

ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER 09/30/2015		2. CONTRACT NO. (If any) DE-EM0003878/ 0682/15/505460/01		6. SHIP TO: a. NAME OF CONSIGNEE NNSA/Los Alamos Site Office	
3. ORDER NO. DE-DT0010399		4. REQUISITION/REFERENCE NO. 15EM002899		b. STREET ADDRESS U.S. Department of Energy Los Alamos Site Office 3747 West Jemez Road	
5. ISSUING OFFICE (Address correspondence to) EMCBC U.S. Department of Energy EM Consolidated Business Center 250 E. 5th Street, Suite 500 Cincinnati OH 45202				c. CITY Los Alamos	d. STATE NM
7. TO: GILBERT TORRES				e. ZIP CODE 87544	
a. NAME OF CONTRACTOR SIGMA SCIENCE INC				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 500 MARQUETTE AVE. NW SUITE 1200				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR: 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.	
d. CITY ALBUQUERQUE		e. STATE NM	f. ZIP CODE 87102	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.	
9. ACCOUNTING AND APPROPRIATION DATA				10. REQUISITIONING OFFICE	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					12. F.O.B. POINT Destination
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 12/31/2015
				16. DISCOUNT TERMS NET 30	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Tax ID Number: 85-0446067 DUNS Number: 120336594 IGF::OT::IGF LANL Nuclear Safety Support Services Documented Safety Analysis (DSA) Development Strategy Task Order 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 EMCBC						\$266,275.92
	b. STREET ADDRESS (or P.O. Box) U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017						\$266,275.92
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)
Travis D. Marshall
TITLE: CONTRACTING/ORDERING OFFICER

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO
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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/30/2015	DE-EM0003878/0682/15/505460/01	DE-DT0010399

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
00001	Fund: 01250 Appr Year: 2015 Allottee: 33 Report Entity: 490820 Object Class: 25233 Program: 1111512 Project: 0002167 WFO: 0000000 Local Use: 0000000 Period of Performance: 10/01/2015 to 09/30/2016 LANL Nuclear Safety Support Services Documented Safety Analysis (DSA) Development Strategy Line item value is:\$266,275.92 Incrementally Funded Amount: \$250,000.00				266,275.92	

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

\$266,275.92

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SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS

Section B of the ID/IQ basic contract is incorporated by reference with the exception of clauses applicable to Fixed-Price task orders only, and revised Clauses B.1, B.2, and B.4 as shown below.

B.1. TYPE OF TASK ORDER AND SERVICES BEING ACQUIRED

This is a Time-and-Materials (T&M) task order in accordance with the terms and conditions set forth in the basic contract. The Contractor shall provide qualified personnel for the labor categories identified in the chart below, and has the responsibility for determining the specific methods and approaches for accomplishing the identified work. The Contractor shall furnish all personnel, facilities, equipment, material, supplies, and services (except as may be expressly set forth in this contract as furnished by the Government) and otherwise do all things necessary for, or incident to, the performance of the items of work which are described in the Section C – Performance Work Statement.

The not-to-exceed values for Direct Productive Labor Hours (DPLH) and dollars are detailed in the table below. DPLH are defined as actual hours worked exclusive of federal holidays (10 total), vacation, sick leave, and other advances. The estimated DPLH shown below refer to prime and subcontract hours in total. The hourly rates are fully burdened and fixed for the term of the order. The DPLH shown below are only estimates and therefore during the course of the task order, actual hours may vary from the estimated hours below.

Note that the contractor shall not be bound to deliver labor hours by labor category in strict accordance with this order, but shall instead be authorized to interchange labor hours within the approved labor categories and manage to the total bottom-line within the task order's ceiling amount.

Period of Performance - October 1, 2015 to December 31, 2015			
Labor Category	Fully-Burdened Labor Rate	NTE Direct Productive Labor Hours	NTE Total Cost
Program Manager I	██████	██	██████
Project Management Specialist	██████	██	██████
Quality Assurance Specialist	██████	██	██████
Senior Nuclear Safety Advisor	██████	██	██████
Senior Nuclear Safety Advisor – Subcontractor Mark Kobi	██████	██	██████
Technical Advisor II	██████	██	██████
Technical Advisor II	██████	██	██████
TOTALS (NOT TO EXCEED)		██████	██████

B.2. PRICE/CEILING OF TASK ORDER

The total NTE total dollar value for this task order, as well as the NTE DPLH and Other Direct Costs (ODCs) are detailed in the table below. The ODCs will be reimbursed on an actual cost basis. All travel expenses shall be approved in advance by the Contracting Officer. The contractor shall exceed the NTE values established at its own risk. Funding may be obligated to this task order up to the total NTE values specified.

Contract Line Item	Estimated Cost	Current Funding Amount
CLIN 00001 LANL Nuclear Safety Support Documents Safety Analysis (DSA) Development Strategy October 1, 2015 – December 31, 2015	\$266,275.92	\$266,275.92
<i>SubCLIN 00001A</i> <i>Labor</i>	<i>\$245,775.92</i>	
<i>SubCLIN 00001B</i> <i>Other Direct Costs</i> <i>(Material, Travel, New Mexico Gross Receipts Tax, etc.)</i>	<i>\$20,500.00</i>	

B.4. FUNDING

Pursuant to the clause in Section I, FAR 52.232-22, Limitation of Funds, funding in the amount of \$266,275.92 has been obligated to this task order and is available for payment of services performed under this task order during the period of performance stated in Clause F.5, Period of Performance. The Contractor may incur costs only up to the amount of funding obligated under this task order.

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

U.S. DEPARTMENT OF ENERGY

**ENVIRONMENTAL MANAGEMENT CONSOLIDATED BUSINESS CENTER
(EMCBC)**

**PERFORMANCE WORK STATEMENT
FOR
EM LOS ALAMOS ACQUISITION SUPPORT SERVICES**

C. 1. TASK ORDER PURPOSE AND OVERVIEW

- a. This is a performance-based task order subject to the objectives, measures and expectations contained in this Performance Work Statement (PWS). The scope of work for this task order includes the following:
 - i. Task 1 – Los Alamos National Laboratory (LANL) Area G Documented Safety Analysis (DSA) Development Strategy Support

C.2. SCOPE OF WORK

Task 1 – LANL Area G DSA Development Strategy Support

U.S. DEPARTMENT OF ENERGY OFFICE OF ENVIRONMENTAL MANAGEMENT	
DCOR: Jeffrey Casalina	DCO: Chris Lockhart
ORG. CODE & PHONE: EM-LA 505-664-0073	ORG. CODE & PHONE: EMCBC 513-744-0996

General Description/Background

LANL is a DOE/National Nuclear Security Administration (NNSA) facility situated on approximately 27,500 acres (approximately 40 square miles) of land in northcentral New Mexico, approximately 100 miles north of Albuquerque and 25 miles northwest of Santa Fe. Scientific research began at LANL in March of 1943 with the inception of Project Y of the Manhattan Project, the U.S. Government's effort to develop and test nuclear weapons. In recent decades, operations at LANL have expanded beyond nuclear weapons development to include missions pertaining to "national security, energy resources, environmental quality, and science."

Due to recent changes directed by the Secretary of Energy, the EM-funded legacy cleanup scope of work under the current LANL Management and Operating (M&O) contract is undergoing a transition from NNSA oversight and management to DOE EM.

As a result of the transition, EM will be conducting one or more procurements in support of the EM Los Alamos Legacy Cleanup Completion Project (LCCP).

Work Description

The contractor shall provide technical support to the EM Los Alamos Field Office (EM-LA) that shall include the following activities:

- Develop a Documented Safety Analysis (DSA) Development Strategy (DSA-DS) and submit it to EM-LA for review and approval.
- Support EM-LA with the resolution of comments that may be generated as a result of EM-LA review of the DSA-DS to support approval of that document.
- Develop a preliminary and conservative cost and schedule estimate for delivering a DOE 10CFR830 Subpart B compliant DSA utilizing the Safe Harbor method of DOE STD 3009-2014.
- Support EM-LA in assuring that the DSA-DS format and content is tailored to the needs to successfully develop and deliver a DSA for DOE approval.
- Support EM-LA in assuring the DSA-DS is designed to be a strategic DSA development guidance and risk management document for successful development and delivery of a DOE STD 3009-2014 compliant DSA. The DSA will evaluate facilities, processes, and activities determined to be under the mission, operations, and oversight purview of the DOE EM-LA Field Office at LANL.
- Deliver a Quality Control Plan to support DSA development in compliance with 10CFR830.

Deliverables

Deliverable		Due Dates
1	Initial format and content of the DSA-DS as agreed to after the first EM-LA and contractor meeting on determining the required DSA-DS format and content	10 working days after first scheduled DSA-DS format and content meeting with EM-LA
2	Draft 1 of the DSA-DS to EM-LA for review	30 days after Deliverable 1
3	Draft 2 of the DSA-DS to EM-LA for review resolving any and all EM-LA review comments (if necessary)	10 days after comment review and acceptance
4	Draft 3 of the DSA-DS to EM-LA for review resolving any and all EM-LA review comments (if necessary)	10 days after comment review and acceptance

5	Meeting minutes of all meetings requested by EM-LA during the DSA-DS development process, review process, and/or comment discussions	As required
6	A preliminary cost and schedule estimate for delivering a 10CFR830 Subpart B compliant DSA utilizing the Safe Harbor method of DOE STD 3009-2014 for DOE review considering the final DSA-DS	15 working days after final DSA-DS acceptance by EM-LA
7	Weekly Progress Status Reports	Weekly until completion of all Task 1 work
8	Quality Control Plan	15 working days after final DSA-DS acceptance by EM-LA.

Work Location and Travel

The majority of the work scope will be performed at the Contractor's facilities. However, some travel is expected, and may include travel to the EM Los Alamos Field Office in Los Alamos, NM, and/or the Environmental Management HQ in Washington, DC. Utilization of Video Teleconference (VTC) capability in lieu of travel will be preferred.

All travel shall be approved by the Contracting Officer (CO) prior to any actual travel costs being incurred. Reimbursement shall be in accordance with FAR 31.205-46 – Travel Costs. Travel costs shall be reimbursed up to the not-to-exceed amounts listed in the pricing schedule in Section B

C. 3. PERFORMANCE REQUIREMENTS

Performance requirements for this task order are expressed in the following manner:

The following three elements, when taken together, constitute a performance requirement:

Performance Objective – A statement of the outcome or results expected in a specific work area.

Performance Measures – The critical characteristics or aspects of achieving the performance objective that will be monitored by the Government and for which the Government will gather data.

Performance Expectations – The targeted level or range of levels of performance for each performance measure.

The following performance measures and expectations apply to the performance objectives for this task order:

Performance Measures	Performance Expectations
(a) Accuracy	98% of the time, deliverables and tasks will not require rework or editing and information is factually correct.
(b) Timeliness	98% of the time, schedule, due dates and task assignments are met.
(c) Cost Control	98% of the time, the task assignment's actual cost is within +/- ten percent of the task plan's cost estimate.
(d) Customer Satisfaction	98% of the time, feedback to EM is satisfactory or better based on random surveys.

SECTION D - PACKAGING AND MARKING

Section D of the ID/IQ basic contract is incorporated by reference.

SECTION E - INSPECTION AND ACCEPTANCE

Section E of the ID/IQ basic contract is incorporated by reference with the exception of those clauses that are applicable to Fixed-Price task orders only.

SECTION F - DELIVERIES OR PERFORMANCE

Section F of the ID/IQ basic contract is incorporated by reference with the exception of clauses applicable to Fixed-Price task orders only, and revised Clauses F.3 and F.5 as shown below.

F.3. EMCBC-F-2001 DELIVERY SCHEDULE (OCT 2014)

The Contractor shall complete all deliverables as found in Section C - Performance Work Statement.

F.5. PERIOD OF PERFORMANCE

The task order period of performance shall be from October 1, 2015 through September 30, 2016.

The Contractor shall not be paid for work performed or costs incurred prior to the task order start date. The Contractor is not authorized to proceed beyond the task order period of performance, nor will the Contractor be paid for any costs incurred beyond that period unless the task order is modified by the DCO to extend the period of performance.

SECTION G - CONTRACT ADMINISTRATION DATA

Section G of the ID/IQ basic contract is incorporated by reference.

SECTION H - SPECIAL CONTRACT REQUIREMENTS

Section H of the ID/IQ basic contract is incorporated by reference with the exception of Clause H.18 as shown below.

H.18. TASK ORDER CONTRACT TYPE

This is a Time-and-Materials (T&M) task order.

SECTION I - CONTRACT CLAUSES

Section I of the ID/IQ basic contract is incorporated by reference with the exception of Clauses applicable to Fixed-Price task orders only.

SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

Section J of the ID/IQ basic contract is incorporated by reference with the exception of Attachment J-4, Notice of Nondisclosure, as seen below.

I understand that making a false or fraudulent certification may subject me to prosecution under Title 18, United States Code, §1001 and the Procurement Integrity Act, 41 U.S.C. §423.

NAME

Print

Signature

DATE _____

ORGANIZATION

INDIVIDUAL CONFLICT OF INTEREST DISCLOSURE

ADVISORY AND ASSISTANCE SERVICES

I, _____, certify that within the last twelve months, no present, or current planned financial, contractual, individual or other interests relating to the performance of the Performance Work Statement (PWS) under Contract DE-EM0003878, Task Order DE-DT0010399, exists that would render myself unable to provide impartial assistance or advice to the Government, or impair my objectivity in performing the contract work, or offer an unfair competitive advantage.

I hereby certify that I have the authority to represent my organization, and that to the best of my knowledge and belief, the facts and representation presented above are accurate and complete.

Signature

Date

Name and Title

Organization