Part III – List of Documents, Exhibits, and Other Attachments

Section J – List of Attachments

Attachment J-5: Small Business Subcontracting Plan

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9 Small Business Subcontracting Plan

Attachment L-10
Small Business Subcontracting Tables

In addition to submitting a Small Business Subcontracting Plan, Offerors shall complete Section L, Attachment L-10 entitled, *Small Business Subcontracting Tables*.

Table 1: The Offeror shall provide a breakdown of the Offeror's proposed goals and dollars, by small business category, expressed in terms of both a percent of TOTAL CONTRACT VALUE and a percent of TOTAL SUBCONTRACTED WORK. Offerors shall show the proposed subcontracting goals for the basic contract requirement and each option separately.

Table 2: The Offeror shall also list each proposed small business subcontractor, including Data Universal Numbering System number and CAGE code, the type of small business, and total costs being proposed/allocated to these small business concerns (by small business category) by PWS element, by Contract year.

Table 1. Proposed Goals as a Percent of Subcontract Dollars and as a Percent of Total Contract Dollars

Total Subcontracting for Base Period of Performance – Years 1-3				
	Firm Size and/or Small Business Socioeconomic Category	**Percentage of Subcontract $**	**Percentage of Total Contract $**	**Dollars**
a	Total Subcontracting Planned to All Businesses	100%	22%	$11,344,401
b	Large Businesses	9%	2%	1,031,309
c	Small Businesses (all socioeconomic groups)	91%	20%	10,313,092
d	Veteran-Owned Small Business (subset of c)	14%	3%	1,546,964
e	Service-Disabled Veteran-Owned Small Business (subset of c and d)	14%	3%	1,546,964
f	HUBZONE (subset of c)	14%	3%	1,546,964
g	Small Disadvantaged Business (subset of c)	23%	5%	2,578,273
h	Women-Owned Small Business (subset of c)	23%	5%	2,578,273
Total Subcontracting for Option Period 1 of Performance – Years 4-5				
	Firm Size and/or Small Business Socioeconomic Category	**Percentage of Subcontract $**	**Percentage of Total Contract $**	**Dollars**
a	Total Subcontracting Planned to All Businesses	100%	22%	$8,674,396
b	Large Businesses	9%	2%	$788,581
c	Small Businesses (all socioeconomic groups)	91%	20%	7,885,815
d	Veteran-Owned Small Business (subset of c)	14%	3%	1,182,872
e	Service-Disabled Veteran-Owned Small Business (subset of c and d)	14%	3%	1,182,872
f	HUBZONE (subset of c)	14%	3%	1,182,872
g	Small Disadvantaged Business (subset of c)	23%	5%	1,971,454
h	Women-Owned Small Business (subset of c)	23%	5%	1,971,454

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Table 1. Proposed Goals as a Percent of Subcontract Dollars and as a Percent of Total Contract Dollars

Total Subcontracting for Option Period 2 of Performance – Years 6-7				
	Firm Size and/or Small Business Socioeconomic Category	**Percentage of Subcontract $**	**Percentage of Total Contract $**	**Dollars**
a	Total Subcontracting Planned to All Businesses	100%	22%	$9,064,958
b	Large Businesses	9%	2%	824,087
c	Small Businesses (all socioeconomic groups)	91%	20%	8,240,871
d	Veteran-Owned Small Business (subset of c)	14%	3%	1,236,131
e	Service-Disabled Veteran-Owned Small Business (subset of c and d)	14%	3%	1,236,131
f	HUBZONE (subset of c)	14%	3%	1,236,131
g	Small Disadvantaged Business (subset of c)	23%	5%	2,060,218
h	Women-Owned Small Business (subset of c)	23%	5%	2,060,218

Table 2. List of Small Business Subcontractors on HPMC Team

Company Name	DUNS/Cage Code	Type of Small Business	PWS Section(s)	Dollar Value*	
MPF Federal, LLC	078461876	8(a), WOSB, HUBZone	C.3.2.2.1.9, C.3.2.2.1, C.3.3.1.1, C.3.2.5	Yr 1: Yr 2: Yr 3: Yr 4: Yr 5: Yr 6: Yr 7: **Total:**	$ 1,241,818 $ 1,697,151 $ 1,739,580 $ 1,783,069 $ 1,827,646 $ 1,873,337 $ 1,920,171 **$12,082,772**
Farfield Systems, Inc.	121152974	SDVOSB, HUBZone	C.3.2.5	Yr 1: Yr 2: Yr 3: Yr 4: Yr 5: Yr 6: Yr 7: **Total:**	$ 361,411 $ 493,929 $ 506,277 $ 518,934 $ 531,907 $ 545,205 $ 558,835 **$3,516,497**
			Total		**$15,599,269**

*Offeror to insert columns to reflect total dollars for each Government Fiscal Year and a total for the 7-year contract period.

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SUBCONTRACTING PLAN

This plan follows the format for addressing the fifteen elements as shown at Federal Acquisition Regulation (FAR) 52.219-9(d) (JAN 2017).

Solicitation Number:	**89303318REM000011**
Name of Offeror:	**HPM Corporation (HPMC)**
Subcontractor Address:	**4304 W. 24th Ave., Suite 100, Kennewick, WA 99338**
Approximate Value of Subcontracts (include all priced options):	**$29,083,755**
Period of Performance (include option periods if applicable):	**2019 – 2025**

(**X**) Individual Subcontracting Plan ( ) Master Subcontracting Plan ( ) Commercial Plan

Estimated Contract Value: Based on FF Price and CR only as directed by the solicitation.

Base Period Year 1:	$ 14,035,657
Base Period Year 2:	$ 18,513,390
Base Period Year 3:	$ 19,016,413
Option 1 Period Year 4:	$ 19,507,003
Option 1 Period Year 5:	$ 19,922,070
Option 2 Period Year 6:	$ 20,369,110
Option 2 Period Year 7:	$ 20,835,245
Total all Periods:	**$132,198,888**

(1) GOALS

State goals as a percentage of total planned subcontracting dollars (required) and as a percentage of total subcontract dollars (optional, per the subcontracting officer) that will go to all Small Business (SB) concerns, Small Disadvantaged Business (SDB) concerns, Woman-Owned SB (WOSB) concerns, Historically Underutilized Business Zone (HUBZone) SB concerns, Veteran-Owned SB (VOSB) concerns, and Service-Disabled Veteran-Owned SB (SDVOSB) concerns. **Stated subcontracting plan goals in dollars includes proposed FFP and the DOE stated Cost Reimbursement estimates. As per the RFP the Indefinite Delivery/Indefinite Quantity estimated dollars are NOT included.** Prior to the beginning of each Government fiscal year, or other period as required by the CO, the HPMC shall submit an individual subcontracting plan containing the annual subcontracting goals required by the clause FAR 52.219-9 entitled, *Small Business Subcontracting Plan*, and any changes to the master subcontracting plan.

HPM Corporation is proposing to the Department of Energy for the Hanford Occupational Medical Services Contract the following plan and will negotiate Subcontracting Goals for FY19-FY25 (%) in accordance with Department of Energy (DOE) Contract No. DE-89303919DEM000005 Section J, Attachment J-5 – Small Business Subcontracting Plan:

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GOAL

Small Business Categories (%)	Fiscal Year (FY)						
	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Small Business (%)	20%	20%	20%	20%	20%	20%	20%
Small Disadvantaged Business (%)	5%	5%	5%	5%	5%	5%	5%
Women-Owned Small Business (%)	5%	5%	5%	5%	5%	5%	5%
HUBZone Small Business (%)	3%	3%	3%	3%	3%	3%	3%
Veteran-Owned Small Business (%)	3%	3%	3%	3%	3%	3%	3%
Service-Disabled Veteran-Owned Small Business (%)	3%	3%	3%	3%	3%	3%	3%

Base Year 1: 2019
Approximate Subcontract Period Value: **$ 3,087,845**
Total Value of all planned subcontracting for Base (FFP & CR - 3 yrs): $ 11,344,401

Table 1. Base Year 1: 2019

Base Year 1	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars	Notes
a. SB	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB	**5%**	**5%**	
d. HUBZone	**3%**	**3%**	
e. VOSB	**3%**	**3%**	
f. SDVOSB	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

Base Year 2: 2020
Approximate Subcontract Period Value: **$ 4,302,678**
Total Value of all planned subcontracting for Base (FFP & CR – 3 yrs): $11,344,401

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Table 2. Base Year 2: 2020

Base Year 2	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars *(If required by SP)*	Notes
a. SB:	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB:	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB:	**5%**	**5%**	
d. HUBZone:	**3%**	**3%**	
e. VOSB:	**3%**	**3%**	
f. SDVOSB:	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

Base Year 3: 2021
Approximate Subcontract Period Value: **$4,403,283**
Total Value of all planned subcontracting for Base (FF & CR – 3 yrs): $ 11,344,401

Table 3. **Base Year 3: 2021**

Base Year 3	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars *(If required by SP)*	Notes
a. SB:	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB:	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB:	**5%**	**5%**	
d. HUBZone:	**3%**	**3%**	
e. VOSB:	**3%**	**3%**	
f. SDVOSB:	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

Year 4: 2022
Approximate Subcontract Period Value: **$4,501,401**
Total Value of all planned subcontracting for Option 1 (FF & CR 2 Yrs): $8,674,396

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Table 4. Year 4: 2022

Option Year 4	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars *(If required by SP)*	Notes
a. SB:	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB:	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB:	**5%**	**5%**	
d. HUBZone:	**3%**	**3%**	
e. VOSB:	**3%**	**3%**	
f. SDVOSB:	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

Year 5: 2023
Approximate Subcontract Period Value: **$4,584,414**
Total Value of all planned subcontracting for Option 1 (FF & CR 2 Yrs): $8,674,396

Table 5. Year 5: 2023

Option Year 5	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars *(If required by SP)*	Notes
a. SB:	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB:	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB:	**5%**	**5%**	
d. HUBZone:	**3%**	**3%**	
e. VOSB:	**3%**	**3%**	
f. SDVOSB:	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

Year 6: 2024
Approximate Subcontract Period Value: **$4,584,414**
Total Value of all planned subcontracting for Option 2 (FF & CR 2 Yrs): $9,064,958

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Table 6. Year 6: 2024

Option Year 6	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars *(If required by SP)*	Notes
a. SB:	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB:	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB:	**5%**	**5%**	
d. HUBZone:	**3%**	**3%**	
e. VOSB:	**3%**	**3%**	
f. SDVOSB:	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

Year 7: 2025
Approximate Subcontract Period Value: **$4,584,414**
Total Value of all planned subcontracting for Option 2 (FF & CR 2 Yrs): $9,064,958

Table 7. Year 7: 2025

Option Year 7	(%) Total Planned Subcontracting dollars	(%) Total Subcontract Dollars *(If required by SP)*	Notes
a. SB:	**20%**	**20%**	(Includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB, ANCs, and Indian tribes when applicable.)
b. SDB:	**5%**	**5%**	(Includes ANCs and Indian tribes when applicable.)
c. WOSB:	**5%**	**5%**	
d. HUBZone:	**3%**	**3%**	
e. VOSB:	**3%**	**3%**	
f. SDVOSB:	**3%**	**3%**	
g. OTSB	**2%**	**2%**	Other than Small Business

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(2) STATEMENT OF DOLLARS

The following dollar values correspond to the percentage goals in (1).

Base Subcontract Year 1 (Dollar value):

	Total planned subcontracting dollars:	**$ 3,087,845**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 2,807,131**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 701,783**
c.	Dollars planned to be subcontracted to WOSB:	**$ 701,783**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 421,070**
e.	Dollars planned to be subcontracted to VOSB:	**$ 421,070**
f.	Dollars planned to be subcontracted to SDVOSB:	**$ 421,070**

Base Year 2 (Dollar value):

	Total planned subcontracting dollars:	**$4,072,946**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 3,702,678**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 925,670**
c.	Dollars planned to be subcontracted to WOSB:	**$ 925,670**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 555,402**
e.	Dollars planned to be subcontracted to VOSB:	**$ 555,402**
f	Dollars planned to be subcontracted to SDVOSB:	**$ 555,402**

Base Year 3 (Dollar value):

	Total planned subcontracting dollars:	**$4,183,611**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 3,803,283**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 950,821**
c.	Dollars planned to be subcontracted to WOSB:	**$ 950,821**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 570,492**
e.	Dollars planned to be subcontracted to VOSB:	**$ 570,492**
f.	Dollars planned to be subcontracted to SDVOSB:	**$ 570,492**

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Option Year 4 (Dollar value):

	Total planned subcontracting dollars:	**$ 4,291,541**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 3,901,401**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 975,350**
c.	Dollars planned to be subcontracted to WOSB:	**$ 975,350**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 585,210**
e.	Dollars planned to be subcontracted to VOSB:	**$ 585,210**
f.	Dollars planned to be subcontracted to SDVOSB:	**$ 585,210**

Option Year 5 (Dollar value):

	Total planned subcontracting dollars:	**$ 4,382,855**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 3,984,414**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 996,104**
c.	Dollars planned to be subcontracted to WOSB:	**$ 996,104**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 597,662**
e.	Dollars planned to be subcontracted to VOSB:	**$ 597,662**
f.	Dollars planned to be subcontracted to SDVOSB:	**$ 597,662**

Option Year 6 (Dollar value):

	Total planned subcontracting dollars:	**$ 4,481,204**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 4,073,822**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 1,018,456**
c.	Dollars planned to be subcontracted to WOSB:	**$ 1,018,456**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 611,073**
e.	Dollars planned to be subcontracted to VOSB:	**$ 611,073**
f.	Dollars planned to be subcontracted to SDVOSB:	**$ 611,073**

Option Year 7 (Dollar value):

	Total planned subcontracting dollars:	**$ 4,583,754**
a.	Dollars planned to be subcontracted to SB (includes HUBZone SB, SDB, WOSB, VOSB, SDVOSB,):	**$ 4,167,049**
b.	Dollars planned to be subcontracted to SDB (includes ANCs and Indian tribes):	**$ 1,041,762**
c.	Dollars planned to be subcontracted to WOSB:	**$ 1,041,762**
d.	Dollars planned to be subcontracted to HUBZone SB:	**$ 625,057**
e.	Dollars planned to be subcontracted to VOSB:	**$ 625,057**
f.	Dollars planned to be subcontracted to SDVOSB:	**$ 625,057**

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(3) DESCRIPTION OF PRINCIPAL TYPES OF SUPPLIES AND SERVICES TO BE SUBCONTRACTED AND TYPES OF BUSINESSES SUPPLYING THEM (Check all that apply)

Table __. Description of Types of Supplies and Services to be Subcontracted

PRINCIPAL SUPPLY/SERVICE	SB	SDB	WOSB	HUBZone	VOSB	SDVOSB
Health Information Management System Support, Medical Support Services, Medical Testing Support, Patient Registration – Critical Subcontractor MPF Federal, LLC	X	X	X	X		
Health Informatics – Farfield Systems, Inc.	X			X		X
Medical supplies – miscellaneous	X				X	
Record and Office Supplies	X		X			
Rent for 1979 Snyder UNDI Properties	X					
Janitorial Services	X					
Radiology Services	X					

(4) METHOD USED TO DEVELOP GOALS
Goal development is based on historical data, previous spend history and projected goals based on experience, business forecasts and commitment to improvements for subcontracting to SB, SDB, WOSB, HUBZone SB, VOSB, and SDVOSB.

(5) METHOD USED TO IDENTIFY POTENTIAL SUBCONTRACTING SOURCES
(Check all that apply)
____ Company Source Lists
_X_ System for Award Management (SAM) database
_X_ SBA's Dynamic Small Business Search (DSBS)
_X_ Veteran Service Organizations or VetBiz.Gov
____ National Minority Purchasing Council Vendor Information Service
____ U.S. Department of Commerce Minority Business Development Agency's Research and Information Division
____ SB, HUBZone SB, SDB, and WOSB Trade Associations
____ SBA's Lists of Certified SDB and HSB Concerns
____ SB and Minority Business trade fairs or conferences
_X_ Other: Explain – Attendance at Small Business Symposiums (DOE and Local)

(6) INDIRECT COSTS (Check which applies.)
_X_ Indirect costs ***have not*** been included in establishing subcontracting goals.
____ Indirect costs ***have*** been included in establishing subcontracting goals.

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(7) ADMINISTRATION OF SUBCONTRACTING PROGRAM

The following individuals employed by the offeror will administer this subcontracting plan:
Primary Point of Contact: (Contract Manager)

Name:	Erin Phillips
Email Address:	Erin_L_Phillips@rl.gov
Telephone:	509-376-5620
Title:	Business and Contract Manager
Description of Duties:	Ensure that all small business concerns are included on the bidder's list for every subcontract solicitation for products and services they are capable of providing. Ensure that subcontract procurement "packages" are designed to permit the maximum possible participation of all small business concerns. Monitor the company's performance and make any adjustments necessary to achieve the subcontract plan goals. Prepare and submit timely reports.

Secondary Point of Contact (Corporate Manager):

Name:	Shanna D. Reynolds
Email Address:	sreynolds@hpmcorporation.com
Telephone:	509-737-8939
Title:	Contracts Manager
Description of Duties:	Corporate oversite of the establishment and maintenance of contract and subcontract award/activity records. Corporate policies and procedures that assist with contract deliverables. Reach back capabilities to corporate in order to maintain quality, on time deliverables and timely contracting, subcontracting and procurements during peak or when staff are out of the office for extended period of time.

(8) EQUITABLE OPPORTUNITY TO COMPETE

Efforts to ensure that SB, SDB, WOSB, HUBZone SB, VOSB, and SDVOSB will have an equitable opportunity to compete for subcontracts include, but are not limited to, the following activities:

Outreach Efforts to Obtain Sources:

- *Contacting minority and small business service and trade associations*
- *Contacting business development organizations*
- *Attending small and minority business procurement conferences and trade fairs*
- *Using SAM database to research sources*
- *Requesting sources from the Central Contractor Registration (CCR), Dynamic Small Business Search,*
- *Other: Explain -*

Internal Efforts to Guide and Encourage Purchasing Personnel:

- *Presenting workshops, seminars, and training programs*

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- *Establishing, maintaining, and using SB, VOSB, SDVOSB, HUBZone SB, SDB, and WOSB source lists, guides, and other data for soliciting subcontracts*
- *Monitoring activities to evaluate compliance with the subcontracting plan*
- *Other: Explain -*

(9) INCLUSION OF FAR CLAUSE 52.219-8, "UTILIZATION OF SMALL BUSINESS CONCERNS," IN SUBCONTRACTS

HPM Corporation:

_X_ Agrees to include clause at FAR 52.219-8, "Utilization of Small Business Concerns," in all subcontracts that offer further subcontracting opportunities.

_X_ Will require all subcontractors (except SB concerns) that receive subcontracts in excess of $700,000 ($1.5 million for construction) to adopt a subcontracting plan that complies with the clause at FAR 52.219-9, Small Business Subcontracting Plan.

(10) REQUIREMENT TO COOPERATE IN STUDIES AND SUBMISSION OF REPORTS

HPM Corporation:

_X_(i) Agrees to cooperate in any studies or surveys as may be required.

_X_(ii) Agrees to submit periodic reports so the government can determine the extent of compliance with the subcontracting plan.

_X_(iii) Agrees, after November 30, 2017, to include subcontracting data for each order when reporting subcontracting achievements for indefinite-delivery, indefinite-quantity subcontracts intended for use by multiple agencies.

_X_(iv) Agrees to:

a. Submit the Individual Subcontract Report (ISR) and the Summary Subcontract Report (SSR), in accordance with paragraph l of the clause at FAR 52.219-9 using the Electronic Subcontracting Reporting System (eSRS) at http://www.esrs.gov. The reports shall provide information on subcontract awards to SB concerns (including ANCs and Indian tribes that are not SBs), SDB concerns (including ANCs and Indian tribes that have not been certified by SBA as SDBs), WOSB concerns, HUBZone SB concerns, VOSB concerns, SDVOSB concerns, HICUs, and MIs. Reporting will be in accordance with the clause at FAR 52.219-9, or as provided in agency regulations.

b. **Submit the ISR semi-annually** during subcontract performance for the periods ending March 31 and September 30, and to submit a report within 30 days of subcontract completion. HPMC shall submit the reports within 30 days after the close of each reporting period, unless otherwise directed by the subcontracting officer. Reports are required when due, regardless of whether there has been any subcontracting activity since the inception of the subcontract or the previous reporting period. When the subcontracting officer rejects an ISR, HPMC agree to submit a revised ISR within 30 days of receiving the notice of the ISR rejection.

c. **Submit the SSR annually** by October 30 for the twelve-month period ending September 30. When an SSR is rejected, HPMC agree to submit a revised SSR within 30 days of receiving the notice of SSR rejection.

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_X_(v) Agrees to ensure that my subcontractors with subcontracting plans agree to submit the ISR and/or the SSR using eSRS.

_X_(vi) Agrees to provide this prime contract number, its DUNS number, and the email address of our company official responsible for acknowledging receipt of or rejecting the ISRs, to all first-tier subcontractors with subcontracting plans so they can enter this information into the eSRS when submitting their ISRs.

_X_(vii) Agrees to require that each subcontractor with a subcontracting plan provide the prime contract number, its own DUNS number, and the email address of the subcontractor's official responsible for acknowledging receipt of or rejecting the ISRs, to its subcontractors with subcontracting plans.

(11) DESCRIPTION OF TYPES OF RECORDS TO BE MAINTAINED:

HPM Corporation:

_X_Agrees to maintain the following records to show compliance with this subcontracting plan:

a. Source lists, guides, and other data that identify SB, SDB, WOSB, HUBZone SB, VOSB, and SDVOSB concerns.
b. Records on organizations contacted to locate SB, SDB, WOSB, HUBZone SB, VOSB, and SDVOSB sources.
c. Records on each subcontract solicitation resulting in an award of more than $150,000, indicating:
   (1) Whether SB concerns were solicited and, if not, why not
   (2) Whether SDB concerns were solicited and, if not, why not
   (3) Whether WOSB concerns were solicited and, if not, why not
   (4) Whether HUBZone SB concerns were solicited and, if not, why not
   (5) Whether VOSB concerns were solicited and, if not, why not
   (6) Whether SDVOSB concerns were solicited and, if not, why not
   (7) If applicable, the reason award was not made to a SB, SDB, WOSB, HUBZone SB, VOSB, and SDVOSB concerns
d. Records of outreach efforts to contact:
   (1) Trade associations
   (2) Business development organizations
   (3) Conferences and trade fairs to locate SB, SDB, WOSB, HUBZone SB, VOSB, and SDVOSB sources
e. Records of internal guidance and encouragement provided to buyers through:
   (1) Workshops, seminars, training, etc.
   (2) Monitoring performance to evaluate compliance with the program's requirements.
f. On a subcontract-by-subcontract basis, records to support award data submitted to the government, including the name, address, and business size of each subcontractor (does not apply to commercial plans).

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(12-15) Other Assurances

HPM Corporation:

_X_(12) Agrees to make a good faith effort to acquire articles, equipment, supplies, services, or materials, or obtain the performance of construction work from the small business concerns that I used in preparing the bid or proposal, in the same or greater scope, amount, and quality used in preparing and submitting the bid or proposal. The small business concerns used in preparing the bid or proposal include —

a. Any small business concern identified as a subcontractor in the bid or proposal or associated small business subcontracting plan, to furnish certain supplies or perform a portion of the subcontract; or
b. Any small business concerns whose pricing or cost information, or technical expertise was used in preparing the bid or proposal, where there is written evidence of an intent or understanding that the small business concern will be awarded a subcontract for the related work if HPMC is awarded the subcontract.

_X_(13) Agrees to provide the contracting officer with a written explanation if HPMC fails to acquire articles, equipment, supplies, services or materials or obtain the performance of construction work as described in the preceding statement of this section. HPMC will submit this explanation to the contracting officer within 30 days of subcontract completion.

_X_(14) Agrees to not prohibit a subcontractor from discussing with the contracting officer any material matter pertaining to payment to or utilization of a subcontractor.

_X_(15) Agrees to pay my small business subcontractors on time and in accordance with the terms and conditions of the subcontract, and to notify the contracting officer if HPMC pays a reduced or an untimely payment to a small business subcontractor.

This subcontracting plan was SUBMITTED by:

Signature: _____ Date: __10-22-18____

Printed Name: Scott A. Brodeur, President and CEO, HPM Corporation
Phone Number: 509-737-8939
Email Address: sbrodeur@hpmcorporation.com

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