

**ATTACHMENT J.2
CONTRACT DELIVERABLES**

The table below, Contract Deliverables, summarizes the specific products the Contractor shall submit to the DOE, the type of action DOE will perform, and the date/timeframe that the Contractor shall submit the product. Deliverables are considered task order endpoints, work scope completions, products, reports or commitments that shall be delivered to DOE. Durations stated in the table are in calendar days unless otherwise noted. The types of DOE actions are defined as:

- **Approval** – The Contractor shall provide the deliverable to DOE for review and approval. Contractor is responsible for obtaining DOE approval. The initial deliverable shall be of sufficient quality, depth, thoroughness, and format to support DOE approval. DOE will review the deliverable and provide comments in writing. DOE comments will be discussed with the Contractor and the Contractor shall provide written responses. The Contractor shall re-write the documents to incorporate all DOE mandatory comments. Once DOE approves a deliverable or document, the Contractor shall place it under change control and shall make no changes to that document without further DOE approval.
- **Information** – The Contractor shall provide the deliverable to DOE for information purposes. DOE will have the option of reviewing the information and providing comments. Contractor shall respond to all written comments. When input is required to be provided to other contractors, a copy of what was provided must be provided to DOE for information to fulfill the deliverable.

This summary of Contract Deliverables does not include all required deliverables identified in other applicable sections of the Contract, DOE directives, federal regulations, or regulatory documents. The Contractor shall be responsible for the compliance with all applicable standards, orders and regulations under the Contract.

To meet Federal records management requirements to fully manage records electronically by December 31, 2022, DOE requests that all records be transmitted electronically. Records shall be born digitally to the fullest extent possible; for those that cannot be born digital, the Contractor shall be required to digitize to meet the National Archives and Records Administration (NARA) digitization requirements in 36 CFR 1236 or provide DOE the original hard copy record.

Revised deliverables must include a redlined copy of the previously approved version. When subsequent submittals are in response to DOE comments on a previous submittal, the submittal must include a comment response summary and a redline showing the changes in response to comments.

CONTRACT DELIVERABLES				
	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
1.	Inventory of Elemental Mercury	C.6.2.2	Annually, by October 31	Information
2.	Manifests	C.6.3.2	As Requested & With Annual Inventory	Information
3.	Operating Record	C.6.4.1	As Requested & At End of Contract	Information

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	Deliverable Name	Requirement	Schedule for Deliverable	DOE Action – Approval or Information
4.	Reports and Records	C.6.4.3 / C.6.4.4	To Be Determined	Information
5.	Training Records and Reports	C.6.5	As Requested & At End of Contract	Information
6.	MEBA Training	C.6.5.4	As Requested & At End of Contract	Approval
7.	Property Inspection Records	C.6.6.2	To Be Determined	Information
8.	Contingency Plans	C.6.7.2	To Be Determined	Information
9.	Post-Incident Report	C.6.7.5	Within 15 days of the accident or incident	Information
10.	Workplace Substance Abuse Program	H.18, 10 CFR 707 <i>Workplace Substance Abuse Programs at DOE Sites</i>	To Be Determined	Approval
11.	Employee Assistance Program	H.18, 10 CFR 707 <i>Workplace Substance Abuse Programs at DOE Sites</i>	To Be Determined	Approval
12.	Results of Workplace Substance Abuse Program Testing	H.18, 10 CFR 707 <i>Workplace Substance Abuse Programs at DOE Sites</i>	Every 6 months beginning [To Be Determined]	Information
13.	Davis Bacon Enforcement Report	H.19	April/October annually beginning [To Be Determined]	Information