

ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER 05/29/2019		2. CONTRACT NO. (If any) 89304019DEM000007		6. SHIP TO: a. NAME OF CONSIGNEE Office of River Protection	
3. ORDER NO. 89304019FEM400027		4. REQUISITION/REFERENCE NO. 19EM001487		b. STREET ADDRESS U.S. Department of Energy Office of River Protection P.O. Box 450	
5. ISSUING OFFICE (Address correspondence to) Office of River Protection U.S. Department of Energy Office of River Protection P.O. Box 450 Richland WA 99352		c. CITY Richland		d. STATE WA	e. ZIP CODE 99352
7. TO: SHIRLEY OLINGER		f. SHIP VIA			
a. NAME OF CONTRACTOR Independent Strategic Management Solutions, Inc.		8. TYPE OF ORDER			
b. COMPANY NAME		<input type="checkbox"/> a. PURCHASE		<input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 491 Adair Dr		REFERENCE YOUR: Proposal dated 3/18/2019		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.	
d. CITY Richland		e. STATE WA	f. ZIP CODE 99352		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule		10. REQUISITIONING OFFICE Office of River Protection			

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination	
<input checked="" type="checkbox"/> a. SMALL	<input type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input checked="" type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> e. HUBZone	
<input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED	<input checked="" type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM		<input checked="" type="checkbox"/> h. EDWOSB		
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 06/02/2020	
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)
	The United States Department of Energy, Office of River Protection (ORP), requires Technical Support Services at the Hanford Site. This is a Time and Materials/Labor Hour task order for WTP Project Controls and Field Scheduling in support of ORP's Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME OR for ORP						\$211,617.00
	b. STREET ADDRESS (or P.O. Box) U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017						\$211,617.00
c. CITY Oak Ridge		d. STATE TN	e. ZIP CODE 37831				

22. UNITED STATES OF AMERICA BY (Signature) 			23. NAME (Typed) Shelby N. Schuller TITLE: CONTRACTING/ORDERING OFFICER		
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ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

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DATE OF ORDER 05/29/2019	CONTRACT NO. 89304019DEM000007	ORDER NO. 89304019FEM400027
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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>Waste Treatment Plant Division. This task order is approved under the IDIQ contract 89304019DEM000007 and the Small Business Administration (SBA) Office--via email dated 11/02/2018 from Business Opportunity Specialist, John Dicus. Period of Performance: 06/03/2019 to 06/02/2020</p> <p>Base Period- WTP Project Controls & Field Scheduling Services Indefinite Delivery/Indefinite Quantity</p> <p>Accounting Info: WTP - LAW Fund: 01260 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111710 Project: 0001482 WFO: 0000000 Local Use: 0421573 Funded: \$76,888.00</p> <p>Accounting Info: WTP - LAB Fund: 01260 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111710 Project: 0001482 WFO: 0000000 Local Use: 0421574 Funded: \$2,822.00</p> <p>Accounting Info: WTP - BOF Fund: 01260 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111710 Project: 0001482 WFO: 0000000 Local Use: 0421575 Funded: \$7,759.00</p> <p>Accounting Info: WTP - DFLAW/EMF Fund: 01260 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111711 Project: 0001482 WFO: 0000000 Local Use: 0421586 Funded: \$11,286.00</p> <p>Accounting Info: WTP - HLW Fund: 01260 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111714 Continued ...</p>				211,617.00	

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

\$211,617.00

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

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

DATE OF ORDER 05/29/2019	CONTRACT NO. 89304019DEM000007	ORDER NO. 89304019FEM400027
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Project: 0001482 WFO: 0000000 Local Use: 0421587 Funded: \$70,539.00 Accounting Info: WTP - PT Fund: 01260 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111716 Project: 0001482 WFO: 0000000 Local Use: 0421588 Funded: \$42,323.00					

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

\$0.00

ORP Performance Work Statement (PWS)

Date: May 29, 2019

Period of Performance: June 3, 2019 – June 2, 2020

Division – Waste Treatment Plant

Title: WTP Project Controls and Field Scheduling

Revisions:

	Description of Change
00	Original

SCOPE OF WORK

The Contractor shall provide **one full-time (1920 hours) Project Manager II** who can conduct critical Project Controls and Field Scheduling functions to support the Startup, Commissioning, and Operation of the Waste Treatment and Immobilization Plant (WTP) Project.

This Task involves the review and analysis of BNI’s Earned Value Management System (EVMS) data, including cost and schedule performance information. The Task includes monitoring and evaluation of schedule integrity, reliability, and accuracy to identify credible threats to critical path activities or impacts to in-progress and future work scope. Statistical reports on a recurring or one-of-a kind basis will be designed and issued to DOE-WTP management. Data will be evaluated at the lowest level necessary to identify underlying trends and causes of current and potential future Project performance impacts.

The analyses are performed with heavy reliance on BNI-provided data, so the Task will also include frequent interactions with BNI scheduling personnel, spot checks to assess the validity, reliability, and accuracy of the earned value data reposted for both cost and schedule. This “spot check” shall be conducted using a variety of BNI baseline planning and tracking resources, Construction Quantity and Unit Rate Report (QURR), Primavera P-6 level 4 and level 5 project schedule, construction Excel look-ahead schedules, etc.

Examples of specific analyses that may be performed or products provided include:

- Standard earned value metrics – Cost and schedule performance metrics and variance analysis performed at the most active, critical, or currently troubled cost accounts.

- Critical path and near critical path analysis to assess reasonableness and viability and to identify and evaluate changes from month-to-month.
- Identification of “bow waves” and analysis to identify causes and forward looking impact of performance-driven scope impacts.
- Evaluation of activity starts and finishes performance against baseline and against prior month data to identify trends and their impact on in-progress and future work.
- Monitoring significant float variations and trends for individual activities or groups of activities.

General Project Controls Support

This Task will provide technical support to the FPDs to manage WTP project controls data as necessary to facilitate analysis and support internal and reporting functions. Specific support functions include:

- Preparation of metrics, charts, or other documentation to support the reporting and presentation of Project performance.
- Assistance with capturing and tracking IPT action items.
- Attending meetings and providing feedback or statistical reports, as required.
- Assisting in performing assessments or surveillances, as required.

DELIVERABLES

- LAW Startup and Commissioning Schedule Analysis – Monthly
- LAB Startup and Commissioning Schedule Analysis – Monthly
- BOF Startup and Commissioning Schedule Analysis by Facility – Monthly
- EMF Startup and Commissioning Schedule Analysis – Monthly
- QURR Analysis Report for LBL – Monthly

QUALIFICATIONS:

- Knowledge of DOE policies and procedures.
- Knowledge of DOE program and project management practices, policies, and procedures.
- Proven experience in supporting programs and projects with schedule analysis, tracking, monitoring, and assessment.

ISMSolutions Inc. Contract - 89304019DEM000007

Task Order - 89304019FEM400027

WTP Project Controls and Field Scheduling

- Excellent communications skills.
- Proven experience with Primavera P-6 scheduling tools.

QUALITY ASSURANCE REQUIREMENT:

All work performed under this task order must be in compliance with the requirements set by the ORP Quality Assurance Program Description ([MGT-PM-PL-04 R4](#)).

SECTION B – SUPPLIES OR SERVICES AND PRICE/COSTS

B.1 Type of Task Order and CLIN

This is a TIME-AND-MATERIALS/LABOR HOUR task order issued under CLIN 00001.

B.2 OBLIGATION OF FUNDS

The ceiling amount of this task order is *\$211,617.00*.

B.3 AVAILABILITY OF APPROPRIATED FUNDS

The duties and obligations of the DOE hereunder calling for the expenditure of appropriated funds shall be subject to the availability of funds appropriated by the U.S. Congress, which DOE may legally spend or obligate for such authorized purposes. Any work performed that exceeds funds obligated by task order and specific limitations identified in contract modifications without the written consent of the DOE Contracting Officer shall be at the Contractor's risk.

B.4 OTHER DIRECT COSTS

Travel costs for transportation, lodging, meals, and incidental expenses will be reimbursed only to the extent specified in Federal Acquisition Regulation (FAR) Subsection 31.205-46 Travel Costs. Miscellaneous: Other related requirements not otherwise priced herein (Hanford specific training, supplies, etc.) may be required in the performance of this contract. The contractor shall obtain advance Contracting Officer written approval prior to the incurrence of any such costs.

SECTION C - DESCRIPTION/SPECS/WORK STATEMENTS

C.1 PERFORMANCE WORK STATEMENT

The Contractor shall provide all resources as stated in the Performance Work Statement (PWS) (Pages 4-6), entitled WTP Project Controls and Field Scheduling.

SECTION D – PACKAGING AND MARKING

D.1 DELIVERY POINT

Deliveries, if applicable, for this task order shall be made FOB destination to 2440 Stevens Center Place, Richland, WA 99354.

SECTION E – INSPECTION AND ACCEPTANCE

E.1 INSPECTION AND ACCEPTANCE

Reference Section E, clause E.3, *DOE-E-2001 INSPECTION AND ACCEPTANCE (OCT 2014)* of the base contract for inspection and acceptance.

SECTION F – DELIVERIES OR PERFORMANCE

F.1 PERIOD OF PERFORMANCE

The period of performance for this task order is June 3, 2019 through June 2, 2020.

F.2 PLACE OF PERFORMANCE

The place of performance for this task order shall be: WTP Hanford Site (200 East Area, 2751 WTP Construction Site [T-1] building) or various other DOE office locations in Richland. Travel cost(s) to and between these locations will not be reimbursable.

F.3 OFFICE SPACE

For this task order, the Government will provide office space and cubicles at: 200 East Area, 2751 WTP Construction Site (T-1) building, Hanford Site. The office space will be equipped with computer(s) and phone(s) at the Government's expense.

SECTION G – CONTRACT ADMINISTRATION DATA

G.1 TASK ORDER ADMINISTRATION

Designated Contracting Officer:
Robert Burrier

Designated Contracting Officer's Representative:
Jon Peschong

Designated Task Order Technical Monitor:
Jason Young

G.2 SUBMISSION OF VOUCHERS FOR PAYMENT

Reference Section G.7, *DOE-G-2005 BILLING INSTRUCTIONS – ALTERNATE I (OCT 2014) (FOR T&M/LABOR HOUR TASK ORDERS)* of base contract for submission of vouchers for payment instructions.

SECTION H – SPECIAL CONTRACT REQUIREMENTS

All clauses flow down from base contract to awarded task order and are in full effect.

Below are referenced clauses specific to this task order:

- H.2 MODIFICATION AUTHORITY
- H.4 DOE-H-2032 ORDERING UNDER A MULTIPLE AWARD CONTRACT (OCT 2014) (REVISED)
- H.9 DISPUTES
- H.10 DOE-H-2033 ALTERNATIVE DISPUTE RESOLUTION (OCT 2014)
- H.11 DOE-H-2048 PUBLIC AFFAIRS – CONTRACTOR RELEASES OF INFORMATION (OCT 2014)
- H.15 SECURITY REQUIREMENTS
- H.16 DOE-H-2049 INSURANCE REQUIREMENTS (OCT 2014)
- H.19 ENVIRONMENTAL LAWS
- H.20 CONFIDENTIALITY OF INFORMATION
- H.21 PROHIBITION OF PERSONAL SERVICES
- H.22 WITHDRAWAL OF WORK
- H.25 CONTRACTOR TRAINING
- H.26 EXTRAORDINARY LEAVE
- H.27 INDEMNIFICATION
- H.28 DOE-H-2047 FEDERAL HOLIDAY AND OTHER CLOSURES (OCT 2014) (REVISED)
- H.29 ORP SPECIFIC ATTENDANCE DIRECTIVE FOR CONTRACTOR EMPLOYEES IN FEDERALLY OWNED FACILITIES
- H.36 DOE-H-2065 REPORTING OF FRAUD, WASTE, ABUSE, CORRUPTION, OR MISMANAGEMENT (OCT 2014)

SECTION I – CONTRACT CLAUSES

All clauses flow down from base contract to awarded task order and are in full effect.

Below are referenced clauses specific to this task order:

- FAR 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)
- FAR 52.232-7 PAYMENTS UNDER TIME-AND-MATERIAL AND LABOR HOUR CONTRACTS (AUG 2012)

FAR 52.232-19	AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1994)
FAR 52.232-22	LIMITATION OF FUNDS (APR 1984)
FAR 52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER – CENTRAL CONTRACTOR REGISTRATION (JUL 2013)
FAR 52.243-3	CHANGES – TIME-AND-MATERIAL OR LABOR HOURS (SEP 2000)
FAR 52.249-2	TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE) (APR 2012)
FAR 52.249-8	TERMINATION – (COST REIMBURSEMENT) – ALT IV (MAY 2004)
DEAR 952.204-2	SECURITY REQUIREMENTS (AUG 2016)
DEAR 952.204-77	COMPUTER SECURITY (AUG 2006)
DEAR 952.209-72	ORGANIZATIONAL CONFLICT OF INTEREST (AUG 2009)
DEAR 952.242-70	TECHNICAL DIRECTION (DEC 2000)

SECTION J – LIST OF ATTACHMENTS

Attachment 1, Organizational Conflict of Interest Form

Attachment 2, Personal Conflict of Interest Form