

Attachment 1

PERFORMANCE WORK STATEMENT

PERFORMANCE WORK STATEMENT**CONTRACT FOR
TECHNICAL REPORT REVIEWS AND INSPECTIONS
IN SUPPORT OF
FACILITY RESPONSE PLAN PROGRAM*****BACKGROUND:***

The United States Environmental Protection Agency (EPA) has authority under Section 311 of the Clean Water Act (CWA), as amended by the Oil Pollution Act of 1990 (OPA) and other laws, to review and inspect facility implementation of Facility Response Plan (FRP) requirements established to prevent and contain discharges of oil and hazardous substances from onshore facilities.

PURPOSE:

The purpose of this contract is to provide technical support to EPA in FRP activities, including FRP Plan review, FRP facility inspections and Government-Initiated Unannounced Exercises, in accordance with CWA/OPA regulations.

SCOPE:

The Contracting Officer will issue task orders in accordance with this Performance Work Statement for work to be conducted under the Oil Enforcement Program.

The contractor shall, in accordance with all applicable federal, state, regional and local laws, regulations, guidance and policies, furnish the necessary personnel, services, products, materials, equipment, knowledge and expertise to successfully complete the tasks required under this Performance Work Statement. The contractor shall submit all analyses, options, recommendations, reports and all other materials required under any task order in draft form, for review by the Contracting Officer or the Contracting Officer's Representative (COR). The Government will make all final regulatory and policy decisions resulting from contractor-provided technical support under this task order. The contractor shall not publish or otherwise release or disclose any work product generated under this task order without obtaining EPA's prior written approval.

TECHNICAL REQUIREMENTS:**Technical Report Review, Report Preparation, and Inspection**

The contractor shall provide technical and administrative support to EPA in the review and preparation of technical reports. Tasks shall include the gathering and analysis of technical information and related data that will lead to the preparation of technical reports, reviews and inspections. The EPA will make the final determination on the acceptability of the information submitted by the contractor.

Facility Response Plans

The contractor shall support the EPA in reviewing and evaluating the adequacy of Facility Response Plans (FRPs) for facilities capable of causing "substantial harm" to the environment through a discharge of oil. Such facilities are required to prepare individual FRPs for dealing with a worst-case discharge at their facility in accordance with 40 CFR 12.20 and 112.21 and Appendices B through F of the Oil Pollution Prevention Regulation: <http://www.epa.gov/emergencies/content/frps/index.htm>

The contractor shall perform the following FRP plan review tasks, in accordance with the regional FRP Review Procedures Manual:

A.1 Facility Response Plan (FRP) Review

- Screen FRPs for an initial determination of whether the facility meets the criteria for substantial harm and significant and substantial harm.
- Conduct a preliminary review of the FRP to determine if the plan is complete and requires a detailed regulatory review. Prepare draft preliminary review findings when requested by the EPA.
- Conduct a detailed review of the FRP, including completion of a regulatory review checklist, appropriate site and planning distance maps and applicable calculation worksheets.
- Prepare Summary Review Sheets and draft deficiency letters.
- Assemble and maintain files for all FRP information.
- Based upon decisions made by the EPA, input all relevant FRP data into the Regional FRP database.

A.2 Facility Response Field Inspection

- Provide assistance on inspections of facilities to ascertain the accuracy of FRP information provided by the facilities.

A.3 Government-Initiated Unannounced Exercises (GIUEs)

- Provide technical support for Government-Initiated Unannounced Exercises (GIUEs) (also known as drills) of facilities; the GIUEs will indicate the ability of the facility to respond to a small discharge scenario.
- Prepare GIUE scenario reports and checklists for each GIUE.

A.4 FRP Administrative Support

- Maintain all FRPs on file with the EPA, including inserting revisions, labeling plans, inserting correspondence in chronological order, labeling file folders, etc.
- Track Regional accomplishments and maintain the established EPA FRP database to track the various types of plan reviews, field inspections, GIUEs and approvals for each facility.