

## Questions / Comments on PHILIS RFP PR-HQ-08-13082

1.) Page E-3, Section E.3.A, Pre-award Documentation: “The offeror must submit the following quality system documentation **as a separate and identifiable part of its technical proposal**: (CO select one or more)”.

Quality Management Plan

Joint Quality Management Plan/Quality Assurance Project Plan of the contract

Programmatic Quality Assurance Project Plan

**Q1: Are existing documents from other programs, not specifically tailored to EPA acceptable for submission for the technical proposal?**

*Revised A1: Existing documents from other programs, not specifically tailored to EPA are acceptable. The offeror's proposal must address all items contained in the Quality Management Plan and the Joint Quality Management Plan/Quality Assurance Project Plan specifications.*

8.) Page 1-13, The contractor shall arrange for in-house and scheduled PHILIS sample analysis to be completed at a different PHILIS unit(s), Regional/EPA Lab(s), and/or contract lab(s) during emergency response activations(s).

**Q8: For pricing purposes, what are the anticipated requirements for in-house and scheduled PHILIS Sample analysis workload?**

*Revised A8: For proposal purposes only, please assume the number of in-house and scheduled PHILIS Sample analysis during emergency response activation(s) to be 50 samples per month.*

13.) Attachment 1, PHILIS Performance Work Statement: Paragraph 6.0, Administrative and Technical Personnel Categories (Page 1-14 of 22). This section states that, “The PHILIS requires staffing sufficient for continuous operation, 24 hrs/day, for an indefinite period.”

Q13: Given that only the 20 Key Personnel Categories are being priced for labor, the total contract value will be determined based upon this pricing, along with Other Direct Costs. How will the cost for the surge capacity be addressed?

*Revised A13: Additional language will be forthcoming regarding surge capacity.*

15.) The RFP references three distinct quality documents. On Page E-3 of 5 there are underscores for the Quality Management Plan and Programmatic Quality Assurance Project Plan. On page M4-4 and F 2-4 a QA/QC Program Plan is requested.

**Q15: Please clarify if these are the same documents and which documents are to be included in the submission.**

*Revised A15: Please see Clause E.3 “Higher-Level Contract Quality Requirement” which has been revised. Pre-award submissions shall include items identified in Clause E.3.and clause M.2.*

20.) Under Section H.25 (Pg. H-18), there is a stated possibility that PHILIS units and contractor staff may need to mobilize across Mexican and/or Canadian borders. Based on our experience, there are significant export control and immigration issues associated with these actions.

**Q20: Will contractor-incurred expenses associated with these activities be an allowable ODC, or must they be incorporated into the labor rates? What, if any, of these issues should we assume in our proposal that the Government will work with the Mexican or Canadian government to waive or exempt the contractor from complying, based on the emergency nature of such a mobilization?**

*Revised A20: EPA is unaware of any significant export control and immigration issues associated with the mobilization across Mexican and/or Canadian borders. EPA is also unaware of **any** additional contractor-incurred expenses associated with these actions.*

**22.) Q22: In Section E.3 (Pg. E-3), the boxes in front of the associated documents (i.e. Quality Management Plan, Programmatic Quality Assurance Project Plan) were not marked with an “X”; however is marked with a “\_”. Does this “[\_]” indicate that the associated documents are required? Please clarify?**

*Revised A22: See Amendment #2. The checkmark to indicate required documents may not be visible, however, the “[\_]” indicates that the associated documents are required.*