Quarterly
Employment and Training Report
Calendar Year 2020, Quarter 1
January 1, 2020 to March 31, 2020

Response, Assessment, and Evaluation Services (RAES) Contract No. EP-S9-17-03

Prepared for

U.S. Environmental Protection Agency
Region 9
Superfund Division
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May 8, 2020

TETRA TECH

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1.0 INTRODUCTION

The U.S. Environmental Protection Agency (USEPA) has identified three areas of metrics regarding the Response, Assessment, and Evaluation Services (RAES) contract to report on a quarterly basis. These metrics relate to:

1. Employment
2. Subcontracting
3. Training

The metrics presented in this report are for the first quarter of Calendar Year 2020 (2019-Qtr1), cumulative totals for the Calendar Year 2020 (2020 Total), and cumulative totals through this Period of Performance (POP Total). POP Total constitutes all metrics from contract award to present. The employment data in this report represent Tetra Tech staff and our Team subcontractors. Subcontracting data in this report represent our Team subcontractors and all vendors, including laboratories. Laboratory subcontracting is not included when Tetra Tech evaluates the percent of subcontracting metrics in our performance against goals in our RAES Navajo Employment and Training Plan.

Federal law allows for the voluntary collection of information regarding American Indian or Alaska Native (not Hispanic or Latino) ethnicity but does not allow firms to inquire further. Therefore, Tetra Tech has provided this report in compliance with current Equal Opportunity Employment Commission (EEOC) requirements regarding voluntarily self-identification of race/ethnicity and gender. Within this report this classification category will henceforth be referenced as “American Indian or Alaska Native”.

Consistent with RAES contract Appendix C, Section 9 Employment and Training Report, the following metrics are provided in the sections below:

2.0 American Indian or Alaska Native Employment

- 2.1 Employees that Worked on RAES
- 2.2 New Hires
- 2.3 Employee Work Hours

3.0 Subcontracting

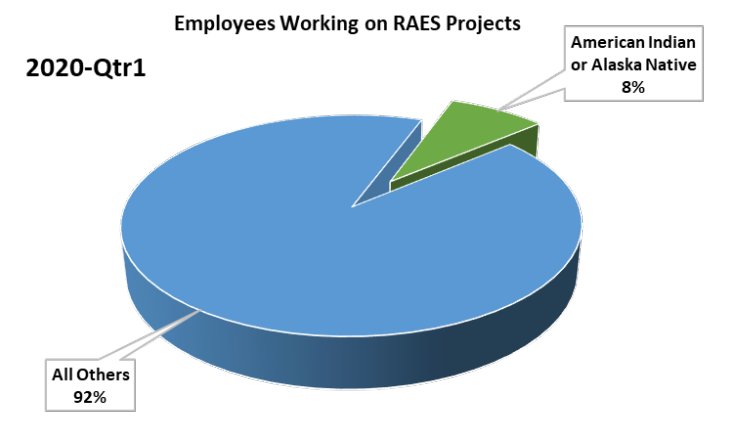
4.0 Training

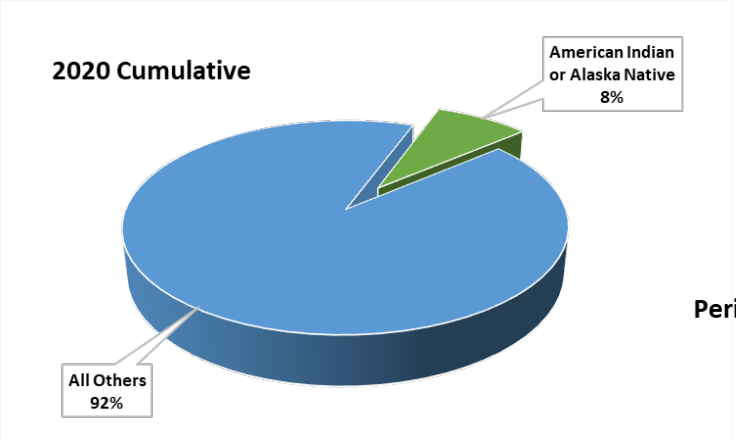
2.0 AMERICAN INDIAN OR ALASKA NATIVE EMPLOYMENT

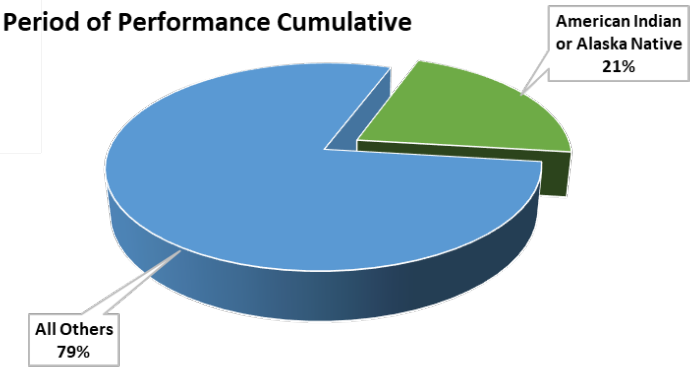
Tetra Tech is committed to providing meaningful employment opportunities through a three-phased strategy: (1) directly hiring American Indian or Alaska Native individuals under Tetra Tech and our Navajo-owned team subcontractors; (2) procuring vendor services from companies that have received designation as Navajo-owned companies to support work elements under the contract; and (3) providing direct employment through focused outreach. Our goal is to provide direct economic benefits to Navajo-owned firms and American Indian or Alaska Native individuals by committing 10 percent of awarded contract work in services and staffing.

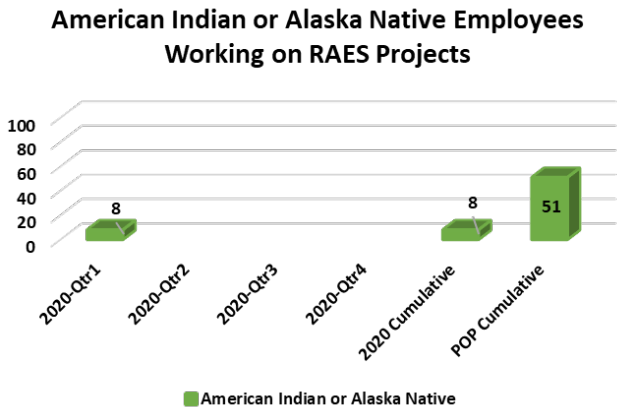
2.1 Employees that Worked on RAES

The graphics in this section show the number of employees who self-report as American Indian or Alaska Native, as well as all other employees working on RAES, for this quarter, cumulative for Calendar Year 2020 and cumulative for the period of performance.



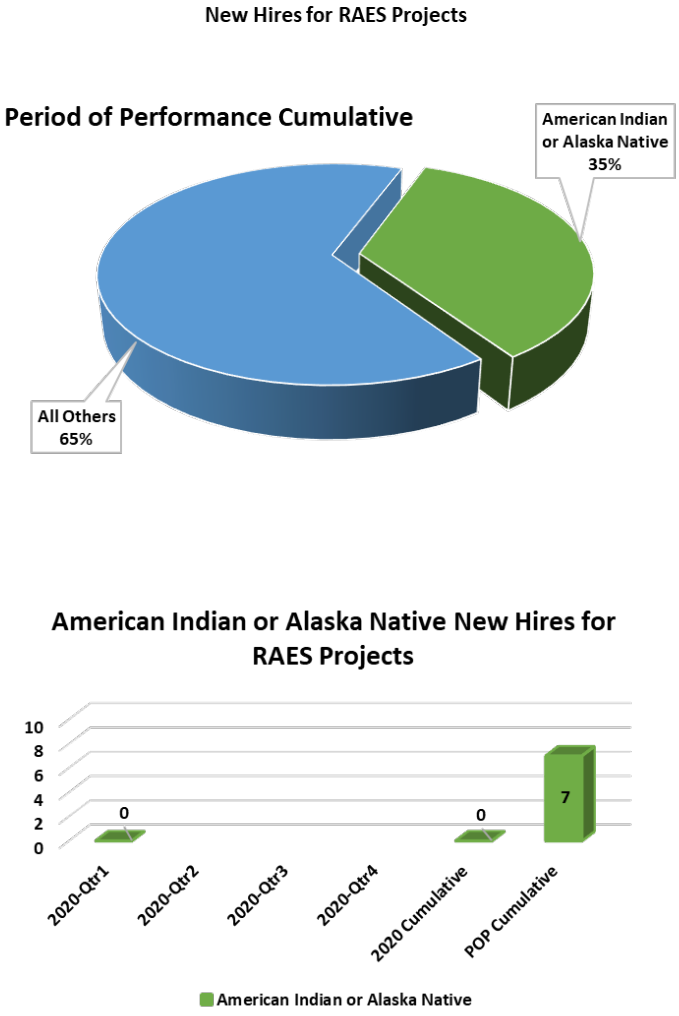






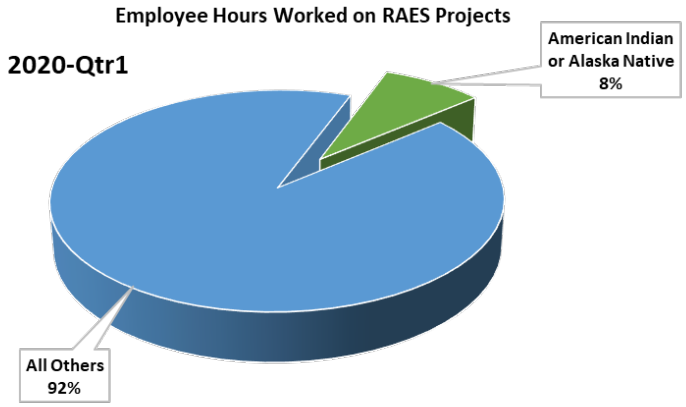
2.2 New Hires

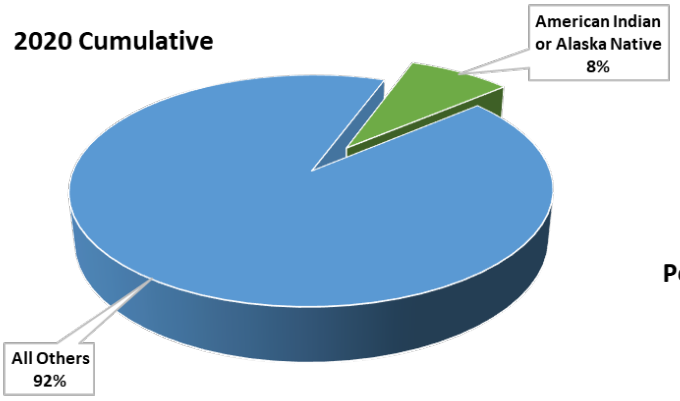
There were no new hires for the RAES contract made during this quarter. There have been no cumulative hires under RAES for Calendar Year 2020. There have been 20 cumulative hires under RAES for this Period of Performance, of whom 7 are self-identified as being of American Indian or Alaska Native ethnicity. We have included only those new hires that have been hired primarily for the RAES contract. The graphics below provide a breakdown of these new hires.

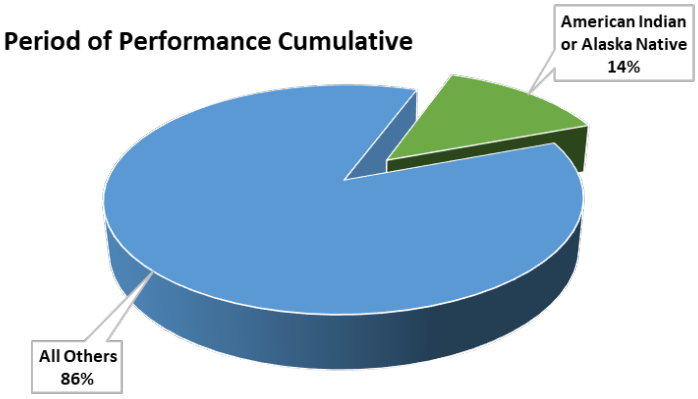


2.3 Employee Work Hours

Similar to Section 2.1 of this report, self-reporting American Indian or Alaska Native employees on the Tetra Tech Team bill hours on the RAES contract. The graphics below represent the hours for self-identifying American Indian or Alaska Native employees.

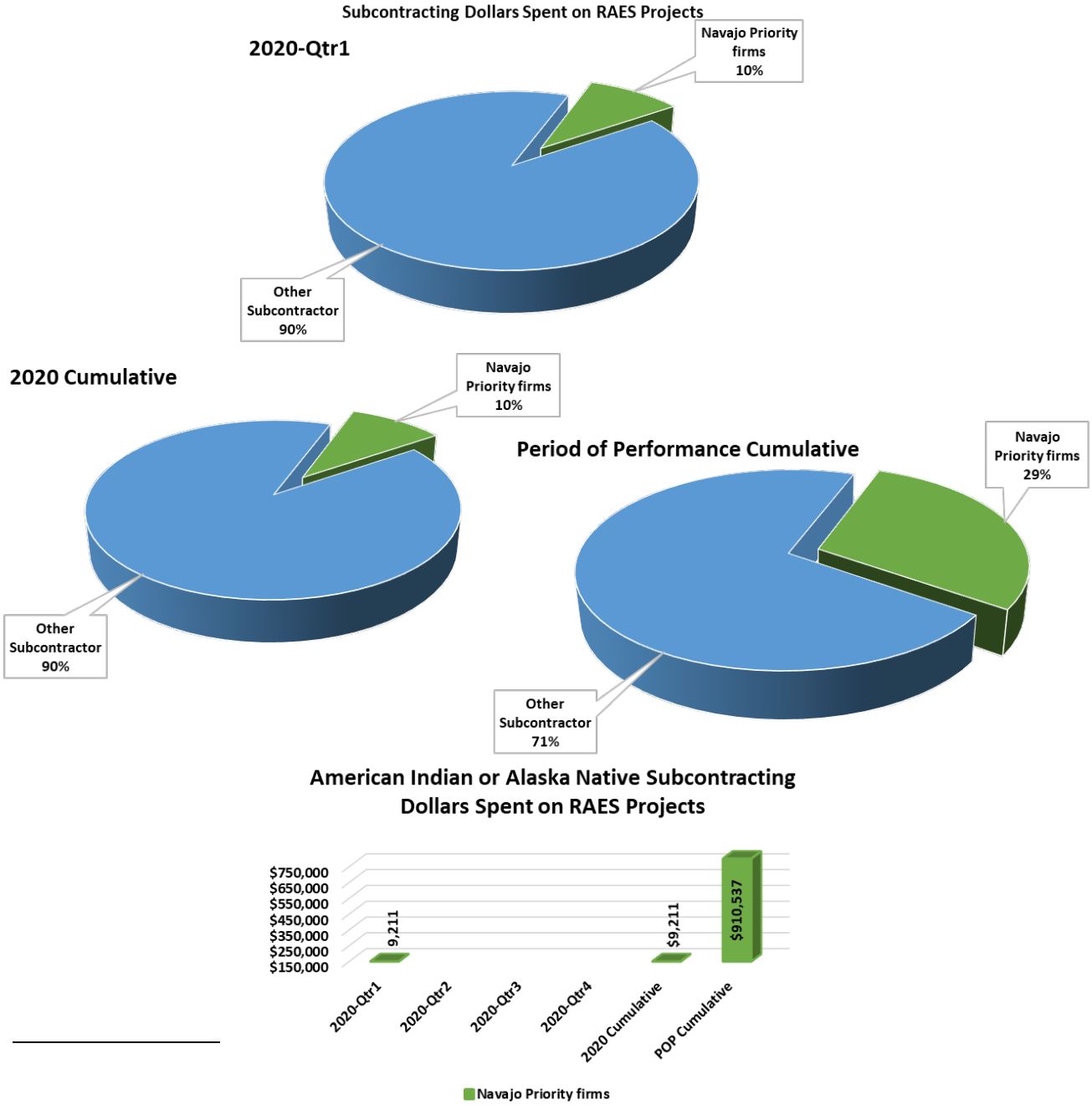




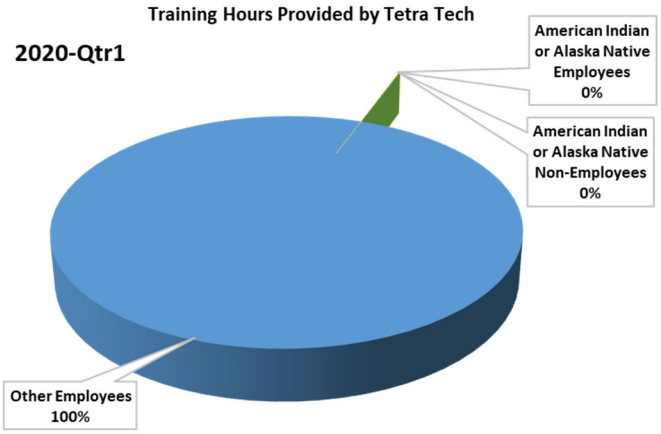
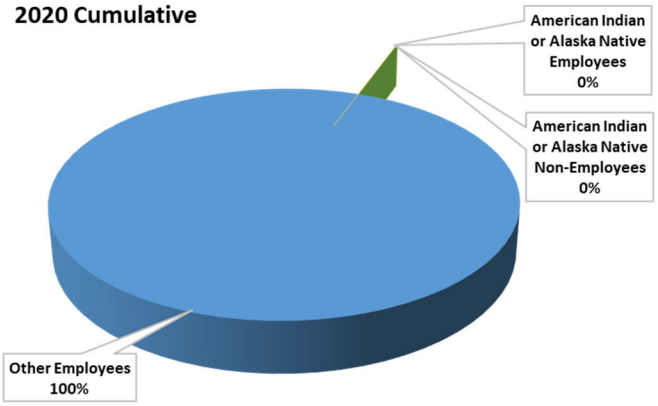
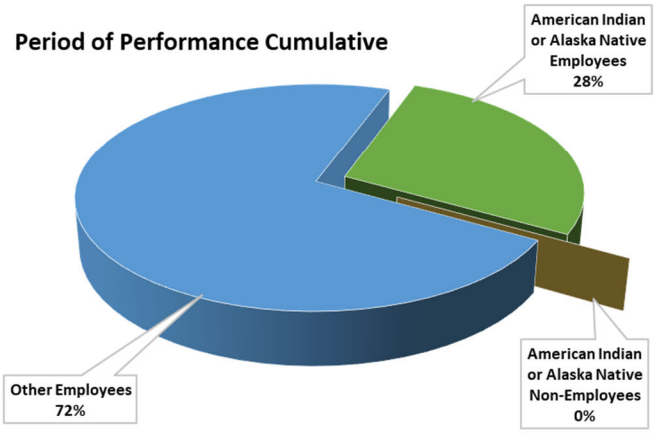


3.0 SUBCONTRACTING[1]

For the purpose of reporting subcontracting, Tetra Tech considers Navajo Priority 1 and Navajo Priority 2 firms designated by the Navajo Nation Division of Economic Development Business Regulatory Department to be "Navajo Owned Firms." While we have included laboratory subcontracting dollars in the metrics of this report, laboratory subcontracting is not included in Tetra Tech's subcontracting goals under RAES because EPA agreed that no qualified Navajo Priority 1 or 2 laboratories currently exist. The total dollars spent on subcontractors, Navajo Priority 1 subcontractors, and Navajo Priority 2 subcontractors is provided in the graphics below. For the purpose of this report, Tetra Tech considers vendor services and supplies under this "Subcontracting" metric.



[1] Reporting of Subcontracting as required by EPA under this report should not be compared to the subcontracting goals identified by Tetra Tech in our RAES contract Navajo Employment and Training Plan.

4.0 TRAINING

The Tetra Tech Team held four training courses this quarter, including (1) a Basic Radiation Safety training on March 23, 2020; (2) an OHSA 8-Hour HAZWOPER Refresher Training on February 26, 2020; (3) a Basic First Aid/CPR/IED course on February 25, 2020; and (4) a Hazardous Goods Shipping on February 27, 2020. While all but the First Aid course (which requires in-class attendance) were offered to our Navajo Priority 1 subcontractors, no staff from our subcontractors attended. Tetra Tech will continue to offer training course opportunities to our Navajo Priority 1 subcontractors. Tetra Tech's staff who self-identify as being of American Indian or Alaska Native ethnicity did not attend these courses either because they did not need the training or were unavailable the day that the training was held.