

Cincinnati, Ohio



Jack R. Craig  
Director, EMCBC



**EM** Environmental Management

safety ❖ performance ❖ cleanup ❖ closure

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# EM Consolidated Business Center

- On June 7, 2004, the Department of Energy (DOE) established the Environmental Management Consolidated Business Center (EMCBC) as a key component in the achievement of EM's accelerated risk reduction and cleanup mission to provide exemplary business and technical resources in areas such as financial and project management, human capital management, information management, contracting legal services, logistics management and technical services.
- Establishing the EMCBC allowed EM to consolidate many of the business and technical functions necessary to support EM's mission at the Closure Sites as well as other small and large EM sites.
- By consolidating these functions in one centralized location, EM has reduced redundancies of services being performed at each individual sites.
- The consolidation of these business and technical services allows EM to operate in a more cost efficient and effective manner.



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# EM Consolidated Business Center

**The Mission of the EMCBC is to provide business and technical resources to the DOE's Environmental Management Organization. These resources include financial and project management, human capital management, information management, contracting, legal services, logistics management and technical services.**

- **Consolidated Functions**
  - Financial Management
  - Logistics Management
  - Information Resource Management
  - Human Resources
  - Contracting
  - Legal Services
  - Closure Cadre
  - EM Cost Estimating & Analysis Center
- **162 FTEs Upon Full Operational Capability**



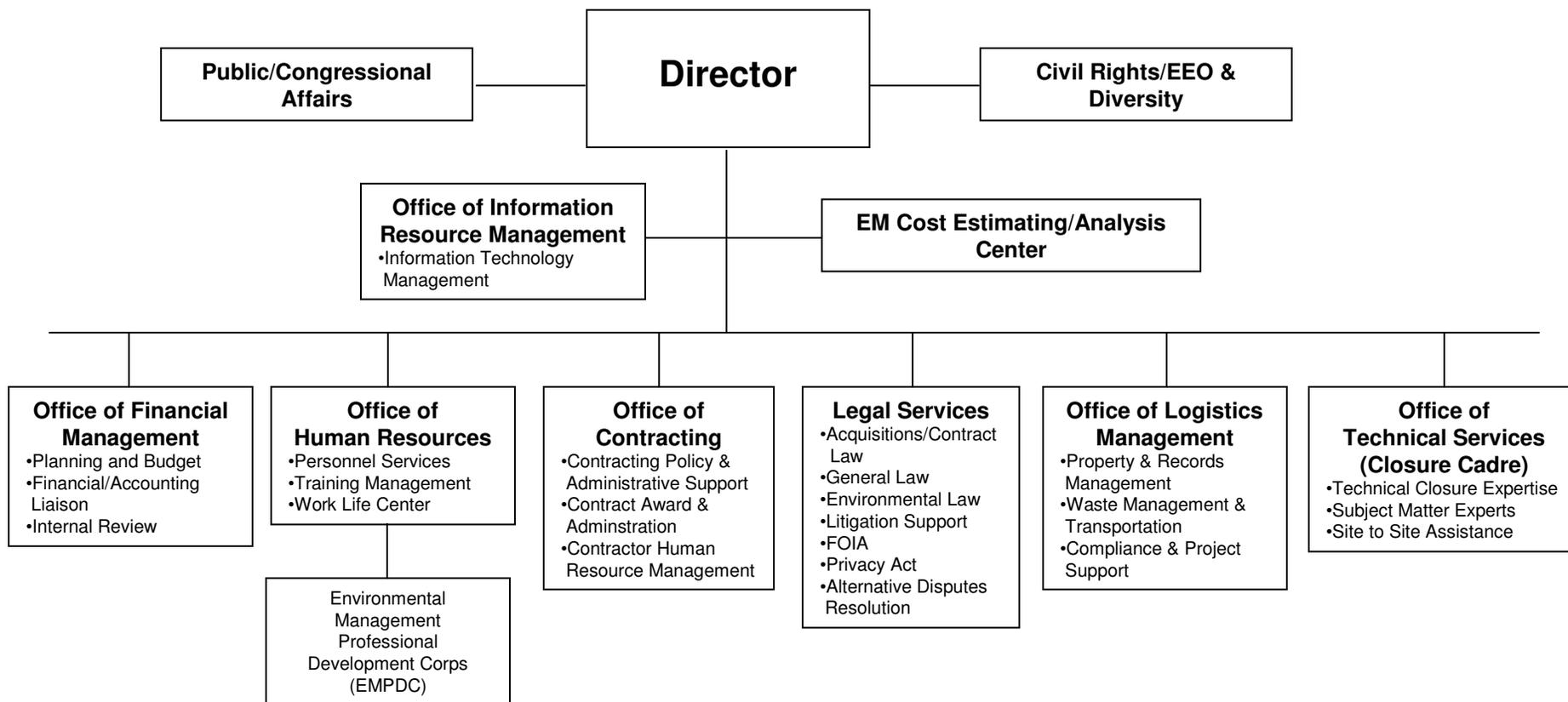
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# EM Consolidated Business Center

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# Our Customers

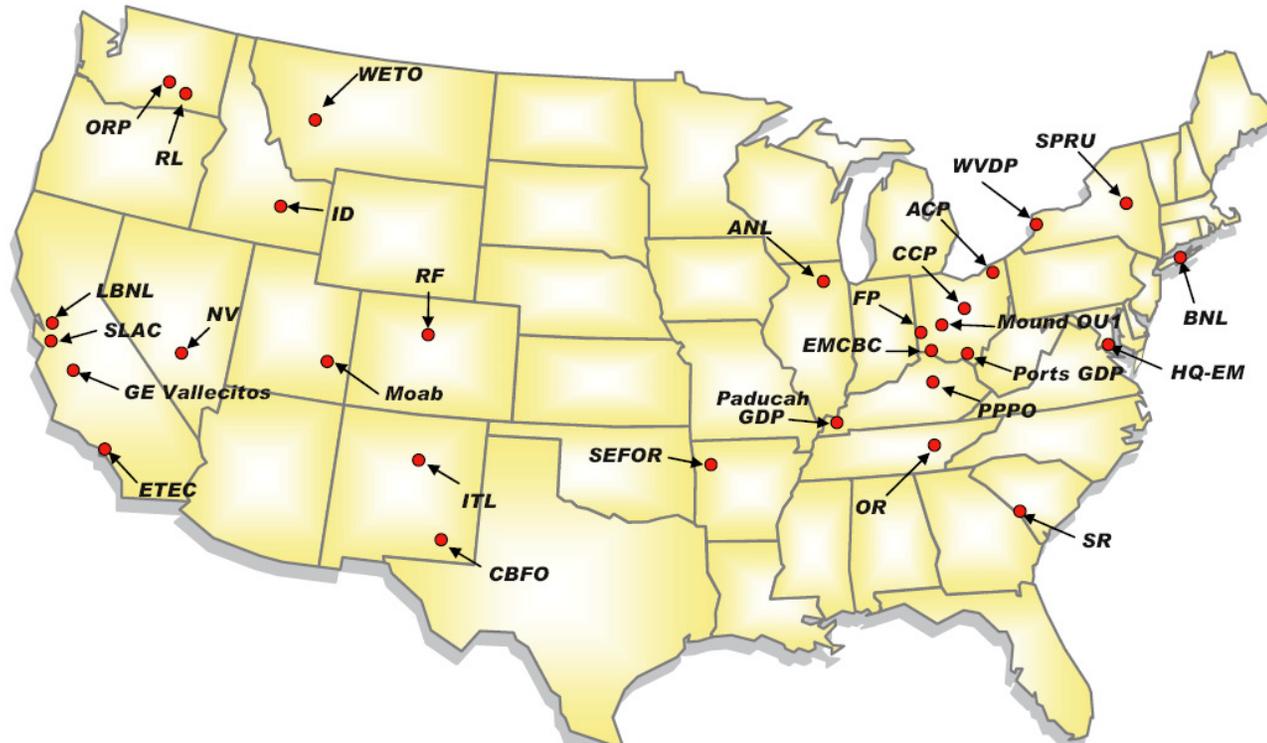


Figure 1-1

- |   |   |   |
|---|---|---|
| <ul style="list-style-type: none"> <li>1. Argonne National Laboratory (ANL)</li> <li>2. Ashtabula Closure Project (ACP)</li> <li>3. Brookhaven National Laboratory (BNL)</li> <li>4. Carlsbad Field Office (CBFO)</li> <li>5. Columbus Closure Project (CCP)</li> <li>6. Energy Technology Engineering Center (ETEC)</li> <li>7. Environmental Management Consolidated Business Center (EMCBC)</li> <li>8. Fernald Preserve (FP)</li> <li>9. GE Vallecitos</li> <li>10. Idaho Operations Office (ID)</li> </ul> | <ul style="list-style-type: none"> <li>11. Inhalation Toxicology Laboratory (ITL) Project</li> <li>12. Lawrence Berkeley National Laboratory (LBNL)</li> <li>13. Moab UMTRA Project (Moab)</li> <li>14. Mound OU-1</li> <li>15. Nevada Site Office (NV)</li> <li>16. Oak Ridge Operations Office (OR)</li> <li>17. Office of River Protection (ORP)</li> <li>18. Office of the Assistant Secretary For Environmental Management (HQ-EM)</li> <li>19. Paducah Gaseous Diffusion Plant (GDP)</li> <li>20. Portsmouth Gaseous Diffusion Plant (GDP)</li> </ul> | <ul style="list-style-type: none"> <li>21. Portsmouth Paducah Project Office (PPPO)</li> <li>22. Richland Operations Office (RL)</li> <li>23. Rocky Flats Closure Project (RF)</li> <li>24. Savannah River Operations Office (SR)</li> <li>25. Separations Process Research Unit (SPRU)</li> <li>26. Southwest Experimental Fast Oxide Reactor (SEFOR)</li> <li>27. Stanford Linear Accelerator Center (SLAC)</li> <li>28. West Valley Demonstration Project (WVDP)</li> <li>29. Western Energy Technology Office (WETO)</li> </ul> |
|---|---|---|



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# Closure Sites Status

- Rocky Flats Closure Project
  - Kaiser Hill Declaration – Oct 13, 2005
  - DOE Acceptance – Dec 7, 2005
- Columbus Closure Project
  - EEC & E2 Closure Services LLC Declaration – Feb 17, 2006
  - DOE Acceptance – August 14, 2006
- Ashtabula Closure Project
  - LATA/Sharp Remediation Services LLC Declaration – Nov 1, 2006
  - DOE Acceptance – Dec 28, 2006
- Fernald Closure Project
  - Fluor Fernald, Inc. Declaration – Oct 29, 2006
  - DOE Acceptance - Jan 18, 2007
- Mound Closure Project (Excluding Operable Unit One)
  - CH2M Hill Declaration – July 31, 2006
  - DOE Acceptance - March 27, 2007



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# EMCBC Contracting Activity

Contracting Activity	FY2007	FY2008 (through August 2008)
<b>Contracts</b>	378 Actions	352 Actions
	\$785M	\$530M
<b>Financial Assistance</b>	82 Actions	26 Actions
	\$37M	\$10M
<b>% Dollars to Small Business</b>	<b>33.6%</b> (DOE Goal – 4.42%)	<b>41.8%</b> (DOE Goal – 5.87%)
<b>Major Contract Awards</b>	<ul style="list-style-type: none"> <li>- WIPP Transportation</li> <li>- WVDP Interim End State</li> <li>- Uranium Sales</li> <li>- MOAB TAC</li> <li>- MOAB RAC</li> <li>- PPPO OTAS</li> <li>- SLAC ER</li> <li>- SPRU ER</li> <li>- EM Best-in-Class Program Mgmt</li> </ul>	<ul style="list-style-type: none"> <li>- ETEC EIS Preparation</li> <li>- Tech &amp; Admin Support Services for EM Small Sites</li> <li>- SPRU D&amp;D</li> <li>- Portsmouth D&amp;D Technical Services Support</li> </ul>



# FY-09 Planned EMCBC Contracting Activity

- Portsmouth Site Decontamination & Decommissioning (D&D)
  - Decontamination & Decommissioning
  - Facility Support Services
- Paducah Site Infrastructure
- Paducah Site Remediation
- DUF6 Operations (Portsmouth & Paducah)
- EM Nationwide ID/IQ Follow-on Contract
- Savannah River Site Security Services
- Waste Isolation Pilot Plant M&O
- Technical Subject Matter Expertise to EM Acquisition Center SEBs
- Tuba City AZ Remediation of Residual Radioactive Material
- Paducah Gaseous Diffusion Plant and Oak Ridge Site Nickel Sales Agreement

# EMCBC Contract Administration

Site Contracts		
Site	Contractor	Contract Number
Carlsbad Field Office	CAST Specialty Transportation, Inc.	DE-AM30-07CC20005
Carlsbad Field Office	NetGAIN, Inc.	DE-AC30-06EW03007
Carlsbad Field Office	Visionary Solutions, LLC	DE-AM30-07CC20007
Carlsbad Field Office	PECOS Management	DE-AC30-06EW03005
Carlsbad Field Office	Washington TRU Solutions, Inc.	DE-AC04-01AL66444
Energy Technology Engineering Center	Boeing	DE-AC03-99SF21530
Energy Technology Engineering Center	CDM	DE-AT30-08CC60021/ET17
Moab	S&K Technologies, Inc	DE-AC30-07CC60012
Moab	Energy Solutions Federal Services, Inc.	DE-AT30-07CC00014
Porthsmouth Paducah Project Office	Performance Results Corporation(PRC)	DE-AT30-07CC40009
Porthsmouth Gaseous Diffusion Plant	LATA/Parallax	DE-AC24-05OH20192
Porthsmouth Gaseous Diffusion Plant	Theta Pro2Serve Management Company	DE-AC24-05OH20193
Paducah Gaseous Diffusion Plant	Swift & Staley	DE-AC24-05OH20178
Paducah Gaseous Diffusion Plant	Paducah Remediation Services	DE-AC30-06EW05001
Stanford Linear Accelerator Center	C/P/E Environmental Services, LLC	DE-AT30-07CC40009
Seperations Process Research Unit	Advanced Remediation Company (aRc)	DE-AT30-07CC60013
Seperations Process Research Unit	Washington Group Int'l	DE-AT30-08CC60014
West Valley Demonstration Project	West Valley Environmental Services LLC	DE-AC30-07CC30000



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# Back up Slides



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# Public and Intergovernmental Affairs

**The Mission:** To provide public and intergovernmental affairs support as needed to the EMCBC and customer sites:

- Media relations
- Congressional and local government interface
- Public participation support
- Communications planning
- Special Events



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# Office of Civil Rights and Diversity (OCD)

**The Mission:** To ensure equal employment opportunity and diversity in all aspects of employment and operations at the EMCBC and Serviced Sites.

- **Diversity Programs**

- Provide EEO and diversity training; Compliance for Federal Financial Assistance; Secretarial Diversity Initiatives; Special Emphasis Programs; Student Interns Programs; Contractors compliance/oversight assessment

- **Equal Employment Opportunity (EEO) Programs**

- EEO Counseling, Complaints, Investigations and Alternate Dispute Resolution Programs and the Annual Federal EEO Statistical Report of Discrimination Complaints (462 Report)

- **Employees Concerns Program (ECP)**

- Employee Concerns related to Environment, Safety, and Health in the work environment



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# EM Cost Estimating & Analysis Center

**The Mission:** Develop and implement EM's corporate cost estimating and analysis program to support EM project acquisition and delivery processes.

- **Develop & Implement EM's Corporate Cost Estimating & Analysis Program**
  - Establish policy, standards, and procedures to assure EM cost and schedule estimates are accurate, traceable, and reliable
  - Lead development and management of cost and schedule database, methodologies, and tools needed by EM to improve and standardize its cost estimating and analysis capabilities
- **Acquisition Support**
  - Perform life-cycle cost analyses
  - Prepare Government Estimates
  - Develop contract-specific CE&A requirements
  - Perform reasonableness reviews of contractor-submitted proposals
  - Contract Close-out; capture actual project costs
- **Project Planning & Execution Support**
  - Provide CE&A Subject Matter Expertise to EM Integrated Project Teams
  - Provide oversight for contractor-developed cost estimates
  - Prepare Independent Cost Estimates (ICE)
  - Perform Independent Cost Reviews (ICR)
  - Support risk management planning activities
  - Establish project-specific CE&A requirements (tailoring)



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# Office of Financial Management

**The Mission:** To provide the financial direction and oversight for budgeting, financial management, project management and planning, management control program, internal financial controls, financial reviews and evaluations, and audit liaison and follow-up.

- **Budget**
  - Budget formulation and execution; funds control and certification; funding requests.
- **Accounting and Financial Audit**
  - Integrity of accounting and financial data; record environmental and other liabilities on DOE books; support travel, training, and PCS; financial reviews; coordinate OIG, GAO and DCAA audits; FMFIA.
- **Project Management, Planning, and Controls**
  - Life-Cycle planning and budget formulation; project execution, earned value management, and configuration/change control management; oversight of federal baselines and contractor performance management; track congressionally directed activities.



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# Office of Human Resources (OHR)

**The Mission:** To provide HR management services to the EMCBC and customer sites to ensure availability of appropriate staff to support EM's accelerated cleanup and closure mission.

- **Position Management & Classification**
  - Advise on organizational and position structure; and classify positions.
- **Recruitment & Placement**
  - Develop job analysis and crediting plans; announce jobs; evaluate qualifications; develop selection certificates; in-process new employees; determine rates of pay; process internal placements; advise on pay flexibilities; EM Corporate Recruitment; and EMPDC.
- **Employee & Labor Relations**
  - Performance management; incentive awards; discipline and adverse actions; employee benefits; VERA/VSIP; leave administration and tours of duty; and labor relations.
- **HR Development/Workforce Planning**
  - Five-year EMCBC Workforce Management Plan and monitor critical skill gaps; Training liaison with ETS.



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# Office of Information Resource Management

**The Mission:** To provide IT resources as needed to the EMCBC and client sites to address IT requirements in order to enhance communications, productivity, and cyber security.

- **Supply integrated network services**
  - Desktop, laptops, networking, remote access, software
  - Certified and Accredited Cyber Security Systems
  - Web page hosting
  - Web based access to EMCBC Services
- **Application Development for unique Mission Requirements**
  - Congressionally Directed Activities (CDA), Employee Concerns, Survey and Analysis, Online integrated purchasing and Purchase Card tracking.
- **Provide Cyber Security expertise (PPPO Designated Approval Authority Representative, Certification Agent- EM HQ Mission Systems)**



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# Office of Logistics Management (OLM)

**Mission:** To provide comprehensive and high quality services to the EMCBC, small and closure sites, and the DOE complex. OLM will meet or exceed our customer's expectations in providing these services in Regulatory Compliance, Safety, Management Systems, Contractor Oversight Assistance, Waste Management, Transportation, Records Management, Real Estate, and Personal Property Support and Guidance.

- **Compliance and Project Support**

- Regulatory Compliance, Environmental, Safety & Health, Management Systems, Safeguards & Security, Records Management Services and Support.

- **Real Property Management**

- Comprehensive real estate support – negotiations, purchases, licensure, disposal of real property assets

- **Personal Property Management**

- Contract Property, Administration, Federal Property Management and Fleet Management Services

- **Waste Management, Transportation, and Project Support**

- Transportation Compliance Assurance Process (TCAP) Reviews, site planning and evaluation support



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# Office of Legal Services

**The Mission:** To provide comprehensive and proactive legal services and support to our clients that is consistent with the achievement of the EMCBC goals and mission. OLS:

- Provides legal advice to ensure statutory, regulatory and Agency compliance;
- Assists in the review, development and implementation of contracts, agreements, policies, procedures and practices;
- Provides preventative legal counseling;
- Represents the Department in administrative hearings and litigation;
- Serves as a resource for the information access needs of the public and others;
- Maintains the highest professional and ethical standards; and
- Encourages and provides training and education to support our mission.

# Office of Technical Services

**The Mission:** To provide technical and subject matter expertise to EMCBC Serviced Sites to facilitate the Environmental Management (EM) mission of accelerated cleanup and closure. Expertise is provided through the EM Closure Cadre, or via contractor technical support when Federal Employees are not available.

- **Cadre duty assignments and staffing:**

- Positions are rotational assignments in nature and incumbents are assigned to both short term projects (3 years in duration or less) and long term projects at EM field locations, consistent with the conditions set forth in signed mobility agreements;
- Staffing assignments are based on site needs. Skill gap assessments ensure that needs are addressed effectively.

- **Cadre perform DOE oversight and support in key areas:**

- Overall Site Management;
- Possesses expertise in site closure requirements;
- Oversight for readiness reviews and safety disciplines (fire protection, criticality safety, nuclear safety, and industrial hygiene/health physics);
- Engineering, program and project management, and quality assurance support; and
- Staff functions which support cleanup and closure activities in areas such as regulatory compliance, accelerated cleanup and closure strategy, and waste management and transportation;
- Most are Federal Project Directors, Facility Representatives, Engineers, or Physical Scientists.



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# Office of Contracting

**Mission:** To acquire, manage, and direct the procurement of supplies and services to support the EMCBC staff and its customer sites. Services provided include: contract award; contract administration; contract cost and price analysis; contracting policies and administrative support; contract review; and administration of contractor human resources management activities.

- Vision
  - Deliver on a timely basis the best value product or service to EMCBC staff and its customer sites while maintaining the public's trust and fulfilling public policy objectives.
- Objective
  - Ensure effective and compliant contracting and assistance support to customers through a strong infrastructure of contracting tools, professional contracting staff, procedures, systems, and oversight.



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