**Attachment L-7**

**Task Order 1 – Contract Transition (RTP)**

In accordance with the Master Indefinite Delivery/Indefinite Quantity (IDIQ) Contract Section H clause, *Task Ordering Procedure*, paragraph (c), the following constitutes the Request for Task Order Proposal (RTP) for the Task Order 1 - Contract Transition. The requirements for the Contractor’s Task Order proposal are set forth in Section L of this Solicitation No. 89303324REM000122.

**Contents**

[Section B - Supplies or Services and Prices/Costs 1](#_Toc100928816)

[Section C - Performance Work Statement 1](#_Toc100928817)

[Section D - Packaging and Marking 2](#_Toc100928818)

[Section E - Inspection and Acceptance 2](#_Toc100928819)

[Section F - Deliveries or Performance 2](#_Toc100928820)

[Section G - Contract Administration Data 2](#_Toc100928821)

[Section H - Special Contract Requirements 2](#_Toc100928822)

[Section I - Contract Clauses 2](#_Toc100928823)

[Section J - List of Documents, Exhibits, and Other Attachments 2](#_Toc100928824)

[Table J-4-1. Contract Transition Deliverables 3](#_Toc100928825)

# Section B - Supplies or Services and Prices/Costs

This Task Order work shall be performed under Contract Line Item Number (CLIN) 00001 of the West Valley Demonstration Project (WVDP) Phase 1B Master Indefinite Delivery/Indefinite Quantity (IDIQ) Contract (herein referred to as the Master IDIQ Contract). Section B of the Master IDIQ Contract is incorporated by reference and is revised below specifically for this Task Order.

**B.1 DOE-B-2012 Supplies/Services Being Procured/Delivery Requirements (Oct 2014)**

The Contractor shall furnish all personnel, facilities, equipment, material, supplies, and services (except as may be expressly set forth in this Task Order as furnished by the Government) and otherwise do all things necessary for, or incident to, the performance of work as described in Section C, Performance Work Statement (PWS) under this Task Order.

**B.2 Type of Contract**

(d) DOE-B-2004 Cost Task Order - No Fee: Total Estimated Cost (Oct 2014) (Revised)

(1) This is a Cost Task Order with no fee. In accordance with the clause at FAR 52.216-11, *Cost Contract-No Fee*, the total estimated cost for this Task Order is as shown in Table B-1:

|  |  |
| --- | --- |
| **Table B-1. Total Estimated Cost** | |
| Total Estimated Cost: | [$proposed] |

(2) The Total Estimated Cost of the Task Order, and/or the Total Estimated Cost of the Task Order CLIN’s, is as shown in Table B-2:

| Table B-2. Task Order CLIN Structure | | | | |
| --- | --- | --- | --- | --- |
| CLIN | CLIN Title | CLIN Type | | Total Estimated Cost |
| 00001 | Contract Transition | CR (no fee) | | [$proposed] |
| **Acronyms:** CR cost reimbursable | | |  | |

**B.4 DOE-B-2013 Obligation of Funds (Oct 2014) (Revised)**

(a) Pursuant to the clause of this Contract in FAR 52.232-22, *Limitation of Funds*, total funds in the amount(s) specified below are obligated for the payment of allowable costs. It is estimated that this amount is sufficient to cover performance through the date(s) shown below.

(b) TBD at Task Order award.

# Section C - Performance Work Statement

**C.1 Task Order Purpose and Overview**

The purpose of this Task Order is to complete the activities necessary to transition work from the previous WVDP Phase 1 contractor and complete required deliverables in a safe, effective, and quality manner. The Contractor shall perform the requirements in accordance with Section C.1.1, *Incoming Transition* and C.1.2, *Incoming Transition – Planning Support* of the Master IDIQ Contract.

# Section D - Packaging and Marking

Section D of the Master IDIQ Contract is incorporated by reference.

# Section E - Inspection and Acceptance

Section E of the Master IDIQ Contract is incorporated by reference.

# Section F - Deliveries or Performance

Section F of the Master IDIQ Contract is incorporated by reference, with the exception of Clause F.3, which is filled in and provided below. The requisite clause information specific to this Task Order included below is consistent with the clause numbering structure established by the Master IDIQ Contract.

**F.3 Period of Performance**

1. The first day of the transition period is the Task Order effective date identified by DOE in the Notice to Proceed (NTP) for Task Order 1 – Contract Transition.
2. The Task Order period of performance (POP) is 120 days.
3. The Contractor shall not be paid for work performed or costs incurred prior to the Task Order effective date. The Contractor is not authorized to work beyond the Task Order POP and will not be paid for any costs incurred beyond that period, unless the Task Order POP is extended by the Contracting Officer.

# Section G - Contract Administration Data

Section G of the Master IDIQ Contract is incorporated by reference.

# Section H - Special Contract Requirements

Section H of the Master IDIQ Contract is incorporated by reference.

# Section I - Contract Clauses

Section I of the Master IDIQ Contract is incorporated by reference.

# Section J - List of Documents, Exhibits, and Other Attachments

Section J of the Master IDIQ Contract is incorporated by reference, with the exception of the following which are hereby incorporated in this Task Order:

**Section J-4 - Contract Deliverables**

The Section J, Attachment J-4 of the Master IDIQ Contract is revised for Task Order 1 as specified in Table J-4-1.

# Table J-4-1. Contract Transition Deliverables

**(Note: All time periods specified are calendar days)**

| **Number** | **Deliverable** | **Deliverable Due Date** | **DOE**  **Action**  **(Response)** | **Reference** | **Approval Required** |
| --- | --- | --- | --- | --- | --- |
|  | Executive Summary posted to Contractor’s website | Within 72 hours following the effective date of the Contract Transition Task Order | Information | Section C.1.1, *Incoming Transition* | Not Applicable |
|  | Task Order Proposal for:  Task Order 2 - Implementation Period | Within 90 days from TO–1 effective date or as directed by the CO | Approve  (at least 15 days prior to end of  Transition  Task Order) | Section C.1.1, *Incoming Transition;*  Section H, *Task Ordering Procedure* | DOE-EMCBC  Contracting Officer |
|  | Controlled Unclassified Information (CUI) Program | Within 30 days after TO-1 effective date | Approve  (30 Days) | Section C.3 *Safeguards and Security;*  DOE O 471.7 *Controlled Unclassified Information (CUI)* | DOE |
|  | Documented Safety Analyses and Safety Basis Documents | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.1.1, *Incoming Transition;*  DOE O 420.1, *Facility Safet*y. 10 CFR 830, *Nuclear Safety Management*;  DOE-STD-1104-2016, *Review and Approval of Nuclear Facility Safety Basis and Safety Design Basis Documents* | DOE-WVDP  Director |
|  | Technical Safety Requirements (TSR) | Within 60 days after TO-1 effective date | Approve  (30 Days) | Section C.2.6 *Nuclear Safety;*  10 CFR 830 *Nuclear Safety Management* | DOE-WVDP  Director |
|  | Unreviewed Safety Question Process Procedure | Within 60 days after effective date | Approve  (30 days) | 10 CFR 830, *Nuclear Safety Management* | DOE-WVDP  Director |
|  | Conduct of Operations Matrix for Hazard Category 1/2/3  Nuclear Facilities | Within 75 days after TO-1 effective date | Approve  (30 days) | DOE O 422.1, *Conduct of Operations* | DOE |
|  | Transition Plan | Within 15 days after TO-1 effective date | Approve  (5 days) | Section C.1.1, *Incoming Transition* | DOE-EMCBC  Contracting Officer |
|  | Transition Status Reports | Weekly until Transition is complete | Information (N/A) | Section C.1.1, *Incoming Transition* | Not Applicable |
|  | Acceptance of Accountability for High-Risk and/or Sensitive  Property | End of Transition | Information (N/A) | Section C.1.1, *Incoming Transition* | Not Applicable |
|  | Graded Approach for  Implementation of Contract  Requirements Plan | Prior to end of Transition | Approve  (30 days) | Section C.1.1, *Incoming Transition* | DOE-EMCBC  Contracting Officer |
|  | Declaration of Readiness to Execute Contract | 10 days prior to end of Transition | Approve  (10 days) | Section C.1.1, *Incoming Transition* | DOE-EMCBC  Contracting Officer |
|  | Initial Performance Measurement Baseline (through Task Order 2) | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.1.1, *Incoming Transition*; Section C.2.9, *Program Support Performance Requirements*; EIA-748 Earned Value Management Systems;  DOE O 413.3, *Program and Project Management for the Acquisition of Capital Assets* | DOE-WVDP  Director |
|  | Facility Security Officer (FSO) for approval by ODFSA | Within 30 days of TO-1 effective date | Approve  (30 days) | Section C.1.1, *Incoming Transition;*  DOE O 470.4, *Safeguards and Security Program* | DOE-WVDP  ODFSA |
|  | Initial Security Survey | Within 90 days after TO-1 effective date | Approve  (30 days) | Section C.1.1, *Incoming Transition;*  DOE O 470.4, *Safeguards and Security Program* | DOE-WVDP  ODFSA |
|  | Initial Contract Security Classification Specification (CSCS) | Within 30 days after TO-1 effective date | Approve  (30 days) | Section C.1.1, *Incoming Transition;*  DOE O 470.4, *Safeguards and Security Program* | DOE-WVDP  ODFSA |
|  | Initial Facility Data and Approval Record (FDAR) | Within 30 days after TO-1 effective date | Approve  (30 days) | Section C.1.1, *Incoming Transition;*  DOE O 470.4, *Safeguards and Security Program* | DPE-WVDP  ODFSA |
|  | Contractor Assurance System (CAS) Description | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.2.6 *Contractor Assurance System;*  DOE O 226.1, *Implementation of the Department of Energy*  *Oversight Policy* | DOE |
|  | Fire Suppression System Reconfiguration Alternatives Analysis | Within 40 days of TO-1 effective date | Approve  (15 days) | Section C.1.2.1, *Fire Suppression System Design* | DOE-WVDP  Director |
|  | Fire Suppression System Reconfiguration 30% Design | Within 120 days of TO-1 effective date | Approve  (30 days) | Section C.1.2.1, *Fire Suppression System Design* | DOE-WVDP  Director |
|  | Conceptual Fuel Receiving and Storage Facility Demolition Design Plan (30% package) | Within 120 days of TO-1 effective date | Approve  (30 days) | Section C.1.2.2, *Fuel Receiving and Storage Facility Demolition Plan* | DOE-WVDP  Director |
|  | Waste Management Area 1 Conceptual (30%) Remedial Action Design | Within 120 days of TO-1 effective date | Approve  (30 days) | Section C.1.2.3, *Waste Management Area 1 Remedial Action Design* | DOE-WVDP  Director |
|  | Integrated Safety Management System (ISMS) Description | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.1, *Integrated Safety Management System*;  Section I, DEAR 970.5223-1, *Integration of Environment,*  *Safety, and Health into Work Planning;* DOE P 450.4, *Integrated Safety Management Policy* | DOE |
|  | Proposed Environment, Safety, Health, and Quality Performance, Objectives, Measures, and Commitments | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.1, *Integrated Safety Management System*;  Section I, DEAR 970.5223-1, *Integration of Environment,* *Safety, and Health into Work Planning* | DOE |
|  | Site Sustainability Plans | Within 60 days of TO-1 effective date | Approve  (30 days) | Section C.2.1, *Integrated Safety Management System*; DOE O 436.1, *Departmental Sustainability* | DOE |
|  | Environmental Monitoring Plan | Within 60 days of TO-1 effective date | Approve  (30 days) | Section C.2.2.1, *Environmental Management;*  DOE O 436.1, *Departmental Sustainability;*  DOE O 458.1, *Radiation Protection of the Public and the Environment* | DOE-WVDP  Director |
|  | Environmental Data Management Plan | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.2.2.1, *Environmental Management;*  DOE O 436.1, *Departmental Sustainability;*  DOE O 458.1, *Radiation Protection of the Public and the Environment* | DOE-WVDP  Director |
|  | Worker Safety and Health Program | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.2.2, *Worker Safety and Health*;  10 CFR 851, *Worker Safety and Health Program;* Section H, *DOE-H-2053 Worker Safety and Health Program in Accordance With 10 CFR 851* | DOE-WVDP  Director |
|  | Quality Assurance Program | Within 45 days after TO-1 effective date | Approve  (45 days) | Section C.2.2.4, *Quality Assurance*;  DOE O 414.1, *Quality Assurance*;  Section E, FAR 52.246-11,  *Higher-Level Contract Quality*  *Requirements*; 10 CFR 830 *Subpart A, Quality Assurance Requirements* | DOE-WVDP  Director |
|  | Emergency Management Plan | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.2.3, *Emergency Management and Fire Protection;*  DOE O 151.1, *Comprehensive Emergency Management System* | DOE |
|  | Fire Protection Program | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.3, *Emergency Management and Fire Protection;*  DOE O 420.1, *Facility Safety* | DOE |
|  | Baseline Needs Assessment for Fire Protection and Emergency  Preparedness | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.3, *Emergency Management and Fire Protection;*  DOE O 420.1, *Facility Safety* | DOE |
|  | Continuity of Operations Plan (COOP) | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.2.4, *Continuity Program;*  DOE O 150.1, *Continuity Programs* | DOE |
|  | Radiation Protection Program | Within 45 days after TO-1 effective date | Approve  (60 days) | Section C.2.5, *Radiation Safety*;  Section I, DEAR 952.223-72, *Radiation Protection and Nuclear Criticality*;  10 CFR 835, *Occupational Radiation Protection* | DOE-WVDP  Director |
|  | Radiation Protection Program Manual | Within 45 days after TO-1 effective date | Approve  (30 days) | Section C.2.5, *Radiation Safety*;  Section I, DEAR 952.223-72, *Radiation Protection and Nuclear Criticality*;  10 CFR 835, *Occupational Radiation Protection* | DOE-WVDP  Director |
|  | Criticality Safety Program Document | Within 60 days after TO-1 effective date | Approve  (10 days) | Section C.2.7, *Criticality Safety;*  DOE O 420.1, *Facility Safety;*  10 CFR 830, *Nuclear Safety Management* | DOE |
|  | Earned Value Management System Description | Within 45 days after TO-1 effective date | Approve  (30 days) | Section C.2.9.2, *Program Integration and Control and Earned Value Management*; DOE O 413.3, *Program and Project Management for the Acquisition of Capital Assets;* Section H, *DOE-H-2024 Earned Value Management System* | DOE-WVDP  Director |
|  | Project Management Plan | Within 60 days of TO-1 effective date | Approve  (30 days) | Section C.2.9.4, *Capital Asset Projects*; DOE O 413.3, *Program and Project Management for the Acquisition of Capital Assets* | DOE-WVDP  Director |
|  | Risk Management Plan | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.2.9.8, *Risk Management;*  DOE O 413.3, *Program and*  *Project Management for the*  *Acquisition of Capital Assets* | DOE-WVDP  Director |
|  | Property Management System | Within 75 days after TO-1 effective date | Approve  (30 days) | Section C.2.12, *Personal Property;*  DOE O 203.1, *Limited Personal Use of Government Office Equipment Including*  *Information Technology*; Section H, *DOE-H-2027*  *Contractor Property Management System Administration* | DOE-EMCBC Contracting Officer |
|  | Records Management Program Plan, including:  Site-wide File Plan  Records Disposition Plan  Essential Records Program Plan and Inventory | Within 45 days after TO-1 effective date | Approve  (30 days) | Section C.2.13, *Records;*  DOE O 243.1, *Records Management Program* | DOE-EMCBC  RMFO Review; DOE-EMCBC Contracting Officer |
|  | Cyber Security Plan | Within 60 days of TO-1 effective date | Approve  (30 days) | Section C.2.14, *Communications and Information Management*; DEAR 952.204-77;  DOE O 205.1; EM-CSPP | EMCBC AODR |
|  | WVDP-GSS, ICS and standalone IT environment IT/Cyber Security Policies, Procedures, Support Documentation, and Administrative Credentials | Upon Request | Information (N/A) | Section C.2.14, *Communications and Information Management;*DOE O 205.1, *Department of Energy Cybersecurity Program*; EM-CSPP | EMCBC AODR |
|  | Internal Audit Implementation Design, including overall strategy for Internal Audit | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.2.16.1, *Internal Audit* | DOE-EMCBC  Contracting Officer |
|  | Employee Concerns Program | Within 60 days after TO-1 effective date | Approve  (30 days) | Section C.2.16.2, *Employee Concerns Program*; DOE O 442.1, *Department of*  *Energy Employee Concerns*  *Program* | DOE-EMCBC  Contracting Officer |
|  | Site Security Plan  (Including all elements described in C.3) | Within 30 days of TO-1 effective date | Approve  (30 days) | Section C.3, *Safeguards and Security*; DOE O 470.4, *Safeguards and Security Program*; OSDFA Policy | DOE-WVDP  ODFSA |
|  | Waste Management Program Plan | Within 75 days after TO-1 effective date | Approve  (30 days) | Section C.7, *Waste Management and Nuclear Materials;*  DOE O 435.1, *Radioactive Waste Management;*  DOE M 435.1-1, *Radioactive Waste Management Manual,*  DOE N 435.1, *Contact-Handled and Remote-Handled Transuranic Waste Packaging* | DOE |
|  | Packaging and Transportation Program Plan | Within 75 days after TO-1 effective date | Approve  (30 days) | Section C.7, *Waste Management and Nuclear Materials*;  DOE O 460.1, *Hazardous Materials Packaging and Transportation Safety* | DOE |
|  | Application for Contractor  Compensation Approval for Key Personnel (DOE EM Form 3220.5) | Within 20 days after TO-1 effective date | Approve  (30 days) | Section H, *Employee Compensation: Pay and Benefits* | DOE-EMCBC  Contracting Officer |
|  | Collective Bargaining Agreements/Memorandum of Understanding | Within 30 days prior to end of Transition | Approve  (30 days) | DOE O 350.3*, Labor Standards Compliance, Contractor Labor Relations, And Contractor Workforce Restructuring Programs* | DOE-EMCBC  Contracting Officer |
|  | Workplace Substance Abuse Program | Within 90 days after TO-1 effective date | Approve  (15 days) | DOE O 350.1, *Contractor*  *Human Resource Management Program;*  Section I, FAR 52.223-6, *Drug Free Workplace*;  10 CFR 707, *Workplace*  *Substance Abuse Programs at*  *DOE Sites; ODSFA Policies/Guidance* | DOE-EMCBC  Contracting Officer |
|  | Employee Assistance Program Implementation Plan | Within 90 days after TO-1 effective date | Approve  (15 days) | DOE O 350.1, *Contractor*  *Human Resource Management*  *Program*s;  10 CFR 707, *Workplace*  *Substance Abuse Programs at*  *DOE Sites* | DOE-EMCBC  Contracting Officer |
|  | Affirmative Action Plan for Veterans & Individuals with Disabilities | Within 45 days after TO-1 effective date | Approve  (30 days) | FAR 52.222-35; E.O. 11246 | DOE-EMCBC  Contracting Officer |
|  | Affirmative Action Plan for Females & Minorities | Within 45 days after TO-1 effective date | Approve  (30 days) | FAR 52.222-26;  FAR 52.222-36; E.O. 11246 | DOE-EMCBC  Contracting Officer |
|  | Training Program | Within 60 days after TO-1 effective date | Approve  (30 days) | DOE O 426.2, *Personnel*  *Selection, Training,*  *Qualification, and Certification Requirements for DOE Nuclear Facilities* | DOE |
|  | Nuclear Maintenance  Management Program  Description and Maintenance Management Program | Within 60 days after TO-1 effective date | Approve  (30 days) | DOE O 433.1, *Maintenance*  *Management Program for DOE Nuclear Facilities;* DOE O 430.1, *Real Property Asset Management;* Section H | DOE |
|  | Radioactive Waste Management Basis | Within 60 days after TO-1 effective date | Approve  (30 days) | DOE M 435.1-1, *Radioactive Waste Management Manual;* DOE O 435.1*, Radioactive Waste Management* | DOE-WVDP  Director |
|  | Environmental Radiological Protection Program | Within 60 days after TO-1 effective date | Approve  (30 days) | DOE O 458.1, *Radiation*  *Protection of the Public and the Environment* | DOE-WVDP  Director |
|  | Services Agreements Established with Support Organizations | Within 30 days after TO-1 effective date | Information (N/A) | Section C.1.1, *Incoming Transition* | Not Applicable |
|  | Contractor Employee Compensation Plan | Within  45 days after  TO-1 effective date, | Approve  (30 days) | FAR 31.205-6;  Section H, *DOE-H-2001 Employee Compensation: Pay and Benefits* | DOE-EMCBC  Contracting Officer |
|  | List of Personnel Responsible for Transitioning Incumbent  Workforce and Developing Transition Agreements | Within 10 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Description of Process for  Obtaining Information and receiving Regular Updates from Incumbent Contractor | Within 10 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Description of Transition  Agreements to Ensure  Compliance with H Clause, *Workforce Transition and Employee Hiring Preferences*, during the Contract Transition  Period | Within 10 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Final Workforce Transition Agreements to Ensure Compliance with H Clause, *Workforce Transition and Employee Hiring Preferences*, during the Contract Transition Period | Within 30 days after TO-1 effective date | Approve  (30 days) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | DOE-EMCBC  Contracting Officer |
|  | Communication Plan Regarding Implementation of the Requirements of H Clauses: *Workforce Transition and Employee Hiring Preferences* and *Employee Compensation:*  *Pay and Benefits* (Draft and Final) | Draft within 10 days after  TO-1 effective date, Final within 15 days after TO-1 effective date | Approve Final  (30 days) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | DOE-EMCBC  Contracting Officer |
|  | Workforce Transition Plan | Draft within 15 days after  TO-1 effective date, Final within 30 days after TO-1 effective date | Review  Draft  (15 days) Approve Final  (30 days) | Section C.1.1, *Incoming Transition;*  Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes;* | DOE-EMCBC  Contracting Officer |
|  | Implementation of Hiring Preferences Report | Weekly during Transition once hiring has commenced, or as requested by the CO | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | List of Contractor personnel responsible for the transition of existing benefit plans or the development of new benefit plans | Within 10 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Estimated costs and detailed breakouts of the costs to accomplish workforce and benefits transition activities | Within 10 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | List of information the  Contractor has requested from the Incumbent contractor pertaining to the existing benefit plans | Within 20 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Benefits Transition Plan, including description and schedule of transactions for when the benefit plan will be developed, and assets transferred | Draft within 20 days after  TO-1 effective date, final draft within  30 days after  TO-1 effective date, Final within 45 days after TO-1 effective date | Review  Draft  (10 days) Approve Final  (30 days) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | DOE-EMCBC  Contracting Officer |
|  | Drafts of benefit transition agreements with the incumbent contractors to ensure compliance with H  Clauses | Within 45 days after TO-1 effective date | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes*; Section H, *Employee Compensation: Pay and Benefits;* andSection H, *Workforce Transition and Employee Hiring Preferences Including through Period of Performance* | Not Applicable |
|  | Draft or proposed final versions of any new defined benefit and defined contribution of the pension plans and other benefit plans | Within 45 days after TO-1 effective date, if required | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Draft amendments, restated benefit plans, and draft Summary Plan  Descriptions (SPDs) for pension and other benefit plans sponsored by the incumbent contractors | Within 45 days after TO-1 effective date, if required | Information (N/A) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | Not Applicable |
|  | Final Benefit Transition Agreements with Incumbent Contractors, Restated Benefit Plans and SPDs, and New Defined Benefit and Defined Contribution Pension Plans and Other Benefit Plans | Within 30 days after TO-1 effective date, prior to execution of documents | Approve  (30 days) | Section H, *Workforce Transition and Benefits Transition: Plans and Timeframes* | DOE-EMCBC  Contracting Officer |
|  | Cost Estimating System Disclosure | Within 60 days after TO-1 effective date | Information (N/A) | Section H, *DOE-H-2023 Cost*  *Estimating System Requirements* | Not Applicable |
|  | Accounting System Description | Within 60 days after TO-1 effective date | Approve  (30 days) | Section H, *DOE-H-2025*  *Accounting System*  *Administration* | DOE-EMCBC  Contracting Officer |
|  | Purchasing System Description | Within 60 days after TO-1 effective date | Approve  (30 days) | Section H, *DOE-H-2026*  *Contractor Purchasing System Administration* | DOE-EMCBC  Contracting Officer |
|  | Organizational Conflict of Interest Management Plan | Within 15 days after TO-1 effective date | Approve  (15 days) | DEAR 952.209-72;  Section H, *DOE-H-2035*  *Organizational Conflict of*  *Interest Management Plan* | DOE-EMCBC  Contracting Officer |
|  | Diversity Plan | Within 60 days after TO-1 effective date | Approve  (30 days) | Section H, *DOE-H-2046 Diversity Program* | DOE-EMCBC  Contracting Officer |
|  | Initial Parent Organization Support Plan | Initial no later than 30 days prior to end of Transition | Approve  (30 days) | Section H.50, *Parent Organization Support* | DOE-EMCBC  Contracting Officer |
|  | Legal Management Plan | Within 60 days after TO-1 effective date | Review  (30 days) | 10 CFR 719, *Contractor Legal Management Requirements;* Section H, *Legal Management* | DOE-EMCBC  Contracting Officer; notification of any non-compliance or inadequate information |
|  | Public Affairs Program Description | Within 90 days after TO-1 effective date | Approve  (30 days) | Section C.2.10;  Section H, DOE-H-2048 | DOE-WVDP  Director |
|  | Inspection and Maintenance Plan for Dam Systems | Within 90 days of NPT | Approve  (30 days) | Section C.4.5; 6 NYCRR Part 673, Dam Safety Regulations, Section 673.13 | DOE-WVDP  Director |
|  | Partnering Agreement | Within 90 days of TO-1 effective date | Concur | Section H, *Partnering* | DOE-WVDP  Director |

**Acronyms:**

|  |  |  |
| --- | --- | --- |
| CFR Code of Federal Regulations |  | FAR Federal Acquisition Regulation |
| CO Contracting Officer |  | N/A Not Applicable |
| CRD Contractor Requirements Document |  | NIST National Institute for Standards and Testing |
| DEAR Department of Energy Acquisition Regulation |  | NTP Notice to Proceed |
| DOE United States Department of Energy |  | SPD Summary Plan Descriptions |
| DOE M DOE Manual |  | RTP Request for Task Order Proposal |
| DOE O DOE Order |  |  |