

Attachment J-5

Master Small Business Subcontracting Plan (Mod P00004)

**Savannah River
Mission Completion, LLC**

(k) Small Business Subcontracting Plan

Savannah River Mission Completion, LLC (“SRMC”) has developed this Master Small Business Subcontracting Plan (“SB plan”) following the criteria prescribed in FAR 52.219-9 (June 2020) (Alternate II Nov 2016) (except goals required by paragraphs (d)(1) and (d)(2) of the clause), including other applicable requirements as stated in the clause.

For the purposes of this SB plan, SRMC uses the term “subcontract” to mean any agreement, as it may be modified, entered into by a government prime contractor or its subcontractors, regardless of tier, that calls for supplies or services required in, or in the support of, the performance of the subject prime contract. However, excluded from the term are agreements both: (i) between SRMC and any of its affiliated entities or (ii) involving an employer-employee relationship.

SRMC is committed to meaningful small business participation as part of its operation’s efforts, with focus on local and regional communities including substantive preferences to local small businesses. SRMC’s core values include a commitment to ensure small business (“SB”) participation in significant aspects of the site’s mission. We believe that such SB participation will support project goals, positively affect the local and regional communities, and provide a foundation for growth and expansion of small business.

SRMC’s approach is to ensure that SBs receive a durable benefit from participating in meaningful aspects of the project as illustrated in Table k-1. These types of scopes lead to enhanced capabilities that provide a solid experience/performance base and ensure stability for project performance.

Contractor:	Savannah River Mission Completion, LLC
Address:	109 Ramsey Place Lynchburg, VA 24501
Solicitation Number:	89303319REM000055
Item/Service:	Savannah River Site Integrated Mission Completion Contract
Contract Value:	\$21,000,000,000 (maximum value)
Period of Contract Performance:	10 years from Notice to Proceed

Type of Plan (Check One)

- Individual Plan (Program elements are developed specifically for this Contract and applicable for the full term of this Contract, including options.)
- Master Plan (Contains all required elements of individual plan, except goals.) (See FAR 52.219-9(f) (1)-(3)).
- Commercial Plan (Contractor sells large quantities of off-the-shelf commercial items to many Government agencies. Plans/goals are negotiated by a lead agency on a company-wide basis rather than for individual Contracts. Plan effective only during the year for which it is approved. The Contractor must provide a copy of the lead agency approval). (See FAR 19.704(d) and 52.219-9(g)).

(1) Description of the Principal Types of Supplies and/or Services to be Subcontracted

Figure k-1 presents the target opportunities and principal supplies and services we subcontract under this contract and the socioeconomic status of businesses that will provide them.

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Figure k-1. Initial Small Business Subcontracting

Products/Services	SB	VOSB	SDVOSB	HUBZone	SDB	WOSB
Construction and Fabrication	X				X	X
Waste Operations/Remediation Support	X	X	X		X	
RadCon Support	X			X	X	X
Equipment Rental	X				X	X
Program Support/Services	X	X	X		X	X
Staff Augmentation	X				X	X
Facility Maintenance	X	X	X	X	X	X
Environmental Services	X					X
Engineering Services	X		X			X
Equipment maintenance, repair and calibration	X					
Waste transportation	X	X	X		X	X
General supplies and commodities	X				X	
Industrial supplies	X				X	
Waste disposal	X				X	
IT Equipment	X					
Specialized technical support	X			X	X	X
Analytical laboratory services	X					

(2) Method Used to Develop Subcontracting Goals

To develop small business goals, we identify potential work and group all activities into one of four categories (prime, core, specialty, and general services). As we plan individual task orders, the task team identifies work scopes, conducts make/buy decisions, and subcontracts through a 6-step process.

1. Conduct make/buy determination
2. Develop solicitations
3. Conduct small business outreach
4. Issue solicitation
5. Evaluate proposals and make award
6. Manage subcontracts

We work with our project managers to provide information and skill sets of local business. We designate meaningful work scopes for small business set asides wherever possible.

In developing our goals, SRMC looks at historical data and planned work. We use our parent company information and reference small business resources in the local area. We evaluate different SBs for each Task Order and select, as appropriate, those that have the skills and capabilities to provide a programmatic advantage related to the performance work scope of the task order and meet DOE's SB and subcontracting.

We will extend contracts, as applicable, to our two preselected SB subcontractors for new subcontract work for each Task Order. Their skills and capabilities will provide a programmatic advantage and meet DOE's SB and subcontracting expectations.

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Our two preselected SB subcontractors, WesWorks and DBD, will be key to executing programmatic goals and exceeding our SB goals.

WesWorks, LLC

WesWorks, a WOSB, will provide SRMC support in project controls to include, but not limited to, Task Order and change proposal management and development, maintaining an Earned Value Management System, Contract Performance Baseline development and management, monthly performance reporting, cost estimating, scheduling, and risk management.

DBD, Inc.

DBD Inc, a SB, will provide planning, simulation and optimization support to optimize the LW system including the integration of SWPF into the LW system and H canyon and L area nuclear material disposition with the LW system. DBD will provide commissioning support for newly deployed technologies and support evaporator operations to achieve bulk waste removal and tank closure and provide modeling and simulation support as requested.

(3) Identification of Potential Sources for Solicitation

We continually identify and review potential sources of supplies and services through–

- System for Award Management (SAM), SAM.gov
 - Local, regional, and State Small Business Administration (SBA) resources
 - National Minority Purchasing Council vendor information service
 - Research and Information Division of Minority Business Development Agency in the Department of Commerce
 - SDVOSB councils and directory
 - Veterans Service Organizations
 - Trade associations for SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns
 - Sponsorship and/or participation in various local, regional and national SB trade fairs and conferences. Examples include–
 - DOE small business conferences
 - SC Chamber SBA Small Business Expo
 - ETEBA national conference
 - U.S. Women’s Chamber of Commerce Federal Contracting Event and Matchmaking
 - National 8(a) Association Annual Conference and Matchmaking
 - ETEBA-Augusta event
 - DOE Service-Disabled Veteran-Owned Federal Contracting event
 - Greater Aiken SCORE Federal Contracting events
 - Society of American Military Engineers SB Conference
 - Partnering through membership, coordinating and cooperating with SB organizations, economic development organizations, and commercial and government organizations at the local, state and national levels. Local examples include–
 - Aiken Chamber of Commerce
 - North Augusta Chamber of Commerce
 - Edgefield County Chamber of Commerce
 - South Carolina Chamber of Commerce
 - Palmetto Regional Chamber of Commerce
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- Augusta Chamber of Commerce
- Columbia County Chamber of Commerce
- Aiken Economic Development Partnership
- Southern Carolina Alliance
- Citizens for Nuclear Technology Awareness
- Public Education Partners
- Institute for Supply Management (ISM)
- U.S. Small Business Administration PRO-Net database
- National Contract Management Association (NCMA)
- Regional minority purchasing councils' listings for SDB entities
- Use of vendors that have successful past performance

(4) Indirect Costs

Indirect costs have __ have not X been included in the dollar and percentage subcontracting goals in this SB plan.

Since indirect costs have not been included in allocation of costs to subcontracting, a method is not described.

(5) Administrator of SRMC's Subcontracting Program and Their Duties

The SRMC senior management representative for the SB Plan is—

Name: Mark Barth
Title: Business Manager
Address: 109 Ramsey Place Lynchburg, VA 24501
Telephone: 703-629-6847
Facsimile: 434-316-7535
E-mail: msbarth@bwxt.com

The senior management representative is responsible for the SRMC subcontracting program, i.e., developing, preparing, and executing individual subcontracting plans and monitoring performance relative to the requirements of this SB plan. His duties include—

- Track goals at Master SB Plan level and interface with future task order development teams to adjust task order level goals to align with Master Plan.
 - Implement mentor protégé program
 - Develop and maintain bidders' list developed from all possible sources for SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns
 - Ensure periodic rotation of all categories of potential subcontractors onto SRMC's bidders' list
 - Ensure that procurement packages are structured to permit the maximum possible participation of SB, VOSB, SDVOSB, HubZone, SDB and WOSB concerns
 - Oversee the establishment and maintenance of contract and subcontract award records
 - Develop and maintain bidders' lists of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns from as many sources as possible
 - Review solicitations to identify and remove any statements or clauses that may restrict or prohibit participation of SB, VOSB, SDVOSB, HUBZone, SDB or WOSB concerns
 - Review large business subcontracting plans for utilization of SB, SDB, WOSB, HUBZone SB, VOSB and SDVOSB subcontracting plans in connection with supply
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and/or service subcontract awards exceeding the thresholds specified in FAR 52.219-9 Small Business Subcontracting Plan

- Ensure proper documentation if selection is not made to SB, VOSB, SDVOSB, HUBZone, SDB or WOSB concern that provided low bid
- Ensure establishment and maintenance of records of solicitations and subcontract award activity
- Attend or arrange for attendance of company counselors at business opportunity workshops, minority business enterprise seminars, trade fairs, etc.
- Name a small business advocate
- Develop and promote company-wide policy initiatives that demonstrate our support for awarding subcontracts to SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns
- Coordinate activities prior to and during federal agency compliance reviews
- Ensure that SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns are made aware of subcontracting opportunities and how to prepare responsive bids to SRMC
- Monitor SRMC's performance at least quarterly and make any adjustments necessary to achieve SB plan goals
- Ensure that SB subcontracting plans are required for large businesses who receive subcontracts over the applicable threshold specified in FAR 19.702(a). Review these plans and monitor progress to ensure SB goals are achieved. Any deviations must be justified and fully explained
- Monitor and, as necessary, modify procurement procedures to ensure they encourage the maximum possible participation for all SB categories
- Develop an in-reach program to educate and train SRMC personnel on why and how to use SBs and how their involvement can be expanded to meet the mission needs of SRMC
- Create and maintain an SRMC web page for SB informational purposes
- Establish and maintain contact and communication with our parent organizations and network with other SB program advocates within these organizations to support, implement or enhance our SB program
- Submit the Individual Subcontract Report (ISR) and the Summary Subcontract Report (SSR) using the electronic subcontracting system (eSRS) at <http://www.esrs.gov> in accordance with the prime contract and instructions provided by the contracting officer

(6) Equitable Opportunities and Outreach Efforts (Assurances of competition)

SRMC undertakes the following efforts to ensure that SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns have an equitable opportunity to compete for and secure subcontracts. The purpose of these efforts is to provide information and assistance to socioeconomic businesses and/or individuals who may be interested in becoming subcontractors to SRMC. These efforts include—

A. Outreach efforts to obtain sources—

- Contacting minority and small business trade associations
 - Contacting economic development organizations, such as the regional Chambers of Commerce: Aiken Chamber of Commerce, Augusta Metro Chamber of Commerce, North Augusta Chamber of Commerce, and Columbia County Chamber of Commerce.
 - Attending small and minority business procurement conferences and trade fairs
 - Requesting sources from the SAM
 - Utilizing newspapers and magazine ads to encourage new sources
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- Participation in other efforts or activities to expand the socioeconomic database for this contract
 - Utilizing book references, catalogs, source lists, or other reference material to identify SB, VOSB, SDVOSB, HUBZone, SDB and WOSB sources before the acquisitions are placed by the buying activities
 - Providing an onsite SB advocate who serves as a liaison between the SB community, internal acquisition personnel and the customer
 - Planning solicitations (including time for preparation and development of SOW, quantities, specifications and delivery schedules) to facilitate SB participation in subcontracting opportunities
 - Conducting external workshops, seminars and training programs to ensure SBs are familiar with the requirements for doing business with SRMC
 - Implementing and maintaining ongoing in-reach program that provides SBs access and exposure to key project planners and managers
 - Developing a comprehensive list of SB onsite service providers that includes past performance and is easily accessible and useful to acquisition personnel
 - Selecting and qualifying SB concerns to perform specific scopes of work
 - Structuring the program to help develop the capabilities and quality of services provided by SB suppliers and subcontractors
 - Participating as an exhibitor in DOE Annual Small Business Conference
 - Establishing a relationship with the DOE/NNSA supply chain management center (SCMC)
 - Training SB concerns on how to use and maximize participation in the DOE SCMC and the NNSA Strategic Sourcing tools, including commodity concepts, reverse auction approaches and e-Sourcing application processes
 - Provide aid in obtaining SBA certifications and GSA contracts
 - Forming a SB partnership council to identify meaningful SB opportunities and incorporate lessons learned and continuous improvement
 - Establishing a procurement web-site which communicates planned opportunities to SBs.
- B. Internal efforts to guide and encourage purchasing personnel–
- Following and maintaining SB policy and procedures
 - Conducting internal workshops, seminars and training programs to ensure that internal customers and acquisition personnel are acquainted with the SB plan, our policies and prime contract requirements
 - Establishing, maintaining and using SB, VOSB, SDVOSB, HUBZone, SDB and WOSB source lists, guides and other data for soliciting subcontracts
 - Monitoring activities to achieve continuous improvement in SB subcontracting and verify compliance with the subcontracting plan
 - Consolidate work scopes where possible to decrease administration and leverage costs

(7) Subcontracting Plan Flowdown

We incorporate the flowdown clause requirements of FAR 52.219-8, “Utilization of Small Business Concerns”, whereas SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns shall have the maximum practicable opportunity to participate in performing contracts as defined by this plan. Additionally, we will require all subcontractors (except SB concerns) who receive

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subcontracts over the applicable threshold specified in FAR 19.702(a) to adopt a similar plan. Our Business Manager is responsible for implementing and monitoring this aspect of the SB plan. SRMC agrees to include the contract's Section I clause FAR 52.219-8, Utilization of Small Business Concerns, in all subcontracts that offer further subcontracting opportunities. All subcontractors, except small business concerns, which receive subcontracts in excess of the thresholds identified in FAR 52.219-9, Small Business Subcontracting Plan, must adopt and comply with a plan similar to the plan, required by FAR 52.219-9. The acceptability of percentage and dollar goals shall be determined on a case-by-case basis depending on the supplies/services involved, the availability of potential SB, SDB, WOSB, HUBZone, VOSB and SDVOSB, and prior experience. Once approved and implemented, plans will be monitored through the submission of periodic reports, including those submitted via eSRS, and/or, as time and availability of funds permit, periodic visits to subcontractors' facilities to review applicable records and subcontracting program progress.

(8) Reports and Surveys

SRMC will-

- Cooperate in any studies or surveys that may be required by the contracting agency or the Small Business Administration
- Provide periodic reports to the contracting agency, in an agreed upon format, that shows compliance with the subcontracting plan
- Include subcontracting data for each order when reporting subcontracting achievements for indefinite-delivery, indefinite-quantity contracts with individual subcontracting plans where the contract is intended for use by multiple agencies
- Submit the Individual subcontracting Report (ISR) and the Summary Subcontract Report (SSR), using the Electronic Subcontracting Report System (eSRS) at <http://www.esrs.gov>. SRMC will be responsible for inputting accurate and complete reports into the eSRS and shall ensure that its subcontractors with subcontracting plans agree to submit the ISR and/or the SSR using eSRS.

The following are the reporting periods and due dates for the ISR and SSR-

Reporting Period	Report Due	Due Date
October 1 - March 31	ISR	April 30
April 1 - September 30	ISR	October 30
October 1 - September 30	SRR	October 30

- Include subcontracting data for each order when reporting subcontracting achievements for indefinite-delivery, indefinite-quantity contracts with individual subcontracting plans where the contract is intended for use by multiple agencies.
- Ensure that our subcontractors with subcontracting plans agree to submit the ISR and/or the SSR using eSRS
- Provide our prime contract number, DUNS number, and the e-mail address of the offeror's official responsible for acknowledging receipt of or rejecting the ISRs to all first-tier subcontractors with subcontracting plans so they can enter this information into the eSRS when submitting their ISRs
- Require that each subcontractor with a subcontracting plan provide the prime contract number, its own unique entity identifier number, and the e-mail address of the subcontractor's official responsible for acknowledging receipt of or rejecting the ISRs to its subcontractors with subcontracting plans.

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(9) Records and Procedures

SRMC will maintain the following types of records and procedures to demonstrate compliance with the requirements and goals in the subcontracting plan. These records will include the following–

- List of the names of lists, guides and other data identifying vendors including SAM as a source for SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns
- Records of organizations contacted in an attempt to locate SB, VOSB, SDVOSB, HUBZone, SDB and WOSB sources
- On a contract-by-contract basis, records on each subcontract solicitation resulting in an award of more than the \$150,000 indicating whether SB, VOSB, SDVOSB, SDB or WOSB concerns were solicited, and if not, why not, and if applicable, the reason that the award was not made to a small business concern
- Records to support other outreach efforts, e.g., contacts with minority and small business trade associations, attendance at small and minority business procurement conferences and trade fairs, business development organizations and veteran service organizations
- Records to support internal guidance and encouragement provided to buyers through (1) workshops, seminars, training programs, incentive awards, and (2) monitoring of subcontract award data including the name, address, and business size of each subcontractor and monitoring performance to ensure compliance with program requirements
- On a contract-by-contract basis, records to support subcontract award data including the name, address and the business size (by NAICS code) of each subcontractor
- Procurement data, which is tracked by an automated system that provides historical data, related to each subcontract

In order to effectively implement this plan to the extent consistent with efficient contract performance, SRMC shall perform the following functions–

- Assist SB, VOSB, SDVOSB, HUBZone, SDB and WOSB by arranging solicitations, time for the preparation of bids, quantities, specifications and delivery schedules to facilitate the participation by such concerns. Where the lists of potential SB, VOSB, SDVOSB, HUBZone, SDB and WOSB subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time
 - Provide adequate and timely consideration of the potentialities of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB concerns in all make-or-buy decisions
 - Counsel and discuss subcontracting opportunities with representatives of SB, VOSB, SDVOSB, HUBZone, SDB and WOSB firms
 - Confirm that a subcontractor representing itself as a HUBZone small business concern is identified as a certified HUBZone small business concern by accessing the SAM database or by contacting SBA
 - Provide notice to subcontractors concerning penalties and remedies for false representation of business status as SB, VOSB, HUBZone, SDB or WOSB for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the contractor's subcontracting plan
 - For all competitive subcontracts over the simplified acquisition threshold in which a small business concern received a small business preference, upon determination of the
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successful subcontract offeror, SRMC will inform each unsuccessful small business subcontract offeror in writing of the name and location of the apparent successful offeror prior to award of the contract.

- Assign each subcontract the NAICS code and corresponding size standard that best describes the principal purpose of the subcontract.

(10) Small Business Used in Bid Preparation

SRMC will make a good faith effort to acquire articles, equipment, supplies, services, and materials, and obtain the performance of construction work from the small business concerns that, in the same or greater scope amount, and quality used in submitting bids or proposals.

SRMC will assure work to small business concerns if in preparing the bid or proposal—

- (i) SRMC identifies the small business concern as a subcontractor in the bid or proposal or associated small business subcontracting plan, to furnish certain supplies or perform a portion of the subcontract; or
- (ii) SRMC used the small business concern's pricing or cost information or technical expertise in preparing the bid or proposal, where there is written evidence of an intent or understanding that the small business concern will be awarded a subcontract for the related work if SRMC is awarded the contract.

(11) Notification of Failure to Use Small Business

SRMC will provide the Contracting Officer with a written explanation if we fail to acquire articles, equipment, supplies, services, and materials or obtain the performance of construction work as described in (d)(12) of FAR 52.219-9 (NOV 2018) within 30 days of contract completion.

(12) Subcontractor Communication with DOE

SRMC will not prohibit a subcontractor from discussing with the Contracting Officer any material matter pertaining to or utilization of a subcontractor.

(13) Payment to Small Business Subcontractors

SRMC will pay its small business subcontractors on time and in accordance with the terms and conditions of the underlying subcontract, and notify the contracting officer when it makes either a reduced or an untimely payment to a small business subcontractor (reference FAR 52.242-5).

[Signature Page Follows]

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This subcontracting plan was submitted by:

Signed: MS Barth

Typed Name: Mark Barth
Title: Chief Administrative Officer
Company: Savannah River Mission Completion, LLC
Date: June 30, 2022
Phone No.: 703-629-6847

PLAN ACCEPTED BY:

DOE Contracting Officer

Date: _____
