

**NATIONAL TRAINING CENTER  
U.S. DEPARTMENT OF ENERGY  
OFFICE OF ENTERPRISE ASSESSMENTS**

**STATEMENT OF OBJECTIVES  
(SOO)**

The purpose of this Statement of Objectives is to provide background on the Department of Energy's (DOE) National Training Center (NTC), define the scope, and detail the performance objectives and operating constraints for providing a full range of services to support the NTC in Albuquerque, New Mexico. This support includes developing, providing and supporting safety and security classroom and on-line training at the NTC and other locations, managing training programs, providing cyber-security and information technology support for the NTC as well as at DOE Headquarters in Washington, D.C., and maintaining the facilities and grounds.

The National Training Center, designs, develops, and implements state-of-the-art security and safety training programs for Department federal and contractor personnel nationwide, including the National Nuclear Security Administration (NNSA).

The NTC conducts ongoing job analysis, and develops and delivers training in all aspects of security and safety required for the protection of Departmental and NNSA critical assets, including facilities, equipment, materials and information; serves to maintain the proficiency and competency of the Department and NNSA security and safety personnel through standardized nuclear safety and security training, education, and professional development services; and provides training based on technical qualification standards.

**Background:**

DOE's Office of Enterprise Assessments (EA), National Training Center performs the mission-critical support function of developing, maintaining, and delivering standardized health, safety, safeguards, security, and protective force training for DOE and NNSA Federal and contractor employees. The NTC must be responsive to the ever changing needs of the DOE in training due to policy changes, to support new programs, and in responses to accidents or incidents.

The NTC is located on Kirtland Air Force Base (KAFB) in Albuquerque, New Mexico and is geographically dispersed among three primary locations. The main campus is located at the base of the Manzano Mountains on KAFB. The Live Fire Range (LFR) and the Integrated Safety and Security Training and Evaluation Complex (ISSTEC), which is a simulated DOE nuclear facility, are situated approximately 6 miles east of the main campus area in Coyote Canyon. The NTC covers 100 acres, consisting of 235,000 square feet of operational space (classrooms and administrative offices), weapons firing ranges and armory with a variety of weaponry and ammunition.

While some NTC operations are steady state and can be predicted from year to year (such as grounds maintenance, facilities operations, and janitorial services), most of the program and curriculum is highly dependent upon the changing needs of the DOE complex and workforce.

Demand for courses can be unpredictable and varies depending upon when the course was last taught, workforce changes and budget pressures.

The NTC curriculum is designed specifically to support the federal and contractor safety and security professionals who support DOE and NNSA missions. Safeguards and Security (S&S) training programs include vulnerability assessments, nuclear materials control and accountability, physical security systems, personnel security, information security, and security program operations; the Protective Force component of the S&S training programs includes specialized training in weapons maintenance and firing, and response force tactics. In-house safety training focuses on developing and delivering training to support DOE personnel who perform federal assurance and other specific duties identified in functional area qualification standards within the technical qualification program (TQP) outlined in DOE O 426.1A, *Federal Technical Capability Program*. . A secondary audience is contractor personnel who perform work in DOE facilities. The safety training program includes the following core training areas: 1) senior technical safety manager, 2) safety basis, 3) formality of operations, and 4) oversight. The safety training program also includes courses on various safety management programs, safety management systems such as quality assurance and integrated safety management, and other specific training such as accident investigation. NTC also supports development and delivery of occupational safety and health training across the enterprise in partnership with the Volpentest HAMMER Federal Training Center.

#### **Scope:**

The overall objective to acquire a contractor to support the mission of the National Training Center. The scope of the SOO is broken down into several objectives. **Program Mission** outlines the goals of the task area the NTC envisions and what will be considered successful performance in this task area. **Contract Objectives** are the specific functions within the task area that need to be performed by the Contractor, and also defines the performance objective of that function. **Management Objectives** are objectives of the NTC management on how they want the Contractor to manage the various function within the task area. **Logistics/Constraints** are the conditions and restrictions the Contractor will face while executing the functions within the scope.

#### **CONTRACT LINE ITEM NUMBER (CLIN) 1000 TASK AREA TRAINING MISSION AND SUPPORT**

##### **PROGRAM MISSION:**

The primary functions of the NTC Training Program are to plan and manage (e.g., analyze, design, develop, deliver, evaluate, revise and retire) safety and S&S training to ensure the technical proficiency necessary to maintain a qualified workforce within DOE and NNSA as outlined in federal policies and requirements (DOE Orders, the DOE Technical Qualification Program, Codes of Federal Regulations, United States Codes, the Atomic Energy Act of 1954 as amended, etc.). NTC curricula are designed to provide and facilitate quality training for Federal and contractor personnel in support of the DOE's mission. One priority of the NTC is to develop training on issues that challenge students to make difficult decisions and take specific courses of

action. For example, Safety Training courses incorporate complex, DOE-specific case studies, encouraging the sharing of ideas and experience among students. This experientially based training, together with instruction by recognized subject matter experts, supports student learning and retention and encourages active contribution both in the classroom and at the workplace. Such training reinforces analysis-based learning objectives to ensure that students are able to achieve DOE's technical qualification standards and functional area qualification standards. A second goal is to ensure that the greatest number of students are served at the lowest cost. To this end, a variety of training delivery methods are available to both Federal and contractor employees. These include classroom-based training, site-specific applied practice and performance-based field training, eLearning, and blended learning (a combination of training delivery methods). Classroom-based training at the NTC is enhanced by a variety of new technologies, including smart whiteboards that enable touch-screen interaction with network resources, thin client technology that allows hands-on student involvement, and remote videoconferencing that facilitates off-site participation.

The NTC training mission includes training development, delivery, and support in the following Program Areas: 1) Nuclear Safety, 2) Safeguards and Security, 3) Protective Force, 4) Management and Instructional Technology and 5) the DOE Training Institute. Typical classes offered at the NTC can be found at <https://ntc.doe.gov/student/course-catalog>. The following is a general description of each training program area:

- 1) Nuclear Safety Training (NST) – NST focuses on developing and delivering training to support DOE personnel performing Federal assurance and functional specific Federal duties within the Technical Qualification Program (TQP). The NST program includes technical leadership, safety basis, formality of operations, and Federal oversight and contractor assurance systems.
- 2) Safeguards and Security Training (S&S) – S&S training programs include vulnerability assessments, nuclear materials control and accountability, physical security systems, personnel security, information security, and security program operations.
- 3) Protective Force Training - Protective Force training includes specialized training in firearms maintenance and firing and response force tactics.
- 4) Management and Instructional Technology Training (MIT) – MIT training includes disciplines necessary for training professionals themselves, such as basic instructor training, job analysis, and curriculum development.
- 5) DOE Training Institute (DTI) – The virtual institution supports provision of occupational safety and health training across the DOE Enterprise in partnership with the Volpentest Hazardous Materials Management and Emergency Response (HAMMER) Federal Training Center in Richland, Washington.

## CONTRACT OBJECTIVES:

- Nuclear Safety Training : The Contractor shall plan and manage NST to ensure the technical proficiency necessary to maintain a qualified workforce to the levels defined in the DOE Technical Qualification Program required by DOE Order 426.1, *Federal Technical Capability*, and applicable nuclear safety federal regulations and DOE directives and standards.
- Safeguards and Security Training: The Contractor shall plan, manage and execute S&S training to ensure the technical proficiency necessary to maintain a qualified workforce to the levels defined in DOE Order 470.4, *Safeguards and Security Program* the DOE Technical Qualification Program, Codes of Federal Regulations, United States Codes, the Atomic Energy Act of 1954 as amended, etc.
- Protective Force Training: The Contractor shall plan, manage, and execute protective force training to ensure the technical proficiency necessary to maintain a qualified workforce to the levels defined in DOE Order 473.3A, *Protective Force Operations*, the DOE Technical Qualification Program, Codes of Federal Regulations, United States Codes, the Atomic Energy Act of 1954 as amended, etc.
- Management and Instructional Technologies Training (MIT): The Contractor shall plan, manage, and execute MIT training to ensure the technical proficiency necessary to maintain a qualified workforce to the levels defined in the applicable DOE Orders and the DOE TQP.
- DOE Training Institute Training: The Contractor shall support, plan, manage, and execute (in conjunction with the Volpentest HAMMER Federal Training Center) occupational safety and health training in support of the technical proficiency necessary to maintain a qualified workforce to DOE Policy 364.1, Health and Safety Training Reciprocity.
- Cyber Security Program: The Contractor shall maintain and execute a cyber security program that meets all applicable federal, DOE Order 201.1B, *Department of Energy Cyber Security Program*, and local cyber security requirements to include the DOE approved Certification and Accreditation (C&A) process in order to minimize threats to the EA headquarters and NTC information technology networks and cyber systems.
- Training Certification Programs: The Contractor shall manage, maintain and execute NTC certification and accreditation processes and activities to ensure that the NTC and DTI goal of providing training excellence is supported. There are certification programs for Instructors, the Protective Force, Sites, the Training Approval Program, and the Training Reciprocity Program.
- Information Technology Planning and Management: The Contractor shall manage and operate all NTC Information Technology (IT) systems in compliance with applicable Federal Information Security Management Act requirements in order to ensure effective system implementation, integration, and protection.

## MANAGEMENT OBJECTIVES:

- Training, Planning, and Management: The Contractor shall use a recognized systematic approach throughout the training life cycle. The Contractor shall design new and modify existing training products using NTC approved processes and standard operating procedures that implement the following recognized steps of the systematic approach to training: Analyze, Design, Develop, Implement, and Evaluate training programs to identify and act on improvement opportunities to ensure optimum training effectiveness. The Contractor also shall use student and instructor evaluations and information received from formal assessment programs to validate training effectiveness and incorporate lessons learned into training. The Contractor shall maintain the database and automated reporting processes (referred to as Training Assessment Summaries) for collecting and disseminating evaluation feedback on courses.
- Managerial, technical, and administrative support for training: The Contractor shall support NTC Federal staff facilitation of various groups and programs, including, but not limited to, the Federal Technical Capability Program (FTCP), Energy Facility Contractor's Group (EFCOG) and other DOE sponsored Quality Panels, Advisory Councils, Working Groups, and Policy Panels.
- Learning Management System, Learning Content Management System, and training support tools: The Contractor shall develop course material, training products, and training plans necessary to accomplish NTC training using approved NTC applications, systems, processes and procedures. All training materials and products shall be developed in the Learning Content Management System (LCMS), Absorb and stored in the Learning Management System (LMS) Vision.
  - LMS (currently Absorb): The LMS is designed for the efficient creation and delivery of self-paced eLearning, instructor-led events, and blended learning. The LMS can automate the entire learning management process, from learner registration, to enrollment, tracking and reporting, communication, certification, and beyond.
  - LCMS (currently VISION): Instructional system design tool that analyzes designs and develops training material.
- Registration and Customer Service Support: The Contractor shall provide registration and customer service support to students enrolled in all NTC and DTI courses.
- Multimedia Support: The Contractor shall provide multimedia support to include graphic design, videography, photography, and any other related capabilities necessary to support development and delivery of required products. in accordance with approved operational plans or as directed.
- Training Certification Programs support: Certifications are approved by the NTC Director based upon recommendations submitted by the Contractor. Certification program processes shall include:

- **Instructor Certification Programs:** The purpose of the NTC and DTI Instructor Certification Programs is to certify DOE Federal and contractor personnel to serve as lead instructors for NTC and DTI courses.
- **Protective Force Certification and Recertification (e.g., Armorer, Firearms Instructor, and Intermediate Force Instructor):** All Protective Force certifications within DOE must be certified and recertified by the NTC in accordance with approved policies, procedures, and practices.
- **Site Certification:** NTC certifies DOE sites to conduct specified NTC courses using their own instructors. NTC site certification is based on lead instructor qualifications, training facilities, support staff, records management capabilities, and the ability of the site to deliver the specified course to NTC standards. A facility must be certified separately for each NTC course to be conducted at that site.
- **Training Approval Program (TAP) Certifications:** TAP ensures all DOE field elements with S&S training programs meet the existing standards as outlined by DOE and NTC policies, procedures, and practices.
- **Training Reciprocity Program:** Training Reciprocity promotes greater consistency, effectiveness, and efficiency in DOE's ability to meet its training objectives.
- **Information Technology Infrastructure, Applications, and Support:** The Contractor shall develop, install, manage, maintain, and operate all NTC IT resources in compliance with *Federal Information Security Management Act*, DOE Order 200.1A, *Information Technology Management*, other applicable DOE Directives, and National Institute of Standards and Technology 800-53 criteria, etc. and ensure effective system implementation, integration, and protection.

NTC IT functions include, but are not limited to, the following:

- Maintaining, managing and operating present servers and computer hardware items for NTC operations
- Programming support, application development and maintenance
- Providing comprehensive help desk services tasks to the NTC
- Installing, implementing, and maintaining of current NTC business systems with a 99.5% reliability rate
- Maintaining, managing, and operating of a Voice Over Internet Protocol (VOIP) system for approximately 150 users
- Installing, maintaining, and updating of application and data software, reimaging of computers as needed, and maintaining computers and networked office machines
- Developing and maintaining a NTC intranet and internet
- Developing and maintaining a full IT system back up of critical systems and information
- Maintaining operational server space to house the hot backup of the electronic DOE Integrated Security System /Central Personnel Clearance Index (eDISS/CPCI)

## **CLIN 2000 TASK AREA SITE FACILITIES, SAFETY AND SECURITY, AND BUSINESS OPERATIONS**

### **PROGRAM MISSION:**

The NTC consists of classrooms, live fire ranges, administrative buildings and offices. The contractor is responsible for safe and secure, cost-effective operations. NTC goal in this objective to have the NTC Site facilities to be operated in a safe, efficient and secure manner. These facilities shall be maintained in a manner that all NTC activities can be conducted year round with no disruption or limitation of use. All facilities shall be maintained and possibly modified to ensure that the NTC training goals can be achieved. The following provides a description of the main campus and firing range areas:

- **Main Campus**  
The Main Campus consists of classrooms, administrative buildings, offices, and support areas in eleven buildings, seven U.S. Air Force (USAF) permitted and four DOE owned. DOE is permitted to use this site by the USAF.
- **Live Fire Range**  
The LFR consists of seven live fire ranges as well as two shoot houses, six buildings, including an armory, classrooms, administrative buildings, office, and support areas.
- **Integrated Safety and Security Training Evaluation Complex**  
The ISSTEC is a simulated DOE research and operational facility consisting of eleven buildings, including classrooms, administrative buildings, offices, and support areas.

### **CONTRACT OBJECTIVES:**

Services contained within this section are necessary to ensure successful and continuous operation of the NTC facility. Work volume remains reasonably consistent, but may vary somewhat due to local circumstances and internal NTC needs (e.g. Kirtland Air Force Base requirements, weather, equipment failure, and non-NTC facility users as approved by the NTC Director). Work within this area must be integrated with the training mission and any Strategic Partnership Projects to assure facility availability for NTC courses.

- **Facilities Management:** The Contractor shall manage and maintain NTC facilities in a safe, secure, efficient, and fully operational condition, at the NTC Main Campus, the LFR, the ISSTEC, and any other DOE facilities that may be used for NTC program activities.
- **Site Development Plans:** The Contractor shall develop and maintain site development plans for real property under the custody of the NTC, or when changes occur to the real property inventory. The plans shall include condition assessment, major facility renovations and/or new construction and describe related resource requirements. The plans shall be comprehensive enough to address all facilities and grounds owned by the DOE or permitted for use to the DOE

by the USAF. The NTC facilities and grounds are comprised of the Main Campus, LFR, and ISSTEC as described above.

The plans will need to address equipment and systems throughout the NTC such as:

- Fire detection and suppression systems
  - Utility systems
  - Heating Ventilation and Cooling systems
  - Water distribution systems
  - Telecommunications systems
  - Intrusion detection systems
  - Small Arms Firing Ranges
- **Range Use Agreements (RUA), Temporary Use Agreements (TUA), Memorandums of Understanding (MOU), and Memorandums Agreement (MOA):** The Contractor shall develop, execute, maintain, and coordinate RUA or TUA, as appropriate, with all non-NTC users of the LFR, ISSTEC, classrooms and conference rooms and ensure that all users comply with the approved NTC Standard Operating Procedures (provided upon request unless the information is Controlled Unclassified Information (CUI)). The Contractor shall also develop and administer MOUs and MOAs (provided upon request unless the information is CUI) that have been approved by the Federal Staff.
  - **Logistical Support:** The Contractor shall provide logistical services to support NTC operations, training activities and exercise events, classroom scheduling and setup, supplies, shipping and receiving, moves, and inventory.
  - **Personal Property Management:** The Contractor shall account for all Government property on the Contract's Government Property List (see attachment to contract) per applicable federal and DOE policies and regulations. All equipment, systems, databases, information, and materials acquired, developed, or used by the Contractor under this contract are the property of the DOE.

The Contractor's property management system shall ensure accountability of high risk property and other accountable items such as:

- Property valued in excess of \$2000 of replacement value
- Firearms systems approved for use by DOE in protection strategies throughout the DOE
- Firearms systems undergoing technical evaluation
- Ammunition
- Optics such as scopes, night optical devices, thermal imagers, etc.
- Information systems and components
- Reproduction systems and components
- Projection and instructional systems and components
- Video graphic and photographic systems and components
- Video teleconferencing and webinar systems and components
- Motorized vehicles used in support of training and maintenance operations



- **Site Environment, Safety, and Health Program:** The Contractor shall implement and maintain an Environmental, Safety, and Health (ES&H) Program that meets all applicable requirements and ensures the safety and health of all NTC employees, students, visitors and members of the general public. The **Environment, Safety, and Health Program** must be integrated with applicable KAFB ES&H Programs as outlined in the KAFB Support Agreement.
- **Site Security Program:** The Contractor shall implement and maintain a security program that meets all applicable Federal, DOE, state, and local regulations, procedures, and policies, and ensures the protection of all classified and unclassified assets. The Contractor shall develop and maintain appropriate liaison and coordination with external organizations (e.g., DOE and USAF counterintelligence and security representatives; Sandia Field Office Security Point of Contact; and Sandia National Laboratories security representatives) in order to identify threats and to prevent security incidents.
- **Emergency Management Program:** The Contractor shall implement and maintain an Emergency Management Program that meets all applicable Federal, DOE, state, and local regulations, policies and procedures, in order to minimize adverse impact to workers and the environment. The Emergency Management Program shall integrated with the KAFB Emergency Management Program.
- **Risk Assessment Program:** The Contractor shall ensure that all training activities at the LFR and ISSTEC balance risk with realism and meet the highest standards of safety performance. The Contractor shall maintain a documented risk assessment program for all NTC training operations with an emphasis on high risk activities. The Contractor shall use a graded approach to conduct risk assessments on all training, qualification, and evaluation activities. The Risk Assessment Program is responsible for determining risk levels, identifying potential hazards, and recommending controls to be implemented.
- **Self-Assessment Program:** The Contractor shall implement a Self-Assessment Program to identify and correct deficiencies.
- **Records Management Program:** The Contractor shall maintain and manage all records at the NTC and maintain storage of all Federal records in accordance with the requirements and standards established by the DOE and the National Archives and Records Administration (NARA).

The Records Management Program shall include System of Record Notice (SORN) for NTC systems that require a SORN.

**The Records Management Program shall ensure that it does not:**

- Create or maintain any records that are not specifically tied to or authorized by the contract
- Retain, use, sell, or disseminate copies of any deliverable required by the contract without the consent of the COR, regardless of the format of the information

- Retain, use, sell, or disseminate copies of any deliverable that contains information covered by the Privacy Act of 1974 or that which is generally protected by the Freedom of Information Act, regardless of the format of the information.

## MANAGEMENT OBJECTIVES:

**Facilities and Equipment Maintenance:** The Contractor shall manage NTC maintenance activities, including facilities and government furnished equipment, work orders and modifications of facilities. The Contractor shall ensure all equipment is maintained in accordance with operational manuals or accepted industry standards.

- **Personal Property Management:** The Contractor shall account for all Government property on the Contract's Government Property List (see attachment to solicitation) per applicable federal and DOE policies and regulations. All equipment, systems, databases, information, and materials acquired or developed, by the Contractor under this contract are the property of the DOE.
- **Fleet Management:** The Contractor shall provide support in the management and execution of the GSA-leased vehicle program and DOE-owned vehicles. The fleet management program includes maintaining records of utilization, placing orders with GSA on replacement vehicles, maintaining yearly balance sheet, overseeing the scheduling of vehicle repairs and maintenance performed by GSA-approved outside vendors, and preparing annual report on GSA vehicle fuel and lease costs and vehicle utilization. NTC currently has 15 GSA leased vehicles; DOE owned vehicles are listed on the GFE list.
- **Contractor Assurance System:** The Contractor shall develop and implement a management system that provides for continuous assessment, evaluation, and improvement of all NTC activities consistent with contract requirements.
- **Integrated Management System (IMS):** The Contractor shall provide effective task planning, progress reporting, project planning and resource management, scheduling, budgeting, and customer interaction to ensure effective application of resources and compliance with task assignments and technical direction. The Contractor shall develop operation plans as directed and use the government-provided IMS to track, measure and monitor work performance.
- **Performance Measures:** The Contractor shall develop a set of performance measures and associated metrics that provides a timely and accurate assessment of NTC operations. This will be a part of the Contractor Assurance System.
- **Process for Change Control:** The Contractor shall use a process for requesting, reviewing, and documenting changes for approved projects and plans as new requirements arise or circumstances dictate. NTC functions are managed through approved operational plans that outline scope, schedule, cost and resource commitments for training, facilities, IT, etc.
- **Financial Management:** The Contractor shall maintain a work breakdown structure to provide supporting documentation on costs of all NTC activities.

- **Policies and Procedures:** The Contractor shall implement DOE policies and develop, for the approval by a Government official, and implement NTC procedures to ensure NTC programs and operations are performed in a consistent and compliant manner ensuring high quality deliverables. The Contractor shall adopt existing NTC policies and procedures and conduct a review to ensure understanding and evaluate opportunities for improvement.

### **CLIN 3000 TASK AREA STRATEGIC PARTNERSHIP PROGRAM**

This function is under its own CLIN for contract administration purposes. The objectives for this CLIN are generally similar to CLIN 1000.

#### **PROGRAM MISSION:**

The NTC Strategic Partnership projects are approved by the NTC Director in support of other DOE/NNSA organizations, other Federal Agencies or other governments. The program mission may be similar to CLIN 1000. The scope of work is defined in a requirements document for each Strategic Partnership Program (SPP) project. The main difference between CLIN 1000 and 3000 is that the Contractor shall provide specialized training support and other services for other DOE organizations and Other Government Agencies (OGA) as required by the Government at DOE, OGAs, or at international locations.

#### **CONTRACT OBJECTIVES:**

The contract objectives are similar to those under CLIN 1000. The main difference between CLIN 1000 and 3000 is that the Contractor shall provide specialized training support and other services for other DOE organizations and OGA as required by the Government, or at international locations. Work may include: training development and delivery; LMS services, small arms maintenance and modification; job analyses; qualification card development; etc.

#### **MANAGEMENT OBJECTIVES:**

The Contractor will perform work as directed by the NTC Director. This work may occur at DOE, OGAs, or at international locations. All strategic partnership projects will be reimbursable to the NTC. Work may include: training development and delivery; LMS services, small arms maintenance and modification; job analyses; qualification card development; etc. Specific management objectives will be defined by the end user needs as described in the requirements document for each SPP.

## **CLIN 4000 TASK AREA: CUSTODIAL SERVICES AND GROUND MAINTENANCE,**

### **PROGRAM MISSION:**

The NTC goal in this objective is to ensure clean, well maintained and attractive grounds and facilities. The contractor is responsible for custodial services and grounds maintenance at the NTC Main Campus, LFR and ISSTEC.

### **CONTRACT OBJECTIVES:**

- Custodial Services: The Objective is to ensure all NTC facilities are hygienic, well-stocked, and operational. The Contractor shall furnish all personnel, management, supervision, materials, supplies and equipment. Basic Cleaning Requirements: Daily cleaning includes: remove trash, cleaning restrooms, water fountain and dispensers, and classrooms (when in session). Weekly cleaning: Vacuum offices, halls, and common areas. Monthly Cleaning: Chair upholstery cleaning, carpets, stripping and waxing of floor in areas non- carpeted.
- Grounds Maintenance: The Objective is to ensure all NTC grounds are well maintained, with vegetation and landscaping kept in an attractive manner. Also, the contractor shall maximize the use of environmentally sustainable practices and employ practices that maximize water savings and wildlife protections. The Contractor shall furnish all personnel, management, supervision, materials, supplies and equipment. Ground maintenance will include: Mowing improved grounds, edging, trimming, and irrigation of all vegetation and remove of all debris/polluted grounds. Grounds maintenance of the LFR and ISSTEC includes routine berm maintenance, weed abatement, etc.

### **MANAGEMENT OBJECTIVES:**

As the NTC is a tenant on Kirtland Air Force Base, the contractor is accountable for adhering to all base policies, standards and requirements, including adhering to U.S. Air Force tenancy requirements and its environmental and operational permits.

### **Logistics/Constraints:**

- At the time of award, certain personnel are required to possess a clearance. See Attachment 2 Position Descriptions in the solicitation for positions that require a clearance.
- Awardee requires a Facility Clearance. DEAR solicitation provision 952.204-73 Facility Clearance will be included in the solicitation to address the Facility Clearance and foreign ownership, control and influence (FOCI) requirements of this acquisition. DEAR clauses 952.204-2 Security Requirements and 952.204-70 Classification/Declassification are also applicable.
- Operations must comply with the National Environmental Protection Act (NEPA).

- Required clauses for the facility support functions of the contract pursuant to FAR 52.223-5 Pollution Prevention and Right-to-Know Information, FAR 52.223-10 Waste Reduction Program, FAR 52.223-13 Acquisition of EPEAT (R) Registered Imaging Equipment, and FAR 52.223-19 Compliance with Environmental Management Systems shall be incorporated into the contract.
- Personal Property shall be maintained in accordance with the NTC Property Management program; 41 CFR 101, 102, and 109 Public Contracts and Property Management; and OMB Circular A-11, Part 3, Planning, Budgeting & Acquisition of Capital Assets and Supplements
- The Worker Safety and Health Program shall be compliant with 10 CFR Part 851.
- Freedom of Information Act and Privacy Act of 9174 standards shall be followed.
- DOE Technical Qualification Program is in accordance with DOE O 426.1A, Federal Technical Capability Program.
- Information Technology work shall be compliant with Section 508 of the Rehabilitation Act.
- DOE Directives, NTC approved policies, procedures, and guidelines shall be followed. See attachment in the solicitation for other applicable Directives.
- Trainings and priorities are affected by National and DOE policy changes, qualification standard changes, and implementation of new weapon systems.
- Budget limitations affect the ability to accomplish the NTC's mission.

#### **Period and Place of Performance:**

The period of performance is estimated to begin in late fourth quarter 2017. The contract will be an Indefinite Delivery Indefinite Quantity contract which will have a period of 60 months, including transition period. The effort is to be performed on the grounds of the National Training Center in Albuquerque, New Mexico. Mobile Training Teams will provide training at other DOE and international locations.