

## **AWARD FEE DETERMINATION SCORECARD**

Contractor: Restoration Services, Inc.

Contract: DE-EM0002639

Award Period: October 1, 2013 through September 30, 2014 (FY14)

Basis of Evaluation: FY14 Award Fee Plan for Restoration Services, Inc.; Portsmouth Environmental Technical Services II

Award Fee Available: \$349,708.00

Award Fee Earned: **\$322,828** total earned for a **92%** of total award fee available; total unearned is \$26,870.

### Award Fee Area Adjectival Ratings (Subjective CP only):

- Quality and Effectiveness of Performing Administrative Support (15% of subjective fee available or available amount of \$52,456.20).
  - o Adjective Rating: Very Good – Total of \$44,762 earned.
- Quality and Effectiveness of Performing Environment, Safety & Health (ES&H); Quality Assurance (QA) and Field Support (20% of subjective fee available or \$69,941.60 available).
  - o Adjective Rating: Very Good – Total of \$59,684 earned.
- Quality and Effectiveness of Performing Project Support (25% of subjective fee available or \$87,427 available).
  - o Adjective Rating: Excellent – Total of \$84,804 earned.
- Control of Contract Costs and Quality & Effectiveness in Managing the Program (40% of subjective fee available or \$139,883.20).
  - o Adjective Rating: Excellent – Total of \$133,588 earned.

The contractor met the majority of performance goals and objectives for the period.

### Significant Achievements:

- RSI's cost control was excellent in the time period while maintaining and managing the program effectively.
- Presentations and communication, both internal and external, was professionally developed and delivered.
- Analysis of budget, barter and site wide surveillance was effective and timely.
- Review of technical and regulatory documents was timely and adequate.
- Record backlog and invoice review backlog was effectively administered and completed.
- Maintained cost control throughout the period of performance while responding to changing demands.

### Areas for Improvement:

- Process improvement is required, such as review of, and response to, contractor letters and data requests from DOE (Livelink); technical evaluation timeliness; and invoice review consistency.
- Better communication is needed between RSI managers and employees on assignments and staffing; between RSI Project Managers and administrative staff on Livelink actions and their statuses; and between RSI and DOE Project Managers with regard to changing conditions in the field and oversight activities.
- More attention to detail is required in preparing letters and adding files to Livelink. All of the administrative staff need to be fully occupied with workload.

The AWARD FEE PLAN for this contract period is available at: (<http://www.pppo.energy.gov/contracts.html>)