ORDER FOR SUPPLIES OR SERVICES

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

1. DATE OF ORDER: 05/22/2019

2. CONTRACT NO. (If any): 68HERH19D0022

3. ORDER NO.: 68HERH19F0183

4. REQUISITION/REFERENCE NO.: PR-OCSPP-19-00154

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

6. SHIP TO:
a. NAME OF CONSIGNEE: OCSPP DC
b. STREET ADDRESS: USEPA OCSPP
(Division), MC:
RM: WJC East Building
1201 Constitution Ave, NW
c. CITY: Washington
d. STATE: DC
e. ZIP CODE: 20004
f. SHIP VIA

7. TO: David Sprague
a. NAME OF CONTRACTOR: SRC, INC.
b. COMPANY NAME
c. STREET ADDRESS: 7502 ROUND POND ROAD
d. CITY: NORTH SYRACUSE
e. STATE: NY
f. ZIP CODE: 132122558

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

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
[ ] a. SMALL [X] 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: Destination
b. ACCEPTANCE: Destination

14. GOVERNMENT B/L NO.

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

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: 063053771 Support for Safer Chemical Ingredients List and Low Priority Candidate Designation under TSCA 68HERH19D0022/68HERH19F0183 (formerly RFTOP Task Order 4) Continued ...					

18. SHIPPING POINT

19. GROSS SHIPPING WEIGHT

20. INVOICE NO.

17(h) TOTAL (Cont. pages): $225,000.00

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: $4,725,594.41

22. UNITED STATES OF AMERICA BY (Signature): 05/22/2019
ELECTRONIC SIGNATURE

23. NAME (Typed): Sheila Dolan
TITLE: CONTRACTING/ORDERING OFFICER

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

DATE OF ORDER	CONTRACT NO.	ORDER NO.
05/22/2019	68HERH19D0022	68HERH19F0183

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	TO COR : Alyson Lorenz 202-564-1065 lorenz.alyson@epa.gov Alt. TO COR: Melanie Adams 202-564-1843 adams.melanie@epa.gov TOCOR: Alyson Lorenz Max Expire Date: 05/21/2024 Admin Office: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Accounting Info: 19-20-B-69T-000CD6-2505-QT6ZZZZZ-TC6PLCT-196 9TV0007-001 BFY: 19 EFY: 20 Fund: B Budget Org: 69T Program (PRC): 000CD6 Budget (BOC): 2505 Job #: QT6ZZZZZ Cost: TC6PLCT DCN - Line ID: 1969TV0007-001 Period of Performance: 05/22/2019 to 05/21/2024					
0001	Base Year: Task Order Type: T&M Hours 9,660 NTE: $909,664.23 Period of Performance: 05/22/2019 - 05/21/2020 Delivery: 05/22/2019				225,000.00	
0002	Option Year 1: Task Order Type: T&M Hours 9,660 NTE: $927,830.37 Period of Performance: 05/22/2020 - 05/21/2021 (Option Line Item) 03/20/2020				Option	
0003	Option Year 2: Task Order Type: T&M Hours 9,660 NTE: $946,367.32 Continued ...				Option	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $225,000.00

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

DATE OF ORDER	CONTRACT NO.	ORDER NO.
05/22/2019	68HERH19D0022	68HERH19F0183

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Period of Performance: 05/22/2021 - 05/21/2022 (Option Line Item) 03/20/2021					
0004	Option Year 3: Task Order Type: T&M Hours 9,660 NTE: $965,285.32 Period of Performance: 05/22/2022 - 05/21/2023 (Option Line Item) 03/20/2022				Option	
0005	Option Year 4: Task Order Type: T&M Hours 9,660 NTE: $976,447.17 Period of Performance: 05/22/2023 - 05/21/2024 (Option Line Item) 03/20/2023				Option	
	The obligated amount of award: $225,000.00. The total for this award is shown in box 17(i).					

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

ENVIRONMENTAL PROTECTION AGENCY

Support for Safer Chemical Ingredients List and Low Priority Candidate Designation under TSCA

CONTRACT: 68HERH19D0022
TASK ORDER NUMBER: 68HERH19F0183
PROJECT TITLE: Support for Safer Chemical Ingredients List and Low Priority Candidate Designation under TSCA

1. PERFORMANCE WORK STATEMENT (PWS)

1.1. BACKGROUND AND PURPOSE

EPA's Safer Choice program (formerly called the Design for the Environment (DfE) program) is a cooperative, voluntary program that works with industry members and other partners to promote pollution prevention and the use of safer chemicals, processes, and technologies. The Safer Choice program assists industry in making informed, environmentally responsible choices by providing technical information on risk, performance, and cost, and by providing standardized analytical tools for industry application. Safer Choice also works collaboratively with other OPPT divisions to assess work plan and priority chemicals and functional alternatives. The major Safer Choice project that is supported by this task order is the Safer Chemical Ingredients List (SCIL).

Safer Choice Program

Safer Choice is EPA's premier program, housed within the Office of Pollution Prevention and Toxics (OPPT) in EPA's Office of Chemical Safety and Pollution Prevention (OCSPP), to identify and promote the use of safer chemicals and formulated products.

The Safer Choice program encourages partners to reformulate products to be environmentally safer, cost competitive, and effective. Currently, Safer Choice labels approximately 2,000 products made by almost 500 companies. More information on the Safer Choice program is available on the Safer Choice website at: http://www.epa.gov/saferchoice.

Safer Chemical Ingredients List

The Safer Chemical Ingredients List (SCIL) contains chemicals that meet the criteria of the Safer Choice program. This list of safer chemical ingredients is arranged by functional-use class and assists product manufacturers in identifying chemicals that the Safer Choice program has already evaluated and identified as being safer. Under this task order, the contractor will continue to develop and integrate existing data systems (e.g., Safer Choice Community (Salesforce), ISIS, Access, Excel) for information needed in various Safer Choice programs, including chemical information for the SCIL and Low Priority Substances under TSCA, and stakeholder information for the Safer Choice program.

1.2 SCOPE OF WORK

The purpose of this procurement is to provide support for SCIL and Low Priority Substance Designation under TSCA.

For all tasks described below, the contactor shall work in its own facilities, but may have access to Safer Choice space, as needed. The contractor will be required to have the ability to work in CBI secured spaces in an EPA building. The contractor may also be given tasks that can be performed remotely and would need to have CBI secured space for those activities. The contractor shall supply the necessary resources required for the performance of tasks. The scientific quality of assessments, reports, model tools, statistical

programs and software, and their timely preparation in accordance with EPA deadlines, are of paramount importance in the performance of this contract.

The contractor shall have the necessary technical and scientific expertise, knowledge and experience to successfully perform all of the tasks identified below. In addition, the contractor shall have a quality assurance/quality control program that maintains the quality of products, as well as an ongoing training program. This is intended to ensure that the contract staff produces quality products, and feedback from OPPT on needed improvements is communicated to the contractor's staff. The contractor shall maintain and make available upon request complete documentation of QA/QC practices and procedures.

The contractor may receive EPA laptops to facilitate completion of tasks in this task order at the discretion of the CO and TOCORs.

Performance of work under this contract shall be initiated by task orders issued by the Contracting Officer and will encompass tasks in the following areas discussed below in Section 1.3 (TASKS).

- Safer Chemical Ingredients List
    - Technical support;
    - Toxicology and environmental fate profiles; and
    - SCIL maintenance.
- Hazard Assessment Support for Collaborative Partnerships
- Substantiation for Low Priority Substance Candidates under TSCA.

Please see the description of each individual project below for specific tasks, deliverables, and their schedule.

1.3 TASKS

(All tasks are covered under contract Section IV Task A.6: Existing Chemical Support, Task A.8: Other Tasks Associated with Existing Chemical Activities, and Task B.2: Safer Choice Program.)

The Task Order Contracting Officer's Representative (TOCOR) will review all deliverables in draft form and request revisions and/or provide comments to the contractor. The contractor shall prepare the final deliverables, incorporating the TOCOR's comments.

Section 508 compliance requirements. All deliverables shall be in compliance with Section 508, Accessibility Standards of the Rehabilitation Act of 1973, and Amendments of 1998. When preparing deliverables, the Contractor shall refer to the most recent version of the 508 Standards at: http://www.access-board.gov/sec508/guide/.

Contractor personnel shall at all times identify themselves as contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

TASK 1: Quality Assurance Project Plan and TO Management

The contractor shall implement a quality system that meets ANSI standard E4-2014 and prepare a quality assurance project plan (QAPP) following OPPT/EPA guideline. No work on the conduct of environmental data operations can begin until EPA approval of the QAPP is obtained.

The contractor shall maintain at least biweekly communications with the TOCOR regarding the status of

the TO.

QA Requirements: A Quality Assurance Project Plan (QAPP) is required. A Quality Assurance Project Plan documents the planning, implementation, and assessment procedures for a particular project, as well as any specific quality assurance and quality control activities. It integrates all the technical and quality aspects of the project in order to provide a "blueprint" for obtaining the type and quality of environmental data and information needed for a specific decision or use. All work performed or funded by EPA that involves the acquisition of environmental data must have an approved Quality Assurance Project Plan. Details for developing a QAPP can be found at: https://www.epa.gov/sites/production/files/2015-06/documents/g5-final.pdf and the Contractor shall be responsible for the development and revisions to the QAPP.

Quality Assurance (QA) Requirements. The contractor shall submit a written QAPP within 30 calendar days of receipt of this TO.

The contractor shall provide the following specific deliverables to the EPA TOCOR and Contract-Level COR:

	DELIVERABLE	**FORM AND QUANTITY**	**SCHEDULE**
TASK 1: SUBMIT A QAPP			
Task 1a.	Submit QAPP and updates	1 QAPP; Revisions submitted as needed	Initial QAPP within 15 calendar days of task order award; Keep QAPP updated and submit revisions as needed.
Task 1b.	Submit final QA report	1 final QA report	With final progress report.

TASK 2: Submit Monthly Reports

The contractor shall write and submit monthly progress reports to the EPA Task Order Contracting Officer Representative (TOCOR). Progress reports shall describe completed work during the invoice period and should link to charges described in invoice documentation.

Routine progress reports shall include a written monthly technical progress report that includes the following in the case of each project that the contractor is involved in during the month:

(a) an overview of work accomplished since project inception to to-date,
(b) a description of work accomplished during the month,
(c) a summary of QA/QC activities since project inception including a summary of corrective action taken,
(d) a brief summary of anticipated work during the following month,
(e) a summary and details of the costs incurred during the month and cumulatively, and
(f) total remaining budget.

This report shall also be issued to the Contract-Level COR. Routine progress reports shall be delivered electronically; paper copies are not needed.

The contractor shall notify the TOCOR and CO when 75, 90, and 100% of approved budget has been expended. No work on the conduct of environmental data operations can begin until EPA approval of the QAPP is obtained. Work not related to environmental data operations such as scoping how environmental data may be searched for or summarized once available including refinement of keywords, criteria, or report templates may begin prior to QAPP approval.

Failure to submit monthly progress reports with the information required will result in the suspension of the invoice until such supporting documentation is provided. Any deviations from the project such as work schedules, impediments encountered, and budget require approval from the EPA CO. The EPA CO may also initiate verbal communications with the contractor on an as needed basis to determine project status. The contractor may be required to separate the number of hours spent on different tasks, e.g., time spent on PMNs vs exemptions vs SNURs.

The contractor shall provide the following specific deliverables to the EPA TOCOR and Contract-Level COR:

	DELIVERABLE	**FORM AND QUANTITY**	**SCHEDULE**
TASK 2: SUBMIT MONTHLY REPORTS			
Task 2a.	Submit monthly progress report	1 report per month	Monthly, within 3 calendar days of invoice submission to EPA.

TASK 3: Support for the Expansion and Enhancement of SCIL

Task 3.1: Technical Support for SCIL

The contractor shall provide technical support to the TOCOR for SCIL. Examples of this technical support include SCIL improvement; accompanying the TOCOR to meetings (approximately 5 per 12-month period) or conference calls (approximately 10 per 12-month period); responding to and incorporating comments; preparing reports; taking notes at meetings; assisting Safer Choice in the transition of data from current to new data systems; reviewing chemicals and ingredients against Safer Choice criteria; and tracking information submitted to Safer Choice, NSF International, ToxServices, Gradient, and other qualified third party profilers (TPPs).

Chemical classes and associated functional uses shall be investigated for relevance to SCIL listing as directed by the TOCOR. Chemistry profiles shall be developed for selected chemicals under the Safer Choice program for SCIL listing consideration.

a. Use physical chemistry data to evaluate physical chemical parameters of chemicals of interest.
b. Chemical cluster analysis. Perform a cluster analysis using ChemAce, and/or SRC will be provided with ICB-generated clusters, based on direction of TOCOR.

Specific technical comments to be addressed, information to be included, meetings to support or attend, and other activities will be identified by the TOCOR through written technical direction.

The contractor shall assume the need to respond to 5 inquiries per week, track over 900 SCIL chemicals, and keep a log of chemical-based information and decisions in the Safer Choice Community.

Task 3.2: Toxicology and Environmental Fate Profiles

The contractor shall develop toxicology and environmental fate profiles for selected chemicals under the Safer Choice program for SCIL listing consideration and SCIL re-reviews.

a. Perform toxicological literature search per Safer Choice specifications. See Appendix 1 for list of locations searched.
b. Conduct scientific review of toxicology and chemistry literature for selection of relevant toxicological studies and retrieve selected documents.

c. Review literature identified in the previous step, based on methodology, chemical identification and purity. Select appropriate studies.
d. Use appropriate estimation models and methods to fill physical chemical properties and toxicity data gaps. This may include using analog identification, EPI SuiteTM, ECOSAR, or additional models as approved by the TOCOR.
e. Characterize, using measured data or estimation models (e.g., EPI Suite™), fate & transport in the environment. Includes characterization of persistence, bioaccumulation, and fate, transport and removal processes. May also include the identification of potential degradation products.
f. Collect biomonitoring data and environmental occurrence information.

The contractor shall assume the need to develop an average of 10-20 chemical profiles per month.

Task 3.3: SCIL Maintenance

The contractor shall maintain and update the SCIL, including tracking and vetting candidate chemicals, preparing listing profiles (with detailed chemical identification) and background materials for technical workgroup reviews, preparing the materials needed to update the public list, and ensuring the overall accuracy and usability of the list. The contractor shall develop tools and data formats to help stakeholders utilize the SCIL and interpret the Safer Choice Standard and associated Criteria for Safer Chemical Ingredients.

The contractor shall assume the need to update SCIL 2-4 times per 12-month period.

Task 3.4: Documentation

The contractor shall submit copies of all background information, data and analyses used in the preparation of the profiles and reports produced under this task, telephone conversation notes, correspondence, company product literature and deliver final documents in format directed by the TOCOR that may include files or database access.

Deliverables and Schedule under Task 3

In addition to the specific tasks summarized in the table below, other deliverables within the scope of the above task and a schedule in support of this task will be provided by the TOCOR in written technical direction.

The contractor shall provide the following specific deliverables to the EPA TOCOR:

	DELIVERABLE	**FORM AND QUANTITY**	**SCHEDULE**
TASK 3: SUPPORT FOR THE EXPANSION AND ENHANCEMENT OF SCIL			
Task 3.1	Provide technical support for SCIL	As identified by TOCOR in written technical direction	14 calendar days after receipt of the request, or within the delivery schedule identified by the TOCOR in written technical direction.

Task 3.2	Develop toxicology and environmental fate profiles	10-20 chemical profiles per month	Within 30 calendar days for standard profiles and within 14 calendar days for quick turn-around profiles. Schedule for in-progress profiles may be modified as EPA priorities change.
Task 3.3	Maintain and update SCIL	2-4 SCIL updates per 12-month period, with weekly communications as needed	As identified by TOCOR in written technical direction.
Task 3.4	Provide documentation	As identified by TOCOR in written technical direction	As identified by TOCOR in written technical direction.

TASK 4: Hazard Assessment Support for Collaborative Partnerships

The contractor shall support the Safer Choice program in collaborative partnerships with other government agencies and offices.

Task 4.1: Technical Support for Collaborative Partnerships

The contractor shall develop technical documents and/or databases of selected chemicals to support collaborative efforts

a. Evaluate toxicity and physical/chemical properties of chemicals
b. Conduct literature reviews and provide supporting papers and findings
c. Summarize evaluations and literature searches in comprehensive reports or database format

Task 4.2: Program Support for Collaborative Partnerships

The contractor shall research areas of joint collaboration with the Safer Choice program and the collaborative partner

a. Conduct research into the partners' regulations and protocols to aid in deriving an approach for collaborative efforts
b. Research and assist in describing how a chemical is derived(synthetically/naturally)

Task 4.3: Documentation

The contractor shall submit copies of all background information, data and analyses used in the preparation of the profiles and reports produced under this task, telephone conversation notes, correspondence, company product literature and deliver final documents in format directed by the TOCOR that may include files or database access.

Deliverables and Schedule under Task 4

In addition to the specific tasks summarized in the table below, other deliverables within the scope of the above task and a schedule in support of this task will be provided by the TOCOR in written technical direction.

The contractor shall provide the following specific deliverables to the EPA TOCOR:

	DELIVERABLE	FORM AND QUANTITY	SCHEDULE
TASK 4: HAZARD ASSESSMENT SUPPORT FOR COLLABORATIVE PARTNERSHIPS			
Task 4.1	Provide technical support for collaborative partnerships	As identified by TOCOR in written technical direction	14 calendar days after receipt of the request, or within the delivery schedule identified by the TOCOR in written technical direction.
Task 4.2	Provide program support for collaborative partnerships	As identified by TOCOR in written technical direction	14 calendar days after receipt of the request, or within the delivery schedule identified by the TOCOR in written technical direction.
Task 4.3	Provide documentation	As identified by TOCOR in written technical direction	As identified by TOCOR in written technical direction.

TASK 5: Substantiation for Low Priority Substance Candidates under TSCA

Task 5.1: Technical Support for Low Priority Substance Designation

The contractor shall develop and ensure information is up to date for technical documents and/or databases of selected chemicals to support prioritization activities under TSCA.

a. Evaluate physical/chemical properties and toxicity data
b. Conduct literature reviews and provide supporting papers and findings
c. Summarize evaluations and literature searches in comprehensive reports or database format to be used in public-facing documents

Task 5.2: Produce Public-facing Chemical Profiles and Supporting Materials

In addition to the requirements for developing a profile for SCIL listing from Task 3.2, the contractor shall:

a. Incorporate data collection and reporting requirements under TSCA.
b. Conduct an analysis of data gaps and identify toxicological and fate data from appropriate structural analogs to supplement the profile.
c. Use collected information (i.e. physical chemical properties, partitioning, biomonitoring data, etc.) to inform exposure potential for the general population, workers, and susceptible subpopulations.
d. Provide supporting materials (i.e. output from literature review databases, justification of analogs, etc.) for public review.

The contractor shall assume the need to develop an average of 20-30 chemical profiles per 12-month period.

Task 5.3: Documentation

The contractor shall submit copies of all background information, data and analyses used in the preparation of the profiles and reports produced under this task, telephone conversation notes, correspondence, company product literature and deliver final documents in format directed by the TOCOR that may include files or database access.

Deliverables and Schedule under Task 5

In addition to the specific tasks summarized in the table below, other deliverables within the scope of the above task and a schedule in support of this task will be provided by the TOCOR in written technical direction.

The contractor shall provide the following specific deliverables to the EPA TOCOR:

	DELIVERABLE	FORM AND QUANTITY	SCHEDULE
TASK 5: HAZARD ASSESSMENT SUPPORT FOR COLLABORATIVE PARTNERSHIPS			
Task 5.1	Provide technical support for low priority substance designation	As identified by TOCOR in written technical direction	14 calendar days after receipt of the request, or within the delivery schedule identified by the TOCOR in written technical direction.
Task 5.2	Produce public-facing chemical profiles and supporting materials	20-30 chemical profiles per 12-month period	60 calendar days after receipt of the request, or within the delivery schedule identified by the TOCOR in written technical direction.
Task 5.3	Provide documentation	As identified by TOCOR in written technical direction	As identified by TOCOR in written technical direction.

1.4. REPORTING REQUIREMENTS AND DELIVERABLES

As described in Task 1, the contractor shall prepare a Quality Assurance Project Plan for this task order.

As described in Task 2 and in the invoice instructions, the Contractor shall provide a monthly report to the CO, COR and TOCOR which identifies project staff and all activities and milestones associated with the Task Order assignments planned and in progress. The monthly report in progress tasks shall be included in the monthly reports which will be referenced when the Voucher Validation review is performed monthly at the end of each billing cycle.

As per the Task Order or request for a proposal, the Contractor shall provide the Agency with a proposal within the timeframe specified for this Task Order. The EPA CO, TOCORs, or panel members will review the proposal and provide the Contractor with an approval or disapproval, and revision (if necessary) in writing. The timelines involved, will proceed as stipulated in the request for a proposal or Contract.

For most deliverables, the EPA TOCOR will assign a tentative due dates and instructions when work is routed to the Contractor. If within three business days, the Contractor expresses no concern regarding the

due date; the date shall be deemed settled by tacit agreement.

For each deliverable submitted electronically, the contractor shall submit electronic copies to EPA in a format that EPA can support. Deliverables shall be submitted through electronic mail, or through another method determined mutually acceptable by the contractor and EPA.

1.5. Acceptable Quality Level for Tasks

See Attachment: Quality Assurance Surveillance Plan

Performance Criteria Analysis – TASKS		
Performance Indicator	**Standard**	**Acceptable Quality Level (AQL)**
Timely submission of report	Reports submitted within time frame pre-negotiated with Task Order COR	95%
Free of substantive technical, guideline, or format errors	Reports submitted with zero substantive errors including but not limited to discrepancies, omissions, inaccuracies, and/or inappropriate data evaluation	95%

Method of surveillance

Final deliverables prepared by the contractor undergo a secondary review process in OPPT. Each report has a designated EPA reviewer. The EPA reviewer conducts a review of the contractor's deliverable. The EPA reviewer will provide feedback to the TOCOR to send back to the contractor should revisions be needed. The TOCORs will compare agency due dates or approved revised due dates to completed date of reports, quarterly and calculate the percentage of late reports.

1.6. Period of Performance

The period of performance of this task order is:

Base: 12 months from award date

Option 1: 12 months from option exercise

Option 2: 12 months from option exercise

Option 3: 12 months from option exercise

Option 4: 12 months from option exercise

1.7. Task Order Type: Time & Materials

2. INSPECTION AND ACCEPTANCE

2.1 Quality Assurance Project Plan

The Contractor shall submit the following quality system documentation to the CO at the time frames identified below:

	Documentation	Specifications	Due
X	Quality Assurance Project Plan for the Task Order	EPA Requirements for Quality Assurance Project Plans (QA/R-5) [dated 03/20/11]	14 days after TO award

This documentation can be found on the following EPA website – https://www.epa.gov/quality/epa-qar-5-epa-requirements-quality-assurance-project-plans

This documentation will be prepared in accordance with the specifications identified above or equivalent specifications defined by EPA.

The Government will review and return the quality documentation, with comments, and indicating approval or disapproval. If necessary, the contractor shall revise the documentation to address all comments and shall submit the revised documentation to the government for approval.

The Contractor shall not commence work involving environmental data generation or use until the Government has approved the quality documentation.

3. TASK ORDER ADMINISTRATION DATA

3.1 Contract Administration Representatives

Contracting Officer: Genine McElroy

Contract Specialist: N/A

Contract Level Contracting Officer's Representative: Bryan Lobar, lobar.bryan@epa.gov

Task Order Contracting Officer's Representative (TOCOR): Alyson Lorenz, lorenz.alyson@epa.gov

Alternate TOCOR: Melanie Adams, adams.melanie@epa.gov

3.2 INVOICING

Invoices shall be submitted in accordance with contract clause G.3 EPAAR 1552.232-70 SUBMISSION OF INVOICES. (JUN 1996) - ALTERNATE I (JUN 1996).

(End of Clause)

4. TASK ORDER CLAUSES

4.2 FAR 52.217-9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this task order by written notice to the Contractor within 5 calendar days before the expiration of this task order; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended task order shall be considered to include this option clause.

(c) The total duration of this task order, including the exercise of any options under this clause, shall not exceed 60 months.

LOCAL CLAUSE - EPA-B-32-103A - LIMITATION OF GOVERNMENT'S OBLIGATION

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Contract line items ___**1**__ through __**5**___ are severable and may be incrementally funded. For these items, the sum of $225,000.00 of the total price is presently available for payment and allotted to this contract.

(b) For items identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those items for the Government's convenience, approximates the total amount currently allotted for those items to the contract. The Contractor shall not continue work on those items beyond that point. Subject to the clause entitled, "Termination for Convenience of the Government," the Government will not be obligated, under any circumstances, to reimburse the Contractor in excess of the amount payable by the Government in the event of the termination of applicable contract line items for convenience including costs, profit, and estimated termination costs for those line items.

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (h) of this clause, the Contractor will notify the Contracting Officer, in writing, at least 5 days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85% of the total amount currently allotted to the contract for performance of the applicable items. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of the applicable line items up to the next scheduled date for the allotment of funds identified in paragraph (a) of this clause, or to a substitute date as determined by the Government pursuant to paragraph (d) of this clause. If, after such notification, additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause entitled "Termination for Convenience of the Government."

(d) The parties contemplate that, subject to the availability of appropriations, the Government may allot additional funds for continued performance of the contract line items identified in paragraph (a) of this clause and will determine the estimated period of contract performance which will be covered by the funds. If additional funds are allotted, the Contracting Officer will notify the Contractor in writing. The Contractor shall not resume performance of the contract line items identified in paragraph (a) until the written notice is received. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and to the new estimated period of contract performance. The contract will be modified accordingly.

(e) The Government may, at any time prior to termination, allot additional funds for the performance of the contract line items identified in paragraph (a) of this clause.

(f) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default". The provisions of this clause are limited to the work and allotment of funds for the contract line items set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded.

(g) Nothing in this clause affects the right of the Government to otherwise terminate this contract pursuant to the

contract clause entitled "Termination for Convenience of the Government".

(h) The parties contemplate that the Government may obligate funds to this contract in accordance with the following schedule:

RECAPITULATION:

	PRIOR AMOUNT	THIS MOD.	NEW AMOUNT
BASE PERIOD			
Total Maximum Amount:	$0.00	$0.00	$909,664.23
Funded Amount:	$0.00	$0.00	$225,000.00

(End of clause)

5. EPA-J-52-101 LIST OF ATTACHMENTS

Attachment 1: QUALITY ASSURANCE SURVEILLANCE PLAN

ATTACHMENT 1

QUALITY ASSURANCE SURVEILLANCE PLAN

PERFORMANCE REQUIREMENT	PERFORMANCE MEASURE (PM)	PERFORMANCE STANDARD	SURVEILLANCE METHOD	INCENTIVES & DISINCENTIVES
MANAGEMENT AND COMMUNICATION: The contractor shall maintain contact with the EPA CO, COR, and TOCOR throughout the performance of the contract.	Contractor shall immediately bring potential problems to the appropriate EPA personnel and shall recommend actions that would mitigate or resolve the problem.	Issues that impact project schedules and costs shall be brought to the attention of the EPA within 3-days of occurrence.	All active task orders will be reviewed by the EPA to identify unreported issues.	Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Business Relations in the Contractor Performance Assessment Reporting System (CPARS).
TIMELINESS: For every Task Order awarded establishing a firm, specific delivery date for the generation of a report, the contractor shall deliver such report to the COR, TOCOR and CO no later than the time specified in the order's PWS.	Deliverables and related work must comply with contractual timeliness requirements. The contractor will be evaluated on its responsiveness to all task orders.	95% of all deliverables and related work shall be completed on time within task schedule and/or tech. direction requirements.	100% inspection of all deliverables and related work by the TOCOR; TOCOR will document the timeliness of all work requirements.	Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Timeliness in the Contractor Performance Assessment Reporting System (CPARS).
TECHNICAL QUALITY: For every task order awarded, the analyses conducted by the contractor shall be factual, defensible, credible, and based on sound scientific methods. All data shall be collected from reputable sources and quality assurance measures shall be conducted in accordance with the agency requirements outlined in the task orders.	All deliverables and related work must be complete, accurate, thorough, and professionally credible.	Data are 100% accurate; review demonstrates a high level of expertise and credibility with regard to personnel and use of scientific methodology. Task Orders shall be conducted in strict conformance with approved QA plans. Outputs shall withstand internal review by the US EPA and outside scientific reviewers.	EPA Staff will conduct secondary reviews of work completed by the contractor. Feedback will be provided.	Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation in the category of Quality of Product or Service in the Contractor Performance Assessment Reporting System (CPARS).