ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER: 09/19/2017

2. CONTRACT NO. *(If any)*: EP-C-16-008

3. ORDER NO.: 0006

4. REQUISITION/REFERENCE NO.: PR-OW-17-00541

5. ISSUING OFFICE *(Address correspondence to)*:
CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

6. SHIP TO:

a. NAME OF CONSIGNEE: CPOD

b. STREET ADDRESS:
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD

c. CITY: Cincinnati

d. STATE: OH

e. ZIP CODE: 45268

7. TO: William J Arnold

a. NAME OF CONTRACTOR: GREAT LAKES ENVIRONMENTAL CENTER, INC.

b. COMPANY NAME:

c. STREET ADDRESS: 739 HASTINGS STREET

d. CITY: TRAVERSE CITY

e. STATE: MI

f. ZIP CODE: 496863458

f. SHIP VIA:

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: 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)*: 05/17/2017

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: 800884181 TOCOR: Sarah Lemann Continued ...					

18. SHIPPING POINT:

19. GROSS SHIPPING WEIGHT:

20. INVOICE NO.:

17(h) TOTAL *(Cont. pages)*: $2,654,670.53

21. MAIL INVOICE TO:

SEE BILLING INSTRUCTIONS ON REVERSE

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

17(i) GRAND TOTAL: (b)(4)

22. UNITED STATES OF AMERICA BY *(Signature)*: 09/19/2017 ELECTRONIC SIGNATURE

23. NAME *(Typed)*: Sandra Stargardt-Licis
TITLE: CONTRACTING/ORDERING OFFICER

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

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/19/2017	EP-C-16-008	0006

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Admin Office: CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 Period of Performance: 10/16/2017 to 01/31/2018					
0001	Base Period: Provide Services in accordance with attached Performance Work Statement. Thistask order award is a result of RFP PR-OW-16-00300 Level of Effort: (b)(4) Hours Requisition No: PR-OW-17-00541 Accounting Info: 16-E1D-87FM-202B06XP1-4183-1787ME7032-002 BFY: 16 Fund: E1D Budget Org: 87FM Program (PRC): 202B06XP1 Budget (BOC): 4183 DCN - Line ID: 1787ME7032-002 Funding Flag: Partial Funded: (b)(4) Accounting Info: 17-E1-87FM-202B06XP1-4183-1787ME7032-001 BFY: 17 Fund: E1 Budget Org: 87FM Program (PRC): 202B06XP1 Budget (BOC): 4183 DCN - Line ID: 1787ME7032-001 Funding Flag: Partial Funded: (b)(4)				(b)(4)	
0002	Option Period 1:Provide Services in accordance with attached Performance Work Statement. This task order award is a result of RFP PR-OW-16-00300 Level of Effort: (b)(4) Hours Requisition No: PR-OW-17-00541 Accounting Info: 17-E1-87FM-202B06XP1-4183-1787ME7032-001 BFY: 17 Fund: E1 Budget Org: 87FM Program (PRC): 202B06XP1 Budget (BOC): 4183 DCN - Line ID: 1787ME7032-001 Funding Flag: Complete Continued ...				(b)(4)	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $2,654,670.53

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

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

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/19/2017	EP-C-16-008	0006

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Funded: (b)(4)					
0003	Option Period 2: (Option Line Item) 01/31/2019					

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

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SECTION A - Solicitation/Contract Form

A-1 Clauses

A-2 EPAAR 1552.217-71 OPTION TO EXTEND THE TERM OF THE CONTRACT-COST-TYPE CONTRACT. (APR 1984)

The Government has the option to extend the term of this contract for 2 additional period(s). If more than 60 days remain in the contract period of performance, the Government, without prior written notification, may exercise this option by issuing a contract modification. To exercise this option within the last 60 days of the period of performance, the Government must provide to the Contractor written notification prior to that last 60-day period. This preliminary notification does not commit the Government to exercising the option. The Government's estimated level of effort is (b)(4) for the first option period and (b)(4) for the second. Use of an option will result in the following contract modifications:

(a) The "Period of Performance" clause will be amended to cover a base period from 10/16/2017 to 01/31/2018 and option periods from 02/01/2018 to 01/31/2019 and 02/01/2019 to 01/31/2020.

(b) Paragraph (a) of the "Level of Effort" clause will be amended to reflect a new and separate level of effort of 20,410 for the first option period and a new and separate level of effort of 20,520 for the second option period.

(c) The "Estimated Cost and Fixed Fee" clause will be amended to reflect increased estimated costs and fixed fee for each option period as follows:

	Option 1	**Option 2**
Estimated cost		
Fixed fee		
Total		

(d) If the contract contains "not to exceed amounts" for elements of other direct costs (ODC), those amounts will be increased as follows:

Other direct cost item	**Option 1**	**Option 2**

(End of clause)

A-3 EPAAR 1552.237-72 KEY PERSONNEL. (APR 1984)

(a) The Contractor shall assign to this contract the following key personnel:

(b)(4)

(b) During the first ninety (90) days of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment. The Contractor shall notify the Contracting Officer within 15 calendar days after the occurrence of any of these events and provide the information required by paragraph (c) of this clause. After the initial 90-day period, the Contractor shall submit the information required by paragraph (c) to the Contracting Officer at least 15 days prior to making any permanent substitutions.

(c) The Contractor shall provide a detailed explanation of the circumstances necessitating the proposed substitutions, complete resumes for the proposed substitutes, and any additional information requested by the Contracting Officer. Proposed substitutes should have comparable qualifications to those of the persons being replaced. The Contracting Officer will notify the Contractor within 15 calendar days after receipt of all required information of the decision on substitutions. This clause will be modified to reflect any approved changes of key personnel.

(End of clause)

SECTION B - Supplies or Services/Prices

B-1 Clauses

B-2 Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE- Base Period

(a) The estimated cost of this contract is (b)(4)
(b) The fixed fee is (b)(4)
(c) The total estimated cost and fixed fee is $5,458,929.

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE- Option Period I

(a) The estimated cost of this contract is (b)(4)
(b) The fixed fee is (b)(4)
(c) The total estimated cost and fixed fee is $2,626,606.

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE- Option Period II

(a) The estimated cost of this contract is (b)(4)
(b) The fixed fee is (b)(4)
(c) The total estimated cost and fixed fee is $2,682,839.

B-3 Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

Base Period

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds: see Attached sheet

Option Period 1

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2019.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds: See Attached Sheet

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-16-008 Task Order 7

BASE PERIOD - FROM 10/16/17 through 1/31/18

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Initial Award	(b)(4)	(b)(4)	$ 149,484.00
Total Funded			$ 149,484.00
Total Per Contract			$ 149,484.00
Balance Unfunded			$ -

Option PERIOD I - FROM 2/01/18 through 1/31/19

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Initial Award	(b)(4)	(b)(4)	$ 2,505,186.53
Total Funded			$ 2,505,186.53
Total Per Contract			$ 2,626,606.00
Balance Unfunded			$ 121,419.47

Option PERIOD 2 - FROM 2/01/19 through 1/31/20

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Initial Award	(b)(4)	(b)(4)	$ -
Total Funded			$ -
Total Per Contract			$ 2,682,839.00
Balance Unfunded			$ 2,682,839.00

SECTION C - Description/Specifications

C-1 Clauses

SECTION D - Packaging and Marking

D-1 Clauses

SECTION E - Inspection and Acceptance

E-1 Clauses

SECTION F - Deliveries or Performance

F-1 Clauses

F-2 Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE- Base Period

The period of performance of this contract shall be from 10/16/2017 through 01/31/2018 inclusive of all required reports.

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE- Option Period 1

The period of performance of this contract shall be from 02/01/2018 through 01/31/2019 inclusive of all required reports.

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE- Option Period 2

The period of performance of this contract shall be from 02/01/2019 through 01/31/2020 inclusive of all required reports.

SECTION G - Contract Administration Data

G-1 Clauses

G-2 Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

Sarah Lehmann, Phone: 202-566-1379, Lehmann.sarah@epa.gov

Richard Mitchell, Phone: 202-566-0644, mitchell.richard@epa.gov

Contracting Officials responsible for administering this contract are as follows:

Sandy Licis, Phone: 513-487-2006, Email: Licis.Sandy@epa.gov

DAndre Boulden, Phone: 513-487-2079, Email: Boulden.Dandre@epa.gov

SECTION H - Special Contract Requirements

H-1 Clauses

SECTION I - Commercial Clauses - Sam template

I-1 Clauses

SECTION J - List of Documents, Exhibits and Other Attachments

J-1 List of Documents, Exhibits, and Other Attachments

Attachment Number	Title	Date
1	C_EPC_16008_06_00_RCI_SIGNED	09/19/2017
2	EP-C-16-008_06_NRSA-2018-2019-Field-PWS	09/19/2017

J-2 Clauses

SECTION J - List of Documents, Exhibits and Other Attachments

Attachment Number	Title	Date
1	Attachment 1 – Performance Work Statement	7/9/2019

PERFORMANCE WORK STATEMENT
SOLICITATION PR-OW-16-00300
EP-C-16-008 Task Order #06

A. TITLE: National Rivers and Streams Assessment 2018-2019: Field Sampling

B. EPA PERSONNEL

Task Order Contracting Officer Representative (TOCOR):

Name: Sarah Lehmann
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/Assessment and Watershed Protection Division/Monitoring Branch
Address: 1200 Pennsylvania Avenue NW (4503T), Washington, DC 20460
Telephone: 202-566-1379
E-mail: lehmann.sarah@epa.gov

Alternate Task Order Contracting Officer Representative (TOCOR):

Name: Richard Mitchell
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/Assessment and Watershed Protection Division/Monitoring Branch
Address: 1200 Pennsylvania Avenue NW (4503T), Washington, DC 20460
Telephone: 202-566-0644
E-mail: mitchell.richard@epa.gov

C. ESTIMATED PERIOD OF PERFORMANCE

Base Period: October 16, 2017 through January 31, 2018
Option Period 1: February 1, 2018 through January 31, 2019
Option Period 2: February 1, 2019 through January 31, 2020

D. TYPE OF TASK ORDER: Cost plus Fixed Fee (CPFF)

I. BACKGROUND:

As part of the National Aquatic Resource Surveys, EPA, state, tribal and other partners are implementing the National Rivers and Streams Assessment (NRSA) in 2018 and 2019. The NRSA is designed to:

1. Provide a statistically-valid report on the condition of Nation's Rivers and Streams resources and identify key stressors to these systems;
2. Track changes over time between the NRSA 2018-2019 and past surveys; and
3. Help build State and Tribal capacity for monitoring and assessment and promote collaboration across jurisdictional boundaries.

The candidate NRSA sites are located throughout the contiguous U.S., many of which are located in remote wilderness areas that require hours of hiking to access. There are two types of candidate sites. The first type are probability sites selected randomly to report out on the condition of the nation's rivers and streams. The second type are hand-selected sites that may be used to establish least disturbed conditions within each of the nine ecoregions (i.e., based upon Omernik Level III ecoregion). If hand-selected sites are identified for contractor sampling, EPA will incorporate them by modification to this task order as needed.

The contractor shall review the sites assigned to them using the criteria in NRSA 2018-2019 Site Evaluation Guidelines (SEG) and other survey documents. For sites that fail the criteria, the contractor shall document the reasons in the state site evaluation spreadsheet and replace sites, following the protocols in the SEG and other survey documents. As explained in the SEG, providing EPA with information about sites that are dropped is as important as identifying the sites that are ultimately sampled.

To evaluate intra-site variability, EPA selects approximately ten percent of the sites for a second visit. EPA prefers that the same crew sample during both visits to eliminate between-crew variability in the data. NRSA 2018-2019 Field Operations Manual specifies the minimum length of time between visits.

Field crews record the data using standardized electronic field forms ("eforms") provided by EPA for use on the contractor's provided tablet devices. Eforms are developed by EPA and accessed via an iOS application. EPA will provide specifications for the tablet devices. Before submission, the field crew leader reviews the data forms and submits the eforms within the application immediately upon review or when online access is available. EPA will provide paper field forms (hard copy and potentially pdf) for reference and backup for times when eforms are unavailable or impractical.

As another step in ensuring that all crews consistently apply the survey's field protocols, EPA will arrange for training in NRSA protocols and an assistance visit (AV) during one of each crew's initial sampling visits. AVs are conducted by persons who attended an EPA-sponsored training or served as trainers. By having AVs early, the crew can incorporate corrective actions into sampling at the majority of their assigned sites.

II. PURPOSE

The purpose of this task order is to provide field sampling support to the EPA Office of Water in implementing the NRSA 2018-2019. In particular, the contractor will schedule and deploy field crews to collect samples and observational data at selected rivers and streams. The contract field crews shall adhere to strict quality assurance and quality control (QA/QC) requirements, including attendance at NRSA 2018-2019 training; use of appropriate supplies and equipment; adherence to all shipping and logistical procedures; participation in quality assurance assistance visits; and adherence to data reporting requirements and deadlines.

III. GOVERNMENT FURNISHED INFORMATION

EPA will post the following references in the NARS SharePoint site **https://usepa.sharepoint.com/sites/OW_Community/nars/Contracts/NRSA%202018-19** as they become available. The EPA TOCOR will provide revisions of draft documents in the same SharePoint site as they become available.

- Reference 1: NRSA 2018-2019 Quality Assurance Project Plan (QAPP) - DRAFT:

- Reference 2: NRSA 2018-2019 Site Evaluation Guidelines (SEG) - DRAFT
  The site selection and replacement rules are described in the draft 2018-2019 SEG. The sample selection includes five separate panels to designate statistical oversample sites to use in replacing sites.

- Reference 3: NRSA 2018-2019 Field Operations Manual (FOM) – DRAFT
  EPA decided that it will incorporate the following changes in the 2018-2019 FOM:

  - EPA may include an extra water sample for algal toxin analysis as part of the NRSA 2018-2019.

- Reference 4: NRSA 2013-2014 Quick Reference Guide (QRG)

- Reference 5: NRSA 2013-2014 Field Forms
  - EPA will provide the contractor with paper forms and e-forms versions for NRSA 2018-2019 during the task order's period of performance.

- Reference 6: NRSA 2013-2014 Field Assistance Visit Checklist

- Reference 7: NRSA 2018-2019 Contractor Sites

- Reference 8: NRSA 2018-2019 Design File (all base and replacement/oversample sites)

- Reference 9: Specifications for tablets purchased by EPA and used in developing the eforms

During the period of performance, EPA will provide the contractor with:

- State Site Evaluation Spreadsheets for site evaluations prior to deployment of field sampling teams (example currently provided in the NARS SharePoint).
- Training for the contractor's field crews in the spring of 2018 and 2019. EPA plans to offer training in the EPA Regions that have states participating in NRSA 2018 and 2019.

IV. GENERAL REQUIREMENTS

In providing support under the tasks described in Section V, the contractor also shall adhere to the following general requirements:

1. Deliverables (see Contract PWS B.1)

Memoranda shall be placed on company letterhead and the subject line shall include the phrase "EPA Contract EP-C-16-0XX". When transmitting deliverables by email, subject headers should include the contract, task order, and deliverable description (e.g., "EP-C-16-0XX TO X: QAPP Signature Pages").

Except for NRSA 2018-2019 project forms, which will have their own file naming convention, all electronic files shall be clearly named using the survey abbreviation, a logical abbreviation for the name of the document (e.g., QAPP), the contractor name (abbreviated), and the date of edits to assist in version control (e.g., NRSA1819_QAPP_ XX_YYYYMMDD). Final versions shall be provided to EPA in both the original format (e.g., Word, PowerPoint) and PDF versions (if necessary, EPA will modify the files to be Section 508 compliant).

Unless specified differently by the EPA TOCOR in technical direction (per Contract Clause H.12), the contractor shall ensure that documentation is created using Agency standard software formats (e.g., Microsoft Office) to facilitate EPA use and review.

2. Meetings (see Contract clause C.2)

Contractor personnel shall always identify themselves as contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative. The contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the TOCOR.

V. SCOPE OF WORK

Task 1. Monthly progress reports (See Contract Attachment 3; PWS C.3)

The contractor shall manage the Task Order (TO) and submit monthly progress and financial reports prepared and submitted in accordance with the contract clause, Attachment 3, Reports of Work. The monthly progress and financial reports shall be broken out by task. The monthly progress report shall include project status, number of sites sampled (current and cumulative), identify sites sampled during the reporting period, unexpected problems or concerns, lessons learned, QA/QC activities, and next steps. The contractor also shall brief the TOCOR on progress during periodic (e.g., weekly) teleconferences during periods of intense activity.

Deliverables and Schedule under Task 1:

Task	Deliverable	Due
1	Progress and financial reports	Monthly
	Calls with EPA	Per technical direction (per Contract Clause H.12)

Task 2. Quality Assurance (Contract PWS B.2, C.1.g)
Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall address the QA requirements of this task order by adhering to the requirements and procedures identified in:

- The contractor's customized Quality Management Plan incorporated into this NARS contract;

- NRSA 2018-2019 QA documents which document how quality assurance and quality control will be applied to the collection of environmental data for the survey. The documents relevant to support in this task order are:
    - NRSA 2018-2019 Quality Assurance Project Plan (QAPP)
    - NRSA 2018-2019 Site Evaluation Guidelines (SEG)
    - NRSA 2018-2019 Field Operations Manual (FOM)

As demonstration of the contractor's:

a. Commitment to adhere to the NRSA 2018-2019 QAPP, the contractor shall:
    - Ensure that all sampling personnel have reviewed and understand the requirements and procedures of the NRSA 2018-2019 QAPP, FOM, and the SEG which will be available prior to the field crew training sessions. The certification page entitled "Review & Distribution Acknowledgment and Commitment to Implement" is located in the introductory section of the QAPP.
    - At a minimum, the following personnel shall sign the certification page for the QAPP approved by EPA's Quality Assurance Officer:
        - Contractor's Task Order Leader
        - Contractor's Quality Assurance Officer,
        - **Each crew leader must provide the signed certification page before the crew may commence with sampling events.**
    - At the contractor's discretion, it may also be appropriate for each field crew member to sign the certification page and transmit to EPA.
    - The contractor's QAO also shall sign the certification page for each revision of the QAPP that has been approved by EPA's QAO.
    - If EPA distributes updated versions of the QA documents and states that it contains a "significant change" relevant to field sampling, the contractor shall acknowledge, in writing (e.g., Email), that it has received and distributed the revised FOM to the appropriate personnel. If any change will impact the scope and/or cost of the task order, the contractor shall notify the TOCOR and CO immediately.

a. **Assign only staff who are Key Personnel (EPAAR 1552.237-72) to be field crew leaders (Task 7), fish taxonomists (Task 7), and trainers (if appropriate) (Task 3). Ensure that the other field crew members have proper experience, field training, and acceptable educational credentials.** At a minimum, each proposed field crew leader shall have at least three years of experience in leading field crews; and at least

three years of experience in collecting water samples and conducting physical habitat sampling or fish sampling from rivers or streams (i.e., has experience with water and physical habitat sampling or water and fish sampling). Each proposed fish taxonomist shall have at least three years of experience in identification of fish, have conducted fish taxonomic identification of stream/river samples from at least two projects with fish from the areas of the country in which the taxonomist is scheduled to conduct NRSA sampling. If appropriate, proposed trainers shall have experience in training at least three of the four field sampling topics in vital sampling protocols used for NRSA 18/19 (physical habitat protocols, water collection and sample preparation protocols, fish assemblage protocols, and benthic macroinvertebrate protocols. Proposed trainers shall also have at least three years of experience in collecting water and either conducting physical habitat sampling or fish assemblage sampling from rivers or streams.

ii. Complete the NRSA 2018-2019 training requirements per Task 3.

iii. Perform pre-sampling (i.e., in-office) testing of hardcopy and electronic field forms (see reference 5).

iv. Verify that contractor's equipment (e.g., GPS system) is properly calibrated and maintained.

v. Make every effort to sample all sites to maintain the integrity of the probabilistic design. Missing sites will disrupt the integrity of the probabilistic design.

vi. Permit EPA to perform an AV of its field crews during an early sampling event (e.g., the first to fourteenth sampling event by a crew). If a field crew leader oversees more than one crew, EPA will determine if it is necessary to visit each crew or whether fewer visits will meet its quality review objectives (e.g., depending on crew composition, the crews might be viewed as essentially the same). The contractor shall coordinate with EPA, or its designee, on an agreed upon date and location for the AV. EPA, or its designee, will conduct the AV using a checklist provided by EPA, supplemented by photographs if appropriate (e.g., to record a deviation in methods due to extenuating circumstances). Although EPA will arrange for the AVs, it is the contractor's responsibility to ensure that the contractor field crews are abiding by the requirements and procedures of the QAPP, FOM, and the SEG at all assigned sites.

b. Implementation of QA in performing the other tasks in this PWS, the contractor shall document its QA activities as follows:

i. Reports of relevant QA activities in any deliverable. All QA documentation prepared under the task order shall be considered non-proprietary, except for the internal distribution list which may be claimed proprietary.

ii. Monthly reports of QA activities performed during implementation of this task order. These monthly QA reports shall identify QA activities performed to

support implementation of this task order, problems encountered, deviations from the NRSA 2018-2019 QAPP, and corrective actions taken. The contractor shall include the QA report with the monthly progress report. In addition, the contractor shall immediately bring to the attention of the TOCOR any QA problems that may affect the conduct of the tasks or the project, with recommendations for corrective actions.

c. Commitment to continuous quality improvements, the contractor shall provide summaries of "lessons learned" based upon its support to the other tasks. EPA will use this information to improve future aquatic surveys. The contractor shall incorporate EPA comments into revised versions.

Deliverables and Schedule under Task 2:

Task	Deliverable	Due
2.a.i.	Signature page for each version of QAPP approved by EPA's QAO: - With contractor's QAO and Task Order Leader signatures. - With crew leader signature	- No later than 5 working days after receiving the approved QAPP with EPA QAO's signature - At training
	Email acknowledgement of Field Operations Manual (FOM) with "significant change"	No later than 10 working days after receiving revised FOM
2.a.ii.	Memo with qualifications of field crew members, other than the field crew leaders and fish taxonomy specialist	With first draft of the schedule for field crews in each season. Unless circumstances change unexpectedly, qualifications of replacements, except key personnel, must be submitted at least one week prior to the sampling event. See key personnel clause for process for replacements through a task order modification.
2.a.iv.	Email with outcome of testing field forms with any recommended changes	5 working days after receiving the first electronic/paper version of field forms. 1-5 working days after receiving subsequent versions, depending on extent of revision and schedule implications.
2.a.v.	Access to contractor's calibration and maintenance records	Within 5 working days after receiving technical direction (per Contract Clause H.12)
2.a.vii.	Allow access for EPA or its designee to conduct an	Per technical direction (per Contract Clause H.12), based upon scheduling

Task	Deliverable	Due
	assistance visit to each field crew	discussions occurring prior to each crews first sampling event
2.b.i.	Documentation of QA activities	In deliverables
2.b.ii.	Monthly reports of QA activities	With monthly progress report
2.c.	Memorandum 1 with lessons learned for 2018 data collection	November 15, 2018. Revisions within 5 work days.
	Memorandum 2 with lessons learned in 2018 and 2019 data collections	November 15, 2019. Revisions within 5 work days.

Task 3. Field Training

EPA will host NRSA training during each spring of calendar years 2018 and 2019. The training will provide detailed instructions on the prescribed sampling methods for NRSA 2018-2019 participants. Each training may include up to three 2-hour webinars (e.g., overview, site evaluation guidelines, eforms) and 4 days of combined classroom and field training. To minimize travel costs for participants, EPA will conduct one train-the-trainer session and approximately 9 trainings located in different regions of the country. (Often Region 2 crews attend sessions in another region.) It is preferable that all crew members participate in training activities, but at a minimum the contractor shall ensure that each field crew leader and fish taxonomy specialist participates in a training session unless the EPA TOCOR issues technical direction (per Contract Clause H.12). The contractor shall report out, each month, on any associated training costs (e.g., travel, LOE, etc.) broken out by training using the template provided by the EPA TOCOR.

As an alternative to requiring field crew members to attend EPA's training, the contractor may choose to train its own crews in the NRSA 2018-2019 protocols. This training will satisfy the requirements for EPA training under all of the following conditions:

1. The contractor identifies to EPA each of its proposed trainers, what methods he/she will train, and their experience with those methods.
2. All of the contractor's trainers have experience with NARS methods for identified indicators (e.g., the physical habitat trainer has experience with NLA or NRSA physical habitat procedures).
3. All of the contractor's trainers attend EPA's NRSA 2018-2019 train-the-trainer session prior to conducting the contractor training.
4. The structure and content of the contractor's training must be comparable to EPA's regional training sessions. The EPA TOCOR will determine if the training is comparable based upon a memorandum from the contractor that describes the training in-class facilities; location of the field training; and agenda that includes modules with the same content and length of time as EPA's training. The memorandum shall provide a reasonable explanation for any deviations. The EPA TOCOR also may choose to attend the training to verify its consistency with the other trainings.

Deliverables and Schedule under Task 3:

Task	Deliverable	Due
3	Attend training	Prior to first sampling event
	Report out on costs associated with attending EPA NRSA trainings	With monthly progress report
	Memorandum describing contractor's training	10 working days prior to the first day of the contractor's training session (only required if contractor plans to train its own crews instead of using EPA's training).
	Spreadsheet identifying trainees and training date	Within 5 working days after contractor's training (only required if contractor plans to train its own crews instead of using EPA's training).

Task 4. Pre-Sampling Site Evaluation (See Contract PWS C.1)

Reference 7 (NRSA 2018-2019 Contractor Sites) identifies base sampling sites assigned to the contractor and Reference 8 (NRSA Design File) identifies all sites including statistically selected replacement sites. The contractor shall conduct desktop and, when necessary, on-site reconnaissance to evaluate base and replacement sites following the instructions in the NRSA 2018-2019 SEG (Reference 2).

As part of the evaluation process, the contractor shall obtain the proper collection permit and/or landowner permission to sample sites, where necessary. It is imperative for the integrity of the probabilistic survey design that a thorough effort is made to gain permission to sample sites. For each field season, the contractor shall provide a summary of the permits that includes the following information:

- Site ID
- Name of Refuge/Park/Authority
- Agency
- Contact Information (for Agency)
- Date Approved (if available)
- Permit Number

Additionally:

a. Unless directed otherwise by the TOCOR, the field crew shall provide notification to the TOCOR of a dropped site prior to sampling its replacement.

b. If the land is under control of a Tribe, the contractor shall receive prior approval from the EPA TOCOR **prior** to contacting any Tribal representatives or sampling the site.

c. If the permit or any other requirements conflict with the study protocols, the contractor shall notify the EPA TOCOR who will decide whether the site should be retained or replaced.

Periodically, the contractor shall report the decisions for each site using the state specific NRSA 2018-2019 Site Evaluation Spreadsheets (located on the NARS SharePoint site after award of the task order).

Deliverables and Schedule under Task 4:

Task	Deliverable	Due
4	Site Evaluation Spreadsheet	First version due prior to any field sampling to show sites excluded by the desk reconnaissance; monthly during field sampling season (with progress report)
	Summary of Permits	One month prior to the end of performance for OP1 and OP2.
	Email identifying Indian Tribe ownership of site	Within 2 working days of identification. (This notification is critical.)
	Email describing conflicts with study protocols	Within 2 working days of identification.

Task 5. Schedule (See Contract PWS C.2)

One purpose of the field sampling schedule is to assist EPA with distribution of the sampling kits for each site. Another purpose is to ensure that the contractor **will sample sites steadily during each index period and complete approximately half in each of 2018 and 2019.** To provide EPA with this information, the contractor shall develop, and revise, a schedule for its crews to complete a maximum of 939 field sampling visits allocated as shown in the following table and the site locations provided in Reference 7 and Reference 8. A site identified for revisits counts as two field sampling visits. The table includes an allowance for several additional sites in each region to be identified as the season progresses. For example, a state may request that EPA provide additional field sampling support. Prior to the start of each field season, EPA will provide details to the contractor regarding any priorities that must be taken into account in establishing the schedule (number of sites, order of sampling for specific years). As needed, the TOCOR shall issue technical direction related to this information. The contractor shall provide the following:

a. Before the start of each field season, the contractor shall provide EPA with the first draft with tentative sampling dates and crew assignments <u>for all sites</u> that the contractor has identified as potential sampling sites. Throughout the season, the contractor shall revise

the schedule to incorporate the EPA TOCOR's technical direction (per Contract Clause H.12) or mitigating factors, including, but not limited to, weather, field crew changes, and unanticipated delays.

b. To support EPA's review of the draft schedule and revisions that affect early season sampling events, the contractor shall provide a written assessment of the expected conditions at the sites scheduled to be sampled in the months of May and June. Only after receiving technical direction (per Contract Clause H.12) that approves the draft schedule and any revisions for sampling in May and June, shall the contractor arrange for travel to sites on the approved list.

c. For any site, if upon arrival on location, the contractor finds that conditions are not appropriate for sampling, the contractor shall discontinue sampling and notify the EPA TOCOR that a return visit is necessary when conditions meet the requirements in the SEG. The contractor shall revise the schedule to include the return visit.

State or Territory	**Maximum Number of Field Sampling Visits (includes revisits)**	**Comment**
Maximum # of visits	**939**	**Likely breakdown of these sites is below; may vary slightly.**
Tribal Sites	35	Replacement sites can switch between a state assignment to/from a Tribal assignment; or from the Contractor to a state. Eight of these 35 sites are identified in SD in Reference 7
CT	13	Contractor sites are Large Streams, Major Rivers, and Rivers Other. The state plans to sample others. This will require coordination between EPA, state and contractor to ensure appropriate replacement/sampling as sites are dropped.
ME	31	
MA	24	
RI	24	
NJ	14	EPA still needs to verify which 10 sites visits of NJ's total 24 the state plans to

		sample. The contractor is being given 14 of the total site visits.
NY	71	
AL	31	
MS	26	
SC	24	
TN	30	
IL	48	
MN	77	Some of these sites may be tribal sites that will be sampled by tribes* (currently tribes are likely to sample three of the 77 MN sites)
AR	31	
LA	26	
NM	36	
IA	39	
MO	46	
CO	52	Some of these sites may be tribal sites that will be sampled by tribes*
MT	79-2=77	Some of these sites may be tribal sites that will be sampled by tribes* (currently tribes plan to sample two of the 79 MT sites)
ND	8	Contractor sites are non-wadeables. The state plans to sample others. This will require coordination between EPA, state and contractor to ensure appropriate replacement/sampling as sites are dropped. Tribe is planning to sample one site in ND; not sure yet whether that is one of these 8 sites.
WY	72	
AZ	None currently	Arizona may decide to request contractor assistance for some or all of its 31 sites. EPA will initiate a modification if that happens.
WA	44	
Miscellaneous	60	Assume approximately six additional sites per EPA region

TOTAL complete site visits	**939**	

*Note, other states may also have tribal sites that a tribe could opt to sample. Information that EPA currently has related to these sites is still included in the list of sites for completeness.

Deliverables and Schedule under Task 5:

Task	Deliverable	Due
5.a	First draft of sampling schedule	First draft due April 1, 2018 and April 1, 2019 or later per technical direction (per Contract Clause H.12). Revisions per technical direction (per Contract Clause H.12). Revisions are required until the field sampling is complete.
5.b	Assessment of sites scheduled for May and June sampling	April 1, 2018 and April 2019 or later per technical direction (per Contract Clause H.12). Revisions per technical direction (per Contract Clause H.12) to support field sampling decisions through June 30th.
5.c	Notification of site conditions	As soon as possible per availability of phone or email access.

Task 6. Preparation for Field Sampling (See Contract PWS C.2)

The contractor shall prepare for field sampling visits as follows:

a. The contractor shall request consumable materials as described in the NRSA 2018-2019 FOM. These materials include base kits, site kits and tracking forms. The kits consist of basic equipment, filters and filtering apparatus, labels, shipping containers, shipping forms, and paper field forms (as backup to the tablet device).

b. The contractor shall arrange for and supply vehicles, staff, and all necessary non-consumable equipment to the field crews including, but not limited to, boats, safety equipment, multi-probes, fish shocking equipment, appropriate devices for electronic data capture, and GPS devices.

Deliverables and Schedule under Task 6:

Task	Deliverable	Due
6.a	Request consumable supplies	Within the timeframes identified in the NRSA FOM and replacements as needed
6.b	Supply equipment	During field sampling visits

Task 7. Field Sampling Visits (See Contract PWS C.2)

The contractor shall complete the field sampling visits during the index period, unless the EPA TOCOR provides technical direction (per Contract Clause H.12) to sample outside the index period. For each field sampling visit, the contractor shall adhere to EPA's specified sampling methods outlined in the NRSA 2018-2019 FOM and the quality assurance/ quality control requirements described in the NRSA 2018-2019 QAPP. The contractor shall provide the following:

a. To record observations and sample information, the contractor shall use EPA's electronic field forms (eforms) within the EPA developed application or, in extenuating circumstances, paper forms (hard copy or pdf, if available). The contractor shall upload eforms and/or provide paper forms as soon as possible after the sampling visit is completed. The contractor shall provide their own tablets for running EPA's eform.

b. Prior to sample shipment, the contractor shall submit tracking forms as described in the NRSA FOM. The contractor then shall ship samples to locations specified by the NRSA FOM or technical direction (per Contract Clause H.12).

c. The contractor shall review information received from NARS IM to verify that: 1) eform data were fully and correctly incorporated into NARS IM; and 2) data from paper copies were correctly and completely scanned into NARS IM.

7:

Task	Deliverable	Due
7.a	Upload/Transmit eforms/forms and confirm transmittal/delivery was complete	As soon as possible (may vary depending on internet access and requirements in the 2018-2019 FOM).
7.b	Ship samples and provide transmittal forms	Per 2018-2019 FOM.
7.c	Memo describing the review of the NARS IM data and comparisons to the data submissions. Attachment with any corrections.	1 month after receiving the NARS IM data pull.

Task 8. Post-Sampling Activities

The contractor shall perform any post-sampling requirements specified in permits. The contractor shall make field crews available to respond to EPA's post-sampling questions about the field sampling observations and procedures that might affect the data values and quality. If questions come from sources other than the EPA TOCOR (e.g., NARS Information Management staff), copy the EPA TOCOR on the email response or provide a summary by email (e.g., if the questions were posed through telephone conversations).

Unless the TOCOR grants an exception, the contractor shall refrain from publishing findings based upon work conducted under this task order. This restriction shall remain in effect until EPA provides public access to the data.

Deliverables and Schedule under Task 8:

Task	Deliverable	Due
8	Confirmation that actions required by permits have been completed	With monthly progress report
	Email responding to data questions	Within 5 working days, if field crew is available. Otherwise, provide email within 5 days with expected response date.

TRAVEL

This section provides a summary of the travel requirements described in Section V. Assume each field crew contains 4 members and one must be a fish taxonomist. Here are assumptions to use in costing:

Task V.3 (Training) –

- Any trainers attend train-the-trainer session (if contractor plans to train its own crews).
- All other key personnel and crew members attend an EPA regional training prior to starting field sampling unless the contractor decides to train its crews in-house and only travel necessary is to bring the crews to a central location. (Actual regional training selected after award may differ from those used in this costing.)

Task V.7 (Sampling) – for every site,

- One field crew of 4 members travel to the site.
- Total of 939 site visits identified in Reference 7.
- Travel costs are minimized to the extent possible (e.g., combining nearby sites into one trip for the same crew).

VI. Quality Assurance Surveillance Plan (QASP)

EPA will judge performance using the following Quality Assurance Surveillance Plan (QASP).

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Management and Communications: The Contractor shall maintain contact with the EPA TOCOR throughout the performance of the task order and shall immediately bring potential problems to the attention of the EPA TOCOR. In cases where issues have a direct impact on field sampling activities, project schedules (i.e., not each sampling event), cost, time, or quality, the contractor shall provide options for EPA's consideration on resolving the issues or mitigating their impacts.	Any issue adversely impacting project schedules, cost, time or quality shall be brought to the attention of the EPA TOCOR: i) If the contractor requires EPA guidance during a sampling event, the contractor must contact EPA prior to completing the sampling activities. ii) If the contractor identifies an issue that could affect multiple crews, the contractor shall contact EPA that day so that direction can be provided to all crews in the field. iii) If the contractor identifies sampling issues that are otherwise not urgent, the contractor shall contact EPA within 5 working days.	EPA TOCOR will identify unreported issues.	Four or more incidents where the contractor: • Does not provide timely notification; or • Created a severe adverse situation will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of **Management**. Fewer than four incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management.
Timeliness: Samples, site evaluation spreadsheets, tracking forms and completed field sampling data forms shall be delivered in accordance with the requirements of the NRSA 2018-2019 FOM and SEG.	No more than 5% of the samples shall be transmitted beyond the timelines stated in the FOM. Excessive breakage or spoilage will count as a failure of sample delivery, if breakage/spoilage is a result of failing to follow the FOMs protocols for shipping. No more than 10% of the spreadsheets and field sampling forms shall be submitted more than 5 working days past the requirements in the FOM. If the field form or spreadsheet has not been completed correctly, it will be considered a failure of timeliness.	100% of the lab delivery reports, spreadsheets, and field forms will be reviewed by the EPA TOCOR at the end of each season to compare actual delivery dates against the requirements in the FOM.	10 or more incidents where the contractor does not meet the measureable performance will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of **Schedule**. Fewer than ten incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System.

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Cost Management and Control: The Contractor shall monitor, track, and accurately report cost and fee expenditures to EPA through progress reports and approved special reporting requirements. The Contractor shall assign appropriately leveled and skilled personnel to all tasks, practice and encourage time management, and ensure accurate and appropriate cost control.	The contractor shall manage costs to the level of approved ceiling on the task order. The contractor shall notify the TOCOR, PO and CO when 75% of the approved funding ceiling for the task order is reached.	The TOCOR will compare actual versus projected expenditures on a monthly basis (via meetings, monthly progress reports & milestones established for each deliverable).	Unsatisfactory rating under the category of **Cost Control** in CPARS when the contractor does not meet the measurable performance standards. An acceptable rating will be reported in the CPARS Performance Evaluation System under the category of Cost Control if the contractor meets the measureable performance standards and accurately reports the costs.
Technical Effort: The Contractor shall assign appropriately leveled and skilled personnel to all tasks; and abide by the contractor's QMP, the NRSA 2018-2019 FOM, SEG, and QAPP.	No more than 25% of reviewed deliverables and data shall require revisions to meet the requirements. All of the assigned staff must meet the requirements in the FOM.	100% of the data and staffing will be reviewed by the EPA TOCOR to identify noncompliance issues.	Unsatisfactory rating under the category of **Quality** in CPARS when the contractor does not meet the measurable performance standards during an applicable period of performance.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. P00001

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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

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.
X	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:
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☒ is not. ☐ 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: 800884181
TOCOR: Sarah Lemann
LIST OF CHANGES:
Reason for Modification : Other Administrative Action

Alternate COR/Project Officer changed to : Brian Hasty
Section G: Clause, EPA-G-42-101, is incorporated as follows:
EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES
Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this
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)*
Sandra Stargardt-Licis

15B. CONTRACTOR/OFFEROR
(Signature of person authorized to sign)

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA
ELECTRONIC SIGNATURE
(Signature of Contracting Officer)

16C. DATE SIGNED 10/31/2017

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	contract are as follows: COR/Project Officer: Brian Hasty, Phone: 202-564-2236, hasty.brian@epa.gov Alternate COR/Project Officer: Sarah Lehmann, Phone: 202-566-1379, Lehmann.sarah@epa.gov Contracting Officials responsible for administering this contract are as follows: Administrative Contracting Officer: Sandy Licis, Phone: 513-487-2006, Email: Licis.Sandy@epa.gov Contract Specialist: D'Andre Boulden, Phone: 513-487-2079, Email: Boulden.Dandre@epa.gov Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 10/16/2017 to 01/31/2018				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. P00002

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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

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.
X	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:
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☒ is not. ☐ 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: 800884181
TOCOR: Brian Hasty
LIST OF CHANGES:
Reason for Modification : Other Administrative Action
TOCOR (Task Order Contracting Officer's Representative) changed to : Brian Hasty
Alternate COR/Project Officer changed to : Richard Mitchell

Section G: Clause, EPA-G-42-101, is incorporated as follows:
EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

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)*
Donna Reinhart

15B. CONTRACTOR/OFFEROR
(Signature of person authorized to sign)

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA
Donna Reinhart ELECTRONIC SIGNATURE
(Signature of Contracting Officer)

16C. DATE SIGNED 11/20/2017

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows: COR/Project Officer: Brian Hasty, Phone: 202-564-2236, hasty.brian@epa.gov Alternate COR/Project Officer: Richard Mitchell, Phone: 202-566-0644, Mitchell.Richard@epa.gov Contracting Officials responsible for administering this contract are as follows: Administrative Contracting Officer: Sandy Licis, Phone: 513-487-2006, Email: Licis.Sandy@epa.gov Contract Specialist: D'Andre Boulden, Phone: 513-487-2079, Email: Boulden.Dandre@epa.gov Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 10/16/2017 to 01/31/2018				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 7

2. AMENDMENT/MODIFICATION NO. 003

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-CPOD-18-00031

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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

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).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 1552.217-71, 52.232-22,52,232-20, 1552.211-73, and 52.243-2
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ is not. ☒ 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: 800884181
TOCOR: Brian Hasty
LIST OF CHANGES:
Reason for Modification: Change Order

1))Shift (b)(4) (b)(4) Cost and (b)(4) Fee) from the Base Period to Option Period I. 2) Mod 3 descopes the base period by (b)(4) hours in accordance with the revised PWS. 3)Mod 3 also increases Option Period I by (b)(4) hours in accordance with the revised PWS. 4)Mod 3 also increases Option Period II by (b)(4) hours in accordance with the revised PWS.
5)Please see the attached RECAPITULATION OF FUNDING sheet for a full breakdown of the revised CPFF figures for each period.
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)*
Sandra Stargardt-Licis

15B. CONTRACTOR/OFFEROR
(Signature of person authorized to sign)

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA
ELECTRONIC SIGNATURE
(Signature of Contracting Officer)

16C. DATE SIGNED 02/08/2018

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 1 Description changed from Base Period: Descoping the base Period by (b)(4) hours in accordance with the revised PWS. This action results in a revised Level of Effort of 861 hours. Total Amount changed (b)(4) CHANGES FOR DELIVERY LOCATION: CPOD Amount changed (b)(4) CHANGES FOR ACCOUNTING CODE: 16-E1D-87FM-202B06XP1-4183-1787ME7032-002 Amount changed (b)(4) CHANGES FOR ACCOUNTING CODE: 17-E1-87FM-202B06XP1-4183-1787ME7032-001 Amount changed (b)(4) CHANGES FOR LINE ITEM NUMBER: 2 Description changed from Option Period 1: Increasing Option Period by (b)(4) LOE hours in accordance with the revised PWS. This action results in a revised Level of Effort of (b)(4) hours Total Amount changed (b)(4) CHANGES FOR DELIVERY LOCATION: CPOD Amount changed (b)(4) CHANGES FOR ACCOUNTING CODE: 17-E1-87FM-202B06XP1-4183-1787ME7032-001 NEW ACCOUNTING CODE ADDED: Account code: 16-E1D-87FM-202B06XP1-4183-1787ME7032-002 Beginning FiscalYear 16 Ending Fiscal Year Fund (Appropriation) E1D Continued ...				

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Budget Organization 87FM Program (PRC) 202B06XP1 Budget (BOC) 4183 Job # (Site/Project) Cost Organization DCN-LineID 1787ME7032-002 Amount: (b)(4) Subject To Funding: N Payment Address: CHANGES FOR LINE ITEM NUMBER: 3 Description changed from Option Period 2: Increasing the Option Period by (b)(4) LOE hours in accordance with the revised PWS. This action results in a revised Level of Effort of (b)(4) hours. Total Amount changed (b)(4) Delivery Location Code: CPOD CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 02/01/2018 to 01/31/2019				

PERFORMANCE WORK STATEMENT, AMENDMENT 3
SOLICITATION PR-OW-16-00300
EP-C-16-008 TASK ORDER #6

A. TITLE: National Rivers and Streams Assessment 2018-2019: Field Sampling

B. EPA PERSONNEL

Task Order Contracting Officer Representative (TOCOR):

Name: Brian Hasty
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/Assessment and Watershed Protection Division/Monitoring Branch
Address: 1200 Pennsylvania Avenue NW (4503T), Washington, DC 20460
Telephone: 202-564-2236
E-mail: hasty.brian@epa.gov

Alternate Task Order Contracting Officer Representative (TOCOR):

Name: Richard Mitchell
Office: Office of Water/Office of Wetlands, Oceans & Watersheds/Assessment and Watershed Protection Division/Monitoring Branch
Address: 1200 Pennsylvania Avenue NW (4503T), Washington, DC 20460
Telephone: 202-566-0644
E-mail: mitchell.richard@epa.gov

C. ESTIMATED PERIOD OF PERFORMANCE

Base Period: October 16, 2017 through January 31, 2018
Option Period 1: February 1, 2018 through January 31, 2019
Option Period 2: February 1, 2019 through January 31, 2020

D. TYPE OF TASK ORDER: Cost plus Fixed Fee (CPFF)

I. BACKGROUND:

As part of the National Aquatic Resource Surveys, EPA, state, tribal and other partners are implementing the National Rivers and Streams Assessment (NRSA) in 2018 and 2019. The NRSA is designed to:

1. Provide a statistically-valid report on the condition of Nation's Rivers and Streams resources and identify key stressors to these systems;
2. Track changes over time between the NRSA 2018-2019 and past surveys; and
3. Help build State and Tribal capacity for monitoring and assessment and promote collaboration across jurisdictional boundaries.

The candidate NRSA sites are located throughout the contiguous U.S., many of which are located in remote wilderness areas that require hours of hiking to access. There are two types of candidate sites. The first type are probability sites selected randomly to report out on the condition of the nation's rivers and streams. The second type are hand-selected sites that may be used to establish least disturbed conditions within each of the nine ecoregions (i.e., based upon Omernik Level III ecoregion). If hand-selected sites are identified for contractor sampling, EPA will incorporate them by modification to this task order as needed.

The contractor shall review the sites assigned to them using the criteria in NRSA 2018-2019 Site Evaluation Guidelines (SEG) and other survey documents. For sites that fail the criteria, the contractor shall document the reasons in the state site evaluation spreadsheet and replace sites, following the protocols in the SEG and other survey documents. As explained in the SEG, providing EPA with information about sites that are dropped is as important as identifying the sites that are ultimately sampled.

To evaluate intra-site variability, EPA selects approximately ten percent of the sites for a second visit. EPA prefers that the same crew sample during both visits to eliminate between-crew variability in the data. NRSA 2018-2019 Field Operations Manual specifies the minimum length of time between visits.

Field crews record the data using standardized electronic field forms ("eforms") provided by EPA for use on the contractor's provided tablet devices. Eforms are developed by EPA and accessed via an iOS application. EPA will provide specifications for the tablet devices. Before submission, the field crew leader reviews the data forms and submits the eforms within the application immediately upon review or when online access is available. EPA will provide paper field forms (hard copy and potentially pdf) for reference and backup for times when eforms are unavailable or impractical.

As another step in ensuring that all crews consistently apply the survey's field protocols, EPA will arrange for training in NRSA protocols and an assistance visit (AV) during one of each crew's initial sampling visits. AVs are conducted by persons who attended an EPA-sponsored training or served as trainers. By having AVs early, the crew can incorporate corrective actions into sampling at the majority of their assigned sites.

II. PURPOSE

The purpose of this task order is to provide field sampling support to the EPA Office of Water in implementing the NRSA 2018-2019. In particular, the contractor will schedule and deploy field crews to collect samples and observational data at selected rivers and streams. The contract field crews shall adhere to strict quality assurance and quality control (QA/QC) requirements, including attendance at NRSA 2018-2019 training; use of appropriate supplies and equipment; adherence to all shipping and logistical procedures; participation in quality assurance assistance visits; and adherence to data reporting requirements and deadlines.

III. GOVERNMENT FURNISHED INFORMATION

EPA will post the following references in the NARS SharePoint site **https://usepa.sharepoint.com/sites/OW_Community/nars/Contracts/NRSA%202018-19** as they become available. The EPA TOCOR will provide revisions of draft documents in the same SharePoint site as they become available.

- Reference 1: NRSA 2018-2019 Quality Assurance Project Plan (QAPP) - DRAFT:

- Reference 2: NRSA 2018-2019 Site Evaluation Guidelines (SEG) - DRAFT
  The site selection and replacement rules are described in the draft 2018-2019 SEG. The sample selection includes five separate panels to designate statistical oversample sites to use in replacing sites.

- Reference 3: NRSA 2018-2019 Field Operations Manual (FOM) – DRAFT
  EPA decided that it will incorporate the following changes in the 2018-2019 FOM:

  - EPA may include an extra water sample for algal toxin analysis as part of the NRSA 2018-2019.

- Reference 4: NRSA 2013-2014 Quick Reference Guide (QRG)

- Reference 5: NRSA 2013-2014 Field Forms
  - EPA will provide the contractor with paper forms and e-forms versions for NRSA 2018-2019 during the task order's period of performance.

- Reference 6: NRSA 2013-2014 Field Assistance Visit Checklist

- Reference 7: NRSA 2018-2019 Contractor Sites

- Reference 8: NRSA 2018-2019 Design File (all base and replacement/oversample sites)

- Reference 9: Specifications for tablets purchased by EPA and used in developing the eforms

During the period of performance, EPA will provide the contractor with:

- State Site Evaluation Spreadsheets for site evaluations prior to deployment of field sampling teams (example currently provided in the NARS SharePoint).
- Training for the contractor's field crews in the spring of 2018 and 2019. EPA plans to offer training in the EPA Regions that have states participating in NRSA 2018 and 2019.

IV. GENERAL REQUIREMENTS

In providing support under the tasks described in Section V, the contractor also shall adhere to the following general requirements:

1. Deliverables (see Contract PWS B.1)

Memoranda shall be placed on company letterhead and the subject line shall include the phrase "EPA Contract EP-C-16-0XX". When transmitting deliverables by email, subject headers should include the contract, task order, and deliverable description (e.g., "EP-C-16-0XX TO X: QAPP Signature Pages").

Except for NRSA 2018-2019 project forms, which will have their own file naming convention, all electronic files shall be clearly named using the survey abbreviation, a logical abbreviation for the name of the document (e.g., QAPP), the contractor name (abbreviated), and the date of edits to assist in version control (e.g., NRSA1819_QAPP_ XX_YYYYMMDD). Final versions shall be provided to EPA in both the original format (e.g., Word, PowerPoint) and PDF versions (if necessary, EPA will modify the files to be Section 508 compliant).

Unless specified differently by the EPA TOCOR in technical direction (per Contract Clause H.12), the contractor shall ensure that documentation is created using Agency standard software formats (e.g., Microsoft Office) to facilitate EPA use and review.

2. Meetings (see Contract clause C.2)

Contractor personnel shall always identify themselves as contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative. The contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the TOCOR.

V. SCOPE OF WORK

Task 1. Monthly progress reports (See Contract Attachment 3; PWS C.3)

The contractor shall manage the Task Order (TO) and submit monthly progress and financial reports prepared and submitted in accordance with the contract clause, Attachment 3, Reports of Work. The monthly progress and financial reports shall be broken out by task. The monthly progress report shall include project status, number of sites sampled (current and cumulative), identify sites sampled during the reporting period, unexpected problems or concerns, lessons learned, QA/QC activities, and next steps. The contractor also shall brief the TOCOR on progress during periodic (e.g., weekly) teleconferences during periods of intense activity.

Deliverables and Schedule under Task 1:

Task	Deliverable	Due
1	Progress and financial reports	Monthly
	Calls with EPA	Per technical direction (per Contract Clause H.12)

Task 2. Quality Assurance (Contract PWS B.2, C.1.g)
Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall address the QA requirements of this task order by adhering to the requirements and procedures identified in:

- The contractor's customized Quality Management Plan incorporated into this NARS contract;

- NRSA 2018-2019 QA documents which document how quality assurance and quality control will be applied to the collection of environmental data for the survey. The documents relevant to support in this task order are:
    - NRSA 2018-2019 Quality Assurance Project Plan (QAPP)
    - NRSA 2018-2019 Site Evaluation Guidelines (SEG)
    - NRSA 2018-2019 Field Operations Manual (FOM)

As demonstration of the contractor's:

a. Commitment to adhere to the NRSA 2018-2019 QAPP, the contractor shall:
    - Ensure that all sampling personnel have reviewed and understand the requirements and procedures of the NRSA 2018-2019 QAPP, FOM, and the SEG which will be available prior to the field crew training sessions. The certification page entitled "Review & Distribution Acknowledgment and Commitment to Implement" is located in the introductory section of the QAPP.
    - At a minimum, the following personnel shall sign the certification page for the QAPP approved by EPA's Quality Assurance Officer:
        - Contractor's Task Order Leader
        - Contractor's Quality Assurance Officer,
        - **Each crew leader must provide the signed certification page before the crew may commence with sampling events.**
    - At the contractor's discretion, it may also be appropriate for each field crew member to sign the certification page and transmit to EPA.
    - The contractor's QAO also shall sign the certification page for each revision of the QAPP that has been approved by EPA's QAO.
    - If EPA distributes updated versions of the QA documents and states that it contains a "significant change" relevant to field sampling, the contractor shall acknowledge, in writing (e.g., Email), that it has received and distributed the revised FOM to the appropriate personnel. If any change will impact the scope and/or cost of the task order, the contractor shall notify the TOCOR and CO immediately.

a. **Assign only staff who are Key Personnel (EPAAR 1552.237-72) to be field crew leaders (Task 7), fish taxonomists (Task 7), and trainers (if appropriate) (Task 3). Ensure that the other field crew members have proper experience, field training, and acceptable educational credentials.** At a minimum, each proposed field crew leader shall have at least three years of experience in leading field crews; and at least

three years of experience in collecting water samples and conducting physical habitat sampling or fish sampling from rivers or streams (i.e., has experience with water and physical habitat sampling or water and fish sampling). Each proposed fish taxonomist shall have at least three years of experience in identification of fish, have conducted fish taxonomic identification of stream/river samples from at least two projects with fish from the areas of the country in which the taxonomist is scheduled to conduct NRSA sampling. If appropriate, proposed trainers shall have experience in training at least three of the four field sampling topics in vital sampling protocols used for NRSA 18/19 (physical habitat protocols, water collection and sample preparation protocols, fish assemblage protocols, and benthic macroinvertebrate protocols. Proposed trainers shall also have at least three years of experience in collecting water and either conducting physical habitat sampling or fish assemblage sampling from rivers or streams.

ii. Complete the NRSA 2018-2019 training requirements per Task 3.

iii. Perform pre-sampling (i.e., in-office) testing of hardcopy and electronic field forms (see reference 5).

iv. Verify that contractor's equipment (e.g., GPS system) is properly calibrated and maintained.

v. Make every effort to sample all sites to maintain the integrity of the probabilistic design. Missing sites will disrupt the integrity of the probabilistic design.

vi. Permit EPA to perform an AV of its field crews during an early sampling event (e.g., the first to fourteenth sampling event by a crew). If a field crew leader oversees more than one crew, EPA will determine if it is necessary to visit each crew or whether fewer visits will meet its quality review objectives (e.g., depending on crew composition, the crews might be viewed as essentially the same). The contractor shall coordinate with EPA, or its designee, on an agreed upon date and location for the AV. EPA, or its designee, will conduct the AV using a checklist provided by EPA, supplemented by photographs if appropriate (e.g., to record a deviation in methods due to extenuating circumstances). Although EPA will arrange for the AVs, it is the contractor's responsibility to ensure that the contractor field crews are abiding by the requirements and procedures of the QAPP, FOM, and the SEG at all assigned sites.

b. Implementation of QA in performing the other tasks in this PWS, the contractor shall document its QA activities as follows:

i. Reports of relevant QA activities in any deliverable. All QA documentation prepared under the task order shall be considered non-proprietary, except for the internal distribution list which may be claimed proprietary.

ii. Monthly reports of QA activities performed during implementation of this task order. These monthly QA reports shall identify QA activities performed to

support implementation of this task order, problems encountered, deviations from the NRSA 2018-2019 QAPP, and corrective actions taken. The contractor shall include the QA report with the monthly progress report. In addition, the contractor shall immediately bring to the attention of the TOCOR any QA problems that may affect the conduct of the tasks or the project, with recommendations for corrective actions.

c. Commitment to continuous quality improvements, the contractor shall provide summaries of "lessons learned" based upon its support to the other tasks. EPA will use this information to improve future aquatic surveys. The contractor shall incorporate EPA comments into revised versions.

Deliverables and Schedule under Task 2:

Task	Deliverable	Due
2.a.i.	Signature page for each version of QAPP approved by EPA's QAO: - With contractor's QAO and Task Order Leader signatures. - With crew leader signature	- No later than 5 working days after receiving the approved QAPP with EPA QAO's signature - At training
	Email acknowledgement of Field Operations Manual (FOM) with "significant change"	No later than 10 working days after receiving revised FOM
2.a.ii.	Memo with qualifications of field crew members, other than the field crew leaders and fish taxonomy specialist	With first draft of the schedule for field crews in each season. Unless circumstances change unexpectedly, qualifications of replacements, except key personnel, must be submitted at least one week prior to the sampling event. See key personnel clause for process for replacements through a task order modification.
2.a.iv.	Email with outcome of testing field forms with any recommended changes	5 working days after receiving the first electronic/paper version of field forms. 1-5 working days after receiving subsequent versions, depending on extent of revision and schedule implications.
2.a.v.	Access to contractor's calibration and maintenance records	Within 5 working days after receiving technical direction (per Contract Clause H.12)
2.a.vii.	Allow access for EPA or its designee to conduct an	Per technical direction (per Contract Clause H.12), based upon scheduling

Task	Deliverable	Due
	assistance visit to each field crew	discussions occurring prior to each crews first sampling event
2.b.i.	Documentation of QA activities	In deliverables
2.b.ii.	Monthly reports of QA activities	With monthly progress report
2.c.	Memorandum 1 with lessons learned for 2018 data collection	November 15, 2018. Revisions within 5 work days.
	Memorandum 2 with lessons learned in 2018 and 2019 data collections	November 15, 2019. Revisions within 5 work days.

Task 3. Field Training

EPA will host NRSA training during each spring of calendar years 2018 and 2019. The training will provide detailed instructions on the prescribed sampling methods for NRSA 2018-2019 participants. Each training may include up to three 2-hour webinars (e.g., overview, site evaluation guidelines, eforms) and 4 days of combined classroom and field training. To minimize travel costs for participants, EPA will conduct one train-the-trainer session and approximately 9 trainings located in different regions of the country. (Often Region 2 crews attend sessions in another region.) It is preferable that all crew members participate in training activities, but at a minimum the contractor shall ensure that each field crew leader and fish taxonomy specialist participates in a training session unless the EPA TOCOR issues technical direction (per Contract Clause H.12). The contractor shall report out, each month, on any associated training costs (e.g., travel, LOE, etc.) broken out by training using the template provided by the EPA TOCOR.

As an alternative to requiring field crew members to attend EPA's training, the contractor may choose to train its own crews in the NRSA 2018-2019 protocols. This training will satisfy the requirements for EPA training under all of the following conditions:

1. The contractor identifies to EPA each of its proposed trainers, what methods he/she will train, and their experience with those methods.
2. All of the contractor's trainers have experience with NARS methods for identified indicators (e.g., the physical habitat trainer has experience with NLA or NRSA physical habitat procedures).
3. All of the contractor's trainers attend EPA's NRSA 2018-2019 train-the-trainer session prior to conducting the contractor training.
4. The structure and content of the contractor's training must be comparable to EPA's regional training sessions. The EPA TOCOR will determine if the training is comparable based upon a memorandum from the contractor that describes the training in-class facilities; location of the field training; and agenda that includes modules with the same content and length of time as EPA's training. The memorandum shall provide a reasonable explanation for any deviations. The EPA TOCOR also may choose to attend the training to verify its consistency with the other trainings.

Deliverables and Schedule under Task 3:

Task	Deliverable	Due
3	Attend training	Prior to first sampling event
	Report out on costs associated with attending EPA NRSA trainings	With monthly progress report
	Memorandum describing contractor's training	10 working days prior to the first day of the contractor's training session (only required if contractor plans to train its own crews instead of using EPA's training).
	Spreadsheet identifying trainees and training date	Within 5 working days after contractor's training (only required if contractor plans to train its own crews instead of using EPA's training).

Task 4. Pre-Sampling Site Evaluation (See Contract PWS C.1)

Reference 7 (NRSA 2018-2019 Contractor Sites) identifies base sampling sites assigned to the contractor and Reference 8 (NRSA Design File) identifies all sites including statistically selected replacement sites. The contractor shall conduct desktop and, when necessary, on-site reconnaissance to evaluate base and replacement sites following the instructions in the NRSA 2018-2019 SEG (Reference 2).

As part of the evaluation process, the contractor shall obtain the proper collection permit and/or landowner permission to sample sites, where necessary. It is imperative for the integrity of the probabilistic survey design that a thorough effort is made to gain permission to sample sites. For each field season, the contractor shall provide a summary of the permits that includes the following information:

- Site ID
- Name of Refuge/Park/Authority
- Agency
- Contact Information (for Agency)
- Date Approved (if available)
- Permit Number

Additionally:

a. Unless directed otherwise by the TOCOR, the field crew shall provide notification to the TOCOR of a dropped site prior to sampling its replacement.

b. If the land is under control of a Tribe, the contractor shall receive prior approval from the EPA TOCOR **prior** to contacting any Tribal representatives or sampling the site.

c. If the permit or any other requirements conflict with the study protocols, the contractor shall notify the EPA TOCOR who will decide whether the site should be retained or replaced.

Periodically, the contractor shall report the decisions for each site using the state specific NRSA 2018-2019 Site Evaluation Spreadsheets (located on the NARS SharePoint site after award of the task order).

Deliverables and Schedule under Task 4:

Task	Deliverable	Due
4	Site Evaluation Spreadsheet	First version due prior to any field sampling to show sites excluded by the desk reconnaissance; monthly during field sampling season (with progress report)
	Summary of Permits	One month prior to the end of performance for OP1 and OP2.
	Email identifying Indian Tribe ownership of site	Within 2 working days of identification. (This notification is critical.)
	Email describing conflicts with study protocols	Within 2 working days of identification.

Task 5. Schedule (See Contract PWS C.2)

One purpose of the field sampling schedule is to assist EPA with distribution of the sampling kits for each site. Another purpose is to ensure that the contractor **will sample sites steadily during each index period and complete approximately half in each of 2018 and 2019.** To provide EPA with this information, the contractor shall develop, and revise, a schedule for its crews to complete a maximum of 939 field sampling visits allocated as shown in the following table and the site locations provided in Reference 7 and Reference 8. A site identified for revisits counts as two field sampling visits. The table includes an allowance for several additional sites in each region to be identified as the season progresses. For example, a state may request that EPA provide additional field sampling support. Prior to the start of each field season, EPA will provide details to the contractor regarding any priorities that must be taken into account in establishing the schedule (number of sites, order of sampling for specific years). As needed, the TOCOR shall issue technical direction related to this information. The contractor shall provide the following:

a. Before the start of each field season, the contractor shall provide EPA with the first draft with tentative sampling dates and crew assignments <u>for all sites</u> that the contractor has identified as potential sampling sites. Throughout the season, the contractor shall revise

the schedule to incorporate the EPA TOCOR's technical direction (per Contract Clause H.12) or mitigating factors, including, but not limited to, weather, field crew changes, and unanticipated delays.

b. To support EPA's review of the draft schedule and revisions that affect early season sampling events, the contractor shall provide a written assessment of the expected conditions at the sites scheduled to be sampled in the months of May and June. Only after receiving technical direction (per Contract Clause H.12) that approves the draft schedule and any revisions for sampling in May and June, shall the contractor arrange for travel to sites on the approved list.

c. For any site, if upon arrival on location, the contractor finds that conditions are not appropriate for sampling, the contractor shall discontinue sampling and notify the EPA TOCOR that a return visit is necessary when conditions meet the requirements in the SEG. The contractor shall revise the schedule to include the return visit.

State or Territory	**Maximum Number of Field Sampling Visits (includes revisits)**	**Comment**
Maximum # of visits	**939**	**Likely breakdown of these sites is below; may vary slightly.**
Tribal Sites	35	Replacement sites can switch between a state assignment to/from a Tribal assignment; or from the Contractor to a state. Eight of these 35 sites are identified in SD in Reference 7
CT	13	Contractor sites are Large Streams, Major Rivers, and Rivers Other. The state plans to sample others. This will require coordination between EPA, state and contractor to ensure appropriate replacement/sampling as sites are dropped.
ME	31	
MA	24	
RI	24	
NJ	14	EPA still needs to verify which 10 sites visits of NJ's total 24 the state plans to

		sample. The contractor is being given 14 of the total site visits.
NY	71	
AL	31	
MS	26	
SC	24	
TN	30	
IL	48	
MN	77	Some of these sites may be tribal sites that will be sampled by tribes* (currently tribes are likely to sample three of the 77 MN sites)
AR	31	
LA	26	
NM	36	
IA	39	
MO	46	
CO	52	Some of these sites may be tribal sites that will be sampled by tribes*
MT	79-2=77	Some of these sites may be tribal sites that will be sampled by tribes* (currently tribes plan to sample two of the 79 MT sites)
ND	8	Contractor sites are non-wadeables. The state plans to sample others. This will require coordination between EPA, state and contractor to ensure appropriate replacement/sampling as sites are dropped. Tribe is planning to sample one site in ND; not sure yet whether that is one of these 8 sites.
WY	72	
AZ		
WA	44	
Miscellaneous	60	Assume approximately six additional sites per EPA region

TOTAL complete site visits	**939**	

*Note, other states may also have tribal sites that a tribe could opt to sample. Information that EPA currently has related to these sites is still included in the list of sites for completeness.

Deliverables and Schedule under Task 5:

Task	Deliverable	Due
5.a	First draft of sampling schedule	First draft due April 1, 2018 and April 1, 2019 or later per technical direction (per Contract Clause H.12). Revisions per technical direction (per Contract Clause H.12). Revisions are required until the field sampling is complete.
5.b	Assessment of sites scheduled for May and June sampling	April 1, 2018 and April 2019 or later per technical direction (per Contract Clause H.12). Revisions per technical direction (per Contract Clause H.12) to support field sampling decisions through June 30th.
5.c	Notification of site conditions	As soon as possible per availability of phone or email access.

Task 6. Preparation for Field Sampling (See Contract PWS C.2)

The contractor shall prepare for field sampling visits as follows:

a. The contractor shall request consumable materials as described in the NRSA 2018-2019 FOM. These materials include base kits, site kits and tracking forms. The kits consist of basic equipment, filters and filtering apparatus, labels, shipping containers, shipping forms, and paper field forms (as backup to the tablet device).

b. The contractor shall arrange for and supply vehicles, staff, and all necessary non-consumable equipment to the field crews including, but not limited to, boats, safety equipment, multi-probes, fish shocking equipment, appropriate devices for electronic data capture, and GPS devices.

Deliverables and Schedule under Task 6:

Task	Deliverable	Due
6.a	Request consumable supplies	Within the timeframes identified in the NRSA FOM and replacements as needed
6.b	Supply equipment	During field sampling visits

Task 7. Field Sampling Visits (See Contract PWS C.2)

The contractor shall complete the field sampling visits during the index period, unless the EPA TOCOR provides technical direction (per Contract Clause H.12) to sample outside the index period. For each field sampling visit, the contractor shall adhere to EPA's specified sampling methods outlined in the NRSA 2018-2019 FOM and the quality assurance/ quality control requirements described in the NRSA 2018-2019 QAPP. The contractor shall provide the following:

a. To record observations and sample information, the contractor shall use EPA's electronic field forms (eforms) within the EPA developed application or, in extenuating circumstances, paper forms (hard copy or pdf, if available). The contractor shall upload eforms and/or provide paper forms as soon as possible after the sampling visit is completed. The contractor shall provide their own tablets for running EPA's eform.

b. Prior to sample shipment, the contractor shall submit tracking forms as described in the NRSA FOM. The contractor then shall ship samples to locations specified by the NRSA FOM or technical direction (per Contract Clause H.12).

c. The contractor shall review information received from NARS IM to verify that: 1) eform data were fully and correctly incorporated into NARS IM; and 2) data from paper copies were correctly and completely scanned into NARS IM.

7:

Task	Deliverable	Due
7.a	Upload/Transmit eforms/forms and confirm transmittal/delivery was complete	As soon as possible (may vary depending on internet access and requirements in the 2018-2019 FOM).
7.b	Ship samples and provide transmittal forms	Per 2018-2019 FOM.
7.c	Memo describing the review of the NARS IM data and comparisons to the data submissions. Attachment with any corrections.	1 month after receiving the NARS IM data pull.

Task 8. Post-Sampling Activities

The contractor shall perform any post-sampling requirements specified in permits. The contractor shall make field crews available to respond to EPA's post-sampling questions about the field sampling observations and procedures that might affect the data values and quality. If questions come from sources other than the EPA TOCOR (e.g., NARS Information Management staff), copy the EPA TOCOR on the email response or provide a summary by email (e.g., if the questions were posed through telephone conversations).

Unless the TOCOR grants an exception, the contractor shall refrain from publishing findings based upon work conducted under this task order. This restriction shall remain in effect until EPA provides public access to the data.

Deliverables and Schedule under Task 8:

Task	Deliverable	Due
8	Confirmation that actions required by permits have been completed	With monthly progress report
	Email responding to data questions	Within 5 working days, if field crew is available. Otherwise, provide email within 5 days with expected response date.

TRAVEL

This section provides a summary of the travel requirements described in Section V. Assume each field crew contains 4 members and one must be a fish taxonomist. Here are assumptions to use in costing:

Task V.3 (Training) –

- Any trainers attend train-the-trainer session (if contractor plans to train its own crews).
- All other key personnel and crew members attend an EPA regional training prior to starting field sampling unless the contractor decides to train its crews in-house and only travel necessary is to bring the crews to a central location. (Actual regional training selected after award may differ from those used in this costing.)

Task V.7 (Sampling) – for every site,

- One field crew of 4 members travel to the site.
- Total of 939 site visits identified in Reference 7.
- Travel costs are minimized to the extent possible (e.g., combining nearby sites into one trip for the same crew).

VI. Quality Assurance Surveillance Plan (QASP)

EPA will judge performance using the following Quality Assurance Surveillance Plan (QASP).

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Management and Communications: The Contractor shall maintain contact with the EPA TOCOR throughout the performance of the task order and shall immediately bring potential problems to the attention of the EPA TOCOR. In cases where issues have a direct impact on field sampling activities, project schedules (i.e., not each sampling event), cost, time, or quality, the contractor shall provide options for EPA's consideration on resolving the issues or mitigating their impacts.	Any issue adversely impacting project schedules, cost, time or quality shall be brought to the attention of the EPA TOCOR: i) If the contractor requires EPA guidance during a sampling event, the contractor must contact EPA prior to completing the sampling activities. ii) If the contractor identifies an issue that could affect multiple crews, the contractor shall contact EPA that day so that direction can be provided to all crews in the field. iii) If the contractor identifies sampling issues that are otherwise not urgent, the contractor shall contact EPA within 5 working days.	EPA TOCOR will identify unreported issues.	Four or more incidents where the contractor: • Does not provide timely notification; or • Created a severe adverse situation will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of **Management**. Fewer than four incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System under the category of Management.
Timeliness: Samples, site evaluation spreadsheets, tracking forms and completed field sampling data forms shall be delivered in accordance with the requirements of the NRSA 2018-2019 FOM and SEG.	No more than 5% of the samples shall be transmitted beyond the timelines stated in the FOM. Excessive breakage or spoilage will count as a failure of sample delivery, if breakage/spoilage is a result of failing to follow the FOMs protocols for shipping. No more than 10% of the spreadsheets and field sampling forms shall be submitted more than 5 working days past the requirements in the FOM. If the field form or spreadsheet has not been completed correctly, it will be considered a failure of timeliness.	100% of the lab delivery reports, spreadsheets, and field forms will be reviewed by the EPA TOCOR at the end of each season to compare actual delivery dates against the requirements in the FOM.	10 or more incidents where the contractor does not meet the measureable performance will be considered unsatisfactory performance and will be reported as such in the CPARS Performance Evaluation System under the category of **Schedule**. Fewer than ten incidents where the contractor does not meet the measureable performance standard will be considered acceptable performance and will be reported as such in the CPARS Performance Evaluation System.

Performance Requirement	Measureable Performance Standards	Surveillance Method	Incentives/Disincentives
Cost Management and Control: The Contractor shall monitor, track, and accurately report cost and fee expenditures to EPA through progress reports and approved special reporting requirements. The Contractor shall assign appropriately leveled and skilled personnel to all tasks, practice and encourage time management, and ensure accurate and appropriate cost control.	The contractor shall manage costs to the level of approved ceiling on the task order. The contractor shall notify the TOCOR, PO and CO when 75% of the approved funding ceiling for the task order is reached.	The TOCOR will compare actual versus projected expenditures on a monthly basis (via meetings, monthly progress reports & milestones established for each deliverable).	Unsatisfactory rating under the category of **Cost Control** in CPARS when the contractor does not meet the measurable performance standards. An acceptable rating will be reported in the CPARS Performance Evaluation System under the category of Cost Control if the contractor meets the measureable performance standards and accurately reports the costs.
Technical Effort: The Contractor shall assign appropriately leveled and skilled personnel to all tasks; and abide by the contractor's QMP, the NRSA 2018-2019 FOM, SEG, and QAPP.	No more than 25% of reviewed deliverables and data shall require revisions to meet the requirements. All of the assigned staff must meet the requirements in the FOM.	100% of the data and staffing will be reviewed by the EPA TOCOR to identify noncompliance issues.	Unsatisfactory rating under the category of **Quality** in CPARS when the contractor does not meet the measurable performance standards during an applicable period of performance.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF PAGES
	1	5

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
P00004	See Block 16C	See Schedule	

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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

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).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.232-22, 1552.237-72
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

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

DUNS Number: 800884181
TOCOR: Brian Hasty

The purpose of this modification is to:

1. Shift funding in the amount of (b)(4) from the Base Period to Option Year 1;

2. Adjust (b)(4) of fixed fee funding to cost funding on Option Year 1;

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)*	
		Angela Lower	
15B. CONTRACTOR/OFFEROR *(Signature of person authorized to sign)*	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*	16C. DATE SIGNED 07/02/2018

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	3. Update Key Personnel; and 4. Update the Contracting Officer and Contracting Specialist. LIST OF CHANGES: Reason for Modification: Funding Only Action CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this Modification: (b)(4) Incremental Funded Amount changed from (b)(4) to (b)(4) CHANGES FOR ACCOUNTING CODE: 16-E1D-87FM-202B06XP1-4183-1787ME7032-002 Amount changed from (b)(4) to (b)(4) CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this Modification: (b)(4) Incremental Funded Amount changed from (b)(4) CHANGES FOR ACCOUNTING CODE: 16-E1D-87FM-202B06XP1-4183-1787ME7032-002 Amount changed (b)(4) Delivery: 06/19/2018 Delivery Location Code: CPOD CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 02/01/2018 to 01/31/2019				

Section A - Solicitation/Contract Form was revised as follows.

EPAAR 1552.237-72 KEY PERSONNEL. (APR 1984)

(a) The Contractor shall assign to this contract the following key personnel:

(b)(4)

(b) During the first ninety (90) days of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment. The Contractor shall notify the Contracting Officer within 15 calendar days after the occurrence of any of these events and provide the information required by paragraph (c) of this clause. After the initial 90-day period, the Contractor shall submit the information required by paragraph (c) to the Contracting Officer at least 15 days prior to making any permanent substitutions.

(c) The Contractor shall provide a detailed explanation of the circumstances necessitating the proposed substitutions, complete resumes for the proposed substitutes, and any additional information requested by the Contracting Officer. Proposed substitutes should have comparable qualifications to those of the persons being replaced. The Contracting Officer will notify the Contractor within 15 calendar days after receipt of all required information of the decision on substitutions. This clause will be modified to reflect any approved changes of key personnel.

(End of clause)

Section B - Supplies or Services/Prices was revised as follows.

Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

Base Period

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds:

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-13-039

Base Period - FROM 02/01/17 through 01/31/18

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Base	(b)(4)	(b)(4)	$ 149,484.00
Mod 0003			$ (80,482.00)
Mod 0004			$ (6,955.16)
Total Funded			$ 62,046.84
Total Per Contract			$ 69,002.00
Balance Unfunded			$ 6,955.16

Option Period 1

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2019.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds:

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-13-039

Option Period I - FROM 02/01/18 through 01/31/19

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Base	(b)(4)	(b)(4)	$ 2,505,186.53
Mod 0003			$ 80,482.00
Mod 0004			$ 6,955.16
Total Funded			$ 2,592,623.69
Total Per Contract			$ 2,725,920.00
Balance Unfunded			$ 133,296.31

Section G - Contract Administration Data was revised as follows.

Local Clauses EPA-G-42-101 CONTRACT ADMINISTRATION REPRESENTATIVES

Contract-Level Contracting Officers Representatives (CORs)/Project Officers for this contract are as follows:

Brian Hasty, Phone: 202-564-2236, hasty.brian@epa.gov

Richard Mitchell, Phone: 202-566-0644, Mitchell.Richard@epa.gov

Contracting Officials responsible for administering this contract are as follows:

Angela Lower, Phone: 513-487-2036, Email: Lower.Angela@epa.gov

Nicholas Bisher, Phone: 513-487-2652, Email: Bisher.Nicholas@epa.gov

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 7

2. AMENDMENT/MODIFICATION NO. P00005

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OW-18-00346

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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)* Net Increase: $3,059,739.31
See Schedule

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).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.232-22, 1552.217-71
	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

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

DUNS Number: 800884181
The purpose of the modification is to:

1. Exercise Option Period 2 and fully fund Option Period 2 in the amount of (b)(4)
2. Obligate incremental funding on Option Period 1 in the amount of (b)(4) which fully funds Option Period 1;
3. Correct EPA-B-32-101 recapitulation of funding on Modification P00004 for the base period.

TOCOR: Brian Hasty
LIST OF CHANGES:
Reason for Modification: Exercise an Option
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)* Nicholas Bisher

15B. CONTRACTOR/OFFEROR *(Signature of person authorized to sign)*

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*

16C. DATE SIGNED 07/19/2018

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Period Of Performance End Date changed from 31-JAN-19 to 31-JAN-20 Obligated Amount for this Modification: (b)(4) New Total Obligated Amount for this Award: (b)(4) Incremental Funded Amount changed: from (b)(4) to (b)(4) Contracting Officer changed from Angela Lower to Nicholas Bisher CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this Modification: (b)(4) Incremental Funded Amount changed from (b)(4) NEW ACCOUNTING CODE ADDED: Account code: 18-E1-87FM-000B06XP1-4183-1887ME8020-001 Beginning FiscalYear 18 Ending Fiscal Year Fund (Appropriation) E1 Budget Organization 87FM Program (PRC) 000B06XP1 Budget (BOC) 4183 Job # (Site/Project) Cost Organization DCN-LineID 1887ME8020-001 Quantity: 0 Amount: (b)(4) Percent: 0 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 CHANGES FOR LINE ITEM NUMBER: 3 Obligated Amount for this Modification: Continued ...				

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	(b)(4) Incremental Funded Amount changed from $0.00 to (b)(4) Incrementally Funded through date of 01/31/2020 is added Start Date Added : 02/01/2019 End Date Added : 01/31/2020 Exercised option CHANGES FOR DELIVERY LOCATION: CPOD Amount changed from (b)(4) to (b)(4) Pursuant to Modification 003 to this Task Order NEW ACCOUNTING CODE ADDED: Account code: 17-E1D-87FM-202B06XP1-4183-1887ME8020-002 Beginning FiscalYear 17 Ending Fiscal Year Fund (Appropriation) E1D Budget Organization 87FM Program (PRC) 202B06XP1 Budget (BOC) 4183 Job # (Site/Project) Cost Organization DCN-LineID 1887ME8020-002 Quantity: 0 Amount: (b)(4) Percent: 0 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 NEW ACCOUNTING CODE ADDED: Account code: 18-E1-87FM-000B06XP1-4183-1887ME8020-001 Beginning FiscalYear 18 Ending Fiscal Year Fund (Appropriation) E1 Budget Organization 87FM Program (PRC) 000B06XP1 Budget (BOC) 4183 Job # (Site/Project) Cost Organization DCN-LineID 1887ME8020-001 Continued ...				

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Quantity: 0 Amount: (b)(4) Percent: 0 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Delivery Location Code: CPOD CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 02/01/2018 to 01/31/2020				

Section B - Supplies or Services/Prices was revised as follows.

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE- Base Period

(a) The estimated cost of this contract is (b)(4)

(b) The fixed fee is (b)(4)
(c) The total estimated cost and fixed fee is $69,002.

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE- Option Period I

(a) The estimated cost of this contract is (b)(4)
(b) The fixed fee is (b)(4)
(c) The total estimated cost and fixed fee is $2,725,920.

Local Clauses EPA-B-16-102 ESTIMATED COST AND FIXED FEE- Option Period II

(a) The estimated cost of this contract is (b)(4)
(b) The fixed fee is (b)(4)
(c) The total estimated cost and fixed fee is $2,926,443.

Clause EPA-B-32-101 is incorporated as follows:

Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

Base Period

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2018.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds:

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-16-008 TASK ORDER 6

Base Period - FROM 02/01/17 through 01/31/18

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Base	(b)(4)	(b)(4)	$ 149,484.00
Mod 0003			$ (80,482.00)
Mod 0004			$ (6,955.16)

Total Funded	(b)(4)	(b)(4)	$ 62,046.84
Total Per Contract			$ 69,002.00
Balance Unfunded			$ 6,955.16

Option Period 1

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2019.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds:

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-16-008 TASK ORDER 6

Option Period I - FROM 02/01/18 through 01/31/19

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Base	(b)(4)	(b)(4)	$ 2,505,186.53
Mod 0003			$ 80,482.00
Mod 0004			$ 6,955.16
Mod 0005			$ 133,296.31
Total Funded			$ 2,725,920.00
Total Per Contract			$ 2,725,920.00
Balance Unfunded			$ -

Section F - Deliveries or Performance was revised as follows.

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE- Base Period

The period of performance of this contract shall be from 10/16/2017 through 01/31/2018 inclusive of all required reports.

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE- Option Period 1

The period of performance of this contract shall be from 02/01/2018 through 01/31/2019 inclusive of all required reports.

Local Clauses EPA-F-12-101 PERIOD OF PERFORMANCE- Option Period 2

The period of performance of this contract shall be from 02/01/2019 through 01/31/2020 inclusive of all required reports.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 3

2. AMENDMENT/MODIFICATION NO. P00006

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OW-19-00303

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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 electronic communication 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 letter or electronic communication, provided each letter or electronic communication 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)* Net Decrease: -$74,593.06
See Schedule

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 data, 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)* BILATERAL - FAR 52.232-22, EPA-B-32-101

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return 1 copies to the issuing office.

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

DUNS Number: 800884181
The purpose of the modification is to deobligate funding from Option Period 1 in the amount of (b)(4) See the Limitation of Funds Notice Clause for the cost-fee breakout.
TOCOR: Brian Hasty
LIST OF CHANGES:
Reason for Modification: Funding Only Action
Total Amount for this Modification: $0.00
New Total Amount for this Version: (b)(4)
New Total Amount for this Award: (b)(4)
Obligated Amount for this Modification: (b)(4)

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)* Nicholas Bisher

15B. CONTRACTOR/OFFEROR *(Signature of person authorized to sign)*

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*

16C. DATE SIGNED 05/07/2019

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	New Total Obligated Amount for this Award: (b)(4) Incremental Funded Amount changed: from (b)(4) CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this Modification: (b)(4) Incremental Funded Amount changed from (b)(4) CHANGES FOR ACCOUNTING CODE: 18-E1-87FM-000B06XP1-4183-1887ME8020-001 Amount changed from (b)(4) Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 02/01/2018 to 01/31/2020				
9999	REQUEST FOR ZERO DOLLAR ACTION - Administrative tracking purposes only Accounting Info: BFY: 00 Fund: ZERO Budget Org: DOLLAR Program (PRC): ADMIN Budget (BOC): REQ Funding Flag: Complete Funded: $0.00 FOB: Unknown All other terms and conditions remain unchanged.				0.00

Section B - Supplies or Services/Prices was revised as follows.

Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

Option Period 1

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2019.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds:

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-16-008 / 0006

Option Period I - FROM 02/01/18 through 01/31/19

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
Base	(b)(4)	(b)(4)	$ 2,505,186.53
Mod 0003			$ 80,482.00
Mod 0004			$ 6,955.16
Mod 0005			$ 133,296.31
Mod 0006			$ (74,593.06)
Total Funded			$ 2,651,326.94
Total Per Contract			$ 2,725,920.00
Balance Unfunded			$ 74,593.06

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 3

2. AMENDMENT/MODIFICATION NO. P00007

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OW-20-00249

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE CPOD

CPOD
US Environmental Protection Agency
26 West Martin Luther King Drive
Mail Code: NWD
Cincinnati OH 45268

7. ADMINISTERED BY *(If other than Item 6)* CODE

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

GREAT LAKES ENVIRONMENTAL CENTER, INC.
Attn: William J Arnold
739 HASTINGS STREET
TRAVERSE CITY MI 496863458

CODE 800884181 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-C-16-008 0006

10B. DATED *(SEE ITEM 13)* 09/19/2017

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 electronic communication 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 letter or electronic communication, provided each letter or electronic communication 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)* Net Decrease: -$102,397.47
See Schedule

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 data, 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)* BILATERAL - FAR 52.232-22, EPA-B-32-101

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return 1 copies to the issuing office.

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

DUNS Number: 800884181
The purpose of the modification is to deobligate funding from Option Period 2 in the amount of (b)(4) See the Limitation of Funds Notice Clause for the cost-fee breakout.
TOCOR: Brian Hasty
LIST OF CHANGES:
Reason for Modification: Funding Only Action
Total Amount for this Modification: $0.00
New Total Amount for this Version: (b)(4)
New Total Amount for this Award: (b)(4)
Obligated Amount for this Modification: (b)(4)
New Total Obligated Amount for this Award: (b)(4)
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)*
Nicholas Bisher

15B. CONTRACTOR/OFFEROR
(Signature of person authorized to sign)

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA
ELECTRONIC SIGNATURE
(Signature of Contracting Officer)

16C. DATE SIGNED 03/18/2020

NAME OF OFFEROR OR CONTRACTOR
GREAT LAKES ENVIRONMENTAL CENTER, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Incremental Funded Amount changed: from (b)(4)				
	CHANGES FOR LINE ITEM NUMBER: 9999				
	NEW ACCOUNTING CODE ADDED:				
	Account code:				
	Beginning FiscalYear 00				
	Ending Fiscal Year				
	Fund (Appropriation) ZERO				
	Budget Organization DOLLAR				
	Program (PRC) ADMIN				
	Budget (BOC) REQ				
	Job # (Site/Project)				
	Cost Organization				
	DCN-LineID				
	Quantity: 0				
	Amount: $0.00				
	Percent: 0				
	Subject To Funding: N				
	Payment Address:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	CHANGES FOR LINE ITEM NUMBER: 3				
	Obligated Amount for this Modification: (b)(4)				
	Incremental Funded Amount changed from (b)(4)				
	CHANGES FOR ACCOUNTING CODE:				
	18-E1-87FM-000B06XP1-4183-1887ME8020-001				
	Amount changed from (b)(4)				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center (AA216-01)				
	109 TW Alexander Drive				
	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	Period of Performance: 02/01/2018 to 01/31/2020				
	All other terms and conditions remain unchanged.				

Section B - Supplies or Services/Prices was revised as follows.

Local Clauses EPA-B-32-101 LIMITATION OF FUNDS NOTICE

Option Period 2

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Pursuant to clause 52.232-22/Limitation of Funds, incremental funding in the amount of (b)(4) is allotted to cover estimated cost. Funding in the amount of (b)(4) is provided to cover the corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the contractor's performance through 01/31/2020.

(b) When the contract is fully funded as specified in clause EPA-B-16-102/ Estimated Cost and Fixed Fee, then clause 52.232-20/Limitation of Cost shall become applicable.

(c) Recapitulation of Funds:

RECAPITULATION OF FUNDING TO DATE BY CONTRACT PERIOD
CONTRACT NO. EP-C-16-008
Task Order 0006

Option Period 2 - FROM 02/01/19 through 01/31/20

FUNDING ACTION	ESTIMATED COST	FIXED FEE	TOTAL COST PLUS FIXED FEE
P00005	(b)(4)	(b)(4)	$ 2,926,443.00
P00007			$ (102,397.47)
Total Funded			$ 2,824,045.53
Total Per Contract			$ 2,926,443.00
Balance Unfunded			$ 102,397.47