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MISSION AND SCOPE

The Energy Facility Contractors Group (EFCOG) Project Delivery Working Group (PDWG) is chartered to leverage the expertise and experience of U.S. Department of Energy contractors to address challenges and achieve improvements in project delivery across the DOE complex. The PDWG's purpose is to seek out, promote and share the best practices and processes for successful project delivery at DOE facilities. This will be achieved through contractor subject matter experts and professionals from across the DOE complex working together, and in partnership with DOE, to implement DOE initiatives that strengthen and advance the development, management, and delivery of projects (and project-like activities) in support of DOE missions. The PDWG portfolio includes those broad-based, interrelated elements across the project lifecycle critical to successful project delivery. Areas of focus and collaboration include:

• Project Management	• Contract Management
• Cost Estimating	• Project Peer Review Support
• Scheduling	• Start-up, Testing and Commissioning
• Risk Management	• Guide revisions
• Acquisition Management	• DOE Areas of Interest

The Working Group will focus on practical and effective solutions to complex-wide challenges; promote open communication and sharing of lessons learned and best practices and leverage inter-site and inter-contractor solutions to achieve enterprise-wide improvement while supporting cost-effective and efficient solutions. This will be achieved in a manner that maintains priority on safety, compliance, cost and schedule effectiveness. The PDWG is comprised of the Project Management Subgroup (PMSG) consisting of two primary components: the Risk Management and Project Controls task teams.

The PMSG focus areas will be project management, construction management, project controls, risk management, cost estimating, and project peer review support. Project Controls will focus primarily on earned value compliance and cost-effective implementation. These efforts will be integrated and supported by task teams and other working groups as necessary to provide solutions to improving project delivery across the complex.

The PDWG has three additional task teams that can be activated when required: *Engineering, Quality, and Acquisitions*.

The PDWG and its subgroups work plan activities will be accomplished through the collaboration of complex-wide SME's.

What EFCOG Does and does not do:

EFCOG Does: *Promote safe work practices, coordinate, and facilitate performance improvement exchange among DOE contractors, establish and maintain effective networks for addressing key DOE complex-wide issues, sponsor working groups and workshops to ex-change management and technical information, seek to reduce costs and improve efficiencies, establish liaisons with other organizations to minimize duplication of efforts, interface with DOE to ensure that EFCOG's mission remains in alignment with DOE objectives, recommend productivity enhancements*

EFCOG Does Not: *Engage in lobbying, duplicate efforts of other groups, exchange contractual, financial, or legal information, take independent positions on DOE policy, or require standardization of member positions*

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Our Strategic Priorities

EFCOG partners with DOE leadership in a collaborative relationship to develop strategic priorities so that our organization can be used as a vital resource to facilitate effective mission execution.

1. Strategic Workforce Management

- Making DOE and their contractors' employers of choice*
- Tailoring benefits at each site but having a common minimum threshold*
- Aiding recruitment/training/retention, including managing the use of remote work*
- Improving training and leadership development across the complex*
- Utilizing Industry/Government exchange programs to improve governance.*

2. Predictable Infrastructure Management

- Utilizing best practices for infrastructure lifecycle planning*
- Ensuring predictable construction project performance, including subcontractor safety and strong cost/schedule performance*
- Using commercial best practices and standards for construction*
- Developing and sharing best practices in supply chain assurance to maintain and expand the supply base for critical and conventional equipment and spares*

3. Ensure Safe, Secure, Efficient and Effective Operational Excellence

- Improving risk management*
- Enhancing safety/security culture*
- Utilizing graded approaches and commercial practices, when appropriate*
- Reinvigorating emergency preparedness capabilities*

4. Deploy Technology for Future Mission and Operation Execution

- Using proven technologies to accelerate mission.*
- Improving cybersecurity risk management*
- Ensuring effective implementation of digital transformation practices*
- Ensuring effective implementation of digital transformation practices*
- Achieving sustainability/reuse/clean energy goals*

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Activity(s)	Driver/Benefit(s)	Deliverable/Key Milestone(s) / Status	Owner	Est. Comp. Date	Strategic Category	Status New/Ongoing/Completed
1.0 Project Management Subgroup – T. Heath/A. Steiman						
1. Participate in DOE efforts in the development of DOE guides and revisions. Provide review comments, support comment disposition/resolution, and implementation.	Driver: DOE Request Benefit: Ensure that process / step / deliverable changes resulting from the revised documents are clearly stated and support consistent implementation by DOE contractors.	Provide comments to DOE HQ point of contact on proposed changes to applicable DOE guides	T. Heath	As needed	2 & 3	
2 Support DOE efforts in the revision of DOE 413.3. Provide review comments, support comment consolidation, disposition, resolution, and implementation.	Driver: DOE Request Benefit: Ensure that process / step / deliverable changes resulting from the revised documents are clearly stated and support consistent implementation by DOE contractors.	Provide comments to DOE HQ point of contact on proposed changes to applicable DOE guides	T. Heath	Per DOE's schedule	2 & 3	
3. Continue to provide Project Peer review candidates based on DOE and EFCOG Member Contractor requests	Driver: DOE Request Benefit: DOE receives Contractor resources to perform reviews; Contractors receive the educational benefit and perspective	Provide qualified resources for agency reviews as requested	T. Heath	As requested / Authorized	2 & 3	
4.Utilizing "413.3 Tailoring", identify a commercial project as a candidate for implementation	Driver: Provides a more cost-effective alternative. Benefit:	Support the development of commercial like project exemptions Contact PM-30 regarding IPT Understand the why behind	T. Heath	Ongoing Draft list of exemptions developed need to close with PM-30 regarding	2, 3, & 4	

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		wanting an appendix		appendix to 413.3B. This will be captured in the 413.3C update		
2.0 Risk Management – J. Wargo						
5. Defining best practices for risk management integration with estimates at complete (EAC), including comprehensive annual EAC development.	Driver: Internally identified process enhancement Benefit: Currently DOE-G-413.3-7A "Risk Management Guide" does not provide EAC integration with EIA-748, Earned Value Management System (EVMS) requirements.	Develop Risk Management and EAC Integration White Paper - Identify and develop holistic approach based on industry best practices	J. Wargo	Ongoing	2 & 3	Note: this is left in the plan as requested by Lisa C. as she feels it is important to NNSA
3.0 Project Controls – A. Gilstrap					4.0	5.0
1. Provide collaborative, earned value compliance support to cognizant federal agencies (CFA's) as requested.	Driver: Support CFA's with implementing EVMS Benefit: Continue the development and implementation of best practices guidance that enhance the integrity of contractor schedule cost, and performance in support of project deliveries.	Provide qualified resources to support CFA EVMS Reviews as requested / authorized	A. Gilstrap	Ongoing	2 & 3	
2. Conduct Integrated Master Schedule (IMS) – Peer Reviews and provide Recommendation s for IMS	Driver: Need high Quality IMS to support EVMS Certification Benefit: Provides an independent compliance review by an	Submittal of a review team report that reflects observations and recommendation s	A. Gilstrap	Ongoing	2 & 3	As requested, / Authorized

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solutions to include: - Rolling Wave Planning - IMS Reasonableness - IMS Quality	EFCOG team of schedulers and EVMS compliance subject Matter Experts What is the definition, what is the spec, what is the expectation? Define Best Practice? How does it impact or align to the 413.3 Schedule Guide?					
3.0 Administrative						
1. PDWG internal communications	Driver: EFCOG Collaboration Benefit: Information sharing, knowledge-transfer and consistency of purpose in EFCOG activities to best support the DOE complex. Support those efforts through a topic specific workshop developed in coordination with DOE (HQ and Field).	Hold meetings (typically monthly) via email, conference call or face-to-face meetings as necessary to maintain active engagement, SME networking and complete specific deliverables. Maintain and publish agenda and action item list	Team	Ongoing	2 & 3	As requested, / Authorized
2. PDWG client communications	Driver: DOE/EFCOG Collaboration Benefit: Information sharing, knowledge transfer and consistency of purpose in EFCOG activities to best support	Communications with PDWG DOE Liaison, personnel and Task Sponsors as needed Reporting to DOE on EFCOG deliverables and best practices	Team	Ongoing	2 & 3	

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	the DOE complex.					
3. Publish a Monthly Newsletter	Driver: DOE/EFCOG Collaboration Benefit: The newsletter is intended to communicate and inform our members, customers, and sponsors of our ongoing activities, upcoming events, and interesting project information.	Distribute Monthly Newsletter to the PDWG and post to the EFCOG PDWG Webpage. Note: Monthly newsletters have been published and are posted	C. Hewitt	Monthly	2 & 3	

Additional Information:

1. Other Working Group Activities
 - a. Weekly and monthly conference calls
 - b. Face-to-face working meetings
 - c. Other Working Group and lower tier activities not covered in the table above
2. Reporting and Communications
 - a. Plans for meeting minutes
 - b. Plans for any subgroups and/or task teams that may be ending/completing during FY2025
 - c. Plans for posting information on the Working Group's website including best practices and white papers

Management and coordination of PDWG activities. This element supports leadership and coordination of working group activities, including interface with the DOE Liaison and task sponsors. Routine (typically monthly) conference calls are used to coordinate operational tasks and focus areas, as well as to disseminate information across the working group membership. Remote methods will be used as much as possible for task-specific work activities. Face-to-face meetings will be conducted as determined to be cost-effective to support development of specific deliverables. Focused meetings may be conducted in conjunction with other conferences/meetings to minimize costs to the government. It is anticipated that new tasks will be added, and ad hoc tasks may be identified as emerging issues are recommended by the working group or requested by DOE and coordinated with the DOE Liaison. It is anticipated that two working group meetings will be held in FY2025. EFCOG workshops, PDWG working meetings, and working/planning sessions may coincide with the EFCOG Annual Meetings, although it is anticipated that PDWG face to face meetings may/will be held separately.