

**PART III**  
**LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS**

**SECTION J - LIST OF ATTACHMENTS**

**J.1 LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS**

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**(MAY 1997)**

Attachment	Description
[A]	Reporting Requirements
[B]	Government Furnished and Acquired Property
[C]	Government Furnished Facilities
[D]	DOE Directives (List B)
[E]	U.S. Department of Labor Wage Determination
[F]	Key Personnel
[G]	Special Financial Institution Account Agreement
[H]	Advance Understanding on Human Resource Costs

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NOTE: See M020

**ATTACHMENT A - REPORTING REQUIREMENTS**

Reports shall be submitted in accordance with the schedule to the indicated addressees from the following list:

**A** Contracting Officer

U.S. Department of Energy  
Procurement and Contracts Division  
Contracts and Property Management Branch  
ATTN: \_\_\_\_\_ TBD \_\_\_\_\_, Contracting Officer  
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**B** Contracting Officer's Representative

U.S. Department of Energy  
ATTN: \_\_\_\_\_ TBD \_\_\_\_\_, COR  
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**C** Contractor Human Resources

U.S. Department of Energy  
Human Resources Division  
Contractor Human Resources Group  
ATTN: \_\_\_\_\_ TBD \_\_\_\_\_  
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**D** Safeguards and Security

U.S. Department of Energy  
ATTN: Assistant Manager,  
Safeguards, Security and Emergency Management  
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**E** Environment, Safety and Health

U.S. Department of Energy  
ATTN: Assistant Manager  
Environment, Safety and Health  
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**F** DOE Oak Ridge Operations Small Business Specialist

U.S. Department of Energy  
Procurement and Contracts Division  
ATTN:           TBD            
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**G** DOE Oak Ridge Property Administrator

U.S. Department of Energy  
Procurement and Contracts Division  
ATTN:           TBD            
P.O. Box 2001  
Oak Ridge, Tennessee 37831

**Report Schedule**

<b>Report</b>	<b>Requirement</b>	<b>Frequency</b>	<b>Addressee</b>
Small Business Subcontracting Plan	Clause in Section H entitled Small Business Subcontracting Plan and FAR 52.219-9	With Proposal and Annually	A, B, F
Diversity Plan	Clause in Section H entitled Diversity Plan	Within 60 days after effective date of Contract	A,B
Diversity Report	Clause in Section H entitled Diversity Plan	Annually	A,B
SF 294 Subcontracting Report for Individual Contracts	FAR 52.219-9	Semi-Annually and at Contract Completion	A,B,F
SF 295 Summary Subcontract Report	FAR 52.219-9	Annually	A,B,F
Small Disadvantaged Business Report	FAR 51.219-25	Quarterly and at Contract Completion	A,B,F
VETS 100 Report	FAR 52.222-37	Annually – No Later than September 30	A,B,C
Employer Information Report	FAR 52.222-37	Annually	A,B,C
Toxic Chemical Release Inventory Form (Form R)	FAR 52.223-14	Annually – by July 1	A,B,E
Drug-Free Workplace Employee Conviction	FAR 52.223-6	Within 10 days of Notice	A,B
Foreign Ownership, Control, or Influence Changes	DEAR 952.204-2	Immediately	A,B,D
Safety Management System	DEAR 970.5223-1	At Contract Award and Annually	A,B,E
Financial Management System	DEAR 970.5232-7	At Contract Award and Annually	A,B
Workplace Substance Abuse Program	DEAR 970.5223-3 and 10 CFR part 707	Within 30 days after notification of selection or within 30 days after award, whichever comes first	A,B,C
Invention Disclosure	DEAR 970.5227-11	Annually	A,B
Work for Others Activities Report	DEAR 970.5217-1	Annually	A,B

Safeguards and Security Awareness Program	DOE O 470.1 Chg. 1		A,B,D
Quality Assurance Program	DOE O 414.18		A,B,E
Physical Inventories	FAR 52.245-5 and DEAR 952.245-5	Annually, November 1	A,G
NRC Property Held at DOE Facilities	NRC Directive 11.7, Part IX	Annually, November 1	A,G
Excess Personal Property Furnished to Non-Federal Recipients	41 CFR 102	Annually, November 1	A,G
Precious Metals Inventory & Forecast Report	41 CFR 109-27.5104-4; 109-27.5104-6	Annually, September 1	A,G
Exchange/Sale Report	41 CFR 102-39.75	Annually	A,G
PIDS Report	HQ Requirement	Annually, December 15	A,G
Other Motor Equipment Utilization Goals	41 CFR 109-38.5104	Annually, September 15	A,G
FIMS Reconciliation with ORFSC	DOE Accounting Standards	Annually, October 15	A,G
FIMS Report of Excess Facilities	DOE O 430.1B	Annually, October 15	A,G
Performance Self-Evaluation	Clause in Section H entitled Performance Evaluation Plan	Within 30 days after the end of the evaluation period	A,B

Additional reports shall be submitted as required by clauses in this contract, DOE Directives, Field Work Proposals, Work Authorizations, and other DOE guidance documents on the specified schedule and to the specified Government point of contact.



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**ATTACHMENT B - GOVERNMENT FURNISHED AND ACQUIRED  
PROPERTY**



Attachment B is not available online.  
Please contact ORAU's General Counsel's office at  
(865) 576-3054 if you have any questions related to  
the Government Furnished and Acquired Property List.

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**ATTACHMENT C - GOVERNMENT FURNISHED FACILITIES**

See M020

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
Laboratory Road Complex Bldg. 2714-G *	Office	2,390/0	Professional training programs
	Laboratory	8,587/0	
	Classroom	5,379/0	
	Storage	436/0	
	Miscellaneous	3,592/0	
Bldg. 2715 **	Office	0/1,409	Professional training programs
	Laboratory	1,733/0	
	Classroom	0/0	
	Storage	0/208	
	Miscellaneous	0/63	
Bldg 2715A *** (Trailer)	Office	0/1,596	Unoccupied
	Laboratory	0/0	
	Classroom	0/0	
	Storage	0/0	
	Miscellaneous	0/84	
<b>Total</b>		<b>22,117/3,360</b>	

\* As part of ongoing modernization/consolidation activities, this facility will be vacated during late FY 2006. All activities will be relocated to Building SC-1.

\*\* As part of ongoing modernization/consolidation activities, personnel in this facility responsible for conducting non-training activities were previously relocated to contractor owned facilities. Personnel located in Bldg. 2714-G will continue to utilize this facility until it is totally vacated by May 2007, subsequent to remaining property (e.g. training equipment) being relocated to Scarboro Operations Site facilities.

\*\*\* As part of ongoing modernization/consolidation activities, personnel in this facility responsible for conducting non-training activities were previously relocated to contractor owned facilities. This facility, in concurrence with the vacating of Bldg. 2714-G, will be totally vacated subsequent to remaining property (e.g. training equipment) being relocated to Scarboro Operations Site facilities.

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
Atmospheric Turbulence Diffusion Division*	Office	5,076/0	Support to NOAA
	Laboratory	5,305/0	
	Classroom	904/0	
	Storage	1,041/0	
	Miscellaneous	5,247/0	
<b>Total</b>		<b>17,573/0</b>	

\* This Government furnished facility houses NOAA and ORISE employees, who provide support to NOAA through an Interagency Agreement between NOAA and DOE.

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
REAC/TS *	Office	1,297/0	REAC/TS activities
	Laboratory	2,873/0	
	Classroom	948/0	
	Storage	338/0	
	Miscellaneous	3,548/0	
<b>Total</b>		<b>9,004/0</b>	

\* This facility, located in the Oak Ridge Methodist Medical Center (MMC), is provided to ORISE through a no-cost use permit between DOE and MMC.

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
Vance Road*	Office	0/15,359	Unoccupied
	Laboratory	0/12,702	
	Classroom	0/3,446	
	Storage	0/2,715	
	Miscellaneous	0/25,578	
<b>Total</b>		<b>0/59,800</b>	

\* ORISE is responsible for surveillance and maintenance activities pending DOE transfer of this facility.

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
Scarboro Operations Site			
SC-1 *	Office	10,293/2,504	Support functions, independent environmental assessment and verification, and Center for Human Reliability Studies activities
	Laboratory	3,804/4,884	
	Classroom	1,395/0	
	Storage	4,697/227	
	Miscellaneous	19,004/0	
<b>Total</b>		<b>39,193/7,615</b>	

\* As part of ongoing modernization/consolidation activities, this facility is being renovated, with completion scheduled during late FY 2006.

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
SC-10	Office	1,179/0	Injury/illness surveillance and independent environmental assessment and verification activities
	Laboratory	2,683/0	
	Classroom	222/0	
	Storage	473/0	
	Miscellaneous	5,484/0	
<b>Total</b>		<b>10,041/0</b>	
SC-100	Office	2,151/0	Support functions
	Laboratory	0/0	
	Classroom	220/0	
	Storage	474/0	
	Miscellaneous	2,729/0	
<b>Total</b>		<b>5,574/0</b>	

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
SC-200	Office	3,084/0	Support functions
	Laboratory	0/0	
	Classroom	0/0	
	Storage	16,242/0	
	Miscellaneous	2,694/0	
<b>Total</b>		<b>22,020/0</b>	

<u>Facility</u>	<u>Type of Space</u>	<u>Occupied/Unoccupied (gsf)</u>	<u>Building Use</u>
SC-2 *	Surplus	0/952	Unoccupied Surplus - Contaminated
SC-4	Storage	0/3,596	Unoccupied Surplus
SC-5*	Surplus	0/5,641	Unoccupied Surplus – Contaminated
SC-9	Storage	1,405/0	Occupied Storage
SC-13	Storage	4,537/0	Occupied Storage
SC-15	Storage	3,435/0	Occupied Storage
SC-16	Storage	1,931/0	Occupied Storage
<b>Total</b>		<b>14,904/19,393</b>	

\* Deactivation and demolition of these facilities is scheduled for completion during FY 2006, pending availability of funding.

**NOTE:** Miscellaneous space includes all common areas, kitchen and break rooms, hallways, stairwells, lobbies, mechanical rooms, utility rooms, and wall thickness.

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**ATTACHMENT D - DOE DIRECTIVES (LIST B)**



NOTE: See M047

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**ATTACHMENT E - U.S. DEPARTMENT OF LABOR WAGE  
DETERMINATION**



NOTE: See M045

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→ **ATTACHMENT F - KEY PERSONNEL**

Note: See M032

<b>NAME</b>	<b>TITLE</b>
Ronald D. Townsend	ORISE Director
Gail H. Singh	Deputy Director for Operations
Donna L. Cragle	Director, Illness and Injury Surveillance
Eric W. Abelquist	Director, Independent Environmental Assessment and Verification
Albert L. Wiley	Director, Radiation Accident Management
Harry A. (Andy) Page	Director, National Security and Emergency Management
Marcus A. Weseman	Director, Professional and Technical Training
Wayne L. Stevenson	Director, Science Education Programs
Michael L. Wetzel	Director, Scientific and Technical Resource Integration

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**ATTACHMENT G - SPECIAL FINANCIAL INSTITUTION ACCOUNT AGREEMENT**

See M020



**To be submitted by offeror**

**The Special Financial Institution Account Agreement required by the clause in Section I entitled “Payments and Advances” will be inserted after contract award. The format for the Agreement is contained in Chapter 6 of the DOE Accounting Handbook at [www.cfo.doe.gov/policy](http://www.cfo.doe.gov/policy).**

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**ATTACHMENT H – ADVANCE UNDERSTANDING ON HUMAN RESOURCE  
COSTS**

NOTE: See M035, M042

**To be negotiated after contract award.**

**The information submitted in accordance with solicitation provision L.24(c) will be used as the basis for negotiating this advance understanding.**

Section J, Attachment H is not available online. Please contact ORAU's General Counsel's office at (865) 576-3054 if you have any questions related to the Advanced Understanding on Human Resource Costs.