

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 1
2. AMENDMENT/MODIFICATION NO. 0076	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY NNSA M&O Contracting Branch NA-APM-131 Albuquerque Complex P.O. Box 5400 Albuquerque NM 87185-5400	CODE 892332	7. ADMINISTERED BY (If other than Item 6) NNSA Nevada Field OFC NA-00-NV P.O. Box 98518 Las Vegas NV 89193-8518	CODE 05002
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) Mission Support And Test Services LLC PO Box 98521 M/S NLV019 Las Vegas NV 89193		(x) 9A. AMENDMENT OF SOLICITATION NO.	
CODE 080083514 FACILITY CODE		9B. DATED (SEE ITEM 11)	
		X 10A. MODIFICATION OF CONTRACT/ORDER NO. DE-NA0003624	
		10B. DATED (SEE ITEM 13) 05/12/2017	

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 electronic communication 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 letter or electronic communication, provided each letter or electronic communication 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)

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 data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Agreement of the Parties

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.)

The purpose of this modification is to make various changes to Sections G & I as well as Appendices A, F, G, J, and N as set forth in Attachment 1, attached hereto.

Payment:

Period of Performance: 06/07/2017 to 11/30/2022

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) Mark W. Martinez, President		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Darby A. Dieterich	
15B. CONTRACTOR/OFFEROR Mark W. Martinez Digitally signed by Mark W. Martinez Date: 2020.07.29 07:50:20 -07'00' (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Darby A. Dieterich</i> (Signature of Contracting Officer)	16C. DATE SIGNED 7/30/2020

Previous edition unusable

The following changes are made as a result of this modification:

- I. **PART I – THE SCHEDULE, SECTION G – CONTRACT ADMINISTRATION DATA, Clause G-3 – CONTRACTOR CONTACT, is modified by deleting the text in its entirety and inserting the revised text as set forth below. This revision recognizes the change in the Contractor’s point of contact.**

G-3 CONTRACTOR CONTACT

The Contractor shall identify to the Contracting Officer the point of contact who has the authority and is responsible for managing, administering, and negotiating changes to the terms and conditions of this Contract as well as executing contract modifications on behalf of the Contractor.

Name: Mark W. Martinez
Position: President
Company: Mission Support and Test Services LLC
Address: P.O. Box 98521, Las Vegas, NV 89193-8521
Alt. Address: 2621 Losee Road, N. Las Vegas, NV 89030-4129
Phone: (702) 295-2070
E-mail: MARTINMW@NV.DOE.GOV

- II. **PART II – CONTRACT CLAUSES, SECTION I – CONTRACT CLAUSES, is modified as follows:**

1. **The TABLE OF CONTENTS is modified as follows:**

- a. **Revise the entry for clause I-1 to read as follows:**

I-1 FAR 52.202-1 DEFINITIONS (JUN 2020) (AS MODIFIED BY DEAR 952.202-1)

- b. **Revise the entry for clause I-9 to read “I-9a” and adding clause I-9b as follows:**

I-9A FAR 52.229-10 STATE OF NEW MEXICO GROSS RECEIPTS AND COMPENSATING TAX (APR 2003) (AS MODIFIED BY DEAR 970.2904-1(A))

I-9B FAR 52.232-40 PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013) (DEVIATION APR 2020)

2. **PARAGRAPH A. – FAR CLAUSES INCORPORATED BY REFERENCE, is modified by updating the “CLAUSE TITLE” and “DATE OF CLAUSE” for the clause set forth in the table below.**

FAR NUMBER	CLAUSE TITLE <i>(Any insertions appear below the title in italics)</i>	DATE OF CLAUSE
52.244-6	Subcontracts for Commercial Items (Deviation APR 2020) <i>(xix) 52.232-40, Providing Accelerated Payments to Small Business Subcontractors (DEC 2013) (DEVIATION APR 2020)</i>	Aug 2019

3. PARAGRAPH C. – FAR AND DEAR CLAUSES INCORPORATED IN FULL TEXT, is modified by adding Clause I-9B, 52.232-40, PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013) (DEVIATION APR 2020), as set forth below.

I-9 52.232-40 PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013) (DEVIATION APR 2020)

- (a)(1) In accordance with 31 U.S.C. 3903 and 10 U.S.C. 2307, upon receipt of accelerated payments from the Government, the Contractor shall make accelerated payments to its small business subcontractors under this contract in accordance with the accelerated payment date established, to the maximum extent practicable and prior to when such payment is otherwise required under the applicable contract or subcontract, with a goal of 15 days after receipt of a proper invoice and all other required documentation from the small business subcontractor.
- (2) The Contractor agrees to make such payments to its small business subcontractors without any further consideration from or fees charged to the subcontractor.
- (b) The acceleration of payments under this clause does not provide any new rights under the Prompt Payment Act.
- (c) Include the substance of this clause, including this paragraph (c), in all subcontracts with small business concerns, including subcontracts with small business concerns for the acquisition of commercial items.

(End of clause)

III. Part III – LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS, SECTION J – LIST OF ATTACHMENTS, is modified as follows:

1. LIST OF APPENDICES – TABLE OF CONTENTS is modified as follows:

- a. Revise the entry for Appendix J from “Diversity Plan Guidance” to “Diversity Plan”.
- b. Add a reference for Appendix N to read as follows:

Appendix N Construction Wage Rate Determinations (Mod 0069)

2. APPENDIX A – STATEMENT OF WORK, CHAPTER III. -- HUMAN RESOURCES, Paragraph 6.0 – WORKFORCE PLANNING, is modified by revising subparagraph 6.2.2.1. under paragraph 6.2.2 Involuntary Reductions in Contractor Employment, by deleting the existing text and replacing it in its entirety as follows:

6.2.2 Involuntary Reductions in Contractor Employment

6.2.2.1 If the restructuring involves between 10-99 employees in a rolling twelve month period, the Contractor shall notify the Contracting Officer no later than 15 days in advance of the action. For purposes of determining whether the Contractor’s restructuring actions meet the thresholds set forth in this section 6.2.2.1 and Section 6.2.2.2, the Contractor shall exclude Bargaining Unit employees who are terminated pursuant to the provisions of a collective bargaining agreement and who do not receive severance pay upon termination.

3. APPENDIX F – LIST OF APPLICABLE DIRECTIVES, is modified as follows:

a. Delete the following directive:

DIRECTIVE NUMBER			DATE	DIRECTIVE TITLE
NFO	O	450.X5B	9/20/2012	Subcritical Experiments

b. Add the following directive:

DIRECTIVE NUMBER			DATE	DIRECTIVE TITLE	MOD #
NFO	O	450.X5	10/16/2019	Subcritical Experiment Program	0076

4. APPENDIX G – PERSONNEL APPENDIX, SECTION 3.0 – COMPENSATION, PARAGRAPH 3.2 – OVERTIME, is modified by deleting the table included under Subparagraph 3., Exempt Employees, and replacing it in its entirety as follows:

JOB GROUP	LEVEL (S)	JOB GROUP	LEVEL(S)
Management	I, II	Project & Business Management	I, II, III
Scientist & Engineers	II, III, IV	Technical Support	VI
Technical Professionals	II, III, IV	IT Professionals	III, IV
Business Professionals	II, III, IV		

5. APPENDIX J – DIVERSITY PLAN is modified by deleting the 2019 Diversity Plan and adding the 2020 Diversity Plan as set forth in Attachment 2 to this modification.

6. APPENDIX N – CONSTRUCTION WAGE RATE DETERMINATIONS is modified by deleting the cover page included under Modification 0069 and replacing it with the document included as Attachment 3 to this modification.

No other changes are made as a result of this modification. All other terms and conditions remain unchanged.

(END OF MODIFICATION)

Mission Support and Test Services LLC

2020 Diversity Plan

March 2020

Prepared by
Mission Support and Test Services LLC



NEVADA NATIONAL
NINSS
SECURITY SITE

Mission Support and Test Services LLC, is an equal opportunity employer operating under contract to the Department of Energy under Contract No. DE-NA0003624.

Diversity is opportunity;
it's all about you.



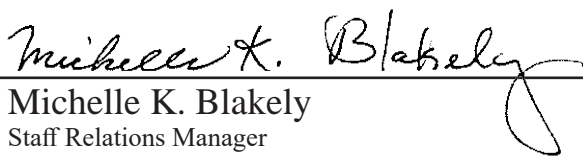
Mission Support and Test Services LLC

2020 Diversity Plan

March 2020

Approved by:

Date:


Michelle K. Blakely
Staff Relations Manager

March 25, 2020



March 25, 2020

Rebecca Sisk
Director, HR, Communications and Government Affairs

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Acronyms

AAP	Affirmative Action Plan
CCR	Central Contractor Registration
DI	Desktop Instruction
D&I	Diversity and Inclusion
EEO	Equal Employment Opportunity
EETAP	Employee Education Training Assistance Program
ER	Employee Relations
HR	Human Resources
HUBZone	Historically Underutilized Business Zone
MSTS	Mission Support and Test Services LLC
NvE	Nevada Enterprise
OP	Organization Procedures
STEM	Science, Technology, Engineering, and Math
UNLV	University of Nevada, Las Vegas

Definitions

Affirmative Action – A good faith effort, driven by federal, state, and local law and executive orders, to ensure that minorities, women, protected veterans, and individuals with disabilities have fair representation and opportunities in the workplace.

Community Outreach – Company and employee involvement in activities supporting education in technical fields, community service organizations, and opportunities for minorities, women, protected veterans, individuals with disabilities, and the disadvantaged in the local community.

Diversity – Differences in people, consisting of primary dimensions (i.e., race, ethnicity, gender, age, religion, disability, and sexual orientation) and secondary dimensions (i.e., communication style, work style, experience, organizational role or level, economic status, geographic origin, etc.).

Diversity Program – Managing diversity in a systematic way that promotes recognition of and respect for differences, and using those differences to create a successful, creative, and effective workplace.

Educational Outreach – Opportunities provided for employees to improve their employment skills, as well as programs supporting colleges and universities with a large percentage of females, minorities, and student veterans, and programs that support STEM.

Equal Employment Opportunity – Freedom from discrimination in the terms and conditions of employment based on race, color, religion, sex, national origin, sexual orientation, disability, age, or protected veteran's status.

Minority – A person who falls within one of the following racial or ethnic groups as defined by the U.S. Department of Labor: American Indian or Alaskan Native, Asian, Black or African American, Native Hawaiian or other Pacific Islander, or Hispanic or Latino.

Profiling – Those practices that scrutinize, target, or treat employees or applicants for employment differently or single them out or select them for unjustified additional scrutiny, based on race or national origin.



Stakeholder – A person or entity that has a vested interest in operations conducted and/or managed by Mission Support and Test Services LLC (MSTS).

Technology Transfer – The process by which MSTS develops, transfers, or exchanges technologies and capabilities with related entities.

Preface

Formed in 2017, Mission Support and Test Services LLC (MSTS) is a joint venture between Honeywell International Inc. (Honeywell), Jacobs Engineering Group Inc. (Jacobs), and Huntington Ingalls Industries (HII) Nuclear Inc. This combination of diverse professional and scientific expertise allows MSTS to effectively manage operations at the Nevada National Security Site, its related facilities, and laboratories for the U.S. Department of Energy, National Nuclear Security Administration Nevada Field Office.

MSTS is excited about the future of the Nevada National Security Site and its associated facilities. Our vision is to transform this unique national resource into America's national security proving ground, the preferred place for conducting high-hazard experiments vital to the security of the United States. As a service organization, we exist to supply integrated solutions to the needs of our customers.

The workforce of today is ever changing. To succeed, we must be adaptable, flexible, and willing to embrace change. Our employees are our greatest asset and our success depends on how well we work together. Today's workplace is multicultural and based on men and women from all lifestyles, working alongside each other, sharing responsibilities and making decisions.

As forward-thinking leaders, MSTS will manage the diversity program by uniting our talented and committed workforce. We will provide an environment where all employees can make a maximum contribution to the company's success by drawing upon their many different perspectives, life experiences, and abilities.

This plan will identify the company's strategies and implementation processes for effective diversity management as outlined in the key areas of:

- ▶ **Workforce**
- ▶ **Recruitment and Retention**
- ▶ **Educational Outreach**
- ▶ **Community Involvement and Outreach**
- ▶ **Subcontracting**
- ▶ **Economic Development**
(including Technology Transfer)
- ▶ **Prevention of Profiling**

Diversity recognizes and accepts the differences and similarities of our workforce. By managing diversity, we promote recognition of, and respect for, our differences and use those differences to create a successful, creative, and effective workplace.



1.0 Diversity Statement

MSTS is committed to creating and maintaining a diverse workforce that will foster a varied mix of skills and employee perspectives in a respectful environment. MSTS promotes an environment of continuous learning and minimizes diversity-related barriers in performance. MSTS promotes diversity sensitivity, acceptance, and inclusion in all aspects of its business practices and relations with the community at large.

MSTS will promote, encourage, and support diversity management by doing the following:

- ▶ Include a diverse mix of skills and perspectives in developing and implementing programs that ensure consistency in operations.
- ▶ Establish an environment of continuous learning to provide training opportunities to supplement existing skills and create a more flexible workforce.
- ▶ Minimize barriers to performance that may occur when employees from different backgrounds and functions interact.
- ▶ Respond to unique interests of stakeholders and effectively utilize the diverse workforce to facilitate effective relationships with the community, vendors, suppliers, and others.
- ▶ Create an environment where employees take responsibility for their actions and are provided with the proper tools and skills to respond to problems and challenges while performing tasks.
- ▶ Treat all employees with respect and dignity.



2.0 NNSS D&I Group

MSTS continues to demonstrate its commitment to diversity and inclusion by supporting the recently revitalized NNSS Diversity and Inclusion (D&I) Group (previously known as the NvE Diversity Council). The NNSS D&I Group fosters an environment promoting inclusion, equity, and respect in order to enhance the potential and contribution of all employees. The group was revitalized in March 2019 with election of a new Chair and Vice-Chair and the development of a new Charter and Logo. Members of the NNSS D&I Group include representatives from: MSTS, DOE, SOC, Navarro and JGMS. The group is designed to promote awareness and understanding of diversity issues in the workplace by implementing diversity initiatives aligning with the strategic goals of NNSS and building an inclusive organizational culture.

2.1 Diversity Initiatives

Since the revitalization, the D&I Group has been working hard to establish a strong presence at the NNSS and seeks to be a valuable resource for employees and managers alike. The group meets monthly and membership is open to dedicated employees who are passionate about this subject and offer ideas on how to make a difference. There is a D&I point of contact at each NNSS location. The NNSS D&I group website has been overhauled and updated to allow NNSS employees access to the NNSS D&I Charter, Diversity Plan, group calendar, past and present monthly articles, and a list of NNSS D&I members. By developing and distributing diversity-related activities, the NNSS D&I Group fosters a feeling of community and inclusion among all employees. To add to the visibility of diversity and inclusion, the group has established a presence at company events such as the Health and Wellness Fair and the Safety Expo.

In addition to their great strides in the past year, the NNSS D&I Group has



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Mission Support and Test Services*

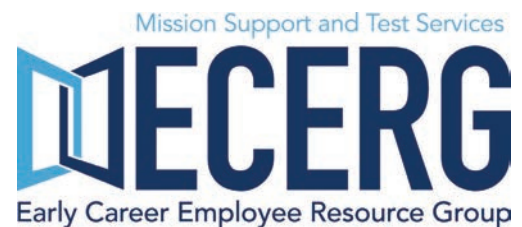
**DIVERSITY &
INCLUSION GROUP**

a number of future goals for promoting and ensuring a diverse and inclusive culture across the complex. The now well-established, independent Early Career Employee Resource Group (ECERG) grew out of the previous iteration of the NvE Diversity Council. With ECERG

as a prime example, the NNSS D&I Group plans to sponsor future re-source groups

(e.g. Women in IT, Science, and Engineering; Veterans). The NNSS D&I Group is planning cultural events for the upcoming year, such as: international foods potluck, remembrance of heritage months, and new compilation of employee stories and traditions. A collaboration with Health and Productivity is underway to co-sponsor brown bag lunch meetings on D&I related topics such as mental health awareness.

In January 2020, the D&I Chair and Vice-Chair gave a presentation to the MSTS Senior Leadership Team about the group's accomplishments, plans, and role in the company. With management's support, the group will continue to grow and take action to build a diverse workforce and inclusive culture!



 **Diversity is opportunity;
it's all about *you!***

3.0 Unified in Diversity

Unified in Diversity.
That's what people today should be.
Humans embracing harmony and happiness.
Hope that flowers from the seed,
That will allow us all to prosper.

Why does colour or race matter?
Why not join together, instead of being scrambled and scattered?
Why can't we just not plainly see,
The unity in diversity?

People will be people all the same,
And under the setting sun,
Nothing may ever change,

But I am here to take a stand,
To show the world how to finally be,

Unified in Diversity.

Peter Vector

<https://www.poemhunter.com/poem/unity-in-diversity-2/>



4.0 Workforce

MSTS has adopted an **Affirmative Action Plan (AAP)** which reflects its commitment to provide equal employment opportunities. MSTS is committed to providing these opportunities to all persons regardless of race, color, religion, sex, national origin, sexual orientation, disability, age, or protected veterans status. MSTS complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities. Assessments of our AAP ensure compliance with our affirmative action goals.

Workforce diversity is a management priority. Maintaining an agile, competent, and motivated workforce will be accomplished through recruitment, retention, skills enhancement, and succession planning. We strive for a more diverse workforce in our recruitment, hiring, and personnel actions. Employment decisions are based on merit, qualifications, and abilities. MSTS adheres to applicable federal and state laws which mandate that recruiting, hiring, training, and promotions be based on job-related factors and bona fide occupational requirements regardless of race, color, religion, national origin, sexual

orientation, physical or mental disability, age, veteran status, genetic information, citizenship and any other protected categories under the law.

Diversity and EEO initiatives for the workforce are reflected in the Policies PY-3100.007 Diversity, PY-3100.015 EEO and AA, PY-3100.016 Equal Treatment Regardless of Disabilities or Veteran Status.



5.0 Recruitment and Retention

MSTS is committed to creating an inclusive and multi-talented workforce and will work to increase the organization’s diversity by recruiting and retaining the most qualified employees. For recruiting, selection, and promotions, we will draw from a diverse population.

Human Resources (HR) will assume a leadership role working with our customers and hiring managers to ensure that MSTS recruitment objectives are met or exceeded. We will use the following strategies to ensure an effective recruitment process:

- ▶ Leverage creative methods to identify, attract, and engage qualified candidates.
- ▶ Use recruitment best practices to source candidates faster and increase productivity.
- ▶ List regular employment openings with the Nevada JobConnect and other online platforms (except executive career opportunities, jobs that will be filled from within, and bargaining unit postings that are filled by the unions).
- ▶ Refine and deliver inclusive student programs to support talent pipelines
- ▶ Implement company-wide workforce planning, to enable staffing to proactively target a more diverse candidate pool.
- ▶ The following entities may be included in MSTS’ recruiting strategy:

- **Society of Asian Scientists and Engineers**
- **Society of Hispanic Professional Engineers**
- **American Indian Society of Engineers and Scientists**

- **National Society of Black Engineers**
 - **Society of Women Engineers**
 - **Minority Serving Institutions**
 - **Historically Black Colleges and Universities**
 - **Women in Technology**
 - **Disability:IN Conference (formerly known as the US Business Leadership Network)**
 - **Navy and Veteran and Wounded Warriors Hiring and Support Summit**
 - **Military Officer Job Opportunities (MOJO)**
- ▶ Improve hiring of veterans by utilizing veteran-affiliated sources and attendance at military career fairs targeting retiring/separating military members.



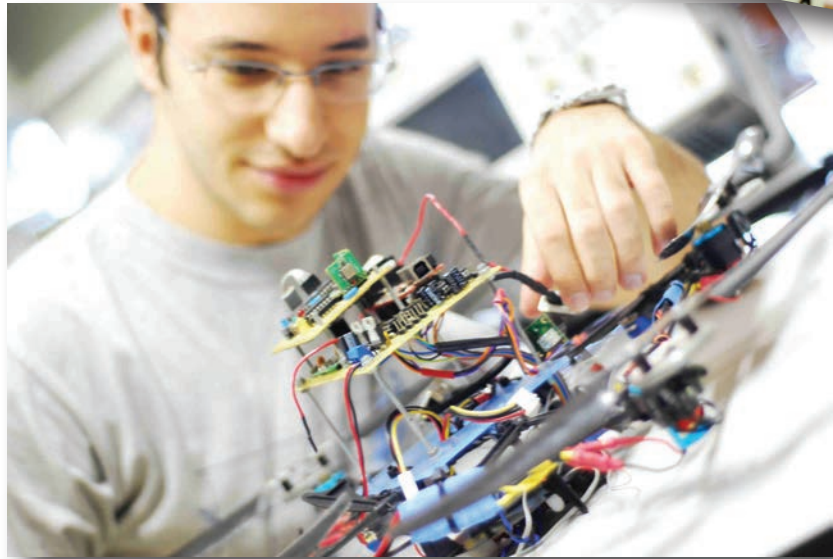
6.0 Educational Outreach

MSTS plans to commit efforts to benefit the communities in which we live and work, both as a positive economic impact as well as being recognized as a preferred employer in Southern Nevada. Efforts will lend itself to opportunities for recruiting and branding. MSTS extends this commitment to education by sponsoring the following programs:



- **Focus School Program**

MSTS partners with two at-risk schools in Clark County, Kit Carson International Academy and The STEAM Academy at Jim Bridger Middle School, which also houses magnet programs for robotics, aerospace and aviation, biomedicine, information technology and fine arts. MSTS participated in STEM/career demonstrations to both schools, and provided each school with funding for needed school supplies.



- **Summer Internship Program (college)**

MSTS offers internships to provide technical assistance, fill staffing gaps, and enhance the company's reputation on campus with students who often accept full-time positions upon graduation.

- **Military Academies (college)**

Last summer, MSTS sponsored U.S. Air Force Academy, U.S. Naval Academy and West Point Military Academy internships. Cadets are paid by their respective academy and MSTS has provided non-contract funding for all transportation and related support-activity expenses.

- **Nevada Science Bowl**

MSTS sponsors the annual competition among regional high schools showcasing excellence in Science, Technology, Engineering, and Math (STEM) education. Many employees volunteer to serve as moderators, scientific judges, rule judges, timekeepers, scorekeepers and messengers during the daylong competition.

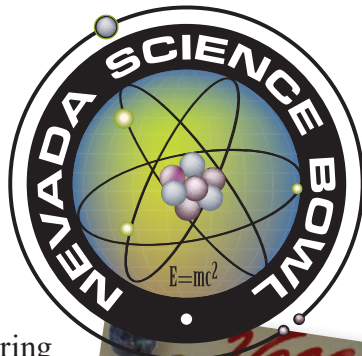
Las Vegas Science and Technology Festival

MSTS was a sponsor of the 2019 Festival, and continues its sponsorship in 2020. The festival is a nine-day event that exposes Southern Nevada children and their families to science and technology in our community. During the event's Expo on the final day of the Festival, NNSS scientists and engineers showcased various

activities/demonstrations, educating over 15,000 people to NNSS missions.

STEM Activities

MSTS employees spent over 600 hours in 2019 reaching out to students during working time to engage students in STEM related activities and conversations. More outreach activities are planned for 2020, to engage even more students in STEM, as well as educate the general public on mission of the NNSS.



- ▶ **\$15,000** – Las Vegas Science and Technology Festival
- ▶ **\$5,000** – Clark County School District, to fund student field trips to the National Atomic Testing Museum
- ▶ **\$3,800** – Nevada Future City Competition



- ▶ **\$10,000** – University of Nevada, Reno College of Engineering Corporate Partnership Program sponsorship



Educational Funding

MSTS has and will continue to provide funds that support diverse and sustainable education programs focused on improving STEM at the elementary school, middle school, high school, and collegiate levels.

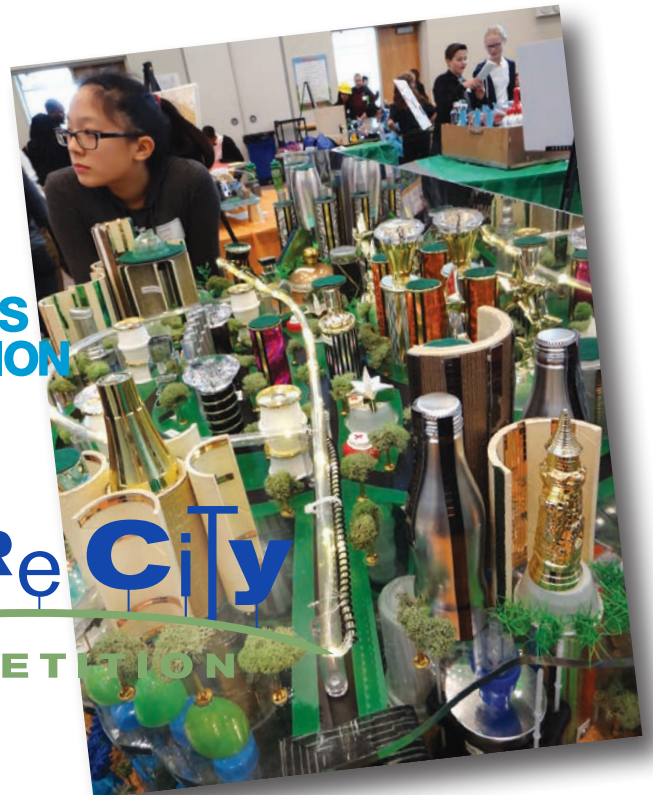
Examples include:

- ▶ **\$130,500 overall** to the University of Nevada, Las Vegas to include College of Engineering Senior Design Competition and STEM outreach activities geared towards K-12 education; College of Sciences science camps for Title I schools sponsorship; advisory board positions for the College of Sciences and College of Business
- ▶ **\$50,000** – FIRST Robotics Las Vegas regional competition
- ▶ **\$41,000** – Nevada Science Bowl High School Competition
- ▶ **\$25,000** – DISCOVERY Children's Museum Sponsorship

UNLV

FIRST
ROBOTICS
COMPETITION

future City
COMPETITION



6.1 In-House/Outside Training

Nonbargaining MSTS employees are provided opportunities to improve their skills and employment options through training, seminars, and education programs. A portion of MSTS' wage package for bargaining employees is

directed to the unions' Training Trust programs. MSTS offers site-specific training for bargaining employees.

6.2 Programs in Place

- ▶ Equal Opportunity, Affirmative Action, and Diversity topics are included in MSTS' supervisory training sessions.
- ▶ MSTS' Employee Education Training Assistance Program (EETAP) covers some costs of coursework (up to \$5,250 per employee per fiscal year) at accredited colleges and universities that pertains to a nonbargaining employee's current position or one that the employee could achieve at MSTS. This includes tuition, required textbooks, and fees, when certain conditions are met.
- ▶ MSTS makes available courses and briefings on job-related topics through instructor-led, computer-based, or web-based training. Topics include environment, safety and health; computer software; management; project

management; conduct of operations; nuclear safety; and other job-specific skills.

- ▶ Employees have opportunities to attend seminars, conferences, and outside training courses that are related to their current assignment (when budgets allow and DOE approval is given).
- ▶ Employee Relations (ER) presents informal Diversity training sessions upon request.

6.3 Actions for 2020

- ▶ Continue each of the above-mentioned programs.
- ▶ Continue to provide access to 'webinars' (web-based seminars) provided by in-house sources. These web-based events allow more participants to complete training without requiring travel or per diem costs for external events.



7.0 Community Involvement and Outreach

MSTS is committed to being a responsible corporate citizen through addressing many important issues facing our communities today. Diversity is important to us; as a company, we interact with diverse communities as a resource for employment, education, and commercial ventures. We support organizations that promote the interests of minorities, females, individuals with disabilities and protected veterans, as well as other diversity dimensions.

To build strong community relations, we focus on several areas where time, effort, and energy are expended to achieve effective results. MSTS supports many charitable organizations, primarily in the areas where we live and work. MSTS has supported area food banks, the U.S. Marines' Toys for Tots program, and the Salvation Army's Angel Tree program, and will continue to support these efforts as well as additional efforts, in the coming years.

Volunteer Activities – MSTS employees volunteered more than 1,000 hours of personal time within their communities serving various non-profits selected by MSTS during 2019. Volunteer opportunities will continue to be offered for all members of the NvE to serve in their communities.

NNSS Fire & Rescue Benevolent Association – Member of this association include MSTS Fire & Rescue personnel. The association is very present in the community, volunteering their time as events where they represent the NNSS.

Chambers of Commerce – MSTS is a member of the Vegas, Pahrump Valley, and Latin Chambers of Commerce.

Las Vegas Global Economic Alliance – MSTS was a sponsor at several of the organization's events, which promote their mission of growing the economy in Southern Nevada through connectivity, community development and aggressive business recruitment, retention and outreach.

Nevada Test Site Historical Foundation – MSTS is a member of this Foundation, supporting its efforts to preserve the history of the Nevada National Security Site through the Foundation activities and the National Atomic Testing Museum.

Opportunity Village – MSTS is a strong supporter of Opportunity Village and provides sponsorship for the Magical Forest each year.

U.S. Marines' Toys for Tots – MSTS sponsors a drive each year to collect toys and bicycles to donate to this nationwide program. In 2019, MSTS employees donated seven toy-stuffed barrels and 43 new bicycles and tricycles to the Marines.



Rebuilding Together Southern Nevada – MSTS sponsored the refurbishing of a disabled veteran-owned home in Las Vegas. Both the funding and efforts of MSTS employees resulted in electrical improvements in

the home, as well as painting, yard cleanup and landscaping efforts on the exterior. MSTS will continue its partnership with this agency to improve living conditions for the disabled, senior, and military members of our community.

Team MSTS Runs and Walks – The MSTS Employees' Association funds "Team NNSS" employee registrations and t-shirts for community walks and runs. MSTS also supports employees who want to volunteer as a team captain for a charitable walk/run that benefits a non-profit organization that holds a current 501(c) or 501(c)3.



8.0 Subcontracting

MSTS is committed to maintaining a culturally and economically diverse environment. Small businesses are the backbone of our American economy. MSTS recognizes and welcomes the expertise and knowledge provided by small and disadvantaged businesses. *We continuously seek to build relationships* with those businesses that can meet and exceed our standards of excellence in support of our work for the U.S. Federal Government. We accomplish this by participating in fairs and workshops in Las Vegas as well as networking with state and national organizations. In addition, MSTS works closely with:

- ▶ Small Business organizations within the local community, including the Nevada Minority Business Council.
- ▶ U.S. Department of Energy/National Nuclear Security Administration Small Business Program Managers Forum.
- ▶ The Office of Small and Disadvantaged Business Utilization and the Small Business Administration.

MSTS incorporates a Small Business Review process to encourage the use of Small Businesses by reviewing any orders over \$25,000. The orders are reviewed by the Small Business Coordinator and Procurement Manager.

Procurement maintains and utilizes a Small Business database and encourages interested suppliers to register and be categorized by socio-economic status and commodity type by working with a central small business coordinator at MSTS. The Small Business database allows the Procurement Department to have a centralized file of businesses that have shown interest in doing business with the company. The Small Business Coordinator passes this information on to MSTS procurement specialists.

Procurement also utilizes the system for award management (SAM) database (www.sam.gov), the primary registrant database for the U.S. Federal Government, when developing bidder's lists. Accordingly, potential suppliers are encouraged to register on this site to maximize opportunities not only with MSTS but also with federal government agencies or other government contractors.



Our Small Business Plan describes our goals and approach involving small business in the categories of Veteran-Owned Small Business, Service-Disabled Veteran-Owned Small Business, Historically Underutilized Business Zone (HUBZone) Small Business, Small Disadvantaged Business, and Women-Owned Small Business.

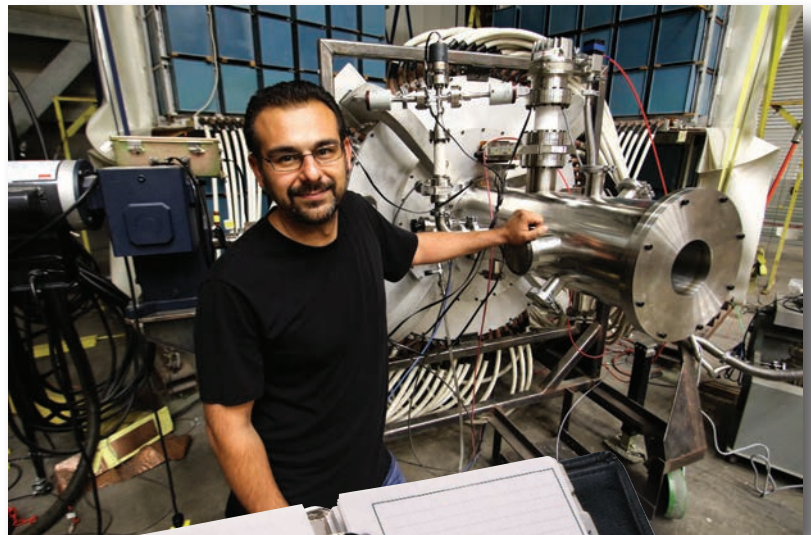


CATEGORY	FISCAL YEAR GOAL
Total Small Business (SB)	72%
Small Disadvantaged Business (SDB)	10%
Woman-Owned Small Business (WOSB)	10%
HUBZone Small Business	3%
Veteran-Owned Small Business (VOSB)	12%
Service-Disabled Veteran-Owned Small Business (SDVOSB)	4%

We comply with the following desktop instructions (DIs) and organization procedures (OPs) that reference the socioeconomic requirements for Procurement:

- ▶ **DI-PRO.105, “Equal Employment Opportunity (EEO)”**
- ▶ **DI-PRO.302, “Sources of Competition”**
- ▶ **DI-PRO.304, “Simplified Acquisitions”**
- ▶ **DI-PRO.305, “Government Supply Sources”**
- ▶ **DI-PRO.406, “Subcontracting Plan”**
- ▶ **OP-0610.009, “Subcontracting Under the U.S. Department of Energy (DOE) 8(a) Pilot Program”**
- ▶ **OP-0610.004, “Noncompetitive Procurements”**

encourage the use of small businesses. MSTs intends to participate in various local and regional trade fairs that present opportunities for small business networking and outreach.



8.1 Future Goals

MSTS is committed to accomplishing the Small Business goals and seeking additional opportunities or programs that

9.0 Economic Development (including Technology Transfer)

MSTS conducts science and technology activities that benefit the Las Vegas community and stimulate the economy. It collaborates with local and national universities to promote technology transfer efforts and partners with UNLV and the University of Nevada, Reno for broader access to university faculty, recruiting of university graduates to sustain a technical workforce, and increase business activity. MSTS employees participate in conferences and symposiums and publish numerous journal articles.

minate to ensure fair, equitable consideration for all employees and applicants. Managers who violate MSTS policies on diversity risk having adverse action taken against them. ER also conducts investigations and expedites timely resolution of discrimination and harassment allegations.

10.2 Actions for 2020

ER will continue to conduct and oversee fair and impartial investigations in an expeditious manner, provide support to the Disciplinary Action Review Board and serve as advisors to the NNSS Diversity and Inclusion (D&I) Group.

10.0 Prevention of Profiling

The policies and directives listed in the “Workforce” section of this plan prohibit treating employees or applicants differently based on several characteristics, including race, color, and national origin.

10.1 Programs in Place

ER analyzes employment policies and practices while Human Resources reviews decisions to hire or ter-







MSTS

MISSION SUPPORT AND TEST SERVICES LLC

Mission Support and Test Services LLC, is an equal opportunity employer operating under contract to the Department of Energy under Contract No. DE-NA0003624.



SECTION J

APPENDIX N

CONSTRUCTION WAGE RATE DETERMINATIONS

- a. NV170001 Mod 3 (03-03-2017 NV1) (15 pgs)
- b. NV170061 Mod 0 (01-20-2017 NV61) (10 pgs)
- c. NV170064 Mod 0 (01-20-2017 NV64) (11 pgs)
- d. NV710071 Mod 0 (01-20-2017 NV71) (8 pgs)
- e. NV170075 Mod 1 (01-27-2017 NV75) (14 pgs)