## APPENDIX 46.1D U.S. EPA QUALITY ASSURANCE REVIEW FORM FOR CONTRACT ACTIONS

**I. General Information**

**a. Vehicle Type:**

[ ] Solicitation/Sole Source (RFP #: )

[ X ] Delivery Order/Work Assignment #359-RSBD-A882
(SOW #: **Work Assignment #**

Contract #: **EP W 05 049 SOW dated**
**Region 8 EPA Response Action Contract**

**b. Descriptive Title: Remedial Investigation/Feasbility Study Anaconda Aluminum Plant, Columbia Falls, Superfund Site**

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

**d. Project Duration (start [date] to end [date]): Award to September 27, 2016**

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

**f. Is this a Modified QARF that supersedes an Original QARF? [ ] yes or [X ]no**

**If yes, list the Descriptive Title from the Original QARF and the date signed by the RQAM:_____**

**II. Scope of Work**

*[For example activities, see www.epa.gov/quality/examples.html.]*

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

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

**b.** Estimate of percentage of costs or level-of-effort allocated to quality assurance for the activities identified above: **~30%**

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## III. Quality-Related Requirements

***Where applicable, reference a specific section of the Statement of Work.***

**a. For Solicitations Only** *[complete (b) - (f) below, as well]*

1. Insert the percentage of technical evaluation points assigned to offeror's quality system documentation, or P/F if the evaluation is pass/fail:

2. List any quality standards (from your organization's Quality Management Plan) that you will use in lieu of, or in addition to, *Specifications and Guidelines for Quality Systems for Environmental Data Collection and Environmental Technology Programs (ANSI/ASQC E4)*. These standards are:

   Title:
   Numbering:
   Date:
   Requirements (Tailoring):

**b. QA Documentation Options:** *[For solicitations, complete items 1-4; for all actions other than solicitations, complete items 3-4. All documentation specified under "Other" must be defined in your organization's Quality Management Plan and be consistent with requirements defined in EPA Manual 5360 A1. For items checked under #2, there must be adequate information in the SOW for the offeror to develop this documentation.]*

**Before Award Documentation**[1]

1. ___ Documentation of an organization's Quality System: Either ___ QMP developed in accordance with R-2 or ___Other: _____

   ___ Combined documentation of an organization's Quality System and application of QA and QC to the single project covered by contract: Either developed in accordance with___R-2 and R-5 or ___Other: _____

2. ___ Programmatic QA Project Plan: Either developed in accordance with: ___R-5 or ___Other: _____

   ___ Application of QA and QC activities to the single project covered by contract: Either ___QA Project Plan developed in accordance with R-5 or ___Other:_____

   X__ Not applicable.

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

**After Award Documentation**[1]

3. _X_ Documentation of an organization=s Quality System: Either _X_ QMP developed in accordance with R-2 or ___Other: _____

___ Combined documentation of an organization=s Quality System and application of QA and QC to the single project covered by the contract: Either developed in accordance with ___ R-2 and R-5 or ___Other: _____

___ Not applicable

4. __X__ Documentation of the application of QA and QC activities to applicable project(s): Either developed in accordance with _X__ R-5; ___ A supplement to the following Programmatic QA Project Plan: ____or __X__ Other: Review of a Potential Responsible Party generated SAP/QAPP and other technical documents (i.e. Remedial Investigation)

___ Programmatic QA Project Plan with supplements for each specific project: Developed in accordance with:

___ Existing documentation of the application of QA and QC activities will be used: Either ___Documentation developed pre-award; ___ Documentation will be identified in individual Statements of Work; or ____Documentation identified in Section___ of the Statement of Work.

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

**If yes, identify the required reports and the time frame for submission:**

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

| | Pre-Award | Post-Award |
|---|---|---|
| On-site evaluation of offeror's/contractor's facility | | |
| Assessments of the offeror's/contractor's Quality System (e.g., quality system audits, management system reviews, etc.) | | |
| Project-specific assessments (e.g., technical systems audits, surveillance, performance evaluations, data quality assessments. peer reviews, readiness reviews) | | X |

**For each assessment, specify type, date to perform, and who will perform it (if known):**

**Reports will be reviewed by Work Assignment Manager and/or Remedial Project Manager.**

e. **Procedures to Update Documentation:** Identify any procedures/requirements for updating EPA-approved quality-related documentation:

**Documents will be updated as necessary as directed by the COR.**

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

**IV. The signatures below verify that the Statement of Work has been reviewed to ascertain if quality assurance or quality control activities are needed and that the appropriate quality requirements have been established.**

| | | | |
|---|---|---|---|
| **Contracting Officer's Representative** | **Date** | **Quality Assurance Manager** | **Date** |