APPENDIX 46.2.1-D

U.S. EPA QUALITY ASSURANCE REVIEW FORM FOR CONTRACT ACTIONS

I. General Information

a. Contract Type:

[ ] Solicitation/Sole Source (RFP #:_____)

[X] Work Assignment # **359-RSBD-A882**
Contract# **EP-W-05-049, SOW dated October 12, 2016**
Region 8 Response Action Contract

b. Descriptive Title: Columbia Falls Aluminum Plant, a/k/a Anaconda Aluminum Co. Columbia Falls Reduction Plant Superfund Site, Columbia Falls, MT: Remedial Investigation/Feasibility Study Oversight

c. Sponsoring Organization (e.g., *Branch, Division, Office):* **Montana Office/Superfund Site**

d. Project Duration: Award to September 27, 2017

e. Is this a new [X] or continuation of an existing [ ] project? _____

II. Scope of Work *[For example activities, see www2.epa.gov/quality/examples.html.]*

a. Does the work involve:

	Yes	No
• The collection, generation, use and/or reporting of environmental data? (Environmental data are defined as any measurements or information that describe environmental processes, location, or conditions; ecological or health effects and consequences; or the performance of environmental technology. For EPA, environmental data include information collected directly from measurements, produced from models, and compiled from other sources such as data bases or the literature.)	[X]	[ ]
• Design, construction, and/or operation of environmental technologies?	[ ]	[X]
• Development and/or use of models?	[ ]	[X]
• Other activities that need quality assurance or quality control requirements as identified in your organization's Quality Management Plan? If yes, list:_____	[ ]	[X]

If all answers are No, skip Section III and complete Section IV.

b. Estimate of percentage of costs or level-of-effort allocated to the activities identified above: 10%.

III. Quality Related Requirements:

(Where applicable, reference a specific section of the performance work statement/statement of work)

a. For Solicitations Only (complete (b) – (f) below)

1. Insert the percentage, weight or value of technical evaluation criteria assigned to offeror's quality system documentation: _____

2. List any quality standards (from your organization's Quality Management Plan) that you will use in lieu of, or in addition to, *American Society for Quality/American National Standards Institute E4*, *Quality Systems for Environmental Information and Environmental Technology Programs – Requirements with guidance for use (ASQ/ANSI E4)*. These standards are:

   Title:
   Numbering:
   Date:
   Requirements (Tailoring):

b. QA Documentation Options: (For solicitations, complete items 1-4; for all actions other than solicitations complete items 3-4. All documentation specified under "Other" must be defined in your organization's Quality Management Plan and be consistent with requirements defined in CIO 2105-P-01-0. For items checked under #2, there must be adequate information in the PWS/SOW for the Offeror to develop this documentation.)

The Offeror shall submit the following quality system documentation[1]:

<u>Before Award Documentation</u>

1. [ ] Documentation of an organization's Quality System. Developed in accordance with either [ ] R-2, and/or [ ] Other:_____

   [ ] Combined documentation of an organization's Quality System and application of QA and QC to the single project covered by the contract. Developed in accordance with either [ ] R-2 <u>and</u> R-5, or by [ ] Other: _____

2. [ ] Programmatic QA Project Plan. Developed in accordance with either [ ] R-5, or [ ] Other: _____

   [ ] Application of QA and QC activities to the single project covered by the contract. QA Project Plan developed in accordance with either [ ] R-5, or [ ] Other: _____

   [X] Not applicable.

After Award Documentation

3. [X] Documentation of an organization's Quality System. QMP developed in accordance with either [X] R-2, and/or [ ] Other: _____

   [ ] Combined documentation of an organization's Quality System and application of QA and QC to the single project covered by the contract. Developed in accordance with either [ ] R-2 and R-5, and/or by [ ] Other: _____

   [ ] Not applicable.

4. [X] Documentation of the application of QA and QC activities to applicable project(s). Developed in accordance with either [X] R-5; and/or [ ] A supplement to the following Programmatic QA Project Plan; and/or [X] Other: _ CDM-Smith Quality Management Plan, June 3, 2013 and Annual Updates

   [ ] Programmatic QA Project Plan with supplements for each specific project. Developed in accordance with:_____

   [ ] Existing documentation of the application of QA and QC activities will be used: Either: [ ] Documentation developed pre-award; [ ] documentation will be identified in individual performance work statement/statement of work; [ ] Documentation identified in Section _____ of the performance work statement/statement of work.

[1]QMP refers to a Quality Management Plan. Programmatic QA Project Plan refers to a QA Project Plan that would cover multiple projects with similar activities. R-2 refers to EPA Requirements for Quality Management Plans (QA/R-2) (EPA/240/B-01/002, 03/20/01) and R-5 refers to EPA Requirements for Quality Assurance Project Plans (QA/R-5) (EPA/240/B-01/003, 03/20/01) - copies of these documents are available at www.epa.gov/quality.

c. **Reports:** Are quality reports or reports containing quality assurance information (for example, status of quality system implementation, review of a quality system, quality control data, etc.) required? [X] **Yes** **[ ] No**

If yes, identify the required reports and the time frame for submission: **Summary reports of quality assurance activitiesand/or the reporting requirements outlined in the SOW and in the approved QAPP are due within 10 days of activity completion.**

d. **Assessments:** Select all quality assessments that will be performed either pre-award or post-award:

	Pre Award	Post Award
On-site evaluation of Offeror's/Contractor's facility		

Assessments of the Offeror's/Contractor's Quality System (e.g., quality system audits, management system reviews, etc.)		
Project-specific assessments (e.g., technical systems audits, surveillance, performance evaluations, data quality assessments, peer reviews, readiness reviews)		X

For each assessment, specify type, date to perform, and who will perform it (if known): **Reports will be reviewed by Work Assignment Manager and/or Remedial Project Manager.**

e. **Procedures to Update Documentation:** Identify any procedures/requirements for updating EPA-approved quality-related documentation: **Documents will be updated as necessary, as directed by the COR.**

f. **Other Requirements:** Identify any other pertinent quality-related requirements (as identified in your organization's Quality Management Plan):): **"EPA Order, CIO 2105.0, 6.a.(7) Quality System Requirements: "QAPPs must be approved prior to any data gathering work or use, except under circumstances requiring immediate action to protect human health and the environment or operations conducted under police powers."**

IV. The signatures below verify that the performance work statement/statement of work has been reviewed to ascertain if quality assurance or quality control activities are needed and that the appropriate quality requirements have been established.

Contracting Officer's Representative	Date	Quality Assurance Manager	Date