UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

APR 25 2018

OFFICE OF
CHIEF FINANCIAL OFFICER

The Honorable Lisa Murkowski
Chairman, Subcommittee on Interior,
Environment, and Related Agencies
Committee on Appropriations
United States Senate
Washington, D.C. 20510

The Honorable Tom Udall
Ranking Member, Subcommittee on
Interior, Environment and Related Agencies
Committee on Appropriations
United States Senate
Washington, D.C. 20510

The Honorable Ken Calvert
Chairman, Subcommittee on Interior,
Environment, and Related Agencies
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

The Honorable Betty McCollum
Ranking Member, Subcommittee on
Interior, Environment and Related Agencies
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Chairmen Murkowski and Calvert and Ranking Members Udall and McCollum:

On April 16, 2018,[1] The Government Accountability Office (GAO) issued an opinion concluding that EPA's installation of a soundproof privacy booth falls within Section 710 of the Financial Services and General Government Appropriations Act, 2017. Under Section 710, an agency must provide notice to the Senate and House Appropriations Committees before obligating funds in excess of $5,000 to furnish, redecorate, purchase furniture, or make improvements to such space. Pub. L. No. 115-31, div. E, title VII, § 710, 131 Stat. 135, 379 (May 5, 2017).

EPA did not come to the same conclusion as GAO regarding whether the installation of a soundproof privacy booth falls within Section 710. However, the purpose of this letter is to comply with that opinion and notify you that EPA, during Fiscal Year 2017, obligated $43,238.68 from the Environmental Programs and Management appropriation account to install a soundproof privacy booth in the Administrator's office.

[1] *See* B-329603, Apr. 16, 2018.

Should you need additional information, please do not hesitate to contact Ed Walsh with my office at Walsh.Edward@epa.gov or (202) 564-4594.

Sincerely,

Holly W. Greaves
Chief Financial Officer

Enclosure

SECURE COMMUNICATIONS BOOTH FOR THE ADMINISTRATOR

Item	$	Comments
AO COST		
SECURE BOOTH	$24,570.00	AO Paid
INSTALLED DROP CEILING	$3,360.97	AO Paid
CONCRETE FLOOR	$3,470.00	AO Paid
PREP AND PAINT WALLS	$3,350.00	AO Paid
AO TOTAL	**$34,750.97**	
OTHER BOOTH COSTS IDENTIFIED BY OARM		
SURVEY OF SPACE (STRUCTURE)	$0.00	Per Gayle Jefferson on April 17, 2018 "There was no cost for structural engineer analysis. It was done by GSA's in house engineer to ensure the administrators project would have no adverse effect to the building."
SECURE TELEPHONE EQUIPMENT	$0.00	Per Joe Vescio to Angelia Talbert-Duarte on February 22, 2018, "no funding was used for secure telephone equipment. We installed a STE that was already here at EPA."
OEI-PULL DATA CABLE	$468.18	Working Captial Fund (RICW1614)
REMOVAL OF CCTV EQUIPMENT	$7,978.00	OARM Paid
TOTAL	**$8,446.18**	
GRAND TOTAL	**$43,197.15**	

ORDER FOR SUPPLIES OR SERVICES

IMPORTANT Mark all packages and papers with contract and/or order numbers

PAGE OF PAGES

1 DATE OF ORDER

2 CONTRACT NO (If any)

3 ORDER NO

4 REQUISITION/REFERENCE NO

5 ISSUING OFFICE (Address correspondence to)

6 SHIP TO

a NAME OF CONSIGNEE

b STREET ADDRESS

c CITY

d STATE

e ZIP CODE

f SHIP VIA

7 TO REGAN LAPERLE

a NAME OF CONTRACTOR
ACOUSTICAL SOLUTIONS, INC

b COMPANY NAME

c STREET ADDRESS
[illegible] GRENOBLE ROAD

d CITY

e STATE

f ZIP CODE

8 TYPE OF ORDER

a PURCHASE

REFERENCE YOUR

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

b DELIVERY

Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9 ACCOUNTING AND APPROPRIATION DATA
See Schedule

10 REQUISITIONING OFFICE

11 BUSINESS CLASSIFICATION (Check appropriate box(es))

a SMALL

b OTHER THAN SMALL

c DISADVANTAGED

d WOMEN-OWNED

e HUBZone

f SERVICE-DISABLED VETERAN-OWNED

g WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM

h EDWOSB

12 F.O.B. POINT

13 PLACE OF

a INSPECTION

b ACCEPTANCE

14 GOVERNMENT B/L NO

15 DELIVER TO F.O.B. POINT ON OR BEFORE (Date)

16 DISCOUNT TERMS

17 SCHEDULE (See reverse for Rejections)

ITEM NO (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	NAICS Number: [illegible] [illegible] Delivery Month Contract Type: Firm Fixed Price, FFP In Accordance With [illegible] Order attached quote date August [illegible] Part [illegible] Expendable Materials And Material Continued ...					

18 SHIPPING POINT

19 GROSS SHIPPING WEIGHT

20 INVOICE NO

(For) TOTAL (Cont. pages)

$[illegible]

21 MAIL INVOICE TO

a NAME
PTF Finance Center

SEE BILLING INSTRUCTIONS ON REVERSE

b STREET ADDRESS (or P.O. Box)
US Environmental Protection Agency
PTF Finance Center Auction [illegible]
[illegible] W Alexander Drive
www.epa.gov/[illegible]

c CITY
[illegible]

d STATE
NC

e ZIP CODE
[illegible]

$[illegible]

(b) GRAND TOTAL

22 UNITED STATES OF AMERICA BY (Signature)

23 NAME (Typed)
[illegible] Wilson
TITLE CONTRACTING/ORDERING OFFICER

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PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. [illegible])
Prescribed by GSA/FAR (48 CFR) [illegible]

ORD FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER: 08/29/2017

CONTRACT NO:

ORDER NO:

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Order attached quote date August 29, 2017 Option 1 - Expanded Materials AND Working outside regular business hours [illegible]					
	N.I.S. 50 Privacy Booth. Single (1) Privacy Booth [illegible] Length x [illegible] Height, [illegible] as described in the Proposal dated [illegible] PROQUOTE0.-1. This includes [illegible] Ventilation, [illegible] fabric window, and lighting operable by a switch. Method followed to ensure [illegible] Utilizing Noise-Lock V panels at the walls. These panels are [illegible] Utilizing Noise-Lock VI panels at [illegible] These panels are [illegible] Utilizing Noise-Lock [illegible] with [illegible] performance [illegible] Entire assembly maintained to perform at NIC 40. [illegible] the laboratory measurement [illegible] attenuation transmission loss performance. NIC is the equivalent in-field measured acoustic transmission loss performance. NIC performance for IAC products is usually [illegible] below the measured laboratory STC. Hence, by maintaining and NIC [illegible] assembly, we are proposing a solution which exceeds the STC [illegible] requirement. The booth will be assembled by modular components, as much as meets the requirement [illegible] the amount of [illegible] doors.					
	The Warranty of the Booth is covered with One (1) Year WARRANTY. Installation of the Booth is covered with One (1) Year INSTALLATION WARRANTY The warranty start date will commence the day the booth is completely installed, inspected, and accepted. The required start will be provided. The Noise-Lock [illegible] which is included will come with a battery installed. Schedule 1 series multiple consoles, with [illegible] to provide a reliable [illegible] ...					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

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OPTIONAL FORM 348 (Rev. 4/2006)
Prescribed by GSA FAR (48 CFR) 53.213(f)

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO
4

IMPORTANT: Mark all packages and papers with contract and/or order numbers

DATE OF ORDER	CONTRACT NO	ORDER NO
08/29/2017		RF-17-H-000248

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	space. Accounting Info: 1x-17-H-112-401MBY-1504-1711Q61071-00 BFY: 17 EFY: 17 Fund: H Program Org: 112 Program (PRC): 401MBY Budget (BCN): 1504 DCN - Line ID: 1711Q61071-00 Funding Plan: Partial Funds: $11,070.00 Accounting Info: 17-18-H-111-401MBY-1504-1711Q61071-00 BFY: 17 EFY: 18 Fund: H Program Org: 111 Program (PRC): 401MBY Budget (BCN): 1504 DCN - Line ID: 1711Q61071-00 Funding Plan: Partial Funds: $11,070.00 The total amount of award: $24,570.00. The obligation for this award is shown in box 17(h).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

SECTION 2 - clauses 6
2-1 Clauses 6
2-2 FAR 29.305 STATE AND LOCAL TAX EXEMPTIONS 6
2-3 FAR 52.212-4 CONTRACT TERMS AND CONDITIONS - COMMERCIAL ITEMS. (JAN 2017) 6
2-4 FAR 52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS - COMMERCIAL ITEMS. (JAN 2017) 6
2-5 FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE. (FEB 1998) 12
2-6 EPAAR 1552.232-74 PAYMENTS-SIMPLIFIED ACQUISITION PROCEDURES FINANCING. (JUN 2006) 12
2-7 EPAAR 1552.237-71 TECHNICAL DIRECTION. (AUG 2009) 12
2-8 Local Clauses EPA-H-42-102 UTILIZATION OF FEDCONNECT FOR CONTRACT ADMINISTRATION 12
SECTION 4 - sol provisions 14
4-1 Clauses 14

SECTION 2 - clauses

2-1 Clauses

2-2 FAR 29.305 STATE AND LOCAL TAX EXEMPTIONS.

2-3 FAR 52.212-4 CONTRACT TERMS AND CONDITIONS - COMMERCIAL ITEMS. (JAN 2017)

2-4 FAR 52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS - COMMERCIAL ITEMS. (JAN 2017)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(2) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (NOV 2015).

(3) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(4) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Public Laws 108-77 and 108-78 (19 U.S.C. 3805 note)).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: (Contracting Officer check as appropriate.)

[ ] (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (SEP 2006), with Alternate I (OCT 1995) (41 U.S.C. 4704 and 10 U.S.C. 2402).

[ ] (2) 52.203-13, Contractor Code of Business Ethics and Conduct (OCT 2015) (41 U.S.C. 3509).

[ ] (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (JUN 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)

[ ] (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (OCT 2016) (Pub. L. 109-282) (31 U.S.C. 6101 note).

(5) (Reserved)

[ ] (6) 52.204-14, Service Contract Reporting Requirements (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

[ ] (7) 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

[ ] (8) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (OCT 2015) (31 U.S.C. 6101 note).

[ ] (9) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (JUL 2013) (41 U.S.C. 2313).

[ ] (10) (Reserved)

[ ] (11)(i) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (NOV 2011) (15 U.S.C. 657a).

[ ] (ii) Alternate I (NOV 2011) of 52.219-3.

[ ] (12)(i) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (OCT 2014) (if the offeror elects to waive the preference, it shall so indicate in its offer) (15 U.S.C. 657a).

[ ] (ii) Alternate I (JAN 2011) of 52.219-4.

[ ] (13) (Reserved)

[ ] (14)(i) 52.219-6, Notice of Total Small Business Set-Aside (NOV 2011) (15 U.S.C. 644).

[ ] (ii) Alternate I (NOV 2011).

[ ] (iii) Alternate II (NOV 2011).

[ ] (15)(i) 52.219-7, Notice of Partial Small Business Set-Aside (JUN 2003) (15 U.S.C. 644).

[ ] (ii) Alternate I (OCT 1995) of 52.219-7.

[ ] (iii) Alternate II (MAR 2004) of 52.219-7.

[ ] (16) 52.219-8, Utilization of Small Business Concerns (NOV 2016) (15 U.S.C. 637(d)(2) and (3)).

[ ] (17)(i) 52.219-9, Small Business Subcontracting Plan (JAN 2017) (15 U.S.C. 637(d)(4)).

[ ] (ii) Alternate I (NOV 2016) of 52.219-9.

[ ] (iii) Alternate II (NOV 2016) of 52.219-9.

[ ] (iv) Alternate III (NOV 2016) of 52.219-9.

[ ] (v) Alternate IV (NOV 2016) of 52.219-9.

[ ] (18) 52.219-13, Notice of Set-Aside of Orders (NOV 2011) (15 U.S.C. 644(r)).

[ ] (19) 52.219-14, Limitations on Subcontracting (JAN 2017) (15 U.S.C. 637(a)(14)).

[ ] (20) 52.219-16, Liquidated Damages-Subcontracting Plan (JAN 1999) (15 U.S.C. 637(d)(4)(F)(i)).

[ ] (21) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (NOV 2011) (15 U.S.C. 657f).

[ ] (22) 52.219-28, Post Award Small Business Program Rerepresentation (JUL 2013) (15 U.S.C. 632(a)(2)).

[ ] (23) 52.219-29, Notice of Set-Aside for, or Sole Source Award to, Economically Disadvantaged Women-Owned Small Business Concerns (DEC 2015) (15 U.S.C. 637(m)).

[ ] (24) 52.219-30, Notice of Set-Aside for, or Sole Source Award to, Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program (DEC 2015) (15 U.S.C. 637(m)).

[ ] (25) 52.222-3, Convict Labor (JUN 2003) (E.O. 11755).

[ ] (26) 52.222-19, Child Labor-Cooperation with Authorities and Remedies (OCT 2016) (E.O. 13126).

[ ] (27) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

[ ] (28) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).

[ ] (29) 52.222-35, Equal Opportunity for Veterans (OCT 2015) (38 U.S.C. 4212).

[ ] (30) 52.222-36, Equal Opportunity for Workers with Disabilities (JUL 2014) (29 U.S.C. 793).

[ ] (31) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).

[ ] (32) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496).

[ ] (33)(i) 52.222-50, Combating Trafficking in Persons (MAR 2015) (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (ii) *Alternate I* (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (34) 52.222-54, Employment Eligibility Verification (OCT 2015). (E. O. 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)

[ ] (35) (Removed)

Note to paragraph (b)(35): By a court order issued on October 24, 2016, 52.222-59 is enjoined indefinitely as of the date of the order. The enjoined paragraph will become effective immediately if the court terminates the injunction. At that time, DoD, GSA, and NASA will publish a document in the **Federal Register** advising the public of the termination of the injunction.

[ ] (36) 52.222-60, Paycheck Transparency (Executive Order 13673) (OCT 2016).

[ ] (37)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (MAY 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

[ ] (ii) Alternate I (MAY 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

[ ](38) 52.223-11, Ozone-Depleting Substances and High Global Warming Potential Hydrofluorocarbons (JUN 2016) (E.O. 13693).

[ ](39) 52.223-12, Maintenance, Service, Repair, or Disposal of Refrigeration Equipment and Air Conditioners (JUN 2016) (E.O. 13693).

[ ] (40)(i) 52.223-13, Acquisition of EPEAT®-Registered Imaging Equipment (JUN 2014) (E.O.s 13423 and 13514).

[ ] (ii) Alternate I (OCT 2015) of 52.223-13.

[ ] (41)(i) 52.223-14, Acquisition of EPEAT®-Registered Televisions (JUN 2014) (E.O.s 13423 and 13514).

(ii) Alternate I (JUN 2014) of 52.223-14.

[ ] (42) 52.223-15, Energy Efficiency in Energy-Consuming Products (DEC 2007) (42 U.S.C. 8259b).

[ ] (43)(i) 52.223-16, Acquisition of EPEAT®-Registered Personal Computer Products (OCT 2015) (E.O.s 13423 and 13514).

[ ](ii) Alternate I (JUN 2014) of 52.223-16.

[ ] (44) 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving (AUG 2011)

[ ] (45) 52.223-20, Aerosols (JUN 2016) (E.O. 13693).

[ ] (46) 52.223-21, Foams (JUN 2016) (E.O. 13693).

[ ] (47)(i) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).

[ ] (ii) Alternate I (JAN 2017) of 52.224-3.

[ ] (48) 52.225-1, Buy American-Supplies (MAY 2014) (41 U.S.C. chapter 83).

[ ] (49)(i) 52.225-3, Buy American-Free Trade Agreements-Israeli Trade Act (MAY 2014) (41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43.

[ ] (ii) Alternate I (MAY 2014) of 52.225-3.

[ ] (iii) Alternate II (MAY 2014) of 52.225-3.

[ ] (iv) Alternate III (MAY 2014) of 52.225-3.

[ ] (50) 52.225-5, Trade Agreements (OCT 2016) (19 U.S.C. 2501, *et seq.*, 19 U.S.C. 3301 note).

[ ] (51) 52.225-13, Restrictions on Certain Foreign Purchases (JUN 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

[ ] (52) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Oct 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

[ ] (53) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (NOV 2007) (42 U.S.C. 5150).

[ ] (54) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (NOV 2007) (42 U.S.C. 5150).

[ ] (55) 52.232-29, Terms for Financing of Purchases of Commercial Items (FEB 2002) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

[ ] (56) 52.232-30, Installment Payments for Commercial Items (JAN 2017) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

[ ] (57) 52.232-33, Payment by Electronic Funds Transfer-System for Award Management (JUL 2013) (31 U.S.C. 3332).

[ ] (58) 52.232-34, Payment by Electronic Funds Transfer - Other than System for Award Management (JUL 2013) (31 U.S.C. 3332).

[ ] (59) 52.232-36, Payment by Third Party (MAY 2014) (31 U.S.C. 3332).

[ ] (60) 52.242-5, Payments to Small Business Subcontractors (JAN 2017)(15 U.S.C. 637(d)(12)).

[ ] (61) 52.239-1, Privacy or Security Safeguards (AUG 1996) (5 U.S.C. 552a).

[ ] (62)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631).

[ ] (ii) Alternate I (APR 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: (Contracting Officer check as appropriate.)

[ ] (1) 52.222-17, Nondisplacement of Qualified Workers (MAY 2014) (E.O. 13495).

[ ] (2) 52.222-41, Service Contract Labor Standards (MAY 2014) (41 U.S.C. chapter 67).

[ ] (3) 52.222-42, Statement of Equivalent Rates for Federal Hires (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

[ ] (4) 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

[ ] (5) 52.222-44, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (MAY 2014) (29 U.S.C 206 and 41 U.S.C. chapter 67).

[ ] (6) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).

[ ] (7) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

[ ] (8) 52.222-55, Minimum Wages Under Executive Order 13658 (DEC 2015).

[ ] (9) 52.222-62, Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).

[ ] (10) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792).

[ ] (11) 52.237-11, Accepting and Dispensing of $1 Coin (SEP 2008) (31 U.S.C. 5112(p)(1)).

(d) *Comptroller General Examination of Record.* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records - Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) of this paragraph in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause-

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (OCT 2015) (41 U.S.C. 3509).

(ii) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(iii) 52.219-8, Utilization of Small Business Concerns (NOV 2016) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds $700,000 ($1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iv) 52.222-17, Nondisplacement of Qualified Workers (MAY 2014) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause 52.222-17.

(v) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

(vi) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).

(vii) 52.222-35, Equal Opportunity for Veterans (OCT 2015) (38 U.S.C. 4212).

(viii) 52.222-36, Equal Opportunity for Workers with Disabilities (JUL 2014) (29 U.S.C. 793).

(ix) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).

(x) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(xi) 52.222-41, Service Contract Labor Standards (MAY 2014) (41 U.S.C. chapter 67).

(xii) [ ] (A) 52.222-50, Combating Trafficking in Persons (MAR 2015) (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (B) Alternate I (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

(xiii) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xiv) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xv) 52.222-54, Employment Eligibility Verification (OCT 2015) (E. O. 12989).

(xvi) 52.222-55, Minimum Wages Under Executive Order 13658 (DEC 2015).

(xvii) (Removed)

Note to paragraph (e)(1)(xvii): By a court order issued on October 24, 2016, 52.222-59 is enjoined indefinitely as of the date of the order. The enjoined paragraph will become effective immediately if the court terminates the injunction. At that time, DoD, GSA, and NASA will publish a document in the **Federal Register** advising the public of the termination of the injunction.

(xviii) 52.222-60, Paycheck Transparency (Executive Order 13673) (OCT 2016)).

(xix)(A) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).

(B) Alternate I (JAN 2017) of 52.224-3.

(xx) 52.222-62 Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).

(xxi) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Oct 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

(xxii) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xxiii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the Contractor May include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

2-5 FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE. (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): [Insert one or more Internet addresses]

2-6 EPAAR 1552.232-74 PAYMENTS-SIMPLIFIED ACQUISITION PROCEDURES FINANCING. (JUN 2006)

Simplified acquisition procedures financing in the form of [contracting officer insert advance (prior to performance) and/or interim (according to payment schedule] payment(s)) will be provided under this commercial item order in accordance with the payment schedule below. If both advance and interim payments are to be made, the payment schedule shown below will specify the type of payment provided for each line item.

The Government shall pay the contractor as follows upon the submission of invoices or vouchers approved by the Contracting Officer's Representative: [insert payment schedule].

2-7 EPAAR 1552.237-71 TECHNICAL DIRECTION. (AUG 2009)

2-8 Local Clauses EPA-H-42-102 UTILIZATION OF FEDCONNECT FOR CONTRACT ADMINISTRATION

EPA will utilize the FedConnect® web portal in administering this contract. The contractor must be registered in FedConnect® and have access to the FedConnect website located at https://www.fedconnect.net/Fedconnect/. For

assistance in registering or for other FedConnect® technical questions please call the FedConnect® Help Desk at (800) 899-6665 or email at support@fedconnect.net.

End of clause

SECTION 4 - sol provisions

4-1 Clauses

Acoustical®

Cost Breakdowns:

Option 1 - Working on regular business hours

Materials	$15,650
Labor and Installation	$3,410
Freight	$1,500
TOTAL	$20,560

Option 2 - Working outside regular business hours

Materials	$15,650
Labor and Installation	$4,290
Freight	$1,500
TOTAL	$21,440

Option 3 – Expedited Materials AND Working on regular business hours

Materials – *Expedited*	$18,780
Labor and Installation	$3,410
Freight	$1,500
TOTAL	$23,690

Option 4 - Expedited Materials AND Working outside regular business hours

Materials – *Expedited*	$18,780
Labor and Installation	$4,290
Freight	$1,500
TOTAL	$24,570

General Notes:

- Delivery shall be made upon regular business hours (9am – 5pm), necessary arrangements should be provided. To deliver outside of office hours will cost and addition $1000 of the stated figures.
- Anything not mentioned in the Proposal is excluded.
- Standard lead time for materials 10-12 weeks. Expedited lead time for materials 4-6 weeks.

NOTE:

The prices given above are for all items delivered to site and installed by IAC trained technicians.

By using IAC trained technicians, the acoustical performance of all items is guaranteed to perform, when tested in the field, to the rated NIC rating.

The Material of the Booth is covered with **One (1) year WARRANTY**.
Installation of the Booth is covered with **One (1) year INSTALLATION WARRANTY**.

Acoustical Solutions®
2420 Grenoble Road, Richmond, Virginia, 23294
Toll Free 800-782-5742 Telephone 804-346-8350 Fax 804-346-8808
AcousticalSolutions.com

(b) (7)(F)

INVOICE

Invoice No: 0095982

Customer No: 07-EPA007

Sales Order No: 0131401

2420 Grenoble Road Richmond, VA 23294
Phone: (804) 346-8350 Toll: (800) 782-5742 Fax: (804) 346-8808
www.acousticalsolutions.com

BILL TO:

U.S. Environmental Protection
1200 Pennsylvania Ave. NW
Mail Code: 3803R
Washington, DC 20460

SHIP TO:

U.S. Environmental Protection
Charles Neil: 202-564-3912
1200 Pennsylvania Ave. NW
Room B400
Washington, DC 20460

Phone Number: (202) 564-2504 **Fax Number:**

Date	Ship VIA	Terms	Tracking Numbers
11/30/2017	TRK/D	Net 30	INSTALL : COMPLETED
Purchase Order Number	**F.O.B.**	**Salesperson:**	
EP-17-H-000248		Jordan Moran	

ITEM NUMBER	DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
DORIAC	IAC Privacy Booth IAC Privacy Booth Custom Size - NIC50 Including: - Acoustic Door - Acoustic Window - 13" Folding Shelf - Integrated Silenced Ventilation - Lighting + Switch - Power and Data Outlets Materials - Expedited	EACH	1.00	18,780.00	18,780.00
/LABOR-SC-RA	Labor-SC-RA Labor and Installation	EACH	1.00	4,290.00	4,290.00

Net Invoice:	23,070.00
Freight:	1,500.00
Sales Tax:	0.00
Invoice Total:	24,570.00

Thank You For Your Order

Order online at http://www.acousticalsolutions.com

Please Note: All Past Due Accounts Are Subject To A 1.75% Finance Charge Per Month.
Stock items are returnable with a 30% restocking fee. Custom made products are non returnable.

12/1/2017
2:32:09PM

REQUISITION

PROCUREMENT REQUEST NO.
PR-OA-17-00137

REQUISITION DATE
07/24/2017

1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT
Nicole Smoot/202-564-0414

3. ORIGINATING OFFICE DATA
HPOD

4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)

2. TYPE OF REQUEST (Check one)
A. [X] NEW REQUEST
B. [ ] CHANGE TO PENDING PR NO.
C. [ ] MODIFICATION TO CONTRACT OR ORDER NO.

5. APPROVALS

APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING INITIALS (D)	INTERNAL ROUTING ROUTING SYMBOL (E)
(1) AUTHORIZED REQUISITIONER Nicole Smoot	OA	07/25/2017		
(2) Financial Interface	COTS	07/25/2017		
(3) Lance McCluney	OCFO	07/25/2017		
(4)				

6. CONSIGNEE AND DESTINATION
HPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

7. DATE(S) REQUIRED
08/24/2017

8. GOVERNMENT FURNISHED PROPERTY
[ ] YES [X] NO (If "yes," see par. 8 of instructions on next page.)

9. DESCRIPTION OF ITEMS OR SERVICES

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST UNIT (E)	ESTIMATED COST AMOUNT (F)
0001	Brand Name: N # of Reqs: 1 Rec Proc Method: COMPETITIVE BFY: 16 EFY: 17 Fund: B Budget Org: 11Z Program (PRC): 401MH3 Budget (BOC): 2504 DCN - Line ID: 1711Q61071-001 FOB: Destination EPA is requesting potential bidders to outline a solution to meet the below specifications for a privacy booth. This is a high level priority for the agency to purchase, and have operational.				13,500.00

TOTAL ESTIMATED COST
$13,500.00

10. ACCOUNTING DATA
Accounting Info : 16-17-B-11Z-401MH3-2504-1711Q61071-001

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

GENERAL - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks.

ITEM 1 - NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.

ITEM 2 - TYPE OF REQUEST

A. Check "New Request" if this is an initial request.

B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.

C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.

ITEM 3 - ORIGINATING OFFICE DATA. Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.

ITEM 4 - ADDITIONAL INFORMATION. Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.

If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.

ITEM 5 - APPROVALS.

COL.A_APPROVING OFFFICIALS. Enter typed name and title for approving officials as indicated below:

(1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.

(2) - (4) For use as may be required by local instructions.

COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.

ITEM 6 - CONSIGNEE AND DESTINATION Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.

If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.

ITEM 7 - DATE(S) REQUIRED. Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.

ITEM 8 - GOVERNMENT FURNISHED PROPERTY. If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.

ITEM 9 - DESCRIPTION OF ITEMS OR SERVICES

COL.A__ITEM NO. Enter item numbers in numerical sequence.

COL.B__ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.

If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.

Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.

Furnish any other instructions, such as inspection and testing requirements

COL.C_QUANTITY. Enter the quantity of each item requested.

COL.D_UNIT. The measure such as "each", or "set"

COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.

If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.

COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.

ITEM 10 - ACCOUNTING DATA. Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

REQUISITION

PROCUREMENT REQUEST NO.
PR-OA-17-00137/000001

REQUISITION DATE
08/17/2017

1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT
Nicole Smoot/202-564-0414

3. ORIGINATING OFFICE DATA
HPOD

4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)

2. TYPE OF REQUEST (Check one)
A. [ ] NEW REQUEST
B. [X] CHANGE TO PENDING PR NO. PR-OA-17-00137
C. [ ] MODIFICATION TO CONTRACT OR ORDER NO.

5. APPROVALS

APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING INITIALS (D)	INTERNAL ROUTING ROUTING SYMBOL (E)
(1) AUTHORIZED REQUISITIONER Nicole Smoot	OA	08/17/2017		
(2) Financial Interface	COTS	08/17/2017		
(3) Tiffany Hurt	OA	08/17/2017		
(4) Lance McCluney	OCFO	08/17/2017		

6. CONSIGNEE AND DESTINATION
HPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

7. DATE(S) REQUIRED
08/24/2017

8. GOVERNMENT FURNISHED PROPERTY
[ ] YES [X] NO (If "yes," see par. 8 of instructions on next page.)

9. DESCRIPTION OF ITEMS OR SERVICES

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST UNIT (E)	ESTIMATED COST AMOUNT (F)
	Brand Name: N # of Reqs: 1 Rec Proc Method: COMPETITIVE Increase of funding in the amount of $11,500.00 BFY: 17 EFY: 18 Fund: B Budget Org: 11L Program (PRC): 401MH3 Budget (BOC): 2504 DCN - Line ID: 1711Q61071-002 FOB: Destination				
0002	Privacy Booth for the Administrator - INCREASE IN FUNDING				11,500.00

TOTAL ESTIMATED COST
$25,000.00

10. ACCOUNTING DATA
Accounting Info : 17-18-B-11L-401MH3-2504-1711Q61071-002

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

GENERAL - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks.

ITEM 1 - NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.

ITEM 2 - TYPE OF REQUEST

A. Check "New Request" if this is an initial request.

B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.

C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.

ITEM 3 - ORIGINATING OFFICE DATA. Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.

ITEM 4 - ADDITIONAL INFORMATION. Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.

If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.

ITEM 5 - APPROVALS.

COL.A_APPROVING OFFFICIALS. Enter typed name and title for approving officials as indicated below:

(1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.

(2) - (4) For use as may be required by local instructions.

COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.

ITEM 6 - CONSIGNEE AND DESTINATION Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.

If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.

ITEM 7 - DATE(S) REQUIRED. Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.

ITEM 8 - GOVERNMENT FURNISHED PROPERTY. If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.

ITEM 9 - DESCRIPTION OF ITEMS OR SERVICES

COL.A__ITEM NO. Enter item numbers in numerical sequence.

COL.B__ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.

If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.

Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.

Furnish any other instructions, such as inspection and testing requirements

COL.C_QUANTITY. Enter the quantity of each item requested.

COL.D_UNIT. The measure such as "each", or "set"

COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.

If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.

COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.

ITEM 10 - ACCOUNTING DATA. Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

REQUISITION

PROCUREMENT REQUEST NO.
PR-OA-17-00137/000002

REQUISITION DATE
08/23/2017

1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT
Nicole Smoot/202-564-0414

3. ORIGINATING OFFICE DATA
HPOD

4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)

2. TYPE OF REQUEST (Check one)
A. NEW REQUEST
B. X CHANGE TO PENDING PR NO. PR-OA-17-00137
C. MODIFICATION TO CONTRACT OR ORDER NO.

5. APPROVALS

APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING INITIALS (D)	INTERNAL ROUTING ROUTING SYMBOL (E)
(1) AUTHORIZED REQUISITIONER Nicole Smoot	OA	08/23/2017		
(2) Financial Interface	COTS	08/23/2017		
(3) Tiffany Hurt	OA	08/23/2017		
(4) Lance McCluney	OCFO	08/23/2017		

6. CONSIGNEE AND DESTINATION
HPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

7. DATE(S) REQUIRED
08/24/2017

8. GOVERNMENT FURNISHED PROPERTY
YES X NO (If "yes," see par. 8 of instructions on next page.)

9. DESCRIPTION OF ITEMS OR SERVICES

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST UNIT (E)	ESTIMATED COST AMOUNT (F)
	Brand Name: N # of Reqs: 1 Rec Proc Method: COMPETITIVE Increase of $500 for the Privacy Booth for the Administrator. BFY: 17 EFY: 18 Fund: B Budget Org: 11L Program (PRC): 401MH3 Budget (BOC): 2504 DCN - Line ID: 1711Q61071-003 FOB: Destination				
0003	PRIVACY BOOTH for the Administrator - INCREASE $570.				570.00

10. ACCOUNTING DATA
Accounting Info : 17-18-B-11L-401MH3-2504-1711Q61071-003

TOTAL ESTIMATED COST
$25,570.00

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

GENERAL - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks.

ITEM 1 - NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.

ITEM 2 - TYPE OF REQUEST

A. Check "New Request" if this is an initial request.

B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.

C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.

ITEM 3 - ORIGINATING OFFICE DATA. Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.

ITEM 4 - ADDITIONAL INFORMATION. Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.

If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.

ITEM 5 - APPROVALS.
COL.A_APPROVING OFFFICIALS. Enter typed name and title for approving officials as indicated below:

(1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.

(2) - (4) For use as may be required by local instructions.

COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.

ITEM 6 - CONSIGNEE AND DESTINATION Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.

If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.

ITEM 7 - DATE(S) REQUIRED. Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.

ITEM 8 - GOVERNMENT FURNISHED PROPERTY. If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.

ITEM 9 - DESCRIPTION OF ITEMS OR SERVICES

COL.A__ITEM NO. Enter item numbers in numerical sequence.

COL.B__ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.

If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.

Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.

Furnish any other instructions, such as inspection and testing requirements

COL.C_QUANTITY. Enter the quantity of each item requested.

COL.D_UNIT. The measure such as "each", or "set"

COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.

If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.

COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.

ITEM 10 - ACCOUNTING DATA. Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

REQUISITION

PROCUREMENT REQUEST NO.
PR-OA-17-00137/000003

REQUISITION DATE
09/01/2017

1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT
Nicole Smoot/202-564-0414

3. ORIGINATING OFFICE DATA
HPOD

4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)

2. TYPE OF REQUEST (Check one)
A. [ ] NEW REQUEST
B. [X] CHANGE TO PENDING PR NO. PR-OA-17-00137
C. [ ] MODIFICATION TO CONTRACT OR ORDER NO.

5. APPROVALS

APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING INITIALS (D)	INTERNAL ROUTING ROUTING SYMBOL (E)
(1) AUTHORIZED REQUISITIONER Nicole Smoot	OA	09/01/2017		
(2) Financial Interface	COTS	09/01/2017		
(3)				
(4)				

6. CONSIGNEE AND DESTINATION
HPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

7. DATE(S) REQUIRED
08/24/2017

8. GOVERNMENT FURNISHED PROPERTY
[ ] YES [X] NO (If "yes," see par. 8 of instructions on next page.)

9. DESCRIPTION OF ITEMS OR SERVICES

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST UNIT (E)	ESTIMATED COST AMOUNT (F)
	Brand Name: N # of Reqs: 1 Rec Proc Method: COMPETITIVE to decommit funds FOB: Destination				

TOTAL ESTIMATED COST
$24,570.00

10. ACCOUNTING DATA
See Schedule

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

GENERAL - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks.

ITEM 1 - NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.

ITEM 2 - TYPE OF REQUEST

A. Check "New Request" if this is an initial request.

B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.

C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.

ITEM 3 - ORIGINATING OFFICE DATA. Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.

ITEM 4 - ADDITIONAL INFORMATION. Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.

If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.

ITEM 5 - APPROVALS.

COL.A_APPROVING OFFFICIALS. Enter typed name and title for approving officials as indicated below:

(1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.

(2) - (4) For use as may be required by local instructions.

COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.

ITEM 6 - CONSIGNEE AND DESTINATION Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.

If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.

ITEM 7 - DATE(S) REQUIRED. Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.

ITEM 8 - GOVERNMENT FURNISHED PROPERTY. If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.

ITEM 9 - DESCRIPTION OF ITEMS OR SERVICES

COL.A__ITEM NO. Enter item numbers in numerical sequence.

COL.B__ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.

If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.

Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.

Furnish any other instructions, such as inspection and testing requirements

COL.C_QUANTITY. Enter the quantity of each item requested.

COL.D_UNIT. The measure such as "each", or "set"

COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.

If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.

COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.

ITEM 10 - ACCOUNTING DATA. Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

Created by Mardiko Ellison on 09/26 at 01:20 PM

Purchase Information

United States Environmental Protection Agency
Washington, DC 20460

OFFICE OF THE ADMINISTRATOR
PURCHASE CARD REQUISITION

*REQUISITION DATE:	09/26/2017	*REQ DELIVERY DATE:	09/26/2017
*REQUESTED BY:	Reginald Allen/DC/USEPA/US@MSO 365	*OFFICE:	OA
*BANKCARD HOLDER:	Mardiko Ellison/DC/USEPA/US@MSO365	*PHONE:	564-0401

Vendor Information

SUGGESTED VENDOR:	TRADEMASTERS		
CONTACT PERSON	Lorento Neequaye	Phone:	3017425159
ADDRESS			
WEB SITE			

List of Supplies

*ITEM DESCRIPTION (Include Justification if necessary)	*QTY	*UNIT PRICE	*Total
*Check "Yes" if this is a computer hardware or software purchase (including toner)			Yes
Install Drop Ceiling in Administrator's Closet	1	$3,360.97	$3,360.97
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
SHIPPING & HANDLING (IF APPLICABLE)			$0.00
GRAND TOTAL			$3360.97

Quote, other related documentation or information (attach file)

Trademasters.docx

EPA Form 11950-1 (Rev. 8-97)

JUSTIFICATION (Required for IT and all Non Corporate Express Vendors)

Funding/Order Information

Order Total $3360.97

Add Funding Information

Notify Refreshments Approver

D.C.N	FY	Fund	Org	Program	Site/Project	Obj Class	Amount
L71016	1718	B	11L	401MH3		2504	$3,360.97

Ordered Date:

3rd-party Verifier:

Comments:

Notify Funds Approver

Approve Request

ESD Reconciliation Information

Transaction # | Receipt Date | Type | Cost_Allocation Amount

Closed_Committment_Flag

TOTAL AMOUNT

Approvals

Approvers

Routing Instructions & Information

Office/Manager Approve Request	Lance McCluney (Approved) 09/26/2017	Add Comment Comment
SIRMO	()	Comment
***Purchase Card Approver:**	Michael Benton (Approved) 09/26/2017	Comment
Refreshment Aproval		
***FundingOfficial:** Approve Request	Nicole Smoot (Approved) 09/27/2017	Add Comment Comment

Reviewers check (optional)

Reviewers - Click the "I reviewed it!" button below to add your name to the reviewed by list.

Reviewed By:

I Reviewed it!

TRADEMASTERS®
Setting the Standard

September 19, 2017

Proposal #1767

Mr. Lorento Neequaye
Supervisory Building Manager
U.S. General Service Administration
1301 Constitution Ave.
Washington DC 20001

Mr. Neequaye,

Re: Install Drop Ceiling in Administrators Closet

We propose the 16 overtime hours to install a drop ceiling in the Administrators closet. Work will be done after normal working hours.

Material cost for this project is -	$1,257.00
10% Overhead -	125.70
Subtotal -	1,382.70
10% Profit -	138.27
Subtotal -	1,520.97
Labor 16 hrs. @ 115.00	1,840.00
Total:	**$3,360.97**

Thank you for this opportunity to provide you with this proposal.

Respectfully,

Larry Snow
Project Manager

Allen, Reginald

From: Jefferson, Gayle
Sent: Wednesday, August 2, 2017 10:55 AM
To: Chmielewski, Kevin
Cc: Allen, Reginald; Sterling, Sherry; Jenkins, Donna; Baker, Philip; Stewart, Neil; Wilson, SeVera; Glazier, Kelly; Jackson, Vernon; Lasher, Diane; Brown, Rayna
Subject: 8/24

Kevin:
Reggie's office captured a date of 8/24 on the PR package for the secure communications booth, as the date by which they wanted the product delivered.
As we had discussed a couple of weeks ago, this booth is a custom order per the requirements, and the limited # of vendors who offer this product cannot produce and deliver a custom booth within this short period of time. A more realistic timeframe for this booth is a minimum of six to eight weeks –can you confirm, via a reply to all, that you concur with a six to eight week delivery?
Thanks so much-
Gayle

Gayle L. Jefferson
Director
Facilities Management and Services Division (FMSD)
OA/OARM/USEPA
Main Number: (202)564-2030
Direct Number: (202)564-1630
Cell Number: (202) 309-8598

ORDER FOR SUPPLIES OR SERVICES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

PAGE 1 OF PAGES 12

1. DATE OF ORDER: 09/12/2017

2. CONTRACT NO. (If any):

3. ORDER NO.: EP-17-H-000250

4. REQUISITION/REFERENCE NO.: PR-OA-17-00143

5. ISSUING OFFICE (Address correspondence to):
HPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: SeVere Wilson
b. STREET ADDRESS: William Jefferson Clinton West Bld.
1301 Constitution Ave., N.W.
E-mail: Wilson.severa@Epa.gov
Phone: 202-564-0097
c. CITY: Washington
d. STATE: DC
e. ZIP CODE: 20004
f. SHIP VIA:

7. TO: GUDELL WARD Ward
a. NAME OF CONTRACTOR: IMEC Group, LLC
b. COMPANY NAME:
c. STREET ADDRESS: 6470 Dobbin Road
Suite B
d. CITY: Columbia
e. STATE: MD
f. ZIP CODE: 21045

8. TYPE OF ORDER
X a. PURCHASE
REFERENCE YOUR:
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.
b. DELIVERY
Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE: Office of Administrator

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
a. SMALL
b. OTHER THAN SMALL
c. DISADVANTAGED
d. WOMEN-OWNED
e. HUBZone
f. SERVICE-DISABLED VETERAN-OWNED
g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM
h. EDWOSB

12. F.O.B. POINT: Destination

13. PLACE OF
a. INSPECTION: Destination
b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.:

15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date): 09/15/2017

16. DISCOUNT TERMS:

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 826059375 Contractor to Raise Floor for Administrator's privacy booth. Contract Type; Firm Fixed Price (FFP) In Accordance with (IAW) The Price Quote Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL (Cont. pages): $3,470.00

21. MAIL INVOICE TO:
a. NAME: RTP Finance Center
b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center (AA216-01)
109 TW Alexander Drive
www2.epa.gov/financial/contracts
c. CITY: Durham
d. STATE: NC
e. ZIP CODE: 27711

SEE BILLING INSTRUCTIONS ON REVERSE

17(i) GRAND TOTAL: $3,470.00

22. UNITED STATES OF AMERICA BY (Signature): 09/12/2017
Jessica V. Wilson ELECTRONIC SIGNATURE

23. NAME (Typed): Jessica Wilson
TITLE: CONTRACTING/ORDERING OFFICER

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PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/12/2017		EP-17-H-000250

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Attached In the 3rd floor storage room, prepare existing floor to receive 1 1/2" to 2" of self-leveling concrete to build up the floor for the sound booth. Duration of the project is 1 day. The material is self-leveling concrete, Labor and Materials. ========== EPA Project Contracting Officer (COR) SeVera Wilson 202-564-0097 Wilson.severa@epa.gov EPA Technical Point of Contact Neil Stewart 202-564-9436 stewart.neil@epa.gov ========== The Materials of the Booth are covered with One (1) year WARRANTY. The warranty start date will commence the day the work is installed, completed and inspected. Max Expire Date: 09/14/2018 Admin Office: HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Period of Performance: 09/15/2017 to 09/14/2018					
0001	Floor prep for privacy booth. Accounting Info: 17-18-B-11V-ZZZMG6-2504-1711A71086-001 BFY: 17 EFY: 18 Fund: B Budget Org: 11V Program (PRC): ZZZMG6 Budget (BOC): 2504 DCN - Line ID: 1711A71086-001 Funding Flag: Complete Funded: $3,470.00 Continued ...				3,470.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $3,470.00

SCHEDULE - CONTINUATION

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/12/2017		EP-17-H-000250

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	The total amount of award: $3,470.00. The obligation for this award is shown in box 17(i).					
	TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))				$0.00	

THORIZED FOR LOCAL REPODUCTION
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SECTION 4 - sol provisions 5
4-1 Clauses 5
4-2 FAR 52.212-4 CONTRACT TERMS AND CONDITIONS - COMMERCIAL ITEMS. (JAN 2017) 5
4-3 FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE. (FEB 1998) 5
4-4 EPAAR SUBPART 1532.4 ADVANCE PAYMENTS (RESERVED) 5
4-5 EPAAR 1552.232-74 PAYMENTS-SIMPLIFIED ACQUISITION PROCEDURES FINANCING. (JUN 2006) 5
4-6 EPAAR 1552.237-71 TECHNICAL DIRECTION. (AUG 2009) 5
SECTION 2 - clauses 6
2-1 Clauses 6
2-2 FAR 52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS - COMMERCIAL ITEMS. (JAN 2017) 6

SECTION 4 - sol provisions

4-1 Clauses

4-2 FAR 52.212-4 CONTRACT TERMS AND CONDITIONS - COMMERCIAL ITEMS. (JAN 2017)

4-3 FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE. (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): [Insert one or more Internet addresses]

(End of clause)

4-4 EPAAR SUBPART 1532.4 ADVANCE PAYMENTS (RESERVED)

4-5 EPAAR 1552.232-74 PAYMENTS-SIMPLIFIED ACQUISITION PROCEDURES FINANCING. (JUN 2006)

Simplified acquisition procedures financing in the form of [contracting officer insert advance (prior to performance) and/or interim (according to payment schedule] payment(s)) will be provided under this commercial item order in accordance with the payment schedule below. If both advance and interim payments are to be made, the payment schedule shown below will specify the type of payment provided for each line item.

The Government shall pay the contractor as follows upon the submission of invoices or vouchers approved by the Contracting Officer's Representative: [insert payment schedule].

4-6 EPAAR 1552.237-71 TECHNICAL DIRECTION. (AUG 2009)

SECTION 2 - clauses

2-1 Clauses

2-2 FAR 52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS - COMMERCIAL ITEMS. (JAN 2017)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(2) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (NOV 2015).

(3) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(4) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Public Laws 108-77 and 108-78 (19 U.S.C. 3805 note)).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: (Contracting Officer check as appropriate.)

[ ] (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (SEP 2006), with Alternate I (OCT 1995) (41 U.S.C. 4704 and 10 U.S.C. 2402).

[ ] (2) 52.203-13, Contractor Code of Business Ethics and Conduct (OCT 2015) (41 U.S.C. 3509).

[ ] (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (JUN 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)

[ ] (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (OCT 2016) (Pub. L. 109-282) (31 U.S.C. 6101 note).

(5) (Reserved)

[ ] (6) 52.204-14, Service Contract Reporting Requirements (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

[ ] (7) 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

[ ] (8) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (OCT 2015) (31 U.S.C. 6101 note).

[ ] (9) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (JUL 2013) (41 U.S.C. 2313).

[ ] (10) (Reserved)

[ ] (11)(i) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (NOV 2011) (15 U.S.C. 657a).

[ ] (ii) Alternate I (NOV 2011) of 52.219-3.

[ ] (12)(i) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (OCT 2014) (if the offeror elects to waive the preference, it shall so indicate in its offer) (15 U.S.C. 657a).

[ ] (ii) Alternate I (JAN 2011) of 52.219-4.

[ ] (13) (Reserved)

[ ] (14)(i) 52.219-6, Notice of Total Small Business Set-Aside (NOV 2011) (15 U.S.C. 644).

[ ] (ii) Alternate I (NOV 2011).

[ ] (iii) Alternate II (NOV 2011).

[ ] (15)(i) 52.219-7, Notice of Partial Small Business Set-Aside (JUN 2003) (15 U.S.C. 644).

[ ] (ii) Alternate I (OCT 1995) of 52.219-7.

[ ] (iii) Alternate II (MAR 2004) of 52.219-7.

[ ] (16) 52.219-8, Utilization of Small Business Concerns (NOV 2016) (15 U.S.C. 637(d)(2) and (3)).

[ ] (17)(i) 52.219-9, Small Business Subcontracting Plan (JAN 2017) (15 U.S.C. 637(d)(4)).

[ ] (ii) Alternate I (NOV 2016) of 52.219-9.

[ ] (iii) Alternate II (NOV 2016) of 52.219-9.

[ ] (iv) Alternate III (NOV 2016) of 52.219-9.

[ ] (v) Alternate IV (NOV 2016) of 52.219-9.

[ ] (18) 52.219-13, Notice of Set-Aside of Orders (NOV 2011) (15 U.S.C. 644(r)).

[ ] (19) 52.219-14, Limitations on Subcontracting (JAN 2017) (15 U.S.C. 637(a)(14)).

[ ] (20) 52.219-16, Liquidated Damages-Subcontracting Plan (JAN 1999) (15 U.S.C. 637(d)(4)(F)(i)).

[ ] (21) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (NOV 2011) (15 U.S.C. 657f).

[ ] (22) 52.219-28, Post Award Small Business Program Rerepresentation (JUL 2013) (15 U.S.C. 632(a)(2)).

[ ] (23) 52.219-29, Notice of Set-Aside for, or Sole Source Award to, Economically Disadvantaged Women-Owned Small Business Concerns (DEC 2015) (15 U.S.C. 637(m)).

[ ] (24) 52.219-30, Notice of Set-Aside for, or Sole Source Award to, Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program (DEC 2015) (15 U.S.C. 637(m)).

[ ] (25) 52.222-3, Convict Labor (JUN 2003) (E.O. 11755).

[ ] (26) 52.222-19, Child Labor-Cooperation with Authorities and Remedies (OCT 2016) (E.O. 13126).

[ ] (27) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

[ ] (28) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).

[ ] (29) 52.222-35, Equal Opportunity for Veterans (OCT 2015) (38 U.S.C. 4212).

[ ] (30) 52.222-36, Equal Opportunity for Workers with Disabilities (JUL 2014) (29 U.S.C. 793).

[ ] (31) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).

[ ] (32) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496).

[ ] (33)(i) 52.222-50, Combating Trafficking in Persons (MAR 2015) (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (ii) *Alternate I* (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (34) 52.222-54, Employment Eligibility Verification (OCT 2015). (E. O. 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)

[ ] (35) (Removed)

Note to paragraph (b)(35): By a court order issued on October 24, 2016, 52.222-59 is enjoined indefinitely as of the date of the order. The enjoined paragraph will become effective immediately if the court terminates the injunction. At that time, DoD, GSA, and NASA will publish a document in the **Federal Register** advising the public of the termination of the injunction.

[ ] (36) 52.222-60, Paycheck Transparency (Executive Order 13673) (OCT 2016).

[ ] (37)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (MAY 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

[ ] (ii) Alternate I (MAY 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

[ ](38) 52.223-11, Ozone-Depleting Substances and High Global Warming Potential Hydrofluorocarbons (JUN 2016) (E.O. 13693).

[ ](39) 52.223-12, Maintenance, Service, Repair, or Disposal of Refrigeration Equipment and Air Conditioners (JUN 2016) (E.O. 13693).

[ ] (40)(i) 52.223-13, Acquisition of EPEAT®-Registered Imaging Equipment (JUN 2014) (E.O.s 13423 and 13514).

[ ] (ii) Alternate I (OCT 2015) of 52.223-13.

[ ] (41)(i) 52.223-14, Acquisition of EPEAT®-Registered Televisions (JUN 2014) (E.O.s 13423 and 13514).

(ii) Alternate I (JUN 2014) of 52.223-14.

[ ] (42) 52.223-15, Energy Efficiency in Energy-Consuming Products (DEC 2007) (42 U.S.C. 8259b).

[ ] (43)(i) 52.223-16, Acquisition of EPEAT®-Registered Personal Computer Products (OCT 2015) (E.O.s 13423 and 13514).

[ ](ii) Alternate I (JUN 2014) of 52.223-16.

[ ] (44) 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving (AUG 2011)

[ ] (45) 52.223-20, Aerosols (JUN 2016) (E.O. 13693).

[ ] (46) 52.223-21, Foams (JUN 2016) (E.O. 13693).

[ ] (47)(i) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).

[ ] (ii) Alternate I (JAN 2017) of 52.224-3.

[ ] (48) 52.225-1, Buy American-Supplies (MAY 2014) (41 U.S.C. chapter 83).

[ ] (49)(i) 52.225-3, Buy American-Free Trade Agreements-Israeli Trade Act (MAY 2014) (41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43.

[ ] (ii) Alternate I (MAY 2014) of 52.225-3.

[ ] (iii) Alternate II (MAY 2014) of 52.225-3.

[ ] (iv) Alternate III (MAY 2014) of 52.225-3.

[ ] (50) 52.225-5, Trade Agreements (OCT 2016) (19 U.S.C. 2501, *et seq.*, 19 U.S.C. 3301 note).

[ ] (51) 52.225-13, Restrictions on Certain Foreign Purchases (JUN 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

[ ] (52) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Oct 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

[ ] (53) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (NOV 2007) (42 U.S.C. 5150).

[ ] (54) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (NOV 2007) (42 U.S.C. 5150).

[ ] (55) 52.232-29, Terms for Financing of Purchases of Commercial Items (FEB 2002) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

[ ] (56) 52.232-30, Installment Payments for Commercial Items (JAN 2017) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

[ ] (57) 52.232-33, Payment by Electronic Funds Transfer-System for Award Management (JUL 2013) (31 U.S.C. 3332).

[ ] (58) 52.232-34, Payment by Electronic Funds Transfer - Other than System for Award Management (JUL 2013) (31 U.S.C. 3332).

[ ] (59) 52.232-36, Payment by Third Party (MAY 2014) (31 U.S.C. 3332).

[ ] (60) 52.242-5, Payments to Small Business Subcontractors (JAN 2017)(15 U.S.C. 637(d)(12)).

[ ] (61) 52.239-1, Privacy or Security Safeguards (AUG 1996) (5 U.S.C. 552a).

[ ] (62)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631).

[ ] (ii) Alternate I (APR 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: (Contracting Officer check as appropriate.)

[ ] (1) 52.222-17, Nondisplacement of Qualified Workers (MAY 2014) (E.O. 13495).

[ ] (2) 52.222-41, Service Contract Labor Standards (MAY 2014) (41 U.S.C. chapter 67).

[ ] (3) 52.222-42, Statement of Equivalent Rates for Federal Hires (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

[ ] (4) 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

[ ] (5) 52.222-44, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (MAY 2014) (29 U.S.C 206 and 41 U.S.C. chapter 67).

[ ] (6) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).

[ ] (7) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

[ ] (8) 52.222-55, Minimum Wages Under Executive Order 13658 (DEC 2015).

[ ] (9) 52.222-62, Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).

[ ] (10) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792).

[ ] (11) 52.237-11, Accepting and Dispensing of $1 Coin (SEP 2008) (31 U.S.C. 5112(p)(1)).

(d) *Comptroller General Examination of Record.* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records - Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) of this paragraph in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause-

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (OCT 2015) (41 U.S.C. 3509).

(ii) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(iii) 52.219-8, Utilization of Small Business Concerns (NOV 2016) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds $700,000 ($1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iv) 52.222-17, Nondisplacement of Qualified Workers (MAY 2014) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause 52.222-17.

(v) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

(vi) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).

(vii) 52.222-35, Equal Opportunity for Veterans (OCT 2015) (38 U.S.C. 4212).

(viii) 52.222-36, Equal Opportunity for Workers with Disabilities (JUL 2014) (29 U.S.C. 793).

(ix) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).

(x) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(xi) 52.222-41, Service Contract Labor Standards (MAY 2014) (41 U.S.C. chapter 67).

(xii) [ ] (A) 52.222-50, Combating Trafficking in Persons (MAR 2015) (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (B) Alternate I (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

(xiii) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xiv) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xv) 52.222-54, Employment Eligibility Verification (OCT 2015) (E. O. 12989).

(xvi) 52.222-55, Minimum Wages Under Executive Order 13658 (DEC 2015).

(xvii) (Removed)

Note to paragraph (e)(1)(xvii): By a court order issued on October 24, 2016, 52.222-59 is enjoined indefinitely as of the date of the order. The enjoined paragraph will become effective immediately if the court terminates the injunction. At that time, DoD, GSA, and NASA will publish a document in the **Federal Register** advising the public of the termination of the injunction.

(xviii) 52.222-60, Paycheck Transparency (Executive Order 13673) (OCT 2016)).

(xix)(A) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).

(B) Alternate I (JAN 2017) of 52.224-3.

(xx) 52.222-62 Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).

(xxi) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Oct 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

(xxii) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xxiii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the Contractor May include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

REQUISITION

PROCUREMENT REQUEST NO.
PR-OA-17-00143

REQUISITION DATE
08/10/2017

1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT
Nicole Smoot/202-564-0414

3. ORIGINATING OFFICE DATA
Office of Administrator

4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)

2. TYPE OF REQUEST (Check one)
A. X NEW REQUEST
B. CHANGE TO PENDING PR NO.
C. MODIFICATION TO CONTRACT OR ORDER NO.

5. APPROVALS

APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING INITIALS (D)	INTERNAL ROUTING ROUTING SYMBOL (E)
(1) AUTHORIZED REQUISITIONER Nicole Smoot	OA	08/10/2017		
(2) Financial Interface	COTS	08/11/2017		
(3) Reginald Allen	OA	08/10/2017		
(4)				

6. CONSIGNEE AND DESTINATION
HPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

7. DATE(S) REQUIRED
08/15/2017

8. GOVERNMENT FURNISHED PROPERTY
YES X NO (If "yes," see par. 8 of instructions on next page.)

9. DESCRIPTION OF ITEMS OR SERVICES

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST UNIT (E)	ESTIMATED COST AMOUNT (F)
	Brand Name: N Rec Proc Method: UNKNOWN BFY: 17 EFY: 18 Fund: B Budget Org: 11V Program (PRC): ZZZMG6 Budget (BOC): 2504 DCN - Line ID: 1711A71086-001 FOB: Destination				
0001	Floor prep for privacy booth.				3,470.00

TOTAL ESTIMATED COST
$3,470.00

10. ACCOUNTING DATA
Accounting Info : 17-18-B-11V-ZZZMG6-2504-1711A71086-001

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

GENERAL - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks.

ITEM 1 - NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.

ITEM 2 - TYPE OF REQUEST

A. Check "New Request" if this is an initial request.

B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.

C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.

ITEM 3 - ORIGINATING OFFICE DATA. Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.

ITEM 4 - ADDITIONAL INFORMATION. Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.

If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.

ITEM 5 - APPROVALS.

COL.A_APPROVING OFFFICIALS. Enter typed name and title for approving officials as indicated below:

(1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.

(2) - (4) For use as may be required by local instructions.

COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.

ITEM 6 - CONSIGNEE AND DESTINATION Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.

If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.

ITEM 7 - DATE(S) REQUIRED. Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.

ITEM 8 - GOVERNMENT FURNISHED PROPERTY. If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.

ITEM 9 - DESCRIPTION OF ITEMS OR SERVICES

COL.A__ITEM NO. Enter item numbers in numerical sequence.

COL.B__ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.

If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.

Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.

Furnish any other instructions, such as inspection and testing requirements

COL.C_QUANTITY. Enter the quantity of each item requested.

COL.D_UNIT. The measure such as "each", or "set"

COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.

If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.

COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.

ITEM 10 - ACCOUNTING DATA. Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

Attach K

CONSTRUCTION BID FORM

J.Betancourt Construction LLC

OWNER INFORMATION

Name: EPA
Address:
City, State, Zip: Washington DC
Phone:
Email:

Project Name: EPA Storage Room

CONTRACTOR INFORMATION

Company: J. Betancourt Construction LLC
Name: John Betancourt
Address: 4432 [illegible] Ln Unit 206
City, State, Zip: Ashburn VA 20147
Phone:
Email:
Complete: [illegible]

SCOPE OF WORK

Labor & Materials to install 53 SF of concrete 2-1/4" thick with [illegible] concrete

NOT INCLUDED

N/A

COMPANY PROPOSAL

We, J. Betancourt Construction, propose the above scope of work for the amount of $3,470

John Betancourt
Submitted by (Company Representative)

Date: 7/17/2017

OWNER ACCEPTANCE

I, IMEC Group, do accept the above scope of work for the amount of $3,470

ADCJS, EPA

ADP/J EPA

Submitted by (home owner or authorized representative)

31 July 17

Date

CONSTRUCTION BID FORM

J.Betancourt Construction LLC

OWNER INFORMATION

Name	EPA
Address	
City, State ZIP	Washington DC
Phone	
Email	
Project name	EPA Storage Room

CONTRACTOR INFORMATION

Company	J. Betancourt Construction LLC
Name	Juan Betacourt
Address	44386 Tillman Ter Unit 200
City, State ZIP	Ashburn, VA 20147
Phone	
Email	
Completion date	

SCOPE OF WORK

Labor & Materials to In fill 55 SF of concrete 2 1/4' thick with self leveling concrete

NOT INCLUDED

N/A

COMPANY PROPOSAL

We, J. Betancourt Construction, propose the above scope of work, for the amount of $3,470.

Juan Betancourt

Submitted by (Company Representative)

7/17/2017

Date

OWNER ACCEPTANCE

I, IMEC Group, do accept the above scope of work, for the amount of $2,100.

Submitted by (home owner or authorized representative)

Date

Purchase Information

Created by Donna Jenkins on 07/21 at 03:33 PM

United States Environmental Protection Agency
Washington, DC 20460

OFFICE OF THE ADMINISTRATOR
PURCHASE CARD REQUISITION

*REQUISITION DATE:	07/21/2017	*REQ DELIVERY DATE:	07/21/2017
*REQUESTED BY:	Reginald Allen/DC/USEPA/US@MSO365		
*BANKCARD HOLDER:	Donna Jenkins/DC/USEPA/US@MSO365	*OFFICE:	OA
		*PHONE:	564-6959

Vendor Information

SUGGESTED VENDOR:	IMEC Group, LLC		
CONTACT PERSON	G. Ward	Phone:	443-583-7890
ADDRESS	6470 Dobbin Road, Suite B, Columbia MD 21045		
WEB SITE			

List of Supplies

*ITEM DESCRIPTION (Include Justification if necessary)	*QTY	*UNIT PRICE	*Total
*Check "Yes" if this is a computer hardware or software purchase (including toner) Yes			
Prep Walls/painting. Parge Stucco Walls/Paint Walls (SEE QUOTE FEILD)	1	$3,350.00	$3,350.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
SHIPPING & HANDLING (IF APPLICABLE)			$0.00
GRAND TOTAL			$3350.00

Quote, other related documentation or information (attach file)

IMEC Group - EPA Patching and Painting.pdf

EPA Form 11950-1 (Rev. 8-97)

JUSTIFICATION (Required for IT and all Non Corporate Express Vendors)

Requested to have this area Painted for preperation of the Administrators Communications Room. Informaiton provided S. Wilson in Facilities. Approved by R. Allen.

Funding/Order Information

Order Total $3350.00

Add Funding Information

Notify Refreshments Approver

D.C.N	FY	Fund	Org.	Program	Site/Project	Obj Class	Amount
A71075	1718	B	11A	ZZZME8		2504	$3,350.00

Ordered Date:

3rd-party Verifier:

Comments:

Notify Funds Approver

Approve Request

ESD Reconciliation Information

Transaction # | Receipt Date | Type | Cost_Allocation Amount

Closed_Committment_Flag

TOTAL AMOUNT

Approvals

Approvers

Routing Instructions & Information

Office/Manager Approve Request	Reginald Allen (Approved) 07/21/2017	Add Comment Comment
SIRMO	()	Comment
***Purchase Card Approver:**	Michael Benton (Approved) 07/26/2017	Comment
Refreshment Aproval		
***FundingOfficial:** Approve Request	Mardiko Ellison (Approved) 07/26/2017	Add Comment Comment

Reviewers check (optional)

Reviewers - Click the "I reviewed it!" button below to add your name to the reviewed by list.

Reviewed By:

I Reviewed it!

Partners in Project Delivery

September 29, 2015

SeVera Wilson
EPA
Washington DC

RE: EPA 3rd Floor Room – Patch/Painting

Dear Ms. Wilson

IMEC Group, LLC (IMEC) is pleased to present our pricing to perform general construction services for the EPA 3rd Floor Storage Room in the EPA Clinton South Building. IMEC recognizes the complexities and logistical challenges inherent in managing project of this magnitude and importance. Our team has a long and successful history of managing the construction process for Federal Facilities on behalf of the several Federal agencies.

We propose to furnish labor, tools, equipment, taxes, insurance, fees and related items to the scope of work outlined below in the estimated amount of:

Three Thousand Three Hundred Fifty Dollars and 00/100 ..... **$3,350**

All work will have 1-year labor and material warranty, any product warranties exceeding 1-year will be identified and provided to the owner.

Base Scope of Work:

General Requirements - The job site will be properly supervised at all times construction is in progress. The site will be secured at all other times with construction materials stored in a neat and safe manner.

- Prep all walls for painting
- Parge all stucco walls with similar materials
- Paint all walls 2 coats, color as per owner's instructions.

IMEC is a Certified 8(a) Contractor under the Small Business Administration 8(a) Business Development Program. As a small business, we can provide a high level of commitment, lower overhead rates, and experienced professionals. We look forward to serving the needs of EPA.

If you have any questions, please do not hesitate to contact me at **202.446.4515** or via email at gward@imecgroupllc.com.

Respectfully,
IMEC Group, LLC

Gudell L. Ward, PE, CCM
Managing Principal

6470 Dobbin Road, Suite B | Columbia, Maryland 21045 | Tel: 1-443-583-7800 | Fax: 1-443-468-7213
www.imecgroupllc.com

Partners in Project Delivery

July 17, 2017

SeVera Wilson
EPA
Washington DC

RE. EPA 3rd Floor Room – Patch/Painting

Dear Ms. Wilson:

IMEC Group, LLC (IMEC) is pleased to present our pricing to perform general construction services for the EPA 3rd Floor Storage Room in the EPA Clinton South Building. IMEC recognizes the complexities and logistical challenges inherent in managing project of this magnitude and importance. Our team has a long and successful history of managing the construction process for Federal Facilities on behalf of the several Federal agencies.

We propose to furnish labor, tools, equipment, taxes, insurance, fees and related items to the scope of work outlined below in the estimated amount of:

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- Prep all walls for painting
- Parge all stucco walls with similar materials
- Paint all walls 2 coats, color as per owner's instructions.

IMEC is a Certified 8(a) Contractor under the Small Business Administration 8(a) Business Development Program. As a small business, we can provide a high level of commitment, lower overhead rates, and experienced professionals. We look forward to serving the needs of EPA.

If you have any questions, please do not hesitate to contact me at **202.446.4515** or via email at gward@imecgroupllc.com.

Respectfully,
IMEC Group, LLC

Gudell L. Ward, PE, CCM
Managing Principal

6470 Dobbin Road, Suite B | Columbia, Maryland 21045 | Tel 1 443 584 7890 | Fax 1 443 458 7743

Registration - View

Registration ID : ? RICW1614
Billing Description : ? Donna Jenkins
Account Number : ? DP11AO001
User : ? Donna Jenkins
Affiliation : ? Employee View Profile
Workforce ID : ? 00006431
Orderer : ? Vogel, Carol View Profile

Product Name : ? ICW-Infrastructure Cable & Wiring (ICW)
Service Name : ? TC-HQ Support Projects
Start Date : ? 07/14/2017
End Date : ?
WBS : ? 11A - OA,IO
Billing Type : ? Standard

Year: 2018

Account: DP11AO001 Service Agreement: 18DP11AO001

Date Processed		Amount	Start Date	End Date
03/19/2018		$468.18	10/01/2017	10/27/2017
	Account Total:	**$468.18**		
	Year 2018 Total:	**$468.18**		

REQUISITION

PROCUREMENT REQUEST NO.
PR-OARM-17-00836

REQUISITION DATE
09/08/2017

1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT
William Bellerose/202-564-2191

3. ORIGINATING OFFICE DATA
HPOD

4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)

2. TYPE OF REQUEST (Check one)
A. X NEW REQUEST
B. CHANGE TO PENDING PR NO.
C. MODIFICATION TO CONTRACT OR ORDER NO.

5. APPROVALS

APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING INITIALS (D)	INTERNAL ROUTING ROUTING SYMBOL (E)
(1) AUTHORIZED REQUISITIONER William Bellerose	OARM-HQ	09/11/2017		
(2) Financial Interface	COTS	09/11/2017		
(3) Danita Bowling	OARM-HQ	09/11/2017		
(4) Gayle Jefferson	OARM-HQ	09/11/2017		

6. CONSIGNEE AND DESTINATION

7. DATE(S) REQUIRED
09/26/2017

8. GOVERNMENT FURNISHED PROPERTY
YES X NO (If "yes," see par. 8 of instructions on next page.)

9. DESCRIPTION OF ITEMS OR SERVICES

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST UNIT (E)	ESTIMATED COST AMOUNT (F)
0001	Brand Name: N Rec Proc Method: EXISTING CONTRACT The purpose of this this requisition is provide additional funding needed to move existing CCTV equipment out of a room to accommodate a secure phone booth for the Administrator's Office. This request is time sensitive request to accommodate the Administrator's secure phone booth. Delivery: 09/26/2017 Accounting Info: 16-T-51EL-ZZZGF2-2504-1751ALL012-001 BFY: 16 Fund: T Budget Org: 51EL Program (PRC): ZZZGF2 Budget (BOC): 2504 Job #: HQ00BM00 DCN - Line ID: 1751ALL012-001 Funded: $7,978.00 FOB: Destination				7,978.00

10. ACCOUNTING DATA
See Schedule

TOTAL ESTIMATED COST
$7,978.00

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

GENERAL - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks.

ITEM 1 - NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.

ITEM 2 - TYPE OF REQUEST

A. Check "New Request" if this is an initial request.

B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.

C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.

ITEM 3 - ORIGINATING OFFICE DATA. Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.

ITEM 4 - ADDITIONAL INFORMATION. Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.

If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.

ITEM 5 - APPROVALS.

COL.A_APPROVING OFFFICIALS. Enter typed name and title for approving officials as indicated below:

(1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.

(2) - (4) For use as may be required by local instructions.

COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.

ITEM 6 - CONSIGNEE AND DESTINATION Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.

If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.

ITEM 7 - DATE(S) REQUIRED. Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.

ITEM 8 - GOVERNMENT FURNISHED PROPERTY. If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.

ITEM 9 - DESCRIPTION OF ITEMS OR SERVICES

COL.A__ITEM NO. Enter item numbers in numerical sequence.

COL.B__ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.

If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.

Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.

Furnish any other instructions, such as inspection and testing requirements

COL.C_QUANTITY. Enter the quantity of each item requested.

COL.D_UNIT. The measure such as "each", or "set"

COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.

If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.

COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.

ITEM 10 - ACCOUNTING DATA. Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE			PAGE OF PAGES 1 3
2. AMENDMENT/MODIFICATION NO. 0019	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO. PR-OARM-17-00836	5. PROJECT NO. (If applicable)
6. ISSUED BY CODE HPOD HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460	HPOD	7. ADMINISTERED BY (If other than Item 6)	CODE

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

SECURE MISSION SOLUTIONS LLC
Attn: Janice E. Shannon
8260 WILLOW OAKS CORPORATE DRIVE
SUITE 300
SMS Facility Code: 3DXR8
7032451300
FAIRFAX VA 220314513

CODE 128502130 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-013

10B. DATED (SEE ITEM 13) 04/01/2013

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule Net Increase: $7,978.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22 Limitation of Funds (APR 1984)

E. IMPORTANT: Contractor [ ] is not, [x] is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 128502130
The purpose of this modification is to add incremental funding in the amount of $7,978.00 to remove CCTV equipment to accommodate a secure phone booth for the Administrator's office. All terms and conditions remains unchanged.

Security System Design and Installation Project for the EPA Headquarters Complex. We added $7978.00 to Option Period II under the optional task CLIN. Incremental funding in the amount of $72,601.00 has been added which leaves a balance of $245,214.13 to fully fund Option Period II under the optional task CLIN.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Tomeka Hall	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer) ELECTRONIC SIGNATURE	16C. DATE SIGNED 09/14/2017

NAME OF OFFEROR OR CONTRACTOR
SECURE MISSION SOLUTIONS LLC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	The primary COR is Bellrose.william@epa.gov; 202-566-2191. All terms and conditions remains unchanged. Max Expire Date: 03/31/2018 LIST OF CHANGES: Reason for Modification : Funding Only Action Total Amount for this Modification: $0.00 New Total Amount for this Version: $317,815.13 New Total Amount for this Award: $7,429,567.35 Obligated Amount for this Modification: $7,978.00 New Total Obligated Amount for this Award: $6,296,476.08 Incremental Funded Amount changed: from $6,288,498.08 to $6,296,476.08 CHANGES FOR LINE ITEM NUMBER: 6 Obligated Amount for this modification: $7,978.00 Incremental Funded Amount changed from $64,623.00 to $72,601.00 NEW ACCOUNTING CODE ADDED: Account code: 16-T-51EL-ZZZGF2-2504-1751ALL012-001 Beginning FiscalYear 16 Ending Fiscal Year Fund (Appropriation) T Budget Organization 51EL Program (PRC) ZZZGF2 Budget (BOC) 2504 Job # (Site/Project) HQ00BM00 Cost Organization DCN-LineID 1751ALL012-001 Quantity: 0 Amount: $7,978.00 Percent: 2.51026 Subject To Funding: N Payment Address: Delivery: 2 Days After Award Delivery Location Code: HPOD HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA Continued ...				

NAME OF OFFEROR OR CONTRACTOR
SECURE MISSION SOLUTIONS LLC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 04/01/2013 to 03/31/2018				