

STATEMENT OF WORK

Requisition #: 384097

Title: BSA - External Website Hosting & Development for H2C

Revision Number: 0

Date: August 25, 2025

1.0 Objective

The objective of this work is for a subcontractor to provide web hosting and on-demand collaborative development of internet content for Hanford Tank Waste Operations & Closure, LLC (H2C).

This work is to provide administrative functions or program support services where the products to be generated by the services are subject to control by established industry standards, State or Federal rules and regulations.

2.0 Background/Introduction

As a prime contractor to the U.S. Department of Energy, H2C is in the process of preparing a safe and effective system/process for retrieval and movement of tank waste feed materials to the waste treatment plants. H2C is also responsible for deploying and implementing several technologies to safely, efficiently, and effectively retrieve Single Shell Tank waste for transfer to the safer Double-Shell Tanks.

H2C External Affairs works to align H2C's mission strategies and promote H2C through messaging and programming that support the overall goals of the H2C prime contract with the U.S. Department of Energy. H2C External Affairs requires a website that is suitable to support this H2C-led strategy.

This work provides administrative or program support functions only. No hands-on field work activities will be performed.

3.0 Scope

3.1 Web Hosting and Maintenance

Subcontractor shall provide managed hosting services for the H2C External website at: www.hanfordtanks.com and Hanford vapors resources website www.hanfordvapors.com.

Subcontractor shall provide website maintenance support for the H2C External web site at: <http://www.hanfordtanks.com> and vapors resource website at www.hanfordvapors.com.

The WRPS website is built on ExpressionEngine content management framework, utilizes PHP 5.3.27, utilizes a MySQL database backend (version 5.1.66) and lives on a

Linux 3rd party webhost.

Subcontractor shall provide H2C access to internet-based subscription services as requested, including examples such as flippingbook.com and monsterinsights.com, to enable the analysis of metrics related to web-based communication efforts.

3.2 Technical Support/Ad-Hoc Services

On an as-needed basis the Subcontractor may be required to provide technical support/ad-hoc services. These services may include content manager change, website redesign and/or enhancements to existing website. Services may include providing video graphics, content management tools, website cleanup, navigation management, link fixes to provide information delivery of specific data, document/media conversions, maintenance of graphics, data transition and static HTML pages, and registration and management functions to the H2C domains.

The Subcontractor may create user manual and conduct training.

Technical support services provided by the Subcontractor beyond the managed hosting services and website maintenance will be provided on an as-needed basis with prior arrangements made with H2C. For all technical support, website enhancements or ad-hoc maintenance work, the Buyer's Technical Representative or designate must approve all activities/deliverables prior to the initiation of work. Specific deliverables will be identified and agreed to by the Subcontractor and H2C at the time of commencement of work.

Technical points of contact will be a representative from the External Affairs and/or the Information Resource Management organizations.

4.0 Submittals

No submittals are expected as part of this scope.

5.0 Acceptance Criteria

Work products and services provided must meet established applicable TOC procedures for control and review of work products. Acceptance shall be based on validation by H2C that Subcontractor has resolved and incorporated all H2C comments. Subcontractor personnel providing support under this subcontract shall possess the qualifications, certifications and any other attributes required to complete assigned work.

6.0 Configuration Management and Standards

6.1 Configuration Management Requirements

There are no specific Configuration Management requirements applicable to this SOW.

6.2 Applicable Standards

There are no specific applicable standards identified for this SOW.

7.0 ESH&Q Requirements

7.1 Quality Assurance Requirements

The Subcontractor shall follow standard commercial quality practices.

7.2 Special ESH&Q Requirements

Access to the Hanford Site is required for delivery of items only.

The requirements & programs identified in Preliminary Hazard Analysis PHA ID: 31 is to be used for evaluation dealing with general office duties performed in H2C-controlled office facilities only.

When performing work on site or at H2C Controlled Facilities, the Subcontractor shall work to General Hazards Analysis (GHA) or an approved Job Hazard Analysis (JHA).

7.3 Price-Anderson Amendments Act Requirements

This 7.3 section and the General Provisions Article 2.12 entitled, *Price-Anderson Amendments Act (PAAA)*, are both determined to be *not applicable*.

7.4 Sustainable Acquisition

The Company shall ensure that the appropriate sustainable acquisition requirements per DEAR 952.223-78, *Sustainable Acquisition Program*, are met to the maximum extent possible. This helps to eliminate environmental hazards, conserve environmental resources, minimize life-cycle cost, and maximize operational sustainability through the procurement of environmentally preferable products (EPP) thereby minimizing the economic and environmental impacts of managing toxic by-products, hazardous wastes, and air pollutants generated in the conduct of site activities. This entails the following efforts:

- Procuring EPP when available, affordable, and effective. If EPP products cannot be utilized, a determination shall be documented citing the reason.
- Procuring Environmental Protection Agency (EPA) designated recycled-content products.
- Procuring Department of Agriculture designated [biobased-content products](#) and EPA Significant New Alternatives Policy (SNAP) program acceptable substitutes for ozone depleting substances (ODSs).
- Procuring EPA Energy Star® labeled and [Federal Energy Management Program](#) (FEMP)-designated products.
- Considering other environmentally preferable products, using tools such as:
 - [Sustainable Facilities Tool](#) (SFTool) to identify sustainable strategies and efficient planning opportunities.
 - [Green Procurement Compilation](#) (GPC) to identify environmental requirements by product category.

The Company shall ensure that sustainable acquisition requirements are flowed down to the Subcontractor.

8.0 Verification/Hold Points

Not Applicable.

9.0 Reserved

10.0 Work Location/Potential Access Requirements

Most work shall be performed outside of H2C facilities. However, when required to perform coordination or other interface work, access to 2425 Stevens Center Place may be required.

11.0 Training

Not Applicable.

12.0 Qualifications

The Subcontractor is expected to provide appropriately trained and qualified staff to perform the type of work specified. This shall include necessary expertise and training including necessary continuing training programs to assure Subcontractor personnel maintains a current understanding of laws, requirements, and industry standards. The Subcontractor shall maintain company and regulatory required certifications and qualifications for personnel. At a minimum, Subcontractor shall have at least 3 years of experience working interactive Web systems Development and Implementation.

13.0 Special Requirements

There are no special requirements for this scope of work.

Use of Government Vehicles

There is no anticipated need for any Subcontractor employees to use a government-furnished vehicle in the performance of this statement of work. The Subcontractor's employees, therefore, are specifically prohibited from driving any Government-furnished vehicles under the performance of this statement of work unless this statement of work is formally so modified by the parties and the employee(s) will present a valid driver's license to the BTR for review.

Government Property

Government Property is not anticipated to be furnished to or acquired by Subcontractor under this SOW.

14.0 Reporting/Administration

Task status reports will be in the form of meetings or e-mail as appropriate.

15.0 DEAR 970.5223-4 Workplace Substance Abuse Programs at DOE Sites (Dec 2000) Requirements

Not Applicable.