

ORDER FOR SUPPLIES OR SERVICES						PAGE OF PAGES	
IMPORTANT: Mark all packages and papers with contract and/or order numbers.						1	6
1. DATE OF ORDER 11/16/2015		2. CONTRACT NO. (If any) DE-EM0003298		6. SHIP TO:			
3. ORDER NO. DE-DT0010459		4. REQUISITION/REFERENCE NO. 16EM000283		a. NAME OF CONSIGNEE EMCBC			
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				b. STREET ADDRESS US Department of Energy EM Consolidated Business Center 250 E. 5th Street, Suite 500			
				c. CITY Cincinnati	d. STATE OH	e. ZIP CODE 45202	
7. TO: Ron Lovato				f. SHIP VIA			
a. NAME OF CONTRACTOR Tsay Professional Services Inc.				8. TYPE OF ORDER  <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY <div style="font-size: small;">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.</div>			
b. COMPANY NAME							
c. STREET ADDRESS PO BOX 1079				REFERENCE YOUR:			
d. CITY Ookay Owineh				e. STATE NM		f. ZIP CODE 875661079	
9. ACCOUNTING AND APPROPRIATION DATA				10. REQUISITIONING OFFICE			
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input 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		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 1 Days After Award		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)
	Tax ID Number: 27-1801472 DUNS Number: 833158590 IGF::OT::IGF Provide regulatory support services and technical expertise to comply with the March 2005 Compliance Order on Consent, the Individual permit for Storm 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						\$1,287,790.00
	b. STREET ADDRESS (or P.O. Box) U.S. Department of Energy Oak Ridge Financial Service Center P.O. Box 6017						
c. CITY Oak Ridge		d. STATE TN	e. ZIP CODE 37831		\$1,287,790.00		17(i) GRAND TOTAL 
22. UNITED STATES OF AMERICA BY (Signature)		23. NAME (Typed) Jodi L. Gordon TITLE: CONTRACTING/ORDERING OFFICER					

## ORDER FOR SUPPLIES OR SERVICES

PAGE NO

## SCHEDULE - CONTINUATION

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

DATE OF ORDER

CONTRACT NO.

ORDER NO.

11/16/2015

DE-EM0003298

DE-DT0010459

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
00001	water, Resource Conservation and Recovery Act Hazardous Waste Facility Permit and other applicable compliance areas for Fiscal Year 2016. Fund: 01250 Appr Year: 2016 Allottee: 33 Report Entity: 490820 Object Class: 25233 Program: 1111513 Project: 0002168 WFO: 0000000 Local Use: 0000000 Period of Performance: 11/16/2015 to 11/15/2016  Provide new task order funding for regulatory compliance support services through TSAY Professional Services, Inc.IGF::OT::IGF Provide regulatory support services and technical expertise to comply with the March 2005 Compliance Order on Consent, the Individual permit for Storm water, Resource Conservation and Recovery Act Hazardous Waste Facility Permit and other applicable compliance areas for Fiscal Year 2016. CID: DE-EM0003298				1,287,790.00	

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

\$1,287,790.00

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**SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS**

Section B of the Basic Contract is incorporated by reference, with the exception/addition of the following:

- B.1.** This Task Order is a Time and Material (T&M) order in accordance with the terms and conditions set forth the Basic Contract, DE-EM0003298.
- B.2.** The Contractor shall furnish all personnel, facilities, equipment, material, supplies, and services (except as may be expressly set forth in the contract or this task order as furnished by the Government) and otherwise do all things necessary for meeting the requirements identified in Section C, Description/Specifications/Statement of Work for Fiscal Year 2016.
- B.3.** The total estimated not-to-exceed value of this task order is as follows:

<b>Labor Category</b>	<b>Estimated Hours</b>	<b>Fully-Burdened Labor Rates</b>	<b>Total Amount</b>
<b>Regulatory Compliance Activities</b>			
Senior Program Manager (TSAY)			
Contract Administrator (TSAY)			
Program Manager (Adelante)			
Principle Scientist/Engineer (Adelante)			
Science/Engineer Analyst I (Adelante)			
<b>Regulatory Compliance Activities Total</b>			
<b>PRS Database and PR-ID</b>			
Senior Program Manager (TSAY)			
Senior Scientist/Engineer (Adelante)			
<b>PRS Database and PR-ID Total</b>			
<b>Records Management</b>			
Senior Program Manager (TSAY)			
Senior Science/Engineering Analyst (Adelante)			
<b>Records Management Total</b>			
<b>GRAND TOTAL ESTIMATED NOT TO EXCEED</b>			<b>\$1,287,790.00</b>

The Contractor shall use reasonable efforts to deliver the total level of effort required within the proposed not to exceed (NTE) amount; the Contractor shall exceed the NTE values established above at its own risk. 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.

**SECTION C - DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK**

**REGULATORY SUPPORT SERVICES TASK ORDER – FY16**

**C.1. Purpose, Objectives, and Background:**

The purpose of this task order (TO) is to obtain regulatory support services and technical expertise required to comply with the March 2005 Compliance Order on Consent (Consent Order), the Individual Permit for Stormwater (IP), Resource Conservation and Recovery Act (RCRA) Hazardous Waste Facility Permit (RCRA Permit), and other applicable compliance areas for Fiscal Year 2016.

**C.2. Description of Work to Be Performed:**

C.2.1. The Contractor shall complete the following regulatory compliance support activities:

- C.2.1.1. Prepare, review and comment on documents to be submitted to the New Mexico Environment Department (NMED)/ Environmental Protection Agency (EPA) under the Consent Order, IP or other internal documents reporting on Consent Order activities.
- C.2.1.2. Prepare comment responses based on notices of deficiency (NODs) or other regulatory correspondence under the Consent Order and/or the IP.
- C.2.1.3. Prepare investigation work plans, investigation reports, corrective measures evaluation reports, and other regulatory deliverables.
- C.2.1.4. Participate in LANL Peer Review meetings and meetings with environmental regulators to resolve technical issues with environmental documents.
- C.2.1.5. Provide subject matter expert (SME) support for developing Material Disposal Area (MDA) closure strategies to comply with the Consent Order and DOE Orders 435.1 and 458.
- C.2.1.6. Develop environmental Fact Sheets for two groundwater investigatory activities (hexavalent chromium and Research Division Explosives).
- C.2.1.7. Prepare documents associated with Consent Order modifications and IP Permit renewals.
- C.2.1.8. Support development, review, and comment resolution on environmental procedures.

C.2.2. The Contractor shall complete the following Potential Release Site (PRS) Database and project requirements identification (PR-ID) activities:

- C.2.2.1. Retrieve and review information from the PRS Database and master files.
- C.2.2.2. Review and revise the site descriptions and spatial data for non-IP solid waste management units (SWMUs)/areas of concern (AOCs) to accurately reflect the description, status, and spatial data of the SWMU or AOC.
- C.2.2.3. Update the PRS Database to include the following:
  - a. SWMU/AOC history containing all investigation, remediation, and D&D/construction activities undertaken from fiscal year 2005 to the present.
  - b. Complete unit descriptions of sites including the site description, site history, site status, analytical data, and documents.

- c. Update unit descriptions (including SWMU/AOC boundaries) for all sites.
  - d. Update site data sets when sampling activities have been conducted.
  - e. Link documents in the Records Processing Facility to the PRS Database.
- C.2.2.4. Review PR-ID and excavation permit requests. Retrieve and review information from the PRS Database and master files related to the specific area identified in the request and provide comments to the requesting organization within the designated timeframe.
- C.2.3. The Contractor shall provide technical support personnel to manage/maintain/update environmental records management systems and other related environmental databases (e.g. Environmental Document Management System [EDMS], PRS database, SharePoint, etc.).

**C.3. Deliverables/Milestones:**

- C.3.1. The Contractor shall deliver to the COR the fact sheets for the groundwater investigatory activities required in Section C.2.1.6. by February 27, 2016.
- C.3.2. The Contractor shall deliver a monthly progress/status report to the DOE COR by the 5<sup>th</sup> business day of each subsequent month covering the work performed during the previous month and the planned work for the upcoming month.
- C.3.3. The Contractor shall perform the following when submitting all documents:
- C.3.3.1. Use the guidance provided in "Editing and Composing Guidelines," current edition.
  - C.3.3.2. Deliver documents to the requester in electronic format. If compact discs (CDs) or other portable media are used, they must be compatible with PC machines.
  - C.3.3.3. Deliver text and table documents in Microsoft Word format, illustrations in Illustrator (.ai) or (.eps) format, and photographs in Photoshop or Jpeg (.jpg) format, unless another format is specifically approved by the requestor.
  - C.3.3.4. Provide internal consistency within sections of the documents.
- C.3.4. Changes to interim delivery dates and milestones shall be coordinated with and approved by the COR. Changes to the completion date must be approved by the Contracting Officer.

**SECTION D PACKAGING AND MARKING**

Section D of the Basic Contract is incorporated by reference.

**SECTION E - INSPECTION AND ACCEPTANCE**

Section E of the Basic Contract is incorporated by reference with the exception of those clauses that are labeled as being applicable only to FFP task orders.

#### **SECTION F - DELIVERIES OR PERFORMANCE**

Section F of the Basic Contract is incorporated by reference, with the exception of those clauses that are labeled as being applicable only to FFP task orders and with the exception/addition of the following:

- F.1. The period of performance shall be from date of task order award through November 15, 2016.

#### **SECTION G - CONTRACT ADMINISTRATION DATA**

Section G of the Basic Contract is incorporated by reference, with the exception/addition of the following:

- G.1. The Contracting Officer's Representative (COR) for this task order is:

Name: David S. Rhodes

Phone: (505) 665-5325

Email: david.rhodes@em.doe.gov

#### **SECTION H - SPECIAL CONTRACT REQUIREMENTS**

Section H of the Basic Contract is incorporated by reference, with the exception/addition of the following:

- H.1. Government Furnished Items: The Government will provide office space, telephones, government computers, access to the LANL yellow network, and office supplies for the duration of this task order.

#### **SECTION I - CONTRACT CLAUSES**

Section I of the Basic Contract is hereby incorporated by reference with the exception of those clauses that are labeled as being applicable only to FFP task orders.

#### **SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**

Section J of the Basic Contract is hereby incorporated by reference, with the exception of Attachments C.2 [Register of Wage Determinations and Fringe Benefits (Davis-Bacon) – Heavy Construction Projects (Applicable to construction work only)], C.3 [Register of Wage Determinations and Fringe Benefits (Davis-Bacon) – Building (Applicable to construction work only)], and C.4 [Register of Wage Determinations and Fringe Benefits (Davis-Bacon) – Highway (Applicable to construction work only)].