

SECTION J – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

ATTACHMENT C

DELIVERABLES

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| | Report | Description | Driver | Frequency | DOE contact/phone | Approval Required |
|---------------------------|---|---|-----------------------------|---|----------------------|----------------------|
| PROJECT MANAGEMENT | | | | | | |
| 1. | Project Baseline (including baseline index and dictionary) | | Contract clause H.1.2(a) | 60 days after award | DOE-CO | CO Approval |
| 2. | Baseline Change Proposal | | Clause H.1.4(d) | As needed | DOE-CO | CO Approval |
| 3. | Major Project Milestones for the Fiscal Year | Significant physical work accomplishment (3) milestones for the fiscal year | Contract clause H.1.2(d) | Annually, September 1 | DOE-PM DOE-CO | CO Approval |
| 4. | Project Performance Report | Cost and schedule variance by activity, major milestone status, recovery plans, and critical technical and program issues, etc. | Contract clause H.1.3(a) | Monthly | DOE-PM DOE-CO | CO Information |
| 5. | Risk Management Plan (Project risk management plan) | Project cost and schedule uncertainties and mitigation and management plan. | Contract clause H.1.2(a) | With baseline; Annual updates by Oct. 1 | DOE-CO DOE-PM | CO Approval |
| 6. | Government Furnished Services and Items (GFSI) | Update | Contract clause H.5(a) | Quarterly | DOE-CO | CO Information |
| 7. | Submission of Cost Invoices | Monthly invoices | Contract clause G.5(a) | Monthly | DOE-CO | CO Approval |

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| 8. | Cost Performance Report (CPR) | Monthly reconciling of invoices. | Contract clause G.5(a) | Monthly | DOE-CO DOE-PM | CO Information |
| 9. | Fee Invoices | Quarterly fee invoice | Contract clause G.5(b) | Quarterly | DOE-CO | CO Approval |
| 10. | Budget Submittal Documentation (includes IPABS) | Budget request input to IPABS | Contract clause H.1.2(g) | Annually; and as required | DOE-PM | COR Information |
| SITE COMPLETION DELIVERABLES | | | | | | |
| 11. | Final Status Survey Report (may be compilation of surveys) | Final contractor survey data | NUREG 5849 Contract clause C.2.5 | At completion of project activity | DOE-CO | CO Approval |
| 12. | Final Certification Package | Combined documentation of Final Status Survey Report and IVC report. | Contract clause C.2.5 | End of task or contract | DOE-CO DOE-PM DOE-CCP OFO-CFO | CO Approval |
| 13. | Declaration of Project Completion | Letter stating CCP has been physically completed | Contract clause F.6 | | DOE-CO | CO Approval |
| 14. | Contract Close-out Plan | Plan and schedule of administrative matters to closeout contract. | Contract clause F.7 | Submit 180 days before scheduled date of physical completion | DOE-CO | CO Approval |
| 15. | Termination Inventories | Physical inventory for disposal purposes of all Govt. property. | FAR Part 45, Subpart 45.508 | Upon termination or completion of the | DOE-CO DOE-PM | CO Information |

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| | | | | contract | | |
| ENVIRONMENTAL RESTORATION | | | | | | |
| 16. | NEPA documentation | Preparation of environmental checklists, CXs, etc. | Contract Section C | As required to support activities | DOE-PM | CO Approval |
| 17. | Site Treatment Plan | Plan addressing treatment, generation or storage of mixed waste | October 4, 1995 DFF&O | 90 days after award; annual updates by Dec. 15 | DOE-PM | CO Information; OEPA approval |
| 18. | Water Well Sealing Reports | After well abandonment an Ohio Department of Natural Resources, Division of Water, Water Well Sealing Report must be completed and sent to ODNR. | Ohio Department of Natural Resources | As required | DOE-PM | COR Information |
| 19. | SARA Title III- 312/313 | Hazardous chemical inventory/release data and locations for state and local emergency response organizations. Input to Battelle. | Regulation OAC 3750-30 | As required by Battelle | DOE-CO | CO Information |
| 20. | NESHAPS Report | Report to the EPA of radioactive releases | 40 CFR 61 Ohio | Annual | DOE-CO | CO Information |

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| | | | Administrative Code (OAC) | | | OEPA approval |
| 21. | Environmental Monitoring Plan and Annual Report | Environmental monitoring data reporting | Section C.4.2 | Initial approval of monitoring program; Annual program report | DOE-PM | COR Approval of Program; Reports-COR Information |
| SAFETY AND HEALTH | | | | | | |
| 22. | Health and Safety Plan | | 29 CFR 1910 | Prior to work commencement | DOE-PM | COR Information |
| 23. | First Responder Plan | Develop a First Responder EOC Plan which conforms to and fits into the overall BMI Emergency Preparedness Program | Contract clause C.4. | Upon contract award prior to commencement of work | DOE-PM | COR Approval of initial plan; FYI on all updates. |
| 24. | Quarterly Radiation Exposure Report | | 10 CFR 20 | Quarterly | DOE-PM | COR Information |
| 25. | ALARA Report | Track and trend site cumulative exposure; establish ALARA goals, measure performance against goals | 10 CFR 20 | Monthly; Quarterly summary; Annual summary | DOE-PM | COR Information |

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| 26. | Abnormal Event Reports | Document abnormal events, injuries, root cause, corrective actions, and corrective action schedule. | | Each event | DOE-PM | COR Information |
| 27. | Non-conformance Reports | | | Initial Notification- 2 days after precipitating event. Final - 2 days after report finalization | DOE-PM | COR Information |
| 28. | Personal Contamination Report | | | 5 days after precipitating event | DOE-PM | COR Information |
| 29. | Radiation Awareness Report | | | Initial notification- 2 days after precipitating event. Final -2 days after report finalization | DOE-PM | COR Information |
| 30. | Assessment Action Report | | | Initial notification- 2 days after precipitating event. Final - 2 days after report finalization | DOE-PM | COR Information |
| 31. | Quality Assurance Plan and | | ANSI NQA-1 | 60 days after award; | DOE-PM | COR |

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| | Quarterly Quality Summary Report | | | Quarterly | | Approval; COR Information |
| FACILITIES MANAGEMENT | | | | | | |
| 32. | Summary of DOE-Owned Plant and Capital Equipment | Accounting of all DOE-owned P&CE purchased by or furnished to the contractor | Clause 52.245-5 and 952.245-5 | Semi Annual | DOE-PM | COR Information |
| ADMINISTRATION | | | | | | |
| 33. | Key Personnel List | | Contract clause H.6 | With proposal; upon changes | DOE-CO | CO Approval |
| 34. | Modifications to the Key Personnel List | | Contract clause H.6 | 30 calendar days prior to changes | DOE-CO | CO Approval |
| 35. | Certified Payroll Report | | FAR 52.222-8 | Weekly | DOE-CO | CO Information |
| 36. | Equal Opportunity SF100 (EEO-1) | | 52.222-26 | Unless the contractor has filed within the 12 months preceding contract award; | DOE-CO | CO Information |

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| | | | | within 30 days of award, then annually by September 30 | | |
| 37. | Employment Reports for Disabled Veterans and Veterans of the Vietnam Era (Federal Contractor Veterans' Employment Report VETS-100) | | 52.222-37 | Annually; No later than September 30 | DOE-CO | CO Information |
| SECURITY | | | | | | |
| 38. | Government Property Missing, Lost, Damaged or Theft Report | Reports incidents of any loss of Government Property | 41 CFR 109-1.5112; 41 CFR 109-1.5113 | Monthly E-Mail - within 5 working days following end of month | DOE-PM | COR Information |