

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO. M0002	3. EFFECTIVE DATE 09/30/2016	4. REQUISITION/PURCHASE REQ. NO. ADH-16-0204	5. PROJECT NO. (If applicable)
6. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 WASHINGTON DC 20555-0001	CODE NRCHQ	7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) FORENSIC DRUG ALCOHOL TESTING LLC 4443 BROOKFIELD CORP DR STE115 CHANTILLY VA 201512472		(x) 9A. AMENDMENT OF SOLICITATION NO.	
		9B. DATED (SEE ITEM 11)	
		X 10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-HQ-40-16-C-0012	
		10B. DATED (SEE ITEM 13) 04/27/2016	
CODE 825420891	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted, or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$2,000.00  
2016-X0200-FEEBASED-40-40D004-51-F-170-1125-252A

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Mutual Agreement - Bilateral Signature
	D. OTHER (Specify type of modification and authority)

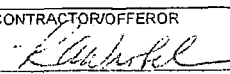
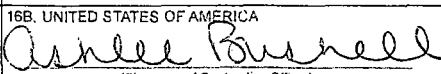
E. IMPORTANT: Contractor  is not,  is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

See page two for details.

Total Amount Obligated: \$172,000.00 (Changed)  
Current Ceiling: \$291,640.39 (Changed)  
Total Ceiling (Base and All Options): \$1,540,465.50 (Changed)  
Period of Performance: 6/01/2016 - 5/31/2017 (Unchanged)

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Richard A. Wrobel, President	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) ASHLEE BUSHELL
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED 08/29/2016
16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 8/29/16

NSN 7540-01-152-8070  
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

TEMPLATE ADM001

SUNSI REVIEW COMPLETE

SEP - 8 2016

ADM002

## STATEMENT OF WORK

### 1. PROJECT TITLE

Urine Specimen Collection – Nation-wide, Medical Review Officer (MRO) and Professional/technical on-site support services

### 2. BACKGROUND

The U.S. Nuclear Regulatory Commission (NRC) has a requirement for a contractor to provide urine specimen collection nation-wide, MRO, and Professional/technical on-site services in support of Executive Order 12564, Public Law 100-71, NRC's Drug-Free Workplace Plan, and NRC's Contractor Testing Plan. NRC also requires occasional breath/alcohol testing (BAT) in accordance with Department of Transportation (DOT) 49 CFR Part 40 regulations.

The contractor, and any subcontractor associated with this contract, will be subject to contract Quality Assurance visits that are announced and unannounced, by the NRC COR.

### 3. SCOPE

The purpose of this contract is to procure all services necessary to conduct urine specimen collections for drug testing and occasional breath/alcohol tests in order to comply with Executive Order 12564, Public Law 100-71, Department of Health and Human Services (HHS) Mandatory Guidelines for Federal Drug-Free Workplace Programs and NRC requirements set forth in NRC's Drug-Free Workplace Plan, NUREG-BR-0134, Rev. 2, dated August 2007, and NRC's Contractor Drug Testing Plan, dated January 2009. This contract also includes the requirement for MRO services in order to review and make a determination on drug test results received from NRC's current contract testing laboratory and professional/technical on-site drug testing/assistant support personnel. Collection/drug testing is required at NRC Headquarters, four (4) region locations and approximately 82 remote sites that includes nuclear power plants, gaseous diffusion and fuel cycle facilities. Collection services may be required in all 50 States, Puerto Rico, the U.S. Virgin Islands, and possibly some locations in the Western Pacific depending upon NRC applicants' physical locations and NRC teleworkers' duty locations. The estimated number of drug tests performed in a year is 3,000 and an estimated 5 breath/alcohol tests may be required in a year.

### 4. APPLICABLE DOCUMENTS AND STANDARDS

Executive Order 12564, Public Law 100-71, NRC Drug-Free Workplace Plan (NUREG-BR-0134, Rev. 2) dated August 2007, Department of Health and Human Services (HHS) Mandatory Guidelines for Federal Workplace Programs, dated November 25, 2008. Public Domain <http://workplace.samhsa.gov> Select "Under Federal Programs", then select "Mandatory Guidelines".

DOT Drug and Alcohol Testing Guide: Public Domain  
<http://dothr.ost.dot.gov/hrprograms/drugandalcohol/>

### 5. SPECIFIC TASKS

#### **Task 1 – Urine Collection/BAT testing and Transportation Requirements**

(a) The Contractor shall perform collection procedures in accordance with current HHS Mandatory Guidelines and NRC program policy requirements as described in NRC's Drug-Free Workplace Plan.

(b) Urine specimens shall be collected and submitted to NRC's contract laboratory from NRC Headquarters, four (4) regional offices, and approximately 82 remote site locations. In addition, specimens may be submitted from sub-contractor testing facilities nation-wide

depending upon where NRC employees, applicants, and contractors are physically located. The Contractor shall be able to locate and utilize a sub-contractor testing facility within a 50 mile radius of the individual's home or duty location.

(c) Collection supplies, i.e. spit specimen collection kits, Federal Custody and Control Forms (CCF), preprinted FedEx air bill labels and diagnostic packs for the specimens are provided by NRC's contract laboratory.

(d) In accordance with HHS Mandatory Guidelines, all collection technicians must be prepared to stay up to (3) hours after the last scheduled appointment in the event a donor is not able to provide sufficient volume of specimen (45 mL).

(e) For NRC, Regions and remote site locations, two (2) collection technicians, a male and a female, are required at the collection site unless otherwise directed by the NRC COR. The on-site professional/technical support team shall conduct all Headquarters collections. A same gender collection technician or a trained monitor must be available at all collections in the event a direct observation collection is required. For security reasons, the Contractor must provide the COR at least 48 hours prior to each collection obligation, names, social security numbers, dates of birth, and telephone numbers where the collection technician(s) may be reached on the day of collection.

(f) The Contractor must be able to provide emergency collections, i.e. collections that are not planned for ahead, and BAT testing on a twenty-four (24) hours, seven (7) day a week basis and report to the emergency site within four (4) hours of notification by the NRC COR.

(g) For pre-employment and random testing of teleworkers, the collection/testing site at a sub-contractor facility, shall be within a 50 miles commuting distance for the applicant in all but rare cases. If the Contractor is unable to accommodate the request, then the NRC COR and Contractor shall work out the best alternative to fit the NRC's needs.

### **Task 2 – Breath/Alcohol (BAT) tests**

(a) The Contractor shall be required to perform urine specimen collections and breath/alcohol tests (BAT) when directed by the NRC COR.

(b) BAT tests shall be conducted by trained BAT technicians in accordance with Department of Transportation (DOT) 49 CFR Part 40 regulations.

(c) The Contractor shall provide all equipment to perform breath alcohol tests including a breath alcohol testing device that meets the requirements of DOT Regulation 49 CFR Part 40 and is on NHTSA Conforming Products List (CPL), accessories, mouthpieces, and Alcohol Testing Forms.

### **Task 3 – Provide MRO Services** in accordance with requirements in the HHS Mandatory Guidelines identified in Subpart M to include but not limited to:

(a) review all laboratory test results;

(b) assure all individuals who test positive or have a "shy bladder"/ "shy lung" are interviewed and allowed to provide medical documentation as required;

(c) verify, interpret and evaluate positive and invalid test results;

(d) Electronically report negative, canceled, verified positive, and other non-negative test results to the NRC COR no later than 5 business days after testing. The MRO shall seek assistance from the NRC if necessary to contact the donor. In the event of a positive, the MRO shall advise the donor that he/she can have his/her split specimen be tested at the Contractor's designated HHS certified laboratory. The donor must make this request within 72 hours of being notified by the MRO. The MRO shall report the results of the split specimen test to the NRC COR.

(e) The MRO must have capability to electronically receive laboratory test results transmitted by NRC's contract laboratory.

Section 13.2 (Subpart M) of HHS Mandatory Guidelines describes the training requirements before a physician can serve as an MRO. The Contractor shall provide to the NRC COR, the credentials and supporting documentation to demonstrate that the MRO is fully qualified, trained, and certified to review all NRC drug test results.

#### **Task 4 – Blind Quality Control Samples**

(a) The Contractor shall purchase and prepare the blind quality control specimens provided by Professional Toxicology Services and tested by HHS certified laboratory, Clinical Reference Lab.

(b) The Contractor shall develop and carry out a procedure for repackaging the samples according to HHS Mandatory Guidelines and NRC requirements and distribute them from various testing locations to the NRC's contract testing laboratory. This shall be done in a manner that the contract testing laboratory will not be able to identify the origination of the samples as control samples.

(c) The NRC COR shall be electronically notified when these specimens are received, prepared, and shipped to NRC's contract laboratory. The results of these blind quality control test results shall be reported to the NRC COR by the MRO.

#### **Task 5 – Scheduling**

(a) The Contractor shall centrally manage all scheduling for assigned specimen and breath/alcohol collections. On-site support staff shall Schedule NRC drug/alcohol tests.

(b) The Contractor shall send collection supplies (kits, chain-of-custody forms) and collection instructions to all collection sites used by the NRC, specific to HHS and DOT requirements.

(c) The Contractor shall notify NRC COR within two hours of a "no show" at any of the NRC utilized collection sites.

(d) The Contractor shall schedule random specimen and breath/alcohol collections within 10 business days of receipt of the request from NRC and confirm the date, time, location and names of collectors within 2 business days of the scheduled collections.

(e) The Contractor shall schedule all pre-employment and telework random collections within 3 business days of the receipt of the request from NRC and confirm the date, time, and location of the testing facility and receipt of collection supplies (kits, chain-of-custody forms and pre-paid air bills) the business day prior to the scheduled collection.

#### **Task 6 – Program Management**

(a) The Contractor shall assign a Program Manager to manage all work related to this contract and to be the primary contact with NRC on contract-related matters.

(b) The assigned Program Manager shall be available via cell phone 365/24/7 to respond to any issues that arise.

(c) The assigned Program Manager shall participate with the NRC COR by assisting, in a flexible and responsive manner, in establishing and modifying procedures required and assuring a high quality of performance.

#### **Task 7 – Reports**

(a) Monthly Invoices

- Sample invoice is included, see Section 6. Deliverables and Delivery Schedule.

(b) Detailed Monthly Report

- Sample report is included, see Section 6. Deliverables and Delivery Schedule.

(c) Fiscal Year-End Report

- Sample report is included, see Section 6. Deliverables and Delivery Schedule.

### **Task 8 – Transport Specimens to the NRC contract laboratory**

(a) The Contractor shall be responsible for all transportation and shipping of items identified in this SOW;

(b) The Contractor shall pack specimen bottles in the shipping containers and ensure specimens are transported to NRC's contract laboratory within 24 hours of collection;

(c) The Contractor shall protect the specimen chain-of-custody and maintain security at all times;

(d) All postage and fees related to information submitted to NRC including forms, reports, etc., shall be pre-paid by the Contractor.

(e) Preprinted FedEx air bill labels and diagnostic packs for the specimens are provided by NRC's contract laboratory. Tracking numbers are available to track all shipments to the laboratory.

(f) The Contractor shall send by overnight mail copies of the chain-of-custody forms to the appropriate parties the same day as the collection is made.

### **Task 9 – Materials Requirements**

(a) The Contractor shall provide all materials necessary for the on-site collection and transportation of specimens to the point of conveyance to the NRC contract laboratory to include, but not limited to, the following:

- Disposable gloves and sanitary wipes;
- Bluing agent;
- Tape;
- Pens;
- Specimen collection hats designed for use by obese and/or handicapped donors;
- DOT approved Alcohol testing equipment, supplies and forms in the event a breath/alcohol test is requested by the NRC COR

### **Task 10: Professional/technical on-site support**

The Contractor shall provide two on-site professional/technical support staff at NRC Headquarters in Rockville, MD, to assist in the operation of NRC's Employee and Contractor Drug Testing Programs. Both support staff shall be trained and certified as collection/BAT technicians in accordance with HHS Mandatory Guidelines/DOT regulations and maintain certification throughout the duration of this contract.

Both support staff shall be subject to a background investigation for an "L" access authorization (national security clearance) and must receive favorable adjudication of this background investigation prior to working under this contract.

All urine specimen collections and BAT testing at the NRC Headquarters building in Rockville, MD will be done by the contractor's on-site professional/technical support team.

The Contractor shall maintain training and certification documentation for each urine specimen collector, breath alcohol technician, and other personnel required to have certification and utilized to perform testing under this contract.

The Contractor shall have an HHS collector trainer available to provide refresher training and re-certification for assigned on-site support staff and NRC drug program staff as requested by the NRC COR.

On-site support staff must have a high school diploma or GED, be proficient in MS Office version 2010 or later, (b) possess the skills to (1) communicate technical and complex information clearly and concisely orally and in writing in a timely manner and at a level consistent with the audience; (2) systematically analyze situations and issues, identify options, and draw logical conclusions and sound inferences; (3) provide excellent customer service skills; (4) follow up with NRC team members and leadership on outstanding items; and (5) maintain confidentiality and discretion of individual's Personally Identifiable Information (PII) and drug test results.

The Contractor must provide the qualifications of these on-site support staff personnel to the NRC COR for review and approval, per the Key Personnel clause. NRC also reserves the right to reject any individual who is assigned to work on this contract. NRC also reserves the right to request a removal of any contractor on-site support staff personnel assigned to the NRC as a result of poor performance, misconduct, or inappropriate actions.

Professional/Technical on-site support staff shall perform the following tasks:

(a) Prepare NRC Headquarters random drug testing notification worksheets and ensure worksheets are completed within two business days of Headquarters random drug testing and submitted to the NRC COR for review.

(b) During testing days at NRC Headquarters, make telephone and electronic notifications to NRC employees and supervisors and handle all calls in a polite, tactful, and courteous manner. Immediately notify NRC Drug Program staff of any problems encountered making notifications.

(c) Conduct specimen collections at NRC Headquarters on a regular basis to ensure NRC maintain a 50 percent annual testing rate.

(d) Immediately report errors, problems, and "no shows" to NRC Drug Testing Program staff.

(e) Ensure all paperwork is documented and processed correctly.

(f) Prepare and submit a Scheduling Order (template provided by the NRC COR) for employee, consultant, contractor, and pre-employment drug tests no more than two business days from the date of the request.

(g) Follow-up on missing paperwork and drug test results within five business days of the scheduled test and immediately report errors/problems to NRC Drug Program staff.

(h) Schedule and follow-up on consultant, contractor, and pre-employment drug tests and provide results to NRC Drug Program staff.

(i) Accurately enter drug test results within two business days of receipt, in the appropriate automated tracking system as directed by the NRC COR. Data accuracy rate for the work performed shall be 100 percent. Any actions containing one or more errors shall be returned to the Contractor and corrected within two business days.

(j) Electronically transmit pre-employment drug test results to the appropriate OCHCO representative and personnel security processor within one business day of receiving the test result.

(k) Electronically transmit contractor drug test results to the appropriate NRC Human Resources rep and personnel security processor within one business day of receiving the test result.

(l) Prepare and maintain pre-employment and contractor files by contract, month and year. Annotate, document, and record problems encountered with scheduling and actual testing of applicants and contractors.

(m) Identify existing and new NRC contracts that meet NRC Contractor testing criteria. Validate the contractor drug testing pool with appropriate NRC CORs.

(n) Maintain the contractor testing pool and enter test results in the appropriate NRC software system and work with NRC Drug Testing Program staff to review data and ensure accuracy of the data in the contractor pre-employment and random drug testing data bases.

(o) Mark contractors inactive or delete from the software data bases within two business days of being notified of changes and terminations.

(p) Schedule all contractor drug tests and make appropriate telephonic and electronic notifications.

(q) Serve as the central Scheduler with scheduling collections at sub-contractor testing facilities.

(r) File all correspondence and related documentation as appropriate not to exceed five business days from receipt.

(s) Prepare and organize random drug testing file folders composed of test lists, scheduling orders, MRO documentation, test lists, test results, chain of custody forms, quality control data and other data/information related to the test period series.

(t) Maintain program documents, automated records and data bases in a clear, complete, timely, and accurate manner; and

(u) Assist with special projects within the scope of this contract as assigned by the NRC COR or Personnel Security Branch Chief.

The Contractor shall manage assigned tasks and keep the NRC COR apprised of workload status, backlogs, problems, successes, and initiatives.

#### **Task 11 – Records Maintenance**

The Contractor shall establish and maintain a secure filing system for the data and records established under this contract that pertains to training, certifications, and test results. These records shall be segregated from other records kept by the Contractor.

The Contractor shall ensure that all documents and systems containing Personally Identifiable Information (PII) are properly protected from unauthorized access or distribution, and properly disposed of in accordance with the Privacy Act (5 USC 552a) and NRC's requirements.

All records relating to individual specimens shall be treated as confidential and shall be maintained and used with the highest regard for individual privacy.

#### **Task 12 - Quality Assurance and Control**

The Contractor shall provide and maintain a quality assurance/control plan which encompasses: (1) all aspects of the collection and transportation of urine specimens including: site/collection scheduling; acquisition and maintenance of urine collection materials, collection procedures, chain of custody, security, training and certification, and overall professional and appropriate conduct, and (2) all aspects of BAT including equipment, supplies, training, and certification activities.

The Contractor shall provide a Quality Assurance/Control Plan explaining how the requirements of this SOW will be met.

#### **Contractor Testimony**

The Contractor shall make contract personnel available, whenever requested in writing by the NRC Contracting Officer (CO), or NRC COR, to provide testimony and documentation as required in support of administrative and/or court actions. Expert testimony may be required on such aspects as:

- Urine collection and chain-of-custody procedures
- Specimen /Breath/Alcohol training and other related issues

**Task 13 – Medical Review Officer Litigation Package**

The Contractor may be asked to provide up to 3 MRO litigation packages. An MRO litigation package includes all of the information that the MRO used in making their determination of a positive, adulterated or invalid test. The includes but is not limited to notes from talking with the donor, evaluation of the lab test and any communication with the lab as far as the lab results are concerned.

**6. DELIVERABLES AND DELIVERY SCHEDULE**

Monthly invoices and a yearly MIS report.

**Sample Invoice**

NRC Address	Date
	Invoice #
	Routing #
	Account #

Contract #  
Billing Period:

<b>Quantity</b>	<b>Description</b>	<b>Unit Price</b>	<b>Amount</b>
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<b>CLIN #</b>		<b>\$</b>
	<b>Total Amount Due</b>	<b>\$</b>

**SAMPLE MIS REPORT** Provide # and \$ amount for each category and a Total (Monthly and Fiscal Year)

	<b>Random Followup Remotes Contractors</b>	<b>Random Random Regions Pre-employ</b>	<b>Random Contractor Headquarters Fed</b>	<b>Recollects Fed</b>	<b>Federal Pre-Employment</b>
<b>Date</b>					
<b>Mo/yr</b>					

**Pg 2**

<b>Recollects Contractor</b>	<b>Reas Suspicion</b>	<b>Program Management</b>	<b>MRO</b>
	<b>BAT</b>		
<b>Transportation</b>	<b>Shipping</b>		<b>TOTAL</b>



Outputs/outcomes, including reporting requirements, with time frames are identified in the task line items.

## **7. REQUIRED LABOR CATEGORIES (Except for Information Technology Services)**

Duties and responsibilities of each labor category and minimum qualifications (e.g., academic, relevant experience, etc.) shall be as follows:

Collectors and BAT technicians shall be trained and certified under HHS and DOT regulations.

The Program Manager shall have at least the equivalent of a Bachelor's degree in a field providing a background in general management plus at least five years of progressively more experience in managing the provision of contract or other operating services similar to those required under this contract. This experience shall involve program planning and staffing, analysis and development of procedures, quality assurance, personnel management and training, accounting and financial management, budget planning, and execution, cost containment, contract administration, report writing and verbal communications. Since this contract is a nationwide program, the Program Manager shall have experience in managing either services or personnel on a national or regional wide scale in physically dispersed circumstances.

The Program Manager shall be responsible for monitoring all contractor employees and functions in accordance with the requirements of this SOW.

The Quality Assurance Manager/Specialist is responsible for monitoring of urine collection/alcohol testing activities and technical evaluation of work of the Collectors and BAT technicians.

The Quality Assurance Manager/Specialist shall have at least three years of progressively more experience in the field which provided a background in quality assurance and some familiarity with urine collection for drug testing and breath alcohol testing. At least one year of the above experience must have been in a Supervisory or managerial (e.g., monitoring) position in a technical area related to quality assurance.

The Professional/Technical on-site support staff shall:

- 1) Be trained and certified as a collection technician in accordance with HHS Mandatory Guidelines and maintain certification throughout the duration of this contract.
- 2) Have a high school diploma or GED.
- 3) Possess the skills to: 1) communicate technical and complex information clearly and concisely orally and in writing in a timely manner and at a level consistent with the audience; 2) systematically analyze situations and issues, identify options, and draw logical conclusions and sound inferences; 3) provide excellent customer services skills; 4) follow up with NRC team members and leadership on outstanding items; and 5) maintain confidentiality and discretion of employee Personally Identifiable Information (PII) and drug test results.
- 4) Be proficient in MS Office version 2010 or later.
- 5) Shall be subject to a background investigation for an "L" access authorization (national security clearance) and must receive favorable adjudication of this background investigation prior to working under this contract.

The Contractor shall provide the qualifications of the on-site contractor personnel to the NRC COR for review and approval, per the §2052.215-70 Key Personnel clause. NRC also reserves the right to request removal of any contractor on-site personnel assigned to the NRC task order as a result of poor performance, misconduct or inappropriate actions.

On-site contractor personnel shall be subject to a pre-employment drug test and annual random testing in accordance with HHS Mandatory Guidelines. Non-negative drug test results shall be immediately reported to the NRC COR and any contractor receiving a non-negative drug test result shall be immediately removed from the NRC contract. The Contractor shall replace removed contractors as soon as feasible with new contractors that meet the same requirements as outlined in this SOW.

The MRO shall be HHS certified to provide services as required under this contract and resulting Task 3.

## **8. GOVERNMENT-FURNISHED PROPERTY**

The NRC shall provide the on-site contractor support staff with the following:

**Facilities:** The Government will provide the necessary workspace for the on-site contractor staff to provide the support for Task 10: Professional/technical on-site support services outlined in the SOW to include desk space, telephones, computers, and other items necessary to maintain an office environment.

**Supplies:** The Government will provide standard office supplies, such as paper, paper clips, folders, etc. for Task 10: Professional/technical on-site support services. The Government will provide drug collection supplies, such as gloves, kits, etc. for Task 10: Professional/Technical On-site Support.

**Equipment:** The Government will provide access to scanners, fax machines, and printers for Task 10: Collections Services.

At the end of this contract/order, disposition of GFP shall be in accordance with FAR 52.245-1, Government Property.

## **9. PLACE OF PERFORMANCE**

The work shall be performed at any of the contractor or sub-contractor sites nation-wide that the Contractor sub-contracts with; NRC Headquarters; NRC Regional Locations and approximately 82 remote site locations. Exact addresses will be provided upon contract award or at time of request. Local or long distance travel will be invoiced in accordance with Federal per diem and travel rates. When requesting a test for an NRC teleworker, the Contractor shall be provided with the duty location of the teleworker and a sub-contractor testing facility shall be determined by the Contractor within a 50 mile radius. Potential duty locations include, but are not limited to, those in Attachment 4.

The Contractor on-site support personnel shall provide services at the Headquarters, Rockville, MD location between the hours of 7:00 a.m. – 4:00 p.m. EST, Monday-Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings.

## **10. PERIOD OF PERFORMANCE**

A twelve (12) month base period plus four (4) one (1) year option periods.

## **11. SECURITY**

NRC Form 187 – Contract Security and/or Classification Requirements) is required of on-site support staff. The Contractor shall have access to sensitive unclassified and PII information.

Both on-site support staff personnel are required to submit to a background investigation for an “L” access authorization and receive favorable adjudication.

## **12. KEY PERSONNEL**

The following positions are considered to be essential to the successful performance of the work hereunder:

Prime Contractor Program Manager  
Quality Assurance Manager/Specialist  
Professional/technical on-site support personnel\*  
Medical Review Officer (MRO)

The qualifications of this contract’s key personnel shall meet or exceed the qualification requirements identified in this SOW.

The Contractor agrees that named personnel assigned to the above positions may not be removed from the contract work or replaced without NRC COR and CO approval.

The Contractor shall immediately notify in writing the NRC COR and CO of any key personnel departure and reasons therefor. The Contractor shall take immediate steps to rectify any such situations and propose a substitute candidate within 30 days for each vacated Key Personnel position and include a resume for the proposed candidate.

\*At any given time, the NRC expects that there be a minimum of two persons that (a) could fulfill the requirements of the labor category for NRC Headquarters Complex in the contract, (b) have received NRC clearance, and (c) are available.

PRICE SCHEDULE

BASE YEAR: June 01, 2016 – May 31, 2017

<u>CLIN</u>	<u>Supply/Service</u>	<u>Est. Qty.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Est. Total</u>
0001	Urine Collection-offsite (Contractor Site)		Ea.	\$ [REDACTED]	\$ [REDACTED]
0002	Urine Collection-collector (Region and Remotes)		Hr.	\$ [REDACTED]	\$ [REDACTED]
0003	Urine Collection (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
0004	Urine/Breath Alcohol Testing (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
0005	Breath Alcohol Testing		Hr.	\$ [REDACTED]	\$ [REDACTED]
0006	Quality Assurance Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
0007	Blind Quality Control Samples		Ea.	\$ [REDACTED]	\$ [REDACTED]
0008	Program Management		Hr.	\$ [REDACTED]	\$ [REDACTED]
0009	Reports		Ea.	\$ [REDACTED]	\$ [REDACTED]
0010	Transportation/Shipping		LOT	\$ [REDACTED]	\$ [REDACTED]
0011	Travel Expenses		LOT	\$ [REDACTED]	\$ [REDACTED]
0012	Travel Time		Hr.	\$ [REDACTED]	\$ [REDACTED]
0013	Prof/Tech Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
0014	Medical Review Officer Services		Ea.	\$ [REDACTED]	\$ [REDACTED]
0015	Medical Review Officer Testimony		Hr.	\$ [REDACTED]	\$ [REDACTED]
0016	Medical Review Officer Litigation		Pk.	\$ [REDACTED]	\$ [REDACTED]
0017	Medical Review Officer – Split Specimen		Ea.	\$ [REDACTED]	\$ [REDACTED]
0018	Shy Bladder/Lung Review/Analysis		Ea.	\$ [REDACTED]	\$ [REDACTED]
BASE YEAR SUBTOTAL (NOT TO EXCEED)					\$291,640.39

OPTION YEAR ONE: June 01, 2017 – May 31, 2018

<u>CLIN</u>	<u>Supply/Service</u>	<u>Est. Qty.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Est. Total</u>
1001	Urine Collection-offsite (Contractor Site)		Ea.	\$ [REDACTED]	\$ [REDACTED]
1002	Urine Collection-collector (Region and Remotes)		Hr.	\$ [REDACTED]	\$ [REDACTED]
1003	Urine Collection (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
1004	Urine/Breath Alcohol Testing (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
1005	Breath Alcohol Testing		Hr.	\$ [REDACTED]	\$ [REDACTED]
1006	Quality Assurance Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
1007	Blind Quality Control Samples		Ea.	\$ [REDACTED]	\$ [REDACTED]
1008	Program Management		Hr.	\$ [REDACTED]	\$ [REDACTED]
1009	Reports		Ea.	\$ [REDACTED]	\$ [REDACTED]
1010	Transportation/Shipping		LOT	[REDACTED]	\$ [REDACTED]
1011	Travel Expenses		LOT	[REDACTED]	\$ [REDACTED]
1012	Travel Time		Hr.	\$ [REDACTED]	\$ [REDACTED]
1013	Prof/Tech Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
1014	Medical Review Officer Services		Ea.	\$ [REDACTED]	\$ [REDACTED]
1015	Medical Review Officer Testimony		Hr.	\$ [REDACTED]	\$ [REDACTED]
1016	Medical Review Officer Litigation		Pk.	\$ [REDACTED]	\$ [REDACTED]
1017	Medical Review Officer – Split Specimen		Ea.	\$ [REDACTED]	\$ [REDACTED]
1018	Shy Bladder/Lung Review/Analysis		Ea.	\$ [REDACTED]	\$ [REDACTED]
OPTION YEAR ONE SUBTOTAL (NOT TO EXCEED)					\$299,622.84

OPTION YEAR TWO: June 01, 2018 – May 31, 2019

<u>CLIN</u>	<u>Supply/Service</u>	<u>Est. Qty.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Est. Total</u>
2001	Urine Collection-offsite (Contractor Site)		Ea.	\$ [REDACTED]	\$ [REDACTED]
2002	Urine Collection-collector (Region and Remotes)		Hr.	\$ [REDACTED]	\$ [REDACTED]
2003	Urine Collection (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
2004	Urine/Breath Alcohol Testing (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
2005	Breath Alcohol Testing		Hr.	\$ [REDACTED]	\$ [REDACTED]
2006	Quality Assurance Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
2007	Blind Quality Control Samples		Ea.	\$ [REDACTED]	\$ [REDACTED]
2008	Program Management		Hr.	\$ [REDACTED]	\$ [REDACTED]
2009	Reports		Ea.	\$ [REDACTED]	\$ [REDACTED]
2010	Transportation/Shipping		LOT	\$ [REDACTED]	\$ [REDACTED]
2011	Travel Expenses		LOT	\$ [REDACTED]	\$ [REDACTED]
2012	Travel Time		Hr.	\$ [REDACTED]	\$ [REDACTED]
2013	Prof/Tech Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
2014	Medical Review Officer Services		Ea.	\$ [REDACTED]	\$ [REDACTED]
2015	Medical Review Officer Testimony		Hr.	\$ [REDACTED]	\$ [REDACTED]
2016	Medical Review Officer Litigation		Pk.	\$ [REDACTED]	\$ [REDACTED]
2017	Medical Review Officer – Split Specimen		Ea.	\$ [REDACTED]	\$ [REDACTED]
2018	Shy Bladder/Lung Review/Analysis		Ea.	\$ [REDACTED]	\$ [REDACTED]
OPTION YEAR TWO SUBTOTAL (NOT TO EXCEED)					\$307,834.44

OPTION YEAR THREE: June 01, 2019 – May 31, 2020

<u>CLIN</u>	<u>Supply/Service</u>	<u>Est. Qty.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Est. Total</u>
3001	Urine Collection-offsite (Contractor Site)		Ea.	\$ [REDACTED]	\$ [REDACTED]
3002	Urine Collection-collector (Region and Remotes)		Hr.	\$ [REDACTED]	\$ [REDACTED]
3003	Urine Collection (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
3004	Urine/Breath Alcohol Testing (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
3005	Breath Alcohol Testing		Hr.	\$ [REDACTED]	\$ [REDACTED]
3006	Quality Assurance Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
3007	Blind Quality Control Samples		Ea.	\$ [REDACTED]	\$ [REDACTED]
3008	Program Management		Hr.	\$ [REDACTED]	\$ [REDACTED]
3009	Reports		Ea.	\$ [REDACTED]	\$ [REDACTED]
3010	Transportation/Shipping		LOT	[REDACTED]	\$ [REDACTED]
3011	Travel Expenses		LOT	[REDACTED]	\$ [REDACTED]
3012	Travel Time		Hr.	\$ [REDACTED]	\$ [REDACTED]
3013	Prof/Tech Services		Hr.	\$ [REDACTED]	[REDACTED]
3014	Medical Review Officer Services		Ea.	\$ [REDACTED]	\$ [REDACTED]
3015	Medical Review Officer Testimony		Hr.	\$ [REDACTED]	\$ [REDACTED]
3016	Medical Review Officer Litigation		Pk.	\$ [REDACTED]	\$ [REDACTED]
3017	Medical Review Officer – Split Specimen		Ea.	\$ [REDACTED]	\$ [REDACTED]
3018	Shy Bladder/Lung Review/Analysis		Ea.	\$ [REDACTED]	\$ [REDACTED]
OPTION YEAR THREE SUBTOTAL (NOT TO EXCEED)					\$316,311.43

OPTION YEAR FOUR: June 01, 2020 – May 31, 2021

<u>CLIN</u>	<u>Supply/Service</u>	<u>Est. Qty.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Est. Total</u>
4001	Urine Collection-offsite (Contractor Site)		Ea.	\$ [REDACTED]	\$ [REDACTED]
4002	Urine Collection-collector (Region and Remotes)		Hr.	\$ [REDACTED]	\$ [REDACTED]
4003	Urine Collection (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
4004	Urine/Breath Alcohol Testing (Emergency)		Hr.	\$ [REDACTED]	\$ [REDACTED]
4005	Breath Alcohol Testing		Hr.	\$ [REDACTED]	\$ [REDACTED]
4006	Quality Assurance Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
4007	Blind Quality Control Samples		Ea.	\$ [REDACTED]	\$ [REDACTED]
4008	Program Management		Hr.	\$ [REDACTED]	\$ [REDACTED]
4009	Reports		Ea.	\$ [REDACTED]	\$ [REDACTED]
4010	Transportation/Shipping		LOT	[REDACTED]	\$ [REDACTED]
4011	Travel Expenses		LOT	[REDACTED]	\$ [REDACTED]
4012	Travel Time		Hr.	\$ [REDACTED]	\$ [REDACTED]
4013	Prof/Tech Services		Hr.	\$ [REDACTED]	\$ [REDACTED]
4014	Medical Review Officer Services		Ea.	\$ [REDACTED]	\$ [REDACTED]
4015	Medical Review Officer Testimony		Hr.	\$ [REDACTED]	\$ [REDACTED]
4016	Medical Review Officer Litigation		Pk.	\$ [REDACTED]	\$ [REDACTED]
4017	Medical Review Officer – Split Specimen		Ea.	\$ [REDACTED]	\$ [REDACTED]
4018	Shy Bladder/Lung Review/Analysis		Ea.	\$ [REDACTED]	\$ [REDACTED]
OPTION YEAR FOUR SUBTOTAL (NOT TO EXCEED)					\$ 325,056.40
GRANDTOTAL (BASE AND ALL OPTIONS) (NOT TO EXCEED)					\$1,540,465.50