

ATTACHMENT J.4

PERFORMANCE EVALUATION AND MEASUREMENT PLAN (PEMP)

Fiscal Year 2015

Performance Evaluation and Measurement Plan For CH2MHill Plateau Remediation Company

Performance Period:
October 1, 2014 through September 30, 2015

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PLATEAU REMEDIATION CONTRACT

PERFORMANCE EVALUATION AND MEASUREMENT PLAN DESCRIPTION

The Performance Evaluation and Measurement Plan (PEMP) details the administration of performance incentives and allocation of Total Available Fee as defined in Section B, Supplies or Services and Prices/Costs. Performance incentives may be either objective or subjective. The PEMP is the basis for the evaluation of the contractor's performance and for presenting an assessment of that performance to the Fee Determining Official (FDO). It describes specific criteria and procedures used to assess the contractor's performance and to determine the amount of fee earned. Actual award fee determinations and the methodology for determining fee are unilateral decisions made solely at the discretion of the Government.

1. ORGANIZATION

The award fee organization consists of: the Fee Determining Official (FDO); a Performance Evaluation Board (PEB) which consists of a chairperson, the contracting officer, a recorder, other functional area participants, and advisor members; and the COR.

2. RESPONSIBILITIES

- a. Fee Determining Official. The FDO approves the PEMP and any significant changes. The FDO reviews the recommendation(s) of the PEB, considers all pertinent data, and determines the earned award fee amount for the evaluation period.
- b. Performance Evaluation Board. For the purpose of this PEMP, designated RL senior managers and Contracting Officer are chartered with recommending CHPRC earned fee to the Fee Determination Official (FDO). PEB members review COR evaluations of the contractor's performance, consider information from pertinent sources, prepare performance reports, and arrive at an earned fee recommendation. The PEB has the following roles and responsibilities:
 - Accountable for final selection and approval of performance incentives;
 - Responsible to assign performance monitors to evaluate completion of performance measures;
 - Provides input, reviews, and concurs on the PEMP;
 - Responsible for addressing any HQ comments concerning PEMP or Award Fee Determination;
 - Reviews CHPRC performance at the end of the evaluation period and upon completion of key milestones;
 - Evaluates CHPRC performance and recommends earned fee to the FDO.

- c. CO is the liaison between contractor and Government personnel and shall ensure the incentive process is properly administered in accordance with agency regulations. The CO shall also modify the contract in regards to any contractual issues that may arise during the term of the contract.
- d. COR. COR maintain written records of the contractor's performance in their assigned evaluation area(s) so that a fair and accurate evaluation is obtained. Prepare interim and end-of-period evaluation reports as directed by the FRB.

3. PERFORMANCE MEASURES

Each performance measure will set forth the specific requirements, criteria and/or specifications for acceptable performance of an outcome and the amount of fee assigned to the individual performance measure. A performance measure may be either subjective or objective.

The FY2015 performance measures are found on pages J.4-65 through J.74. Subsequent Award Fee Plans will be issued for Fiscal Years 16-18.

4. ALLOCATION OF AVAILABLE FEE

DOE may or may not heavily weight the assignment of fee toward meeting production goals such as treatment of waste and end-product goals, such as completion of remediation projects.

5. PERFORMANCE MEASURE FEE STRUCTURE METHODS

Each performance measure may have a distinct fee structure to incentivize maximum performance and resource utilization by the Contractor. Individual performance measures may require the contractor to exceed approved baseline performance to earn 100 percent (%) of the fee allocated to that performance measure. DOE is not limited to the following list of Fee Structure Methods and may combine elements of multiple fee structures. Regardless of the Fee Structure Method used, payment of fee is subject to the fee reduction terms of this Contract, and Fee Determining Official (FDO) approval that the Contractor has achieved the stated outcome for the specific performance measure.

- a. Straight-line Method: This method provides a 100% incremental fee for completion of the performance measure prior to the expiration of the performance evaluation period.
- b. Declining Method: This method provides 100% incremental fee for completion of the performance measure by a specific date and/or milestone, but the percentage is reduced incrementally beyond that event. The specific percentage of reduction and corresponding time or specific milestones triggering the reductions are defined within the performance measure.

- c. Terminal Method: This method provides 100% incremental fee for completion of the performance measure prior to a specific date and/or milestone; however, the Contractor will forfeit 100% of the fee allocated to the performance measure for completion of the performance measure after the passing of the specific date and/or milestone as defined within the performance measure.
 - d. Performance Measure Provisional Dependent Method: This method will no longer be used. Provisional Fee, if specifically allowed by the contracting officer, is discussed in Section B, Clause B.8, Fee Determination and Payment.
 - e. Subjective Method: This method provides the Contractor the opportunity to earn up to 100% fee for performance of Contract requirements based on subjective criteria as determined by DOE.
6. Contract work requirements by Contract Line Item Number (CLIN) are discussed in Section B, Clause B.2 “Items Being Acquired.” Contract work requirements by CLIN may become fee-bearing via Performance Measures, consistent with Section B, Clause B.7, Fee Structure. Any features of the Offeror’s proposed strategy and approach may be implemented as first- and subsequent-year performance measures.
 7. In accordance with the Section B, Clause B.5, Changes to Contract Cost and Contract Fee, if for any reason the Contracting Officer does not authorize work in accordance with the Section B, Clause B.14, DOE Authorization of Work, the Total Available Fee as a percentage of Total Contract Cost by Contract period, excluding non-fee bearing costs identified in the Section B, Clause B.6, Basis for Total Available Fee, may be adjusted.
 8. Cost control in work performance is of the utmost importance to the Government. The Contractor's performance within the Contract Cost, as stipulated in Section B, Table B.4-1, Contract Cost and Contract Fee, for the performance evaluation period shall be determined by the Government. To the extent the Contractor fails to complete work within the stipulated Contract Price, the Fee Determining Official may reduce in whole or in part any otherwise earned fee, subject to the limitations of Section B, Clause B.12, DEAR 970.5215-3, Conditional Payment of Fee, Profit, and Other Incentives – Facility Management Contracts.
 9. Payments of Incremental Fee shall be requested in accordance with Section B, Clause B.8, Fee Determination and Payment, paragraph (c).
 10. If a Performance Objective is not completed as specified, allocated Available Fee is unavailable in accordance with Section B, Clause B.7, Fee Structure, paragraph (b)(1).
 11. Any Government Furnished Services and Information (GFS/I) for Performance Objectives are included in Section J, Attachment J.12, Government Furnished Services and Information (GFS/I).

PERFORMANCE EVALUATION BOARD ORGANIZATION

Fee Determining Official: RL Manager

Performance Evaluation Board Chairperson: Assistant Manager for River and Plateau

Staff:

Deputy Assistant Manager for River and Plateau (Designated as the primary COR)

Federal Project Directors (Designated as CORs)

Procurement Director

Contracting Officer

Contract Specialist

Attorney

FISCAL YEAR 2015 PERFORMANCE BASED INCENTIVES

Introduction:

The purpose of this award fee plan is to specifically account for the available award fee for FY2015 and to identify the associated performance measures. This plan replaces the previously issued Option Period Performance Measures Table which is no longer applicable for fiscal years 2015 through 2018. Additional Award Fee Plans shall be issued for fiscal years 2016 through 2018. The award fee plan contains three categories of performance measures:

1. Subjective / Cost Performance Measure
2. Objective Performance Measures
3. The PFP Multi-Year Performance Measure (See page J.4-18)

Summary of Available FY 2015 Award Fee:

Performance Measure Identifier	Performance Measure Description	FY15 Totals
PM-00-1	Subjective/Cost Performance Measure	\$ 3,075,000
PM-12-1	Procurement of First STSC	\$ 250,000
PM-12-2	ECRTS Buy-Back Procurement Set 1	\$ 250,000
PM-12-3	ECRTS Buy-Back Procurement Set 2	\$ 250,000
PM-12-4	ECRTS Buy-Back Procurement Set 3	\$ 250,000
PM-12-5	Annex Construction Part A	\$ 500,000
PM-12-6	Annex Construction Part B	\$ 500,000
PBS 12 Subtotal		\$ 2,000,000
PM-13-1	Solid and Liquid Waste Treatment and Disposal: Maintain efficient, and compliant operations and management activities as required to support plateau remediation	\$ 1,600,000
PM-30-1	Sampling and Analysis Plan (SAP) Revision.	\$ 1,625,000
PM-30-2	Maximize plume containment and remediation utilization.	\$ 2,375,000
PM-30-3	Maximize plume containment and remediation utilization.	\$ -
PBS 30 Subtotal		\$ 4,000,000
PM-40-1	Soil and Facility Remediation/Disposition: Maintain compliant, efficient, minimum safe surveillance and maintenance services for the Central Plateau.	\$ 300,000
PM-41-1	100 K Area: Maintain efficient, and compliant operations and management activities as required to support river corridor remediation	\$ 100,000
PM-41-2	Complete Characterization of UPR-100-K-1 and 116-KE-3 waste Sites	\$ 425,000
PBS 41 Subtotal		\$ 525,000
PM-11-1	PFP Incentive	N/A
Total Allocated Fee		\$ 11,500,000

SUBJECTIVE PERFORMANCE MEASURE

PM-00-1

Allocated Available Fee: \$3,075,000

Objective:

This Performance Measure provides management focus on cost performance. DOE will evaluate the Contractor's cost performance based upon subjective cost performance elements; objective cost performance elements, or both, to evaluate the Contractor's performance, which includes, but is not limited to:

- An analysis of variances between the Contractor's actual incurred costs and the estimated costs of authorized work (e.g., changed programmatic requirements, changed statutory requirements, and/or changes beyond the Contractor's control);
- An assessment of alignment between the Contractor's performance measurement baseline and the contract;
- Verification of EVMS data;
- Management of risks as demonstrated by how well the Contractor projects, reports and mitigates cost and schedule impacts to authorized work activities;
- Quality and timeliness of key documents submitted (e.g., contract change proposals, regulatory documents);
- Effectiveness of Contractor's Business Systems (e.g., Purchasing, Accounting, Internal Audit, Estimating, Property);
- Balanced Score Card Metrics;
- Corrective Action Management; and
- Integration With Other Hanford Contractors – initiate and provide effective participation in business case analyses and other cross-contractor activities leading to optimal utilization of RL resources (facilities, equipment, material and services) across all Hanford Contractors Performance Measures for subsequent fiscal years will be developed as part of the annual PEMP update to identify specific management/business system performance objectives needed during the remainder of contract period of performance.

Completion Rating Criteria:

The following will be used to rate CHPRC performance against this performance measure: Adjectival Ratings, and the associated Percentage of Allocated Fee Available to be Earned and Performance Level Description are:

- Excellent (91%-100%) Contractor has exceeded almost all of the significant award-fee criteria and has met overall cost, schedule, and technical performance requirements of the contract in the aggregate as defined and measured against the criteria in the award-fee plan for the award-fee evaluation period.

- Very Good (76%-90%) Contractor has exceeded many of the significant award-fee criteria and has met overall cost, schedule, and technical performance requirements of the contract in the aggregate as defined and measured against the criteria in the award-fee plan for the award-fee evaluation period.
- Good (51%-75%) Contractor has exceeded some of the significant award-fee criteria and has met overall cost, schedule, and technical performance requirements of the contract in the aggregate as defined and measured against the criteria in the award-fee plan for the award-fee evaluation period.
- Satisfactory (No Greater Than 50%) . Contractor has met overall cost, schedule, and technical performance requirements of the contract in the aggregate as defined and measured against the criteria in the award-fee plan for the award-fee evaluation period.
- Unsatisfactory (0%) . Contractor has failed to meet overall cost, schedule, and technical performance requirements of the contract in the aggregate as defined and measured against the criteria in the award-fee plan for the award-fee evaluation period.

By the 30th calendar day following the end of the fiscal year, as its input to this Performance Measure, CHPRC shall provide a critical assessment of its progress in performing contract scope of work and meeting contract deliverables within cost and on schedule as described. CHPRC shall identify issues potentially affecting the completion of contract scope of work and associated objectives within cost and on schedule. CHPRC shall identify actions taken or planned to be taken to resolve those issues. CHPRC's critical self-assessment shall propose and justify the amount of fee earned against this Performance Measure and include a discussion of fee reductions warranted by any achievement or failure to meet performance objectives. In the event the contractor self-discloses an issue potentially affecting the completion of contract scope of work and appropriately self-corrects the situation in a timely manner, fee reduction may be waived by the Fee Determining Official.

PERFORMANCE MEASURE

PM-12-1

Allocated Available Fee: \$250,000

Objective:

Procurement of First Sludge Transport and Storage Container (STSC)

Completion Criteria:

Submit receipt and QA acceptance documentation for the first STSC vessel. The activity shall be complete no later than 9/30/2015.

PERFORMANCE MEASURE

PM-12-2

Allocated Available Fee: \$250,000

Objective:

Engineered Container Retrieval and Transfer System (ECRTS Buy-Back Procurement Set 1)

Completion Criteria:

Submit receipt and QA acceptance documentation for process control panels (Transfer Line Service Box, Xago, Decant Pump, Annex, Sand Filter, Overfill Recovery Pump). The activity shall be complete no later than 9/30/2015.

PERFORMANCE MEASURE

PM-12-3

Allocated Available Fee: \$250,000

Objective:

Engineered Container Retrieval and Transfer System (ECRTS Buy-Back Procurement Set 2)

Completion Criteria:

Submit receipt and QA acceptance documentation for Seismic Shutdown Switch, Transfer Line Service Box long lead items and Divider Plate. The activity shall be complete no later than 9/30/2015.

PERFORMANCE MEASURE

PM-12-4

Allocated Available Fee: \$250,000

Objective:

Engineered Container Retrieval and Transfer System (ECRTS Buy-Back Procurement Set 3)

Completion Criteria:

Submit receipt and QA acceptance documentation for process equipment (Booster Pumps, Decant Pump Box, Sand Filter Skid, Overfill Recovery Pump Skid, Engineered Container Lids). The activity shall be complete no later than 9/30/2015.

PERFORMANCE MEASURE

PM-12-5

Allocated Available Fee: \$500,000

Objective:

Sludge Treatment Project Annex Construction – building shell (Part A)

Completion Criteria:

Complete Building Shell no later than 3/31/2015 with RL approved punch-list items remaining.

PERFORMANCE MEASURE

PM-12-6

Allocated Available Fee: \$500,000

Objective:

Sludge Treatment Project Annex Construction (Part B)

Completion Criteria:

Complete Annex Construction no later than 9/30/2015 with RL approved punch-list items remaining. The completion of acceptance test procedure and construction acceptance test are planned in FY2016 and are not part of this FY2015 performance measure.

PERFORMANCE MEASURE

PM-13-1

Allocated Available Fee: \$1,600,000

Objective:

Solid and Liquid Waste Treatment and Disposal: Maintain efficient, and compliant operations and management activities as required to support plateau remediation.

Completion Criteria:

The Contractor shall complete Performance Goals and Milestones established in the Operations Activity Fiscal Year Work Plan for this Project Baseline Summary Operations Activity.

PERFORMANCE MEASURE

PM-30-1 (Multi-Year)

Allocated Available Fee for FY 15: \$1,625,000

Introduction:

This multi-year performance incentive (PI) was effective in FY2014 (identified as no. PM-30-18.1), with fee allocated as “available” across FY2014 to FY2016 for convenience. Since this is a multi-year incentive, final fee determination will be made in the fiscal year in which the PI is completed successfully, which could be as early as FY2015 or as late as FY2018. Accordingly, provisional fee payments for this PI are not contemplated in order to conform to the requirement of Section B, clause B.8(b) “Fee Determination and Payment.”

Objective:

Sampling and Analysis Plan (SAP) Revision. The objective of this Performance Measure is to consolidate and optimize SAPs by the end of the contract option period. There are also milestone requirements for the current fiscal year (see notes in Completion Criteria section below).

The Contractor will be awarded 100% of the fee amount (\$6,750,000) for successful completion by the end of FY2016. Fee is reduced by 10% for each year this Performance Measure is completed after Fiscal Year 2016, and reduces to zero fee if it is not completed by the end of FY2018.

This multi-year performance incentive began in FY2014. As demonstrated by the following table, maximum fee (\$6.750M) is earned for completion by 09/30/2016; Fee is reduced to \$6.075M for completion by 9/30/2017, Fee is reduced to \$5.4M for completion by 9/30/2018, and fee is reduced to zero if the incentive is not completed by 9/30/2018.

	FY2014	FY2015	FY2016	FY2017	FY2018	Failure to Complete
Available	\$3,500,000	\$1,625,000	\$1,625,000			
Cumulative	\$3,500,000	\$5,125,000	\$6,750,000	\$6,075,000	\$5,400,000	\$0

Note: RL will assess the effectiveness of the measure in reducing cost of groundwater monitoring and consider including specific metrics for follow-on years to better quantify cost savings expectations. After approval of the 100 Area and 300 Area SAPs, an assessment will be performed to estimate the cost savings associated with executing the revised SAP’s.

(PM-30-1 Continued on next page)

Completion Criteria (PM-30-1)

Obtain DOE approval of the SAP.

The draft SAP is approved by DOE for submittal to the regulators or DOE concurs no changes are necessary.

Issue the plan and revise the SAPs per the approved plan.

Complete revisions of all Groundwater SAPs per the approved SAP Revision Plan by the end of FY 2016.

SAP Revision Plan Requirements:

Specific Requirements for FY2015: Complete revision of CERCLA/AEA SAPs and RCRA SAPs per the approved SAP revision plan, including incorporating DOE comments, by 9/30/15.

PERFORMANCE MEASURE

PM-30-2

Allocated Available: \$2,375,000

Objective:

Maximize plume containment and remediation utilization.

Objectives:

- Fiscal Year Contamination removal
- Full treatment capacity utilization
- Remediation optimization

Completion Criteria

Performance will be evaluated based upon the DOE approved FY2015 plume containment and remediation utilization plan. Provide documentation substantiating completion of FY2015 plume containment and remediation utilization plan by 9/30/15.

Submit a draft FY2016 plan by June 10, 2015 that provides similar technical basis as above to maximize plume containment and remediation utilization.

PERFORMANCE MEASURE

PM-30-3 (Multi-Year)

Allocated Available Fee: \$625,000 is allocated to the FY2018 fee pool. This amount may be earned in an earlier period if the Contractor meets the completion criteria.

Objective: Legacy Equipment Disposition

Completion Criteria:

Submit a draft plan and schedule by 3/3/2014 to disposition all Groundwater legacy buildings and equipment per the approved plan by the end of FY 2018. (Completed in FY2014).

Complete disposition of all Groundwater legacy buildings and equipment per the approved plan by the end of FY2018.

PERFORMANCE MEASURE

PM-40-1

Allocated Available Fee: \$300,000

Objective:

Soil and Facility Remediation/Disposition: Maintain compliant, efficient, minimum safe surveillance and maintenance services for the Central Plateau.

Completion Criteria:

The Contractor shall complete Performance Goals and Milestones established in the Operations Activity Fiscal Year Work Plan for this Project Baseline Summary Operations Activity.

PERFORMANCE MEASURE

PM-41-1

Allocated Available Fee: \$100,000

Objective:

100 K Area: Maintain efficient and compliant operations and management activities as required to support river corridor remediation.

Completion Criteria: (PM-41-1)

The Contractor shall conduct at least 271 Waste Information Data System site surveillances and Radcon surveys of assigned facilities during FY 2015.

PERFORMANCE MEASURE

PM-41-2

Allocated Available Fee: \$425,000

Objective:

Complete characterization of UPR-100-K-1 and 116-KE-3 waste sites

Completion Criteria:

Complete characterization activities as described in *Sampling Instruction for Supplemental Characterization of UPR-100-K-1 and 116-KE-3 Waste Sites* (SGW-54226) Rev. 1 by 09/30/2015 as follows:

- Complete sample collection activities as defined in Table 2 for the 116-KE-Borehole and Table 3 for the UPR-100-K-1 Borehole during well drilling activities.
- Complete geophysical logging of the boreholes as specified in Section 3.1.5
- Complete well construction and collect a groundwater sample following final well development as specified in Section 3.1.4.

Any adjustments to the characterization requirements specified in these tables will be documented and approved through the process described in Section 3.10.2 of SGW-54226.

PERFORMANCE MEASURE

PM-11-1

PLUTONIUM FINISHING PLANT (PFP) MULTI-YEAR PERFORMANCE MEASURE (Identified as PM-11-02.1A in the Base Period PEMP)

Introduction:

The base period Performance Evaluation Measurement Plans were published in multiple year formats, while this FY2015 PEMP is written for one year only. Accordingly, since the PFP incentive is effective during both the base and option periods of performance, it will be included in the PEMP for each fiscal year of the option period. This FY2015 PEMP does not change incentive no. PM-11-02.1A that was published in Mod 249 dated November 30, 2012, nor does it change the modification of provisional fee that was addressed in letter no. 13-AMRP-0227 dated June 24, 2013.

Note that RL allocated the available fee (\$51,057,421) across the first five years of the contract for convenience (see Section B, Table B.4-1). The fee is available until the incentive ends. Note that Mod 249 changed the maximum earning date to September 30, 2014.

Allocated Available Fee: \$51,057,421

Performance Measure Objective:

Demolish Plutonium Finishing Plant (PFP) Complex Facilities to Slab-On-Grade and Stabilize the Site for Surveillance and Maintenance.

Complete demolition of PFP facilities to slab-on-grade and stabilize the site for surveillance and maintenance. Fee is reduced in a linear declining method [*from \$51,057,421*] to \$30,000,000 for each day [*from 9/30/14*] to 9/30/2017, provided the option period is exercised.

Any portion of Provisional Fee, as defined by Clause B.7, Fee Structure, paragraph (b)(3), may become earned through a final fee determination as defined by Clause B.8, Fee Determination and Payment, paragraph (d). Conversion of fee from Provisional to earned is at the unilateral discretion of the Fee Determining Official. On an annual basis no more than \$3,000,000 in Provisional Fee may be converted to earned fee at the final fee determination., as defined by Clause B.8, Fee Determination and Payment, paragraph (d). Allocated Available Fee not earned at the end of the multi-year performance period is unavailable in accordance with Clause B.7, Fee Structure, paragraph (b)(2).

Completion Criteria: (PM-11-1)

- Complete execution of Alternative 4 in approved EECA DOE/RL/2005-13.
- Achieve the PFP Complex slab-on-grade end point criteria in HNF-22401.
- Handle, package, label, store, and ship waste (e.g., low-level, low-level mixed, TRU/TRU mixed wastes) out of the PFP facilities for treatment or disposal. Waste shipments completed in accordance with the Hanford waste shipping criteria, other waste site criteria, and in compliance with applicable state and federal regulations for treatment and disposal at an approved facility.
- Complete turnover of the PFP site for surveillance and maintenance.