ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER: 04/01/2016

2. CONTRACT NO. (If any): EP-W-13-025

3. ORDER NO.: 0011

4. REQUISITION/REFERENCE NO.: PR-OLEM-16-00128

5. ISSUING OFFICE (Address correspondence to):
SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: Region 5 Laboratory
b. STREET ADDRESS: US Environmental Protection Agency
536 South Clark St
c. CITY: Chicago
d. STATE: IL
e. ZIP CODE: 60605-1582

7. TO: JUDY MANLEY
a. NAME OF CONTRACTOR: TECHLAW, INC.
b. COMPANY NAME:
c. STREET ADDRESS: 14500 AVION PKY STE 300
(b)(4)
d. CITY: CHANTILLY
e. STATE: VA
f. ZIP CODE: 201511108

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: TIFSD

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

12. F.O.B. POINT:

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

14. GOVERNMENT B/L NO.:

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

16. DISCOUNT TERMS:

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 116211863 The effective date of this order is January 30, 2016. The contractor shall perform all work in accordance with the statement of work entitled "Superfund Analytical and Quality Continued ...					

18. SHIPPING POINT:
19. GROSS SHIPPING WEIGHT:
20. INVOICE NO.:

17(h) TOTAL (Cont. pages): $200,000.00

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

SEE BILLING INSTRUCTIONS ON REVERSE

17(i) GRAND TOTAL: $200,000.00

22. UNITED STATES OF AMERICA BY (Signature): 04/01/2016
ELECTRONIC SIGNATURE

23. NAME (Typed): Danny Uhr
TITLE: CONTRACTING/ORDERING OFFICER

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

DATE OF ORDER	CONTRACT NO.	ORDER NO.
04/01/2016	EP-W-13-025	0011

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Assurance Support" for Region 5 (attached). TOCOR: Howard Pham Max Expire Date: 01/29/2018 Admin Office: SRRPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3805R Washington DC 20460 Accounting Info: 16-T-72BS-303DD2-2505-HQ00LA00-1672BS5026-00 1 BFY: 16 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1672BS5026-001 Period of Performance: 01/30/2016 to 01/29/2017					
0001	Task Order Base Period (Contract Year 4) Fully Funded Obligation Amount: $1,064,289.95				200,000.00	
0002	Task Order Option Period I (Contract Year 5) (Option Line Item) 01/27/2017				Option	
	Total Task Order Value: $1,064,289.95 (Base Period: $1,064,289.95) (Option Period 1: $1,093,077.55) Total Task Order Value with all Options: $2,157,367.50 Total Task Order Funded Amount: $200,000.00 (Base Period: $200,000.00) (Option Period 1: $0.00) The total amount of award: $2,157,367.50. The obligation for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $200,000.00

ENVIRONMENTAL SERVICES ASSISTANCE TEAM (ESAT)
Region 5 (Contract #EP-W-13-025)
TechLaw
Task Order 0001: Superfund Analytical and Quality Assurance Support
Performance Period: 02/01/2016-01/30/2018

Task Area 1
Analytical Support for Inorganic Analysis

Purpose

The contractor shall perform qualitative and quantitative analyses of samples as described in the contract Performance Work Statement (Task Area I, Sections B). In addition, the Contractor shall supply other applicable support functions outlined in the contract Performance Work Statement (Task Area I, Section E). In addition, the Contractor may be required to develop new Standard Operating Procedures (SOPs), for analytical methods, analytes, or matrices not covered by the SOPs cited in this task order. This function is described in the contract Performance Work Statement, Task Area IV.

This task is performed at the Region 5 Chicago Regional Laboratory. The major task areas of Task 1 are as follows:

Task Area 1-1. Task Management
Task Area 1-2. Inorganic Analyses
Task Area 1-3. Evaluation of New Analytical Methodology
Task Area 1-4. Maintenance and Development of Standard Operating Procedures
Task Area 1-5. Glassware Washing Support

Area 1-1. Task Management

The contractor shall track the status of tasks and labor hours and costs for each task under this Task Order (TO), including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Contracting Officer's Representative (COR) and Task Order Contracting Officer's Representative (TOCOR) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports in writing through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the COR, TOCOR, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO. Each final deliverable submitted

to the COR and TOCOR shall be accompanied by a "Task Completion Form" in a format approved by EPA.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the COR and TOCOR with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the COR and TOCOR prior to submission of the deliverable.

The contractor shall immediately notify the COR and TOCOR as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the COR. The contractor shall also notify the COR immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its Quality Management Plan (QMP). The contractor shall prepare a Quality Assurance Project Plan (QAPP) for activities under this TO involving environmental measurements within the timeframes specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables

The contractor shall submit to the Contracting Officer (CO), COR, and TOCOR an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the COR and TOCOR weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on Thursdays for the preceding weekly period.

The contractor shall submit to the COR and TOCOR a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved Work Plan for this TO. The contractor shall submit to the COR and TOCOR any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the COR and TOCOR a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Area 1-2. Inorganic Analyses

The contractor shall perform preparation (*i.e.*, digestion) and/or analyses of samples for the parameters listed below, utilizing the analytical methods specified in the SOPs for each parameter. Samples will be assigned to the contractor for analysis by means of a TDF approved by the COR. The TDF will specify the site name, number of samples, analyses requested, sample matrices, and the anticipated date of sample receipt. All work should be completed in accordance with the SOPs cited below. In the event that unforeseen circumstances require deviation from the technical procedures contained in the SOPs, alternate technical instruction will be provided in writing by means of a TDF. The following is an estimate of the number of samples that will require preparation and analysis:

ANALYTES	ESTIMATED NUMBER OF SAMPLES
Total	450

In course of performance of this task, the contractor shall participate in method performance evaluation/validation and inter and intra-laboratory comparison(Performance Evaluation and Quarterly Blind) studies, maintain the instruments used in the specified SOPs, review data generated by ESAT staff for adherence to all quality assurance/quality control and SOP requirements specified by TDFs, archival/management of data, entry to any resource tracking system specified by EPA, maintain good housekeeping, including discarding all sample preparations within two weeks of acceptance of data by EPA, returning samples to custody when analysis is completed, and implement all requirements specified by the Central Regional Laboratory (CRL) health and safety manual.

Sample Preparation/Analysis SOPs:

Technique	Analytes	Matrix
ICP	Al, As, Ba, Be, B, Cd, Ca, Cr, Co, Cu, Fe, Pb, Mg, Mn, Mo, Ni, K, Ag, Na, Sr, Sn, V, Zn	Water and Soil
GFAA	Sb, As, Cd, Pb, Se, Tl	Water and Soil
CVAA	Hg	Water and Soil
Colorometric	Total and Amenable Cyanide Nitrate/Nitrite, Ammonia, TKN, Total Phosphorous	Water and Soil
Combustion, IR	Total Organic Carbon	Water and Soil
Gravimetric	Residue, Filterable and non-Filterable	Water
Titration	Acidity, Alkalinity	Water

The SOPs for the above that will be available to ESAT include:

METALS001: Analysis of Metals by ICP-MS Method 6020A Using the Perkin Elmer Elan DRC-e
METALS003: Analysis of Metals in Waters and Wastewaters by ICP Method 200.7 Using the Perkin Elmer Optima 4300 DV and 5300DV
METALS004: Analysis of Metals in Soils, Sediments and Solids by ICP (200.7) Using the PE Optima 4300 DV and 5300 DV
METALS019: Determination of Specific Metallic Elements by Standard Curve Using PE Analyst 800 Spectrophotometer (AA, Furnace, Standard Curve)(200.9)
METALS026: Analysis of Hardness of Water by Calculation from ICP Metals Data (Hardness Calculation)
METALS025: Sample Digestion for Metals in Soil or Water by Hot Block (200.2)
METALS034: Sample Digestion for Metals in Soil or Solids by Beaker/Hot Plate (3050B)
AIG004: Determination of Acidity in Water (305.1 NS)
AIG005: Determination of Alkalinity in Water (310.1)
AIG008: Determination of the pH of Soil and Waste (SW-846 9045C)
AIG009: Analysis of Total Organic Carbon in Soils (Dry Combustion, IR Detection)
AIG017: Analysis of Residue, Filterable (Dissolved Solids) in Water (Gravimetric, 180° Celsius)
AIG018: Analysis of Residue, Non-Filterable Solids (Suspended Solids) in Water (Gravimetric, 103-105° Celsius)
AIG019: Analysis of Total Residue (% Solids) and Total Volatile Solids (%) in

	Sediments and Solids (Gravimetric, 103-105° Celsius; 550°C)
AIG021A:	Analysis of Organic Carbon, Total, in Water (High Level, Combustion, Direct Injection, IR)
AIG022:	Preparation of Sediments and Solids for Ammonia Nitrogen, Total Phosphorous, TKN and COD
AIG023:	Analysis of Chloride in Water (Colorimetric, Automated, Ferricyanide)
AIG025:	Analysis of Total Cyanide in Water and Solids (Colorimetric, Automated, Manual Distillation)
AIG025A:	Analysis of Amenable Cyanide in Water (Colorimetric, Automated, Manual Distillation)
AIG029:	Analysis of Ammonia Nitrogen in Water
AIG028:	Analysis of Fluoride in Water by Ion Selective Electrode
AIG031:	Analysis of Nitrate/Nitrite in Water
AIG032:	Analysis of Dissolved Hexavalent Chromium in Water by Ion Chromatography (218.6)
AIG033:	Alkaline Digestion and analysis by Ion Chromatography of Soils and Sediments for Cr(VI)
AIG034:	Analysis of Total Phosphorous in Water (Colorimetric, Semi-Automated, Block Digester)
AIG035:	Analysis of Total Kjeldahl Nitrogen in Water
AIG043A:	Analysis of Total Mercury in Sediment and Solids (Automated H_2SO_4 - HNO_3 Predigestion & Cold Vapor)
AIG044A:	Analysis of Mercury In Water (Cold Vapor, Automated)
AIG045:	Inorganic Ions in Water by Ion Chromatography
GEN019	Toxicity Characteristic Leaching Procedure (TCLP) in Environmental Samples
GEN020	Synthetic Precipitation Leaching Procedure (SPLP) in Environmental Samples

NOTE: Updated Methods will be provided.

Document Control SOPs:

DATA-CRTL	Data Control Processing System
QA-FORM-00	Maintenance of Document Control System
QA-CUST-00	Data Set Custody (COC) Transfer Form

Data Reporting SOPs:

QA-DSET-00	Data Set Package Assembly
QA-NARR-00	Case Narrative Generation Process

Quality Control and Corrective Action SOPs:

QA-CHEK-00	Analytical Data Set Checklist

QA-LABA-00	Laboratory Analysis Audits
QA-ADIT-00	Internal Quality Assurance Audits
QA-CAR-00	Implementation of Corrective Action Contamination

Data Upload SOPs:

GEN001:	Protocol for the Upload of Inorganic Data to R5CRL

Data Review SOPs:

GEN005:	Review of Data Produced in the Analysis for Metals in Environmental Samples
GEN015:	Review of Data Produced in the Analysis for Inorganics in Environmental Samples

Deliverables

On a weekly basis (*i.e.*, every Friday) submit to the TOCOR a project status report, indicating the work completed, work pending, and completion date for each analysis project currently active. In addition, note any equipment or supply problems encountered during the week. All instrument log books and log books for solution preparation specified by CRL SOPs shall be maintained.

Each sample analysis project assigned to the contractor will require the submission of the interim and final deliverables listed below:

After completion of all analyses, submit the completed data package to the TOCOR, with filled out Laboratory Information Management System (LIMS) forms. Status in LIMS shall be at "Reported" for all analyses submitted to the TOCOR. Documentation to be included in the data package is specific to the analyses performed, and is detailed in the SOPs listed above.

If corrections/revisions to the data package have been requested, the revised data package should be submitted to the TOCOR.

All methods for which QC acceptance limits are appropriate must have those limits calculated using QC data from the analysis of recent samples by ESAT staff. QC data generated by CRL and ESAT staff are not to be summarized together. These historical QC acceptance limits (± 3 sigma for control, ± 2 sigma for warning) will be updated every 20 data points, not to exceed 300 samples, or annually at a minimum. If 20 data points do not exist, 10 data points are needed before statistics are generated. Limits may not exceed those of the national EPA methods upon which the SOP is based. If limits are found to exceed those of the national EPA method, documented corrective action, after consultation with the TOCOR, is required.

Area 1-3. Evaluation of New Analytical Methodology

The contractor may be required to evaluate new analytical methods and/or instrumentation. Specific technical instruction will be provided in writing by means of a Technical Direction Form (TDF) approved by the COR. The objective of this task is to verify the acceptable performance of the analytical method, analytical instrumentation, and the adequacy of QA/QC procedures. The technical criteria to be used in performing this evaluation, as well as those SOPs applicable to the evaluation will be specified in the TDF. In general, the performance of the new analytical method or instrument shall meet the limits given in the published method upon which it is based. If this cannot be done, a technical evaluation report must be prepared with detailed recommendations for action.

Deliverables

The contractor will submit to the TOCOR a written report documenting the results of each evaluation performed under this task. The technical information to be contained in this report will be specified in the TDF.

Area 1-4. Maintenance and Development of Standard Operating Procedures

On a regular basis (*i.e.*, at least annually), the contractor shall review and revise (if necessary) all SOPs used by the contractor for performance of work specified in Task Area I of the contract Statement of Work. Additionally, as assigned by TDF, the contractor shall develop and draft new SOPs, specific to new analytical procedures. Any significant revision to an SOP or any new SOP must be supported by data to demonstrate the precision and accuracy are not adversely affected by the modification.

Deliverables

By June 30, 2014, the contractor shall submit to the TOCOR a complete list of all current SOPs applicable to those activities provided for in Task Area I of the contract Statement of Work. The list shall indicate the most recent date of the contractor's review of the SOP, and the date and number of the latest revision to the SOP.

Each time that the contractor revises a current SOP, or develops a new SOP, a hard copy and an electronic copy of the revision shall be submitted to the TOCOR within 15 days.

Area 1-5. Glassware Washing Support

The contractor shall provide laboratory cleaning and glassware washing services in accordance with the Central Regional Laboratory (CRL), EPA Region V SOPs. Support functions will include bench tops; instrument tops; fume hood cleaning; and glassware washing. Certain operations involving specific highly fragile glassware (*e.g.*, continuous extractors) may be directed to be performed in the laboratory where the glassware is used, rather than transporting it to the glassware washing room. When these in-lab operations are required, the contractor shall be notified the previous day for the purposes of scheduling. Estimates of the glassware washing workload are in accordance with the estimated sample loads in the Organic and Inorganic Analytical Services Task Orders.

Cleaning Services SOPs:

GLP-LAB-00	Laboratory Cleaning Schedule
GEN008	CRL glassware washing and laboratory cleaning

Deliverables

Weekly status report (*i.e.*, Thursday each week) including laboratory cleaning schedule.

Applicable Section(s) of the Contract Performance Work Statement

Task Area I - Analytical Support
Task Area IV - QA/QC Support

Task Area 2
Organic Analytical Support for Semivolatiles (ABN), Volatiles (VOA), and Pesticides/PCBs (P/P) Compounds

Purpose

The Contractor shall perform qualitative and quantitative analyses of samples as described in the contract Performance Work Statement (Task Area I, Sections A). In addition, the Contractor shall supply other applicable support functions outlined in the contract Performance Work Statement (Task Area I, Section E). The Contractor may also be required to develop new Standard Operating Procedures (SOPs) for analytical methods, analytes, or matrices not covered by the SOPs cited in this task order. This function is described in the contract Performance Work Statement, Task Area IV.

The major task areas of Task 2 are as follows:

Task Area 2-1. Task Order Management
Task Area 2-2. Environmental Sample Analysis for Organic Parameters
Task Area 2-3. Evaluation of New Analytical Methodology
Task Area 2-4. Maintenance and Development of Standard Operating Procedures
Task Area 2-5. Glassware Washing Support

Area 2-1. Task Order Management

The Contractor shall track the status of tasks and labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The Contractor shall provide the COR and TOOR with weekly reports of the above referenced data. The initial report shall be in a format proposed by the

contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF). Team management shall meet with the COR, TOCOR, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO. Each final deliverable submitted to the COR and TOCOR shall be accompanied by a "Task Completion Form" in a format approved by EPA.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOCOR with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the COR and TOCOR prior to submission of the deliverable.

The Contractor shall immediately notify the COR and TOCOR as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the COR. The Contractor shall also notify the COR immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its Quality Management Plan (QMP). The contractor shall revise its QMP and Quality Assurance Project Plan (QAPP) in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

Deliverables

The Contractor shall submit to the Contracting Officer (CO), COR, and TOCOR an SOP for tracking activities under this task with the TO work plan for EPA approval.

The contractor shall submit to the COR and TOCOR weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on Thursdays for the preceding weekly period.

The contractor shall submit to the COR and TOCOR any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

Area 2-2. Environmental Sample Analysis for Organic Parameters

The contractor shall perform analyses of samples consisting of a variety of media for the organic parameters listed below, utilizing the analytical methods specified in the SOPs for each parameter. Samples will be assigned to the contractor for analysis by means of a TDF approved by the Project Officer. The TDF will specify the site name, number of samples, analyses requested, sample matrices, and the anticipated date of sample receipt. All work should be completed in accordance with the SOPs cited below. In the event that unforeseen circumstances require deviation from the technical procedures contained in the SOPs, alternate technical instruction will be provided in writing by means of a TDF.

The contractor shell perform applicable sample extraction, clean up the extracts when necessary and perform qualitative and quantitative analysis of organic chemical compounds employing gas chromatograph/ mass spectrometry(GC/MS), Gas Chromatography(GC), High Pressure Liquid Chromatography (HPLC) and other techniques as specified by TDF.

The following is just an estimate of the number of samples and analytes that will require preparation and/or analysis and the actual number of samples may be more or less.

ANALYTES	ESTIMATED NUMBER OF SAMPLES
Total	500

The following Central Regional Laboratory (CRL) SOPs and revisions shall be specified for the analysis of assigned samples depending on the environmental media, analytes and required detection level:

Semivolatiles	**Volatiles**	**Pesticides/PCBs**	**Housekeeping & QA**
MS026	MS001	GC001	GEN002
MS007	MS005	GC002	GEN006
MS008	MS009	GC008	GEN008
MS023		GC011	GEN009
		GC012	GEN010
		GC013	GEN013
		GC015	GEN016
		GC016	GEN018
		GC019	GEN020
		GC030	GEN023
		GC031	GEN024

Deliverables

On a weekly basis (*i.e.*, every Friday), submit to the TOCOR a project status report indicating the work completed, work pending, and completion date for each analysis project currently active. In addition, note any equipment or supply problems encountered during the week.

Each sample analysis project assigned to the contractor will require the submission of the interim and final deliverables listed below.

After completion of all analyses, submit the completed data package to the TOCOR with completed Regional Laboratory Information Management System (RLIMS) forms. Documentation to be included in the data package is specific to the analyses performed and is detailed in the SOPs listed above.

If corrections/revisions to the data package have been requested, the revised data package should be submitted to the TOCOR.

Area 2-3. Evaluation of New Analytical Methodology

The contractor may be required to evaluate new analytical methods and/or instrumentation. Specific technical instruction will be provided in writing by means of a TDF approved by the COR. The objective of this task is to verify the acceptable performance of the analytical method, analytical instrumentation, and the adequacy of QA/QC procedures. The technical criteria to be used in performing this evaluation, as well as those SOPs applicable to the evaluation will be specified in the TDF.

Deliverables

The contractor will submit to the TOCOR a written report documenting the results of each evaluation performed under this task. The technical information to be contained in this report will be specified in the TDF.

Area 2-4. Maintenance and Development of Standard Operating Procedures

On a regular basis (*i.e.*, at least annually), the contractor shall review and revise (if necessary) all SOPs used by the contractor for performance of work specified in Task Area I of the contract Statement of Work. Additionally, as assigned by TDF, the contractor shall develop and draft new SOPs, specific to new analytical procedures.

Deliverables

By June 1, 2014, the contractor shall submit to the TOCOR a complete list of all current SOPs applicable to those activities provided for in Task Area I of the contract Statement of Work. The list shall indicate the most recent date of the contractor's review of the SOP, and the date and

number of the latest revision to the SOP.

Each time that the contractor revises a current SOP, or develops a new SOP, a hard copy and an electronic copy of the revision shall be submitted to the TOCOR within 15 days.

Area 2-5. Glassware Washing Support

The contractor shall provide laboratory cleaning and glassware washing services in accordance with the Central Regional Laboratory (CRL), EPA Region V SOPs. Support functions will include bench tops; instrument tops; fume hood cleaning; and glassware washing. Certain operations involving specific highly fragile glassware (*e.g.*, continuous extractors) may be directed to be performed in the laboratory where the glassware is used, rather than transporting it to the glassware washing room. When these in-lab operations are required, the contractor shall be notified the previous day for the purposes of scheduling. Estimates of the glassware washing workload are in accordance with the estimated sample loads in the Organic and Inorganic Analytical Services Task Orders.

Cleaning Services SOPs

GLP-LAB-00	Laboratory Cleaning Schedule
GEN008	CRL glassware washing and laboratory cleaning

Deliverables

Weekly status report (*i.e.*, Thursday each week) including laboratory cleaning schedule.

Applicable Section(s) of the Contract Statement of Work

Task Area I - Analytical Support
Task Area IV - QA/QC Support

PERFORMANCE REQUIREMENT SUMMARY
ORGANIC ANALYTICAL SUPPORT FOR ABN, VOA, AND P/P COMPOUNDS

Task Area	Performance Requirement	Performance Standard(s)	Acceptable Quality Level	Method of Surveillance
p				
Task Order Manage-ment (Task 1)	The contractor shall track the status of tasks, labor hours, and costs for each task under this TO.	The contractor shall submit the COR and TOCOR with weekly reports of the status of tasks, labor hours, and costs for each task under this TO. The contractor shall notify the COR and TOCOR as soon as it appears that the scheduled completion date of any task may not be met.	The contractor shall peer review all deliverables prior to submission to COR or TOCOR. A copy of the appropriate internal review form(s), completed in accordance with the contractor's QMP and CRL requirements, shall be provided to the COR and TOCOR with each deliverable.	TOCOR will meet with the contractor management as needed on the status of tasks and schedules for their completion. TOCOR will review the monthly progress report prepared by the contractor.
Sample Analysis (Task 2)	Contractor shall perform sample analyses per client request. Analysis includes sample preparation, analysis and data reporting.	Analyses shall conform to CRL SOPs. Data package must be complete per TDF and SOP.	Data must meet with ESAT historical QC limits, or be flagged appropriately per the CRL data review SOP. Narrative must describe all actions with the sample and the data.	10% of the data packages are reviewed in depth by the TOCOR. Packages for review are chosen at random.
Quality Control Mainte-nance (Task 2)	All methods for which QC acceptance limits are appropriate must have those limits calculated using QC data from the analysis of recent samples by ESAT staff.	These historical QC acceptance limits (∀ 3 sigma for control, ∀ 2 sigma for warning) will be updated every 20 data points, not to exceed 300 samples, or annually at a minimum. If 20 data points do not exist, 10 data points are needed before statistics are generated.	Limits may not exceed those of the national EPA methods upon which the SOP is based. If limits are found to exceed those of the national EPA method, documented corrective action, after consultation with the TOCOR, is required.	TOCOR will receive and review Initial Demonstration Of Capability and Precision & Accuracy Packages (IDOC/P&A) prepared by the contractor for each of the analyses covered by his task order.

Evaluation of New Analytical Metho-dology (Task 3)	The contractor may be required to evaluate new analytical methods and/or instrumentation.	The contractor shall verify the acceptable performance of the analytical method, analytical instrumentation, and the adequacy of QA/QC procedures.	The performance of the new analytical method or instrument shall meet the limits given in the published method upon which it is based. If this cannot be done, a technical evaluation report must be prepared with detailed recommendations for action.	TOCOR will review the final reports of method or instrument evaluation. This will include any of the Method Detection Limit (MDL) and IDOC/P&A packages prepared by the contractor for evaluation of the new method. Technical review of raw instrument or method performance data will be performed as needed.
Mainte-nance and Develop-ment of SOP (Task 4)	The contractor shall evaluate and revise (if necessary) all SOPs used by the contractor at least annually. The contractor shall develop new SOPs upon request by the TOCOR.	Any revision to any SOP or any new SOP shall conform to CRL SOP format, and follow CRL SOP HK006.	QC limits may not exceed those of the national EPA methods upon which the new SOP is based. Any significant revision to an SOP or any new SOP must be supported by data to demonstrate the P&A are not adversely affected by the modification.	TOCOR will receive and review the revised SOP and/or the new SOP prepared by the contractor.

Task Area 3
Logistical and Administrative Laboratory Support

Purpose

The contractor shall provide administrative and logistical support for operation of the Region's Data Control and Sample Custodian Support. Specific support functions are outlined in Task Area III of the contract Performance Work Statement. Contractor support under this task order (TO) is limited to samples and data obtained from Superfund sites.

The major task areas of Task 3 are as follows:

Task Area 3-1. Task Order Management
Task Area 3-2. Data Coordination and Custodial Support
Task Area 3-3. Logistical and Administrative Support

Area 3-1. Task Order Management

The contractor shall track the status of tasks and labor hours and costs for each task under this TO, including each site-specific project, in accordance with a Standard Operating Procedure (SOP) to be submitted by the contractor for EPA approval. The contractor shall provide the COR and TOCOR with weekly reports of the above referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF). Team management shall meet with the COR, TOCOR, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO. Each final deliverable submitted to the COR and TOCOR shall be accompanied by a "Task Completion Form" in a format approved by EPA.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan (QMP), shall be provided to the COR and TOCOR with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the COR and TOCOR prior to submission of the deliverable.

The Contractor shall immediately notify the COR and TOCOR as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the COR. The contractor shall also notify the COR immediately upon learning of anything that may affect performance under this TO.

The Contractor shall implement its quality assurance program in accordance with its QMP. The contractor shall revise its QMP and Quality Assurance Project Plan (QAPP) in accordance with task requirements or as required by EPA through the issuance of a TDF.

The Contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

Deliverables

The contractor shall submit to the Contracting Officer (CO), COR, and TOCOR an SOP for tracking activities under this task with the TO work plan for EPA approval.

The contractor shall submit to the COR and TOCOR weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on Thursdays for the preceding weekly period.

The contractor shall submit to the COR and TOCOR any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

Area 3-2. Data Coordination and Custodial Support

The contractor shall provide data coordination, sample custodial services, and Regional Laboratory Information Management System (RLIMS) to the Central Regional Laboratory (CRL) for EPA Region V. Support functions will include receipt and logging of samples for analysis; storage of received samples; distribution of samples to laboratory personnel for analysis and maintenance of sample related documentation, including chain of custody records. In addition, the contractor shall enter analytical data into the RLIMS, use the RLIMS to generate reports, and archive data files.

Data coordination services includes logging sample custody data in a computer to maintain data tracking capabilities, receive and process data, match analytical data with computer print outs, and prepare data review work sheets for cases received from Contract Laboratory Program (CLP) labs for data review Task Orders.

All reviewed data shall be forwarded to data users through this function. Any missing paperwork is resolved at this level. Current file and purge file storage procedures will be followed.

Support under this work assignment is limited to samples and analytical data relating to Superfund sites. As such, the contractor shall track and charge level of effort (LOE) hours on a site specific basis.

Deliverables

Weekly status report (*i.e.*, Thursday each week) including CLP data cases processed and samples received as specified in DATA-CTRL-06 Data Control Processing System.

Area 3-3. Logistical and Administrative Support

The contractor shall provide logistical and administrative support to EPA Region 5. The support functions will include preparing weekly and monthly progress reports, compiling and submitting Financial Reports, tracking of all incoming TDFs, distribution, and filing.

Providing secretarial support to ESAT staff.

Deliverables

Weekly progress Status Report due Thursday each week.
Monthly progress report due the 8th of the following month.

Applicable Section(s) of the Contract Performance Work Statement

Task Area 3 - Logistical and Administrative Support

Task Area 4
Field Analytical Support Program (FASP) Services

Purpose

The contractor shall perform qualitative and quantitative analyses of samples as described in the contract Performance Work Statement (Task Area I, Sections A, B and D). In addition, the contractor shall supply other applicable support functions outlined in the contract Performance Work Statement (Task Area I, Section E). The Contractor may also be required to develop new Standard Operating Procedures (SOPs) for analytical methods, analytes, or matrices not covered by the SOPs cited in this task order. This function is described in the contract Performance Work Statement, Task Area IV. Work may be ordered (by Technical Direction Form or TDF) within any of the tasks detailed below at any time during the duration of this task order. In performing this task order, the contractor employees shall clearly identify themselves as contractor personnel.

The major task areas of Task 4 are as follows:

Task Area 4-1. Task Order Management
Task Area 4-2. Field Analytical Support
Task Area 4-3. Evaluation of New Analytical Methodology
Task Area 4-4. Maintenance and Development of SOPs
Task Area 4-5. Borehole Bio-geochemical Field Support

Area 4-1. Task Order Management

The contractor shall track the status of tasks and labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the COR and TOCOR with weekly reports of the above referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a TDF. Team management shall meet with the COR, TOCOR, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times to update

EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO. Each final deliverable submitted to the COR and TOCOR shall be accompanied by a "Task Completion Form" in a format approved by EPA.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan (QMP), shall be provided to the COR and TOCOR with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the COR and TOCOR prior to submission of the deliverable.

The contractor shall immediately notify the COR and TOCOR as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the COR. The contractor shall also notify the COR immediately upon learning of anything that may affect performance under this TO.
The contractor shall implement its quality assurance program in accordance with its QMP. The contractor shall revise its QMP and Quality Assurance Project Plan (QAPP) in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

Deliverables

The contractor shall submit to the Contracting Officer (CO), COR, and TOCOR an SOP for tracking activities under this task with the TO work plan for EPA approval.

The contractor shall submit to the COR and TOCOR weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on Thursdays for the preceding weekly period.

The contractor shall submit to the COR and TOCOR any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

Area 4-2. Field Analytical Support

The contractor shall perform on-site analyses of samples for the parameters listed below, using portable and/or mobile instruments, utilizing the analytical methods specified in the SOPs for each parameter and operate and maintain the LIMS data system. Samples will be assigned to the contractor for analysis by means of a Technical Direction Form (TDF), approved by the

Regional Project Officer. The TDF will specify the site name, number of samples, analyses requested, sample matrices, and the anticipated date of on-site operation of equipment at hazardous waste sites. All work should be completed in accordance with the SOPs cited below. In the event that unforeseen circumstances require deviation from the technical procedures contained in the SOPs, alternate technical instruction will be provided in writing by means of a TDF.

Sample Analysis SOPs:

FASP-SGC-02	Soil Gas Method
FASP-PAH-03	Poly Aromatic Hydrocarbon Method
FASP-PCB-03	Poly Chlorinated Byphenyls Method
FASP-VOA-04	Volatile Organic Analysis Method
FASP-PESC-00	Chlorinated Pesticide Analysis Method
FASP-HPCB-00	PCB Screening Method for Soil/Sediments
FASP-XRF-00	X-Ray Fluorescenence Analysis Method
FASP-STD-00	Calibration Standards Preparation

Document Control SOPs:

FASP-LOGBK-00	Logbook Maintenance
FASP-HAND-00	Sample and data set Package Handling
FASP-MANT-00	Vehicle Maintenance Procedures Checklist

Data Reporting SOPs:

QA-DSET-00	Data Set Package Assembly
QA-NARR-00	Case Narrative Generation Process
QA-FDAT-00	FASP Data SET Checklist

Quality Control and Corrective Action SOPs:

QA-CHEK-00	Analytical Data Set Checklist
QA-LABA-00	Laboratory Analysis Audits
QA-ADIT-00	Internal Quality Assurance Audits
QA-CAR-00	Implementation of Corrective Action

<u>Deliverables</u>

On a weekly basis (*i.e.*, every Thursday) submit to the TOCOR a project status report,

indicating the work completed, work pending, and completion date for each analysis project currently active. In addition, note any equipment or supply problems encountered during the week.

Each sample analysis project assigned to the contractor will require the submission of the interim and final deliverables listed below:

> After completion of all analyses, submit the completed data package to the TOCOR. Documentation to be included in the data package is specific to the analyses performed, and is detailed in the SOPs listed above.
>
> If corrections/revisions to the data package have been requested, the revised data package should be submitted to the TOCOR.

Area 4-3. Evaluation of New Analytical Methodology

The contractor shall evaluate new analytical methods and/or instrumentation. Specific technical instruction will be provided in writing by means of a TDF approved by the COR. The objective of this task is to verify the acceptable performance of the analytical method, analytical instrumentation, and the adequacy of QA/QC procedures. The technical criteria to be used in performing this evaluation, as well as those SOPs applicable to the evaluation will be specified in the TDF.

Deliverables

The contractor shall submit to the TOCOR a written report documenting the results of each evaluation performed under this task. The technical information to be contained in this report will be specified in the TDF.

Area 4-4. Maintenance and Development of SOPs

On a regular basis (*i.e.*, at least annually), the contractor shall review and revise (if necessary) all SOPs used by the contractor for performance of work specified in Task Area I of the contract Statement of Work. Additionally, as assigned by TDF, the contractor shall develop and draft new SOPs, specific to new analytical procedures.

Deliverables

The contractor shall submit to the TOCOR a complete list of all current SOPs applicable to those activities provided for in Task Area I of the contract Statement of Work. The list shall indicate the most recent date of the contractor's review of the SOP, and the date and number of the latest revision to the SOP.

Each time that the contractor revises a current SOP, or develops a new SOP, a hard copy and an electronic copy of the revision shall be submitted to the TOCOR within 15 days.

Area 4-5. Borehole Bio-geochemical Field Support

The contractor will provide assistance for calibration of the tool to mix calibration fluids for chloride, nitrates, ammonia, Eh, pH, dissolved oxygen, and fluid conductivity and also to recover samples once the borehole data has identified a contaminant zone. Samples will be collected down hole by a borehole fluid sampler where contractor will place it in proper containers and preservatives. Once a contaminated zone is identified by the tool samples for the desired contaminants of concern will be sent to Central Regional Laboratory (CRL) by contractor with proper supporting documentation for evaluation and a final report of the results will be written by contractor.

Deliverables

The contractor shall submit to the TOCOR a written report documenting the results of each evaluation performed under this task. The technical information to be contained in this report will be specified in the TDF.

Applicable Section(s) of the Contract Performance Work Statement

Task Area I - Analytical Support
Task Area IV - QA/QC Support

Task Area 5
Inorganic and Organic Data Review/Data Validation

Purpose

The Contractor shall provide support relating to the review and validation of analytical data generated through the Contract Laboratory Program (CLP), other regional contract laboratories, and by potentially responsible parties (PRP). The details of this support are specified in Task Area II of the contract Performance Work Statement. In addition, the Contractor may be required to review and prepare SOPs, as provided in Task Area IV of the contract Performance Work Statement. Limited training of contractor personnel may be required, as outlined in Task Area V of the contract Performance Work Statement.

The major task areas of Task 5 are as follows:

Task Area 5-1. Task Order Management
Task Area 5-2. Review and Validation of CLP Inorganic Data
Task Area 5-3. CADRE Data Review/Validation
Task Area 5-4. Validation/Review of non-CLP Inorganic Data
Task Area 5-5. Review and Validation of CLP Organic Data (Level 1 Reviews)
Task Area 5-6. CADRE Data Review/Validation (Level 2 and Level 3 Reviews)
Task Area 5-7. Validation/Review of non-CLP Organic Data (Level 4 Review)

Task Area 5-8. Revision of Existing SOPs and Preparation of New SOPs
Task Area 5-9. Analytical Methods Review
Task Area 5-10. Collection and Tabulation of Data

Area 5-1. Task Order Management

The contractor shall track the status of tasks and labor hours and costs for each task under this TO, including each site-specific project, in accordance with a SOP to be submitted by the contractor for EPA approval. The contractor shall provide the COR and TOCOR with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the Contractor. EPA will review the initial report and specify changes for subsequent reports in writing through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the COR, TOCOR, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The Contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The Contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO. Each final deliverable submitted to the COR and TOCOR shall be accompanied by a "Task Completion Form" in a format approved by EPA.

The Contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the Contractor's Quality Management Plan (QMP), shall be provided to the COR and TOCOR with each deliverable. If such a review cannot be performed on any deliverable, the Contractor shall contact the COR and TOCOR prior to submission of the deliverable.

The Contractor shall immediately notify the COR and TOCOR as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the COR. The Contractor shall also notify the COR immediately upon learning of anything that may affect performance under this TO.

The Contractor shall implement its quality assurance program in accordance with its QMP. The Contractor shall revise its QMP and Quality Assurance Project Plan (QAPP) in accordance with task requirements or as required by EPA through the issuance of a TDF.

The Contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The Contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables

The Contractor shall submit to the Contracting Officer (CO), COR, and TOCOR an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The Contractor shall submit to the COR and TOCOR weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on Thursdays for the preceding weekly period.

The Contractor shall submit to the COR and TOCOR any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

Level of Review:

Data packages for the following tasks shall be assigned for review and validation by the TOCOR through TDF. The TOCOR will specify in the TDF the level of data validation as follows (see Region 5 Data validation SOP for detailed description):

A. Level 1 Review: ESAT will receive Computer Aided Data Review and Evaluation (CADRE) validation report and CADRE validated data spreadsheet from the Sample Management Office (SMO) Contractor. ESAT will produce hard copy and store with the raw data received from CLP laboratories. No review on ESAT's part. Data review is considered Stage 1 Validation Electronic (S1VE).

B. Level 2 Review: ESAT will use CADRE data validation report and CADRE validated spreadsheet, prepare data review narrative, and flag the data. Data Review considered Stage 2B Validation Electronic (S2BVE).

C. Level 3 Review: ESAT will do full CADRE review using review data, prepare data review narrative, and flag the data. Data review considered Stage 4 Validation Electronic and Manual (S4VEM).

D. Level 4 Review: This is a manual data review for CLP, as well as non-CLP data and PRP data packages. Data review considered Stage 4 Validation Manual (S4VM).

The following table summarizes the anticipated level of support required under this task (based on approximately 435 cases):

Level of Review	Level 1	Level 2	Level 3	Level 4
No. of Cases/Data Packages	10	10	400	15

Area 5-2. Review and Validation of CLP Inorganic Data

The contractor shall perform review and validation of inorganic analytical data in accordance with the most current version of the following applicable SOPs and guidelines:

The USEPA Contract Laboratory Program National Functional Guidelines for Inorganic Data Review

Data packages shall be assigned for review and validation by the TOCOR through TDF. Upon receipt of each data package the contractor shall examine the package to determine if required data and documentation are present. The Contractor shall notify the TOCOR of any data or documentation that is not present, as soon as possible.

The contractor shall review all data and documentation, as specified in the TDF, to determine if technical and contractual requirements were met by the CLP laboratory. The contractor shall assign the appropriate data qualifiers to the data, as detailed in the above-referenced SOPs, guidelines and guidance. All data qualifiers placed on the data, as well as any instances where the data packages are non-compliant should be thoroughly discussed in the data review narrative.

Deliverables

In the event that a data review may not be completed due to missing or incomplete information, the Contractor shall submit an interim report to the TOCOR listing the information required in order to complete the data review.

The Contractor shall prepare and submit to the TOCOR a data review deliverable for each data package reviewed. The deliverable shall consist of the following components:

1. EPA Cover Page
2. Data Review Narrative
3. Data Qualifier Definition
4. Quality Control (QC) Exception Summary Report
5. Sample Chain-of-Custody Forms
6. Laboratory Data Narrative
7. Case Cover Page
8. The Following Forms:
    a. Inorganic Analysis Data Sheets (Form I)
    b. Blanks (Form III)
    c. Matrix Spike Recovery (Form IV)
    d. Duplicate (Form VI)
    e. Instrument Detection Limits (Form X)
    f. ICP Serial Dilutions (Form IX) (when qualifiers are required)
    g. Preparation Log (Form XIII)
    h. Copies of Specific Modified Analysis (MA) Methods
    i. Region 5 Data Tracking Form for Contract Samples

Prior to the submission of the above deliverables, the contractor shall perform an internal review of the data package to verify proper data review and validation and shall take appropriate corrective action to assure that all deliverables meet the requirements of the TO.

The TOCOR shall review each data package. When revisions or corrections are required, the TOCOR shall return the data package to the contractor with written directions indicating the necessary revisions/corrections. The Contractor shall make the necessary revisions/corrections and re-submit the data package to the TOCOR.

Each data package shall be reviewed and validated and the above-referenced deliverables submitted to the TOCOR within 10 days of receipt of all required data and documentation. On occasion, shorter time frame may be necessary and will be specified in the TDF.

Area 5-3. EXES (Electronic Data Exchange and Evaluation System)

The Contractor shall perform electronic validation of CLP inorganic data packages using EXES (Electronic Data Exchange and Evaluation System) software in accordance with the Region V Standard Operating Procedure for Computer Aided Validation of CLP Data, using software designated by the TOCOR.

The Contractor shall perform the following activities for each complete data package:

1. Receive electronic copies of EXES spreadsheets and validation reports from SMO contractor via the e-mail system.
2. Perform data integrity checks.
3. Generate EXES data review narrative.
4. Assemble EXES review data package.
5. Perform internal review of the EXES review data package.

When the Contractor encounters minor problems in the operation of EXES, the contractor shall immediately notify EXES/EXES User Help Line directly to resolve the problems. The contractor shall immediately identify themselves as a contractor employee. When the contractor encounters major problems which cannot be resolved by the Help Line, he shall immediately document the problems in a Discrepancy Report and submit the report to the TOCOR and COR.

Deliverables

The Contractor shall complete the above EXES data validation activities within four days of receipt of the complete data package. Upon completion, the Contractor shall submit the data package, EXES tables, work sheets, and inventory sheet to the TOCOR for review and approval.

The Contractor shall return the EXES validated flags and modified data electronically to the CLP Analytical Results Database (EXES, a national Superfund database) after performing the data review with EXES.

The TOCOR shall review each EXES review data package. When revisions or corrections are required, the TOCOR shall return the data package to the contractor with written directions indicating the necessary revisions/corrections. The Contractor shall make the necessary revisions/corrections and re-submit the data package to the TOCOR.

On a monthly basis (*i.e.*, on the 10th day of the month) the contractor shall archive Sample Delivery Group (SDG) files that are over three months old onto compact discs and remove archived files from the EXES system.

Area 5-4. Validation/Review of non-CLP Inorganic Data

Non-CLP analytical data packages will be assigned for review and/or validation by means of a TDF approved by the TOCOR. The contractor shall perform manual inorganic data reviews on these packages per SOP specified in the TDF. The TDF will specify the site name, site ID (if any), specific data package, and applicable SOP(s) to be followed.

In the event that the contractor's review indicates that there are missing items and/or documentation in the data package, the contractor shall immediately notify the TOCOR in writing. The TOCOR will contact the responsible laboratory to obtain the missing information.

Deliverables

In the event that a data review may not be completed due to missing or incomplete information, the contractor shall submit an interim report to the TOCOR listing the information required in order to complete the data review.

The contractor shall prepare and submit to the TOCOR a data review deliverable for each data package reviewed. The deliverable shall consist of the following components:

1. SAS or SOP as specified in the TDF.
2. Data Assessment (original) outlining analytes that were flagged.
3. Rejection Summary/Narrative.
4. Copy of original data assessment with a copy of the Rejection Summary stapled at end.
5. Copy of Rejection Summary for the TOCOR.
6. Copies of all communications related to the subject data package.

Area 5-5. Review and Validation of CLP Organic Data (Level 1 Reviews)

The contractor shall perform review and validation of organic and dioxin analytical data in accordance with the most current version of the following applicable SOPs and guidelines:

1. Region 5 Standard Operating Procedure for the Validation of CLP Organic Data.
2. The National Functional Guidelines for Chlorinated Dioxin/Furan Data Review

3. The USEPA Contract Laboratory Program National Functional Guidelines for Organic Data Review and Low Concentration Organic Data Review

Upon receipt of each data package the contractor shall examine the package to determine if required data and documentation are present. The Contractor shall notify the TOCOR of any data or documentation that is not present, as soon as possible.

The contractor shall review all data and documentation, as specified in the TDF, to determine if technical and contractual requirements were met by the CLP laboratory. The contractor shall assign the appropriate data qualifiers to the data, as detailed in the above-referenced SOPs, guidelines and guidance. All data qualifiers placed on the data, as well as any instances where the data packages are non-compliant should be thoroughly discussed in the data review narrative.

Deliverables

In the event that a data review may not be completed due to missing or incomplete information, the contractor shall submit an interim report to the TOCOR listing the information required in order to complete the data review.

The contractor shall prepare and submit to the TOCOR the deliverables listed below for each data package, along with the data package, in the format specified in the above-referenced SOPs:

1. Region V Transmittal Form
2. Data Review Narrative
3. Calibration Outlier Forms
4. Internal Standards Table (if needed)
5. Sample Chain-of-Custody Forms
6. Laboratory Data Narrative
7. Sample data for each fraction:
    a. Surrogate Recovery Summary (Form II)
    b. Matrix Spike/Matrix Spike Duplicate (or Laboratory Control Sample) Performance Summary (Form III)
    c. Method Blank Summary (Form IV)
    d. Sample Results (Form I)
8. Region V Data Tracking Form for Contract Samples (if necessary)

Prior to the submission of the above deliverables, the contractor shall perform an internal review of the data package to verify proper data review and validation, take appropriate corrective action to assure that all deliverables meet the requirements of the TO.

The TOCOR shall review each data package. When revisions or corrections are required, the TOCOR shall return the data package to the contractor with written directions indicating the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and re-submit to the data package to the TOCOR.

Each data package shall be reviewed and validated and the above-referenced deliverables submitted to the TOCOR within 10 days of receipt of all required data and documentation. On occasion, shorter time frame may be necessary and will be specified in the TDF.

Area 5-6: EXES Data Review/Validation (Level 2 and Level 3 Reviews)

The Contractor shall perform electronic validation of CLP organic data packages using EXES software in accordance with the Region 5 SOP for Computer Aided Validation of CLP data, using software designated by the TOCOR.

The TOCOR shall transmit a list of organic data packages designated for CADRE validation to the contractor. The contractor shall perform the data validation according to either the SOP for Level 2 Data Validation, or the Region 5 SOP for EXES of CLP data for Level 3 Data Validation. The desired level of review will be indicated in the TDF.

When the Contractor encounters minor problems in performing the EXES review, the contractor shall immediately notify the TOCOR.

The Contractor shall complete the above EXES data validation activities within the time frame specified in the appropriate SOP. Upon completion the contractor shall send the data package to the data user, as indicated in the TDF.

The TOCOR shall review a percentage of the data packages (see Task Order Performance Summary below). When revisions or corrections required, the TOCOR shall return the data package to the contractor with written directions indicating the necessary revisions/corrections. The Contractor shall make the necessary revisions/corrections and re-submit the data package to the TOCOR.

Area 5-7: Validation/Review of non-CLP Organic Data (Level 4 Review)

Non-CLP analytical data packages will be assigned for review and/or validation by means of a TDF approved by the TOCOR. The contractor shall perform manual organic data reviews on these packages, per SOP specified in a TDF. The TDF will specify the site name, site ID (if any), specific data package, and applicable SOP(s) to be followed.

In the event that the contractor's review indicates that there are missing items and/or documentation in the data package, the contractor shall immediately notify the TOCOR in writing. The TOCOR will contact the responsible laboratory to obtain the missing information. The contractor shall not directly contact the laboratory for any reason.

Deliverables

In the event that a data review may not be completed due to missing or incomplete information, the contractor shall submit an interim report to the TOCOR listing the information required in order to complete the data review.

The contractor shall prepare and submit to the TOCOR within 10 days a data review deliverable for each data package reviewed. The deliverable shall consist of the following components:

1. Modified Analysis (MA) as specified in the TDF.
2. Data Assessment (original) outlining analyses that were flagged.
3. Rejection Summary.
4. Copy of original data assessment with a copy of the Rejection Summary stapled at end.
5. Copy of Rejection Summary for the TOCOR.
6. Copies of all communications related to the subject data package.

Area 5-8. Revision of Existing SOPs and Preparation of New SOPs

ESAT shall revise existing SOPs and prepare new SOPs for analytical methods and data validation guideline as per TDF instructions. The new SOPs may be specific to particular analytes(s), matrices, analytical methods, and/or data validation procedures.

Deliverables

Submit a hard copy and an electronic copy of the revised SOP to the TOCOR.

Area 5-9. Analytical Methods Review

As assigned by TDF, the contractor shall review specific published analytical methods. Areas of review may include: standard format and accompanying documentation for data; Quality Assurance/Quality Control (QA/QC) criteria; method detection limits (MDLs); calibration procedures; analytes identification procedures; resolution requirements; equipment criteria and requirements; blank requirements; and data validation requirements and procedures. The contractor shall assess the applicability and/or limitations of specific analytical methods for particular analytes, matrices, or intended data uses. Also, the contractor may be directed (by TDF) to compare two or more analytical methods, and prepare reports highlighting the differences and/or similarities of the methods.

Deliverables

Specific instruction regarding the content and format of deliverables will be specified in the applicable TDF. Reports will be submitted to the TOCOR.

Area 5-10. Collection and Tabulation of Data

As directed by TDF, the contractor shall produce reports summarizing statistical information concerning data reviews. Typical statistical information covered by such reports may include, but is not limited to, numbers of samples for which data were rejected or estimated, or numbers of rejections/estimations by fraction (*e.g.*, metals or cyanide). The contractor may also be instructed (by TDF) to statistically quantify the reasons for qualification or rejection of data. Typical factors to be quantified may include, but are not limited to, calibration, blank contamination, matrix spike recovery, duplicates audit, temperature/preservation, and/or percent moisture.

It is anticipated that a TDF will be issued at least once yearly to statistically summarize data cases reviewed over the past year. Specific details concerning the information to be compiled and the time period of coverage will be specified in the TDF.

Deliverables

Details concerning the content and format of deliverables will be specified in the TDF.

Task 5 Performance Summary

The contractor shall meet all performance requirements specified in this Task 5. The table below details performance standards which shall apply to the requirements of Task 5. Performance will be measured against the Acceptable Quality Level (AQL) and reported to the CO by the COR on a monthly basis.

Performance Requirements/ Desired Outcomes	**Performance Standards**	**AQL**	**Surveillance Method**
Analytical data shall be reviewed for adherence to applicable SOPs, Functional Guidelines, and other requirements referenced in TDFs.	Correct criteria shall be applied to the analytical data, and appropriate qualifiers shall be assigned. Problems with data shall be identified in data validation memos.	90% of the Levels 3 and 4 data reviews shall be technically acceptable on first submission.	The TOCOR will review Level 3 & 4 data validation reports for completeness and technical accuracy in conformance with performance requirements and standards.

Data validation reports shall be submitted in a timely manner.	Data validation reports shall be completed within the time frames specified in TDFs.	90% of data validation reports shall meet the delivery requirements specified in the TO, as well as any additional requirements given by TDF.	The TOCOR will compare due dates to actual dates of submission of deliverable.
Data validation reports shall be acceptable for distribution.	Data validation reports shall be technically complete, grammatically correct, free of typographical errors, and compliant with requirements set forth in TDFs and SOPs.	75% of data validation reports shall be acceptable for distribution on first submission. 100% shall be *acceptable* upon second submission.	The TOCOR will review every report for Level 3 &4 review prior to distribution.

The following additional terms and conditions are requirements of this task order:

CONTRACTING OFFICER'S REPRESENTATIVES

The individuals listed below are authorized representatives of the Contracting Officer for this task order. These individuals may issue perform Contracting Officer Representative (COR) functions as described in the contract clauses *Technical Direction* (EPAAR 1552.237-71) and *Authorized Representative of the Contract-Level COR* (EPA-G-42-102).

TASK Area	DESCRIPTION	TOCOR
1	Analytical Support for Inorganic Analysis	Greg Mitsakopoulos
2	Organic Analytical Support for Semivolatiles (ABN), Volatiles (VOA), and Pesticides/PCBs (P/P) Compounds	Michelle Kerr
3	Logistical and Administrative Laboratory Support	Sylvia Griffin
4	Field Analytical Support Program (FASP) Services	James Ursic
5	Inorganic and Organic Data Review/Data Validation	Alida Roberman

OPTION PERIODS/AWARD TERMS

This task order contains option periods and award terms that the Government may exercise via unilateral task order modification by providing written notification to the contractor of its intent to exercise the option period or award term at least 60 days in advance of the end of the current effective period. Providing this written notice does not commit the Government to exercise the option or award term. If the Government fails to provide written notice within that time, the Government may exercise the option or award term via bilateral task order modification. Task order option periods and award terms may only be exercised within the effective period of the contract. If a contract-level option period or award term is not exercised, task order option periods and award terms may not be exercised beyond the final date of the contract period of performance.

The period of performance of this task order, inclusive of all option periods and award terms is:

Base Period	October 21, 2013 – September 29, 2016
Option Period 1	September 30, 2016 – September 29, 2018
Option Period 2	September 30, 2018 – September 29, 2020

QUALITY ASSURANCE

Performance under this task order requires the contractor to prepare a Quality Assurance Project Plan (QAPP) to be included as part of the task order. The contractor shall submit a QAPP with its task order proposal in accordance with *EPA Requirements for Quality Assurance Project Plans (QA/R-5)* found here: http://www.epa.gov/QUALITY/qs-docs/r5-final.pdf. The contractor's QAPP must be approved by the Task Order Contracting Officer's Representative (TOCOR) and Quality Assurance Manager before task order award. After task order award, the contractor shall perform all tasks under this task order in accordance with the quality standards

established in the QAPP.

TRAVEL

Performance under this task order may require travel. The contractor shall submit requests for travel in accordance with the contract clause *Approval of Contractor Travel* (EPA-H-31-104). Approval of task order proposals that include travel as a materials cost shall not be construed to mean the travel is approved. Separate approval for contractor travel shall be obtained from the Contract-Level COR.

TRAINING

Performance under this task order may require unique training that is allowable as a direct cost to the task order. The contractor shall submit requests for such training in accordance with the contract clause *Approval of Training* (EPA-H-31-105). Approval of task order proposals that include training as a materials cost shall not be construed to mean the training is approved. Separate approval for contractor training shall be obtained from the Contract-Level COR.

TECHNICAL DIRECTION

The designated TOCOR on this task order is authorized to provide technical direction to the extent allowed under EPAAR (1552.237-71)(APR 1984)(DEVIATION). Other than the designated TOCOR, only the COR and the Contracting Officer are authorized to provide technical direction.

Technical direction includes:

(1) Direction to the contractor which assists the contractor in accomplishing the Performance Work Statement.
(2) Comments on and approval/acceptance of reports or other deliverables.

Technical direction must be within the contract and the task order statement of work. The COR and the TOCOR DO NOT have the authority to issue technical direction which

(1) institutes additional work outside the scope of either the contract or this task order;
(2) constitutes a change as defined in the "changes" clause;
(3) causes an increase or decrease in the estimated cost of the contract or task order,
(4) alters the period of performance; or
(5) changes any of the other express terms or conditions of the contract or task order.

Technical direction will be issued in writing or confirmed in writing within five (5) calendar days after oral issuance. The technical direction memorandum will be provided to the contractor and copies will be forwarded to the Contracting Officer and the COR. If the contractor has not received written confirmation within five (5) calendar days of an oral issuance, the contractor must so notify the COR.

CONTRACTOR COMMUNICATIONS

Upon approval of the Work Plan, the contractor shall maintain at least weekly communications with the TOCOR regarding the status of the work on this task order.

INHERENTLY GOVERNMENTAL FUNCTIONS

The contractor shall not perform any inherently governmental functions (IGF), as defined in FAR 2.101, under this task order. If during the course of developing the plan of work, through receipt of technical direction, or in carrying out the order, any portion of the effort is considered to possibly be an IGF, the contractor must immediately notify the COR and the Contracting Officer.

DOCUMENTS

Documents shall be prepared using Microsoft Word or equivalent. Electronic media materials delivered to the Agency shall be on compact disk, unless specified otherwise. All written deliverables shall, to the extent possible, be double-sided copies, and shall be delivered in reusable/recyclable envelopes.

Upon issuance of written technical direction, the Contractor shall submit for inspection copies of all work in progress at any time under this Task Order. The Contractor shall develop and maintain files supporting each task order.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF PAGES
	1	4

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
001	04/14/2016	PR-SRRPOD-16-00151	

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: $110,574.34
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: H.6 OPTION TO EXTEND THE TERM OF THE CONTRACT - IDIQ (EPAAR 1552.217-76) (APR 1984) TAILORED
	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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018
The purpose of this modification is to re-obligate funds in the amount of $110,574.34 from Task Order #1 on to year 4 of this task order.

LIST OF CHANGES:
Reason for Modification : Supplemental Agreement for work within scope
Total Amount for this Modification: $0.00
New Total Amount for this Version: $1,064,289.95
New Total Amount for this Award: $2,157,367.50
Obligated Amount for this Modification: $110,574.34
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)*	
		Ross Miller	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		ELECTRONIC SIGNATURE *(Signature of Contracting Officer)*	04/14/2016

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	New Total Obligated Amount for this Award: $310,574.34 Incremental Funded Amount changed: from $200,000.00 to $310,574.34 CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: $110,574.34 Incremental Funded Amount changed from $200,000.00 to $310,574.34 NEW ACCOUNTING CODE ADDED: Account code: 14-T-72BS-303DD2-2505-HQ00LA00-1472BS5056-001 Amount: $5.83 NEW ACCOUNTING CODE ADDED: Account code: 15-T-72BS-303DD2-2505-HQ00LA00-1572BS5012-001 Amount: $94.20 NEW ACCOUNTING CODE ADDED: Account code: 14-TD-72BS-303DD2-2505-HQ00LA00-1572BS5047-002 Amount: $475.49 NEW ACCOUNTING CODE ADDED: Account code: 15-T-72BS-303DD2-2505-HQ00LA00-1572BS5047-001 Amount: $282.00 NEW ACCOUNTING CODE ADDED: Account code: 14-TD-72BS-303DD2-2505-HQ00LA00-1572BS5047-002 Amount: $48.37 NEW ACCOUNTING CODE ADDED: Account code: 15-T-72BS-303DD2-2505-HQ00LA00-1572BS5012-001 Amount: $29.80 NEW ACCOUNTING CODE ADDED: Account code: 16-T-72BS-303DD2-2505-HQ00LA00-1672BS5003-001 Amount: $9,638.65 NEW ACCOUNTING CODE ADDED: Account code: 16-T-72BS-303DD2-2505-HQ00LA00-1672BS5026-001 Continued ...				

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Amount: $100,000.00				
	Delivery Location Code: R5 LAB Region 5 Laboratory US Environmental Protection Agency 536 South Clark St Chicago IL 60605-1582 USA				
	Period of Performance: 01/30/2016 to 01/29/2017				
	Change Item 0001 to read as follows(amount shown is the obligated amount):				
0001	Task Order Base Period (Contract Year 4) Fully Funded Obligation Amount: $1,064,289.95				110,574.34
	Accounting Info: 16-T-72BS-303DD2-2505-HQ00LA00-1672BS5026-001 BFY: 16 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1672BS5026-001 Funding Flag: Complete Funded: $0.00 Accounting Info: 14-T-72BS-303DD2-2505-HQ00LA00-1472BS5056-001 BFY: 14 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1472BS5056-001 Funding Flag: Complete Funded: $5.83 Accounting Info: 15-T-72BS-303DD2-2505-HQ00LA00-1572BS5012-001 BFY: 15 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1572BS5012-001 Funding Flag: Complete Funded: $94.20 Accounting Info: 14-TD-72BS-303DD2-2505-HQ00LA00-1572BS5047-002 BFY: 14 Fund: TD Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1572BS5047-002 Funding Flag: Complete Funded: $475.49 Accounting Info: 15-T-72BS-303DD2-2505-HQ00LA00-1572BS5047-001 BFY: 15 Fund: T Budget Org: 72BS Program (PRC):				
	Continued ...				

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1572BS5047-001 Funding Flag: Complete Funded: $282.00 Accounting Info: 14-TD-72BS-303DD2-2505-HQ00LA00-1572BS5047-002 BFY: 14 Fund: TD Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1572BS5047-002 Funding Flag: Complete Funded: $48.37 Accounting Info: 15-T-72BS-303DD2-2505-HQ00LA00-1572BS5012-001 BFY: 15 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1572BS5012-001 Funding Flag: Complete Funded: $29.80 Accounting Info: 16-T-72BS-303DD2-2505-HQ00LA00-1672BS5003-001 BFY: 16 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1672BS5003-001 Funding Flag: Complete Funded: $9,638.65 Accounting Info: 16-T-72BS-303DD2-2505-HQ00LA00-1672BS5026-001 BFY: 16 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1672BS5026-001 Funding Flag: Complete Funded: $100,000.00 Total Task Order Value: $1,064,289.95 (Base Period: $1,064,289.95) (Option Period 1: $1,093,077.55) Total Task Order Value with all Options: $2,157,367.50 Total Task Order Funded Amount: $310,574.34 (Base Period: $310,574.34) (Option Period 1: $0.00)				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. 002

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OLEM-16-00025

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

Net Increase: $334,422.86

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

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018

The purpose of this modification is to obligate funding in the amount of $334,422.86 onto this task order. The funding for this TO has therefore increased from $310,574.34 to $644,997.20.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $334,422.86
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)*
Danny Uhr

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 05/17/2016

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	New Total Obligated Amount for this Award: $644,997.20 CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: $334,422.86 Incremental Funded Amount changed from $310,574.34 to $644,997.20 NEW ACCOUNTING CODE ADDED: Account code: 16-T-72BS-303DD2-2505-1672BS5035-001 DCN-LineID 1672BS5035-001 Amount: $334,422.86 Period of Performance: 01/30/2016 to 01/29/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF PAGES
	1	2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
003	See Block 16C	PR-R5-16-00683	

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: $52,042.00
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).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018

The purpose of this modification is to obligate funds in the amount of $52,042.00. The funding for this task order has therefore increased from $644,997.20 to $697,039.20.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $52,042.00
New Total Obligated Amount for this Award: $697,039.20
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)*	
		Danny Uhr	
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 09/26/2016

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: $52,042.00 Incremental Funded Amount changed from $644,997.20 to $697,039.20 NEW ACCOUNTING CODE ADDED: Account code: 15-T-05F-303D72-2505-C001-1605FHX501-001 DCN-LineID 1605FHX501-001 Amount: $52,000.00 NEW ACCOUNTING CODE ADDED: Account code: 15-T-5A00C-303D72-2505-C002-1605FHX501-002 DCN-LineID 1605FHX501-002 Amount: $42.00 Period of Performance: 01/30/2016 to 01/29/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. 004

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OLEM-17-00008

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

Net Increase: $221,000.00

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

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018
The purpose of this modification is to obligate $221,000.00 to this task order.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $221,000.00
New Total Obligated Amount for this Award: $918,039.20
Incremental Funded Amount changed: from
$697,039.20 to $918,039.20

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)*
Danny Uhr

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 10/14/2016

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: $221,000.00 Incremental Funded Amount changed from $697,039.20 to $918,039.20 NEW ACCOUNTING CODE ADDED: Account code: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5006-001 Amount: $221,000.00 Delivery Location Code: R5 LAB Region 5 Laboratory US Environmental Protection Agency 536 South Clark St Chicago IL 60605-1582 USA Period of Performance: 01/30/2016 to 01/29/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. 005

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OLEM-17-00103

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: $146,250.75
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).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018
The purpose of this modification is to obligate $146,250.75 to year 1 of this task order.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $146,250.75
New Total Obligated Amount for this Award: $1,064,289.95
Incremental Funded Amount changed: from
$918,039.20 to $1,064,289.95

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)* Danny Uhr

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 01/18/2017

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: $146,250.75 Incremental Funded Amount changed from $918,039.20 to $1,064,289.95 NEW ACCOUNTING CODE ADDED: Account code: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5018-001 Amount: $146,250.75 Delivery Location Code: R5 LAB Region 5 Laboratory US Environmental Protection Agency 536 South Clark St Chicago IL 60605-1582 USA Period of Performance: 01/30/2016 to 01/29/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF PAGES
	1	2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
006	See Block 16C	PR-OLEM-17-00103	

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: $203,764.25
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).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.8 Task Order Ordering Procedures; B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018
The purpose of this modification is to
1) Exercise Option Period 1 (Year 2) of this Task Order. The total ceiling amount for this period is $1,093,077.55
2) Obligate funds in the amount of $203,764.25 onto Option Period 1.

LIST OF CHANGES:
Reason for Modification : Exercise an Option
Obligated Amount for this Modification: $203,764.25

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)*	
		Danny Uhr	
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 01/27/2017

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: $203,764.25 Incremental Funded Amount changed from $0.00 to $203,764.25 Exercised option NEW ACCOUNTING CODE ADDED: Account code: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5018-001 DCN-LineID 1772BS5018-001 Amount: $203,764.25 Period of Performance: 01/30/2016 to 01/29/2017 Change Item 0002 to read as follows(amount shown is the obligated amount):				
0002	Task Order Option Period I (Contract Year 5) Fully Funded Obligation Amount: $1,093,077.55 Accounting Info: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5018-001 BFY: 17 Fund: T Budget Org: 72BS Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00LA00 DCN - Line ID: 1772BS5018-001 Funding Flag: Complete Funded: $203,764.25 Total Task Order Value: $2,157,367.50 (Base Period: $1,064,289.95) (Option Period 1: $1,093,077.55) Total Task Order Value with all Options: $2,157,367.50 Total Task Order Funded Amount: $1,268,054.20 (Base Period: $1,064,289.95 (Option Period: ($0) $203,764.25				203,764.25

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
	1 / 2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
007	See Block 16C	PR-SRRPOD-17-00125	

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored
	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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018
The purpose of this modification is to shift $88,273.45 from year 1 to year 2 of this task order.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Total Amount for this Modification: $1,268,054.20
CHANGES FOR LINE ITEM NUMBER: 1
Obligated Amount for this modification: -$88,273.45
Incremental Funded Amount changed from $1,064,289.95 to $976,016.50
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)*	
		Danny Uhr	
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 03/29/2017

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR ACCOUNTING CODE: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5006-001 Amount changed from $221,000.00 to $203,115.24 CHANGES FOR ACCOUNTING CODE: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5018-001 Amount changed from $146,250.75 to $75,862.06 CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: $88,273.45 Incremental Funded Amount changed from $203,764.25 to $292,037.70 CHANGES FOR ACCOUNTING CODE: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5018-001 Amount changed from $203,764.25 to $274,152.94 NEW ACCOUNTING CODE ADDED: Account code: 17-T-72BS-303DD2-2505-HQ00LA00-1772BS5006-001 Amount: $17,884.76 Period of Performance: 01/30/2016 to 01/29/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO.: 008

3. EFFECTIVE DATE: See Block 16C

4. REQUISITION/PURCHASE REQ. NO.: PR-OLEM-17-00430

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

Net Increase: $346,389.75

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

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018
The purpose of this modification is to obligate $346,389.75 to option period 1 of this task order.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
New Total Amount for this Version: $1,093,077.55
New Total Amount for this Award: $2,157,367.50
Obligated Amount for this Modification: $346,389.75
New Total Obligated Amount for this Award: $1,614,443.95
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)*
Danny Uhr

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 05/24/2017

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Incremental Funded Amount changed: from $1,268,054.20 to $1,614,443.95 CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: $346,389.75 Incremental Funded Amount changed from $292,037.70 to $638,427.45 NEW ACCOUNTING CODE ADDED: Account code: 17-T-72BS-303DD2-2505-1772BS5031-001 Amount: $346,389.75 Delivery Location Code: R5 LAB Region 5 Laboratory US Environmental Protection Agency 536 South Clark St Chicago IL 60605-1582 USA Period of Performance: 01/30/2016 to 01/29/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. 009

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-OLEM-17-00663

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*
See Schedule

Net Increase: $160,539.00

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

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018

The purpose of this modification is to obligate funds in the amount of $160,539.00 onto Option Period 1 of this Task Order

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $160,539.00

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)*
Danny Uhr

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 09/07/2017

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: $160,539.00 Incremental Funded Amount changed from $638,427.45 to $798,966.45 NEW ACCOUNTING CODE ADDED: Account code: 17-T-72BS-303DD2-2505-1772BS5049-001 DCN-LineID 1772BS5049-001 Amount: $160,539.00 Period of Performance: 01/30/2016 to 01/29/2018 Total Task Order Value: $2,157,367.50 (Base Period: $1,064,289.95) (Option Period 1: $1,093,077.55) Total Task Order Value with all Options: $2,157,367.50 Total Task Order Funded Amount: $1,774,982.95 (Base Period: $976,016.50 (Option Period: $798,966.45				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 2

2. AMENDMENT/MODIFICATION NO. P00010

3. EFFECTIVE DATE See Block 16C

4. REQUISITION/PURCHASE REQ. NO. PR-R5-18-00114

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: $75,000.00
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).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018

The purpose of this modification is to obligate funds in the amount of $75,000 onto Option Period 1 of this Task Order. The funding for this period has therefore increased from $798,966.45 to $873,966.45.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $75,000.00
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)* Danny Uhr

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 12/13/2017

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: $75,000.00 Incremental Funded Amount changed from $798,966.45 to $873,966.45 NEW ACCOUNTING CODE ADDED: Account code: 18-T-5AF0P-000DD2-2505-C010-185ASEX501-001 DCN-LineID 185ASEX501-001 Amount: $75,000.00 Period of Performance: 01/30/2016 to 01/29/2018 Total Task Order Value: $2,157,367.50 (Base Period: $1,064,289.95) (Option Period 1: $1,093,077.55) Total Task Order Value with all Options: $2,157,367.50 Total Task Order Funded Amount: $1,849,982.95 (Base Period: $976,016.50 (Option Period: $873,966.45				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF PAGES
	1	2

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. *(If applicable)*
P00011	See Block 16C	PR-R5-18-00159	

6. ISSUED BY CODE SRRPOD

SRRPOD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3805R
Washington DC 20460

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

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

TECHLAW, INC.
Attn: JUDY MANLEY
14500 AVION PKY STE 300
(b)(4)
CHANTILLY VA 201511108

CODE 116211863 FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED *(SEE ITEM 11)*

x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-13-025 0011

10B. DATED *(SEE ITEM 13)* 04/01/2016

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: $32,163.92
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).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER *(Specify type of modification and authority)* B.5 Limitation of the Government's Obligation (EPA-B-32-103) Tailored

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: 116211863
TOCOR: Howard Pham Max Expire Date: 01/29/2018

The purpose of this modification is to obligate funds in the amount of $32,163.92 onto Option Period 1 of this Task Order. The funding for this period has therefore increased from $873,966.45 to $906,130.37.

LIST OF CHANGES:
Reason for Modification : Funding Only Action
Obligated Amount for this Modification: $32,163.92
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)*	
		Danny Uhr	
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 01/19/2018

NAME OF OFFEROR OR CONTRACTOR
TECHLAW, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	CHANGES FOR LINE ITEM NUMBER: 2 Obligated Amount for this modification: $32,163.92 Incremental Funded Amount changed from $873,966.45 to $906,130.37 NEW ACCOUNTING CODE ADDED: Account code: 18-T-5AF0P-000DD2-2505-C010-185ASEX502-001 DCN-LineID 185ASEX502-001 Amount: $32,163.92 Period of Performance: 01/30/2016 to 01/29/2018 Total Task Order Value: $2,157,367.50 (Base Period: $1,064,289.95) (Option Period 1: $1,093,077.55) Total Task Order Value with all Options: $2,157,367.50 Total Task Order Funded Amount: $1,882,146.87 (Base Period: $976,016.50 (Option Period: $906,130.37				