



## Department of Energy Idaho Operations Office

March 14, 2024

MEMORANDUM FOR JARED A. FRYAR  
SMC PROGRAM MANAGER  
IDAHO OPERATIONS OFFICE

FROM: MARIE J. WILLIAMS, CONTRACTING OFFICER  
GREGORY J. TOMLINSON, CONTRACTING OFFICER  
CONTRACT MANAGEMENT DIVISION  
IDAHO OPERATIONS OFFICE

*Gregory J. Tomlinson*

Gregory J. Tomlinson  
2024.03.14 15:29:17  
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SUBJECT: Contract No. DE-AC07-05ID14517 - Designation of Contracting  
Officer Representative for the SPP# 91727: Specific Manufacturing  
Capability Program (CLN240774)

In accordance with the contract clause G.2 entitled, "Technical Direction," contained in the subject contract, you are hereby designated to act as the Contracting Officer's Representative (COR) for the oversight and technical monitoring of the SPP# 91727: Specific Manufacturing Capability Program.

Your responsibilities originate from the provisions of the subject contract and DOE Order 541. IC, Appointment of Contracting Officers and Contracting Officer's Representatives. Your duties will consist of the following:

1. Thoroughly familiarize yourself with all the requirements of the contract and your responsibilities relative to these requirements. A copy of the contract is available at the Department of Energy, Idaho Operations Office (DOE-ID) website.
2. Issue technical guidance in accordance with contract clause G.2 entitled, "Technical Direction," of the contract and provide project and contract guidance to the Contractor for SPP# 91727: Specific Manufacturing Capability Program. Coordinate technical direction and contract oversight with DOE-ID staff and other appointed CORs.
3. Recommend in writing to the Contracting Officer desired changes to the scope of work and provide a full explanation of the proposed action. If the Contractor proposes a change to the approved Performance Baseline, you are to obtain a written statement to that effect and forward that statement, along with your recommendations, to the Contracting Officer and the Project Management Executive, as appropriate. This statement should also include the estimated cost and schedule of any proposed increase or decrease in the approved scope of work and a statement on the availability of funds.
4. Assure that changes in the scope of work or delivery schedule are issued by written technical correspondence (TC) and in accordance with the requiring activity scope needs as defined in SMC SPP# 91727 agreement.

5. Report to the CO(s) all technical questions from the Contractor that cannot be resolved without increase costs, alterations, or changes to the contracts scope and recommend solutions to such problems.
6. Assure that the Contractor complies with all technical requirements defined in the scope of work, including reports, documentation, data, work products, milestone schedules, and the Contract Data Requirements List (CDRL).
7. Assure that the Government meets its contractual obligation to the Contractor, including any Government-furnished equipment and services called for in the contact. Also, ensure the Government provides timely comments on, or approval of, the required contract deliverables.
8. Provide a copy of all contract-related correspondence that you generate or receive to the CO.
9. Ensure that the inspection, acceptance, and approval of all deliverables are within the scope of the contract.
10. Develop performance criteria and measures for the Performance Evaluation and Measurement Plan (PEMP) as appropriate, to maximize and evaluate the Contractor's performance.
11. Monitor and report the Contractor's performance to ensure Contractor compliance with all technical requirements defined in the contract and work plans, including reports, documentation, data, work products, milestone schedules, and other deliverables as required. This documentation will be used to evaluate the Contractor's performance and determine fee.

In performing these responsibilities, you are not authorized to (1) redelegate any COR responsibility to others; or (2) make any agreements or commitments with the Contractor, which involve a change in the scope, cost, terms, or conditions of the contract, PEMP, or work plans. Only the CO(s) is authorized to modify any terms or conditions of the contract, waive any requirement of the contract, determine the allowability of costs, or sign any document that requires the signature of the CO.

RECEIPT OF THIS CONTRACTING OFFICER'S REPRESENTATIVE DESIGNATION IS  
HEREBY ACKNOWLEDGED

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Jared A. Fryar  
Contract No. DE-AC07-05ID14517

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Date

**ID RECORD PAGE**

*[This page and concurrence notes/emails for internal distribution only]*

ID DISTRIBUTION:

Marie J. Williams  
Gregory J. Tomlinson  
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Penny Bowers  
Suzette Olson  
Email to: ! DOE-ID EDMS Correspondence  
Email to: ! DOE-ID Records Center

CONCURRENCE:

Prime COR (McCoy) see email  
CO (Williams) (signature) (author)  
CO (Tomlinson) (signature)

RECORD NOTES:

1. This correspondence record belongs to: CMD/COR Memos
2. Designation of Contracting Officer Representative for the SPP# 91727: Specific Manufacturing Capability Program
3. Marie J. Williams drafted this memo.
4. This letter/memo closes Zeus number: **NA**
5. The attached correspondence has no relation to the Naval Nuclear Propulsion Program.

**From:** [McCoy, Linda S](#)  
**To:** [Bowers, Penny K \(CONTR\)](#)  
**Subject:** RE: CLN240774 COR Designation - Jared Fryar - for concurrence  
**Date:** Thursday, March 14, 2024 12:37:00 PM

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I thought we did this already. But no problem, I concur.

*Linda S. McCoy, PhD*

Senior Scientist

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**From:** Bowers, Penny K (CONTR) <bowerspk@id.doe.gov>  
**Sent:** Thursday, March 14, 2024 10:15 AM  
**To:** McCoy, Linda S <mccoys@id.doe.gov>  
**Subject:** CLN240774 COR Designation - Jared Fryar - for concurrence

Hi Linda –

For your concurrence please.

Thank you,  
Penny