

U.S. DEPARTMENT OF ENERGY
BONNEVILLE POWER ADMINISTRATION (BPA)

SUBCONTRACTING REPORT FOR INDIVIDUAL CONTRACTS

PAPERWORK REDUCTION ACT BURDEN DISCLOSURE STATEMENT

This data is used to amend a solicitation or modify a contract or order. This form will assist in ensuring all changes are applied appropriately. Public reporting burden for this collection of information is estimated to average 30 minutes per response...

a. Prime Contractor Name | b. Street Address

c. City | d. State | e. Zip Code

2. Contractor Identification Number (D-U-N-S) | 3. Date Submitted

4. Reporting Period from Inception of Contract thru | YEAR
[] MAR 31 [] SEPT 30 | 5. Type of Report
[] Regular [] Final [] Revised

6. Report Submitted As (Check and provide appropriate number)
[] Prime Contractor Prime Contract Number
Sub Contract Number
7. Name of Contracting Officer:
Bonneville Power Administration - NSS
P.O. Box 3621
Portland, OR 97208

8. Dollars and Percentages in the following blocks:
[] Do Include Indirect Costs [] Do Not Include Indirect Costs

SUBCONTRACT AWARDS

Table with columns: TYPE, CURRENT GOAL (Whole Dollars, Percent), ACTUAL CUMULATIVE (Whole Dollars, Percent). Rows include Small Businesses (SB), Disadvantaged Small Businesses (DSB), Women-Owned Small Businesses (WOSB), Veteran-Owned Small Businesses (VOSB), Service-Disabled Veteran-Owned Small Businesses (SDVOSB), Large Businesses, and Indian Tribes (TR).

16. Comments (Attach additional sheets if more room is needed)

16a. Name of Contractor Individual Administering Subcontracting Plan | 16b. Work Phone Number (Area Code, Number) | 16c. Work E-Mail Address

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GENERAL INFORMATION

1. This report is not required from small businesses.
2. This form collects subcontract award data from prime contractors that: (a) hold one or more contracts over \$650,000 (over \$1,500,000 for construction of a public facility); and (b) are required to report subcontracts awarded to Small Businesses (SB), Disadvantaged Small Businesses (SDB), Women-Owned Small Businesses (WOSB), Veteran-Owned Small Businesses (VOSB) and Service-Disabled Veteran-Owned Small Businesses under a subcontracting plan.
4. This report is required for each contract containing a subcontracting plan and must be submitted to the contracting officer (CO) semi-annually, during contract performance for the periods ended March 31st and September 30th. A separate report is required for each contract at contract completion. Reports are due no later than 25 days after the close of each reporting period unless otherwise directed by the contracting officer. Reports are required when due, regardless of whether there has been any subcontracting activity since the inception of the contract or since the previous report.
5. Only subcontracts involving performance in the U.S. or its outlying areas should be included in this report.
6. Purchases from a corporation, company, or subdivision that is an affiliate of the prime/subcontractor are not included in this report.
7. Subcontract award data reported on this form by prime contractors shall be limited to awards made to their immediate subcontractors.
8. BPI Part 8.3 sets forth the eligibility requirements for participating in the subcontracting program.
9. Actual achievements must be reported on the same basis as the goals set forth in the contract. For example, if goals in the plan do not include indirect and overhead items, the achievements shown on this report should not include them either.

SPECIFIC INSTRUCTIONS

BLOCK 2: For the Contractor Identification Number, enter the nine-digit Data Universal Numbering System (DUNS) number that identifies the specific contractor establishment. If there is no DUNS number available that identifies the exact name and address entered in Block 1, contact Dun and Bradstreet Information Services at 1-866-705-5711 or via the Internet at <http://www.dnb.com>. The contractor should be prepared to provide the following information: (i) Company legal business name. (ii) Tradestyle, doing business, or other name by which your entity is commonly recognized. (iii) Company physical street address, city, state and ZIP Code. (iv) Company mailing address, city, state and ZIP Code (if separate from physical). (v) Company telephone number. (vi) Date the company was started. (vii) Number of employees at your location. (viii) Chief executive officer/key manager. (ix) Line of business (industry). (x) Company Headquarters name and address (reporting relationship within your entity).

BLOCK 4: Check only one. Note that all subcontract award data reported on this form represents activity since the inception of the contract through the date indicated on this block.

BLOCK 5: Check whether this report is a "Regular," "Final," and/or "Revised" report. A "Final" report should be checked only if the contractor has completed the contract or subcontract reported in Block 6. A "Revised" report is a change to a report previously submitted for the same period.

BLOCK 6: Indicate that the reporting contractor is submitting this information as a prime contractor and the prime contract number.

Block 7: Return completed form to BPA Contracting Officer.

BLOCK 8: Check the appropriate block to indicate whether indirect costs are included in the dollar amounts in blocks 9 through 14. To ensure comparability between the goal and actual columns, the contractor may include indirect costs in the actual column only if the subcontracting plan included indirect costs in the goal.

BLOCKS 9 through 14: Under "Current Goal," enter the dollar and percent goals in each category (SB, DSB, WOSB, VOSB, SDVOSB, Indian Tribe) from the subcontracting plan approved for this contract. (The amounts entered in Blocks 9 through 15 should reflect any revised goals.) Under "Actual Cumulative," enter actual subcontract achievements (dollars and percent) from the inception of the contract through the date of the report shown in Block 4. In cases where indirect costs are included, the amounts should include both direct awards and an appropriate prorated portion of indirect awards. However, the dollar amounts reported under "Actual Cumulative" must be for the same period of time as the dollar amounts shown under "Current Goal" For a contract with options, the current goal should represent the aggregate goal since the inception of the contract. For example, if the contractor is submitting the report during Option 2 of a multiple year contract, the current goal would be the cumulative goal for the base period plus the goal for Option 1 and the goal for Option 2.

BLOCK 9: Report all subcontracts awarded to Small Businesses (SBs). This category includes awards to small businesses that do not belong in another category on this list.

BLOCK 10: Report all subcontracts awarded to Disadvantaged Small Businesses (DSB's). This category includes Native American Small Businesses, 8-A Certified Small Businesses, and Hub-Zone Disadvantaged Small Businesses.

BLOCK 11: Report all subcontracts awarded to Women-Owned Small Businesses (WOSB's)

BLOCK 12: Report all subcontracts awarded to Veteran-Owned Small Businesses (VOSB's).

BLOCK 13: Report all subcontracts awarded to Service-Disabled Veteran-Owned Small Businesses (SDVOSB's).

BLOCK 14: Report all subcontracts awarded to large businesses and any other-than-small businesses.

BLOCK 15: Report all subcontracts awarded to Indian Tribes (TR).

BLOCK 16: Enter a short narrative explanation if (a) SB, DSB, WOSB, VOSB, SDVOSB, and TR accomplishments fall below that which would be expected using a straight-line projection of goals through the period of contract performance, or (b) if this a final report, any one of the six goals were not met.

DEFINITION

1. Indirect costs are those which, because of incurrence for common or joint purposes, are not identified with specific BPA contracts.

DISTRIBUTION OF THIS REPORT

For the Awarding Agency or Contractor

The original copy of this report should be provided to the contracting officer at the agency identified in Block 7.