

**ORDER FOR SUPPLIES OR SERVICES**

PAGE OF PAGES

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

1. DATE OF ORDER 01/27/2020	2. CONTRACT NO. (If any) 89304019DEM000007	6. SHIP TO:	
3. ORDER NO. 89304020FEM400042		4. REQUISITION/REFERENCE NO. 20EM000637	
		a. NAME OF CONSIGNEE Office of River Protection	

5. ISSUING OFFICE (Address correspondence to) Office of River Protection U.S. Department of Energy Office of River Protection P.O. Box 450 Richland WA 99352		b. STREET ADDRESS U.S. Department of Energy Office of River Protection P.O. Box 450	
		c. CITY Richland	e. ZIP CODE 99352

7. TO: SHIRLEY OLINGER		f. SHIP VIA
a. NAME OF CONTRACTOR Independent Strategic Management Solutions, Inc.		8. TYPE OF ORDER

b. COMPANY NAME		<input type="checkbox"/> a. PURCHASE REFERENCE YOUR: Proposal dtd 12/11/2019 Logical Follow-on TO Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	<input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.
c. STREET ADDRESS 491 Adair Dr			
d. CITY Richland	e. STATE WA	f. ZIP CODE 99352	

9. ACCOUNTING AND APPROPRIATION DATA WTP FY 2020 LAW Baseline	10. REQUISITIONING OFFICE Office of River Protection
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11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination
<input checked="" type="checkbox"/> a. SMALL	<input type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input checked="" type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> e. HUBZone
<input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED	<input checked="" type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM		<input checked="" type="checkbox"/> h. EDWOSB	

13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 01/31/2021	16. DISCOUNT TERMS NET 30
a. INSPECTION Destination	b. ACCEPTANCE Destination			

**17. SCHEDULE (See reverse for Rejections)**

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	The United States Department of Energy, Office of River Protection (ORP), requires Technical Support Services at the Hanford Site. This is a Time and Materials/Labor Hour logical follow-on task order for Site Integration in support of ORP's Waste Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME OR for ORP						\$279,177.00
	b. STREET ADDRESS (or P.O. Box) U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017						\$279,177.00
c. CITY Oak Ridge		d. STATE TN	e. ZIP CODE 37831				17(i) GRAND TOTAL

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

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

DATE OF ORDER 01/27/2020	CONTRACT NO. 89304019DEM000007	ORDER NO. 89304020FEM400042
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
00001	Treatment and Immobilization Plant/DFLAW Integration. This task order is approved under the IDIQ contract 89304019DEM000007 and the Small Business Administration (SBA) Office--via email dated 11/02/2018 from Business Opportunity Specialist, John Dicus. Fund: 01260 Appr Year: 2020 Allottee: 34 Report Entity: 421301 Object Class: 32004 Program: 1111710 Project: 0001482 WFO: 0000000 Local Use: 0421573 Period of Performance: 02/01/2020 to 01/31/2021  IDIQ Option Year 1- Site Integration Support (Logical Follow-on) Indefinite Delivery/Indefinite Quantity				279,177.00	

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

\$279,177.00

**ORP Performance Work Statement (PWS)**

**Date: January 27, 2020**

**Period of Performance: February 1, 2020 through January 31, 2021**

**Division – Waste Treatment and Immobilization Plant/DFLAW Integration**

**Title: Site Integration Support**

**Revisions:**

	<b>Description of Change</b>
00	Original

**PURPOSE OF THIS TASK:**

Provide support to the WTP DFLAW Integration Manager responsible for leading the integration of Tank Operations Contract contractor, the Waste Treatment and Immobilization (WTP) contractor and the Hanford infrastructure and site-wide services efforts needed to support the direct-feed low-activity waste (DFLAW) initiative. This task will assist in the consulting and assisting the WTP FPD and Deputy in the management of organizational interfaces across the site contractors, providing effective problem solving of technical issues, and supporting programmatic oversight of the River Protection Project (RPP) integration activities for tank waste treatment at Hanford and the management of interfaces between the site contractors.

**SCOPE OF WORK**

The contractor shall provide a **full-time (1,920 Labor Hours) Consultant III General Support Service Contractor (GSSC)** in support of the Department of Energy (DOE) Office of River Protection WTP DFLAW organization to assist management of site integration functions key to the success of the Hanford Site mission including to direct feed low-activity waste and transition to operations at WTP. The Consultant III shall:

- Provide senior level expertise to support in the oversight and provide technical advice to WTP regarding planning, project management, and technical issue resolution related to contractor integration efforts. Coordinate oversight with multiple organizations and disciplines to ensure the necessary interfaces are in place to ensure safe, compliant operations at the tank farms and WTP.
- Coordinate high-level integration decisions between site contractors using the individual’s expertise in Hanford site operations.
- Support WTP in communicating and articulating the status of integration activities to senior management at ORP for the progress made toward transition to

operations between the Hanford site contractors including startup and commissioning, WTP EPCC project activities and RL site infrastructure and site services readiness.

- Brief senior management on technical issues, options for resolution, and facilitate decision-making.
- Be responsible for making critical assessments and decisions as to the nature of technical problems, program requirements, and risks encountered in the integration activities needed for safe and effective startup and commissioning of the WTP. This work requires comprehensive, expert level knowledge of several disciplines of engineering.
- Perform technical review of contractors engaged in integration activities for adequacy and reliability; ensure compliance with established criteria and sound engineering principles; and identify omissions, discrepancies, inadequacies, and nonconformance with approved criteria.
- Provide expert level project management skills to support WTP in analyzing the DFLAW integrated schedule, effective risk management, cost and schedule assessment, procedural development, organizational management.
- Consult with engineers in other organization units, DOE Headquarters, regulators, and stakeholders to assist in identification and resolution of conflicts and recommend corrective action to prevent delays and facilitate completion of work.

Under the direction of the WTP DFLAW Integration Manager, the SME will have responsibility for this work scope.

Work shall be conducted at the Department of Energy – Richland, WA

**DELIVERABLES:**

- Assessment report writing
- Follow-up on issues, findings, and other areas of concern
- Participation in weekly coordination meetings
- Periodic reporting of work overseen and any compliance deviations.
- Participation on Integrated Project Teams (IPT)

Deliverables shall be accomplished in accordance with ORP procedures and directions provided by the WTP DFLAW Integration Manager.

**QUALIFICATIONS:**

- Executive experience with direct interface with client senior management.
- Knowledge of DOE policies and procedures.
- Expert level knowledge of Hanford Site mission, activities and priorities.

- Expert level knowledge of DOE program and project management practices, policies, and procedures including experience in managing complex nuclear projects
- Expert writing skills, proven experience in supporting programs and projects with analysis, tracking, monitoring, assessment, review and coordination.
- Excellent communications skills.
- A knowledge of MS Word, MS PowerPoint, and/or other MS Office tools.
- The contractor shall maintain proficiencies in the following through periodic training:
  - HGET
  - WTP Site access
  - WTP site qualifications
- Knowledge of the following DOE Orders/Standards
  - DOE O 422.1, Conduct of Operations
  - DOE O 426.2 Training, Qualification, and Certification Requirements
  - DOE O 425.1D, Verification of Readiness to Start Up or Restart Nuclear Facilities
- Familiar with operations, maintenance, training programs or processes in a nuclear facility

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

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

**Task Order: Site Integration Support**

**SECTION B – SUPPLIES OR SERVICES AND PRICE/COSTS**

B.1 Type of Task Order and CLIN

This is a TIME-AND-MATERIALS/LABOR HOUR task order issued under CLIN 00002.

B.2 OBLIGATION OF FUNDS

The ceiling amount of this task order is *\$279,177.00*.

B.3 AVAILABILITY OF APPROPRIATED FUNDS

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

B.4 OTHER DIRECT COSTS

Travel costs for transportation, lodging, meals, and incidental expenses will be reimbursed only to the extent specified in Federal Acquisition Regulation (FAR) Subsection 31.205-46 Travel Costs.

Miscellaneous: Other related requirements not otherwise priced herein (Hanford-specific training, supplies, etc.) may be required in the performance of this contract. The contractor shall obtain advance Contracting Officer written approval prior to the incurrence of any such costs.

**SECTION C - DESCRIPTION/SPECS/WORK STATEMENTS**

C.1 PERFORMANCE WORK STATEMENT

The Contractor shall provide all resources as stated in the Performance Work Statement (PWS) (Pages 3-5), entitled Site Integration Support.

## **SECTION D – PACKAGING AND MARKING**

### **D.1 DELIVERY POINT**

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

## **SECTION E – INSPECTION AND ACCEPTANCE**

### **E.1 INSPECTION AND ACCEPTANCE**

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

## **SECTION F – DELIVERIES OR PERFORMANCE**

### **F.1 PERIOD OF PERFORMANCE**

The period of performance for this task order is February 1, 2020 through January 31, 2021.

### **F.2 PLACE OF PERFORMANCE**

The place of performance for this task order shall be: 2440 Stevens Center Place, Richland, WA 99354.

### **F.3 OFFICE SPACE**

For this task order, the Government will provide office space and cubicles at: 2440 Stevens Center Place, Richland WA. The office space will be equipped with computer(s) and phone(s) at the Government's expense.

## **SECTION G – CONTRACT ADMINISTRATION DATA**

### **G.1 TASK ORDER ADMINISTRATION**

Designated Contracting Officer:  
Shelby Nicole Schuller

Designated Task Order Contract Specialist:  
Isidro C. Chavez

Designated Contracting Officer's Representative:

Mat Irwin

Designated Task Order Technical Monitor:

Erik Olds

## G.2 SUBMISSION OF VOUCHERS FOR PAYMENT

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

## **SECTION H – SPECIAL CONTRACT REQUIREMENTS**

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

Below are referenced clauses specific to this task order:

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

## **SECTION I – CONTRACT CLAUSES**

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

Below are referenced clauses specific to this task order:

FAR 52.217-8	OPTION TO EXTEND SERVICES (NOV 1999)
FAR 52.232-7	PAYMENTS UNDER TIME-AND-MATERIAL AND LABOR HOUR CONTRACTS (AUG 2012)
FAR 52.232-19	AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1994)
FAR 52.232-22	LIMITATION OF FUNDS (APR 1984)
FAR 52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER – CENTRAL CONTRACTOR REGISTRATION (JUL 2013)
FAR 52.243-3	CHANGES – TIME-AND-MATERIAL OR LABOR HOURS (SEP 2000)
FAR 52.249-2	TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE) (APR 2012)
FAR 52.249-8	TERMINATION – (COST REIMBURSEMENT) – ALT IV (MAY 2004)
DEAR 952.204-2	SECURITY REQUIREMENTS (AUG 2016)
DEAR 952.204-77	COMPUTER SECURITY (AUG 2006)
DEAR 952.209-72	ORGANIZATIONAL CONFLICT OF INTEREST (AUG 2009)
DEAR 952.242-70	TECHNICAL DIRECTION (DEC 2000)

## **SECTION J – LIST OF ATTACHMENTS**

Attachment 1, Organizational Conflict of Interest Form

Attachment 2, Personal Conflict of Interest Form