

**ANNOUNCEMENT FOR A STUDENT SERVICES CONTRACT
RFQ-RT-09-00150**

**United States Environmental Protection Agency
Office of Research and Development
National Exposure Research Laboratory
Ecosystems Research Division, Athens, GA**

The Ecosystems Research Division, 960 College Station Rd., Athens, GA 30605. of the National Exposure Research Laboratory (NERL), Office of Research and Development (ORD) at the U.S. Environmental Protection Agency (EPA) is seeking one individual, at least 18 years of age who is either a student (in good standing enrolled in a degree program, not necessarily carrying a full course load, but pursuing a degree at a recognized educational institution) or a recent graduate (graduated with a degree from a college or university with the past two years) to provide services under a contractual agreement to assist with field and laboratory monitoring and manipulative studies to improve representation of hydrological and nutrient cycling processes in watershed models. Specific duties may include, but are not limited to; field collection of water, sediment, and soil samples; operation and maintenance of field water quality meters, automatic water samplers, and soil moisture and temperature probes; analysis of chemical parameters in water, soil, and sediment samples by chromatographic, spectrophotometric, and titration techniques; downloading data from field data loggers; cleaning and maintaining glassware and other laboratory items according to established protocols; assisting with rainfall simulation experiments, including assisting with rainfall simulator set up and disassembly after deployment and collection of samples; and data management activities including QA/QC and data entry into spreadsheets. General laboratory support duties may include maintaining research supplies and materials, routine maintenance of laboratory equipment, solution preparation, and other duties necessary to carry out the studies. The Government will make the contract award based on the student contractor's work experience, knowledge and skills, training and course work (GPA and number of course hours) as they relate to the services described in the various components of this solicitation.

The student/recent graduate contractor should possess knowledge of UV-visible spectroscopy, use of analytical balances, and measurements of water quality parameters in order to provide these services, as well as having successfully completed at least 20 semester hours (or quarter hours equivalent to 20 semester hours) in a physical or environmental science, chemistry, biology, mathematics, statistics, or a related discipline. The preferred student will have training and/or experience in conducting chemical analyses using spectrophotometry, chromatography, and titration techniques, and in field sampling of waters, soils, and sediments.

This work is projected to begin, depending upon the availability of the selected student contractor, approximately in June or July 2009 and end in one year, and represents a not-to-exceed estimate of 1298 hours of effort. There will be an option to continue an additional 2 year (1298 hours maximum for each year). It is anticipated that the student contractor will work 25 to 30 hours per week. The majority of the work will be Monday through Friday between the hours of 8:00 am to 5:00 pm. The principal duty location is Ecosystems Research Division, 960 College Station Rd., Athens, GA 30605. Field work at nearby terrestrial and aquatic research sites will also be required. The student contractor may be required to drive a government-owned vehicle to fulfill some of these duties and must have a valid driver's license. Excellent oral and written English communication skills are required, and the student contractor must be physically able to perform field sampling, which may require walking distances of a mile or more, carrying equipment weighing up to 20 pounds. Experience with common computer operation and software usage (e.g., Microsoft Office Professional Suite, including Excel, Word, and PowerPoint) is required.

U.S. citizens are eligible to participate in this program. Non-U.S. citizens may be eligible to participate, depending on their immigration status and the applicable regulations of the United States Citizenship and Immigration Service (USCIS). All non-US citizens must submit, as part of their proposal package, evidence of their immigration status that allows them to work in the United States. EPA ORD employees, their spouses, and children are NOT eligible to participate in this program and receive these contracts.

The rate of compensation for this contract is \$17.71 and the student contractor will pay the cost of self-employment taxes for social security and Medicare from this compensation.

Student contractors will be paid the basic hourly rate only for the number of hours worked and do not receive overtime premium for any hours worked beyond the 40-hour week. Student contractors do not accrue leave or holiday benefits and are not paid for any non-work days, regardless of the reason.

The student/recent graduate contractor is considered as an independent contractor; therefore, Federal, State, Local, and Social Security taxes will not be withheld; student contractors are responsible for reporting income to authorities and paying all taxes.

Interested students or recent graduates may apply for this opportunity by providing the proposed hourly rate (the one shown above) and a one or two page, excluding the copy of the transcript and documentary evidence from USCIS, if appropriate, resume or statement of qualifications including (1) student's full legal name; (2) mailing address; (3) telephone number; (4) email address (if any), (5) date of birth; (6) Social Security Number; (7) place of birth; (8) citizenship or, if not a US citizen, immigration/VISA status; (9) education, including description of relevant classes; (10) work or volunteer experience related to the scientific field; (11) laboratory work experience (if applicable to these services) and (12) a statement of your commitment to fulfill at least the initial year of the order, if selected. Attach a copy of all your college/university transcripts (unofficial copies are acceptable, if it is apparent from the transcript copy that it is a copy of an official document and that the school is identified), listing courses taken, grades, and overall GPA, and two letters of recommendation from individuals familiar with your abilities to perform the services described herein. Also, your proposal must contain a statement that you propose/accept the stated hourly rate of \$17.71 per hour. Send your proposal submittal to: James E. Wesley, II wesley.james@epa.gov, (919) 685-3412. The submission deadline will be listed at the website listed below.

Prior to applying for this position, you should visit the EPA solicitation web page at http://www.epa.gov/oam/rtp_cmd to learn the full details of the position for which you are applying. You should visit the website periodically to check the status of this procurement and to see whether or not any amendments (changes to the requirement of the posted position) have been issued. If you have any questions on the information contained on this website, contact James E. Wesley, II wesley.james@epa.gov, (919) 685-3412.

The Government will make contract award(s) based on the student's work experience, knowledge and skills, training and course work as it relates to the services as described in the Announcement. Students who perform under contract for EPA will be required to undergo a background check, check of FBI fingerprint files and a suitability determination by the Environmental Protection Agency.

The Government will make contract awards based on the student's work experience, knowledge and skills, training and course work as it relates to the services as described in the Announcement. Please check the evaluation factors document on the website mentioned in the previous paragraph.

Any proposal received at the Government office designated after the exact time specified for receipt is "late" and will not be considered unless it is received before award is made, and the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition and:

It was transmitted electronically and received at the initial point of entry to the Government infrastructure not later than 5:00 p.m., one working day prior to the date established for receipt; or there is acceptable evidence to establish it was received at the Government installation and was under the Government's control prior to the time set for receipt; or

It was the only proposal received.

However, a late modification of an otherwise successful proposal that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

If an emergency or unanticipated event interrupts normal Government processes so that proposals cannot be received at the office designated by the exact time specified, and urgent Government requirements preclude amendment of the announcement, the time specified for receipt will be deemed extended to the same time of day specified on the first work day on which normal Government processes resume.

The Government will make contract awards based on all other factors other than price (students'/recent graduates' knowledge and skills, academic and work experience -- training and course work as it relates to the services described in the Announcement) being significantly more important than price. Personal interviews may be conducted with the most promising candidates.

The evaluations of students' resumes or statements of qualifications will be based on the evaluation factors posted on the solicitation website.

Students who perform under contract to EPA must have a checking *or* savings account at a financial institution that will accept direct deposits of Federal funds for Electronic Funds Transfer (EFT) prior to award and must register with the Central Contractor Registration (CCR) and Dun and Bradstreet (D&B). To register with D&B and obtain a DUNS number, selected students or recent graduates can call D&B at 1-866-705-5711 or contact D&B at <http://www.dnb.com/updte>. To register for the CCR, selected students or recent graduates can call 1-888-227-2423 or 296-961-5757 or contact CCR at <http://www.ccr.gov>. There is no charge to register for DUNS or CCR.

Students who perform under contract to EPA may be required to undergo a background investigation consisting of a check of Federal Bureau of Investigation (FBI) name and fingerprint files, and a suitability determination. Selected students or recent graduates will be provided copies of the appropriate forms and instructions on their completion and submission requirements.

Student/recent graduate contractors are responsible for all costs of transportation to and from the principal duty station location. EPA does not provide nor pay for housing, meals, or other living expenses while working at the principal duty station location. If performance of the contract requires overnight travel, the student/recent graduate contractor will travel under the rules and procedures established for Federal employee travel.

EPA will be responsible for compensating students or recent graduates in the same manner as Federal employees for any injury suffered while performing these services. Students or recent graduates are protected from personal common-law tort liability for damages to third parties arising out of his/her work under the same broad-based immunity provided to Federal employees while performing these services. Properly licensed students or recent graduates may be permitted to drive Government vehicles, if required to do so by the statement of work.

Students or recent graduates will be required to comply with Federal requirements for Standards of Ethical Conduct and Conflicts of Interest.

Students or recent graduates may be offered, at Government expense, non-mandatory vaccinations, immunizations, treatments, medical examinations, and health and safety training to safeguard their health prior to beginning certain types of work which may expose them to health or safety risks in the environment.

Selected students or recent graduates will receive more information about these issues prior to award of any contracts.