rejections)**

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 012911892 This Task Order award issues a notice-to-proceed (NTP) for support in a catastrophic situation (pandemic) involving the U.S. Department of Energy (DOE). The support includes special consultative Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	\$18,000.00	17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:				
	a. NAME	VIPERS			
	b. STREET ADDRESS (or P.O. Box)	https://vipers.doe.gov Any questions, please contact by call/email 855-384-7377 or VipersSupport@hq.doe.gov			
	c. CITY	d. STATE	e. ZIP CODE	\$18,000.00	17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature)	23. NAME (Typed) Marcy J. Aplet-Zelen TITLE: CONTRACTING/ORDERING OFFICER
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**ORDER FOR SUPPLIES OR SERVICES**  
**SCHEDULE - CONTINUATION**

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DATE OF ORDER 06/03/2020	CONTRACT NO. 89303919DEM000005	ORDER NO. 89303920FEM400023
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
00001	<p>services and additional occupational health services for exams of the virus that causes coronavirus disease 2019 (COVID-19) for the DOE Hanford Tank Waste Treatment and Immobilization Plant (WTP) contractor and its subcontractors' workers and the workforce pursuant to base Contract Section C.1. This Task Order authorizes HPM Corporation (HPMC) to perform necessary and required activities in support of exams for the virus that causes COVID-19. HPMC is hereby provided a formal NTP with a not-to-exceed (NTE) ceiling authorization limit of \$18,000.00 prior to definitization of this task order in accordance with base contract clause H.39(f). HPMC shall not exceed the ceiling (NTE) amounts provided herein without prior approval from the Contracting Officer via a modification to increase the amounts. HPMC shall notify the Contracting Officer in writing of the rationale if the NTE amount is insufficient to proceed with identified work. This task order is subject to base Contract Clauses I.109 FAR 52.232-18 and I.104 FAR 52.232-7. The definitization schedule and Statement of Work is attached. Period of Performance: 06/04/2020 to 09/30/2020</p> <p>Time &amp; Material The ceiling (not-to-exceed) for this line item is \$18,000.00. Line item value is: \$18,000.00 Incrementally Funded Amount: \$18,000.00</p> <p>Accounting Info: Fund: 01260 Appr Year: 2020 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111710 Project: 3013735 WFO: 0000000 Local Use: 0421573 Funded: \$5,700.00 Accounting Info: Fund: 01260 Appr Year: 2020 Allottee: 34 Report Entity: 421301 Object Continued ...</p>				18,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$18,000.00

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**SCHEDULE - CONTINUATION**

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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Class: 32004 Program: 1111714 Project: 3013735 WFO: 0000000 Local Use: 0421587 Funded: \$180.00 Accounting Info: Fund: 01260 Appr Year: 2020 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111716 Project: 3013735 WFO: 0000000 Local Use: 0421588 Funded: \$120.00 Accounting Info: Fund: 01250 Appr Year: 2020 Allottee: 34 Report Entity: 421301 Object Class: 25610 Program: 1110909 Project: 3013735 WFO: 0000000 Local Use: 0000000 Funded: \$4,170.00 Accounting Info: Fund: 01249 Appr Year: 2020 Allottee: 34 Report Entity: 421301 Object Class: 25610 Program: 1110462 Project: 3013735 WFO: 0000000 Local Use: 0000000 Funded: \$150.00 Accounting Info: Fund: 01249 Appr Year: 2020 Allottee: 34 Report Entity: 421601 Object Class: 25610 Program: 1110462 Project: 3013735 WFO: 0000000 Local Use: 0000000 Funded: \$216.00 Accounting Info: Fund: 01250 Appr Year: 2020 Allottee: 34 Report Entity: 421601 Object Class: 25610 Program: 1111668 Project: 3013735 WFO: 0000000 Local Use: 0000000 Funded: \$7,464.00					
00002	Time & Material Option Period Period of Performance: 10/01/2020 to 12/31/2020 Amount: \$0.00 (Option Line Item) Line item value is: \$0.00				0.00	
TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))					\$0.00	

**OF347 BLOCK 17 CONTINUATION:**

**DEFINITIZATION SCHEDULE FOR TASK ORDER**

1. Task Order 89303920FEM400023 authorizes HPMC to perform necessary and required activities to support exams for the virus that causes COVID-19 for the DOE WTP contractor and its subcontractors' workers and the workforce pursuant to base Contract Section C.1.

Prior to definitization, labor positions with fully burdened hourly rates pursuant to base Contract Section B.6 may be provisionally approved upon HPMC's request. Additional labor positions not identified in base Contract Section B and materials (e.g. other direct costs) may be provisionally approved upon HPMC's request. No additional profit/fee shall be paid to the contractor for undefinitized work, including provisional, prior to definitization.

2. The estimated schedule for definitizing this task order is:

<u>Action</u>	<u>Date</u>
HPMC Submits Representation/Certification/Other Statements of Offeror, Technical and Cost & Fee/Profit Proposal	June 19, 2020
HPMC Submits Data Other than Certified Cost or Pricing Data	June 19, 2020
Commence Negotiations and Mutual Agreement of Definitization	July 6, 2020
Execute Definitization Task Order Modification	July 31, 2020

## **PERFORMANCE BASED STATEMENT OF WORK**

### **SCOPE OF WORK**

The United States Department of Energy (DOE) requires the Contractor's support in a catastrophic situation (pandemic) involving DOE by providing special consultative services and additional occupational health services for exams of the virus that causes coronavirus disease 2019 (COVID-19). This support is for the DOE Hanford Tank Waste Treatment and Immobilization Plant (WTP) contractor and its subcontractors' workers and the workforce pursuant to base Contract 89303919DEM000005 Section C.1, "Purpose, Objectives, and Outcomes."

Consistent with base Contract Section C.3.4, "Indefinite Delivery/Indefinite Quantity," this support is not required by the base Contract Cost Reimbursement scope or base Contract Firm-Fixed-Price scope including Sections C.3.2.2.1.2, "Occupational-Related Exams," and C.3.2.4.5.4, "Other Direct Costs." Additionally, it is not capable of being performed within the minimum essential staffing level as defined in base Contract Section J, Attachment J-11, "Minimum Essential Staffing Levels."

The Contractor shall provide support of the following areas:

1. Coordinate with DOE and the other Hanford contractors (OHC) as necessary to provide exams for the virus that causes COVID-19. This includes sample collection, reporting results to the tested Site worker, and contact tracing limited to the Hanford Site workforce.
2. Coordinate with the DOE, Pacific Northwest Site Office, Pacific Northwest National Laboratory as necessary for clinical laboratory analysis.

### **PERFORMANCE STANDARDS**

The Contractor shall ensure that work is performed in a competent, professional manner that meets base Contract and task order requirements. Medical personnel shall meet qualification requirements as defined in base Contract Section H.48, "Qualification of Medical Personnel – Non-Key Personnel." Deliverables shall be thorough, accurate, and comply with contract requirements.

### **DELIVERABLES**

The Contractor shall provide the following deliverable:

- Monthly task order progress reports in accordance with base Contract Section H.39, "Ordering Procedure." The reports shall demonstrate the type and amount of services (hours) performed per OHC and DOE office.

## **PERIOD OF PERFORMANCE**

The period of performance is June 4, 2020 through September 30, 2020 with one 3-month option. If the option is exercised, the total period of performance is June 4, 2020 through December 31, 2020.

## **CLAUSES**

The following clauses are incorporated by reference:

- FAR 52.242-5 Payments to Small Business Subcontractors (Jan 2017)

The following clauses are incorporated by full-text:

- FAR 52.215-21 Requirements for Certified Cost or Pricing Data and Data Other Than Certified Cost or Pricing Data-Modifications (Oct 2010) Alternate IV (Oct 2010)

(a) Submission of certified cost or pricing data is not required.

(b) Provide data described below: data other than certified cost or pricing data, as defined in 2.101, from the offeror to the extent necessary to determine a fair and reasonable price if the contracting officer determines that adequate data from sources other than the offeror are not available. This includes requiring data from the offeror to support a cost realism analysis. This includes access to records necessary to permit an adequate evaluation of the proposed price in accordance with 15.403-3. Data other than certified cost or pricing data may be submitted in the offeror's own format mutually agreeable to both parties.

(End of Clause)

- FAR 52.217-8 Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days of the contract expiration date.

(End of Clause)

- FAR 52.217-9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 15 days of the contract expiration date; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 7 months.

(End of Clause)