

## **Department of Energy**

Washington, DC 20585

September 10, 2021

Michael Ravnitzky

Via email:

RE: HQ-2021-00012-F

Dear Mr. Ravnitzky:

This is the final response to the request for information that you sent to the Department of Energy (DOE) under the Freedom of Information Act (FOIA), 5 U.S.C. § 552. You requested the following:

A copy of each completed analysis and each report provided to the DOE Office of Fossil Energy by contractor Accelerated Development & Support Corporation, between 2016 and present, under Task Order DEDT0009283 of parent contract.

Your request was assigned to DOE's Office of Fossil Energy (FE) to conduct a search of its files for responsive documents. DOE started its search on November 17, 2020, which is the cut-off date for responsive documents. DOE has completed its search and identified twenty-six (26) documents responsive to your request. The documents are being released to you as described in the accompanying index.

Upon review, DOE has determined that certain information should be withheld from the documents pursuant to Exemptions 3 and 6 of the FOIA, 5 U.S.C. § 552 (b)(3) and (b)(6).

Exemption 3 protects from disclosure information "specifically exempted from disclosure by statute (other than section 552 (b) of this title), if that statute—(A)(i) requires that the matters be withheld from the public in such a manner as to leave no discretion on the issue; or (ii) establishes particular criteria for withholding or refers to particular types of matters to be withheld[.]" 5 U.S.C. § 552(b)(3). The Internal Revenue Code (the "Code"), 26 U.S.C. § 6103 (2006), is one such statute that falls within the coverage of Exemption 3. See, *e.g.*, *Church of Scientology v. IRS*, 484 U.S. 9, 15(1987) ("§ 6103 of the Internal Revenue Code is the sort of statute referred to by the FOIA in 5 U.S.C. § 552(b)(3)").

The Code states that return information shall be confidential, 26 U.S.C. § 6103(a). The information withheld under Exemption 3 consists of certain return information, namely a taxpayer's identification number, the disclosure of which is prohibited by the Code.

Exemption 6 is generally referred to as the "personal privacy" exemption; it provides that the disclosure requirements of FOIA do not apply to "personnel and medical files and similar files the disclosure of which would constitute a clearly unwarranted invasion of personal privacy."



5 U.S.C. § 552(b)(6). In applying Exemption 6, the DOE considered: 1) whether a significant privacy interest would be invaded; 2) whether the release of the information would further the public interest by shedding light on the operations or activities of the Government; and 3) whether in balancing the privacy interests against the public interest, disclosure would constitute a clearly unwarranted invasion of privacy.

The information withheld under Exemption 6 consists of a bank account number and swift code; employee identification numbers and the number of hours worked by certain individuals. This information qualifies as "similar files" because it is information in which an individual has a privacy interest. Moreover, releasing the information could subject the individuals to unwarranted or unsolicited communications. Since no public interest would be served by disclosing this information, and since there is a viable privacy interest that would be threatened by such disclosure, Exemption 6 authorizes withholding the information. Therefore, we have determined that the public interest in the information's release does not outweigh the overriding privacy interests in keeping it confidential.

This satisfies the standard set forth at 5 U.S.C. § 552(a)(8)(A) that agencies shall withhold information under FOIA "only if (I) the agency reasonably foresees that disclosure would harm an interest protected by an exemption...; or (II) disclosure is prohibited by law..." 5 U.S.C. § 552(a)(8)(A) also provides that whenever full disclosure of a record is not possible, agencies shall "consider whether partial disclosure of information is possible...and (II) take reasonable steps necessary to segregate and release nonexempt information." Therefore, we have determined that, in certain instances, a partial disclosure is proper.

Pursuant to 10 C.F.R. § 1004.7(b)(2), I am the individual responsible for the determination to withhold the information described above. The FOIA requires that "any reasonably segregable portion of a record shall be provided to any person requesting such record after deletion of the portions which are exempt." 5 U.S.C. § 552(b). As a result, a redacted version of the documents is being released to you in accordance with 10 C.F.R. §1004.7(b)(3).

This determination, as well as the adequacy of the search, may be appealed within 90 calendar days from your receipt of this letter pursuant to 10 C.F.R. § 1004.8. Appeals should be addressed to Director, Office of Hearings and Appeals, HG-1, L'Enfant Plaza, U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, D.C. 20585-1615. The written appeal, including the envelope, must clearly indicate that a FOIA appeal is being made. You may also submit your appeal to OHA.filings@hq.doe.gov, including the phrase "Freedom of Information Appeal" in the subject line (this is the preferred method by the Office of Hearings and Appeals). The appeal must contain all of the elements required by 10 C.F.R. § 1004.8, including a copy of the determination letter. Thereafter, judicial review will be available to you in the Federal District Court either: 1) in the district where you reside; 2) where you have your principal place of business; 3) where DOE's records are situated; or 4) in the District of Columbia.

You may contact DOE's FOIA Public Liaison, Alexander Morris, FOIA Officer, Office of Public Information, at 202-586-5955, or by mail at MA-46/Forrestal Building, 1000 Independence Avenue, S.W., Washington, D.C. 20585, for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information

Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

The FOIA provides for the assessment of fees for the processing of requests. See 5 U.S.C. § 552(a)(4)(A)(i); see also 10 C.F.R. § 1004.9(a). In our November 9, 2020 letter, you were advised that your request was placed in the "other" category for fee purposes. Requesters in this category are entitled to two (2) free hours of search time and are provided 100 pages at no cost. DOE's processing costs did not exceed \$15.00, the minimum amount at which DOE assesses fees. Thus, no fees will be charged for processing your request.

If you have any questions about the processing of the request or this letter, you may contact Ms. Veronica Jones, or me, at:

MA-46/ Forrestal Building 1000 Independence Avenue, S.W. Washington, D.C. 20585 (202) 287-6733.

I appreciate the opportunity to assist you with this matter.

Sincerely,

Alexander C. Digitally signed by Alexander C. Morris

Date: 2021.09.10
16:08:05 -04'00'

Alexander C. Morris FOIA Officer Office of Public Information

**Enclosures** 

## **INDEX Request #: HQ-2021-00012-F**

Final response to the request from Mr. Michael Ravnitzky for:

"A copy of each completed analysis and each report provided to the DOE Office of Fossil Energy by contractor Accelerated Development & Support Corporation, between 2016 and present, under Task Order DEDT0009283 of parent contract."

DOE's Office of Fossil Energy (FE) has completed its search and identified twenty-six (26) documents responsive to your request.

- Seventeen (17) documents are being released in their entirety.
- Nine (9) document are being released in part pursuant to exemptions 3 and 6 (b)(3) and (b)(6).

PAGE: 01 BILLING DATE: 12/31/15

TO:

DIVISION MA-642.1 1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM:

ADS Corporation 901 N. Stuart Street, STE 908 Arlington, VA 22203

BILLING PD FROM: TO:	12/01/15 12/31/15	CURRENT BILLING	CUMULATIVE BILLED
Direct Labor		562.50	5,625.00
OVERHEAD GENERAL & ADMIN	51.90% 16.10%	291.94 137.57	2,919.38 1,375.65
SUBTOTAL		992.01	9,920.03
FEE AT 4.00%		39.68	359.88
TOTAL		1,031.69	10,279.91

PAGE: 01

BILLING DATE: 12/31/15

DIVISION MA-642.1 TO:

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM:

ADS Corporation 901 N. Stuart Street, STE 908 Arlington, VA 22203

BILLING PD FROM: 12/01/15 TO: 12/31/15	CURRENT BILLING	CUMULATIVE BILLED
Other Direct Cost	0.00	795.00
GENERAL & ADMIN 16.10%	0.00	128.00
SUBTOTAL	0.00	923.00
FEE AT 0.00%	0.00	0.00
TOTAL	0.00	923.00

PAGE: 01

BILLING DATE: 01/31/16

TO: DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM:

ADS Corporation 901 N. Stuart Street, STE 908 Arlington, VA 22203

	01/01/16 01/31/16	CURRENT BILLING	CUMULATIVE BILLED
Direct Labor		250.00	5,875.00
OVERHEAD GENERAL & ADMIN	51.52% 15.80%	128.80 59.85	3,048.18 1,435.50
SUBTOTAL		438.65	10,358.68
FEE AT 4.00%		17.55	377.43
TOTAL		456.20	10,736.11

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REPORT DATE: 02/02/16 11:07

ACCELERATED DEVELOPMENT

Document 5 PAGE 0001

### TIMESHEET HISTORY REPORT BY ACCOUNT

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REPORT DATE: 02/02/16 11:07

ACCELERATED DEVELOPMENT

Document 7 PAGE 0001

TIMESHEET HISTORY REPORT BY ACCOUNT

FROM 2204-0	)10-39 TO 2204-01	10-39 			FR	OM 11	1/01/2	015 T	0 12	/31/2	2015								
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REPORT DATE: 02/18/16 14:44 PERIOD ENDING: 01/31/16

ACCELERATED DEVELOPMENT

PAGE 0003

CLIENT: DOE OFF FOSSIL ENERGY
CONTRACT NAME: DOE FE TASK 4
CONTRACT NUMBER: 2204-010
DIVISION NUMBER: 1

PROJ MGR:

ALEX FASSBENDER

JOB STATUS REPORT LABOR DETAIL BY EMPLOYEE REPORT AS OF 01/31/16

CONTRACT VALUE: START DATE: END DATE: JOB TYPE: RATE TYPE:

884,895.70 07/02/15 09/15/16 CPFF-LOE TARGETED

CURRENT PERIOD

YEAR - TO - DATE

TOTAL CONTRACT

JOB CATEGORY

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EMPLOYEE NAME

HOURS

DOLLARS

**DOLLARS** HOURS

HOURS

**DOLLARS** 

39 Direct Labor

3A PROJECT MANAGER

Fassbender, Alexander G.

DIRECT LABOR TOTAL

CONSL'TS/SUB'S TOTAL

CONTRACT TOTAL

(b) (6)

250.00

(b) (6)

250.00

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REPORT DATE: 02/12/16 15:47

### ACCELERATED DEVELOPMENT

### TIMESHEET HISTORY REPORT BY ACCOUNT

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PAGE: 01 BILLING DATE: 04/30/16

TO:

DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM:

ADS Corporation 901 N. Stuart Street, STE 908 Arlington, VA 22203

ACCOUNT NUMBER:

2204

	4/01/16 4/30/16	CURRENT BILLING	CUMULATIVE BILLED
Direct Labor Other Direct Cost		312.50	12,500.96
OVERHEAD GENERAL & ADMIN	51.52% 15.80%	161.00 74.82	6,882.05 3,094.44
SUBTOTAL		548.32	23,272.45
FEE AT 4.00%		21.93	894.38
TOTAL		570.25	24,166.83

PAGE: 01 BILLING DATE: 04/30/16

TO: DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW

WASHINGTON, DC 20585-1615

FROM:

ADS Corporation 901 N. Stuart Street, STE 908 Arlington, VA 22203

BILLING PD FROM: TO:	04/01/16 04/30/16	CURRENT BILLING	CUMULATIVE BILLED
Direct Labor		312.50	12,500.96
OVERHEAD GENERAL & ADMIN	51.52% 15.80%	161.00 74.82	6,882.05 2,976.46
SUBTOTAL		548.32	22,359.47
FEE AT 4.00%		21.93	894.38
TOTAL		570.25	23,253.85

PAGE: 01 BILLING DATE: 04/30/16

TO: DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM:

ADS Corporation 901 N. Stuart Street, STE 908 Arlington, VA 22203

BILLING PD FROM: 04/01/16 TO: 04/30/16	CURRENT BILLING	CUMULATIVE BILLED
Other Direct Cost	0.00	795.00
GENERAL & ADMIN 15.80%	0.00	117.98
SUBTOTAL	0.00	912.98
FEE AT 0.00%	0.00	0.00
TOTAL	0.00	912.98

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	PAYEE'S	ADS CORPORAT	TION						
	NAME	901 N. STUART	STREET SUITE 908						DATE INVOICE RECEIVED
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per John Smith, Secretary", or "Treasurer,: as the case may be. Previous edition usable.

NSN 7540-00-900-2234

**Document 14** 

REPORT DATE: 05/17/16 10:04 PERIOD ENDING: 04/30/16

04/30/16

ACCELERATED DEVELOPMENT

PAGE 0002

DOE OFF FOSSIL ENERGY DOE FE TASK 4

CLIENT: DOE CONTRACT NAME: DOE FOO TOUR NAME: 2204
DIVISION NUMBER: 1

ALEX FASSBENDER PROJ MGR:

JOB STATUS REPORT LABOR DETAIL BY EMPLOYEE REPORT AS OF 04/30/16

CONTRACT VALUE: START DATE: END DATE: JOB TYPE: RATE TYPE:

900,261.70 07/02/15 09/15/16 CPFF-LOE TARGETED

CURRENT PERIOD

YEAR - TO - DATE

TOTAL CONTRACT

JOB CATEGORY

EMPLOYEE NAME

**HOURS** DOLLARS

**HOURS** 

DOLLARS

HOURS

**DOLLARS** 

39 Direct Labor

3A PROJECT MANAGER SR. MGMT ANALYST Fassbender, Alexander G. Marion, Kenneth R.

DIRECT LABOR TOTAL

CONSL'TS/SUB'S TOTAL

CONTRACT TOTAL

(b)(6)

312.50

(b) (6)

6875.96

(b)(6)

12500.96

PAGE: 01 BILLING DATE: 05/31/16

TO:

DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW

WASHINGTON, DC 20585-1615

FROM: ADS CORPORATION

901 NORTH STUART STREET

ARLINGTON, VA 22203

ACCOUNT NUMBER: 2204

BILLING PD FROM: 05/01/16		CURRENT	CUMULATIVE		
TO: 05/31/16		BILLING	BILLED		
Direct Labor	:	500.00	13,000.96		
Other Direct Cost		0.00	795.00		
OVERHEAD	51.52%	257.60	7,139.65		
GENERAL & ADMIN	15.80%	119.70	3,214.14		
SUBTOTAL		877.30	24,149.75		
FEE AT 4.00%		35.09	929.47		
TOTAL		912.39	25,079.22		

PAGE: 01 BILLING DATE: 05/31/16

DIVISION MA-642.1 TO:

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM: ADS CORPORATION

901 NORTH STUART STREET ARLINGTON, VA 22203

BILLING PD FROM: TO:			CUMULATIVE BILLED		
Direct Labor		500.00	13,000.96		
OVERHEAD GENERAL & ADMIN	51.52% 15.80%	257.60 119.70	7,139.65 3,096.16		
SUBTOTAL		877.30	23,236.77		
FEE AT 4.00%		35.09	929.47		
TOTAL		912.39	24,166.24		

PAGE: 01 BILLING DATE: 05/31/16

TO: DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM: ADS CORPORATION

901 NORTH STUART STREET

ARLINGTON, VA 22203

ACCOUNT NUMBER:

2204-020

	/01/16 /31/16	CURRENT BILLING	CUMULATIVE BILLED
Other Direct Cost		0.00	795.00
GENERAL & ADMIN	15.80%	0.00	117.98
SUBTOTAL		0.00	912.98
FEE AT 0.00%		0.00	0.00
TOTAL		0.00	912.98

REPORT DATE: 06/16/16 12:46 PERIOD ENDING: 05/31/16

ACCELERATED DEVELOPMENT

Document 18 AGE 0002

CLIENT: DOE OFF FOSSIL ENERGY DOE FE TASK 4

CONTRACT NUMBER: 2204 DIVISION NUMBER:

PROJ MGR:

ALEX FASSBENDER

JOB STATUS REPORT LABOR DETAIL BY EMPLOYEE REPORT AS OF 05/31/16

CONTRACT VALUE: START DATE: END DATE: JOB TYPE: RATE TYPE:

07/02/15 09/15/16 CPFF-LOE TARGETED

900,261.70

CURRENT PERIOD

YEAR - TO - DATE

TOTAL CONTRACT

JOB CATEGORY

EMPLOYEE NAME

HOURS

DOLLARS

HOURS

DOLLARS

HOURS

\_\_\_\_\_\_\_

**DOLLARS** 

39 Direct Labor

3A PROJECT MANAGER 3B SR. MGMT ANALYST Fassbender, Alexander G. Marion, Kenneth R.

DIRECT LABOR TOTAL

CONSL'TS/SUB'S TOTAL

CONTRACT TOTAL

500.00

(b) (6)

7375.96

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13000.96

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Previous edition usable.

## Task Orders 1, 2, 3, 4, 5, 7 and 8 Monthly Report

**January 13, 2017** 

**US Department of Energy (DOE) Office of Fossil Energy (FE)** 

Contract No. DE-FE0024114
Performance Period – December 1 - 31, 2016



## **Accelerated Development and Support Corporation**

901 North Stuart Street, Suite 908 Arlington, Virginia 22203

Points of Contact: Jeff Franklin, Vice President- Operations

Phone: 703-294-6235 ext. 102

Email: Jeffrey.Franklin@adscorp.biz

Chuck Roy, Program Manager

Phone: (202) 586-3146

Email: chuck.roy@adscorp.biz

## MONTHLY REPORT DE-FE0024114/DE-DT0008347 Task Order 1 - Transition Task

Reporting Period: December 1 - 31, 2016

1. Work Accomplished: Activities:

**ADS Corporation**No Activity to Report

**Leonardo Technologies, Inc.** No Activity to Report

## MONTHLY REPORT DE-FE0024114/DE-DT0008823 Task Order 2 – Office of Environment, Security, Safety and Health Support

Reporting Period: December 1 - 31, 2016

1. Work Accomplished:

**Activities:** 

**ADS Corporation**No Activity to Report

2. Work to be Performed Next Period ADS Corporation

No Activity to Report

3. Financial Report (attached)

Problem Areas
ADS Corporation

None

**Significant Travel** 

None

## MONTHLY REPORT DE-FE0024114/DE-DT0008823 Task Order 3 – Office of Oil and Natural Gas Support

Reporting Period: December 1 - 31, 2016

### 1. Work Accomplished:

#### **Activities:**

## ADS Corporation

- Continued to develop and distribute Bloomberg BNA's Daily Report for Executives newsletter for FE-30. (Wood)
- Edited the Oil and Gas Shale Research and Development webpage, reflecting changes provided by FE-30. (Wood)
- Provided analytical and technical support to the Docket Room Manager for FE-34.
   (Wood)
- Assisted in reviewing and analyzing each application and submission by companies seeking authorization to import or export natural gas to determine whether it is complete and consistent with policy and procedures before being given to the manager for case management assignment. (Wood)
- Generated 30, 60, 90 Day Order Expiration Reports; notifying sixteen companies of the impending expiration of their authorizations. (Wood)
- Changed nine authorizations in FERGAS database from 'Active' to 'Expired'. (Wood)
- Researched, analyzed, and performed database queries for renewal applications to ensure applicants are in compliance with their current import/export authority. (Wood)
- Provided staff, public, and applicants or their representatives with information on the location of applications, verification of receipt of various legal documents and supporting materials, access to records, and referrals to other offices for additional services as appropriate.(Wood)
- Assisted with responses to internal and external inquiries regarding Office policies, procedures, and application processes. (Wood)
- Communicated orally and in writing with applicants regarding deficiencies in filings and advised them on any corrective measures required. (Wood)
- Assisted in monitoring the FERGAS database email inbox for various docket submissions. Disseminating all information received to individual parties within FE and GC. (Wood)
- Continued to use Drupal content management software to update, edit and develop new web pages within the Fossil Energy Natural Gas Regulatory website. (Wood)
- Reviewed, edited and updated the Natural Gas Regulatory Activities website with an updated version of the Long-Term LNG Export Concise Summary, making edits when necessary. (Wood)
- Reviewed, edited and updated docket webpage for Freeport LNG Expansion, LLC;
   Magnolia; and Southern LNG. (Wood)
- Publically released three long-term, multi-contract authorization to the company and parties to the proceeding. Authorization publically released belong to Freeport LNG Expansion, LLC; Magnolia; and Southern LNG. (Wood)

- Provided analytical, administrative and other assistance related to long-term FTA and non-FTA LNG export applications and related tasks. (Wood)
- Continued to maintain a notification system to alert FE/GC of important due dates for individual docket cases. (Wood)
- Assigned as the program co-lead for LNG commercial contract management and LNG commercial registration management. This task involves critical review and organization of supplementary materials filed by entities authorized to export LNG, public records management, and responding to requests from the public regarding commercial contracts and registrations. Continually adding contracts when they are received. (Wood)
- Participated in several meetings regarding the rebranding and new templates of the Fossil Energy webpage on energy.gov. (Wood)
- Scheduled internal meetings, set up conference calls and reserved meeting rooms with or without specified technical capabilities as requested for the Office of Upstream Research Division.(Yank)
- Coordinated, scheduled, and staffed briefings and meetings as requested, providing technical support for scheduling and executing WebEx-based meetings and presentations for the Upstream Research Division. Among the WebEx presentations, conference calls and meetings scheduled during this month's timeframe: (Yank)
  - Discussion with NETL on status of Utica Field Observatory
  - TransCanada Crude Oil Steering Committee meeting
  - High Performance Computing presentation with LANL leadership
  - Brainstorming session on Stakeholder Engagement
  - Natural Gas Study Well Integrity
- Collected information for incorporation to consolidated weekly update report of accomplishments and planned activities for the Upstream Division. (Yank)
- Coordinated consolidation of top 20 high profile activities undertaken by FE-30 in the past decade for use as a transition discussion document. (Yank)
- Researched voice-to-text capabilities of iPhone and the conversion to text messages and email, and instructed senior staff on the technical use of this feature. (Yank)
- Researched technical capabilities of conducting a three or four-way in person meeting
  with the possibility of recording the discussion using voice-to-text software and timely
  conversion of the content into a word document without transcription. (Yank)
- Edited and proofread prepared text for Oil Spill Prevention Technology Research for DOE Webpage. (Yank)
- Handled all controlled correspondence actions and correspondence from Gregory Nolan for O&NG. (Hicks)
- Submitted weekly O&NG Open Item Status report to the FE ES office. (Hicks)
- Continued to assist colleagues with preparing/submitting TA's, foreign travel, local travel and vouchers. (Hicks)
- Served as the reviewer for all travel actions in Concur. (Hicks)
- Created and process funding memo's as needed. (Hicks)
- Continued to serve as the back-up for front desk/admin duties. (Hick)
- Continued to create requisitions in Stripes for subscriptions and purchases. (Hicks)
- Tracked funding by account codes in FACS and updated FY17 tracking spreadsheet.
   (Hicks)
- Prepared new acting DAS for their role in FE by coordinating and submitting the proper IT and moving orders. (Frye)
- Provided Daily DAS support. (Frye)

- Assessed needed changes and collected available information for the O&G website update. (Frye)
- Met with four candidates to discuss potential employment for a financial analyst position in the Office of Oil & Gas. (Roy).
- Prepared a draft response to a request of the Office of Oil and Natural Gas to update the explanation of unobligated funding that is due on a monthly basis. (Roy).
- Met with the COR and other clients to discuss resumes for a financial analyst position. (Roy).
- Worked with the DOE/FE accounting managers to reconcile the ADS contract funding status. (Roy).
- Prepared and reviewed the monthly November ADS report to the DOE client. (Roy).
- Received access to the Payroll Modeling Application database in order to run Program Direction reports for FE-30 and other FE organization accounts. (Roy).
- Met with the Director, Division of Natural Gas Regulation to discuss new manpower requirements. (Roy)
- Prepared and processed documentation to onboard a new data analyst to the Office of Oil and Gas Import/Export organization. (Roy).
- Met with employees from the FE Office of Budget and Financial management to discuss current year funding availability. (Roy).
- Met with the Contracting Officer Representative to discuss funding for Task Order 7. (Roy).
- Coordinated the update of task orders under the ADS contract for accuracy and completeness. (Roy).
- Tracked several modifications to the ADS contract for FE. (Roy).
- Provided the FE-30 client with a revised update of available funds based on the current Continuing resolution and including carryover prepositioned funds. (Roy).
- Attended a brownbag lunch with Dr. Lynn Orr to discuss future activities for DOE and FE.(Roy)
- Prepared a sole source justification and submitted a Statement of Work for a subscription renewal for a Platts publication on LNG Daily.(Roy)
- Prepared a sole source justification and submitted a Statement of Work for a subscription renewal for a Bloomberg publication.(Roy)
- Submitted a proposal to the Director, Upstream Oil & Gas Research Division on water projects that require report consolidation.(Roy)
- Worked with the Office of Human Resources to provide building access to a new contractor employee.(Roy)

## IBM Corporation

Work complete, contract ended, no activity.

## Enegis Corporation

- Continued training Vasilios Galanis in DOE procedures, processes, and monthly responsibilities. (Thurner)
- Processed the 21 months of revisions for respondent that confused Exports as being counted both as a part of the company's In Transit reports as well as standalone Export reports. (Thurner and Galanis)
- Monitored NGReports Inbox of incoming natural gas monthly reports and verified previously submitted reports for processing accuracy. (Thurner and Galanis)

- Performed FERGAS data entry of NG and LNG import and export volumes. (Thurner and Galanis)
- Assembled and published the October 2016 LNG Monthly on DOE's Web site. (Thurner and Galanis)
- Submitted EIA File to the EIA. (Thurner and Galanis)
- Finished Data Check for October 2016 Reports. (Thurner and Galanis)
- Assembled the monthly LNG and NG AWOL Lists and processed the monthly report responses submitted late by company respondents. (Thurner and Galanis)
- Assembled the NEB Comparison spreadsheet as a way to verify accuracy of U.S. natural gas data with the Canadian National Energy Board numbers. (Thurner)
- Completed the Authorization Volume Tracker (AVT) for the October 2016 reporting cycle showing export / import license holders who have exceeded (or are close to exceeding) their authorized volume levels. (Thurner and Galanis)

## 2. Work to be Performed Next Period ADS Corporation

- Continue to develop and distribute Bloomberg BNA's Daily Report for Executives newsletter for FE-30. (Wood)
- Continue to serve as Website Content Manager for FE-30.(Wood)
- Continue to add contract information to the appropriate spreadsheets and webpages.
   (Wood)
- Continue to assist applicants with filing applications to Import/Export Natural Gas. (Wood)
- Continue to generate Order Expiration Report; while disseminating to the appropriate company contact. (Wood)
- Continue to monitor the FERGAS email inbox for new submissions and other important documentation. (Wood)
- Continue to review each application before processing and submitting to FE-34 Managers.(Wood)
- Working with Shawn Herrera to update a stakeholder engagement survey for OTT. (Frye)
- Assisting in re-formatting the oil & natural gas website with OTT. (Frye)
- Continue to develop and distribute Bloomberg BNA's Daily Report for Executives newsletter for FE-30. (Wood)
- Continue to serve as Website Content Manager for FE-30. (Wood)
- Continue to add contract information to the appropriate spreadsheets and webpages.
   (Wood)
- Continue to assist applicants with filing applications to Import/Export Natural Gas. (Wood)
- Continue to generate Order Expiration Report; while disseminating to the appropriate company contact. (Wood)
- Continue to monitor the FERGAS email inbox for new submissions and other important documentation. (Wood)
- Continue to review each application before processing and submitting to FE-34 Managers. (Wood)
- Meeting with the COTR to discuss additional support activities that affect the transition to the new administration. (Roy)

## **Enegis Corporation**

- Continue training Vasilios Galanis in DOE procedures, processes, and monthly responsibilities.
- Monitor NGReports Inbox of incoming natural gas monthly reports and verified previously submitted reports for processing accuracy. (Thurner and Galanis)
- Perform FERGAS data entry of NG and LNG import and export volumes (Thurner and Galanis)
- Publication of the November 2016 LNG Monthly. (Thurner and Galanis)
- Submit EIA File to the EIA. (Thurner and Galanis)
- Perform Data Check to verify accuracy of FERGAS monthly data entry. (Thurner and Galanis)
- Assemble the LNG and NG AWOL Lists of natural gas monthly reports late respondents.
   (Thurner and Galanis)
- Assemble the NEB Comparison. (Thurner and Galanis)
- Complete the Authorized Volume Tracker (AVT). (Thurner and Galanis)

### 3. Financial Report (attached)

#### **Problem Areas**

**ADS Corporation** 

None

## Enegis Corporation

- DOE stopped allowing use of all private sector issued gmail and non-DOE webservice email accounts on Tuesday 13 December 2016. This means all ADS and Enegis contractors are all locked out of their contractor company-issued email accounts on DOE computers.
- Chuck Roy is continuing to work with all the relevant DOE officials to try to resolve this
  email work stoppage issue.

## **Significant Travel**

None

## MONTHLY REPORT DE-FE0024114/DE-DT0009283 Task Order 4 – Office of Strategic Engagements Support

Reporting Period: December 1 - 31, 2016

## 1. Work Accomplished:

#### **Activities:**

## **ADS Corporation**

- Met with representatives from the Coal office to discuss two new proposed studies on Comparisons between Nonconventional CO2-EOR Focused on ROZs and Conventional CO2 –EOR. (Roy)
- Met with representatives from Enegis Corporation to discuss a new proposal for Brine Extraction Storage Test (BEST) Projects Opportunity Analysis in anticipation of project funding. (Roy).
- Coordinated the update of task orders under the ADS contract for accuracy and completeness. (Roy)
- Met with representatives from Enegis Corporation to discuss a new proposal for Brine Extraction Storage Test (BEST) Projects Opportunity Analysis being forwarded to the Office of Coal. (Roy)

## 2. Work to be Performed Next Period ADS Corporation

None

## 3. Financial Report (attached)

### **Problem Areas**

ADS Corporation

None

## **Significant Travel**

None

## MONTHLY REPORT DE-FE0024114/ DE-DT0009221 Task Order 5 – Office of Clean Coal and Carbon Management Support

Reporting Period: December 1 - 31, 2016

## 1. Work Accomplished:

#### **Activities:**

## **ADS Corporation**

- Provided an update on funding requirements for the Coal exhibit task order 5 to the task order manager based on new requirements. (Roy)
- Reviewed and processed several invoices for Task Order 5. (Roy).
- Coordinated the update of task orders under the ADS contract for accuracy and completeness. (Roy).

## ADW Corporation

- Provided exhibiting services for the EOR Carbon Management Week event in Midland, TX. Services included: exhibit transportation, set up/dismantle, and storage, as well as booth furnishings, and supervision.
- Provided exhibiting services for the PowerGen event in Orlando, FL. Services included: exhibit transportation, set up/dismantle, and storage, as well as booth furnishings, and supervision.
- Communicated with Tracey Elliot of EUEC to discuss exhibiting at the annual conference.
- Communicated with Shemika Spencer of NASEO to discuss exhibiting at the Energy Outlook Meeting.
- Communicated with Michelle Malloy of NARUC to discuss exhibiting at the Winter Meetings.
- Researched new handouts to be distributed at events.
- Completed printing and production of handouts.
- Communicated with Joseph Giove (Director of Coal Business Operations) to discuss upcoming events and future plans/goals of the exhibit.

## 2. Work to be Performed Next Period ADS Corporation

Continue to provide oversight. (Roy)

## **ADW Corporation**

- Logistical Planning for EUEC
- Logistical Planning for NARUC
- Logistical Planning for NASEO

### 3. Financial Report (attached)

#### **Problem Areas**

**ADS Corporation** 

None

**ADW Corporation** 

None

Significant Travel None

## MONTHLY REPORT DE-FE0024114/DE-DT0009223 Task Order 7 – Office of Budget and Financial Management Support

Reporting Period: December 1 - 31, 2016

### 1. Work Accomplished:

#### **Activities:**

## **ADS Corporation**

- Met with employees from the FE Office of Budget and Financial management to discuss current year funding availability. (Roy).
- Met with the Contracting Officer Representative to discuss funding for Task Order 7. (Roy).
- Reviewed the Fossil Energy FY 2016 Reserve funding report and provided comments to FE-3 on that report. (Roy).
- Provided direct support for Assistant Secretary Smith, including coordinating and scheduling speaking engagements and coordinating with senior DOE officials, and advisors, Point of contact for all scheduling requests that come in to the front office and other direct support. (Desouza)
- Performed numerous administrative tasks for the FE-1 office documenting travel
  preparations; processing visas, booking flights and coordinating agendas for Assistant
  Secretary and advisors, including creating Concur authorizations and vouchers; working
  with POC's to ensure fund sites are created for transportation and interpreters,
  developing and maintaining an itinerary and travel book and all associated background
  documents for the Assistant Secretary and teams use. (Desouza)
- Reviewed and documented correspondence actions for Assistant Secretary's signature. (Desouza)
- Processed required authorizations for foreign visitors, including circulating memoranda for approval, counterintelligence consultation memo's for sensitive country visitors, and processing closeout information in the Foreign Access Central Tracking System (FACTS). (Desouza)
- Prepared weekly briefing book for Assistant Secretary to include all briefing memos and logistics for preparation for all weekly meetings. (Desouza)
- Lead Weekly Front Office Meeting's and attend all travel pre-brief's with Assistant Secretary and staff. (Desouza)
- Lead weekly Admin meetings with all DAS's Assistants. (Desouza)
- Provided weekly input for principal for the travel tracker for the cabinet affairs at the White House. (Desouza)
- Provided support and prepared briefing books for Assistant Secretary and team for travel to Houston and Louisiana. (Desouza)
- Planned FE holiday gathering and FE front office open house. (Desouza)

## 2. Work to be Performed Next Period ADS Corporation

Processing required authorizations for foreign visitors, as needed. (Desouza)

- Providing support for Assistant Secretary and team including managing calendar schedules, preparing documentation for meetings, word processing/data collection, document assembly, and creating and editing presentation materials. (Desouza)
- Processing domestic and foreign travel authorization's and voucher documents using Concur. (Desouza)
- Preparing weekly briefing book for Assistant Secretary to include all briefing memos and logistics for preparation for all weekly meetings. (Desouza)
- Providing support for Domestic and International travel for ASFE and team. (Desouza)

## 3. Financial Report (attached)

## **Problem Areas**

ADS Corporation

None

## **Significant Travel**

None

### **Document 21**

REPORT DATE: 04/11/17 11:11 PERIOD ENDING: 03/31/17

ACCELERATED DEVELOPMENT

PAGE 0002

DIVISION NUMBER: 1 PROJ MGR:

JOB STATUS REPORT CLIENT: DOE OFF FOSSIL ENERGY LABOR DETAIL BY EMPLOYEE REPORT
CONTRACT NAME: DOE FE TASK 4
CONTRACT NUMBER: 2204

CONTRACT VALUE: START DATE: END DATE: JOB TYPE: RATE TYPE:

48.103.28 09/16/16 09/15/17 CPFF-LOE TARGETED

CURRENT PERIOD YEAR - TO - DATE

TOTAL CONTRACT

JOB CATEGORY EMPLOYEE NAME

HOURS

\*\*\*\*\*\*\* DOLLARS HOURS DOLLARS HOURS DOLLARS

39 Direct Labor

3A PROJECT MANAGER

Roy, Charles J.

DIRECT LABOR TOTAL

CONSL'TS/SUB'S TOTAL

CONTRACT TOTAL

(b)(6)(b) (6) (b) (6) 131.60 421.51

## **SUMMARY INVOICE**

91545 14 DT0009283 3/1/2017 3/31/2017 4/20/2017 3:54:02 PM PROMPT NET 30

FROM:
ACCELERATED DEVELOPMENT & SUPPORT
901 N STUART ST
STE 908
ARLINGTON, VA 22203-1821
Sandra Schmied

7032956235

BILL TO:
DEPARTMENT OF ENERGY
OAK RIDGE FINANCIAL SERVICE CENTER
200 ADMINISTRATION ROAD
OAK RIDGE, TN 37830

DESCRIPTION	AMOUNT
For services rendered for 3/01/2017 to 3/31/2017	\$246.99
	\$0.00
	\$246.99
	Dollars

TAX ID	DUNS Bank/Swift/BIC		Account/IBAN	Authorized Signature	
(b)(3)	172219052	(b) (6)	(b) (6)	sandra.schmied@adscorp.biz	

#### PRIVACY ACT STATEMENT

The information requested on this form is required under the provisions of 31 U.S.C. 82b and 82c, for the purpose of distributing Federal money. The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will hinder discharge of the payment obligation.

REPORT DATE: 04/11/17 11:11 PERIOD ENDING: 03/31/17

ACCELERATED DEVELOPMENT

PAGE 0001

CLIENT: DOE OFF FOSSIL ENERGY
PRIME CONTRACT ID: DE-FE0024114
CONTRACT NUMBER: 2204
CONTRACT NAME: DOE FE TASK 4 ODC/TRAVEL
PERIOD OF PERFORMANCE: 09/16/16 TO 09/15/17

JOB SUMMARY REPORT

AS OF 03/31/17

PROJECT MGR: Chamb Ray DIVISION #: # 7 EST TOT VAL:

48, 103, 28 20, 354, 00

FUNDED VALUE:
JOB TYPE: (
RATE TYPE: 1
STATUS: CPFF-LOE TARGET VARIOUS

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TOTAL LABOR COST	398,25	131,60	421,51	0,00	819.76	-819.76	
TOTAL OTHER DIR COST	0,00	0.00	00.00	0.00	0,00	0.00	0.00
OVERHEAD 55.17	205.14	72.60	232.55	0.00	437.69	-437.69	0.00
NALLOWABLE 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UB MAT & HAND 3.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ENERAL & ADMI 16.30	95.09	33,28	106.61	0.00	201.70	-201.70	0.00
OTAL INDIRECT EXP.	300.23	105 . 88	339.16	0.00	639.39	-639.39	0.00
OTAL CONTRACT COSTS	698.48	237,48	760.67	0.00	1,459.15	-1,459,15	0.00
EE COMPUTED 0.00	27.94	9.51	30.43	0.00	58.37	-58.37	
ONTRACT REVENUE	726.42	246.99	791 . 10	0.00	1,517.52	-1,517.52	
DTAL LABOR HOURS	(b) (6)	(b) (6	(b) (6	0.0	(b) (6)	(b) (6)	
VERAGE LABOR RATE	(b) (6)	(b) (6)	(b) (6)	0.00	(b) (6)	(b) (6)	
ROFIT PERCENTAGE PERCENT OF BUDGETED COSTS: PERCENT OF FUNDED VALUE:	4.00%	4.00%		0.00%	4.00% 0.00% 7.46%	4.00%	
EDCENT OF TIME CLADSED					E3 0EW		

PERCENT OF TIME ELAPSED:

53.85%

NOTE3--"FEE COMPUTED" MAY NOT BE PRODUCT OF THE "RATE" TIMES "TOTAL CONTRACT COSTS", DEPENDING UPON THE TASK REVENUE REQUIREMENTS FEE IS COMPUTED ON THE TASK LEVEL AND "ROLLED-UP" FOR THE TOTAL CONTRACT.

PAGE: 01 BILLING #: 000014 BILLING DATE: 04/11/17

TO: DIVISION MA-642.1

1000 INDEPENDENCE AVE, SW WASHINGTON, DC 20585-1615

FROM: ADS CORPORATION

901 NORTH STUART STREET ARLINGTON, VA 22203

BILLING PD ENDED: 03/31/17	CURRENT BILLING	CUMULATIVE BILLED
Direct Labor	131.60	819.76
OVERHEAD 55. GENERAL & ADMIN 16.		437.73 201.95
SUBTOTAL	237.49	1,459.44
FEE AT 4.00%	9.50	58.38
TOTAL	246.99	1,517.82

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PROVISIONAL  COMPLETE PARTIAL PROGRESS FITLE PURSUANT to the authority vested in me, I certify that this voucher is correct and proper for payment.  (Date)  (Date)  (Authorized Certifying Officer) (2) ACCOUNTING CLASSIFICATION  CONTRACTOR IS APPROVED FOR DIRECT BILLING  CHECK NUMBER ON ACCOUNT OF U.S. TREASURY CHECK NUMBER ON (Name of bank)  CASH DATE  1. When stated inforeign currency, insert name of currency. 2. If the ability to certify and authority to approve are comined in one person one signature only is necessary; otherwise the approving officer will sign in the space provided over his official title. 3. When a voucher is receipted in the name of a company or corporation, the name of the person writing the company or corporate name, as well as the capacity in which he signgs, must appear. For example: "John Doc Company, TITLE	PAYM	ENT:	APPROVED FOR		EXCHANGE RATE	,	Γ	DIFFERENCES		
□ COMPLETE □ PARTIAL □ FINAL □ PROGRESS □ ADVANCE □ PROGRESS □ ADVANCE   Otate)   Contractor is correct and proper for payment.   Contractor is approved for initials						= \$1.00				
PARTIAL  FINAL  PROGRESS  TITLE  Amount verified; correct for  (Signature or initials)  Pursuant to the authority vested in me, I certify that this voucher is correct and proper for payment.  (Date)  (Authorized Certifying Officer) (2)  ACCOUNTING CLASSIFICATION  CONTRACTOR IS APPROVED FOR DIRECT BILLING  CHECK NUMBER  ON ACCOUNT OF U.S. TREASURY  CHECK NUMBER  ON (Name of bank)  ACCOUNT OF U.S. TREASURY  CHECK NUMBER  ON (Name of bank)  The ability to certify and authority to approve are comined in one person one signature only is necessary; otherwise the approving officer will sign in the space provided over his official title.  When a voucher is receipted in the name of a company or corporation, the name of the person writing the company or corporation, as well as the capacity in which he signgs, must appear. For example: "John Doc Company,  TITLE		COMPLETE	BY (2)							
FINAL PROGRESS TITLE ADVANCE  Pursuant to the authority vested in me, I certify that this voucher is correct and proper for payment.  (Date)  (Date)  (Authorized Certifying Officer) (2) ACCOUNTING CLASSIFICATION  CONTRACTOR IS APPROVED FOR DIRECT BILLING  CHECK NUMBER ON ACCOUNT OF U.S. TREASURY CHECK NUMBER ON (Name of bank)  ACSH DATE  PAYEE (3)  1. When stated inforeign currency, insert name of currency. 2. If the ability to certify and authority to approve are comined in one person one signature only is necessary; otherwise the approving officer will sign in the space provided over his official title. 3. When a voucher is receipted in the name of a company or corporate name, as well as the capacity in which he signgs, must appear. For example: "John Doe Company,"  TITLE	_									
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corporate name, as well as the capacity in which he signgs, must appear. For example: "John Doe Company,						I the nerton wellow	the company or	TITLE		_
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Previous edition usable.

NSN 7540-00-900-2234

St	andard Form 1034	1		-					
Revised October 1987 Department of the Treasury  PUBLIC VOUCHER FOR PURCHASES AND									
TFM 4-2000 SERVICES OTHER THAN PERSONAL									5
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U.S. DE	PARTMENT, BUREAU,	OR ESTABLISHMEN	IT AND LOCATION	D	PATE VOUCHER PREPAR	ED			SCHEDULE NO.
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	PAYEE'S	ADS CORPORAT	ION						
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	AND	ARLINGTON, VA	22203						
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	AND DATE	DELIVERY	(Enter description,	item number of contract	of Federal supply	QUANTITY	COST	PER	
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(Use co	ntinuation sheet(s) if	necessary)		(Payee must N	OT use the space	e below)		TOTAL	\$456.20
PAYM	ENT:	APPROVED FO	R	EXCHANGE RATE	Ī		DIFFERENCES		
	PROVISIONAL		\$900,261.70		= \$1.00				
	COMPLETE	BY (2)							
	PARTIAL								
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3. Wh	en a voucher is rec	elpted in the nai	me of a company or cor	rporation, the nam	ne of the person writ	ing the company	TITLE		
con	oorate name, as we	II as the capacit	y in which he signgs, m	ust appear. For ea	xample: "John Doe (	Company,			
per	John Smith, Secret	ary", or "Treasu	rer,: as the case may b	e.			L		·
Previo	us edition usable.								NSN 7540-00-900-223

PRIVACY ACT STATEMENT

The information requested on this form is required under the provisions of 31 U.S.C. 82b and 82c, for the purpose of dispursing Federal money.

The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will hinder discharge of the payment obligation.

