

FY2018 Fee Determination Scorecard

Contractor: Navarro Research and Engineering, Inc.

Contract: Nevada Environmental Program Services (EPS)

Contract Number: DE-NA0002653

Award Period: 10/1/2017 – 9/30/2018

Basis of Evaluation: Performance-Based Award Fee Plan for FY2018

The Nevada Environmental Program Services (EPS) is a Cost-Plus-Award-Fee (CPAF) contract as defined by the Federal Acquisition Regulation (FAR). Fee is available to the Contractor for the completion of implicit performance in areas of business relations, management of key personnel/subcontracts, cost control, schedule, quality of product or service, health and safety and explicit completion of deliverables or milestones. Fee is earned based on an annual evaluation of the Contractor’s performance after issuance of the Award Fee Determination (AFD). Total available fee for each contract year is identified in Section B, *Services and Prices/Costs*, of the contract. This fee scorecard highlights the award fee earned by the Contractor for the evaluation period: October 1, 2017 – September 30, 2018.

Available fee for the EPS contract is comprised of two components: Award fee (40%) and incentive fee (60%). Award fee is comprised of subjective evaluation measures focusing on implicit performance in areas of business relations, management of key personnel/subcontracts, cost control, schedule, quality of product or service, and health and safety as identified in the Performance-Based Award Fee Plan, contract section J, Attachment J-G, Part I. The total available subjective award fee for this period was \$366,624.

The objective incentive fee measures consist of explicit deliverables or milestones the Contractor must complete to earn fee as identified in the Performance-Based Incentive Fee Plan, contract section J, Attachment J-G, Part II. The total available objective award fee for this period was \$632,113.

Below highlights, in more detail, the total available fee and total fee earned as described in the AFD issued by the Fee Determining Official.

	Available	Earned	% of Available Fee Earned
Award fee	\$366,624	\$337,294	92%
Incentive fee	\$632,113	\$605,113	96%
Total fee	\$998,737	\$942,407	94%

Summary of Performance-Based Award Fee, Part I:

The Environmental Management (EM) Nevada Program evaluates and scores the Contractor’s performance at the end of the evaluation period using Attachment B, Management Effectiveness Evaluation, of the Performance-Based Award Fee Plan.

Award Fee Adjectival Rating:

- Business relations – Excellent
- Management of key personnel/subcontracts – Excellent
- Cost control – Excellent
- Schedule – Excellent
- Quality of products or service – Excellent
- Health and safety – Excellent

Notable Achievements:

Navarro has demonstrated outstanding collaboration with the EM Nevada Program and the EM Consolidated Business Center (EMCBC) in contract, procurement, and project management. Navarro achieved year-end with zero outstanding procurements; worked collaboratively to reduce federal procurement review time, taking it from 3-6 months down to an average of 2-3 weeks; and improved forecasted expenditures by reducing the variance from 15.11% in October 2017 to 0.07% in September 2018. Additionally, Navarro has maintained overall overtime rates of 3.3% with extended remote field campaigns. Through effective oversight and management engagement, Navarro has now achieved zero overdue action items

Navarro supported the Tribal Revegetation Project by quickly procuring and installing the pilot revegetation. This extremely short turnaround effort required close coordination and Navarro has been an integral part of this multi-organizational collaborative project, providing invaluable support.

Navarro completed work at the Clean Slate II site by dispositioning 36% less contaminated soil than anticipated. Due to Navarro's innovative approach, Navarro currently projects cost savings of ~\$100K for shipping, not including labor. These efforts provide the EM Nevada Program the ability to more effectively tackle difficult and significant cleanup challenges in a more cost-effective manner. Navarro is implementing similar strategies at Clean Slate III

Navarro's support for the Tribal Revegetation Project has significantly contributed to maintaining the project schedule. The procurement process including Phase 1 field activities, originally planned for 6-12 months, was completed in 4 months.

Navarro continues to demonstrate outstanding safety, health, and radiological performance. There were no injuries, exposures, or lost workdays in FY18. It has been more than 13 years (over 3 million hours) without a lost-workday case under Navarro's leadership. There has been no recordable injury since March 2017. For the 13th consecutive year, Navarro conducted Safety Leadership Sessions and in 2018 co-led DOE TLP-200 Safety Culture training

Notable Deficiencies:

There were no significant or notable deficiencies identified during the rating period

Performance Measure (Name and Number)	Milestone Number and Description	Due Date	Completion Date	Available Fee	Fee Earned
#1 - Program Integration	#1 - Determine if EM Site Specific Advisory Board records are compliant with Federal Advisory Committee Acts (FACA) and National Archive requirements and develop a plan for compliancy if needed	06/01/18	05/30/18	10,000.00	10,000.00
#1 - Program Integration	#2 - Submit Pahute Mesa Communication Plan to the EM Nevada Program	08/30/18	08/27/18	15,000.00	15,000.00
#1 - Program Integration	#3 - Complete GIS system upgrade capabilities in compliance with NAD-27 and NAD-83	09/28/18	09/10/18	15,000.00	15,000.00
#2 - Industrial Sites	#1 - Submit the Final Post-Closure Inspection Reports for closed Corrective Action Units to the EM Nevada Program as identified in the metrics (EM)	05/18/18	05/18/18	10,000.00	10,000.00
#2 - Industrial Sites	#2 - Submit the E-Tunnel Maintenance and Monitoring Reports and submit the E-Tunnel Permit application documentation as identified in the metrics (DP)	07/16/18	07/11/18	4,088.70	4,088.70
#2 - Industrial Sites	#3 - Complete the installation of the irrigation system and the fall and spring revegetation planting activities at Corrective Action Unit 111, Area 5 Mixed Waste Pits	05/04/18	04/26/18	1,527.00	1,527.00
#3 - UGTA	#1 - Complete and submit CAU 99: Rainier Mesa Phase I Data Completion Presentation #2 to the EM Nevada Program	10/17/17	10/17/17	30,000.00	30,000.00

#3 - UGTA	#2 - Complete and submit CAU 97: Yucca Flat/Climax Mine Model Evaluation New Data Presentation #1 to the EM Nevada Program	12/01/17	12/01/17	30,000.00	30,000.00
#3 - UGTA	#3 - Complete and submit Underground Test Area Sample Plan update to the EM Nevada Program	03/30/18	03/28/18	30,000.00	30,000.00
#3 - UGTA	#4 - Complete and submit CAUs 101/102: Pahute Mesa Final Rev 0 Corrective Action Investigation Plan (CAIP) Revision 3 to the EM Nevada Program	06/14/18	06/14/18	30,000.00	15,000.00
#3 - UGTA	#5 - Complete CAU 99: Rainier Mesa/Shoshone Mountain Peer Review	06/18/18	06/14/18	45,000.00	45,000.00
#3 - UGTA	#6 - Complete and submit CAU 98: Frenchman Flat Closure Sample Collections to the analytical laboratory(s)	07/27/18	04/30/18	30,000.00	30,000.00
#3 - UGTA	#7 - Complete and submit CAUs 101/102: Pahute Mesa Annual Calendar Year 2017 Underground Test Area Annual Sampling Report to the EM Nevada Program	08/16/18	08/14/18	30,000.00	30,000.00
#3 - UGTA	#8 - Complete and submit CAUs 101/102: Pahute Mesa Phase II Data Completion Presentation #4 to the EM Nevada Program	09/14/18	09/13/18	45,000.00	45,000.00
#3 - UGTA	#9 - Complete the selection of representative core and cuttings from the EM Nevada Program UGTA geologic samples stored in the Core Library	09/28/18	06/05/18	23,260.00	23,260.00
#3 - UGTA	#10 - Complete and submit CAU 97: Yucca Flat/Climax Mine Model Evaluation New Data Presentation #2 to the EM Nevada Program	09/14/18	09/13/18	14,673.31	14,673.31

#4 - Soils	#1 - Submit CAU 414: Clean Slate III Final CADD/CAP to the EM Nevada Program	11/29/17	11/28/17	10,000.00	10,000.00
#4 - Soils	#2 - Submit CAU 415: Project 57 Final CR to the EM Nevada Program	12/22/17	12/11/17	10,000.00	10,000.00
#4 - Soils	#3 - Submit CAU 576: Misc Rad Sites and Debris Updated Draft CADD/CR to the EM Nevada Program	08/30/2018	08/21/18	10,000.00	10,000.00
#4 - Soils	#4 - Complete CAU 413: Clean Slate II Corrective Action Activity Deliverables as listed in the metrics	07/31/18	07/26/18	57,049.00	57,049.00
#4 - Soils	#5 - Complete Strategic Planning Metrics	08/16/18	08/13/18	45,000.00	45,000.00
#4 - Soils	#6 - Submit CAU 411: Double Tracks and CAU 412: Clean Slate I "Multi-Agency Radiation Survey and Site Investigation Manual" (MARSSIM) Final Survey Reports to the EM Nevada Program	08/30/18	08/30/18	20,000.00	8,000.00
#4 - Soils	#7 - Submit CAU 413: Clean Slate II Final CR to the EM Nevada Program	09/21/18	09/21/18	20,156.35	20,156.35
#4 - Soils	#8 - Complete CAU 414: Clean Slate III Corrective Action Activity Deliverables as listed in the metrics	09/28/18	09/26/18	34,000.00	34,000.00
#5 - RWAP	#1 - Prepare a Risk Informed Oversight Assessment Schedule and Methodology for RWAP facility evaluations for possible implementation	10/12/17	10/12/17	10,000.00	10,000.00
#5 - RWAP	#2 - Develop and implement an EM HQ RWAP Finding Notificaiton Process	03/30/18	03/15/18	10,000.00	10,000.00
#5 - RWAP	#3 - Implement the Navarro portion of the EM Nevada Program Low-Level Waste Verification Program	09/28/18	09/19/18	40,000.00	40,000.00

#6 - Yucca Mountain	#1 - Maintain Yucca Mountain Permits as current in FY 2018	09/28/18	08/29/18	2,358.64	2,358.64
Total Fee/Fee Earned				632,113.00	605,113.00