

**National Nuclear Security Administration
LOS ALAMOS SITE OFFICE**



**CONTRACT MANAGEMENT PLAN
For
LOS ALAMOS NATIONAL
LABORATORY**

CONTRACT NO. DE-AC52-06NA25396

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1. INTRODUCTION

Los Alamos National Laboratory (LANL) is managed by Los Alamos National Security, LLC (LANS) for the National Nuclear Security Agency (NNSA) under prime contract DE-AC52-06NA25396. Contract management for the operation of the laboratory is under the cognizance of NNSA's Los Alamos Site Office (LASO). The LASO administers the Management and Operating (M&O) contract for Los Alamos Site activities, acting as the risk acceptance agent for NNSA.

This includes:

- Overseeing and managing assigned NNSA and non-NNSA programs.
- Ensuring the safe, secure and environmentally responsible operation of facilities under the purview of NNSA.
- Overseeing and evaluating the work and business systems of the M&O contractor.
- Planning for the long-term viability of the site.

The primary mission of LANL is to strengthen the United States' security through development and application of world-class science and technology to enhance the nation's defense and to reduce the global threat from terrorism and weapons of mass destruction. LANL, with the highest degree of vision, quality, integrity, and technical excellence, maintains a strong, multi-disciplinary scientific and engineering base responsive to scientific issues of national importance in addition to national security responsibilities, including broadly based programs in such areas as the environment, national infrastructure, health, energy, economic and industrial competitiveness, and science education. LANL is a unique expanse of federally controlled land and facilities in northern New Mexico located at Los Alamos, NM. The complex is situated on 48 square miles, consists of over 2000 buildings with approximately 9 million square feet of infrastructure and numerous nuclear facilities. LANL has an annual budget of approximately \$2.2 billion and a staff of over 8,225 and several major support contractors. Additional information pertaining to the laboratory can be obtained at the following website: www.lanl.gov.

2. PURPOSE

The purpose of this Contract Management Plan (CMP) is to describe the overall approach to managing and administering the contract through its entire term. It

defines, documents, and describes the processes, policies, and procedures used by the LASO to administer the contract between LANS and the NNSA. This document will accomplish the following:

- Provide a high level overview in how the contract is to be administered.
- Summarize the purpose, scope, features, and requirements of the contract.
- Define the roles and responsibilities of the organizations involved in the administration of the contract.
- Discuss the contracting authorities, delegations, and limitations of authorities.
- Identify how work is assigned or authorized.
- Outline the contract management process including planning, execution, evaluation, fee determination, and improvement.

This plan can also be used as a training tool for individuals to gain a better understanding of this M&O contract.

2.1 Applicability

The CMP is applicable to LASO, NNSA, and the contractor for administering contract DE-AC52-06NA25396.

2.2 Maintenance and Distribution

The Site Contracting Officer (CO) at LASO, who reports to the Assistant Manager for Contract Administration and Resource Management, maintains the CMP. A copy will be included in the official contract file. The LASO will revise the manual periodically, as it is expected to be a “living document.” The most current version will be available electronically on the Intranet at the following website: <http://scweb.na.gov/laso/index.shtm>.

3. CONTRACT SUMMARY AND PRINCIPAL FEATURES

3.1 Contract Summary

LANL is managed and operated by Los Alamos National Security, LLC (LANS) under prime contract number DE-AC52-06NA25396 (hereinafter referred to as “the contract”), a cost reimbursement type contract with performance incentive based management provisions. The contract can be

viewed at the following website:

<http://www.doeal.gov/laso/NewContract.aspx> .

The majority of the funding for LANL is from NNSA's Defense Programs (DP). Other funding sources include Nonproliferation and National Security (NN), Energy Research (ER), Environmental Management (EM), Environmental, Safety, and Health (ES&H), and Work for Others Programs, which include, but is not limited to, Department of Homeland Security (DHS) and the Department of Defense (DOD).

3.2 Contract Scope

The Contractor is responsible for the management, operation, protection, sustainment, and enhancement of the Laboratory's ability to function as a NNSA Multi-Program Laboratory, while assuring accomplishment of the Laboratory's primary mission. The Contractor, in accordance with the provisions of the contract, provides the intellectual leadership and management expertise necessary and appropriate to: (1) manage and operate the Laboratory; (2) accomplish the missions assigned by NNSA to the Laboratory; (3) enhance communication, cooperation, and integration across the Nuclear Weapons Complex (NWC) that will result in improvements in performance of the NWC; and, (4) foster and strengthen the Laboratory's role as a lead element in the NWC's supply-chain. The SOW covers four general Performance Group activities critical to the Laboratory's management of corresponding programs, projects, and processes which are detailed in Appendix B of the contract. These Performance Groups are: Science & Technology, Laboratory Operations, Business Operations, and Laboratory Management.

3.2.1 Work for Others

The Contractor may perform work for non-DOE activities which is consistent with and complementary to NNSA's mission, involving the use of contract equipment, facilities, or personnel. Such proposed work is called Work for Others (WFO) and may be performed for other Federal agencies or non-Federal entities subject to the prior written approval of the Contracting Officer and in accordance with Clauses I.97, DEAR 970.5232-6, "Work for Others Funding Authorization, and I.88, DEAR 970.5217-1, "Work for Others Program (Non-DOE Funded Work)." Major sponsors include DHS and DOD.

WFO proposals and funding documents are processed by the LASO in

accordance with NNSA Contract Administration Guides (CAG) D-970.5217.2 and D-970.5217.1, respectively. The CAGs can be viewed at the following website: http://nnsa.energy.gov/management/bop_letters.htm.

Primary considerations in approving WFO projects are that the proposed work will not place the contractor in direct competition with domestic non-Federal entities, will not adversely impact execution of the contractor's assigned programs, will not create a potentially detrimental future burden on the commitment of NNSA resources, and are within the purpose, mission, general scope of effort, or special competency of the Federally Funded Research and Development Center (FFRDC).

3.3 Principal Features

3.3.1 Contract Type

The contract is a cost reimbursement management and operating contract with “performance-based management provisions.” This type of contract arrangement uses performance objectives, criteria, and measures agreed to in advance on a fiscal year (FY) basis.

3.3.2 Term

The contract’s period of performance includes: a Transition Term (01Dec05 through 31May06); a Basic Term (01Jun06 through 30Sep13); and if earned, additional one year Award Term periods (01Oct13 through 30Sep26). The period of performance of this contract will expire on September 30, 2013, unless sooner reduced, terminated or extended in accordance with the provisions of this contract. For each earned or forfeited Award Term period(s), the Contract will be modified consistent with Clause H-13, Award Term, and the period of performance will be adjusted. The Contract’s maximum period of performance, if extended beyond the Basic Term of the Contract, shall not exceed twenty (20) years, and approximately three months.

3.3.3 Key Personnel

In accordance with contract clause I-119, DEAR 952.215-70, Key Personnel, the names and positions of those individuals considered necessary for the successful performance of the contract appear in Appendix D. The contractor cannot change these names and positions without coordination and approval by the Contracting Officer.

3.3.4 Performance-Based Features

The contract includes a special clause (H-12) entitled “Performance-Based Management,” which holds the Contractor accountable for performance. The Contractor’s performance is evaluated and rated by NNSA based on clearly defined standards of performance set forth in the Performance Evaluation Plan (PEP). The PEP shall include performance objectives and performance incentives including multi-site performance incentives as described in clause H-14 entitled “Performance Incentives,” and award term incentives as indicated in clause H-13 entitled “Award Term” with measures and targets for each area established on a fiscal year basis. Each year the contract shall be modified to incorporate the current FY PEP.

3.3.5 Contractor Assurance System (CAS)

LASO is committed to establishing and maintaining an oversight process pursuant to DOE O 226.1A that considers the contractor’s CAS and provides DOE with reliable information related to business and management system performance, mission accomplishment, compliance, and effectiveness and efficiency of performance. The CAS will provide assessment processes and tools at all levels for complete performance assurance. The design of the contractor’s CAS will recognize that rigorous and credible contractor management self-assessments are an important element of assurance, but it does not obviate the need for corporate and NNSA oversight, rather it will ensure that the appropriate amount of oversight is applied to the correct areas based on risk management. As the enhanced oversight model is refined and matures, oversight will be conducted from a system level perspective. The goal is to reduce the number of independent assessments when the contractor demonstrates an effective self-assessment program that includes self-identification, taking appropriate corrective actions, and successful follow-on action to prevent recurrence and improve performance. A general exception to the systems level oversight approach will be for nuclear facilities, safeguards and security activities, and other high hazard operations. Should LANS performance be deficient and management processes not produce the desired results, NNSA will increase its oversight.

Reliance on a comprehensive and rigorous CAS at LANL is an essential element of our Corporate Oversight Policy. We use the results of our oversight, including identification of trends, issues and findings, and

implementation of corrective actions to assure that NNSA managers have an accurate picture of the status of LANL operations, assure the Site Office Manager is kept informed to facilitate decisions on risk, and to identify information in support of the final contractor performance ratings that are approved by the NNSA Administrator (NA-1). More efficient and effective Federal oversight is a goal; however, until the CAS becomes fully functional, its impact on NNSA efficiencies and effectiveness of oversight may not be apparent.

Pursuant to clause H-4 entitled, "Contractor Assurance System," the Contractor shall develop a CAS annually to improve management and performance. The CAS must be approved by the CO and monitored by the LANS Parent Organization. Once approved, any subsequent changes shall also be submitted for review and approval. The purpose of the CAS will be to provide a means by which LASO, LANL management, and LANS' Parent Organization can monitor the health of management processes using a risk and control methodology. Such Contracting Officer approval does not relieve the Contractor and its Parent Organization from accountability for the improvements in overall Laboratory performance expected to result from CAS implementation. CAS processes will assure NNSA that contractor management practices:

- Identify and address program, system, and performance deficiencies, areas for improvement, and practices worthy of emulation;
- Provide NNSA with a comprehensive performance baseline for design of effective and efficient contractor oversight activities;
- Identify and control risks within the bounds established in the contract;
- Meet contract performance expectations and strategic goals;
- Identify risks, key activities and accountabilities for the contractor and NNSA as described in the contract provision; and
- Establish a process for notifying the Contracting Officer of significant CAS changes.
 - The Contractor submitted its CAS description within the sixty day timeframe required by the contract and is in the process of

developing and implementing its CAS. The successful implementation of the CAS is a high priority of NNSA and is included as a Performance Objective (PO) in the annual Performance Evaluation Plan (PEP).

In addition, specific CAS performance targets have been included in the PEP.

3.3.6 Fee Arrangement

Under the contract, the contractor may receive an annual program performance fee, not to exceed \$17,788,272 for fiscal year 2006 (three month period, June thru September); \$73,280,000 each year for fiscal years 2007 thru 2009; \$68,700,000 each year for fiscal years 2010 and 2011; \$64,120,000 for fiscal year 2012; and \$59,540,000 for fiscal year 2013. For fiscal year 2006, one hundred percent of the maximum fee is base, fixed fee. For the remaining fiscal years, thirty percent of the annual program performance fee shall be base fee and seventy percent shall be at risk. During any annual evaluation period, the contractor performance rating, as determined by NNSA in accordance with the Performance Based Management clause and the PEP, will entitle the contractor to collect the at risk fee in accordance with clause H-14, Performance Incentives. Each year the CO will issue a contract modification that captures fee identified within that performance time period.

3.3.7 Surveillance and Assessment

Throughout each fiscal year, the LASO and other NNSA offices as requested, perform surveillance and assessment activities. Annually, the LASO develops a formal Integrated Assessment Plan to document its ongoing operational awareness activities pertaining to the contractor's management and operation of the LANL.

4. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

4.1 National Nuclear Security Administration

The NNSA is a separately organized agency within the U.S. Department of Energy (DOE) and is comprised of three Deputy Administrator organizations: NNSA Program Office (formerly known as Defense Programs), Nonproliferation (NN), and Naval Reactors. NNSA discharges its responsibilities for national security, in part, through the conduct of research and development in a number of scientific and technical areas at highly

specialized research facilities owned by the U.S. and managed and operated by contractors. LASO is one of eight sites making up the nuclear weapons complex (NWC) and it primarily supports the Program Office and NN. Additional information pertaining to NNSA can be found at the following website: <http://www.nnsa.doe.gov/>.

4.1.1 NNSA Mission

Strengthen national security through the military application of nuclear energy and by reducing the global threat from terrorism and weapons of mass destruction.

4.1.2 Office of the NNSA Administrator

The Office of the NNSA Administrator provides support to the Administrator and includes the functions of legislative affairs, public affairs, and liaison with other Federal agencies; state, tribal, and local governments; and the public. It also provides support for resource management in the areas of budget formulation, guidance, and execution; personnel; and procurement management and the administration of contracts, as well as other activities as determined by the Administrator.

4.1.3 NNSA Administrator

The Under Secretary for National Security (NA-1) for DOE serves as the Administrator. The Administrator has authority over, and is responsible for, all programs and activities of the Administration (except for the functions of the Deputy Administrator for Naval Reactors).

These responsibilities are executed pursuant to the Atomic Energy Act of 1954, as amended (42 U.S.C. §§ 2011, et seq.), the DOE Organization Act, as amended (42 U.S.C. §§ 7101, et seq.), Public Law 106-65 (50 U.S.C. §§ 2401, et seq.), and other applicable laws.

4.1.4 DOE/NNSA MOA

In early October 2000, a Memorandum of Agreement (MOA) was executed between DOE and NNSA recognizing NNSA's need to contract for goods and services and to enter into financial assistance agreements to fulfill its mission requirements. The agreement recognized that the HQ Office of Procurement and Assistance Management (ME-60) would be a service provider to the NNSA. The scope of the agreement included "...the full range of acquisition, financial

assistance, and property management services necessary to support the NNSA, including contract, grant, and cooperative agreement award and administration...”

In early November 2000, it was concluded that the MOA was limited in its scope by excluding other DOE offices and also needed to include a provision for reciprocity in that certain DOE elements would require acquisition-related support from NNSA. Accordingly, an Addendum broadened the scope to include DOE as a whole and included a provision that recognized the need for DOE to provide the full range of its acquisition and related services to NNSA organizations, as needed. The MOA and its Addendum provide the basis for mutual cooperation in fulfilling DOE and NNSA contractual and financial assistance-related requirements. The level of support between specific DOE and NNSA offices is reflected in a separate MOA addendum.

4.2 Headquarters Program Offices

NNSA Headquarters provides high-level guidance, sets requirements, defines policy and corporate processes, integrates overall program plans, develops and defends corporate budgets, assists the field in evaluating contractors, evaluates field oversight programs, and works with other governmental customers and stakeholders.

4.3 Los Alamos Site Office

The LASO is responsible for all oversight and contract administration for site activities, acting as the risk acceptance agent for NNSA. The site office is responsible for the following:

- Issuing contract modifications;
- Updating contractual requirements as dictated by FAR, DEAR, DOE Directives and other Federal, State and local laws;
- Coordinating all contract oversight;
- The safe and secure operation of facilities;
- Supporting NNSA programs to ensure their success; and
- Ensuring the long-term viability of the site to support NNSA programs and projects.

The LASO is headed by the LASO Manager. Reporting to the LASO Manager are the Office of Counsel (OC), Cyber Security (CS), Quality Assurance (QA), and CMR Replacement (CMRR). Also reporting to the Manager are the Manager’s office staff and the “Business, Environment, and Security” Deputy Manager and the “Technical” Deputy Manager. Each LASO Deputy has three organizations reporting directly to them. Each of these organizations is headed by an Assistant Manager who may be assisted by Team Leaders and Operations Team Leaders in their organizations. Appendix B provides a chart of the organizational structure at LASO.

The following table summarizes the roles and responsibilities for the site office individuals and groups involved in the administration of this contract.

Roles	Responsibilities
Site Manager	<ul style="list-style-type: none"> • Coordinates the development, and performs assessments, as assigned, of programmatic operational and administrative activities for the annual performance assessments and communicates results to site contractor management. • Serves as the integrator of site-wide guidance and direction provided to M&O contractor. Provides advice, assistance, and any needed supplemental site-specific guidance to the contractor. • Maintains awareness of relationships with Federal, state, and local authorities and keeps fully informed on matters dealing with compliance of Federal, state, and local regulations applicable to the site. • Provides advice to HQ concerning pending DOE or NNSA actions as they might affect the site or Site Office operations. • Manages and coordinates activities at the Site Office. • Assures that adequate contractor self-appraisal plans are in place that planned reviews are completed in a timely manner, and that appraisal follow-up activities are implemented. • Provides the primary interface with the contractor on M&O matters related to the site.
Deputy Managers/ Contracting Officer Representatives (COR)	<ul style="list-style-type: none"> • Support the Site Manager in performing responsibilities outlined above. • Provide guidance and direction for cross-cutting issues impacting contract management – within designated COR authorities. • Serve as mediator and facilitates solutions to problem contract negotiations. • Responsible for reviews of all performance measures. • Direct Business Management activities.
Assistant Managers	<ul style="list-style-type: none"> • Provide historical information on contract performance within their specific program areas.

Roles**Responsibilities**

- Serve as primary functional Manager in Performance Evaluation Plan and Report Development.
- Serve as Primary Negotiator for PO and PBI negotiations.
- Determine Directive applicability.
- May be appointed as a COR to execute authorities as appointed.
- Perform Operational Awareness and Surveillance of Contractor activities.
- Execute responsibilities for federal personnel under their charge.

**Site Contracting
Officer (CO)**

- Serves as the integrator of site-wide guidance and direction provided to M&O contractor. Issues advice, assistance, and any needed supplemental site-specific guidance to the contractor
- Develops and negotiates available fee
- Modifies terms and conditions of M&O contract.
- Negotiates annual M&O POs and PBIs in the PEP and coordinates and produces the annual Performance Evaluation Report of the M&O contractor for submittal to HQ.
- CO authority for M&O contract administration is defined as approval, direction, and determination where there is a possible effect to the contract terms and conditions, increase/decrease of cost, and allowability/unallowability of cost.
- Appoints HQ and Site Office COR authority as necessary and required to accomplish the site mission.
- Appoints Site Office COR authority as necessary and required to accomplish the site mission.
- Approves Work Authorizations.
- Approves WFO.

Roles	Responsibilities
Contracting Officer's Representatives (COR)	<ul style="list-style-type: none"> • Inform the Contracting Officer (CO), in writing, of any performance failure by the Contractor. • Inform the CO if any Work Authorization or work plan will not be completed according to schedule and/or estimated cost. • Issue written direction within the limitations set forth in the COR Appointment. A copy of all direction sent to the contractor is provided to the CO. • Provide Statement of Work clarification to the CO and Contractor. • Inspect and accept all deliverables within the scope of the COR appointment. • Assist in the development of the annual Performance Evaluation Plan (PEP) and provide evaluation input for assessing contractor performance to the CO who develops the Performance Evaluation Report (PER). • Inform the CO of any potential or evidence of real or perceived organizational conflict of interest (OCI) matters or employee ethics or integrity issues.
Legal Counsel	<ul style="list-style-type: none"> • Serves as primary liaison on contractor legal issues • Serves as COR , if designated, for Contractor Litigation Management • Inform the CO of any potential or evidence of real or perceived organizational conflict of interest (OCI) matters or employee ethics or integrity issues. • Reviews subcontracts and provided recommendations to CO and HCA.

4.4 Other DOE/NNSA Offices

NNSA HQ and Service Center staff offices provide LASO with business, administrative, financial, and other support services, such as assistance in processing Freedom of Information Act requests, investigating claims of discrimination, and help in processing financial, procurement, and personnel actions.

The Service Level Agreements between LASO and the NNSA Service Center document the arrangement by which the Service Center may provide support. These arrangements reflect the mutual dependencies currently existing between LASO and the Service Center organizations and leverage the skills of the personnel resources to the best advantage of both organizations. Related to contract management, the Service Level Agreements address:

- Management and operating contracts
- Contract close out
- Cost allowance determinations and notice of intent to disallow

- Extend/complete analysis and recommendation
- Fee development
- Negotiation administration
- Foreign ownership control and influence (FOCI) determinations
- Funding modifications
- Performance evaluation plans and performance evaluation reports
- Purchasing system approvals
- Source selection activities
- Statement of costs incurred and claimed
- Subcontract reviews, beyond the site CO's authority
- Changes to scope and terms and conditions, with exception of Appendix G
- Real and personal property
- Contractor human resources management
- Employee concerns program
- Finance and accounting
- Budget and resources management
- Non-M&O contracts support functions

The service level agreements shall be reviewed annually and are updated as needed.

5. CONTRACTING AUTHORITIES, DELEGATIONS AND LIMITATIONS

In accordance with NNSA's Policy Letter BOP-003.0303, NNSA Contracting Authorities, authority and responsibility to contract for authorized supplies and services are vested in the agency head; in NNSA's case, the Administrator (NA-1). The Administrator has delegated Senior Procurement Executive authority to the Director, Office of Acquisition and Supply Management (NA-63) (OASM). In this capacity, the Senior Procurement Executive has the authority to designate any Head of the Contracting Activity (HCA) within the Administration. The Deputy Director, OASM has been designated as the HCA for actions between \$25 million-\$50 million. The HCA has the authority to issue and revoke Contracting Officer warrants. NNSA SC Don Garcia has HCA authority between \$10 million and \$25 million. Below the level of the HCA only warranted Contracting Officers may obligate NNSA by entering into contracts and financial assistance instruments.

Authority to direct the NNSA contractor is based on formal appointments and delegations. Staff and oversight components of NNSA are prohibited from tasking contractors to perform any work or activity unless they have been specifically provided with this authority. Only a warranted NNSA Contracting Officer may task a contractor to perform work. Formally appointed CORs provided technical direction and clarification within their designated program areas. CORs do not have authority to issue direction that impacts cost or scope.

The NNSA Administrator's procurement authorities and responsibilities flow through the Senior Procurement Executive to the HCA, who, by issuing a warrant, grants procurement authority and responsibility to a Contracting Officer. NNSA Contracting Officers for Headquarters, the Service Center, and the Site Offices are appointed by the HCA. The LASO Site has two appointed Administrative Contracting Officers with different limitation levels consistent with the requirements of DOE O 541.1A, "Appointment of Contracting Officers and Contracting Officer's Representatives."

The following subsections describe the specific authorities, limitations, and delegations of the individuals delegated authority for the LANL contract.

5.1 Senior Procurement Executive (SPE)

The NNSA SPE is delegated full contracting authority by the NNSA Administrator. The SPE has the authority to appoint the HCA and COs. Organizationally, the SPE resides in NA-63. The SPE oversees NNSA's contracting and financial assistance system and is a Contracting Officer solely by virtue of position.

The SPE:

1. Provides overall management direction of the Administration's acquisition and financial assistance, and site offices.
2. Oversees the development of acquisition and financial assistance policy, goals, guidelines, and innovations,
3. Measures and evaluates Service Center and Site Office performance against acquisition and assistance goals,
4. Ensures career development of the acquisition workforce,
5. Participates with the Office of Small and Disadvantaged Utilization and other elements in NNSA to establish small business goals.
6. Designates

- The Head of the Contracting Activity
 - A Senior Competition Advocate to perform the duties required by the Competition in Contracting Act of 1984, Public Law 98-369
 - A task and delivery order ombudsman to perform the duties required by the Federal Acquisition Streamlining Act of 1994
 - A program manager to implement an electronic commerce capability for the Administration who reports directly to the Senior Procurement Executive.
7. Assigns contracting functions and responsibilities to another agency, and creates joint or combined offices with another agency to exercise acquisition functions.
 8. Enters into, approves, administers, modifies closes-out, terminates, and takes such other actions as may be necessary and appropriate with respect to any procurement or financial assistance transaction binding NNSA to the obligation and expenditure of public funds.
 9. Approves extraordinary contractual actions to facilitate the national defense that do not to exceed \$50,000.
 10. Signs applications for permits to acquire tax-free spirits from a distilled spirits plant for non beverage purposes.
 12. Determines whether to use the authority in the Defense Production Act of 1950, for priority contracting authority to expedite procurement actions to promote National Defense. This determination is made after consultation with the NNSA General Counsel and the DOE Assistant Secretary for Policy and International Affairs.
 13. Acquires, manages, and disposes of personal property held by the Administration for official use by its employees or contractors.

5.2 Head of Contracting Activity (HCA)

NNSA is a single contracting activity. As such, there are two HCA. Organizationally, the HCA resides in NA-63. The HCA has overall responsibility for managing the contracting activity and is a Contracting Officer solely by virtue of position. The HCA appoints Contracting Officers consistent with the OFPP standards applicable to all executive agencies.

The HCA:

1. Enters into, approves, and takes other actions with respect to any contract arrangement, financial assistance agreement, sales contract, or similar

transaction, whether or not binding the Administration to the obligation and expenditure of public funds, pursuant to applicable laws, policies, regulations, and procedures. Such actions include rendering approvals, determinations, and decisions, as specifically authorized in the Federal Acquisition Regulations and the Procurement and Financial Assistance regulations that govern NNSA's actions in these areas.

2. Appoints Contracting Officers and COR's as required.
3. Designates Service Center Competition Advocates, as needed, to perform the duties required by the Competition in Contracting Act of 1984.
4. Manages and disposes of personal property held by NNSA for official use by Administration employees, contractors, and recipients.
6. Develops and maintains organizational continuity of services and contract support needed for NNSA mission accomplishment.

5.3 Site Manager

The Site Office Manager is a senior NNSA manager that provides an on-site, day-to-day presence at the laboratory. The LASO Site Manager is responsible for effective contract administration at LANL to ensure the successful implementation of NNSA programs. The Site Manager relies on the Site CO (described in 5.4 below) to administer contracts based upon demonstrated individual qualifications and Site Office needs, as well as to handle most day-to-day administrative contract duties.

The Site Manager:

1. Has primary responsibility for day-to-day oversight and contract management activities at the site. These duties include establishing contractual requirements, operating requirements, work authorization, contractor assessment, and acceptance of product and contractor evaluations. This includes the overall safety and security parameters within which the contractor is authorized to operate and ensuring the contractor is making a good faith effort to meet small business subcontracting plan goals.
2. Integrates activities at the site with customers from other elements of the Department of Energy, other Federal agencies, and the private sector.
3. The LASO manager currently does not possess CO authority. As such, he must rely on his COs and jointly issue direction to LASO which is or may be considered outside the current scope of the Prime Contract.

5.4 Contracting Officer (CO)

A Contracting Officer is a qualified person appointed by the HCA with the authority to award, administer, and terminate contracts, financial assistance instruments or sales instruments; make related determinations and findings; develop and negotiate fees; change contract terms and conditions; determine the allowability of costs; and, negotiate aggressive subcontracting plan goals to ensure that small businesses have the maximum practicable opportunity to participate in NNSA's procurements. The HCA issues LASO COs a certificate of appointment specifying the authorized functional areas, limits of authority, and other restrictions.

The Contracting Officer's specific duties are described in FAR Part 42 and include:

1. Ensuring the requirements of FAR 1.602-1 (b) have been met, and that sufficient funds are certified available for obligation;
2. Ensuring contractors receive impartial, fair, and equitable treatment;
3. Exercising independent business judgment.
4. Elevating unresolved issues creating tension between program and business objectives through the Site Manager to the HCA for resolution.
5. Appointing qualified CORs to assure mission fulfillment and effective contract administration and management. Appointments will be made by, or concurred in, by the Site Manager.

5.5 Contracting Officer's Representatives (COR)

A COR is an NNSA employee appointed by the Contracting Officer, or Administrator, with specific responsibilities to provide an on-site, day-to-day presence at laboratories, production facilities, or test site. The COR's authority to direct the contractor is limited by the terms of their written appointment.

The COR:

1. Monitors contractor performance and reports status to the Site Manager and Contracting Officer.
2. Recommends necessary contractual changes to the Site Manager and Contracting Officer.
3. Inspects and accepts deliverables.

4. Provides technical/performance direction to the contractor subject to the terms of their appointment.

5.6 Communication

The purpose of contract administration is to promote outstanding contractor performance in an effective and efficient manner. Due to varying degrees of contract authority and responsibility delegated within the current LANL contract, both formal and informal communication protocols must be carefully followed by all parties to prevent the misapplication of contract effort and direction. The Site Manager serves as an integrator and coordinator for most operational areas of responsibility on site, and provides a structured and integrated approach for coordinating oral and written directions between HQ, the Service Center, LASO, other DOE and NNSA offices, and LANL.

All direction to the contractor must be in writing either through a LASO Contracting Officer or an appointed COR to a designated contractor official who can receive direction. A copy of any COR correspondence must be provided to a LASO CO. Only CORs or the CO can provide direction to the contractor and only the CO can provide direction that effect changes within the work scope, schedule, or cost of the contract.

Work Authorizations (WA) are addressed in more detail in Section 6.3 of this plan. However, since WAs involve communication, all parties should be aware that WAs must be signed by a LASO CO to be authorized.

HQ and other Federal Agencies, State and Local Governments do not have authority to direct LANL unless designated. Therefore, communication between those parties and LANL must go through the appropriate LASO contracting authorities. Other aspects of LASO/contractor communication are covered in Section 8.

6. CONTRACT PERFORMANCE MANAGEMENT

This section of the CMP addresses how the NNSA systematically manages the LANL contract in terms of Planning, Programming, Budgeting, and Execution/Evaluation (PPBE).

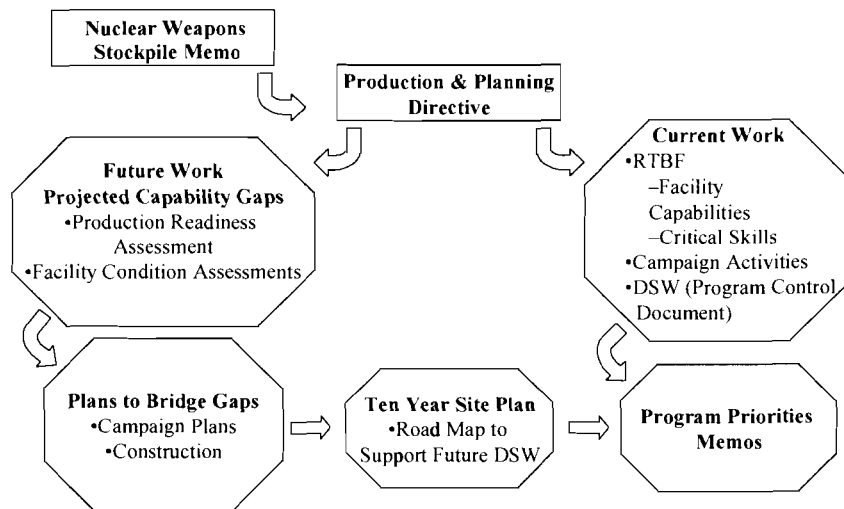
6.1 Planning

This step of the PPBE system is mainly a Headquarters function. In this phase the customer requirements are determined for the weapons by Headquarters. The requirements are then communicated to the Site Offices. The Site Office is required to provide feedback as to whether or not it can support those requirements for the long term NNSA plan. The site office is required to identify the requirements that are not supportable over the next 10 years.

6.2 Programming

During the programming phase, Headquarters sends guidance to the Site Offices each spring as to their requirements and budget. The contractor develops budgets and estimates of what it will take to support the requirements with oversight from the Site Office. Priority is determined, and a list of unfunded requirements is made. The outcome of this phase is the milestones for each year. This also creates an initiative for the contractor, and encourages efficiencies, to reduce the number of unfunded requirements.

Figure 2
PLANNING/PROGRAMMING



6.3 Budgeting

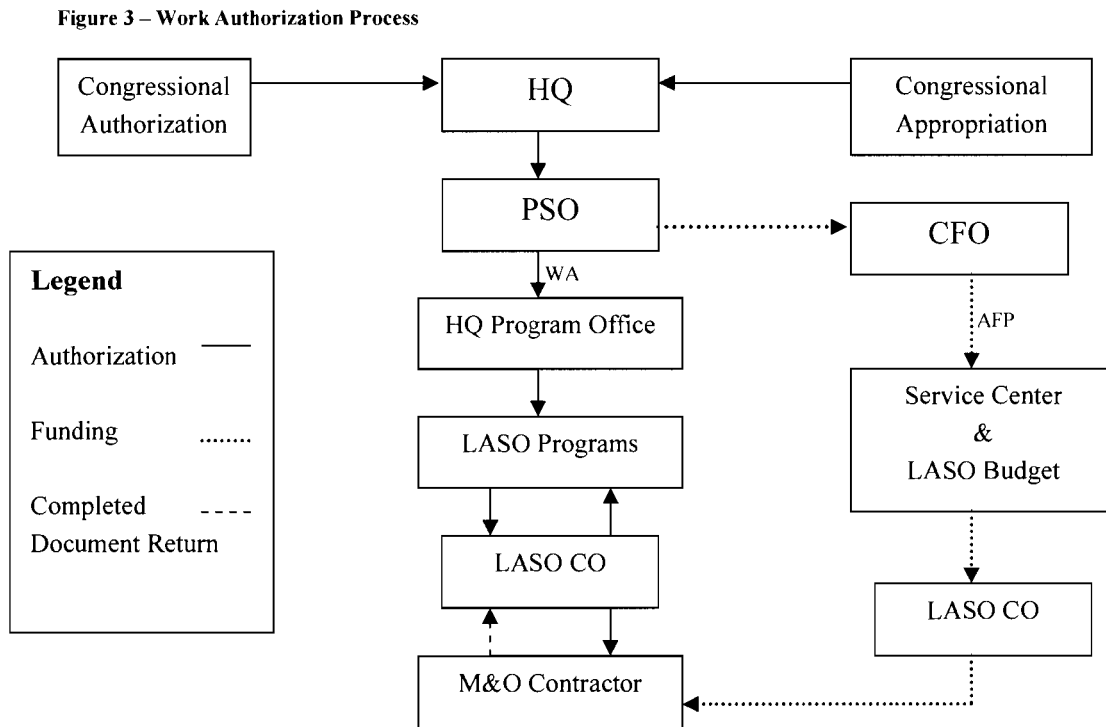
The workload parameters are provided to the Contractor in budget guidance. Based on requirements and milestones, the Contractor submits detailed budget estimates through LASO. NNSA Program Office and LASO subject matter experts review these estimates for accuracy. The proposed budget is forwarded

to the NNSA Program Office for a Program Budget Review. Once the NNSA Program Office is satisfied with the budget submission, it is forwarded to the Office of Management and Budget (OMB) along with the Future Years Nuclear Security Plan (FYNSP). OMB reviews the budget and provides comments to NNSA. Comments are resolved by the NNSA Program Office and the final budget is submitted to OMB, the President, and Congress, where work and funds are authorized and appropriated. Once the NNSA Program Office receives the authorized and appropriated budget, it allocates dollars to the various field offices by budget and reporting (B&R) codes throughout the FY.

6.3.1 Work Authorization

The contract contains a Statement of Work (SOW) that is a broad statement of supplies and services the contractor is expected to provide. The SOW establishes the basis by which a more detailed scope, milestones and deliverables are described. The guidelines are set forth in DOE Order 412.1A “Work Authorization (WA)” to direct work to be performed by the contractor for managing the change control process as to scope, cost, and schedule.

Figure 3 below depicts the Work Authorization Process for LASO.



The annual work program and budget are principal devices used by NNSA in program development, integration, execution, and cost estimating. Work programs are developed by the contractor and approved by NNSA in accordance with DOE Order 412.1A. Work programs may include program and project performance objectives and milestones.

To make the work program and budget most effective in assuring comprehensive coverage of NNSA missions, it is the responsibility of NNSA to keep the contractor advised of NNSA's overall program goals, scientific and technological problems, and current long-range objectives. The contractor will propose possible new objectives and present preliminary work programs in areas of competence which, will either: (1) strengthen the overall NNSA program or provide additional support in areas which, in the Contractor's judgment, are being inadequately exploited; or (2) initiate new areas of investigation which appear of potential importance.

It is the responsibility of NNSA/HQ to formulate overall program budgets, taking into consideration the proposals submitted by the contractor, consistent with funds appropriated by Congress and all other program needs. The contractor prepares a final work program and budget, consistent with NNSA's overall program budget. Upon NNSA approval, the contractor conducts its work program within limits established by NNSA approvals unless NNSA modifies limits.

As early as possible in each calendar year, NNSA provides the contractor with the proposed funding levels for the facilities, as contained in the President's Budget; with Program assumptions and guidance the contractor will be expected to consider in development of its program and budget. NNSA also provides all changes to existing budget and accounting policies and procedures to be used in the current budget preparation.

Prior to April 1 (or such other date as may be agreed upon) the contractor submits to NNSA, for approval, a comprehensive work program for the next two FYs, together with a description of the current work program, a budget estimate for the next two FYs, and a revised budget estimate for the current FY.

As soon as possible after October 1 of each year, NNSA provides Work Authorizations and an Approved Funding Program (AFP) to the Contractor for the current fiscal year. NNSA approved work programs, program performance expectations and milestones as appropriate, and budget estimates are reflected and referenced in WAs, Annual Program Letters, and Program Baseline Summaries, and AFPs. These documents will be issued to the contractor as soon as possible after funds become available. If, in preparing these documents, it is determined that changes are needed in the work program and budget estimates submitted by the contractor, NNSA and the contractor shall agree upon the changes in the work before final issuance of these documents. All NNSA WAs must be signed by the cognizant HQ Program Official, a LASO CO, and the contractor. LASO's process for issuing WAs is outlined in the WI 00.09. (A list of all LASO Work Instructions (WI) is attached as Appendix C.)

6.4 Execution/Evaluation

The LASO Performance-Based Management (PBM) Program relies heavily on contractor self-assessments and LASO operational awareness and evaluation activities. Clause H-12, entitled "Performance-Based Management," which holds the contractor responsible for performance. It requires the establishment of an annual Performance Evaluation Plan (PEP) with clearly defined standards of performance, consisting of performance objectives and performance incentives, which include multi-site performance incentives and award term incentives, as well as measures and targets for each subject area. The Contractor Performance Evaluation Process is set forth in LASO Procedures, which is consistent with the integrated "NNSA-corporate" process set forth in the current NNSA Administrative Policy (NAP) *NNSA HQ Intranet - NAPs*.

6.4.1 Planning

Implementation of the PBM program is supported by the PEP. The planning phase includes review and incorporation of lessons learned from the previous year, identification of performance metrics consistent with the Planning, Programming, Budgeting and Evaluation Process defined in Business Operating Procedure (BOP) 001 (PPBE) *NNSA HQ BOP-001* process and HQ Program Implementation Planning (PIP) spreadsheets, and finally, development, concurrence, and approval of the Performance Evaluation Plan (PEP).

6.4.2 Oversight/Surveillance

The LASO oversight or surveillance activities are documented in the LASO Integrated Assessment Plan (IAP), which is prepared each fiscal year. The IAP sets forth the ongoing operational awareness activities to be conducted by the LASO pertaining to the contractor's management and operation of LANL in accordance with the contract provisions, including the Performance Evaluation Plan (PEP).

LASO provides a level of operational awareness commensurate with the potential programmatic impact, risks, or other factors associated with a given activity, i.e. the use of a graded approach that:

- Contributes to a single, annual integrated management oversight system;
- Addresses contractual oversight in a value added and cost effective manner without creating significant new formal procedures and documentation requirements;
- Shifts approach focus from exclusive compliance to performance results and improvements;
- Reflects increased reliance on contractor self-assessment and acknowledges the contractor's responsibility for managing compliance with contract requirements;
- Supports the annual measurement and assessment of the contractor's performance against contract performance objectives, criteria and measures;
- Aims to minimize the agency's need for conducting on-site reviews by increased knowledge of the contractor's operations;
- Optimizes use of resources through avoidance of duplicate and low value activities; and
- Further understandings between the contractor and the LASO in establishing clear expectations and common objectives.

Compliance with contract requirements is a part of ongoing self-assessment and operational awareness. LASO's operational awareness activities and its validation of LANL self-assessments emphasize a "trust but verify" methodology of oversight. Emphasis on oversight includes evaluation of adequacy of management systems and management attention to obtain expected results and verification of results.

LASO's assessment of the Contractor's performance in managing and operating LANL results from the implementation of this methodology and the IAP.

In addition to the annual assessment, "for cause" reviews may be required for the following reasons:

- A single or limited number of events that may be significant indicators of diminished contract performance;
- Performance trends which indicate a need for improvement;
- Implementation of new contract requirement; and/or
- New management systems which require validation.

Depending on the nature of the issue, "for cause" reviews may be accommodated independent of, in addition to, or as a part of the operational awareness activities identified in the IAP. As "for cause" reviews may be initiated when NNSA notes possible risk factors in contract performance, the contractor is provided with feedback on the results of such reviews orally and/or in written reports.

LASO contract administration activities are performed in accordance with the NNSA M&O Contract Administration Guides (CAGs) that are implemented by NNSA Policy Letter: [BOP-003.0507](#). [NNSA Management BOP Letters](#). The purpose of the CAGs is to facilitate and standardize the administration functions of the NNSA M&O contracts.

In order to help ensure that work at LANL is safely planned, performed, assessed, and improved in accordance with the prime contract and applicable regulations, orders, policies, procedures, etc., the LASO has developed the Environment Safety and Health (ES&H) Functions, Responsibilities, and Authorities Manual (FRAM). [LASO Functions, Responsibilities, and Authorities Manual \(FRAM\) Rev 4](#) The FRAM assigns the key responsibilities and authorities for each function and applies to all work performed by LANL under the prime contract as well as work performed by the LASO.

The LASO Quality Assurance Program (QAP) provides LASO with information on methods for evaluating and assessing LANL's QAP and QA

issues as they apply to nuclear, radiological, and non-nuclear facilities under the prime contract.

6.4.3 Contractor Evaluation

The Performance Evaluation Plan (PEP) shall document the process and associated performance objectives, performance incentives including multi-site performance incentives, award term incentives and associated measures and targets by which the Contractor's performance will be evaluated and rated. The Contractor shall prepare an annual self-assessment of its performance against each of the performance objectives and incentives contained in the Performance Evaluation Plan and shall submit its evaluation to LASO within five business days after the end of the FY. LASO will validate contractor performance and the Site Office Manager will provide the Performance Evaluation Report (PER), which includes recommended ratings as well as fee and award term recommendations, to the NNSA Fee Determining Official (FDO). The Contractor Performance Evaluation Process is set forth in the prelude to each FY PEP, which is consistent with the integrated "NNSA-corporate" process set forth in NAP *NNSA HQ Intranet - NAPs* .

It is envisioned that when the CAS is implemented and matures, oversight will be conducted from a system level perspective. The goal is to reduce evaluations when the contractor demonstrates an effective self-assessment program that includes self-identification, taking appropriate corrective actions, and successful follow-on action to prevent recurrence and improve performance. If the contractor's performance is deficient, and management processes have not produced the desired results, NNSA can increase its oversight in order to protect the government's interest. A general exception to the systems level oversight approach will be for nuclear facilities and safeguards and security activities. The CAS is currently under development by the M&O contractor but is expected to evolve over the life of this contract and will be developed and modified by the contractor as appropriate to reflect NNSA policies and procedures related to corporate governance, NNSA-contractor interfaces, and PPBE.

7. FEE DETERMINATION

This section describes how the LASO calculates the available fee amount and how the final available fee determination is made.

7.1 Fee Calculation Process

Under the contract, the contractor may receive a maximum annual program performance fee, of which thirty percent shall be base and seventy percent shall be at risk. Calculation of the incentive fee is set forth in the PEP.

7.2 Fee Determining Official (FDO)

NA-1 performs the function of the FDO and determines the amount of fee to be paid to the contractor pursuant to the fee-related clauses in the contract based on a review of the PER and Site Office Manager's recommendation. The FDO reviews the material submitted by the Site Manager, approves the Performance Evaluation Report and makes the award fee determination.

In addition to the award fee determination, the FDO has the authority to make the award term determination, subject to the limitations of the contract, unilaterally extending the contract's period of performance by one year. This determination is based on the contractor's performance against the award term incentives in the PEP and the Site Office Manager's recommendation.

8. LINE OVERSIGHT & CONTRACTOR FEEDBACK

LASO has primary responsibility for Line Oversight activities related to the LANL Contract with Los Alamos National Security, LLC. The LASO uses a risk-based approach to determining the appropriate level of oversight. This approach is documented in MP 00.13 LASO Risk-Based Oversight Planning which was developed to be compliant with the principles of DOE Order 226.1A, Implementation of the Department of Energy Oversight Policy.

Oversight encompasses activities performed by LASO functional subject matter experts to determine whether Federal and contractor programs and management systems, including assurance and oversight systems are performing effectively and/or complying with DOE requirements. Oversight includes operational awareness activities, onsite reviews, assessments, self-assessments, performance evaluations and other activities.

LASO risk-based oversight activities evaluate LANL performance against contract requirements and performance objectives. LASO oversight of non-nuclear facility

operations, programs, projects, and business systems may be at a higher, systems level rather than at a work activity level. Systems level oversight utilizes the LANL CAS system output to understand the performance of the system. Transactional, work activity level oversight must continue to be performed for nuclear operations, safeguards and security, cyber, bio-safety, high explosives, and other areas deemed appropriate by the LASO Site Manager. The level of LASO oversight must be graded by risk and must provide for a deliberate and consistent approach for all LASO oversight activities. LASO annually establishes its planned oversight activities.

LASO Line Oversight produces contractor feedback and supports a culture of continuous improvement. There are many methods of feedback between the Site office and the contractor driving site-wide improvements. These include:

- Formal monthly PEP performance review meetings with the contractor to openly communicate status.
- Mid-year performance assessment and feedback with HQ.
- Periodic meetings between the Site Manager and Laboratory Director to provide formal feedback and direction.
- SME feedback regarding contractor performance to contract requirements.
- Quarterly, monthly, and weekly meetings and briefings to maintain a constant line of communication, and to address issues at both a systems level as well as transactional level as soon as they are identified. Examples of these types of meetings include, but are not limited to Weapon briefings, Quality briefings, Operational Highlights, reviews for Operations, Procurement, and property.

9. *DELIVERABLES*

The contract requires the contractor to prepare, submit, disseminate, or otherwise publish financial, schedule, scientific, and technical performance plans and reports; and other information and deliverables consistent with the needs of the various programmatic sponsors and other customers or as required elsewhere in this Contract or as specifically required by the Contracting. The contract required a tracking system to be implemented for these deliverables. Contract deliverables and reports are tracked using an online deliverable tracking system Requirements Management System (RMS), LANL No. SC310. This system provides a single repository for all documents, manages workflow of documents between the contractor and LASO,

provides document tracking numbers, and generates various reports. The LASO CO has access to this tracking database. Appendix A provides the most current deliverables required by the contract terms. This document evolves daily based upon new and revised requirements.

10. **CONTRACT STRUCTURE**

10.1 **Terms and Conditions**

Contract Number DE-AC52-06NA25396 contains the terms and conditions typical for a DOE cost-reimbursement type M&O contract. In order to effectively utilize the contract administration tools available, those involved in day-to-day contract administration must read and understand those major sections of the Contract applicable to their particular specialty.

10.2 **Structure**

Contract Number DE-AC52-06NA25396 includes the following major sections and clauses that must be understood and complied with by LASO personnel involved in day-to-day contract management. Contract structure spreadsheet attached as Appendix A.

11. **REFERENCES**

Document Name and Number	Document Location
LASO Functions, Responsibilities, and Authorities Manual (FRAM) Rev. 4	<u>LASO Functions, Responsibilities, and Authorities Manual (FRAM) Rev 4</u>
Process for LASO Work Authorizations, LSO-BPD-AMBM-013	<u>WI 00.09</u>
LASO Organizational Chart	<u>http://www.doeal.gov/laso/GeneralDocs/OrgChart.pdf</u>
Contract Management Plan	<u>http://scweb.na.gov/laso/index.shtm</u>
Management Procedure (MP) 00.13 LASO Risk-Based Oversight Planning	<u>MP 00.13 LASO Risk-Based Oversight Planning</u>
DOE Order 226.1A	<u>DOE Order 226.1A</u>
LANL External Website	<u>www.lanl.gov</u>

LANS Contract DE-AC52-06NA25396	http://www.doeal.gov/laso/NewContract.aspx
DE-AC52-06NA25396 Appendix B	<u>Appendix B</u>
NNSA Homepage	http://www.nnsa.doe.gov/
NNSA Management BOP Letters	<u>NNSA Management BOP Letters</u>
Planning Programming and Budget Execution Business Operating Procedure 001	<u>NNSA HQ BOP-001</u>
NNSA Contract Administration Guides (CAG), Policy Letter BOP-003.0507	http://nnsa.energy.gov/management/bop_letters.htm
NNSA Administrative Policy (NAP)	<u><i>NNSA HQ Intranet - NAPs</i></u>
NNSA Contracting Authorities, Policy Letter BOP-003.0303	http://nnsa.energy.gov/management/bop_letters.htm

12. APPENDIX A: (see attachment)

13. APPENDIX B: (see attachment)

14. APPENDIX C: (see attachment)

APPENDIX A

Contract Number DE-AC52-06NA25396		LANL OWNER	LASO COR	LASO TEAM LEAD	LASO INTEGRATOR	LASO ASSIGNED STAFF	COMMENTS
Contract Clause	DESCRIPTION						
SECTION B	SUPPLIES OR SERVICES AND PRICES/COSTS						
B-1	SERVICES BEING ACQUIRED						
B-2	CONTRACT TYPE AND VALUE						
SECTION C	DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK						
C-1	STATEMENT OF WORK (CONTAINED IN APPENDIX)						
SECTION D	"BLANK"						
SECTION E	INSPECTION AND ACCEPTANCE						
E-1	FAR 52.246-5 INSPECTION OF SERVICES - COST-REIMBURSEMENT (APR 1984)						
E-2	FAR 52.246-9 INSPECTION OF RESEARCH AND DEVELOPMENT (SHORT FORM) (APR 1984)						
E-3	INSPECTION AND ACCEPTANCE						
SECTION F	DELIVERIES OR PERFORMANCE						
F-1	PLACE OF PERFORMANCE						
F-2	PERIOD OF PERFORMANCE						
F-3	FAR 52.242-15 STOP-WORK ORDER (AUG 1989) ALTERNATE I (APR 1984)						
SECTION G	CONTRACT ADMINISTRATION DATA						
G-1	GOVERNMENT CONTACTS						
G-2	CONTRACTOR CONTACT						
SECTION H	SPECIAL CONTRACT REQUIREMENTS						
H-1	REDEFINING THE FEDERAL/CONTRACTOR RELATIONSHIP TO IMPROVE MANAGEMENT AND PERFORMANCE						
H-2	PERFORMANCE DIRECTION						
H-3	CONTRACTOR MULTI-YEAR STRATEGY FOR PERFORMANCE IMPROVEMENT						
H-4	CONTRACTOR ASSURANCE SYSTEM						
H-5	NNSA OVERSIGHT						
H-6	PARENT ORGANIZATION'S OVERSIGHT PLAN						
H-7	ACCOUNTABILITY						
H-8	UTILIZATION OF PARENT ORGANIZATION SUPPORT						
H-9	TRANSITION						
H-10	BENCHMARKING AND STANDARDS MANAGEMENT						
H-11	CONTRACTOR REINVESTMENT OF COST EFFICIENCIES						
H-12	PERFORMANCE BASED MANAGEMENT						
H-13	AWARD TERM						
H-14	PERFORMANCE INCENTIVES						
H-15	ENTERPRISE PURCHASING						
H-16	NNSA DIRECT CONTRACTS						
H-17	CONTRACTOR EMPLOYEES						
H-18	REPRESENTATIONS AND CERTIFICATIONS						
H-19	MODIFICATION AUTHORITY						
H-20	PRIVACY ACT SYSTEMS OF RECORDS						
H-21	FLOWDOWN OF RIGHTS TO PROPOSAL DATA						
H-22	CONTINUATION OF PREDECESSOR CONTRACTOR'S OBLIGATIONS						
H-23	SEPARATE CORPORATE ENTITY AND PERFORMANCE GUARANTEE						
H-24	NNSA AND CONTRACTOR COMMUNITY COMMITMENTS						
H-25	SPECIAL HAZARDS						
H-26	DEFENSE AND INDEMNIFICATION OF EMPLOYEES						
H-27	PERFORMANCE OF WORK AT FACILITIES AND SITES OTHER THAN LOS ALAMOS NATIONAL LABORATORY						
H-28	OPEN COMPETITION AND LABOR RELATIONS UNDER MANAGEMENT AND OPERATING AND OTHER MAJOR FACILITIES CONTRACTS						
H-29	THIRD PARTIES						
H-30	ADVANCE UNDERSTANDING REGARDING ADDITIONAL ITEMS OF ALLOWABLE AND UNALLOWABLE COSTS AND OTHER MATTERS						
H-31	SERVICE CONTRACT ACT OF 1965 (41 U.S.C. 351)						
H-32	WALSH-HEALY PUBLIC CONTRACTS ACT						
H-33	CONTRACTOR ACCEPTANCE OF NOTICES OF VIOLATIONS OR ALLEGED VIOLATIONS, FINES, AND PENALTIES						
H-34	WORKERS' COMPENSATION						
H-35	ADDITIONAL LABOR REQUIREMENTS						
H-36	WORKFORCE TRANSITION, CONTRACTOR COMPENSATION, BENEFITS AND PENSION						
H-37	INTELLECTUAL AND SCIENTIFIC FREEDOM						
H-38	CONFLICTS OF INTEREST COMPLIANCE PLAN						
H-39	LOBBYING RESTRICTIONS						
Section I	CONTRACT CLAUSES						
I-1	FAR 52.252 2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)						
I-2	NOTICE - SECTION I CLAUSES INCORPORATED BY REFERENCE						
I-3	FAR 52.203 3 GRATUITIES (APR 1984)						
I-4	FAR 52.203-5 COVENANT AGAINST CONTINGENT FEES (APR 1984)						
I-5	FAR 52.203 6 RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT (JUL 1995)						
I-6	FAR 52.203 7 ANTI KICKBACK PROCEDURES (JUL 1995)						
I-7	FAR 52.203-8 CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY (JAN 1997)						
I-8	FAR 52.203 10 PRICE OR FEE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY (JAN 1997)						
I-9	FAR 52.203 12 LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (JUN 2003)						
I-10	FAR 52.204-4 PRINTED OR COPIED DOUBLE-SIDED ON RECYCLED PAPER (AUG 2000)						
I-11	FAR 52.204-7 CENTRAL CONTRACTOR REGISTRATION (OCT 2003)						
I-12	FAR 52.208-8 REQUIRED SOURCES FOR HELIUM AND HELIUM USAGE DATA (APR 2002)						
I-13	FAR 52.209 6 PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT (JAN 2005)						

Contract Clause	DESCRIPTION	LAWL OWNER	LASO COR	LASO TEAM LEAD	LASO INTEGRATOR	LASO ASSIGNED STAFF	COMMENTS
I-14	FAR 52.211-5 MATERIAL REQUIREMENTS (AUG 2000)						
I-15	FAR 52.211-15 DEFENSE PRIORITY ALLOCATION REQUIREMENTS (SEP 1990)						
I-16	FAR 52.215-8 ORDER OF PRECEDENCE - UNIFORM CONTRACT FORMAT (OCT 1997)						
I-17	FAR 52.215-10 PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA (OCT 1997)						
I-18	FAR 52.215-12 SUBCONTRACTOR COST OR PRICING DATA (OCT 1997)						
I-19	FAR 52.215-15 PENSION ADJUSTMENTS AND ASSET REVERSIONS (OCT 2004)						
I-20	FAR 52.215-17 WAIVER OF FACILITIES CAPITAL COST OF MONEY (OCT 1997)						
I-21	FAR 52.219-8 UTILIZATION OF SMALL BUSINESS CONCERNS (MAY 2004)						
I-22	FAR 52.219-9 SMALL BUSINESS SUBCONTRACTING PLAN (JAN 2002)						
I-23	FAR 52.219-16 LIQUIDATED DAMAGES SUBCONTRACTING PLAN (JAN 1999)						
I-24	FAR 52.219-25 SMALL DISADVANTAGED BUSINESS PARTICIPATION PROGRAM-DISADVANTAGED STATUS AND REPORTING (OCT 1999)						
I-25	FAR 52.222-1 NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (FEB 1997)						
I-26	FAR 52.222-3 CONVICT LABOR (JUN 2003)						
I-27	FAR 52.222-4 CONTRACT WORK HOURS AND SAFETY STANDARDS ACT OVERTIME COMPENSATION (SEPT 2000)						
I-28	FAR 52.222-21 PROHIBITION OF SEGREGATED FACILITIES (FEB 1999)						
I-29	FAR 52.222-26 EQUAL OPPORTUNITY (APR 2002)						
I-30	FAR 52.222-29 NOTIFICATION OF VISA DENIAL (JUN 2003)						
I-31	FAR 52.222-35 EQUAL OPPORTUNITY FOR SPECIAL DISABLED VETERANS, VETERANS OF THE VIETNAM ERA, AND OTHER ELIGIBLE VETERANS (DEC 2001)						
I-32	FAR 52.222-36 AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES (JUN 1998)						
I-33	FAR 52.222-37 EMPLOYMENT REPORTS ON SPECIAL DISABLED VETERANS, VETERANS OF THE VIETNAM ERA, AND OTHER ELIGIBLE VETERANS (DEC 2001)						
I-34	FAR 52.222-39 NOTIFICATION OF EMPLOYEE RIGHTS CONCERNING PAYMENT OF UNION DUES OR FEES (DEC 2004)						
I-35	FAR 52.223-5 POLLUTION PREVENTION AND RIGHT-TO-KNOW INFORMATION (AUG 2003) ALTERNATE I (AUG 2003)						
I-36	FAR 52.223-10 WASTE REDUCTION PROGRAM (AUG 2000)						
I-37	FAR 52.223-11 OZONE-DEPLETING SUBSTANCES (MAY 2001)						
I-38	FAR 52.223-12 REFRIGERATION EQUIPMENT AND AIR CONDITIONERS (MAY 1995)						
I-39	FAR 52.223-14 TOXIC CHEMICAL RELEASE REPORTING (AUG 2003)						
I-40	FAR 52.224-1 PRIVACY ACT NOTIFICATION (APR 1984)						
I-41	FAR 52.224-2 PRIVACY ACT (APR 1984)						
I-42	FAR 52.225-13 RESTRICTIONS ON CERTAIN FOREIGN PURCHASES (MAR 2005)						
I-43	FAR 52.230-2 COST ACCOUNTING STANDARDS (APR 1998)						
I-44	FAR 52.230-6 ADMINISTRATION OF COST ACCOUNTING STANDARDS (APR 2005)						
I-45	FAR 52.232-17 INTEREST (JUN 1996)						
I-46	FAR 52.232-24 PROHIBITION OF ASSIGNMENT OF CLAIMS (JAN 1986)						
I-47	FAR 52.233-1 DISPUTES (JUL 2002) (ALTERNATE I) (DEC 1991)						
I-48	FAR 52.233-3 PROTEST AFTER AWARD (AUG 1996) ALTERNATE I (JUN 1985)						
I-49	FAR 52.233-4 APPLICABLE LAW FOR BREACH OF CONTRACT CLAIM (OCT 2004)						
I-50	FAR 52.236-8 OTHER CONTRACTS (APR 1984)						
I-51	FAR 52.237-3 CONTINUITY OF SERVICES (JAN 1991)						
I-52	FAR 52.242-1 NOTICE OF INTENT TO DISALLOW COSTS (APR 1984)						
I-53	FAR 52.242-13 BANKRUPTCY (JUL 1995)						
I-54	FAR 52.244-5 COMPETITION IN SUBCONTRACTING (DEC 1996)						
I-55	FAR 52.244-6 SUBCONTRACTS FOR COMMERCIAL ITEMS (DEC 2004)						
I-56	FAR 52.247-63 PREFERENCE FOR U.S. FLAG AIR CARRIERS (JUN 2003)						
I-57	FAR 52.247-64 PREFERENCE FOR PRIVATELY OWNED U.S.-FLAG COMMERCIAL VESSELS (APR 2003)						
I-58	FAR 52.247-67 SUBMISSION OF COMMERCIAL TRANSPORTATION BILLS TO THE GENERAL SERVICES ADMINISTRATION FOR AUDIT (JUN 1997)						
I-59	FAR 52.249-14 EXCUSABLE DELAYS (APR 1984)						
I-60	FAR 52.251-1 GOVERNMENT SUPPLY SOURCES (APR 1984)						
I-61	FAR 52.251-2 INTERAGENCY FLEET MANAGEMENT SYSTEM (IFMS) VEHICLES AND RELATED SERVICES (JAN 1991)						
I-62	FAR 52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)						
I-63	FAR 52.253-1 COMPUTER GENERATED FORMS (JAN 1991)						
I-64	DEAR 952.203-70 WHISTLEBLOWER PROTECTION FOR CONTRACTOR EMPLOYEES (DEC 2000)						
I-65	DEAR 952.204-70 CLASSIFICATION/DECLASSIFICATION (SEP 1997)						
I-66	DEAR 952.204-71 SENSITIVE FOREIGN NATIONS CONTROLS (APR 1994)						
I-67	DEAR 952.204-75 PUBLIC AFFAIRS (DEC 2000)						
I-68	DEAR 952.208-7 TAGGING OF LEASED VEHICLES (APR 1984)						
I-69	DEAR 952.209-72 ORGANIZATIONAL CONFLICTS OF INTEREST (JUN 1997) - ALTERNATE I						
I-70	DEAR 952.211-71 PRIORITIES AND ALLOCATIONS (ATOMIC ENERGY) (JUN 1996)						
I-71	DEAR 952.211-71 PRIORITIES AND ALLOCATIONS (DOMESTIC ENERGY SUPPLIES) (JUN 1996) - ALTERNATE I						
I-72	DEAR 952.219-70 DOE MENTOR-PROTÉGÉ PROGRAM (MAY 2000)						
I-73	DEAR 952.223-75 PRESERVATION OF INDIVIDUAL OCCUPATIONAL RADIATION EXPOSURE RECORDS (APR 1984)						
I-74	DEAR 952.224-70 PAPERWORK REDUCTION ACT (APR 1994)						
I-75	DEAR 952.226-74 DISPLACED EMPLOYEE HIRING PREFERENCE (JUN 1997)						
I-76	DEAR 952.251-70 CONTRACTOR EMPLOYEE TRAVEL DISCOUNTS (DEC 2000)						
I-77	DEAR 970.5204-1 COUNTERINTELLIGENCE (DEC 2000)						
I-78	DEAR 970.5204-3 ACCESS TO AND OWNERSHIP OF RECORDS (DEC 2000)						
I-79	DEAR 970.5208-1 PRINTING (DEC 2000)						
I-80	DEAR 970.5217-1 WORK FOR OTHERS PROGRAM (NON-DOE FUNDED WORK) (JAN 2005)						
I-81	DEAR 970.5222-1 COLLECTIVE BARGAINING AGREEMENTS - MANAGEMENT AND OPERATING CONTRACTS (DEC 2000)						
I-82	DEAR 970.5222-2 OVERTIME MANAGEMENT (DEC 2000)						
I-83	DEAR 970.5223-1 INTEGRATION OF ENVIRONMENT, SAFETY, AND HEALTH INTO WORK PLANNING AND EXECUTION (DEC 2000)						
I-84	DEAR 970.5223-2 AFFIRMATIVE PROCUREMENT PROGRAM (MARCH 2003)						
I-85	DEAR 970.5223-4 WORKPLACE SUBSTANCE ABUSE PROGRAMS AT DOE SITES (DEC 2000)						
I-86	DEAR 970.5223-5 DOE MOTOR VEHICLE FLEET FUEL EFFICIENCY (OCT 2003)						

Contract Number DE-AC52-06NA25396		LAW OWNER	LASO COR	LASO TEAM LEAD	LASO INTEGRATOR	LASO ASSIGNED STAFF	COMMENTS
Contract Clause	DESCRIPTION						
I-87	DEAR 970.5226-2 WORKFORCE RESTRUCTURING UNDER SECTION 3161 OF THE NATIONAL DEFENSE AUTHORIZATION ACT FOR FISCAL YEAR 1993 (DEC 2000)						
I-88	DEAR 970.5226-3 COMMUNITY COMMITMENT (DEC 2000)						
I-89	DEAR 970.5227-4 AUTHORIZATION AND CONSENT (AUG 2002)						
I-90	DEAR 970.5227-5 NOTICE AND ASSISTANCE REGARDING PATENT AND COPYRIGHT INFRINGEMENT (AUG 2002)						
I-91	DEAR 970.5227-6 PATENT INDEMNITY - SUBCONTRACTS (DEC 2000)						
I-92	DEAR 970.5227-8 REFUND OF ROYALTIES (AUG 2002)						
I-93	DEAR 970.5228-1 INSURANCE -- LITIGATION AND CLAIMS (MAR 2002)						
I-94	DEAR 970.5229-1 STATE AND LOCAL TAXES (DEC 2000)						
I-95	DEAR 970.5232-1 REDUCTION OR SUSPENSION OF ADVANCE, PARTIAL, OR PROGRESS PAYMENTS (DEC 2000)						
I-96	DEAR 970.5232-5 LIABILITY WITH RESPECT TO COST ACCOUNTING STANDARDS (DEC 2000)						
I-97	DEAR 970.5232-6 WORK FOR OTHERS FUNDING AUTHORIZATION (DEC 2000)						
I-98	DEAR 970.5232-7 FINANCIAL MANAGEMENT SYSTEM (DEC 2000)						
I-99	DEAR 970.5232-8 INTEGRATED ACCOUNTING (DEC 2000)						
I-100	DEAR 970.5235-1 FEDERALLY FUNDED RESEARCH AND DEVELOPMENT CENTER SPONSORING AGREEMENT (DEC 2000)						
I-101	DEAR 970.5236-1 GOVERNMENT FACILITY SUBCONTRACT APPROVAL (DEC 2000)						
I-102	DEAR 970.5242-1 PENALTIES FOR UNALLOWABLE COSTS (DEC 2000)						
I-103	DEAR 970.5243-1 CHANGES (DEC 2000)						
I-104	FAR 52.202-1 DEFINITIONS (JUL 2004) (DEVIATION)						
I-105	FAR 52.223 3 HAZARDOUS MATERIAL IDENTIFICATION AND MATERIAL SAFETY DATA (JAN 1997) ALTERNATE I (JUL 1995)						
I-106	FAR 52.223-7 NOTICE OF RADIOACTIVE MATERIALS (JAN 1997)						
I-107	FAR 52.223-9 ESTIMATE OF PERCENTAGE OF RECOVERED MATERIAL CONTENT FOR EPA-DESIGNATED PRODUCTS (AUG 2000)						
I-108	FAR 52.225-1 BUY AMERICAN ACT -SUPPLIES (JUN 2003)						
I-109	FAR 52.225-9 BUY AMERICAN ACT - CONSTRUCTION MATERIALS (JAN 2005)						
I-110	FAR 52.227 23 RIGHTS TO PROPOSAL DATA (TECHNICAL) (JUNE 1987)						
I-111	FAR 52.229-8 TAXES - FOREIGN COST-REIMBURSEMENT CONTRACTS (MAR 1990)						
I-112	FAR 52.229-10 STATE OF NEW MEXICO GROSS RECEIPTS AND COMPENSATING TAX (APR 2003) (ALTERATION)						
I-113	FAR 52.232 18 AVAILABILITY OF FUNDS (APR 1984)						
I-114	FAR 52.247 1 COMMERCIAL BILL OF LADING NOTATIONS (APR 1984)						
I-115	FAR 52.249-6 TERMINATION (COST REIMBURSEMENT) (MAY 2004) (ALTERATION)						
I-116	FAR 52.250-1 INDEMNIFICATION UNDER PUBLIC LAW 85-804 (APR 1984) ALTERNATE I (APR 1984) (ALTERATION)						
I-117	FAR 52.252 4 ALTERATIONS IN CONTRACT (APR 1984)						
I-118	DEAR 952.204 2 SECURITY (MAY 2002) (DEVIATION)						
I-119	DEAR 952.215-70 KEY PERSONNEL (DEC 2000)						
I-120	DEAR 952.250 70 NUCLEAR HAZARDS INDEMNITY AGREEMENT (JUN 1996) (ALTERATION)						
I-121	DEAR 970.5203-1 MANAGEMENT CONTROLS (DEC 2000) (DEVIATION)						
I-122	DEAR 970.5203-3 CONTRACTOR'S ORGANIZATION (DEC 2000) (DEVIATION)						
I-123	DEAR 970.5204-2 LAWS, REGULATIONS, AND DOE DIRECTIVES (DEC 2000) (DEVIATION)						
I-124	DEAR 970.5215-3 CONDITIONAL PAYMENT OF FEE, PROFIT, AND INCENTIVES - FACILITY MANAGEMENT CONTRACTS (JAN 2004) (DEVIATION)						
I-125	DEAR 970.5226-1 DIVERSITY PLAN (DEC 2000)						
I-126	DEAR 970.5227-2 RIGHTS IN DATA-TECHNOLOGY TRANSFER (DEC 2000) (ALTERNATE I) (DEC 2000)						
I-127	DEAR 970.5227-3 TECHNOLOGY TRANSFER MISSION (AUG 2002)						
I-128	DEAR 970.5227-10 PATENT RIGHTS - MANAGEMENT AND OPERATING CONTRACTS, NONPROFIT ORGANIZATION OR SMALL BUSINESS FIRM CONTRACTOR (AUG 2002) ALTERNATE 1 (ALTERATION)						
I-129	DEAR 970.5227-12 PATENT RIGHTS MANAGEMENT AND OPERATING CONTRACTS, FOR-PROFIT CONTRACTOR, ADVANCE CLASS WAIVER (AUG 2002) ALTERNATE 1 (ALTERATION)						
I-130	DEAR 970.5231-4 PREEXISTING CONDITIONS (DEC 2000) ALTERNATE I (DEC 2000) (ALTERATION)						
I-131	DEAR 970.5231-4 PREEXISTING CONDITIONS (DEC 2000) ALTERNATE II (DEC 2000) (ALTERATION)						
I-132	DEAR 970.5232-2 PAYMENTS AND ADVANCES (DEC 2000) - ALTERNATE III (DEC 2000)						
I-133	DEAR 970.5232-3 ACCOUNTS, RECORDS, AND INSPECTION (DEC 2000) - ALTERNATE II (DEC 2000) (DEVIATION)						
I-134	DEAR 970.5232-4 OBLIGATION OF FUNDS (DEC 2000)						
I-135	DEAR 970.5244 1 CONTRACTOR PURCHASING SYSTEM (DEC 2000) (DEVIATION)						
I-136	DEAR 970.5245-1 PROPERTY (DEC 2000) (ALTERATION)						
I-137	DEAR 970.5245-1 PROPERTY (DEC 2000) ALTERNATE I (DEC 2000) (ALTERATION)						
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13	PERSONNEL APPENDIX						
Section J	APPENDIX B						
14	STATEMENT OF WORK						
Section J	APPENDIX C						
15	SPECIAL FINANCIAL INSTITUTION AGREEMENT FOR USE WITH THE CHECKS PAID METHOD OF LETTER-OF-CREDIT FINANCING						
Section J	APPENDIX D						
16	KEY PERSONNEL						
Section J	APPENDIX E						
17	SMALL BUSINESS SUBCONTRACT PLAN & CORRESPONDENCE						
Section J	APPENDIX F						
18	PERFORMANCE GUARANTEE AGREEMENT						
Section J	APPENDIX G LIST OF DIRECTIVES						
ANSI 8.22	Nuclear Criticality Safety Based on Limiting and Controlling Moderators						
ANSI 8.23	Nuclear Criticality Accident Emergency Planning and Response						
DOE O 110.3	Conference Management						
DOE O 130.1	Budget Formulation						
DOE M 140.1-1B	Interface with the Defense Nuclear Facilities Safety Board						
DOE P 141.1	Department of Energy Management of Cultural Resources						
DOE O 142.1	Classified Visits Involving Foreign Nationals						
DOE O 142.2A	Safeguards Agreement and Protocol with the IAEA						
DOE O 142.3	Unclassified Foreign Visits and Assignment						

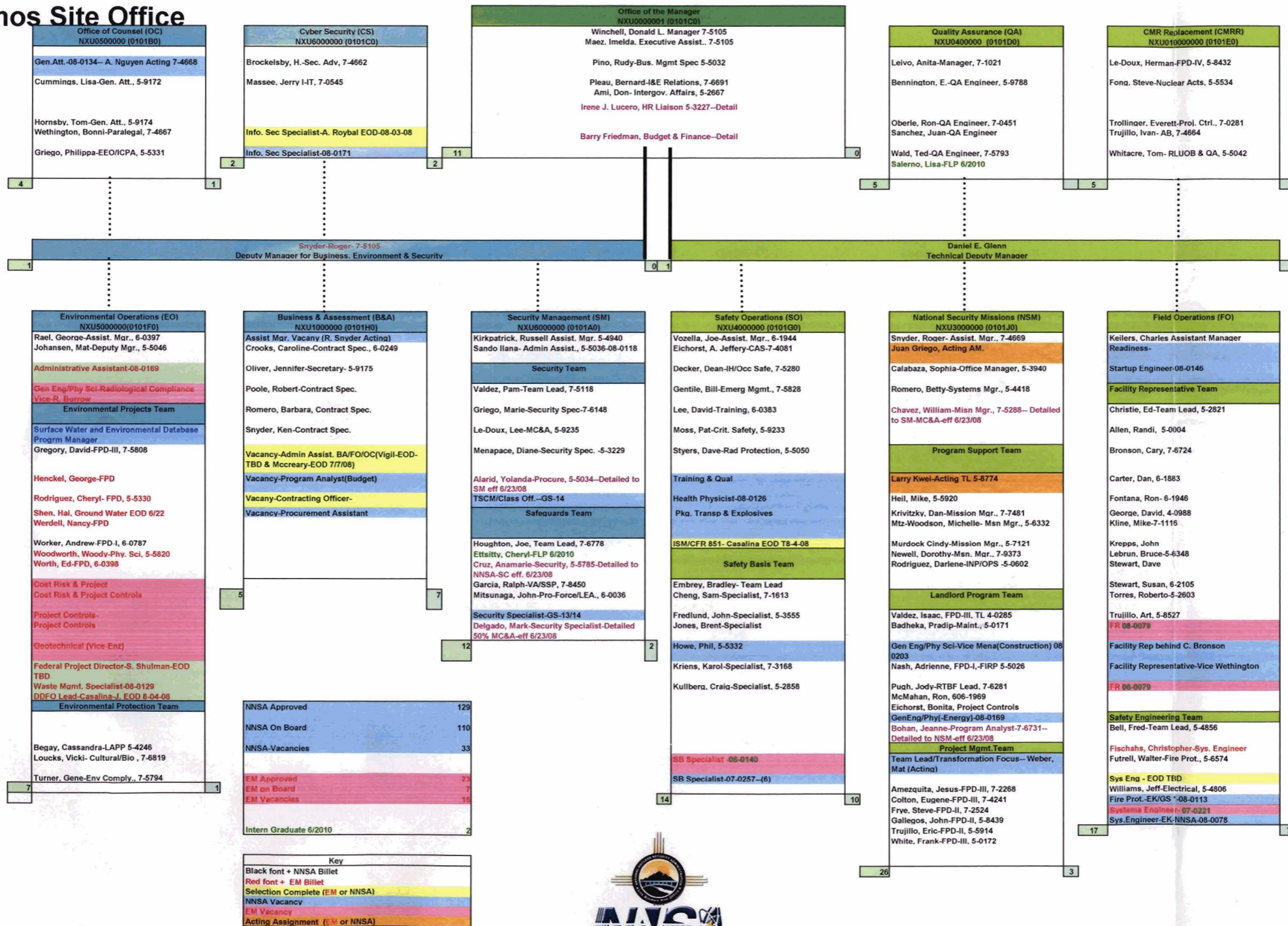
Contract Number DE-AC52-06NA25396		LAWL OWNER	LASO COR	LASO TEAM LEAD	LASO INTEGRATOR	LASO ASSIGNED STAFF	COMMENTS
Contract Clause	DESCRIPTION						
DOE O 151.1C	Comprehensive Emergency Management System						
DOE O 153.1	Departmental Radiological Emergency Response Assets						
DOE N 153.2	Connectivity to National Atmospheric Release Advisory Center (NARAC)						
DOE O 200.1	Information Management Program						
DOE M 200.1-1, Chapter 9	Public Key Cryptography and Key Management						
DOE O 205.1A	Department of Energy Cyber Security Management Program						
DOE M 205.1-3	Telecommunications Security Manual						
DOE M 205.1-4	National Security System Manual						
DOE N 206.4	Personal Identity Verification						
DOE O 210.2	DOE Corporate Operating Experience Program						
DOE O 221.1	Reporting Fraud, Waste, and Abuse to the Office of Inspector General						
DOE O 221.2	Cooperation With The Office of Inspector General						
DOE O 224.2	Auditing of Programs and Operations						
DOE O 225.1A	Accident Investigations						
DOE O 226.1A	Implementation of DOE Oversight Policy						
DOE M 231.1-1A, Chg. 2	Environment, Safety, and Health Reporting Manual						
DOE M 231.1-2	Occurrence Reporting and Processing of Operations Information						
DOE O 241.1A, Chg. 1	Scientific and Technical Information Management						
DOE O 243.1	Records Management Program						
DOE O 243.2	Vital Records						
DOE O 251.1B	Departmental Directives Program						
DOE M 251.1-1B	Departmental Directives Program Manual						
DOE O 252.1	Technical Standards Program						
DOE O 311.1B	Equal Employment Opportunity and Diversity Program						
DOE O 341.1	Federal Employee Health Services						
DOE O 350.1, Chg. 1	Contractor Human Resources Management						
DOE O 350.2A	Use of Management and Operating or Other Facility Management Contractor Employees for Services to DOE in the Washington, D.C., Area						
DOE O 412.1A	Work Authorization System						
DOE O 413.1A	Management Control Program						
DOE O 413.2B	Laboratory Directed Research & Development						
DOE O 413.3A	Program & Project Management for the Acquisition of Capital Assets						
DOE M 413.3-1	Project Management for the Acquisition of Capital Assets						
DOE O 414.1C	Quality Assurance						
DOE O 420.1B	Facility Safety						
DOE G 420.1-1	Nonreactor Nuclear Safety Design Criteria and Explosives Safety Criteria Guide for use with DOE O 420.1, Facility Safety						
DOE O 420.2B	Safety of Accelerator Facilities						
DOE G 421.1-2	Implementation Guide for Use in Developing Documented Safety Analyses to Meet Subpart B of 10 CFR 830						
DOE G 423.1-1	Implementation Guide For Use In Developing Technical Safety Requirements						
DOE G 424.1-1A	Implementation Guide For Use In Addressing Unreviewed Safety Question Requirements						
DOE O 425.1C	Startup and Restart of Nuclear Facilities						
DOE O 430.1B	Real Property Asset Management						
DOE O 430.2A	Departmental Energy and Utilities Management						
DOE O 433.1A	Maintenance Management Program for DOE Nuclear Facilities						
DOE O 435.1, Chg. 1	Radioactive Waste Management						
DOE M 435.1-1, Chg. 1	Radioactive Waste Management Manual						
DOE M 440.1-1A	DOE Explosives Safety Manual						
DOE O 440.2B, Chg. 1	Aviation Management and Safety						
DOE O 442.1A	Department Of Energy Employee Concerns Program						
DOE M 442.1-1	Differing Professional Opinions Manual for Technical Issues Involving Environment, Safety, and Health						
DOE O 443.1A	Protection of Human Subjects						
DOE O 450.1, Admin Chg. 1	Environmental Protection Program						
DOE P 450.4	Safety Management System Policy						
DOE P 450.7	Environment, Safety and Health (ESH) Goals						
DOE O 452.1C	Nuclear Explosive and Weapon Surety Program						
DOE O 452.2C	Safety of Nuclear Explosive Operations						
DOE O 452.3	Management of the Department of Energy Nuclear Weapons Complex						
DOE M 452.4-1A	Protection of Use Control Vulnerabilities and Designs						
DOE O 452.4A	Security and Control of Nuclear Explosives and Nuclear Weapons						
DOE O 452.6	Nuclear Weapon Surety Interface with the Department of Defense						
DOE P 456.1	Secretarial Policy Statement on Nanoscale Safety						
DOE O 457.1	Nuclear Counterterrorism						
DOE M 457.1-1	Control of Improvised Nuclear Device Information						
DOE O 460.1B	Packaging and Transportation Safety						
DOE O 460.2A	Departmental Materials Transportation & Packaging Management						
DOE M 460.2-1	Radioactive Material Transportation Practices						
DOE O 461.1A	Packaging and Transfer or Transportation of Materials of National Security Interest						
DOE M 461.1-1, Chg. 1	Packaging and Transfer of Materials of National Security Interest Manual						
DOE P 470.1	Integrated Safeguards and Security Management (ISSM) Policy						
DOE O 470.2B	Independent Oversight and Performance Assurance Program						
DOE O 470.3A	Design basis Threat Policy (U)						
DOE M 470.4-1, Chg. 1	Safeguards and Security Program Planning and Management						
DOE M 470.4-2, Chg. 1	Physical Protection						
DOE M 470.4-3, Chg. 1	Protective Force						

Contract Number DE-AC52-06NA25396		LAVL OWNER	LASO COR	LASO TEAM LEAD	LASO INTEGRATOR	LASO ASSIGNED STAFF	COMMENTS
Contract Clause	DESCRIPTION						
DOE M 470.4-4, Chg. 1	Information Security						
DOE M 470.4-5	Personnel Security						
DOE M 470.4-6, Chg. 1	Nuclear Material Control and Accountability						
DOE M 470.4-7	Safeguards and Security Program References						
DOE O 471.1A	Identification and Protection of Unclassified Controlled Nuclear Information						
DOE M 471.1-1, Chg. 1	Identification and Protection of Unclassified Controlled Nuclear Information Manual						
DOE M 471.2-3A	Special Access Program Policies, Responsibilities, and Procedures						
DOE O 471.3	Identifying and Protecting Official Use Only Information						
DOE M 471.3-1	Manual for Identifying and Protecting OUO Information						
DOE O 475.1	Counterintelligence Program						
DOE M 475.1-1B	Identifying Classified Information						
DOE M 481.1-1A, Chg. 1	Reimbursable Work for Non-Federal Sponsors Process Manual						
DOE O 482.1	DOE Facilities Technology Partnering Programs						
DOE M 483.1-1	DOE Cooperative Research & Development Agreements Manual						
DOE O 483.1	DOE Cooperative Research & Development Agreements						
DOE O 484.1	Reimbursable Work for Department of Homeland Security						
DOE O 522.1	Pricing of Departmental Materials and Services						
DOE O 534.1B	Accounting						
DOE O 544.1	Priorities and Allocation Program						
DOE O 551.1B	Official Foreign Travel						
DOE G 573.1-1	Mail Services Users Guide						
DOE O 580.1	Department of Energy Personal Property Management Program						
DOE O 1220.1A, Chg. 1	Congressional & Intergovernmental Affairs						
DOE O 1230.2	American Indian Tribal Government Policy						
DOE O 1450.4	Consensual Listening-In to or Recording Telephone/Radio Conversations						
DOE O 5400.5, Chg. 2	Radiation Protection of the Public & the Environment						
DOE O 5480.19, Chg. 2	Conduct of Operations Requirements for DOE Facilities						
DOE O 5480.20A, Chg. 1	Personnel Selection, Qualification, and Training Requirements for DOE Nuclear Facilities						
DOE O 5480.30, Chg. 1	Nuclear Reactor Safety Design Criteria						
DOE O 5610.2, Chg. 1	Control of Weapon Data						
DOE O 5639.8A	Security of Foreign Intelligence Information and Sensitive Compartmented Information Facilities						
DOE O 5660.1B	Management of Nuclear Materials						
DOE O 5670.1A	Management and Control of Foreign Intelligence						
SEN-22-90	DOE Policy on Signatures of RCRA Permit Applications						
SEN-35-91	Nuclear Safety Policy						
DOE-STD-1027-92, Change 1	Hazard Categorization and Accident Analysis Techniques for Compliance DOE Order 5480.23 Nuclear Safety Analysis Reports						
DOE-STD-1183-2004	Nuclear Safety Specialist Functional Area Qualification Standard						
DOE-STD-1186-2004	Specific Administrative Controls						
DOE-STD-3009-94, Change Notice 3	Preparation Guide for U.S. DOE Nonreactor Nuclear Facility Documented Safety Analysis						
DOE-STD-3011-2002	Guidance for Preparation of Basis for Interim Operation (BIO) Documents						
DOE-STD-3013-2004	Stabilization, Packaging, and Storage of Plutonium-Bearing Materials						
DOE-STD-3014-96	Accident Analysis for Aircraft Crash into Hazardous Facilities						
DOE-STD-3015-2001	Nuclear Explosive Safety Study Process						
QC-1, Revision 10	DOE/NNSA Weapon Quality Policy (QC-1), Note: This document is not accessible to the public.						
56XB, Revision 2	Development and Production Manual, Note: This document is not accessible to the public.						
NAP-3	NNSA Environment, Safety and Health Management Process Guidance						
NAP-9A	SECON Implementation						
NAP-14.1B	NNSA Cyber Security Program						
NAP-14.2B	Baseline Cyber Security Requirements						
NAP-14.3A	NNSA Protection Profile and Security Target Requirements						
NAP-14.4A	Open Public Unrestricted Access Information Group Protection Profiles						
NAP-14.5A	Unclassified Protected Information Group Protection Profile						
NAP-14.6A	Unclassified Mandatory Protection Information Group Protection Profile						
NAP-14.7A	Confidential/Secret Non-Nuclear Weapons Data Information Group Protection Profile						
NAP-14.8A	Secret Restricted Non-Nuclear Weapons Data Information Group Protection Profile						
NAP-14.9A	Confidential Restricted Data, Sigmas 1 Through 13 Information Group Protection Profile						
NAP-14.10A	Secret Restricted Data, Sigmas 1 Through 13 and 15 Information Group Protection Profile						
NAP-14.11A	Secret Restricted Data, Sigma 14 Information Group Protection Profile						
NAP-14.12	NNSA Contingency Planning and Operations						
NAP-14.13	Transmission of Restricted and Formerly Restricted Data Over the Secret Internet Protocol Router Network (SIPRNet)						
NAP-14.14	Top Secret Information Group Protection Profile						
NAP-14.15	Top Secret Restricted Data Information Group Protection Profile						
NAP-14.16	Clearing, Sanitizing, and Destroying Information System Storage Media, Memory Devices, and Other Related Hardware						
BOP-003.0404	Requests to Defense Contracting Audit Agency (DCAA) for Audit of M&O Contractor Subcontracts						
Section J	APPENDIX H						
19	CONTRACTOR AND PARENT ORGANIZATION COMMITMENTS, AGREEMENTS, AND UNDERSTANDINGS						
Section J	APPENDIX I						
20	DIVERSITY PLAN GUIDANCE						
Section J	APPENDIX J						
21	ALL IN FORCE BILATERAL AGREEMENTS - DCAA, IG, GAO, INTERNAL MANAGEMENT						
Section J	APPENDIX K						
22	SENSITIVE FOREIGN NATIONAL CONTROL						
Section J	APPENDIX L						

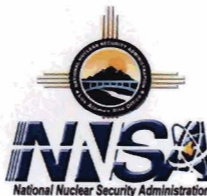
Contract Clause	DESCRIPTION	LAWL OWNER	LASO COR	LASO TEAM LEAD	LASO INTEGRATOR	LASO ASSIGNED STAFF	COMMENTS
23	REGIONAL INITIATIVES						
Section J	APPENDIX M						
24	REGIONAL PURCHASING PROGRAM						
Section J	APPENDIX N						
25	TECHNOLOGY COMMERCIALIZATION						
Section J	APPENDIX O						
26	PARENT ORGANIZATION'S OVERSIGHT PLAN						
Section J	APPENDIX P						
27	LISTING OF PREDECESSOR CONTRACTOR SENIOR MANAGEMENT POSITIONS						
Section J	APPENDIX Q						
28	CONTRACTOR'S TRANSITION PLAN						

APPENDIX B

Los Alamos Site Office



Key	
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Red font + EM Billet	
Selection Complete (EM or NNSA)	
NNSA Vacancy	
EM Vacancy	
Acting Assignment (EM or NNSA)	



APPENDIX C

WI 00.01	Issue Screening
WI 00.02	Corrective Action Development and Implementation
WI 00.03	Issue Verification, Validation, and Closeout
WI 00.04	Assessment Shadow Activity Reporting Attachment A Assessment Shadow Record Form Attachment B Assessment Final Report Review Form
WI 00.05	Assessment Schedule Change Control
WI 00.06	Line Oversight/Contractor Assurance System (LOCAS)
WI 00.07	Line Oversight Operational Awareness Quarterly Reporting
WI 00.09	Work Authorization Review and Approval in Pegasus
WI 00.10	Pegasus Correspondence and Action Tracking Instructions
WI 06.01	Facility Representative Issues and Activity Reporting
WI 06.03	Facility Representative Contractor Assessment
WI 06.04	LANL Incident Notification and Response
WI 10.01	Freedom of Information Act (FOIA)



COORDINATION & APPROVAL DOCUMENT

TITLE OF DOCUMENT: LASO Contract Management Plan	Document No. N/A
	Subcontract Number N/A
DESCRIPTION: The attached document describes LASO's contract management process for Contract DE-AC52-06NA25396 with Los Alamos National Security, LLC.	Department: Los Alamos Site Office
	Division: Business, Environment, & Security
	POC Name and Telephone Number Caroline Crooks, 505-606-0249

You are requested to review the attached document and indicate your coordination/approval in the space provided. Comments/Non-concurring statements should be attached on a separate sheet. Check appropriate box for comments.

COORDINATING/APPROVING OFFICE	ORDER	SIGNATURE	COMMENTS ATTACHED?	DATE
Caroline Crooks Contracting Officer	P-1		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9/15/08
Roger Snyder Deputy Mgr, Bus. Environ, & Security	C-2		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9/15/08
Scott E. Clemons NA-63 Procurement Analyst	C-3		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	9/15/08
Joseph Waddell NA-63, Head of Contracting Activity	C-4		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	9/16/08
Donald L. Winchell Site Office Manager, LASO	A-5		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	9/17/08
			Yes <input type="checkbox"/> No <input type="checkbox"/>	
			Yes <input type="checkbox"/> No <input type="checkbox"/>	
			Yes <input type="checkbox"/> No <input type="checkbox"/>	

LEGEND FOR ORDER: The numbers reflect the order in which to accomplish the review and coordination.

P-Preparation: prepares the document
A-Approval: affixes signature as the approving official

C-Coordination: coordinates & reviews
S-Signature: signs/executes the document