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**SECTION C**  
**STATEMENT OF WORK**  
**FOR**  
**INFRASTRUCTURE SERVICES**

**C.1 Portsmouth Site Infrastructure**

I. Introduction

The U.S. Department of Energy (DOE) Office of Environmental Management (EM) is responsible for the cleanup and legacy waste management activities at the Portsmouth Site (formerly Gaseous Diffusion Plant) at Portsmouth, Ohio. This contract is a cost plus award fee (CPAF) contract for infrastructure services at the Portsmouth Site.

II. Background

Consistent with the 1992 Energy Policy Act, DOE has leased portions of the Portsmouth Site to the United States Enrichment Corporation (USEC) for operations, while it retains responsibility for environmental restoration and related legacy waste management activities, including the future decommissioning of the facilities upon final plant shut down. Currently, the Portsmouth facilities are in Cold Standby (CSB) and not operating. The site has significant groundwater contamination, contaminated media and legacy waste. In addition to USEC, several other entities will be operating onsite. During the term of the contract, the Contractor will need to interface with Uranium Disposition Services LLC, the site remediation contractor, Bechtel Jacobs LLC and various other site tenants.

III. Scope

The Contractor shall perform infrastructure activities defined herein at the Portsmouth Site.

IV. Applicable Directives

The Contractor shall comply with DOE directives identified in Part III, Section J, Attachment "Portsmouth Applicable DOE Directives." The full text of DOE directives is available at <http://www.directives.doe.gov>.

## V. Performance Requirements

The Contractor shall provide the labor, subcontractors, facilities, equipment, materials, and supplies (except as otherwise identified under this contract) to accomplish the following services at the Portsmouth Site:

- A. Human Resources Management
- B. Surveillance and Maintenance of Facilities
- C. Janitorial Services
- D. Grounds Maintenance
- E. Roadway/Parking Lot Maintenance
- F. Computing and Telecommunication
- G. Fleet Management
- H. Real and Personal Property Management
- I. Records Management and Document Control
- J. Site Security
- K. Environmental Safety and Health (ES&H) Program
- L. Waste Management and Pollution Prevention
- M. Other Activities
- N. Support to DOE
- O. Technical Support for Annual Report to Congress on ES&H Conditions
- P. Operations and Maintenance of Recirculating Hot Water (RHW) Boiler System

### A. Human Resources Management

**[Text to be provided at a later date]**

### B. Surveillance and Maintenance of Facilities

1. The Contractor shall provide preventive and corrective maintenance using a graded approach on facilities listed in Part III, Section J, Attachment "Portsmouth Covered Facilities/Areas." A graded approach is defined as the process of ensuring that actions used to comply with a requirement are commensurate with (1) the relative importance of safety and safeguards and security, (2) the magnitude of any hazard(s) involved, (3) the life cycle stage of the facility, (4) the programmatic mission of the facility, (5) the particular characteristics of the facility, (6) the relative importance of the radiological and nonradiological hazards, and (7) any other relevant factor. The activities include, but are not limited to, carpentry, painting, electrical, plumbing, instrumentation, Heating, Ventilation and Air Conditioning (HVAC), sheet metal, and hoisting and rigging.

2. The Contractor shall maintain an automated maintenance management system for all facilities except those leased to USEC. This

system shall comply with DOE O 430.1B, CRD Item 5.

3. The Contractor shall provide pest control services for facilities as identified in Part III, Section J, Attachment "Portsmouth Covered Facilities/Areas." The services shall include but is not limited to insect pest control spraying and rodent control services. Populations of animal and insect pests located outdoors on site property shall also be controlled.

4. The Contractor shall maintain a regular inspection and service schedule for each building or location to facilitate the pest control effort. DOE approval shall be obtained prior to making any significant structural changes for the purpose of pest control.

5. The Contractor shall implement the Deferred Maintenance program using the Facility Information Management System (FIMS) and Condition Assessment Information System (CAIS) for all non-leased site facilities. The description of this program is contained in DOE O 430.1B.

#### C. Janitorial Services

The Contractor shall provide janitorial services for facilities as identified in Part III, Section J, Attachment "Portsmouth Covered Facilities/Areas." Janitorial services include, but are not limited to, daily trash collection and disposal from offices, conference rooms, break rooms, and restrooms; periodic cleaning of windows, glass doors, and glass cases/counters; periodic vacuuming, stain removal, and shampooing of all carpeting; periodic cleaning and waxing of all other floors; water fountain cleaning and sanitizing; and daily cleaning of sinks, counters, mirrors, urinals, and toilets in restrooms; and replenishing of restroom supplies. The Contractor shall provide pickup of sanitary wastes and disposal offsite.

#### D. Grounds Maintenance

The Contractor shall perform grounds maintenance as indicated below:

1. Vegetation control around fences, and adjacent to buildings, walkways, and parking lots; tree and shrub maintenance; application of fertilizers to mowed areas and chemicals for weed and insect control; maintenance of flower/shrub beds and other areas as needed; application of grass seed; and general maintenance and cleanup.

2. Repairs and replacements of signs, fences, gates, benchmarks, paved areas, sidewalks, and fence lighting, and emergency-only utilities system surveillance. Any damage caused by the Contractor in the performance of this scope, such as tire rutting, turf scalping, fertilization burn, or asphalt damage during snow removal, is the Contractor's responsibility to repair.

3. Removal of snow and ice accumulations from entrances, steps, landings, and sidewalks at least two hours prior to opening of buildings or before the building occupants report to work including continuation of snow and ice removal throughout the workday as necessary for accessibility and/or to eliminate hazards.

4. Vegetation areas indicated in the grounds maintenance map under Part III, Section J, Attachment “Maps for Portsmouth Specific Work Elements” shall be mowed and maintained in accordance with the following:

a. Maintain height between 3 and 6 inches for vegetation within 20 feet of both sides of the plant Security fence (approximately 19.8 acres); formal lawn areas (approximately 93 acres), such as around DOE retained facilities inside secured areas as well as areas around parking lots, Mt. Gilead Cemetery, portals and roads; vegetation on both sides of the perimeter road and plant access roads to a distance of 12 feet from the road edge (approximately 32 acres) unless a physical or natural barrier is present which prevents access; and a 5 foot by 5 foot area around all DOE boundary markers.

b. Maintain all other designated areas, other than above, to a height between 3 and 8 inches;

#### E. Roadway/Parking Lot Maintenance

1. The Contractor shall maintain approximately 13.1 miles of roads with unpaved surfaces, 37.6 miles of roads with paved surfaces, but not intended for public use, and 10.1 miles of roads with paved surfaces that are accessible to the public. Roads to be maintained are indicated on the road maintenance map in Part III, Section J, Attachment “Maps for Portsmouth Specific Work Elements.”

2. Roadway/parking lot maintenance includes:

a. Paved roads/parking lot maintenance includes patching potholes, paving, road resurfacing, striping marking, and cleaning and sweeping.

b. Unpaved roads/parking lot maintenance includes, but is not limited to, stabilization of road segments, maintaining proper drainage, bush hogging.

c. Maintenance of rights-of-way, ditch lines, shoulders, and drainage of all roadways;

d. Maintenance and replacement, as necessary, of directional and traffic control devices, street light re-lamping, and signs along all roadways;

e. Inspection, repair and replacement, as needed, of the guardrail system, or components thereof, along roadways;

f. Removal of all snowfalls from paved roadways including parking lots. Continue to remove snow and apply traction and deicer from the beginning of snowfall until the roads are cleared for normal usage, which is defined as useable at normally posted speed and surface conditions;

g. Maintenance of culverts and bridges in accordance with Ohio Department of Transportation and National Bridge Safety Standards (NBSS).

h. Removal of fallen or diseased trees, branches, overgrowth, and, when required to maintain clear access to roadways, stump removal.

#### F. Computing and Telecommunication

1. The Contractor shall provide, maintain, and repair the site-wide satellite and radio communications systems, in support of the DOE onsite office and infrastructure activities.

2. The Contractor shall provide, maintain, and repair secure external communication capabilities (i.e. voice, data, and facsimile) telephone system, T-1 data lines, computer local area network in support of DOE onsite office and infrastructure activities.

3. The Contractor will establish and maintain the capability to access and utilize the DOE systems or databases which include but are not limited to: Computerized Accident/Incident Reporting System (CAIRS); Non-Compliance Tracking System (NTS) database; Occurrence Reporting and Processing System (ORPS); Foreign Access Central Tracking System (FACTS) database; Facility Information Management System (FIMS); Condition Assessment Information System (CAIS); Federal Telephone System Access; EM's Integrated Planning, Accountability, and Budget System (IPABS).

4. The Contractor's computing and telecommunications systems shall be compatible with the computing and telecommunications systems utilized by DOE and BJC.

#### G. Fleet Management

The Contractor shall manage and administer all aspects of a sound vehicle and equipment fleet program at the Portsmouth Site in accordance with regulations and guidelines as set forth by the Department of Energy, General Services Administration, and Federal Property Management Regulations. The Contractor shall administer the fuel management and

reporting system for the site. The fleet is defined as all vehicles and equipment identified in Part III, Section J, Attachment "Portsmouth Government Furnished Property."

#### H. Real and Personal Property Management

1. The Contractor shall maintain and administer the site-wide DOE Personal Property Management System. The Contractor shall also maintain a record for DOE of DOE property furnished by DOE to other entities. The Contractor shall maintain a cradle to grave high-risk material and equipment identification and reporting process.

a. The Contractor shall provide disposition guidance on "Trigger List" (a list of equipment whose export triggers the requirement for safeguards) items and export controlled personal property and information.

b. The Contractor shall disposition classified equipment and material in accordance with the requirements of 41 CFR 109-45.09-52 and DOE M 471.2-1C "Classified Matter Protection and Control Manual."

c. The Contractor shall identify, control and disposition high risk property as stated in the DOE PPL 970-3, Revision 1, dated February 3, 1998.

d. The Contractor shall disposition Automatic Data Processing Equipment (ADPE) as stated in 41 CFR 409-43.307-53.

e. The Contractor shall disposition nuclear-related or proliferation sensitive property in accordance with the requirements of 41 CFR 109-45.309-53.

f. The Contractor shall conduct inventories of firearms and other protective force equipment at the site in accordance with DOE Property Management Regulations 109.1.5109, including those firearms and protective force equipment assigned to other entities such as USEC.

2. The Contractor shall administer the program and document in an automated database all personal property actions related to acquisition, use, and disposition of personal property assets. Administration of the program includes all Government-owned personal property held by all entities onsite.

3. The Contractor shall perform personal property disposition operations to manage excess and surplus property, conduct public personal property sales and coordinate other personal property disposition methods. Other entities are required to conduct characterization prior to providing any personal property to the Contractor for disposition. The Contractor shall manage the DOE Gifts and Donation programs and provide disposition

support to DOE.

4. The Contractor shall input data and maintain the Facility Information Management System (FIMS).

I. Records Management and Document Control

1. The Contractor shall be responsible for record management and document control system in support of its operation, which include the historic records maintained in the Document Control Center (DCC). This function includes, but is not limited to, tasks associated with creation / receipt, identification / classification, distribution, tracking, indexing, turnover, scanning, storage / preservation, retrieval, scheduling and disposition of these records.

2. The Contractor shall maintain the central repository similar to the current DCC or an equivalent system and process and track classified mail for all current and ongoing records. Other entities on the site will forward DOE and site related records and correspondence to the Contractor for file in the DCC. The Contractor will be responsible for receipt, storage/preservation, distribution, tracking, indexing, turnover, retrieval, copying and scheduling and disposition of these records.

J. Site Security

1. The Contractor shall be responsible for all aspects of overall site security including development and implementation of the Site Security Plan. Site security functions include personnel clearance application processing, information, education, Operations Security (OPSEC), classification, declassification, computer, badging, transportation, material control and accountability, coordinate security investigations, and management of access/control and visitor security. The Contractor will provide certified laboratory testing services related to drug testing of current personnel and potential new hires. The Contractor shall perform this work for DOE and the infrastructure and site remediation contractors.

Protective forces, weapons, X-208B Special Nuclear Materials Security Fences, material control and accountability, and management of access/control services are excluded from this contract and will be provided by DOE from USEC.

2. The Contractor shall implement safeguards and security programs required to protect against unauthorized access, loss or theft of classified matter or government property, espionage, theft, diversion, loss of custody or destruction of special nuclear material and other hostile acts that could cause unacceptable adverse impacts on national security or the health and safety of

employees, the public and the environment. The Contractor shall provide combination changes and repairs to classified repositories for site contractors except USEC.

3. The Contractor shall maintain a Classification Officer and supporting staff to provide support to DOE for all DOE classification activities at the Portsmouth Site. These activities include, but are not limited to gaseous diffusion technology, gas centrifuge technology, and conversion technology. The classification program will include classification reviews/determinations, technical reviews, litigation support and public release (although not the final determination of release), and "Large Scale" reviews of documents for the Portsmouth Site.

4. The Classification Officer task requires access to classified information at the level of Secret Restricted Data (S-RD); therefore, all personnel involved must possess a DOE "Q" Access Authorization. Subject must have completed the DOE Classification Officer training, and he/she must be recommended by the DOE-OR Classification Officer for appointment and approved by DOE. All personnel performing the functions Authorized Derivative Declassifier (ADD) / Authorized Derivative Classifier (ADC) must be trained and certified by the classification officer. All ADDs must be nominated by the Classification Officer and trained by DOE.

#### K. Environmental, Safety, and Health (ES&H) Program

1. Protection of workers, the public, and the environment are fundamental responsibilities of the Contractor and a critically important performance expectation. The Contractor's environment, safety and health (ES&H) program shall be operated as an integral, but visible, part of how the organization conducts business. The Contractor shall ensure that cost reduction and efficiency efforts are fully compatible with ES&H performance.

2. The Contractor shall perform all activities in compliance with applicable health, safety, and environmental laws, orders, regulations, and national consensus standards; and governing agreements, permits, and orders executed with regulatory and oversight government organizations. The Contractor shall take necessary actions to preclude serious injuries and/or fatalities, keep worker exposures and environmental releases as low as reasonably achievable below established limits, minimize the generation of waste, and maintain or increase protection to the environment, and public and worker safety and health. The contractor shall coordinate with other site entities to ensure a clear understanding of respective site roles and compliance with environmental requirements (e.g. applicable laws, regulations, permits, orders and agreements).

3. Incorporating integrated line management, the Contractor shall put in

place a system that clearly communicates the roles, responsibilities, and authorities of line managers. The Contractor shall hold all line managers individually accountable for implementing necessary controls for safe performance of work in their respective areas of responsibility. The Contractor shall establish effective management systems to identify deficiencies, resolve them in a timely manner, ensure that corrective actions are implemented (addressing the extent of conditions, root causes, and measures to prevent recurrence), and prioritize and track commitments and actions for its own work. The Contractor shall consider ES&H performance in selection of its subcontractors and incorporate ES&H requirements and the ISMSD into subcontracts.

4. The Contractor shall develop and execute an Integrated Safety Management System Description (ISMSD). The ISMSD shall be submitted to DOE for approval. The ISMSD shall be subject to Phase I and II ISM System Verifications. The Contractor shall provide updates to the ISMSD, as needed. The ISMSD shall be prepared in accordance with the clause entitled "Integration of Environment, Safety, and Health into Work Planning and Execution" in Section I. The Contractor shall manage and perform work in accordance with the ISMSD.

5. The Contractor shall designate an individual to be responsible for and administer emergency management functions for the organization. This responsibility includes, but is not limited to, interface with USEC on site wide emergency management issues, to include participation in training, drills and exercises, and establishing fundamental worker safety programs consistent with DOE Order 151.1A, Chapter III.

6. The Contractor shall perform radiological surveys as needed for its own work. These surveys should include the mowing equipment when entering the plant site, when moving from location to location, and when leaving the plant site.

7. The Contractor shall provide all safety and health protective equipment and personal dosimetry, and calibrate and maintain monitoring and survey equipment as needed for its own work.

#### L. Waste Management and Pollution Prevention

In coordination with DOE the Contractor shall be responsible for necessary interactions with regulatory agencies regarding permit and environmental compliance related issues. The Contractor shall be responsible for managing all wastes it generates, to include initial characterization, up to the point of acceptance by the site remediation contractor. The Contractor shall implement a Pollution Prevention Program

which includes recycling to ensure that unnecessary waste is not generated and to encourage waste reduction. This work excludes sanitary wastes as discussed in Janitorial Services, Section C. The site remediation contractor will conduct final characterization, packaging, labeling and final disposition.

M. Other Activities

1. The Contractor shall provide administrative services which may include, but not be limited to, management, finance and budget including baseline development and maintenance, procurement, shipping/receiving, and public information commensurate with its work.
2. The Contractor shall provide intra-site mail service, including sorting and daily delivery for all site tenants and contractors;
3. The Contractor shall operate the Environmental Information Center (EIC) in compliance with the requirements of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), National Environmental Policy Act (NEPA), and Resource Conservation and Recovery Act (RCRA). The EIC houses the Administrative Record (AR) files for public use. Along with the AR, the EIC also contains general material regarding site environmental cleanup efforts. DOE will provide documents from other site contractors for inclusion in the EIC.
4. The Contractor shall provide certified analytical laboratory services to analyze samples it takes including dosimetry and bioassay in support of its work.
5. The Contractor shall develop, schedule and conduct employee Mandatory Training for the site personnel other than USEC and, as required, for visitors. The following training is currently categorized as "Mandatory": Annual Security Refresher, General Employee Training (GET), Workplace Violence Prevention, Diversity Awareness, Employee Conduct Training, Business Ethics / Standards of Conduct, and Fire Extinguisher Training, DOE Orders/Work Smart Standards and ISMS.
6. The Contractor shall provide office relocation services and temporary storage of furniture (to include the site remediation contractor)
7. The Contractor shall provide engineering services, as needed, to support its mission and may include site excavation / penetration permits, drafting services, and general engineering support.
8. The Contractor shall establish, maintain and use a project control system as defined in Section H that accurately reflects the project status

relative to cost and schedule and tracks changes to the baseline. This system shall be fully integrated with the DOE and contractor financial accounting systems to ensure consistent reporting of costs. The Contractor shall develop and submit a baseline consistent with the terms and conditions of this contract and its proposal 90 days after contract award. The baseline shall be developed in accordance with DOE O 413.3 and include all of the scope identified in this Statement of Work.

9. The Contractor shall obtain all necessary permits and licenses.

N. Support to DOE

1. The Contractor shall provide onsite office space and furniture for approximately 21 DOE personnel and DOE's support service contractor(s), as currently established in various buildings. The Contractor shall provide services including, but not limited to, janitorial services, office materials and supplies, mail services, computer support, telecommunications, printing, audiovisual support, photography and videography support, relocation of equipment and furniture and records management. No personal services as defined in FAR 37.104 shall be provided under this contract.

2. The Contractor shall provide coordination of information requests and document production, and response to FOIA, Privacy Act, and discovery requests served upon the DOE and its current and former contractors, and other information requests directed to the Contractor by DOE. The Contractor shall store and protect reported data and provide report and query development services for analytical data contained in current and past USEC laboratory databases. Response actions will include the requesting of documents retained by others, such as USEC. Support activities shall include, but not be limited to, search, review, and reproduction of such documents. Documents must be reviewed for Privacy Act, classified, export control, and proprietary technical information at a minimum.

3. Upon request by the DOE, the Contractor shall verify employment histories and provide medical records, radiation dose records, and any other records related to or pertinent to the condition or case for any individual who applies for compensation under the Energy Employees Occupational Illness Compensation Program Act (EEOICPA), Public Law 106-398, 42 U.S.C. 7384, et seq. When directed by the DOE, the Contractor shall not contest a state workers' compensation claim or award determined to be valid pursuant to Subtitle D of the EEOICPA. The EEOICPA costs shall not be funded with EM funds, and the Contractor shall separately track EEOICPA costs and provide a monthly claims activity report of funds spent on EEOICPA claims processing.

4. The Contractor shall provide necessary information and administrative and programmatic support for the Department's Consolidated Financial Statements and Decontamination & Decommissioning Fund. This effort includes, but is not limited to, providing supportable estimates for environmental liabilities and outlays associated with the work under this contract, providing outlay projections to support D&D Fund investment strategy and supporting preparation of the Triennial Report to Congress.

5. The Contractor shall participate in onsite reviews, other regulatory inspections and stakeholder requests for information as requested by DOE.

6. The Contractor shall provide technical and administrative support of activities necessary to DOE'S oversight of USEC, such as site work to be paid for directly by DOE and work related to Cold Standby (CSB) plant status. For CSB, this includes providing technical analysis of USEC progress of CSB operations and deposit removal, and process building winterization projects performed under USEC/DOE contract DE-AC05-01OR22877.

7. The Contractor shall maintain and operate the LAN and perform network administration for the Portsmouth/Paducah Project Office located in Lexington, Kentucky, the DOE Portsmouth Site Office (PSO) and its own LAN system on the site. The Contractor is not required to establish a Lexington office. Network administration includes server maintenance, customer service support and helpdesk support. Customer service support includes unpacking, installation, testing, removal of personal computers (PCs) and related components and software. The Contractor shall:

(a) install, setup, troubleshoot and support application software such as Microsoft Office Suite, Windows and Windows Applications;

(b) install, set up and troubleshoot DOE Corporate applications such as CHRIS, DISCAS, Travel Manager, EIS, etc. ;

(c) troubleshoot and correct connections between user PC's and the servers, and between servers and other servers and networks

(d) provide customer support and individual help in the use of PC software and hardware including peripheral devices, and the resolution of problems for the federal staffs at the PPPO and PSO;

(e) act as initial interface in assessing user needs through personal visits and telephone;

(f) support training and special events through computer and audiovisual setups both at Portsmouth and the PPPO;

- (g) maintain laptop computers for checkout by DOE federal staff;
- (h) process requests for telephone service to include installation, service and termination; and
- (i) work with DOE HQ's personnel to manage and maintain capabilities provided through FTS2001.

O. Technical Support for Annual Report to Congress on ES& H Conditions

The Contractor shall annually provide input on the status of ES&H conditions in the non-leased areas of the Portsmouth site to DOE Office of Nuclear Energy for inclusion in the subject report. The Contractor is not responsible for drafting the annual report to congress, but will provide the required input (see Section 1701(b) of the Energy Policy Act of 1992, as amended). The Contractor shall provide information in the following areas: collection, analysis, and documentation of information relating to the environmental, safety, and health protection programs, activities, and compliance; status of DOE activities performed in non-leased areas of the sites; and descriptions of actions that DOE has taken to enhance safety in the non-leased portions of the sites.

P. Operations and Maintenance of Recirculating Hot Water (RHW) Boiler System

1. The Contractor shall operate and maintain facilities related to the Recirculating Hot Water (RHW) boiler system, which includes the RHW Boiler system (X-6002) consisting of two 2000 Horsepower (HP) boilers and three 5000 gpm centrifugal pumps, Fuel Tank Farm (X-6002A), Natural Gas Pipeline (X-2232E), and the RHW Distribution System (X-2230T2). The system is located in Building X-3002.

2. The Contractor shall perform preventive and corrective maintenance, utilities maintenance, painting, and troubleshooting and repair of small equipment. In addition, the Contractor shall perform boiler operations, fuel oil unloading, fuel oil reports and sampling, operation and maintenance of chemical injection system, and RHW system valve and pipe repair.

VI. Deliverables

The Contractor shall provide deliverables in accordance with Part III, Section J, Attachment "Portsmouth Deliverables." These deliverables shall not be separately priced.

## **C.2 Paducah Site Infrastructure**

### **I. Introduction**

The U.S. Department of Energy (DOE) Office of Environmental Management (EM) is responsible for the cleanup and legacy waste management activities at the Gaseous Diffusion Plant (GDP) site at Paducah, Kentucky. This contract is a cost plus award fee (CPAF) contract for infrastructure services at the Paducah Site.

### **II. Background**

Consistent with the 1992 Energy Policy Act, DOE has leased portions of the Paducah site to United States Enrichment Corporation (USEC) for operations, while it retains responsibility for environmental restoration and related legacy waste management activities, including the future decommissioning of the facilities upon final plant shut down. Currently, the Paducah plant remains operational with the expectation that it will continue for many more years, pending implementation of alternative commercial gas centrifuge facilities. The site has significant groundwater contamination, contaminated media and legacy waste. In addition to USEC several other entities will be operating onsite. During the term of the contract, the Contractor will also need to interface with Uranium Disposition Services LLC, the site remediation contractor, Bechtel Jacobs LLC and various other site tenants. .

### **III. Scope**

The Contractor shall perform infrastructure activities defined herein at the Paducah site.

### **IV. Applicable Directives**

The Contractor shall comply with DOE directives identified in Part III, Section J, Attachment "Paducah Applicable DOE Directives. The full text of DOE directives is available at <http://www.directives.doe.gov>.

### **V. Performance Requirements**

The Contractor shall provide the labor, subcontractors, facilities, equipment, materials, and supplies (except as otherwise identified under this contract) to accomplish the following services at the Paducah Site:

- A. Human Resources Management
- B. Surveillance and Maintenance of Facilities
- C. Janitorial Services

- D. Grounds Maintenance
- E. Roadway/Parking Lot Maintenance
- F. Computing and Telecommunication
- G. Fleet Management
- H. Real and Personal Property Management
- I. Records Management and Document Control
- J. Site Security
- K. Environmental Safety and Health (ES&H) Program
- L. Waste Management and Pollution Prevention
- M. Other Activities
- N. Support to DOE
- O. Technical Support for Annual Report to Congress on ES&H Conditions

A. Human Resources Management

**[Text to be provided at a later date]**

B. Surveillance and Maintenance of Facilities

1. The Contractor shall provide preventive and corrective maintenance using a graded approach on facilities listed in Part III, Section J, Attachment "Paducah Covered Facilities/Areas." A graded approach is defined as the process of ensuring that actions used to comply with a requirement are commensurate with (1) the relative importance of safety and safeguards and security, (2) the magnitude of any hazard(s) involved, (3) the life cycle stage of the facility, (4) the programmatic mission of the facility, (5) the particular characteristics of the facility, (6) the relative importance of the radiological and nonradiological hazards, and (7) any other relevant factor. The activities include, but are not limited to, carpentry, painting, electrical, plumbing, instrumentation, Heating Ventilation and Air Conditioning (HVAC), sheet metal, and hoisting and rigging.

2. The Contractor shall maintain an automated maintenance management system for all facilities except those leased to USEC. This system shall comply with DOE O 430.1B, CRD Item 5.

3. The Contractor shall provide pest control services for facilities as identified in Part III, Section J, Attachment "Paducah Covered Facilities/Areas." The services shall include but is not limited to insect pest control spraying and rodent control services. Populations of animal and insect pests located outdoors on plant property shall also be controlled.

4. The Contractor shall maintain a regular inspection and service schedule for each building or location to facilitate the pest control effort. DOE approval shall be obtained prior to making any structural changes for the

purpose of pest control.

5. The Contractor shall implement the Deferred Maintenance program using the Facility Information Management System (FIMS) and Condition Assessment Information System (CAIS) for all non-leased site facilities. The description of this program is contained in DOE O 430.1B.

#### C. Janitorial Services

The Contractor shall provide janitorial services for facilities as identified in Part III, Section J, Attachment "Paducah Covered Facilities/Areas." Janitorial services include, but are not limited to, daily trash collection and disposal from offices, conference rooms, break rooms, and restrooms; periodic cleaning of windows, glass doors, and glass cases/counters; periodic vacuuming; stain removal, and shampooing of all carpeting; periodic cleaning and waxing of all other floors; water fountain cleaning and sanitizing; and daily cleaning of sinks, counters, mirrors, urinals, and toilets in restrooms; and replenishing of restroom supplies. The Contractor shall provide pickup of sanitary wastes and disposal offsite.

#### D. Grounds Maintenance

The Contractor shall perform grounds maintenance as indicated below:

1. Vegetation control around fences, and adjacent to buildings, walkways, and parking lots; tree and shrub maintenance application of fertilizers to mowed areas and chemicals for weed and insect control; maintenance of flower/shrub beds and other areas as needed application of grass seed; and general maintenance and cleanup.

2. Repairs and replacements to signs, fences, gates, benchmarks, paved areas, sidewalks and fence lighting; and emergency-only utilities system surveillance. Any damage caused by the Contractor in the performance of this scope, such as tire rutting, turf scalping, fertilization, burn or asphalt damage during snow removal is the Contractor's responsibility to repair.

3. Removal of snow and ice accumulations from entrances, steps, landings, and sidewalks at least two hours prior to opening of buildings or before the building occupants report to work including continuation of snow and ice removal throughout the workday as necessary for accessibility and/or to eliminate hazards.

4. Height of vegetation (approximately 611.9 acres) shall be maintained between 3 and 6 inches (excludes DMSAs, and C-746-U land fill) in accordance with the grounds map in Part III, Section J, Attachment "Maps for Paducah Specific Work Elements."

### E. Roadway/Parking Lot Maintenance

1. The Contractor shall maintain approximately, 26.2 miles of roads with unpaved surfaces and 6.6 miles of roads with paved surfaces. Roads to be maintained are indicated on the roads maintenance map in Part III, Section J, Attachment "Maps for Paducah Specific Work Elements."

2. Roadway/parking lot maintenance includes:

a. Paved roads/parking lot maintenance includes patching potholes, paving, road resurfacing, striping, marking, and cleaning and sweeping

b. Unpaved roads/parking lot maintenance includes, but is not limited to, stabilization of road segments, maintaining proper drainage, bush hogging.

c. Maintenance of rights-of-way, ditch lines, shoulders, and drainage of all roadways;

d. Maintenance and replacement, as necessary, of directional and traffic control devices, street light re-lamping, and signs along all roadways;

e. Inspection, repair and replacement, as needed, of the guardrail system, or components thereof, along roadways;

f. Removal of all snowfalls from paved roadways, including parking lots. Continue to remove snow and apply traction and deicer from the beginning of snowfall until the roads are cleared for normal usage, which is defined as useable at normally posted speed and surface conditions;

g. Maintenance of culverts and bridges in accordance with Kentucky Transportation Cabinet and National Bridge Safety Standards (NBSS).

h. Removal of fallen or diseased trees, branches, overgrowth, and, when required to maintain clear access to roadways, stump removal.

### F. Computing and Telecommunication

1. The Contractor shall provide, maintain and repair the site-wide satellite and radio communications systems in support of the DOE onsite office and infrastructure activities.

2. The Contractor shall provide, maintain, and repair secure external communication capabilities (i.e. voice, data and facsimile), telephone system, T-1 data lines, computer local area network in support of DOE onsite office and infrastructure activities.

3. The Contractor will establish and maintain the capability to access and utilize the DOE systems or databases which include but are not limited to: Computerized Accident/Incident Reporting System (CAIRS); Non-Compliance Tracking System (NTS) database; Occurrence Reporting and Processing System (ORPS); Foreign Access Central Tracking System (FACTS) database; Facility Information Management System (FIMS); Condition Assessment Information System (CAIS); Federal Telephone System Access; EM's Integrated Planning, Accountability, and Budget System (IPABS).

4. The Contractor's computing and telecommunications system shall be compatible with the computing and telecommunications system utilized by DOE and BJC.

#### G. Fleet Management

The Contractor shall manage and administer all aspects of a sound vehicle and equipment fleet program at the Paducah Site in accordance with regulations and guidelines as set forth by the Department of Energy, General Services Administration, and Federal Property Management Regulations. The Contractor shall administer the fuel management and reporting system at the site. The fleet is defined as all vehicles and equipment identified in Part III, Section J, Attachment "Paducah Government Furnished Property."

#### H. Real and Personal Property Management

1. The Contractor shall maintain and administer the site-wide Personal Property Management System. The Contractor shall also maintain a record for DOE of DOE property furnished by DOE to other entities. The Contractor shall maintain a cradle to grave high-risk material and equipment identification and reporting process.

a. The Contractor shall provide disposition guidance on "Trigger List" (a list of equipment whose export triggers the requirement for safeguards) items and export controlled personal property and information.

b. The Contractor shall disposition classified equipment and material in accordance with the requirements of 41 CFR 109-45.09-52 and DOE M 471.2-1C "Classified Matter Protection and Control Manual."

c. The Contractor shall identify, control and disposition high risk property as stated in the DOE PPL 970-3, Revision 1, dated February 3, 1998.

d. The Contractor shall disposition Automatic Data Processing Equipment (ADPE) as stated in 41 CFR 409-43.307-53.

e. The Contractor shall disposition nuclear-related or proliferation sensitive property in accordance with the requirements of 41 CFR 109-45.309-53.

f. The Contractor shall conduct inventories of firearms and other protective force equipment at the site in accordance with DOE Property Management Regulations 109.1.5109, including those firearms and protective force equipment assigned to other entities such as USEC.

2. The Contractor shall administer the program and document in an automated database all personal property actions related to acquisition, use, and disposition of personal property assets. Administration of the program includes all Government-owned personal property held by all entities onsite.

3. The Contractor shall perform personal property disposition operations to manage excess and surplus property, conduct public personal property sales and coordinate other personal property disposition methods. Other entities are required to conduct characterization prior to providing any personal property to the Contractor for disposition. The Contractor shall manage the DOE Gifts and Donation programs and provide disposition support to DOE.

4. The Contractor shall input data and maintain the Facility Information Management System.

#### I. Records Management and Document Control

1. The Contractor shall be responsible for record management and document control system in support of its operation, which include the historic records maintained in the Document Control Center (DCC). This function includes, but is not limited to, tasks associated with creation/receipt, identification / classification, distribution, tracking, indexing, turnover, scanning, storage / preservation, retrieval, scheduling and disposition of these records.

2. The Contractor shall maintain the central repository similar to the current DCC or an equivalent system and process and track classified mail for all current and ongoing records. Other entities on the site will forward DOE and site related records and correspondence to the Contractor for file in the DCC. The Contractor will be responsible for receipt, storage/preservation, distribution, tracking, indexing, turnover, retrieval, copying and scheduling and disposition of these records.

#### J. Site Security

1. The Contractor shall be responsible for all aspects of overall site

security including development and implementation of the Site Security Plan. Site security functions include personnel clearances application processing, information, education, Operations Security (OPSEC), classification, declassification, computer, badging, transportation, material control and accountability, coordinate security investigations and management of access/control and visitor security. The Contractor will provide certified laboratory testing services related to drug testing of current personnel and potential new hires. The Contractor shall perform this work for DOE and the infrastructure and remediation contractors.

Protective forces, weapons, material control and accountability, and management of access/control services are excluded from this contract and will be provided by DOE from USEC.

2. The Contractor shall implement safeguards and security programs required to protect against unauthorized access, loss or theft of classified matter or government property, espionage, theft, diversion, loss of custody or destruction of special nuclear material and other hostile acts that could cause unacceptable adverse impacts on national security or the health and safety of employees, the public and the environment. The Contractor shall provide combination changes and repairs to classified repositories for site contractors excluding USEC.

3. The Contractor shall maintain a Classification Officer and supporting staff to provide support to DOE for all DOE classification activities at the Paducah Site. These activities include, but are not limited to, gaseous diffusion technology, gas centrifuge technology, and conversion technology. The classification program will include classification reviews/determinations, technical reviews, litigation support and public release (although not the final determination of release), and "Large Scale" reviews of documents for the Paducah Site.

4. The Classification Officer task requires access to classified information at the level of Secret Restricted Data (S-RD); therefore, all personnel involved must possess a DOE "Q" Access Authorization. The subject must have completed the DOE Classification Officer training and he/she must be recommended by the DOE-OR Classification Officer for appointment and approved by DOE. All personnel performing the functions of Authorized Derivative Declassifier (ADD ) /Authorized Derivative Classifier (ADC) must be trained and certified by the classification officer. All ADDs must be nominated by the Classification Officer and trained by DOE.

#### K. Environmental, Safety, and Health (ES&H) Program

1. Protection of workers, the public, and the environment are fundamental

responsibilities of the Contractor and a critically important performance expectation. The Contractor's environment, safety and health (ES&H) program shall be operated as an integral, but visible, part of how the organization conducts business. The Contractor shall ensure that cost reduction and efficiency efforts are fully compatible with ES&H performance

2. The Contractor shall perform all activities in compliance with applicable health, safety, and environmental laws, orders, regulations, and national consensus standards; and governing agreements, permits, and orders executed with regulatory and oversight government organizations. The Contractor shall take necessary actions to preclude serious injuries and/or fatalities, keep worker exposures and environmental releases as low as reasonably achievable below established limits, minimize the generation of waste, and maintain or increase protection to the environment, and public and worker safety and health. The Contractor shall coordinate with other site entities to ensure a clear understanding of respective site roles and compliance with environmental requirements (e.g. applicable laws, regulations, permits, orders and agreements).

3. Incorporating integrated line management, the Contractor shall put in place a system that clearly communicates the roles, responsibilities, and authorities of line managers. The Contractor shall hold all line managers individually accountable for implementing necessary controls for safe performance of work in their respective areas of responsibility. The Contractor shall establish effective management systems to identify deficiencies, resolve them in a timely manner, ensure that corrective actions are implemented (addressing the extent of conditions, root causes, and measures to prevent recurrence), and prioritize and track commitments and actions for its own work. The Contractor shall consider ES&H performance in selection of its subcontractors and incorporate ES&H requirements and the ISMSD into subcontracts.

4. The Contractor shall develop and execute an Integrated Safety Management System Description (ISMSD). The ISMSD shall be submitted to DOE for approval. The ISMSD shall be subject to Phase I and II ISM System Verifications. The Contractor shall provide updates to the ISMSD, as needed. The ISMSD shall be prepared in accordance with the clause entitled "Integration of Environment, Safety, and Health into Work Planning and Execution" in Section I. The Contractor shall manage and perform work in accordance with the ISMSD.

5. The Contractor shall designate an individual to be responsible for and administer emergency management functions for the organization. This responsibility includes, but is not limited to, interface with USEC on sitewide emergency management issues, to include participation in training, drills and exercises, and establishing fundamental worker safety programs consistent

with DOE Order 151.1A, Chapter III.

6. The Contractor shall perform radiological surveys as needed for its own work. These surveys should include the mowing equipment when entering the plant site, when moving from location to location, and when leaving the plant site.

7. The Contractor shall provide all safety and health protective equipment and personal dosimetry, and calibrate and maintain monitoring and survey equipment as needed for its own work.

#### L. Waste Management and Pollution Prevention

In coordination with DOE, the Contractor shall be responsible for necessary interactions with regulatory agencies regarding permit and environmental compliance related issues. The Contractor shall be responsible for managing all wastes it generates, to include initial characterization up to the point of acceptance by the site remediation contractor. The Contractor shall implement a Pollution Prevention Program which includes recycling to ensure that unnecessary waste is not generated and to encourage waste reduction. This work excludes sanitary wastes as discussed in Janitorial Services, Section C. The site remediation contractor will conduct final characterization, packaging, labeling, and final disposition.

#### M. Other Activities

1. The Contractor shall provide administrative services, which may include, but not be limited to, management, finance and budget including baseline development and maintenance, procurement, shipping/receiving, and public information commensurate with its work.

2. The Contractor shall provide intra-site mail service, including sorting and daily delivery for all site tenants and contractors.

3. The Contractor shall operate the Environmental Information Center (EIC) in compliance with the requirements of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), National Environmental Policy Act (NEPA), and Resource Conservation and Recovery Act (RCRA). The EIC houses the Administrative Record (AR) files for public use. Along with the AR, the EIC also contains general material regarding site environmental cleanup efforts. DOE will provide documents from other site contractors for inclusion in the EIC.

4. The Contractor shall provide certified analytical laboratory services to

analyze samples it takes including dosimetry and bioassay in support of its work.

5. The Contractor shall develop, schedule and conduct employee Mandatory Training for the site personnel other than USEC and, as required, for visitors. The following training is currently categorized as "Mandatory": Annual Security Refresher, General Employee Training (GET), Workplace Violence Prevention, Diversity Awareness, Employee Conduct Training, Business Ethics / Standards of Conduct, and Fire Extinguisher Training, DOE Orders/Work Smart Standards and ISMS.

6. The Contractor shall provide office relocation services and temporary storage of furniture (to include the site remediation contractor).

7. The Contractor shall provide engineering services, as needed to support its mission and may include site excavation / penetration permits, drafting services, and general engineering support.

8. The Contractor shall establish, maintain and use a project control system as defined in Section H that accurately reflects the project status relative to cost and schedule and tracks changes to the baseline. This system shall be fully integrated with the DOE and Contractor financial accounting systems to ensure consistent reporting of costs. The Contractor shall develop and submit a baseline consistent with the terms and conditions of this contract and its proposal 90 days after contract award. The baseline shall be developed in accordance with DOE O 413.3 and include all of the scope identified in this Statement of Work.

9. The Contractor shall obtain all necessary permits and licenses.

10. The Contractor shall provide a representative / point of contact to the Citizen's Advisory Board (CAB). This representative will coordinate with and provide responses to the CAB relative to questions concerning its work.

11. The Contractor shall provide payment of approximately 100 local residence water bills within the Water Policy Box in accordance with the Action Memorandum, DOE/ORO/06-121&D2.

12. The Contractor shall pay the Kentucky Use Tax and McCracken County, Kentucky Annual License Fee, identifiable directly to its work and due to local and state governments.

#### N. Support to DOE

1. The Contractor shall provide onsite office space and furniture for approximately 17 DOE personnel and DOE's support service contractor, as

currently established in building C-103. The Contractor shall provide services to include, but not limited to, janitorial services, office materials and supplies, mail services, computer support, telecommunications, printing, audiovisual support, photography and videography support, relocation of equipment and furniture and records management. No personal services as defined in FAR 37.104 shall be provided under this contract.

2. The Contractor shall provide coordination of information requests and document production, and response to FOIA, Privacy Act, and discovery requests served upon the DOE and its current and former contractors, and other information requests directed to the Contractor by DOE. The Contractor shall store and protect reported data and provide report and query development services for analytical data contained in current and past USEC laboratory databases. Response actions will include the requesting of documents retained by others, such as USEC. Support activities shall include, but not be limited to, search, review, and reproduction of such documents. Documents must be reviewed for Privacy Act, classified, export control, and proprietary technical information at a minimum.

3. Upon request by the DOE, the Contractor shall verify employment histories and provide medical records, radiation dose records, and any other records related to or pertinent to the condition or case for any individual who applies for compensation under the Energy Employees Occupational Illness Compensation Program Act (EEOICPA), Public Law 106-398, 42 U.S.C. 7384, et seq. When directed by the DOE, the Contractor shall not contest a state workers' compensation claim or award determined to be valid pursuant to Subtitle D of the EEOICPA. The Contractor shall separately track EEOICPA costs and provide a monthly claims activity report of funds spent on EEOICPA claims processing.

4. The Contractor shall provide necessary information and administrative and programmatic support for the Department's Consolidated Financial Statements and Decontamination & Decommissioning Fund. This effort includes, but is not limited to, providing supportable estimates for environmental liabilities and outlays associated with the work under this contract, providing outlay projections to support D&D Fund investment strategy and supporting preparation of the Triennial Report to Congress.

5. The Contractor shall participate in onsite reviews, other regulatory inspections and stakeholder requests for information as requested by DOE.

6. The Contractor shall provide technical and administrative support of activities necessary to DOE'S oversight of USEC, such as site work to be paid for directly by DOE and work related to Cold Standby (CSB) plant status. For CSB, this includes providing technical analysis of USEC progress of CSB operations and deposit removal, and process building winterization projects

performed under USEC/DOE contract DE-AC05-01OR22877.

O. Technical Support for Annual Report to Congress on ES& H Conditions

The Contractor shall annually provide input on the status of ES&H conditions in the non-leased areas of the Paducah site to DOE Office of Nuclear Energy for inclusion in the subject report. The Contractor is not responsible for drafting the annual report to congress, but will provide the required input (see Section 1701(b) of the Energy Policy Act of 1992, as amended). The Contractor shall provide information in the following areas: collection, analysis, and documentation of information relating to the environmental, safety, and health protection programs, activities, and compliance; status of DOE activities performed in non-leased areas of the sites; and descriptions of actions that DOE has taken to enhance safety in the non-leased portions of the sites.

VI. Deliverables

The Contractor shall provide deliverables in accordance with Part III, Section J, Attachment "Paducah Deliverables." These deliverables shall not be separately priced.