

ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER 09/25/2019		2. CONTRACT NO. (If any) 89304019DEM000007		6. SHIP TO: a. NAME OF CONSIGNEE Office of River Protection	
3. ORDER NO. 89304019FEM400030		4. REQUISITION/REFERENCE NO. 19EM002276		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 dtd 9/3/2019		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 WTP Commissioning		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) 10/06/2019	
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 ORP-COD Commissioning and Operational Readiness in support of 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						\$0.00	17(i) GRAND TOTAL
	b. STREET ADDRESS (or P.O. Box) U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017						\$273,810.00	
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 09/25/2019	CONTRACT NO. 89304019DEM000007	ORDER NO. 89304019FEM400030
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	ORP's Waste Treatment Operations 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. Fund: 01250 Appr Year: 2019 Allottee: 34 Report Entity: 421301 Object Class: 25102 Program: 1111669 Project: 0004625 WFO: 0000000 Local Use: 0000000 Period of Performance: 10/07/2019 to 10/06/2020					

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

\$0.00

ORP Performance Work Statement (PWS)

Date: September 25, 2019

Period of Performance: October 7, 2019 through October 6, 2020

Division – WTO/COD – WTP Startup Support

Title: ORP-COD Commissioning and Operational Readiness

Revisions:

	Description of Change
00	Original

SCOPE OF WORK

The Department of Energy (DOE) Office of River Protection requires *commissioning and operational readiness* support for the Waste Treatment and Immobilization Project (DOE-WTP) Commissioning, Maintenance and Operations Division (COD). Contractor shall provide **one full time (1,920 labor hours) Consultant III General Support Services Contractor (GSSC)** to support the following scope:

- Oversight of startup, commissioning and operational readiness activities;
- Oversight Integrated Safety Management Systems;
- Coordinating oversight, issue assessment, and issue resolution with multiple organizations;
- Communicating the status of startup and commissioning activities;
- Briefing management on technical issues with options for resolution, and facilitating decision making;
- Making assessments and decisions regarding technical problems, program requirements, and risks encountered in operational readiness, startup and commissioning; and
- Assessment report writing and technical report of writing.

Work shall be conducted at the Department of Energy – WTP Site located in the 200 East area of the Hanford Site located out of Richland, WA.

DELIVERABLES

- Oversight, coordination, and review of commissioning technical activities including:
 - System, Structure and Component functional requirements;
 - Safety, risk reduction, and reliability designs;
 - Test instructions;
 - Work execution in the field;
 - Process and procedure compliance; and

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- Fulfillment of technical test requirements.
- Support the Commissioning Joint Test Group (CJTG) by:
 - Performing technical reviews of startup/commissioning engineering activities for adequacy and reliability;
 - Ensuring compliance with established criteria and sound engineering principles; and
 - Identifying omissions, discrepancies, inadequacies, and nonconformance with approved criteria.
- Support DOE readiness activities;
- Oversight of contractor readiness activities;
- Perform physical inspections and walk downs of the plant;
- Document oversight and identify compliance deviations and improvement opportunities that were observed in accordance with ORP management system procedures;
- Follow-up on issues, findings, and other areas of concern;
- Participate in meetings as required by the COD functional lead, including the preparation of meeting minutes as needed;
- Participate in weekly coordination meetings;
- Participate on Integrated Project Teams (IPT) as requested;

Deliverables shall be accomplished in accordance with the directions provided by the COD Director. All deliverables will be processed through the COD Project Lead prior to internal and/or external publication and availability.

QUALIFICATION REQUIREMENTS

- Experience directly interfacing with client senior management;
- Knowledge of DOE program and project management practices, policies, and procedures with specific emphasis on specifically DOE O 425.1D and DOE O 413.3B;
- Experience in commissioning a highly complex nuclear and or chemical facility with a particular focus on electrical test activities (electrical system design experience would be preferential);
- Experience in oversight or performance with nuclear facility operations, maintenance, startup, commissioning, readiness, and training programs or processes;
- Excellent writing and communication skills;
- Experience supporting programs and projects with analysis, tracking, monitoring, assessment, review and coordination;
- Comprehensive, professional knowledge of engineering principles and fundamentals;
- Extensive experience using MS Word, MS PowerPoint, MS Excel and other MS Office tools;
- The contractor shall maintain proficiencies in the following via periodic training:
 - HGET;
 - WTP Site access;
 - Computerized Maintenance Management System;
 - Smart Plant Foundation and Smart Plant for Operations;

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- WTP site qualifications including LO/TO if necessary; and
- Radworker training at a level to allow full facility access once the training is required.
- Must be a U.S. citizen.

Reference Section J – Attachment 1 – IDIQ Schedule of Rates and Labor Category Qualifications, Hanford Site Technical Support Services Solicitation Contract

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](#)).

Task Order: ORP-COD Commissioning and Operational Readiness Support

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 \$273,810.00.

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 3-5), entitled ORP Commissioning and Operational Readiness.

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 October 7, 2019 through October 6, 2020.

F.2 PLACE OF PERFORMANCE

The place of performance for this task order shall be: WTP Site located in the 200 East area of the Hanford Site located out or Richland, WA.

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:
Shelby Nicole Schuller

Designated Task Order Contract Specialist:
Isidro C. Chavez

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Designated Contracting Officer’s Representative:
Larry Earley

Designated Task Order Technical Monitor:
Gary Olsen

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)

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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