

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 62
2. AMENDMENT/MODIFICATION NO. 0012	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (if applicable)
6. ISSUED BY Richland Operations Office U.S. Department of Energy Richland Operations Office P.O. Box 550, MSIN A7-80 Richland WA 99352	CODE 00601	7. ADMINISTERED BY (if other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) UNITECH SERVICES GROUP INC Attn: RICHARD DOWNARD 2424 ROBERTSON DRIVE RICHLAND WA 99354		(x) 9A. AMENDMENT OF SOLICITATION NO.	
CODE 808863005 FACILITY CODE		9B. DATED (SEE ITEM 11)	
		x 10A. MODIFICATION OF CONTRACT/ORDER NO. DE-EM0002866	
		10B. DATED (SEE ITEM 13) 09/26/2013	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

See Schedule

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Bilateral, Section 743. (a) (3) Division C - FY 2010 Consolidated Appropriations Act (P.L. 111-117).

E. IMPORTANT: Contractor is not. is required to sign this document and return _____ copies to the issuing office.

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

Tax ID Number: 94-1551605

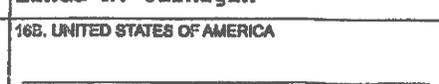
DUNS Number: 808863005

In accordance with Section 743. (a) (3), Division C of the FY 2010 Consolidated Appropriations Act (P.L. 111-117), this modification adds clause 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts, as prescribed at FAR 4.1705. Attachment 1, WD 05-2570 (Rev.-19), dated 12-29-2015, has been replaced with WD 15-2570 (Rev.-2), dated 12/30/2016.

All changes are within the scope of the contract.

Continued ...

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

15A. NAME AND TITLE OF SIGNER (Type or print) Dave Barrow, Director, U. S. Operations	15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Linda K. Jarnagin
15B. CONTRACTOR OFFICER  (Signature of person authorized to sign)	15B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)
16C. DATE SIGNED 1/8/17	16C. DATE SIGNED

0012 See Block 16C

6. ISSUED BY CODE 00601 7. ADMINISTERED BY (If other than Item 6) CODE

Richland Operations Office
U.S. Department of Energy
Richland Operations Office
P.O. Box 550, MSIN A7-80
Richland WA 99352

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) 9A. AMENDMENT OF SOLICITATION NO.

UNITECH SERVICES GROUP INC
Attn: RICHARD DOWNARD
2424 ROBERTSON DRIVE
RICHLAND WA 99354

(x)

9B. DATED (SEE ITEM 11)

CODE 808863005 FACILITY CODE

x 10A. MODIFICATION OF CONTRACT/ORDER NO.
DE-EM0002866

10B. DATED (SEE ITEM 13)

09/26/2013

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DUNS Number: 808863005
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All changes are within the scope of the contract.

Continued ...

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

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
	Linda K. Jarnagin
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
(Signature of person authorized to sign)	
16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
Signature on File	02/17/2017
(Signature of Contracting Officer)	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
DE-EM0002866/0012

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NAME OF OFFEROR OR CONTRACTOR
UNITECH SERVICES GROUP INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>All other terms and conditions remain unchanged. LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$13,600,000.00</p> <p>LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$13,600,000.00</p> <p>Payment: OR for Richland U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 4307 Oak Ridge TN 37831 Period of Performance: 11/01/2013 to 10/31/2018</p>				

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Section B - Supplies or Services/Prices

B.1 GENERAL SERVICES

The contractor shall provide all labor, materials, equipment, laundry facilities, and all associated services to perform regulated and non-regulated laundry services, and decontamination services in accordance with Statement of Work (SOW), Section C. The Hanford Site contractors requiring regulated and non-regulated laundry services shall order from the Contractor all services required by the SOW during the term of this contract. Funding for the regulated and non-regulated laundry services required by Hanford Site contractors will be provided by Department of Energy Richland Operations Office (DOE-RL).

B.2 CONTRACT LINE ITEMS AND FIXED UNIT PRICES

The offeror shall complete and submit fixed unit rates for the Contract Line Items in Tables B.1 through B.4 for the Base and Option Years. According to the volume of laundry processed for each month, the Contractor shall bill monthly the first 12,000 pounds of regulated laundry processed using the fixed unit rate for regulated laundry up to 12,000 pounds and then bill any other remaining regulated laundry processed above 12,000 pounds using the fixed unit rate for regulated laundry over 12,000 pounds. The Contractor shall bill monthly the first 5,000 pounds of non-regulated laundry processed using the fixed unit rate for non-regulated laundry up to 5,000 pounds and then bill any other remaining non-regulated laundry processed above 5,000 pounds using the fixed unit rate for regulated laundry over 5,000 pounds. The Contractor shall bill the remaining Contract Line Items at the fixed unit rates identified in Tables B.1 through B.4.

Table B-1
Contract Line Items and Fixed Unit Prices
2 Year Base Period, November 01, 2013 – October 31, 2015

Line Item #	Description of Billable Services	SOW Section	Units Billed	Year 1 Unit Price	Year 2 Unit Price
1001	Regulated Laundry up to 12,000 pounds	C.2.(i), C.4	Pounds	\$2.16	\$2.22
1002	Regulated Laundry over 12,000 pounds	C.2.(i), C.4	Pounds	\$2.04	\$2.10
1003	Regulated Laundry - Alpha Monitoring Only	C.2.(i), C.4	Pounds	\$2.56	\$2.64
1004	*Regulated - Special Clothing	C.2.(i), C.4	Pounds	\$4.33	\$4.46
1005	Non-Regulated Laundry up to 5,000 pounds	C.2.(j), C.5	Pounds	\$1.00	\$1.03
1006	Non-Regulated Laundry over 5,000 pounds	C.2.(j), C.5	Pounds	\$0.96	\$0.99
1007	*Non-Regulated Laundry - Special Clothing	C.2.(j), C.5	Pounds	\$2.00	\$2.06
1008	Half Face Respirators	C.2.(k), C.6	Each	\$10.43	\$10.74
1009	Full Face Respirators	C.2.(k), C.6	Each	\$12.79	\$13.17
1010	Asbestos / Chemical Respirators	C.6.13.3	Each	\$15.75	\$16.22
1011	Special Sewing and Velcro Replacement	C.3.8	¼ Hour	\$8.00	\$8.24
1012	Respirator Installation of Parts	C.2.(k), C.6	Each	\$0.26	\$0.27
1013	Laundry Bag Replacement Including Cord	C.4.6.2	Each	\$41.96	\$43.22
1014	Off Schedule Pick-up and Delivery Charge	C.7.2	Each	\$393.39	\$405.19
1015	500 Pound Minimum Regulated Processing Charge	C.2.(i), C.4	Pounds	\$2.16	\$2.22
1016	500 Pound Minimum Non-Regulated Processing Charge	C.2.(i), C.5	Pounds	\$1.00	\$1.03
1017	Garment Repair	C.3.8	¼ Hour	\$5.90	\$6.08
Total Cost:			Monthly	\$119,718.90	\$123,278.50
			Annually	\$1,436,626.80	\$1,479,342.00

***Special Clothing: ProTech, FrHamtex, Indura FR, Nomex FR, and other synthetics.**

Table B-2				
Contract Line Items and Fixed Unit Prices				
Option Year 1, November 01, 2015 – October 31, 2016				
Line Item #	Description of Billable Services	SOW Section	Units Billed	Option Year 1 Unit Price
2001	Regulated Laundry up to 12,000 pounds	C.2.(i), C.4	Pounds	\$2.29
2002	Regulated Laundry over 12,000 pounds	C.2.(i), C.4	Pounds	\$2.16
2003	Regulated Laundry - Alpha Monitoring Only	C.2.(i), C.4	Pounds	\$2.72
2004	*Regulated - Special Clothing	C.2.(i), C.4	Pounds	\$4.59
2005	Non-Regulated Laundry up to 5,000 pounds	C.2.(j), C.5	Pounds	\$1.06
2006	Non-Regulated Laundry over 5,000 pounds	C.2.(j), C.5	Pounds	\$1.02
2007	*Non-Regulated Laundry - Special Clothing	C.2.(j), C.5	Pounds	\$2.12
2008	Half Face Respirators	C.2.(k), C.6	Each	\$11.06
2009	Full Face Respirators	C.2.(k), C.6	Each	\$13.57
2010	Asbestos / Chemical Respirators	C.6.13.3	Each	\$16.71
2011	Special Sewing and Velcro Replacement	C.3.8	¼ Hour	\$8.49
2012	Respirator Installation of Parts	C.2.(k), C.6	Each	\$0.28
2013	Laundry Bag Replacement Including Cord	C.4.6.2	Each	\$44.52
2014	Off Schedule Pick-up and Delivery Charge	C.7.2	Each	\$417.35
2015	500 Pound Minimum Regulated Processing Charge	C.2.(i), C.4	Pounds	\$2.29
2016	500 Pound Minimum Non-Regulated Processing Charge	C.2.(i), C.5	Pounds	\$1.06
2017	Garment Repair	C.3.8	¼ Hour	\$6.26
Total Cost:			Monthly	\$127,011.10
			Annually	\$1,524,133.20

***Special Clothing: ProTech, FrHamtex, Indura FR, Nomex FR, and other synthetics.**

**Table B-3
 Contract Line Items and Fixed Unit Prices
 Option Year 2, November 01, 2016 – October 31, 2017**

Line Item #	Description of Billable Services	SOW Section	Units Billed	Option Year 2 Unit Price
3001	Regulated Laundry up to 12,000 pounds	C.2.(i), C.4	Pounds	\$2.36
3002	Regulated Laundry over 12,000 pounds	C.2.(i), C.4	Pounds	\$2.22
3003	Regulated Laundry - Alpha Monitoring Only	C.2.(i), C.4	Pounds	\$2.80
3004	*Regulated - Special Clothing	C.2.(i), C.4	Pounds	\$4.73
3005	Non-Regulated Laundry up to 5,000 pounds	C.2.(j), C.5	Pounds	\$1.09
3006	Non-Regulated Laundry over 5,000 pounds	C.2.(j), C.5	Pounds	\$1.05
3007	*Non-Regulated Laundry - Special Clothing	C.2.(j), C.5	Pounds	\$2.18
3008	Half Face Respirators	C.2.(k), C.6	Each	\$11.39
3009	Full Face Respirators	C.2.(k), C.6	Each	\$13.98
3010	Asbestos / Chemical Respirators	C.6.13.3	Each	\$17.21
3011	Special Sewing and Velcro Replacement	C.3.8	¼ Hour	\$8.74
3012	Respirator Installation of Parts	C.2.(k), C.6	Each	\$0.29
3013	Laundry Bag Replacement Including Cord	C.4.6.2	Each	\$45.86
3014	Off Schedule Pick-up and Delivery Charge	C.7.2	Each	\$429.87
3015	500 Pound Minimum Regulated Processing Charge	C.2.(i), C.4	Pounds	\$2.36
3016	500 Pound Minimum Non-Regulated Processing Charge	C.2.(i), C.5	Pounds	\$1.09
3017	Garment Repair	C.3.8	¼ Hour	\$6.45
Total Cost:			Monthly	\$130,804.30
			Annually	\$1,569,651.60

***Special Clothing: ProTech, FrHamtex, Indura FR, Nomex FR, and other synthetics.**

**Table B-4
 Contract Line Items and Fixed Unit Prices
 Option Year 3, November 01, 2017 – October 31, 2018**

Line Item #	Description of Billable Services	SOW Section	Units Billed	Option Year 3 Unit Price
4001	Regulated Laundry up to 12,000 pounds	C.2.(i), C.4	Pounds	\$2.43
4002	Regulated Laundry over 12,000 pounds	C.2.(i), C.4	Pounds	\$2.29
4003	Regulated Laundry - Alpha Monitoring Only	C.2.(i), C.4	Pounds	\$2.88
4004	*Regulated - Special Clothing	C.2.(i), C.4	Pounds	\$4.87
4005	Non-Regulated Laundry up to 5,000 pounds	C.2.(j), C.5	Pounds	\$1.12
4006	Non-Regulated Laundry over 5,000 pounds	C.2.(j), C.5	Pounds	\$1.08
4007	*Non-Regulated Laundry - Special Clothing	C.2.(j), C.5	Pounds	\$2.25
4008	Half Face Respirators	C.2.(k), C.6	Each	\$11.73
4009	Full Face Respirators	C.2.(k), C.6	Each	\$14.40
4010	Asbestos / Chemical Respirators	C.6.13.3	Each	\$17.73
4011	Special Sewing and Velcro Replacement	C.3.8	¼ Hour	\$9.00
4012	Respirator Installation of Parts	C.2.(k), C.6	Each	\$0.30
4013	Laundry Bag Replacement Including Cord	C.4.6.2	Each	\$47.24
4014	Off Schedule Pick-up and Delivery Charge	C.7.2	Each	\$442.77
4015	500 Pound Minimum Regulated Processing Charge	C.2.(i), C.4	Pounds	\$2.43
4016	500 Pound Minimum Non-Regulated Processing Charge	C.2.(i), C.5	Pounds	\$1.12
4017	Garment Repair	C.3.8	¼ Hour	\$6.64
Total Cost:			Monthly	\$134,670.70
			Annually	\$1,616,048.40
Total Cost Base and Option Years				\$7,625,802.00

***Special Clothing: ProTech, FrHamtex, Indura FR, Nomex FR, and other synthetics.**

B-3 OBLIGATION OF FUNDS

The initial incremental funded amount is the minimum order of \$50,000.00. The Government's obligation for performance of this contract is contingent upon the availability of additional approved funds for which subsequent task orders can be made. The Government's obligation for performance of this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract until funds are made available for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

Subsequent fiscal year incremental funding authorizations shall be obligated by the contracting officer via a modification to this contract for each fiscal year's anticipated scope and quantities.

As required by FAR 16.504(a)(3), the minimum and maximum quantities for orders issued against this contract are as follows:

Minimum: \$50,000.00
Maximum: \$2,200,000.00

(End of Clause)

Section C - Description/Specifications

C.1 DESIRED OBJECTIVES

C.1.1. The contractor shall provide regulated and non-regulated laundry services, and decontamination services for government owned protective clothing, non-regulated items, and respirator face pieces.

C.1.2. The contractor will pick-up and deliver according to the schedule as provided for in Section 7.2 and Attachment 2, Closed Loop System (CLS) Schedule, Delivery and Pick-up points.

C.1.3. The Contractor is customer service oriented and responsive to the needs of DOE and designated Hanford Site contractors.

C.1.4. Radiological protective clothing will be properly segregated and monitored to ensure no cross contamination occurs, and associated documentation will be properly maintained.

C.2 DEFINITIONS

- a. Area Physical Security Representative (APSR): Hanford Site security employee who will assist the Contractor in handling Hanford Site security keys and security badges.
- b. Closed Loop System (CLS): A CLS is an area, organization or facility where the regulated and non-regulated laundry, and respirator face pieces are picked up and returned. Each CLS may have multiple pick-up points or be a single pick-up point. The CLS will own the radiological protective clothing, non-regulated items, and respirator face masks; and be responsible for purchasing replacements. The typical CLS will require all three services (regulated and non-regulated laundry, and respirator face pieces), but some CLSs will require only partial service.
- c. Contingency Plan: An emergency preparedness plan that describes how the Contractor will provide laundry and respirator cleaning services if the normal facility is not able to function. The Contractor's Contingency Plan shall demonstrate how the Contractor will provide backup for operational radiological backup monitoring equipment to minimize the effects of downtime.
- d. Contracting Officer's Representative (COR): Person formally designated to represent the Contracting Officer (CO) within certain limits of authority.
- e. Quality Assurance Plan: A formal plan that documents the Contractor's methods to ensure quality control and the work is completed in accordance with the requirements of this Contract.
- f. Radiological Control Technician (RCT): A Hanford Site person that has been properly trained and qualified to monitor radioactivity. The RCT will accompany the pickup and delivery of regulated RPC to assist the driver in and out of radiological areas.

g. Security Plan: A formal plan that describes how the Contractor will provide security for the DOE-RL information and property during transport and within their facility to include potential loss from fire, theft, etc.

h. Transportation support person: A Hanford Site person that will assist with offsite radioactive material shipments. Also referred to as a “shipper.”

i. Regulated Laundry: Radiological protective clothing (RPC) used while working with radioactive material or in a radiological work area. The Hanford Site RPC is normally comprised of 100% cotton, cotton/polyester blends, Gortex, rubber, Indura and or Nomex (flame-retardant material), and FrHamtex-II (breathable, cool) work coverall. The following are the primary RPC used on the Hanford Site:

- Cotton surgeon caps are white and one size fits all.
- Cotton hoods are white and yellow colors, and one size fits all.
- Polyester blend or cotton coveralls are white or yellow; sizes are color coded on the collars. Canvas gloves with sizes by color - magenta or green for small, yellow for medium, and orange for extra large.
- Canvas shoe covers are white or yellow and one size fits all.
- Canvas boots white or yellow and one size fits all.
- Rubber shoes are black with white spot on the toe or yellow with sizes small, medium, large and extra-large.
- Rubber boots are black with white spot on the toe or yellow with sizes medium, large and extra-large.
- Yellow or white laboratory coats are made of polyester blend and cotton with sizes on the left breast.
- Cotton hoods are red in color to identify Indura, flame resistant clothing, and one size fits all.
- Cotton Indura flame resistant coveralls are red in color; sizes are color coded on the collars.
- Canvas boots are red in color to identify Indura flame resistant clothing, and one size fits all.

j. Non-regulated Laundry: Clothing and other items that are not used with radioactive material or in a radiological work area. The non-regulated clothing and bath towels will normally be made of 100% cotton, cotton /polyester blend, rubber, Indura and/or a Nomex blend that is flame-retardant. Some clothing will have colored collars to depict sizes using yellow for extra small, blue for small, green for medium, red for large, brown for extra large, orange for 2X extra large; and white for 3X extra large. Some clothing will have the size written on the left breast pocket. The following are the primary non-regulated items used on the Hanford Site:

- Blue coveralls used commonly on Hanford Site for work clothing, have various sizes, short and long sleeves, and are made of cotton or polyester blend material
- Gray coveralls used in some CLS are cotton or polyester blend material various sizes and have short and long sleeves.
- Green coveralls made of polyester blend material are clothing used at 331 building for special tasks / projects by Pacific Northwest National Laboratories (PNNL); have various sizes and do not have color coded collars, but have the size written over left breast pocket.
- Brown coveralls used to identify Flame resistant cotton Indura fabric are long sleeve only and will require special washing.
- Flame Resistant blue coveralls, tan or blue shirts and blue pants made of cotton Indura fabric will have individual names on the items and will need to be delivered back to the facility where the individuals work. A list of individual names and CLS assignment will be provided by the CO and updated as necessary.
- Blue laboratory coats made of polyester blend material are used in some CLS's.
- Green laboratory coats made of polyester blend and cotton used at 331 building PNNL with sizes on the left breast pocket.
- Green canvas shoe covers used at 331 building PNNL.
- Black or Green rubber shoes used at 331 building PNNL.
- Brown winter coat, coveralls or bib pants.
- Dust and wet mop heads from various CLS.
- Floor runner / door entrance throw rugs (with backing) from some CLS.
- Gray coveralls, hoods, canvas boots used for radioactive training only have colored collars for sizes. The Hammer facility is the only CLS that provides this laundry in tubs.
- Bath towels of various colors.
- Towel rags mainly bath towels that cannot be used for showers any longer. (Too stained or too small).
- Modesty clothing (shorts and tee shirts and some surgical type clothing).

k. Respirator face pieces: Respirator face pieces are used for chemical and radiological work for protection and are sometimes called masks. The following are the primary respirator face pieces used on the Hanford Site:

- 3M (respirator face pieces are Small, Medium or Large).

- 3M 6000 series mask
- 3M 7500 series mask

- Avon (respirator face piece sizes are 1, 2 or 3).
 - Avon FM-12 mask

- Scott-O-Vista (respirator face piece sizes are Small, Large or Extra-large).
 - Scott-O-Vista, Comfort Seal, EPDM or silicone
 - Scott-AV-2000, Comfort Seal, EPDM or silicone
 - Scott-AV-3000, Comfort Seal EPDM or silicone

- MSA (respirator face piece sizes are Small, Medium or Large).
 - MSA Advantage 200 LS ½ mask, Hycar or silicone
 - MSA Advantage 1000 LS mask, Hycar or silicone
 - MSA Advantage 3200 LS mask, Hycar or silicone
 - MSA Ultra-Twin mask, Hycar or silicone
 - MSA Ultra-View mask, Hycar or silicone

C.3 GENERAL REQUIREMENTS

C.3.1 The contactor shall provide all personnel, equipment, tools, materials, supervision, transportation, and other items and services necessary to perform wet wash laundry and decontamination services for regulated/non-regulated items, and respirator face pieces, in support of the Department of Energy: Richland Operations Office (RL), Office of River Protection (ORP), and designated Hanford Site contractors.

C.3.2 The Contractor shall use commercial nuclear laundry practices while processing the Hanford Site regulated/non-regulated items, and respirator face pieces regulated. The non-regulated processing shall meet normal commercial laundry practices. The respirator face pieces are required to be cleaned to manufacturer's specifications.

C.3.3 This service requires the processing of each Closed Looped Systems (CLS) separately to prevent cross contamination of the various loops or loss of inventory. Attachment 2 provides a list of the CLS's and the pick-up/delivery schedule. The schedule provides for geographic pick-up and delivery once per week, excluding holidays. Fridays are a "catch up" day for any holiday or non-scheduled service. Approximately 1/3 of the CLSs are on a "will call" basis. Those "will call" CLSs are required to give the Contractor at least 24 hours' notice to be added to the schedule for pick-up at that geographical area.

C.3.4 The Contractor shall possess and maintain the ability to provide laundry and decontamination services in compliance with all applicable federal, state, and local laws and regulations. The Contractor is responsible for obtaining and operating in compliance with all permits and licensing requirements.

C.3.5 Material Safety Data Sheets (MSDS) for each chemical used in the cleaning process shall be provided to the CO. The Contractor shall assure adequate laundering methods are used to minimize allergic reactions to cleaning chemical residues. Any changes to the chemicals used for processing laundry shall be provided to the CO at least 10 calendar days before implementation.

C.3.6 Flame retardant items may require special processing to preserve the retardant capability. If a new type of material is added to the service requirement, the CO will notify the Contractor in writing implementation.

C.3.7 Regulated RPC laundry shall not be processed in the same equipment as non-regulated items or in any way commingled or mixed with non-regulated items.

C.3.8 The contractor will perform mending of usable garments including replacing Velcro and patching and repairing fabric tears. The Contractor will bill for actual time spent on mending that has been accumulated for the month. This mending shall only be completed on a garment when the Contractor determines that it is economically feasible and the garment can still be used for its intended purpose. For purposes of this section, economically feasible means that items have several washings left or are in near new condition, and the cost of repair does not exceed approximately 50% of the item's initial price. All un-repairable items will be segregated, bagged, tagged, and returned in clean condition to the originating CLS. Any regulated items will be returned to the CLS in yellow 10mil., plastic bag with "Caution Radioactive Material" imprinted on the bag.

C.3.9 Apparel may contain miscellaneous government and/or personal items such as: keys, dosimeter, badges, pens, pencils, etc. The Contractor shall secure all government keys, badges and dosimeters and notify and APSR for disposition. All other items may be returned directly to the CLS. Items found in pockets, RPC that exceeds the released limit, other RPC (e.g., damaged), non-regulated items, and respirator face pieces that are damaged beyond repair will be properly tagged and shipped back to the individual CLS, unless otherwise directed by the CO. These items shall be placed in the plastic bag and the contents listed on an attached tag or on the outside of the bag.

C.3.10 For all regulated RPC laundry, non-regulated items, and unusable face pieces; the Contractor will provide a tag that is easily identifiable and readable to the CLS. Clean laundry being returned to the CLS's from the Contractor will require a tag on each bag. This tag will also be used to identify laundry bags that hold items that need repairs or are unusable. The Contractor will provide all materials and labor necessary to complete the tag information and attached it to the bag. The information on the tag shall be as follows:

- CLS name,
- Identification, type and size of item,
- Other information as directed by the CO

C.4 TECHNICAL REQUIREMENTS FOR REGULATED RPC:

C.4.1 Each CLS will identify the monitoring program(s) required for their RPC. The monitoring programs are Monitor Program 1, beta gamma monitoring only, Monitor Program 2, alpha monitoring only, Monitor Program 3, both alpha and beta gamma monitoring. The Contractor shall maintain backup for operational radiological backup monitoring equipment to meet the requirements of this SOW, as defined by the Contingency Plan.

C.4.2 The Contractor will periodically calibrate the RPC monitoring instrumentation using the following types of sources: Beta/Gamma calibrations are performed with Cs-137 sources and Alpha calibrations are performed with Am-241 or Pu-239 sources.

C.4.3 Monitor Program 1 requires the finished beta-gamma product to meet the following limits for release back to the CLS user: Less than (<) 10,000 dpm/100 cm² beta-gamma total radioactivity assured by a 100% monitoring at the 95 confidence level. Less than 1,000 dpm/100 cm² beta-gamma removable.

C.4.4 Monitor Program 2 requires the finished alpha product to meet the following limits for release back to the CLS user: Less than 1,000dpm/100 cm² alpha total radioactivity, assured by 100% monitoring at 95% confidence level. Less than 20 dpm/100 cm² alpha removable.

C.4.5 Monitor Program 3 requires the finished product to meet both 4.3 and 4.4 requirements.

C.4.6 The finished product shall be dry, turned right side out, folded, and bagged in the following quantities:

C.4.6.1 Hoods: 100 each to a bag, canvas gloves 175 pair to a bag by size, rubber shoes 35 pair to a bag by size, canvas boots 100 pair to a bag, 15 pair of rubber boots to a bag by size, 24 laboratory coats to a bag by size, and 15 pair of coveralls to a bag by size. Folding is required only for laboratory coats and coveralls.

C.4.6.2 Laundry bags (white color) and cords to fasten the bags will be obtained by the Contractor and the cost covered by DOE, or otherwise provided by DOE. Bags for regulated items will have the words "Caution, Radioactive Material" stenciled or printed on each bag. Laundry bags for the Plutonium Finishing Plant (PFP) will not have metal grommets. A 2-3 month inventory of RPC laundry bags will be maintained by the Contractor.

C.4.7 Any radioactive RPC laundry received at the Contractor's facility shall be: Less than 10 mrem /hr on the external of each bag (contact reading) and less than 100,000 dpm/100 cm² total alpha contamination on any article of clothing. The external of each bag shall have less than 1,000dpm/100 cm² beta-gamma and 20dpm/100 cm² alpha removable contamination. In the unlikely event that RPC laundry exceeds this limitation, the Contractor shall immediately notify the CO.

C.5 TECHNICAL REQUIREMENT FOR NON-REGULATED LAUNDRY

C.5.1 The finished product shall be dry, right side out, folded, and bagged (except for plastic containers used for Hammer facility). Towels will be folded and bundled (12 to a bundle) and 3 bundles to a bag. Rags and mops will not be folded. Coverall bags will have 15 pair all of the same size, rags shall have 40 each to a bag, and lab coats shall have 24 each to a bag by size. If the quantities indicated are not available then the final bag can have the odd items placed in it with the quantity noted on the tag. Laundry bags (any color, excluding white or yellow) and cords to fasten the bags will be obtained by the Contractor and the cost covered by DOE, or otherwise provided by DOE. A 2-3 month inventory of laundry bags will be maintained by the Contractor.

C.6 TECHNICAL REQUIREMENTS FOR RESPIRATOR FACE PIECES

C.6.1 The Contractor shall decontaminate, clean, test, inspect, repair (as required), disinfect, and bag all respirator face pieces. Respirator face piece services shall be in accordance with Occupational, Safety, and Health Administration (OSHA) requirements 29 CFR 1910.134, and American National Standards Institute (ANSI) Standard Z88.2.

C.6.2 The Contractor shall protect respirator face pieces from excessive heat, extreme cold, excessive moisture, damaging chemicals, physical damage, dust, and prolonged exposure to sunlight. Face piece containers will be secured during transportation.

C.6.3 All cleaned respirators shall be tested for leaks to verify they are serviceable. This testing must be completed on a machine equivalent in capability to the Q-127 leak tester.

C.6.4 All necessary repairs shall be made to keep each respirator face piece in a usable condition as defined by ANSI Standard Z88.2. Spare parts shall be obtained from usable respirator face pieces leftover from respirators determined to be unserviceable. When sufficient spare parts are not available, they will be obtained by DOE or Site contractor upon a timely advance request from the Contractor.

C.6.5 After final inspection, the respirator face piece shall be sealed in individual clear plastic bags. The bag shall be, as a minimum, 10 mil. in thickness.

C.6.6 The individual bags will need to be placed in a cardboard box for storage and shipment. The MSA Ultra Twin Air Purifying Respirator (APR) face pieces shall have 12 bags to a sealed box. The MSA Ultra-Vue Powered Air Purifier Respirator face piece (PAPR) shall be boxed 6 to a box. MSA ½ face respirator face pieces shall have 16 to a box.

C.6.7 All Scott respirator face pieces shall have 8 to a box. The boxes shall be labeled to indicate the name, type and size of respirator face pieces within. (Example: MSA, Ultra-Twin, Full face APR, Large). The Scott AV-3000 uses a removable head harness. These respirator faces pieces should be packaged without a head harness "For Mask Fit Only." The head harnesses will be placed in a separate plastic bag by size. These respirator face pieces will be returned to all of the CLS's in their regular configuration.

C.6.8 If there are any other special boxing instructions for other types of face pieces, such

instructions will come from the CO.

C.6.9 Removable nose cups shall be cleaned and bagged. There shall be 12 nose cups to a bag for return to the CLS from which they were received. The nose cups do not need to be reinstalled in the respirator face pieces, unless instructed to do so by the CO.

C.6.10 The Contractor provides the plastic bags and cardboard boxes to hold the respirator face pieces and ancillary items.

C.6.11 Filter cartridges received by the Contractor from the CLS shall be removed in the respirator face piece cleaning process. All cartridges are to be separately bagged and returned to the CLS from which they were received.

C.6.12 Those individuals assigned to decontaminate, disassemble, clean, inspect, repair, test, reassemble and package the respirator face pieces shall be certified by each respirator face piece manufacturer. This training must be documented and a copy retained for each individual. If additional respirator face piece manufacturers' are selected for use in the Hanford Site respiratory program, DOE will notify the Contractor 30 days in advance of implementation.

C.7 TRANSPORTATION

C.7.1 The Contractor shall be responsible for transporting RPC, non-regulated items, and respirators in a safe and secure manner. The Contractor shall provide and be responsible for the containers, equipment, and vehicles used to transport the laundry service items. The Contractor's drivers are responsible for loading and unloading the laundry service items.

C.7.2 Regulated and non-regulated items shall be transported in separate vehicles, according to the schedule provided in Attachment 2. The Contractor shall pick-up and deliver all shipments between the hours of 8:00 a.m. and 3:00 p.m. local time (except site-closure holidays). On an infrequent basis, a CLS may require a change in their scheduled service frequencies, and approval from the CO must be secured. The CO will coordinate the change with the Contractor.

C.7.3 It shall be the Contractor's responsibility to ensure that the vehicles used are appropriate for safely transporting these items and comply with applicable U.S. Department of Transportation regulations. In the event of a vehicle accident, the contractor's driver shall notify the Benton County Sheriff office, the CO, and appropriate local emergency management officials.

C.7.4 The Contractor's drivers shall obtain a Department of Transportation Commercial Drivers License (CDL) at no cost to DOE. Contractor's drivers must also obtain a Department of Energy security badge in order to be permitted on the Hanford Site and into Hanford facilities. Each driver will also be required to take Hanford Employee General Training (HGET) and specific training needed to enter the various facilities on the Hanford Site in compliance with HNF-5173, 6-1. DOE will reimburse the Contractor or otherwise pay the cost for the badge processing, HGET, and facility orientation training cost, excluding the Contractor's staff time.

C.7.5 All RPC will be collected at the CLSs and available at the designated pick-up point to be serviced. Each bag will be less than 50 pounds. The CLS will tag each bag to identify the CLS, list radiation levels, and provide initials of the surveying radioactive control technician (RCT). A routine radiation shipment record (RRSR – “blue card”) will be prepared at each CLS that has RPC. Bags will contain a mixture of types of RPC, but will not have mixed RPC laundry and non-regulated clothing.

C.7.6 When arriving on the Hanford Site, all vehicles transporting regulated deliveries/pickups must stop at 2355 Stevens to verify shipping documents and vehicle status. Upon approval of the Hanford Site Traffic Department, the driver may then proceed. As the driver leaves the Hanford Site, a stop must be made again at the 2355 Stevens office. This requirement may be modified by written direction from CO.

C.7.7 The Hanford Site contractor will provide a RCT to support the RPC truck each day. This support will be provided for pick-up and delivery on both a scheduled and as needed basis, per Section 7.2 above. The RCT support will aid the driver in entering and exiting radiological areas; insuring the radiation labels are filled out properly; identifying problem areas; and releasing the truck, as necessary, if it needs to enter a radiological controlled area to pick up RPC.

C.7.8 At the last stop, or a pre-determined location, a transportation support person (shipper) will meet the Contractor’s driver and the RCT. The shipper will provide the Radioactive Shipment Record (RSR) for an offsite radioactive material shipment. The RCT that accompanies the driver will assist the shipper and survey the truck for release off site. Upon leaving the Hanford Site the Contractor’s driver will present the RSR to the Hanford Patrol.

C.7.9 If the Contractor’s truck becomes contaminated, the Contractor will be responsible for decontamination. The Contractor will be responsible for securing a documented radioactive release when the truck is emptied at the end of the day.

C.7.10 No RCT or shipper will be required to support the non-regulated clothing / respirator face piece truck. The Contractor’s driver(s) will need to meet the same requirements for a DOT-CDL and DOE security clearance (see Section 7.4 above). No radiation release is required for non-regulated items and respirator face pieces.

C.8 RECORDS

C.8.1 All records to track processed laundry must be:

- Legible,
- Clearly labeled and completed IAW the SOW,
- Arranged in a logical, consistent order,
- Paginated,
- Single-sided and reproducible.

C.8.2 If submitted documentation does not conform to the above criteria, the contractor shall correct the deficiency(s) and resubmit the documentation at no additional cost to DOE.

C.9 DOCUMENTATION

C.9.1 For delivery to the CLS, the Contractor will need to leave a copy of each shipment record with each CLS delivery point. Attachment 3 shows an example of a Protective Clothing Service Form listing the types and amounts of each item. This form is an example of a shipment record that may be used or the Contractor may generate a similar form with the approval of the CO.

C.9.2 The Contractor shall document all of the monitoring processes on the regulated RPC. Documents associated with Hanford Site regulated RPC cleaning and decontamination must be inventoried and accounted for. The contractor shall be responsible for ensuring that all documents generated are placed in the file for inventor and are available for inspection.

C.9.3 Calibration of monitoring equipment shall be completed IAW manufacturer's specifications and recommendations. ANSI Standard N323 must be utilized to meet nuclear requirements for maintenance and calibration frequencies.

C.9.4 Transportation container certification shall be IAW with the Department of Transportation requirements and shall be documented.

C.9.5 On a monthly basis the Contractor shall provide the CO the following:

- Summary weights billed for each line item
- Summary of the number of respirators billed
- Copy of each delivery ticket segregated by CLS
- Copy of any special charges.

C.9.6 The Contractor shall maintain controlled access storage to all records of data and other technical information generated in the performance of the services described in this SOW. These records shall be safe and secured in a manner to prevent tampering, and water or fire damage. Upon expiration for termination of this contract, the Contractor will provide all controlled documents to DOE. Types of controlled documents the contractor should maintain include, as a minimum:

- Calibration and service records for monitoring equipment
- Monitoring records
- Disposal of processing waste.

C.9.7 All pre-printed forms and logbooks entries shall be signed and dated by the person responsible for the activity at the time it was performed. All logbook entries shall be in chronological order.

C.9.8 All entries in controlled documents shall be made in ink. Corrections to entries shall be made by drawing a single line through the error and entering the correct information. Corrections or additions shall be initialed and dated. No information shall be obliterated or rendered unreadable.

C.10 CONTRACT MANAGEMENT AND DELIVERABLES

C.10.1 The CO or an individual designated by the CO (e.g., COR or TM), will serve as a point of contact for all technically oriented communications associated with SOW. Submittal of all reports generated through the performance of this SOW shall be made to the CO. In no case, shall reports be released to parties other than DOE or its Hanford Site contractor (s) without the prior written permission of the CO.

C.10.1.1 The Contractor shall appoint a Project/Program Manager (PPM) to oversee the work performed under this SOW. The PPM or designated alternate shall be the point of contact (POC) during normal business hours. (Pacific Standard Time, 7:30am to 4:00 pm on regular business days except site-closure holidays). In addition, a POC to address emergency situations during all off-hours shall be provided to the CO. The appointed PPM shall be available to visit the Hanford site a minimum of once per year or as required by the CO for specific problem resolution. The meeting shall normally be an open forum with Hanford Site customers and moderated by the CO. Topics for discussion will be current status and performance of both the Contractor and the Hanford Site contractor (s).

C.10.1.2 The Contractor shall notify the CO immediately in the event of the loss of capacity to perform the services required in the SOW. If loss of capacity is due to suspension, revocation or proceedings against any permits, or proceedings against any permits or licenses required under local, state, or federal laws; the Contractor will also provide a copy of the notification received from the regulatory agency.

C.10.1.3 The contractor shall notify the CO immediately in the event the contractor is placed under investigation or required to take any corrective action by any local, state or federal regulator agencies.

C.10.1.4 Contractor shall rewash all RPC that fail the first monitoring without additional cost to the government. Items that fail to pass the second monitoring phase shall be bagged, properly tagged, and returned to the CLS user they were received from. The Contractor will provide the yellow plastic bags (10 mil) with "Caution Radioactive Material" imprinted on each bag from returning the non-reusable to the CLS.

C.10.2. The Contractor shall provide the CO with a copy of the Contingency Plan in accordance with Section L.16 and M.4. Updates to the Contingency Plan shall also be provided to the CO on a timely basis.

C.10.3 The Contractor shall provide a copy of the Quality Assurances (QA) Plan to the CO within 15 days of contract award. Updates to the QA Plan shall also be provided to the CO prior to implementation.

C.10.4 The Contractor shall provide a Security Plan CO within 15 days of contract award. Updates to the QA plan shall also be provided to the CO prior to implementation.

Section D - Packaging and Marking

D.1 TRANSPORTATION OF LAUNDRY

The contractor shall be responsible for transporting laundry to and from the Hanford Site locations as identified in Section C.7, “Statement of Work”

D.2 TRANSPORTATION CHARGES – FULL PREPAID

The contractor is responsible for and shall pay all transportation charges and shall not invoice RL for such transportation charges. The contractor bears all responsibility for damage or loss until deliver is made to the FOB point specified herein.

Section E - Inspection and Acceptance

E.1 52.246-4 Inspection of Services - Fixed-Price. (AUG 1996)

(a) *Definition:* Services, as used in this clause, includes services performed, workmanship, and material furnished or utilized in the performance of services.

(b) The Contractor shall provide and maintain an inspection system acceptable to the Government covering the services under this contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the Government during contract performance and for as long afterwards as the contract requires.

(c) The Government has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. The Government shall perform inspections and tests in a manner that will not unduly delay the work.

(d) If the Government performs inspections or tests on the premises of the Contractor or a subcontractor, the Contractor shall furnish, and shall require subcontractors to furnish, at no increase in contract price, all reasonable facilities and assistance for the safe and convenient performance of these duties.

(e) If any of the services do not conform with contract requirements, the Government may require the Contractor to perform the services again in conformity with contract requirements, at no increase in contract amount. When the defects in services cannot be corrected by reperformance, the Government may -

(1) Require the Contractor to take necessary action to ensure that future performance conforms to contract requirements; and

(2) Reduce the contract price to reflect the reduced value of the services performed.

(f) If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with contract requirements, the Government may -

(1) By contract or otherwise, perform the services and charge to the Contractor any cost incurred by the Government that is directly related to the performance of such service; or

(2) Terminate the contract for default.

(End of clause)

E-2 DOE-E-1001 Inspection and Acceptance

Inspection and acceptance of all items under this contract shall be accomplished by the Contracting Officer, the Contracting Officer's Representative (COR), or any other duly authorized Government representative identified by the Contracting Officer. The contractor will be notified in writing or by a copy of the delegation of authority if a different representative is designated.

(End of clause)

Section F - Deliveries or Performance

F.1 PERIOD OF PERFORMANCE

Unless terminated sooner pursuant to the terms of this contract, the period of performance for the technical effort or services required under this contract is from November 01, 2013 until October 31, 2015, for the Base Period, or if all options are exercised, from November 01, 2013 through October 31, 2018.

(End of clause)

F.2 DOE-F-1002 Place of Performance - Services

The services specified by this contract shall be performed at the following location (s):

DOE Hanford Site and the contractor's designated laundry facility..

(End of clause)

F.3 FAR 52.242-15 Stop-Work Order (Aug 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either—

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if—

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any

time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

(End of clause)

Section G - Contract Administration Data

G.1 DOE-G-1001 Billing Instructions

Contractors should submit vouchers electronically through the Oak Ridge Financial Service Center's (ORFSC) Vendor Inquiry Payment Electronic Reporting System (VIPERS). VIPERS allows vendors to submit vouchers, attach supporting documentation and check the payment status of any voucher submitted to the DOE. Submitting electronically provides benefits to vendors by:

- Reducing the cost of paper and postage
- Allowing supporting documentation to be attached and routed with the voucher to program and approving officials
- Immediately interfacing vouchers to DOE's accounting system saving several days of mail and manual processing time
- Decreasing potential errors caused by manual input
- Facilitating the prompt payment of vouchers

To obtain access to and to use VIPERS, please visit the web page at <https://vipers.oro.doe.gov>.

Detailed instructions on how to enroll and use the system are provided on the web page. Please do not send a paper copy of a voucher that has been submitted electronically.

The voucher must include a statement of cost and supporting documentation for services rendered. This statement should include, as a minimum, a breakout by cost or price element and task order (if applicable) of all services actually provided by the Contractor, both for the current billing period and cumulatively for the entire contract.

(1) Statement of Cost.

The following instructions are provided for use by the Contractor in the preparation and submission of the Statement of Cost:

- (i) Statement of Cost must be completed in accordance with the Contractor's cost accounting system.
- (ii) Costs claimed must be only those recorded costs authorized for billing by the payment provisions of the contract.
- (iii) Indirect costs claimed must reflect the rates approved for billing purposes by the Contracting Officer.
- (iv) The Direct Productive Labor Hours (DPLH) incurred during the current billing period must be shown and the DPLH Summary completed, if applicable.

(v) The total fee billed, retainage amount, and available fee must be shown.

(vi) If task orders or task assignments are issued under this contract, the Contractor must prepare a Statement of Cost for each task order work assignment and a summary for the total invoiced cost.

(2) Supporting Documentation.

Direct costs (e.g., labor, equipment, travel, supplies, etc.) claimed for reimbursement on the Statement of Cost must be adequately supported. The level of detail provided must clearly indicate where the funds were expended. For example, support for labor costs must include the labor category (e.g., program manager, senior engineer, technician, etc.) the hourly rate, the labor cost per category, and any claimed overtime; equipment costs must be supported by a list of the equipment purchased, along with the item's cost; supporting data for travel must include the destination of the trip, number and labor category of travelers, transportation costs, per diem costs, and purpose of the trip; and supplies should be categorized by the nature of the items (e.g., office, lab, computer, etc.) and the dollar amount per category.

Any cost sharing or in-kind contributions incurred by the Contractor and/or third party during the billing period must be included.

Indirect rates used for billings must be clearly indicated, as well as their basis of application. When the cognizant Administrative Contracting Officer (ACO) or auditor approves a change in the billing rates, include a copy of the approval.

G.2 CONTRACT ADMINISTRATION/CORRESPONDENCE

(a) The name and correspondence address of the Department of Energy (DOE) Contracting Officer (CO) is:

John Wiltshire, Contracting Officer
U.S. Department of Energy
Procurement Division
P.O. Box 550 - MSIN A7-80
Richland, WA 99352

Written communication shall make reference to the contract number and shall be mailed to the Contract Specialist designated via separate correspondence to the above address.

(b) The name and correspondence address of the DOE Contracting Officer's Representative (COR) is:

Darius Slade, Contracting Officer Representative
U.S. Department of Energy
Site Services Division
P.O. Box 550 - MSIN A2-15

Richland, WA 99352

Performance of the work under this contract shall be subject to the technical direction of DOE COR(s) in accordance with the Section H clause entitled, DEAR 952.242-70, Technical Direction. Any change in any DOE COR may be made administratively by letter from the CO consistent with Section H clause entitled, DEAR 952.242-70, Technical Direction.

(c) The designated paying office for direct payment invoices under the contract is:
Direct Mail Address:

U.S. Department of Energy
Oak Ridge Financial Services Center
G-5
P.O. Box 4307
Oak Ridge, TN 37831
Express Courier Address:
U.S. Department of Energy
Oak Ridge Financial Services Center
200 Administration Road
Oak Ridge, TN 37831
(865) 241-5073

G.3 Observation of Legal Holidays

(a) The on-site Government personnel observe the following holidays:

New Year's Day
Martin Luther King, Jr.'s Birthday
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day

Any other day designated by Federal statute, Executive order, or the President's proclamation.

(b) When any holiday falls on a Saturday, the preceding Friday is observed. When any holiday falls on a Sunday, the following Monday is observed. Observance of such days by Government personnel shall not by itself be cause for an additional period of performance or entitlement of compensation except as set forth within the contract.

(End of clause)

G.4 Contracting Officer's Representative

The Contracting Officer's Representative (COR) for the purposes of monitoring and coordinating the technical requirements of this contract will be Mr. Darius Slade.

Specific duties and responsibilities of the COR are those delegated in the Contracting Officer's Representative Delegation for this contract.

(End of clause)

Section H - Special Contract Requirements

H.1 MODIFICATION AUTHORITY

Notwithstanding any of the other clauses of this contract, the CO shall be the only Individual authorized to:

- (a) Accept nonconforming work,
- (b) Waive any requirement of this contract, or
- (c) Modify any term or condition of this contract.

H.2 DOE-H-1001 Ombudsman

(a) An ombudsman has been appointed to hear and facilitate the resolution of concerns from offerors, potential offerors, and contractors during the preaward and postaward phases of this acquisition. When requested, the ombudsman will maintain strict confidentiality as to the source of the concern. The existence of the ombudsman is not to diminish the authority of the contracting officer, the Source Evaluation Board, or the selection official. Further, the ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of formal contract disputes. Therefore, before consulting with an ombudsman, interested parties must first address their concerns, issues, disagreements, and/or recommendations to the contracting officer for resolution.

(b) If resolution cannot be made by the contracting officer, interested parties may contact the Contracting Activity ombudsman:

Peggy L. Fuller
Office of Procurement Planning
EM-51/Forrestal Building
U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585
Phone: 202-586-7087
Fax: 202-586-9833
Email: peggy.fuller@hq.doe.gov

Concerns, issues, disagreements, and recommendations which cannot be resolved at the installation may be referred to the DOE ombudsman, Peggy L. Fuller, fax: 202-586-9833 email: peggy.fuller@hq.doe.gov. Do not contact the ombudsman to request copies of the solicitation, verify offer due date, or clarify technical requirements. Such inquiries shall be directed to the contracting officer or as specified elsewhere in this document. If this is a task or delivery order contract, the ombudsman shall review complaints from contractors and ensure they are afforded a 'fair opportunity to be considered', consistent with Section 303J(b) of the Federal Property and Administrative Services Act of 1949, as amended and the procedures of the contract.

(End of clause)

H.3 RL-H-1002 Security Requirements

(a) **Citizenship:** Each Contractor employee who requires authorization to have access to the Hanford Site must be a citizen of the United States or a foreign national with proper, advance RL authorization.

(b) **Employee Access:** Contractor employees must have a security escort when access to Limited and/or Protected Areas of the Hanford Site is required.

(c) **Picture Security Badges:**

(1) Each Contractor and subcontractor employee must have a picture (photo) security badge for access to any area within the Hanford Site. Picture badges are not required for visitors whose stay is for 7 days or less; in such cases, badges without photos are required. Security badges shall be worn in plain view, above the waist. Each employee must appear in person to obtain a badge. Badge applicants must provide adequate information to the issuing office to properly identify them. The "Security Badge Request Form" must be completed by the Contractor and signed in the Authorization block by the Contracting Officer or DOE designated personnel.

(2) Security badges will be valid only for the duration of a specific contract or for a 12-month period, whichever ends first.

(3) A new security badge must be obtained whenever there is a significant change in facial appearance, e.g., growth or removal of facial hair, changes resulting from surgery, etc.

(4) Each Contractor and subcontractor employee is responsible for his or her badge and for returning the badge to the issuing office whenever one of the following occurs, but in any event, before final payment:

- (i) Contract work is completed;
- (ii) Badge is no longer needed; and
- (iii) Badge becomes void for any reason.

(5) A charge of \$500.00 will be assessed to the Contractor for each security badge not returned in accordance with the above requirement. Such charges will be deducted from payments otherwise due the Contractor.

(6) Lost security badges shall be reported to the issuing office as soon after the loss as possible.

(d) Safety and Security Orientation: Each employee of the Contractor and subcontractor must receive a safety and security orientation briefing before being issued a security badge. For visitors badging, described in paragraph (d)(1) above, a 10 minute security briefing is required. Contractor personnel shall attend Hanford General Employee Training (HGET) for tasks which require regular access to government facilities. HGET training is approximately three hours in duration. A maximum of 3 hours may be charged to the task for completion of HGET for annual renewal purposes. The charge to attend HGET is allowable under the Task Order as a direct cost associated with task performance. There is no fee for a Visitor's briefing.

(e) Prohibited Articles: The articles listed below are not permitted on the Hanford Site in any security area without a Prohibited Articles pass:

- (1) Explosives;
- (2) Dangerous weapons;
- (3) Instruments or material likely to produce substantial injury to persons or damage to persons or property;
- (4) Controlled substances (e.g., illegal drugs and associated paraphernalia but not prescription medicine); and
- (5) Any other items prohibited by law. Specific information covering prohibited items may be found under the provisions of 10 Code of Federal Regulations (CFR) 860 and 41 CFR 101-20.3.

Upon notification that an employee of the Contractor or subcontractor is found to possess or is suspected of possessing narcotics, dangerous drugs, and or controlled substances on the Hanford Site, the Company for whom the individual works shall be notified that the employee's security badge is to be returned to Safeguards and Emergency Services and the employee's worksite access is being temporarily suspended pending identification, through laboratory analysis, of the items in question.

Upon receipt of positive identification, through laboratory analysis, of narcotics, dangerous drugs, and/or controlled substances, the individual and employing company representative, if applicable, shall be informed that the individual's access to the Hanford Site has been denied for a minimum of one (1) year.

(f) Controlled Articles: Portable electronic devices, both Government- and personally-owned, capable of recording information or transmitting data (e.g., radio frequency, infrared, and/or data link electronic equipment) are not permitted

in Limited Areas, Exclusions Areas, Protected Areas, Vital Areas, Material Access Areas, without a Controlled Article pass.

(g) Incidents of Security Concern:

Ensure that all company personnel who are authorized access to classified information, sensitive unclassified information and/or SNM at other facilities are aware of the requirements and procedures for reporting security infractions or incidents.

Establish an incident management program that provides for appropriate disciplinary measures if DOE determines that company personnel have committed security infractions or incidents.

(h) Personally Identifiable Information (PII):

Ensure that actions are taken to address data breaches of PII that is collected, processed or maintained on paper records, stored and/or transmitted through DOE computer systems, and sensitive data owned by DOE that is properly stored on non-DOE computer systems.

Ensure that data breaches that involve the suspected or confirmed loss of PII are immediately reported the DOE.

Ensure employees complete the Annual Privacy Training and sign the completion certificate acknowledging their responsibility for maintaining and protecting Privacy Act information prior to being authorized access to all information systems.

Ensure that employees receive training for the rules of behavior prior to accessing DOE systems.

(i) Official Use Only Information:

Ensure that documents determined to contain OUO information are marked and protected as described in DOE O 471.3, Admin Change 1.

Ensure that documents determined to no longer warrant protection as OUO have their markings removed.

Ensure that access to (a) documents marked as containing OUO information or (b) OUO information from such documents is only provided to those persons who need to know the information to perform their jobs or other DOE-authorized activities.

(End of clause)

H.4 DOE-H-1011 Department of Labor Wage Determinations

In the performance of this contract the Contractor shall comply with the requirements of the U.S. Department of Labor Wage Determination(s) For the state of Washington and 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRE when applicable.

(End of clause)

H.5 DOE-H-1020 Options to the Contract

a) The Government may unilaterally exercise the option(s) in this contract by written notice to the Contractor within the term of the contract; provided, that the Government shall give the Contractor a preliminary written notice of its intent to exercise at least 60 days before the contract expires. The preliminary notice does not commit the Government to execute the option.

b) If the Government exercises an option, the contract shall be considered to include this option provision.

(End of clause)

H.6 DOE-H-1023 Preservation of Antiquities, Wildlife and Land Areas

(a) Federal Law provides for the protection of antiquities located on land owned or controlled by the Government. Antiquities include Indian graves or campsites, relics and artifacts. The Contractor shall control the movements of its personnel and its subcontractor's personnel at the job site to ensure that any existing antiquities discovered thereon will not be disturbed or destroyed by such personnel. It shall be the duty of the Contractor to report to the Contracting Officer the existence of any antiquities so discovered.

(b) The Contractor shall also preserve all vegetation (including wetlands) except where such vegetation must be removed for survey or construction purposes. Any removal of vegetation shall be in accordance with the terms of applicable habitat mitigation plans and permits. Furthermore, all wildlife must be protected consistent with programs approved by the Contracting Officer.

(c) Except as required by or specifically provided for in other provisions of this contract, the Contractor shall not perform any excavations, earth borrow, preparation of borrow areas, or otherwise disturb the surface soils within the job site without the prior approval of DOE or its designee.

(End of clause)

H.7 DOE-H-1026 DOE Security Requirements

- (a) **Citizenship:** Each Contractor employee who requires authorization to have access to the Hanford Site must be a citizen of the United States or a foreign national with proper, advance RL authorization.
- (b) **Employee Access:** Contractor employees will require security escort when access to Limited and/or Protected Areas of the Hanford Site is required.
- (c) **Picture Security Badges:**
 - (1) Each Contractor and subcontractor employee must have a picture (photo) security badge for access to any area within the Hanford Site. Picture badges are not required for visitors whose stay is for 7 days or less; in such cases, badges without photos are required. Security badges shall be worn in plain view, above the waist. Each employee must appear in person to obtain a badge. Badge applicants must provide adequate information to the issuing office to properly identify them. The “Security Badge Request Form” must be completed by the Contractor and signed in the Authorization block by the Contracting Officer or DOE designated personnel.
 - (2) Security badges will be valid only for the duration of a specific contract or for a 12-month period, whichever ends first.
 - (3) A new security badge must be obtained whenever there is a significant change in facial appearance, e.g., growth or removal of facial hair, changes resulting from surgery, etc.
 - (4) Each Contractor and subcontractor employee is responsible for his or her badge and for returning the badge to the issuing office whenever one of the following occurs, but in any event, before final payment:
 - (i) Contract work is completed;
 - (ii) Badge is no longer needed; and
 - (iii) Badge becomes void for any reason.
 - (5) A charge of \$500.00 will be assessed to the Contractor for each security badge not returned in accordance with the above requirement. Such charges will be deducted from payments otherwise due the Contractor.
 - (6) Lost security badges shall be reported to the issuing office as soon after the loss as possible.
- (d) **Safety and Security Orientation:** Each employee of the Contractor and subcontractor must receive a safety and security orientation briefing before being issued a security badge. For visitors badging, described in paragraph (d)(1) above, a 10 minute security briefing is required. Contractor personnel shall attend Hanford General Employee Training (HGET) for tasks which require regular access to government facilities. HGET training is approximately three hours in duration. A maximum of 3 hours may be charged to the task

for completion of HGET for annual renewal purposes. The charge to attend HGET is allowable under the Task Order as a direct cost associated with task performance. There is no fee for a Visitor's briefing.

- (e) Prohibited Articles: The articles listed below are not permitted on the Hanford Site in any security area without a Prohibited Articles pass:
- (1) Explosives;
 - (2) Dangerous weapons;
 - (3) Instruments or material likely to produce substantial injury to persons or damage to persons or property;
 - (4) Controlled substances (e.g., illegal drugs and associated paraphernalia but not prescription medicine); and
 - (5) Any other items prohibited by law. Specific information covering prohibited items may be found under the provisions of 10 Code of Federal Regulations (CFR) 860 and 41 CFR 101-20.3.

Upon notification that an employee of the Contractor or subcontractor is found to possess or is suspected of possessing narcotics, dangerous drugs, and or controlled substances on the Hanford Site, the Company for whom the individual works shall be notified that the employee's security badge is to be returned to Safeguards and Emergency Services and the employee's worksite access is being temporarily suspended pending identification, through laboratory analysis, of the items in question.

Upon receipt of positive identification, through laboratory analysis, of narcotics, dangerous drugs, and/or controlled substances, the individual and employing company representative, if applicable, shall be informed that the individual's access to the Hanford Site has been denied for a minimum of one (1) year.

- (f) Controlled Articles: Portable electronic devices, both Government- and personally-owned, capable of recording information or transmitting data (e.g., radio frequency, infrared, and/or data link electronic equipment) are not permitted in Limited Areas, Exclusions Areas, Protected Areas, Vital Areas, Material Access Areas, without a Controlled Article pass.

H.8 DOE-H-1026 Required Escort - Lack of Foreign Ownership, Control, or Influence (FOCI) Clearance

Until the Contractor receives a Government-issued FOCI clearance, all Contractor personnel shall be escorted at all times while within the DOE facilities by a designated individual identified by the program office.

(End of clause)

H.9 DOE-H-1048 Sustainable Acquisition under DOE Service Contracts May 2011

Pursuant to Executive Orders 13423, Strengthening Federal Environmental, Energy and Transportation Management, and 13514, Federal Leadership in Environmental, Energy, and Economic Performance, the Department of Energy is committed to managing its facilities in a manner that will promote the natural environment and protect the health and well being of its Federal employees and contractor service providers. As a service provider at a DOE facility you are urged to assist us in our efforts. Sustainable acquisition or environmentally preferable contracting has several interacting initiatives. Among the initiatives are the following:

Alternative Fueled Vehicles and Alternative Fuels
Biobased Content Products (USDA Designated Products)
Energy Efficient Products
Non-Ozone Depleting Alternative Products
Recycled Content Products (EPA Designated Products)
Water Efficient Products (EPA WaterSense Labeled Products)

You should familiarize yourself with these information resources:

Recycled Products are described at <http://epa.gov/cpg>
Biobased Products are described at <http://www.biopreferred.gov/>
Energy efficient products are at <http://energystar.gov/products> for Energy Star products
and FEMP designated products are at <http://www.eere.energy.gov/femp/procurement>
Environmentally Preferable Computers are at <http://www.epeat.net>
Non-Ozone Depleting Alternative Products at <http://www.epa.gov/ozone/strathome.html>
Water efficient plumbing fixtures at <http://epa.gov/watersense>

In the course of providing services at the DOE site, if your services necessitate the acquisition of any of these types of products, it is expected that you will acquire the sustainable, environmentally preferable models unless the product is not available competitively within a reasonable time, at a reasonable price, is not life cycle cost efficient in the case of energy consuming products, or does not meet reasonable performance standards. While there is no formal reporting, DOE prepares a sustainable acquisition annual report and you may be asked to share information for our report.

H.10 DOE-H-1051 CONSECUTIVE NUMBERING (MAY 2009)

Due to automated procedures employed in formulating this document, clauses and provisions contained within may not always be consecutively numbered.

(End of clause)

H.11 DOE-H-1068 Work Stoppage And Shutdown Authorization (July 2011)

(a) Imminent Health and Safety Hazard is a given condition or situation which, if not immediately corrected, could result in a serious injury or death, including exposure to radiation and toxic/hazardous chemicals. Imminent Danger in relation to the facility

safety envelope is a condition, situation, or proposed activity which, if not terminated, could cause, prevent mitigation of, or seriously increase the risk of (1) nuclear criticality, (2) radiation exposure, (3) fire/explosion, and/or (4) toxic hazardous chemical exposure.

(b) **Work Stoppage.** In the event of an Imminent Health and Safety Hazard, identified by facility line management or operators or facility health and safety personnel overseeing facility operations, or other individuals, the individual or group identifying the imminent hazard situation shall immediately take actions to eliminate or mitigate the hazard (i.e., by directing the operator/implementer of the activity or process causing the imminent hazard to stop work, or by initiating emergency response actions or other actions) to protect the health and safety of the workers and the public, and to protect U.S. Department of Energy (DOE) facilities and the environment. In the event an imminent health and safety hazard is identified, the individual or group identifying the hazard should coordinate with an appropriate Contractor official, who will direct the shutdown or other actions, as required. Such mitigating action should subsequently be coordinated with the DOE and Contractor management. The suspension or stop-work order should be promptly confirmed in writing by the Contracting Officer.

(c) **Shutdown.** In the event of an imminent danger in relation to the facility safety envelope or a non-Imminent Health and Safety Hazard identified by facility line managers, facility operators, health and safety personnel overseeing facility operations, or other individuals, the individual or group identifying the potential health and safety hazard may recommend facility shutdown in addition to any immediate actions needed to mitigate the situation. However, the recommendation must be coordinated with Contractor management, and the DOE Site Manager. Any written direction to suspend operations shall be issued by the Contracting Officer, pursuant to the Clause entitled, "FAR 52.242-15, Stop-Work Order."

(d) **Facility Representatives.** DOE personnel designated as Facility Representatives provide the technical/safety oversight of operations. The Facility Representative has the authority to "stop work," which applies to the shutdown of an entire plant, activity, or job. This stop-work authority will be used for an operation of a facility which is performing work the Facility Representative believes:

(1) Poses an imminent danger to health and safety of workers or the public if allowed to continue;

(2) Could adversely affect the safe operation of, or could cause serious damage to the facility if allowed to continue; or

(3) Could result in the release of radiological or chemical hazards to the environment in excess of regulatory limits.

(e) This clause flows down to all subcontractors at all tiers. Therefore, the Contractor shall insert a clause, modified appropriately to substitute "Contractor Representatives" for "the Contracting Officer" in all subcontracts.

Section I - Contract Clauses

I.1 52.252-2 Clauses Incorporated by Reference. (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.acquisition.gov/far/>

<http://farsite.hill.af.mil/vfdoca.htm>

(End of clause)

52.202-1 Definitions. (JAN 2012)

52.203-3 Gratuities. (APR 1984)

52.203-5 Covenant Against Contingent Fees. (APR 1984)

52.203-6 Restrictions on Subcontractor Sales to the Government. (SEP 2006)

52.203-7 Anti-Kickback Procedures. (OCT 2010)

52.203-8 Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity. (JAN 1997)

52.203-10 Price or Fee Adjustment for Illegal or Improper Activity. (JAN 1997)

52.203-12 Limitation on Payments to Influence Certain Federal Transactions. (OCT 2010)

52.203-13 Contractor Code of Business Ethics and Conduct. (APR 2010)

52.203-14 Display of Hotline Posters

52.204-4 Printed or Copied Double-Sided on Postconsumer Fiber Content Paper. (May 2011)

52.204-9 Personal Identity Verification of Contractor Personnel. (Jan 2011)

52.204-10 Reporting Executive Compensation and First-Tier Subcontract Awards. (AUG 2012)

52.204-13 Central Contractor Registration Maintenance.

52.204-15 Service Contract Reporting Requirements for Indefinite-Delivery Contracts (JAN 2014)

52.209-1 Qualification Requirements.

52.209-6 Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (DEC 2010)

52.209-9 Updates of Publicly Available Information Regarding Responsibility Matters. (FEB 2012)

52.210-1 Market Research.

52.215-2 Audit and Records—Negotiation.

52.215-8 Order of Precedence - Uniform Contract Format. (OCT 1997)

52.215-10 Price Reduction for Defective Certified Cost or Pricing Data. (AUG 2011)

52.215-12 Subcontractor Certified Cost or Pricing Data. (OCT 2010)

52.215-15 Pension Adjustments and Asset Reversions. (OCT 2010)

52.215-18 Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other Than Pensions. (JUL 2005)

52.215-19 Notification of Ownership Changes. (OCT 1997)

52.215-21 Requirements for Certified Cost or Pricing Data and Data Other Than Certified Cost or Pricing Data - Modifications. (OCT 2010)

52.217-2 Cancellation Under Multi-year Contracts. (OCT 1997)

52.217-8 Option to Extend Services. (NOV 1999)

52.219-4 Notice of Price Evaluation Preference for HUBZone Small Business Concerns.

- 52.219-8 Utilization of Small Business Concerns. (JAN 2011)
- 52.219-9 Small Business Subcontracting Plan. (JAN 2011)
- 52.219-28 Post-Award Small Business Program Representation
- 52.222-1 Notice to the Government of Labor Disputes. (FEB 1997)
- 52.222-3 Convict Labor. (JUN 2003)
- 52.222-21 Prohibition of Segregated Facilities. (FEB 1999)
- 52.222-26 Equal Opportunity. (MAR 2007)
- 52.222-35 Equal Opportunity for Veterans. (SEP 2010)
- 52.222-36 Affirmative Action for Workers with Disabilities.
- 52.222-37 Employment Reports on Veterans. (FEB 2016)
- 52.222-40 Notification of Employee Rights Under the National Labor Relations Act. (DEC 2010)
- 52.222-41 Service Contract Act of 1965.
- 52.222-42 Statement of Equivalent Rates for Federal Hires.
- 52.222-43 Fair Labor Standards Act and Service Contract Act—Price Adjustment (Multiple Year and Option Contracts).
- 52.222-49 Service Contract Act—Place of Performance Unknown.
- 52.222-50 Combating Trafficking in Persons. (FEB 2009)
- 52.222-54 Employment Eligibility Verification. (JUL 2012)
- 52.222-55 Minimum Wage under Executive Order 13658 (Dec 2015)
- 52.223-5 Pollution Prevention and Right-to-Know Information. (MAY 2011)
- 52.223-6 Drug-Free Workplace. (MAY 2001)
- 52.223-18 Encouraging Contractor Policies to Ban Text Messaging While Driving. (AUG 2011)
- 52.225-13 Restrictions on Certain Foreign Purchases. (JUN 2008)
- 52.227-1 Authorization and Consent
- 52.227-2 Notice and Assistance Regarding Patent and Copyright Infringement
- 52.228-5 Insurance - Work on a Government Installation. (JAN 1997)
- 52.229-3 Federal, State, and Local Taxes. (FEB 2013)
- 52.230-2 Cost Accounting Standards. (MAY 2012)
- 52.230-3 Disclosure and Consistency of Cost Accounting Practices. (MAY 2012)
- 52.230-6 Administration of Cost Accounting Standards. (JUN 2010)
- 52.232-1 Payments. (APR 1984)
- 52.232-8 Discounts for Prompt Payment.
- 52.232-11 Extras.
- 52.232-17 Interest. (OCT 2010)
- 52.232-18 Availability of Funds.
- 52.232-23 Assignment of Claims. (JAN 1986)
- 52.232-25 Prompt payment. (OCT 2008)
- 52.232-33 Payment by Electronic Funds Transfer - Central Contractor Registration. (OCT 2003)
- 52.233-1 Disputes. (JUL 2002)
- 52.233-3 Protest after Award. (AUG 1996)
- 52.233-4 Applicable Law for Breach of Contract Claim. (OCT 2004)
- 52.237-2 Protection of Government Buildings, Equipment, and Vegetation. (APR 1984)
- 52.237-3 Continuity of Services.
- 52.242-13 Bankruptcy. (JUL 1995)
- 52.243-1 Changes - Fixed-Price. ALT 1 (AUG 1987)
- 52.244-6 Subcontracts for Commercial Items. (DEC 2010)
- 52.246-25 Limitation of Liability - Services. (FEB 1997)

52.248-1 Value Engineering.

52.249-8 Default (Fixed-Price Supply and Service). (APR 1984)

52.251-1 Government Supply Sources

I.2 52.204-1 Approval of Contract. (DEC 1989)

This contract is subject to the written approval the Contracting Officer assigned to the RL division and shall not be binding until it is signed and approved.

(End of clause)

I.3 52.216-18 Ordering. (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from 1 November 2013 through 31 October 2018.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered issued when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

(End of clause)

I.4 52.216-19 Order Limitations. (OCT 1995)

(a) *Minimum order.* When the Government requires supplies or services covered by this contract in an amount of less than \$50,000, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) *Maximum order.* The Contractor is not obligated to honor -

(1) Any order for a single item in excess of \$2,200,000.

(2) Any order for a combination of items in excess of \$2,200,000; or

(3) A series of orders from the same ordering office 30 days that together call for quantities exceeding the limitation in subparagraph (b)(1) or (2) of this section.

(c) If this is a requirements contract (*i.e.*, includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.

(d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any

order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office 7 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of clause)

I.5 52.216-22 Indefinite Quantity. (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the maximum. The Government shall order at least the quantity of supplies or services designated in the Schedule as the minimum.

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; *provided*, that the Contractor shall not be required to make any deliveries under this contract after 31 October 2018.

(End of clause)

I.6 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 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at 60 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 5 year, 6 months.

(End of clause)

I.7 52.223-9 Estimate of Percentage of Recovered Material Content For EPA Designated Items (May 2008)

(a) *Definitions.* As used in this clause—

“Postconsumer material” means a material or finished product that has served its intended use and has been discarded for disposal or recovery, having completed its life as a consumer item. Postconsumer material is a part of the broader category of “recovered material.”

“Recovered material” means waste materials and by-products recovered or diverted from solid waste, but the term does not include those materials and by-products generated from, and commonly reused within, an original manufacturing process.

(b) The Contractor, on completion of this contract, shall—

(1) Estimate the percentage of the total recovered material content for EPA-designated item(s) delivered and/or used in contract performance, including, if applicable, the percentage of postconsumer material content; and

(2) Submit this estimate to the Contracting Officer.

I.8 52.223-11 Ozone Depleting Substances (May 2001)

(a) *Definition.* “*Ozone-depleting substance,*” as used in this clause, means any substance the Environmental Protection Agency designates in 40 CFR Part 82 as--

(1) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or

(2) Class II, including, but not limited to hydro-chlorofluorocarbons.

(b) The Contractor shall label products which contain or are manufactured with ozone-depleting substances in the manner and to the extent required by 42 U.S.C. 7671j (b), (c), and (d) and 40 CFR Part 82, Subpart E, as follows:

Warning

Contains (or manufactured with, if applicable) * _____, a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere.

* The Contractor shall insert the name of the substance(s).

(End of clause)

I.9 52.232-19 Availability of Funds for the Next Fiscal Year. (APR 1984)

Funds are not presently available for performance under this contract beyond the current fiscal year. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond the current fiscal year, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

I.10 952.203-70 Whistleblower Protection for Contractor Employees. (DEC 2000)

WHISTLEBLOWER PROTECTION FOR CONTRACTOR EMPLOYEES (DEC 2000)

(a) The Contractor shall comply with the requirements of "DOE Contractor Employee Protection Program" at 10 CFR part 708 for work performed on behalf of DOE directly related to activities at DOE-owned or-leased sites.

(b) The Contractor shall insert or have inserted the substance of this clause, including this paragraph (b), in subcontracts at all tiers, for subcontracts involving work performed on behalf of DOE directly related to activities at DOE-owned or leased sites.

(End of Clause)

I.11 952.208-70 Printing (APR 1984)

The Contractor shall not engage in, nor subcontract for, any printing (as that term is defined in Title I of the U.S. Government Printing and Binding Regulations in effect on the effective date of this contract) in connection with the performance of work under this contract. Provided, however, that performance of a requirement under this contract involving the duplication of less than 5,000 copies of a single unit, or no more than 25,000 units in the aggregate of multiple units, will not be deemed to be printing. A unit is defined as one sheet, size 8½ by 11 inches one side only, one color. A requirement is defined as a single publication document.

(1) The term "printing" includes the following processes: composition, plate making, presswork, binding, microform publishing, or the end items produced by such processes.

(2) If fulfillment of the contract will necessitate reproduction in excess of the limits set forth above, the Contractor shall notify the Contracting Officer in writing and obtain the Contracting Officer's approval prior to acquiring on DOE's behalf production, acquisition, and dissemination of printed matter. Such printing must be obtained from

the Government Printing Office (GPO), a contract source designated by GPO or a Joint Committee on Printing authorized federal printing plant.

- (3) Printing services not obtained in compliance with this guidance will result in the cost of such printing being disallowed.
- (4) The Contractor will include in each of his subcontracts hereunder a provision substantially the same as this clause including this paragraph (4).

(End of Clause)

I.12 952.223-78 Sustainable Acquisition Program. (OCT 2010)

In accordance with 923.103 insert the following clause or its Alternate I in all contracts under which the contractor operates Government-owned facilities, motor vehicle fleets, or significant portions thereof or performs construction at a DOE facility.

SUSTAINABLE ACQUISITION PROGRAM (OCT 2010)

(a) Pursuant to Executive Order 13423, Strengthening Federal Environmental, Energy and Transportation Management, and Executive Order 13514, Federal Leadership in Environmental, Energy, and Economic Performance, the Department of Energy (DOE) is committed to managing its facilities in an environmentally preferable and sustainable manner that will promote the natural environment and protect the health and well being of its Federal employees and contractor service providers. In the performance of work under this contract, the Contractor shall provide its services in a manner that promotes the natural environment, reduces greenhouse gas emissions and protects the health and well being of Federal employees, contract service providers and visitors using the facility.

(b) Green purchasing or sustainable acquisition has several interacting initiatives. The Contractor must comply with initiatives that are current as of the contract award date. DOE may require compliance with revised initiatives from time to time. The Contractor may request an equitable adjustment to the terms of its contract using the procedures in the Changes clause of the contract. The initiatives important to these Orders are explained on the following Government or Industry Internet Sites:

- (1) Recycled Content Products are described at <http://epa.gov/cpg>.
- (2) Biobased Products are described at <http://www.biopreferred.gov/>.
- (3) Energy efficient products are at <http://energystar.gov/products> for Energy Star products.
- (4) Energy efficient products are at <http://www.femp.energy.gov/procurement> for FEMP designated products.
- (5) Environmentally preferable and energy efficient electronics including desktop computers, laptops and monitors are at <http://www.epeat.net> the Electronic Products Environmental Assessment Tool (EPEAT) the Green Electronics Council site.

(6) Green house gas emission inventories are required, including Scope 3 emissions which include contractor emissions. These are discussed at Section 13 of Executive Order 13514 which can be found at <http://www.archives.gov/federal-register/executive-orders/disposition.html>.

(7) Non-Ozone Depleting Alternative Products are at <http://www.epa.gov/ozone/strathome.html>.

(8) Water efficient plumbing products are at <http://epa.gov/watersense>.

(c) The clauses at FAR 52.223-2, Affirmative Procurement of Biobased Products under Service and Construction Contracts, 52.223-15, Energy Efficiency in Energy Consuming Products, and 52.223-17 Affirmative Procurement of EPA-Designated Items in Service and Construction Contracts, require the use of products that have biobased content, are energy efficient, or have recycled content. To the extent that the services provided by the Contractor require provision of any of the above types of products, the Contractor must provide the energy efficient and environmentally sustainable type of product unless that type of product -

(1) Is not available;

(2) Is not life cycle cost effective or does not exceed 110% of the price of alternative items if life cycle cost data is unavailable (EPEAT is an example of lifecycle costs that have been analyzed by DOE and found to be acceptable at the silver and gold level);

(3) Does not meet performance needs; or,

(4) Cannot be delivered in time to meet a critical need.

(d) In the performance of this contract, the Contractor shall comply with the requirements of Executive Order 13423, Strengthening Federal Environmental, Energy and Transportation Management, (<http://www.epa.gov/greeningepa/practices/eo13423.htm>) and Executive Order 13514, Federal Leadership in Environmental, Energy, and Economic Performance (<http://www.archives.gov/federal-register/executive-orders/disposition.html>). The Contractor shall also consider the best practices within the DOE Acquisition Guide, Chapter 23, Acquisition Considerations Regarding Federal Leadership in Environmental, Energy, and Economic performance. This guide includes information concerning recycled content products, biobased products, energy efficient products, water efficient products, alternative fuels and vehicles, non-ozone depleting substances and other environmentally preferable products and services. This guide is available on the Internet at: <http://management.energy.gov/documents/AcqGuide23pt0Rev1.pdf>.

(e) Contractors must establish and maintain a documented energy management program which includes requirements for energy and water efficient equipment, EnergyStar or WaterSense, as applicable and procedures for verification of purchases, following the criteria in DOE Order 430.2B, Departmental Energy, Renewable Energy, and Transportation Management, Attachment 1, or its successor to the extent required elsewhere in the contract. This requirement should not be flowed down to subcontractors.

(f) In complying with the requirements of paragraph (c) of this clause, the Contractor(s) shall coordinate its activities with and submit required reports through the Environmental Sustainability Coordinator or equivalent position. Reporting under this paragraph and paragraphs (g) and (h) of this clause is only required if the contract or subcontract offers subcontracting opportunities for

energy efficient and environmentally sustainable products or services exceeding \$100,000 in any contract year.

(g) The Contractor shall prepare and submit performance reports, if required, using prescribed DOE formats, at the end of the Federal fiscal year, on matters related to the acquisition of environmentally preferable and sustainable products and services. This is a material delivery under the contract. Failure to perform this requirement may be considered a failure that endangers performance of this contract and may result in termination for default.

(h) These provisions shall be flowed down only to first tier subcontracts exceeding the simplified acquisition threshold that support operation of the DOE facility and offer significant subcontracting opportunities for energy efficient or environmentally sustainable products or services. The Subcontractor, if subcontracting opportunities for sustainable and environmentally preferable products or services exceed the threshold in paragraph (f) of this clause, will comply with the procedures in paragraphs (c) through (f) of this clause regarding the collection of all data necessary to generate the reports required under paragraphs (c) through (f) of this clause, and submit the reports directly to the Prime Contractor's Environmental Sustainability Coordinator at the supported facility. The Subcontractor will advise the Contractor if it is unable to procure energy efficient and environmentally sustainable items and cite which of the reasons in paragraph (c) of this clause apply. The reports may be submitted at the conclusion of the subcontract term provided that the subcontract delivery term is not multi-year in nature. If the delivery term is multi-year, the Subcontractor shall report its accomplishments for each Federal fiscal year in a manner and at a time or times acceptable to both parties. Failure to comply with these reporting requirements may be considered a breach of contract with attendant consequences.

(i) When this clause is used in a subcontract, the word "Contractor" will be understood to mean "Subcontractor."

(End of Clause)

Section J - List of Documents, Exhibits and Other Attachments

J.1 LIST OF ATTACHMENTS

ATTACHMENT	DESCRIPTION	PAGES
1	Service Contract Act Wage Determination <i>(Revised with Modification 0012)</i>	12
2	CLS Schedule, Delivery & Pick-up points	3
3	Sample Shipping Form	6
4	Small Business/small Disadvantaged Business Subcontracting Plan (Provided within 30 days of Contract Award)	TBD
5	Contractor Quality Control Program (Provided within 15 days of Contract Award)	TBD
6	Electronic Funds Transfer Form	1
7	Non-Possessing Security Plan	4

WD 15-2570 (Rev.-2) was first posted on www.wdol.gov on 01/03/2017

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

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

Daniel W. Simms Division of
Director Wage Determinations

Wage Determination No.: 2015-2570
Revision No.: 2
Date Of Revision: 12/30/2016

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.20 for calendar year 2017 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.20 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2017. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

State: Washington

Area: Washington Counties of Benton, Franklin, Yakima

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

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		13.61
01012 - Accounting Clerk II		15.27
01013 - Accounting Clerk III		17.08
01020 - Administrative Assistant		22.41
01035 - Court Reporter		18.59
01051 - Data Entry Operator I		13.38
01052 - Data Entry Operator II		14.60
01060 - Dispatcher, Motor Vehicle		18.77
01070 - Document Preparation Clerk		12.94
01090 - Duplicating Machine Operator		12.94
01111 - General Clerk I		13.10
01112 - General Clerk II		14.30
01113 - General Clerk III		16.05
01120 - Housing Referral Assistant		20.52
01141 - Messenger Courier		11.95
01191 - Order Clerk I		12.44
01192 - Order Clerk II		13.57

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01261 - Personnel Assistant (Employment) I	17.21
01262 - Personnel Assistant (Employment) II	19.25
01263 - Personnel Assistant (Employment) III	21.47
01270 - Production Control Clerk	26.54
01290 - Rental Clerk	15.00
01300 - Scheduler, Maintenance	16.45
01311 - Secretary I	16.45
01312 - Secretary II	18.40
01313 - Secretary III	20.52
01320 - Service Order Dispatcher	18.84
01410 - Supply Technician	22.80
01420 - Survey Worker	17.33
01460 - Switchboard Operator/Receptionist	12.83
01531 - Travel Clerk I	14.84
01532 - Travel Clerk II	15.95
01533 - Travel Clerk III	17.09
01611 - Word Processor I	15.07
01612 - Word Processor II	16.91
01613 - Word Processor III	18.91
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	18.71
05010 - Automotive Electrician	18.82
05040 - Automotive Glass Installer	17.82
05070 - Automotive Worker	17.82
05110 - Mobile Equipment Servicer	15.82
05130 - Motor Equipment Metal Mechanic	19.80
05160 - Motor Equipment Metal Worker	17.82
05190 - Motor Vehicle Mechanic	19.80
05220 - Motor Vehicle Mechanic Helper	14.82
05250 - Motor Vehicle Upholstery Worker	16.81
05280 - Motor Vehicle Wrecker	17.82
05310 - Painter, Automotive	18.82
05340 - Radiator Repair Specialist	17.82
05370 - Tire Repairer	14.44
05400 - Transmission Repair Specialist	19.80
07000 - Food Preparation And Service Occupations	
07010 - Baker	17.23
07041 - Cook I	13.97
07042 - Cook II	15.66
07070 - Dishwasher	9.89
07130 - Food Service Worker	10.88
07210 - Meat Cutter	17.51
07260 - Waiter/Waitress	12.54
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	20.54
09040 - Furniture Handler	13.45
09080 - Furniture Refinisher	20.54
09090 - Furniture Refinisher Helper	16.17

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09110 - Furniture Repairer, Minor	18.34
09130 - Upholsterer	20.54
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.95
11060 - Elevator Operator	11.95
11090 - Gardener	16.89
11122 - Housekeeping Aide	13.41
11150 - Janitor	16.03
11210 - Laborer, Grounds Maintenance	12.77
11240 - Maid or Houseman	9.88
11260 - Pruner	11.97
11270 - Tractor Operator	15.28
11330 - Trail Maintenance Worker	12.77
11360 - Window Cleaner	18.02
12000 - Health Occupations	
12010 - Ambulance Driver	16.83
12011 - Breath Alcohol Technician	17.22
12012 - Certified Occupational Therapist Assistant	23.78
12015 - Certified Physical Therapist Assistant	24.27
12020 - Dental Assistant	16.96
12025 - Dental Hygienist	43.92
12030 - EKG Technician	26.27
12035 - Electroneurodiagnostic Technologist	26.27
12040 - Emergency Medical Technician	16.83
12071 - Licensed Practical Nurse I	15.49
12072 - Licensed Practical Nurse II	17.33
12073 - Licensed Practical Nurse III	19.33
12100 - Medical Assistant	14.85
12130 - Medical Laboratory Technician	16.01
12160 - Medical Record Clerk	13.99
12190 - Medical Record Technician	15.65
12195 - Medical Transcriptionist	17.58
12210 - Nuclear Medicine Technologist	36.58
12221 - Nursing Assistant I	10.06
12222 - Nursing Assistant II	11.31
12223 - Nursing Assistant III	12.34
12224 - Nursing Assistant IV	13.85
12235 - Optical Dispenser	17.33
12236 - Optical Technician	16.27
12250 - Pharmacy Technician	15.67
12280 - Phlebotomist	13.85
12305 - Radiologic Technologist	26.57
12311 - Registered Nurse I	29.51
12312 - Registered Nurse II	36.10
12313 - Registered Nurse II, Specialist	36.10
12314 - Registered Nurse III	43.68
12315 - Registered Nurse III, Anesthetist	43.68
12316 - Registered Nurse IV	52.36

12317 - Scheduler (Drug and Alcohol Testing)	21.34
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	20.38
13012 - Exhibits Specialist II	25.26
13013 - Exhibits Specialist III	30.90
13041 - Illustrator I	20.38
13042 - Illustrator II	25.26
13043 - Illustrator III	30.90
13047 - Librarian	27.96
13050 - Library Aide/Clerk	14.18
13054 - Library Information Technology Systems Administrator	25.26
13058 - Library Technician	18.10
13061 - Media Specialist I	18.22
13062 - Media Specialist II	20.40
13063 - Media Specialist III	22.73
13071 - Photographer I	16.41
13072 - Photographer II	18.36
13073 - Photographer III	22.74
13074 - Photographer IV	27.81
13075 - Photographer V	33.65
13110 - Video Teleconference Technician	17.69
14000 - Information Technology Occupations	
14041 - Computer Operator I	19.45
14042 - Computer Operator II	21.76
14043 - Computer Operator III	24.28
14044 - Computer Operator IV	26.98
14045 - Computer Operator V	29.87
14071 - Computer Programmer I	(see 1)
14072 - Computer Programmer II	(see 1)
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1)
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	19.45
14160 - Personal Computer Support Technician	26.98
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	30.62
15020 - Aircrew Training Devices Instructor (Rated)	37.04
15030 - Air Crew Training Devices Instructor (Pilot)	44.39
15050 - Computer Based Training Specialist / Instructor	30.62
15060 - Educational Technologist	37.11
15070 - Flight Instructor (Pilot)	44.39
15080 - Graphic Artist	21.49
15090 - Technical Instructor	28.36
15095 - Technical Instructor/Course Developer	32.54
15110 - Test Proctor	21.49

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15120 - Tutor	21.49
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	10.90
16030 - Counter Attendant	10.90
16040 - Dry Cleaner	13.76
16070 - Finisher, Flatwork, Machine	10.90
16090 - Presser, Hand	10.90
16110 - Presser, Machine, Drycleaning	10.90
16130 - Presser, Machine, Shirts	10.90
16160 - Presser, Machine, Wearing Apparel, Laundry	10.90
16190 - Sewing Machine Operator	14.71
16220 - Tailor	15.67
16250 - Washer, Machine	11.84
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	23.95
19040 - Tool And Die Maker	29.01
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.88
21030 - Material Coordinator	26.54
21040 - Material Expediter	26.54
21050 - Material Handling Laborer	13.19
21071 - Order Filler	13.22
21080 - Production Line Worker (Food Processing)	14.88
21110 - Shipping Packer	13.22
21130 - Shipping/Receiving Clerk	13.22
21140 - Store Worker I	11.35
21150 - Stock Clerk	16.17
21210 - Tools And Parts Attendant	14.88
21410 - Warehouse Specialist	14.88
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	25.78
23021 - Aircraft Mechanic I	24.50
23022 - Aircraft Mechanic II	25.78
23023 - Aircraft Mechanic III	27.31
23040 - Aircraft Mechanic Helper	17.80
23050 - Aircraft, Painter	22.96
23060 - Aircraft Servicer	20.21
23080 - Aircraft Worker	21.45
23110 - Appliance Mechanic	22.36
23120 - Bicycle Repairer	14.44
23125 - Cable Splicer	34.15
23130 - Carpenter, Maintenance	22.89
23140 - Carpet Layer	20.37
23160 - Electrician, Maintenance	30.09
23181 - Electronics Technician Maintenance I	26.22
23182 - Electronics Technician Maintenance II	28.08
23183 - Electronics Technician Maintenance III	29.95
23260 - Fabric Worker	20.20

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23290 - Fire Alarm System Mechanic	24.83
23310 - Fire Extinguisher Repairer	18.63
23311 - Fuel Distribution System Mechanic	25.43
23312 - Fuel Distribution System Operator	19.09
23370 - General Maintenance Worker	19.13
23380 - Ground Support Equipment Mechanic	24.50
23381 - Ground Support Equipment Servicer	20.21
23382 - Ground Support Equipment Worker	21.45
23391 - Gunsmith I	18.63
23392 - Gunsmith II	21.74
23393 - Gunsmith III	24.83
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21.57
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	22.70
23430 - Heavy Equipment Mechanic	25.42
23440 - Heavy Equipment Operator	23.61
23460 - Instrument Mechanic	26.61
23465 - Laboratory/Shelter Mechanic	23.29
23470 - Laborer	12.28
23510 - Locksmith	20.45
23530 - Machinery Maintenance Mechanic	25.56
23550 - Machinist, Maintenance	22.78
23580 - Maintenance Trades Helper	16.87
23591 - Metrology Technician I	26.61
23592 - Metrology Technician II	28.00
23593 - Metrology Technician III	29.66
23640 - Millwright	30.04
23710 - Office Appliance Repairer	22.32
23760 - Painter, Maintenance	19.88
23790 - Pipefitter, Maintenance	29.30
23810 - Plumber, Maintenance	27.84
23820 - Pneudraulic Systems Mechanic	24.83
23850 - Rigger	24.83
23870 - Scale Mechanic	21.74
23890 - Sheet-Metal Worker, Maintenance	25.26
23910 - Small Engine Mechanic	19.59
23931 - Telecommunications Mechanic I	25.46
23932 - Telecommunications Mechanic II	26.79
23950 - Telephone Lineman	23.94
23960 - Welder, Combination, Maintenance	21.15
23965 - Well Driller	24.83
23970 - Woodcraft Worker	24.83
23980 - Woodworker	18.63
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	10.04
24580 - Child Care Center Clerk	13.63
24610 - Chore Aide	11.35

24620 - Family Readiness And Support Services Coordinator	13.44
24630 - Homemaker	14.44
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	27.31
25040 - Sewage Plant Operator	23.29
25070 - Stationary Engineer	27.31
25190 - Ventilation Equipment Tender	20.58
25210 - Water Treatment Plant Operator	23.29
27000 - Protective Service Occupations	
27004 - Alarm Monitor	22.01
27007 - Baggage Inspector	17.55
27008 - Corrections Officer	23.96
27010 - Court Security Officer	25.24
27030 - Detection Dog Handler	22.01
27040 - Detention Officer	23.96
27070 - Firefighter	25.75
27101 - Guard I	17.55
27102 - Guard II	22.01
27131 - Police Officer I	28.67
27132 - Police Officer II	31.84
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	15.64
28042 - Carnival Equipment Repairer	16.71
28043 - Carnival Worker	11.72
28210 - Gate Attendant/Gate Tender	14.01
28310 - Lifeguard	11.90
28350 - Park Attendant (Aide)	15.66
28510 - Recreation Aide/Health Facility Attendant	11.35
28515 - Recreation Specialist	19.27
28630 - Sports Official	12.47
28690 - Swimming Pool Operator	22.22
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	27.81
29020 - Hatch Tender	27.81
29030 - Line Handler	27.81
29041 - Stevedore I	25.82
29042 - Stevedore II	29.78
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	35.77
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	24.66
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	27.16
30021 - Archeological Technician I	16.14
30022 - Archeological Technician II	18.43
30023 - Archeological Technician III	24.07
30030 - Cartographic Technician	25.48
30040 - Civil Engineering Technician	24.78
30061 - Drafter/CAD Operator I	16.14

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30062 - Drafter/CAD Operator II	18.43
30063 - Drafter/CAD Operator III	20.55
30064 - Drafter/CAD Operator IV	24.77
30081 - Engineering Technician I	16.35
30082 - Engineering Technician II	18.35
30083 - Engineering Technician III	20.53
30084 - Engineering Technician IV	25.43
30085 - Engineering Technician V	31.11
30086 - Engineering Technician VI	38.46
30090 - Environmental Technician	22.34
30210 - Laboratory Technician	23.90
30240 - Mathematical Technician	22.36
30361 - Paralegal/Legal Assistant I	17.77
30362 - Paralegal/Legal Assistant II	22.02
30363 - Paralegal/Legal Assistant III	26.94
30364 - Paralegal/Legal Assistant IV	32.59
30390 - Photo-Optics Technician	22.36
30461 - Technical Writer I	22.20
30462 - Technical Writer II	27.15
30463 - Technical Writer III	32.85
30491 - Unexploded Ordnance (UXO) Technician I	22.74
30492 - Unexploded Ordnance (UXO) Technician II	27.51
30493 - Unexploded Ordnance (UXO) Technician III	32.97
30494 - Unexploded (UXO) Safety Escort	22.74
30495 - Unexploded (UXO) Sweep Personnel	22.74
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 20.55
30621 - Weather Observer, Senior	(see 2) 20.75
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.43
31030 - Bus Driver	16.99
31043 - Driver Courier	12.52
31260 - Parking and Lot Attendant	10.69
31290 - Shuttle Bus Driver	13.65
31310 - Taxi Driver	11.88
31361 - Truckdriver, Light	13.65
31362 - Truckdriver, Medium	14.80
31363 - Truckdriver, Heavy	21.02
31364 - Truckdriver, Tractor-Trailer	21.02
99000 - Miscellaneous Occupations	
99030 - Cashier	10.64
99050 - Desk Clerk	9.81
99095 - Embalmer	24.57
99251 - Laboratory Animal Caretaker I	12.19
99252 - Laboratory Animal Caretaker II	13.28
99310 - Mortician	24.57
99410 - Pest Controller	21.01
99510 - Photofinishing Worker	11.95

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99710 - Recycling Laborer	16.23
99711 - Recycling Specialist	19.82
99730 - Refuse Collector	14.49
99810 - Sales Clerk	12.30
99820 - School Crossing Guard	14.43
99830 - Survey Party Chief	23.63
99831 - Surveying Aide	14.85
99832 - Surveying Technician	20.32
99840 - Vending Machine Attendant	16.41
99841 - Vending Machine Repairer	20.45
99842 - Vending Machine Repairer Helper	16.41

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of \$4.27 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 10 years, and 5 weeks after 20 years.

Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in

accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR Part 541. (See 29 CFR 4.156)
- 2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**** HAZARDOUS PAY DIFFERENTIAL ****

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

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

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by

laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

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

**** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS ****

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

**REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE
Standard Form 1444 (SF-1444)**

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be retroactive to the commencement date of the contract (See 29 CFR 4.6(b)(2)(iv)(C)(vi)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

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

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

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

Sec. 743. (a) <<NOTE: Deadlines. 31 USC 501 note.>> Service Contract Inventory Requirement.--

(1) Guidance.--Not later than March 1, 2010, the Director of the Office of Management and Budget shall develop and disseminate guidance to aid executive agencies in establishing systems for the collection of information required to meet the requirements of this section and to ensure consistency of inventories across agencies.

(2) Report.--Not later than July 31, 2010, the Director of the Office of Management and Budget shall submit a report to Congress on the status of efforts to enable executive agencies to prepare the inventories required under paragraph (3), including the development, as appropriate, of guidance, methodologies, and technical tools.

(3) Inventory contents.--Not later than December 31, 2010, and annually thereafter, the head of each executive agency required to submit an inventory in accordance with the Federal Activities Inventory Reform Act of 1998 (Public Law 105-270; 31 U.S.C. 501 note), other than the Department of Defense, shall submit to the Office of Management and Budget an annual inventory of service contracts awarded or extended through the exercise of an option on or after April 1, 2010, for or on behalf of such agency. For each service contract, the entry for an inventory under this section shall include, for the preceding fiscal year, the following:

(A) A description of the services purchased by the executive agency and the role the services played in achieving agency objectives, regardless of whether such a purchase was made through a contract or task order.

(B) The organizational component of the executive agency administering the contract, and the organizational component of the agency whose requirements are being met through contractor performance of the service.

(C) The total dollar amount obligated for services under the contract and the funding source for the contract.

(D) The total dollar amount invoiced for services under the contract.

(E) The contract type and date of award.

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(F) The name of the contractor and place of performance.

(G) The number and work location of contractor and subcontractor employees, expressed as full-time equivalents for direct labor, compensated under the contract.

(H) Whether the contract is a personal services contract.

(I) Whether the contract was awarded on a noncompetitive basis, regardless of date of award.

(b) Form.--Reports required under this section shall be submitted in unclassified form, but may include a classified annex.

(c) Publication.--Not later than 30 days after the date on which the inventory under subsection (a)(3) is required to be submitted to the Office of Management and Budget, the head of each executive agency shall--

(1) make <<NOTE: Public information.>> the inventory available to the public; and

(2) publish <<NOTE: Federal Register, publication. Notice.>> in the Federal Register a notice that the inventory is available to the public.

(d) Government-wide Inventory Report.--Not later <<NOTE: Public information. Web posting.>> than 90 days after the deadline for submitting inventories under subsection (a)(3), and annually thereafter, the Director of the Office of Management and Budget shall submit to Congress and make publicly available on the Office of Management and Budget website a report on the inventories submitted. The report shall identify whether each agency required to submit an inventory under subsection (a)(3) has met such requirement and summarize the information submitted by each executive agency required to have a Chief Financial Officer pursuant to section 901 of title 31, United States Code.

(e) Review and Planning Requirements.--Not later than 180 days after the deadline for submitting inventories under subsection (a)(3) for an executive agency, the head of the executive agency, or an official designated by the agency head shall--

(1) review the contracts and information in the inventory;

(2) ensure that--

(A) each contract in the inventory that is a personal services contract has been entered into, and is being performed, in accordance with applicable laws and regulations;

(B) the agency is giving special management attention to functions that are closely associated with inherently governmental functions;

(C) the agency is not using contractor employees to perform inherently governmental functions;

(D) the agency has specific safeguards and monitoring systems in place to ensure that work being performed by contractors has not changed or expanded during performance to become an inherently governmental function;

(E) the agency is not using contractor employees to perform critical functions in such a way that could affect the ability of the agency to maintain control of its mission and operations; and

(F) there are sufficient internal agency resources

to manage and oversee contracts effectively;
(3) identify contracts that have been poorly performed, as determined by a contracting officer, because of excessive costs or inferior quality; and

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(4) identify contracts that should be considered for conversion to--

(A) performance by Federal employees of the executive agency in accordance with agency insourcing guidelines required under section 736 of the Financial Services and General Government Appropriations Act, 2009 (Public Law 111-8, division D); or

(B) an alternative acquisition approach that would better enable the agency to efficiently utilize its assets and achieve its public mission.

(f) Report on Actions Taken in Response to Annual Inventory.--Not later than one year after submitting an annual inventory under subsection (a)(3), the head of each executive agency submitting such an inventory shall submit to the Office of Management and Budget a report summarizing the actions taken pursuant to subsection (e), including any actions taken to consider and convert functions from contractor to Federal employee performance. The report shall be included as an attachment to the next annual inventory and made publicly available in accordance with subsection (c).

(g) Submission of Service Contract Inventory Before Public-private Competition.--Notwithstanding any <<NOTE: Effective date.>> other provision of law, beginning in fiscal year 2011, if an executive agency has not submitted to the Office of Management and Budget the inventory required under subsection (a)(3) for the prior fiscal year, the agency may not begin, plan for, or announce a study or public-private competition regarding the conversion to contractor performance of any function performed by Federal employees pursuant to Office of Management and Budget Circular A-76 or any other administrative regulation or directive until such time as the inventory is submitted for the prior fiscal year.

(h) GAO Reports on Implementation.--

(1) Report on guidance.--Not later than 120 days after submission of the report by the Director of the Office of Management and Budget required under subsection (a)(2), the Comptroller General of the United States shall report on the guidance issued and actions taken by the Director. The report shall be submitted to the Committee on Homeland Security and Governmental Affairs and the Committee on Appropriations of the Senate and the Committee on Oversight and Government Reform and the Committee on Appropriations of the House of Representatives.

(2) Reports on inventories.--

(A) Initial inventory.--Not later than September 30,

2011, the Comptroller General of the United States shall submit a report to the Committees named in the preceding paragraph on the initial implementation by executive agencies of the inventory requirement in subsection (a)(3) with respect to inventories required to be submitted by December 31, 2010.

(B) Second inventory.--Not later than September 30, 2012, the Comptroller General shall submit a report to the same Committees on annual inventories required to be submitted by December 31, 2011.

(3) Periodic briefings.--The Comptroller General shall provide periodic briefings, as may be requested by the Committees, on matters related to implementation of this section.

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(i) Executive Agency Defined.--In this section, the term "executive agency" has the meaning given the term in section 4 of the Office of Federal Procurement Policy Act (41 U.S.C. 403).

FY 2015 Service Contract Reporting Fact Sheet

On December 31, 2013, the Federal Acquisition Regulatory Council issued a rule, effective January 30, 2014, requiring contractors to begin reporting the total amount invoiced and the direct labor hours expended on the services performed under certain contracts. These changes are required by section 743 of Division C of the FY 2010 Consolidated Appropriations Act (P.L. 111-117).

The information is collected through the System for Award Management (SAM) and included in the agency service contract inventory. Contractors are encouraged to review the information below and to make note of reporting dates and deliverables to ensure their compliance with the law and regulation.

What contracts are covered by the new Federal Acquisition Regulation (FAR) rule?

FAR 37.1 -- Service Contracts - Definitions - "Service contract" means a contract that directly engages the time and effort of a contractor whose primary purpose is to perform an identifiable task rather than to furnish an end item of supply.

Policy Flash 2015-17 Class Deviation - FAR subpart 4.17 is not applicable to DOE M&O contracts as they are not considered "service contracts." However, both the SCA and the newly effective service contract reporting and contractor minimum wage requirements are applicable to M&O subcontracts for services.

For FY 2016, reporting is required according to the following thresholds (see FAR 4.1703).

- All cost-reimbursement, time-and-materials, and labor-hour contracts and orders above the simplified acquisition threshold (SAT);
- Fixed-price definite-delivery contracts at or above \$500,000;¹
- Indefinite-delivery contracts reporting requirements, which will be based on the expected dollar amount and type of the orders issued under the contracts; and
- First-tier subcontracts for services.

Are subcontractors required to report?

First-tier subcontracts for services will be reported using the same thresholds (see FAR 4.1703).

How are indefinite-delivery contracts handled?

For indefinite-delivery contracts, reporting requirements will be determined based on the expected dollar amount and type of orders issued under the contracts. Indefinite delivery contracts include, but are not limited to, indefinite-delivery, indefinite-quantity (IDIQ) contracts, Federal Supply Schedule (FSS) contracts, Government-wide Acquisition Contracts (GWACs), and multi-agency contracts.

What is the purpose of collecting the information, including the invoiced amounts and direct labor hours?

Service contract inventories are a management tool that are designed to help agencies better understand how contractors are being used to support the mission and whether contractors' skills are being used appropriately. The agencies analyze the data to determine if the mix of Federal employees and contractors is effective or if rebalancing is needed. Information on the total amount invoiced and the direct labor hours expended, when combined with other market research information and, where available, benchmarking data, can help to support agency efforts to eliminate costly duplicative service contracts in favor of more affordable solutions by providing insight into the relative cost-effectiveness and efficiency of contracted work.

¹ This reporting threshold is new for FY 2016.

Will the information on amount invoiced and direct labor hours be made public?

Yes. Consistent with section 743, agencies will include this information in their annual inventories, which also include a description of the work performed, the name of the vendor and the total dollar value of the contract.

What are the Contracting Officers responsibilities?

Per FAR 4.1704, for other than indefinite-delivery contracts, ensure the clause 52.204-14, Service Reporting Requirement, is included in solicitations, contracts, and orders. For indefinite-delivery contracts, ensure that clause 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts, is included in solicitations and contracts. The contracting officer at the order level shall verify the clause's inclusion in the contract.

When must contractors provide their data on amount invoiced and direct labor hours?

In accordance with the new rule, contractors performing on covered contracts must report their information between October 1 and October 31. Agencies are required to review contractor input and work with them to make revisions, if and as necessary, by November 30.

What happens if a contractor fails to work with the agency to provide the required data in a timely manner?

The contracting officer is expected to make the contractor's failure to comply with the reporting requirements a part of the contractor's performance information under FAR Subpart 42.15.

Where can I find the complete text of the rule for reporting on amount invoiced and direct labor hours?

The Federal Register notice was published on December 31, 2013. The link to the notice is <https://www.federalregister.gov/articles/2013/12/31/2013-31148/federal-acquisition-regulation-service-contracts-reporting-requirements>

Who can answer my questions?

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