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|  | U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement | GRANT NUMBER (FAIN): 96716901 | DATE OF AWARD 08/26/2024 |
| | | MODIFICATION NUMBER: 0 | MAILING DATE 08/29/2024 |
| | | PROGRAM CODE: V | ACH# 77760 |
| | | TYPE OF ACTION New | |
| RECIPIENT TYPE: State | Send Payment Request to: Contact EPA RTPFC at: rtpfc-grants@epa.gov | | |
| RECIPIENT: | PAYEE: | | |
| MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES P.O. BOX 570 920 WILDWOOD JEFFERSON CITY, MO 65102-0570  | MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES 912 Wildwood, P.O. Box 570 Jefferson City, MO 65102-0570 | | |
| PROJECT MANAGER | EPA PROJECT OFFICER | EPA GRANT SPECIALIST | |
| Jeff Wenzel PO BOX 570 920 WILDWOOD DR. JEFFERSON CITY, MO 65102-0570 Email: Jeff.Wenzel@health.mo.gov Phone: 573-522-2101 | Jamie Schwartz 11201 Renner Boulevard, SEMD/IO/PSMS Lenexa, KS 66219 Email: schwartz.jamie@epa.gov Phone: 913-551-7910 | Luisa Breazeale Grants Management Office, MSD/RFMB/GRMS 11201 Renner Boulevard Lenexa, KS 66219 Email: Breazeale.Luisa@epa.gov Phone: 913-551-7938 | |
| PROJECT TITLE AND DESCRIPTION | | | |
| Jefferson County Health Education and Voluntary Institutional Controls See Attachment 1 for project description. | | | |
| BUDGET PERIOD 10/01/2024 - 09/30/2027 | PROJECT PERIOD 10/01/2024 - 09/30/2027 | TOTAL BUDGET PERIOD COST \$ 1,327,282.00 | TOTAL PROJECT PERIOD COST \$ 1,327,282.00 |
| NOTICE OF AWARD | | | |
| Based on your Application dated 06/17/2024 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 426,793.00. EPA agrees to cost-share <u>100.00%</u> of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 426,793.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments. | | | |
| ISSUING OFFICE (GRANTS MANAGEMENT OFFICE) | | AWARD APPROVAL OFFICE | |
| ORGANIZATION / ADDRESS | | ORGANIZATION / ADDRESS | |
| U.S. EPA, Region 7, Grants Management Office 11201 Renner Boulevard Lenexa, KS 66219 | | U.S. EPA, Region 7, Superfund and Emergency Management Division R7 - Region 7 11201 Renner Blvd Lenexa, KS 66219 | |
| THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY | | | |
| Digital signature applied by EPA Award Official Whitney Rawls - Grants Management Official | | | DATE 08/26/2024 |

EPA Funding Information

| FUNDS | FORMER AWARD | THIS ACTION | AMENDED TOTAL |
|-------------------------------|--------------|-------------|---------------|
| EPA Amount This Action | \$ 0 | \$ 426,793 | \$ 426,793 |
| EPA In-Kind Amount | \$ 0 | \$ 0 | \$ 0 |
| Unexpended Prior Year Balance | \$ 0 | \$ 0 | \$ 0 |
| Other Federal Funds | \$ 0 | \$ 0 | \$ 0 |
| Recipient Contribution | \$ 0 | \$ 0 | \$ 0 |
| State Contribution | \$ 0 | \$ 0 | \$ 0 |
| Local Contribution | \$ 0 | \$ 0 | \$ 0 |
| Other Contribution | \$ 0 | \$ 0 | \$ 0 |
| Allowable Project Cost | \$ 0 | \$ 426,793 | \$ 426,793 |

| Assistance Program (CFDA) | Statutory Authority | Regulatory Authority |
|--|--|--|
| 66.802 - Superfund State Political Subdivision and Indian Tribe Site Specific Cooperative Agreements | CERCLA: Secs. 104(d)(1) & 104(c)(3)(C) & Infrastructure Investment and Jobs Act (IIJA) (PL 117-58) | 2 CFR 200, 2 CFR 1500, 40 CFR 33 and 40 CFR 35 Subpart O |

| Fiscal | | | | | | | | | |
|-----------|------------|----|--------------|---------------------|--------|--------------|--------------|-------------------|---------------------------|
| Site Name | Req No | FY | Approp. Code | Budget Organization | PRC | Object Class | Site/Project | Cost Organization | Obligation / Deobligation |
| SWJC | 247AW0R013 | 22 | TSD | 7AW0R | 000DD2 | 4185 | A7D2RA01 | C010 | \$ 320,095 |
| SWJC | 247AW0R013 | 22 | TSD | 7AW0R | 000DD2 | 4185 | A7D2RA05 | C004 | \$ 106,698 |
| | | | | | | | | | \$ 426,793 |

Budget Summary Page

| Table A - Object Class Category (Non-Construction) | Total Approved Allowable Budget Period Cost |
|--|--|
| 1. Personnel | \$ 20,372 |
| 2. Fringe Benefits | \$ 13,016 |
| 3. Travel | \$ 7,399 |
| 4. Equipment | \$ 0 |
| 5. Supplies | \$ 1,027 |
| 6. Contractual | \$ 0 |
| 7. Construction | \$ 0 |
| 8. Other | \$ 1,278,523 |
| 9. Total Direct Charges | \$ 1,320,337 |
| 10. Indirect Costs: 0.00 % Base See NICA | \$ 6,945 |
| 11. Total (Share: Recipient <u>0.00</u> % Federal <u>100.00</u> %) | \$ 1,327,282 |
| 12. Total Approved Assistance Amount | \$ 1,327,282 |
| 13. Program Income | \$ 0 |
| 14. Total EPA Amount Awarded This Action | \$ 426,793 |
| 15. Total EPA Amount Awarded To Date | \$ 426,793 |

Attachment 1 - Project Description

The objective of this Cooperative Agreement is to develop a Health Education and Voluntary Institutional Control Program (HEVICP) to satisfy the components and protectiveness of the Selected Remedy in the 2012 Record of Decision related to soil and the 2023 Record of Decision related to private wells for the Southwest Jefferson County Superfund Site, which is listed on the National Priorities List (NPL) of the National Oil and Hazardous Substances Contingency Plan. The activities to be performed include the following site-specific actions:

Health Education

Provide health education to families of children with an elevated blood lead level (EBL), parents with children who live in or near Superfund sites or reside in pre-1978 housing, and professionals in the county such as physicians, realtors, financial institutions, contractors, daycare, WIC and Head Start workers; provide health education to county residents who have questions about mining-related heavy metals in private wells; provide community lead poisoning prevention activities.

Coordination and Public Availability Meetings

Routinely sponsor and attend coordination meetings where the health education and the voluntary institutional control programs are discussed; attend public availability meetings to discuss ongoing EPA response actions to inform communities of programs and the status of such actions.

Residential Access Agreements

Assist EPA in obtaining signed access agreements for initial soil sampling and/or private well sampling and those who qualify but have not signed an access agreement for soil remediation and/or water treatment.

Health Assessments – Recording and Reporting of Blood Lead Screening Data

Encourage testing through education and outreach; record, report, and manage data for blood lead screenings conducted at the Jefferson County Health Department and provide results to EPA annually or upon request; provide case management and home visits when children exhibit an EBL level greater than or equal to 3.5 micrograms per deciliter (>3.5 g/dL).

Environmental Assessments

Ensure environmental lead risk assessments are provided by a Missouri licensed lead risk assessor of all homes where children with confirmatory venous blood lead levels above the specified criteria reside;

environmental assessments may also be offered for children with EBL as low as 3.5 g/dL on a case-by-case basis after evaluating individual risk factors; attend required refresher courses as required or when necessary.

Assess the Feasibility of Developing a VICP Program

Determine feasibility of developing and implementing a VICP; may include an assessment of community willingness and program developmental need.

Develop a VICP Program

Work with the EPA and community leaders to develop and document VICP guidelines that will serve as a living document suitable to the communities in Jefferson County and must meet or exceed the requirements of the EPA and the Missouri Department of Natural Resources (DNR) laws and regulations that govern the practice for identification, usage, and movement of soil and groundwater potentially contaminated from mining-related activities.

Identify Soil Contamination and Potential Recontamination

In collaboration with EPA, continue to explore methods and develop a means to identify soil contamination and potential recontamination.

Water Treatment Unit Communication

Serve as point-of-contact for residents with EPA-provided water treatment units: answering basic questions, explaining frequency of filter replacement, explain basics of how to change filters, and forwarding complaints or in-depth questions to EPA, provide annual reminders to replace water filters.

Maintain Database

Work with EPA to obtain and maintain the Residential Lead Sites (RLS) Database; maintain the RLS Database by identifying properties in the county which have had lead soil contamination testing, soil remediation, and/or soil barriers placed; train staff on use and maintenance of the database; develop a method to track properties that have had private well water testing and that have EPA-provided water treatment units installed; maintain and update resident contact information; educate new residents at properties with an existing EPA-provided water treatment on the purpose, operation, and maintenance.

Staff Training

Staff implementing the VICP project shall be trained in the use and input of data into the RLS database and operation of various equipment (GPS, XRF, etc.); attend required refresher training courses will be routinely completed as directed or deemed necessary. Staff will also be educated in the replacement process for private well water treatment systems in order to relay that information to county residents who need assistance.

Soil Repository

Assist EPA in pursuit of determining a temporary soil repository or disposal location and the identification of a long-term soil repository for the county.

Administrative and Support Services

Provide administrative and support services to the staff conducting the health education, nursing, environmental services to the public, and conducting VICP activities including clerical support and managing reports, data and invoicing.

The anticipated deliverables include increased awareness of the risk of lead exposure, especially in children; documentation of workplan commitments achieved; completed residential access agreements;

data from health assessments; detailed invoices and progress reports.

The expected outcomes include ensuring the public, and other entities, develop the awareness that the Superfund environmental cleanup activities conducted in their community continue to protect public health from the risks of lead poisoning. A short-term change is increasing residents' awareness about mine waste and harmful effects of lead through community educational efforts. These interventions result in increased testing of children less than 72 months, increased identification of children with elevated blood-lead levels, and the reduction of blood-lead levels. In addition, progress towards the development of a voluntary institutional control's manual will be beneficial. This may lead to long-term behavioral changes by the public and other entities in the management of properties contaminated with lead-containing mine waste. These long-term changes from using proactive lead poisoning prevention interventions are expected result in lower blood-lead levels.

The intended beneficiaries include the residents of Jefferson County, Missouri.

The subawardee will be implementing various health education tasks within the community, including providing educational material and resources to impacted members of the community.

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: <https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2023-or-later>.

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov and R7Grants@epa.gov
- MBE/WBE reports (EPA Form 5700-52A): R7Grants@epa.gov
- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: R7Grants@epa.gov
- Payment requests (if applicable): rtpfc-grants@epa.gov
- Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, Quality Assurance, workplan revisions, equipment lists, programmatic reports and deliverables: Contact the Project Officer identified on the front of the assistance agreement.

B. Contingent Funding

EPA is funding this agreement incrementally. There is no guarantee of funding beyond the first year. The **Total Approved Assistance Amount** identified on Line 12 of the budget table of this award is contingent upon the availability of appropriated funds, EPA funding priorities, and satisfactory progress in carrying out the activities described in the scope of work. If EPA informs the recipient that the amount on Line 12 will be reduced, the recipient agrees to provide an updated workplan and budget information, as needed, to amend the agreement.

Programmatic Conditions

Superfund Remedial Response Cooperative Agreement Terms and Conditions (BIL and Non-BIL)

A. Health and Safety Plan

Before beginning field work, the recipient must have a health and safety plan in place providing for the protection of on-site personnel and area residents, unless specifically waived by the award official. This plan need not be submitted to EPA but must be made available to EPA upon request. The recipient's health and safety plan must comply with Occupational Safety and Health Administration (OSHA) 29CFR § 1910.120, entitled "Hazardous Waste Operations and Emergency Response."

B. QUALITY ASSURANCE

Authority: Quality Assurance applies to all assistance agreements involving environmental information as defined in [2 C.F.R. § 1500.12](#) Quality Assurance.

The recipient shall ensure that subawards involving environmental information issued under this agreement include appropriate quality requirements for the work. The recipient shall ensure sub-award recipients develop and implement a Quality Assurance (QA) planning document in accordance with this term and condition; and/or ensure sub-award recipients implement all applicable approved QA planning documents.

1. Quality Management Plan (QMP)

a. Prior to beginning environmental information operations, the recipient must:

i. Submit a previously EPA-approved and current QMP,

ii. The EPA Quality Assurance Manager or designee (hereafter referred to as QAM) will notify the recipient and EPA Project Officer (PO) in writing if the QMP is acceptable for this agreement.

b. The recipient must submit the QMP within 60 days after grant award, and/or no more than 120 days after grant award.

c. The recipient must review their approved QMP at least annually. These documented reviews shall be made available to the sponsoring EPA organization if requested. When necessary, the recipient shall revise its QMP to incorporate minor changes and notify the EPA PO and QAM of the changes. If significant changes have been made to the Quality Program that affect the performance of environmental information operations, it may be necessary to re-submit the entire QMP for re-approval. In general, a copy of any QMP revision(s) made during the year should be submitted to the EPA PO and QAM in writing when such changes occur. Conditions requiring the revision and resubmittal of an approved QMP can be found in section 6 of EPA's [Quality Management Plan \(QMP\) Standard](#).

2. Quality Assurance Project Plan (QAPP)

a. Prior to beginning environmental information operations, the recipient must:

- i. Submit a previously EPA-approved QAPP proposed to ensure the collected, produced, evaluated, or used environmental information is of known and documented quality for the intended use(s).
- ii. The EPA Quality Assurance Manager or designee (hereafter referred to as QAM) will notify the recipient and EPA Project Officer (PO) in writing if the previously EPA-approved QAPP is acceptable for this agreement.

For Reference:

- [Quality Management Plan \(QMP\) Standard](#) and EPA's [Quality Assurance Project Plan \(QAPP\) Standard](#); contain quality specifications for EPA and non-EPA organizations and definitions applicable to these terms and conditions.
- [EPA QA/G-5: Guidance for Quality Assurance Project Plans](#).
- (QAM and/or PO may insert QA references that inform or assist the recipient here).
- [EPA's Quality Program](#) website has a [list of QA managers](#), and [Non-EPA Organizations Quality Specifications](#).
- The Office of Grants and Debarment [Implementation of Quality Assurance Requirements for Organizations Receiving EPA Financial Assistance](#).

C. Community Relations

The recipient must comply with the community relations requirements described in EPA policy and guidance, and in the National Contingency Plan (40 CFR § 300.155 – Public information and community relations).

D. Accounting requirements

The recipient's system must track expenses by site, activity, and, operable unit, as applicable, according to object class. The system must also provide control, accountability, and an assurance that funds, property, and other assets are used only for their authorized purposes. The recipient must allow an EPA review of the adequacy of the financial management system as described in 2 CFR § 200.302. The recipient's systems must comply with the appropriate allowable cost principles described in 2 CFR part 200 Subpart E—Cost Principles. The accounting system must use actual costs as the basis of all reports of direct site charges.

E. Reports

1. Progress

Recipient agrees to provide the following progress reports:

Quarterly progress reports and a final progress report on all activities identified in the workplan in accordance with 40 CFR 35.6650. These reports will contain at a minimum:

- a) an explanation of work accomplished during the reporting period, delays, or other problems, if any, and a description of the corrective measures that are planned. The recipient agrees to inform the EPA Project Officer as soon as problems, delays or adverse conditions become known which will materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.
- b) a comparison of the percentage of the project completed to the project schedule, and an explanation of significant discrepancies.
- c) a comparison of the estimated funds spent to date to planned expenditures and an explanation of significant discrepancies per task. The quarterly progress reports shall be due within 60 days of the reporting period; the final progress report is due 90 days after the expiration or termination of the cooperative agreement. The progress reports are to be submitted electronically to the EPA Project Officer via e-mail.
- d) Reporting Periods: the reporting periods shall be defined according to the federal fiscal cycle.

Quarterly reports shall cover the periods:

October 1 – December 31

January 1 – March 31

April 1 – June 30

July 1 -- September 30

The first report shall cover the period from the start date of the award to the end of the first reporting cycle.

2. Inventory

a. CERCLA-funded property.

(1) Content. The report must contain the following information:

- (a) Classification and value of remaining supplies.
- (b) Description of all equipment purchased with CERCLA funds, including its current condition.
- (c) Verification of the current use and continued need for the equipment by site, activity,

and operable unit, as applicable.

(d) Notification of any property which has been stolen or vandalized.

(e) A request for disposition instructions for any equipment no longer needed on the project.

(2) Reporting frequency. The recipient must submit an inventory report to EPA at the following

times:

(a) Within 90 days after completing any CERCLA-funded project or any response activity at a site.

(b) When the equipment is no longer needed for any CERCLA-funded project or any response activity at a site.

b. Federally owned property.

(1) Content. The recipient must include the following information for each federally owned item in the inventory report:

(a) Description.

(b) Decal number.

(c) Current condition.

(d) Request for disposition instructions.

(2) Reporting frequency. The recipient must submit an inventory report to the appropriate EPA property accountable officer at the following times:

(a) Annually, due to EPA on the anniversary date of the award.

(b) When the property is no longer needed.

(c) Within 90 days after the end of the project period.

3. Subaward Reporting

The recipient must report on its subaward monitoring activities under 2 CFR 200.332(d). Examples of items that must be reported if the pass-through entity has the information available are:

1. Summaries of results of reviews of financial and programmatic reports.

2. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient

performance.

3. Environmental results the subrecipient achieved.
4. Summaries of audit findings and related pass-through entity management decisions.
5. Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.332(e), 2 CFR 200.208 and 2 CFR 200.339.

F. Cybersecurity

State Grant Cybersecurity

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition. If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.331(d), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

G. Closeout

In addition to Agency requirements, closeout of a Cooperative Agreement, or an activity under a Cooperative Agreement, can take place in the following situations:

1. After the completion of all work for a response activity at a site.

2. After all activities under a Cooperative Agreement have been completed.
3. Upon termination of the Cooperative Agreement.

The recipient must comply with the closeout requirements described in 2 CFR § 200.344 and §200.345. After closeout, EPA may monitor the recipients' compliance required by CERCLA §104(c) and addressed in 40 CFR § 300.510(c)(1) of the NCP.

H. Third-Party Benefits

This Agreement is intended to benefit only the recipient and the EPA. It extends no benefit or rights to any part not a signatory to this Agreement. In addition, EPA does not assume any rights to third parties with respect to losses due to bodily injury or property damages that exceed the limitations contained in the provisions of 28 U.S.C. Section 1346(b), 2671-2680. To the extent permitted by State law, the recipient does not assume liability to any third parties with respect to losses due to bodily injury or property damage.

I. Records Management

1. Project records

The lead agency for the response action must compile and maintain an administrative record consistent with CERCLA § 113, the National Contingency Plan, and relevant EPA policy and guidance. In addition, recipients of assistance (whether lead or support agency) are responsible for maintaining project files described as follows. The recipient must maintain project records by site, activity, and operable unit, as applicable.

- a. Financial records. The recipient must maintain records which support the following items:
 - (1) Amount of funds received and expended; and
 - (2) Direct and indirect project cost.
- b. Property records. The recipient must maintain records which support the following items:
 - (1) Description of the property;
 - (2) Manufacturer's serial number, model number, or other identification number;
 - (3) Source of the property, including the assistance identification number;
 - (4) Information regarding whether the title is vested in the recipient or EPA;
 - (5) Unit acquisition date and cost;

(6) Percentage of EPA's interest;

(7) Location, use and condition (by site, activity, and operable unit, as applicable) and the date this information was recorded; and

(8) Ultimate disposition data, including the sales price or the method used to determine the price, or the method used to determine the value of EPA's interest for which the recipient compensates EPA in accordance with section J7.

c. Procurement records.

(1) General. The recipient must maintain records which support the following items and must make them available to the public:

(i) The reasons for rejecting any or all bids; and

(ii) The justification for a procurement made on a noncompetitively negotiated basis.

(2) Procurements in excess of the simplified acquisition threshold. The recipient's records and files for procurements in excess of the simplified acquisition threshold must include the following information:

(i) The basis for contractor selection;

(ii) A written justification for selecting the procurement method;

(iii) A written justification for use of any specification which does not provide for maximum free and open competition;

(iv) A written justification for the choice of contract type; and

(v) The basis for award cost or price, including a copy of the cost or price analysis made in accordance with 40 CFR §35.6585 and documentation of negotiations.

d. Other records. The recipient must maintain records which support the following items:

(1) Time and attendance records and supporting documentation;

(2) Documentation of compliance with statutes and regulations that apply to the project.

2. Retention

a. This requirement applies to all financial and programmatic records, supporting documents, statistical records, and other records which are required to be maintained by the terms, program regulations, or the Cooperative Agreement, or are otherwise reasonably considered as pertinent to program regulations or the Cooperative Agreement.

b. Length of retention period. The recipient must maintain all records for 10 years following

submission of the final Financial Status Report unless otherwise directed by the EPA award official and must obtain written approval from the EPA award official before destroying any records. If any litigation, claim, negotiation, audit, cost recovery, or other action involving the records has been started before the expiration of the ten-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular ten-year period, whichever is later.

c. Substitution of an unalterable electronic format. An unalterable electronic format, acceptable to EPA, may be substituted for the original records. The copying of any unalterable electronic format must be performed in accordance with the technical regulations concerning Federal Government records (36 CFR parts 1220 through 1234) and EPA records management requirements.

d. Starting date of retention period. The recipient must comply with the requirements regarding the starting dates for records retention described in 2 CFR §1500.7.

3. Access

a. The recipient must comply with the requirements regarding records access described in 2 CFR § 200.337.

b. Availability of records. The recipient must, with the exception of certain policy, deliberative, and enforcement documents which may be held confidential, ensure that all files are available to the public.

c. Contractor requirements. The recipient must require its contractor to comply with the requirements regarding records access described in 2 CFR § 200.337.

J. Property Requirements

1. General Acquisition and Use Requirements

The recipient must acquire the property during the approved project period. The recipient must:

a. Charge property costs by site, activity, and operable unit, as applicable.

b. Document the use of the property by site, activity, and operable unit, as applicable

Solicit and follow EPA's instructions on the disposal of any property (see section J7)

2. Supplies and Equipment

The recipient must agree to comply with the requirements in the sections below.

3. Alternative Methods for Obtaining Property

a. Purchase equipment with recipient funds. The recipient may purchase equipment with the recipient's own funds and may charge EPA a fee for using equipment on a CERCLA-funded

project. The fee must be based on a usage rate, subject to the usage rate requirements in Section J4 (40 CFR § 35.6320).

b. Borrow federally owned property. The recipient may borrow federally owned property, except for motor vehicles, for use on CERCLA-funded projects. The loan of the federally owned property may only extend through the project period. At the end of the project period, or when the federally owned property is no longer needed for the project, the recipient must return the property to the Federal Government.

c. Lease, use contractor services, or purchase with CERCLA funds. To acquire equipment through lease, use of contractor services, or purchase with CERCLA funds, the recipient must conduct and document a cost comparison analysis to determine which of these methods of obtaining equipment is the most cost effective. To obtain the equipment, the recipient must submit documentation of the cost comparison analysis to EPA for approval. The recipient must obtain the equipment through the most cost-effective method, subject to the following requirements:

(1) Lease or rent equipment. If it is the most cost-effective method of acquisition, the recipient may lease or rent equipment, subject only to the requirements in L. (40 CFR § 35.6300).

(2) Use contractor services.

(i) If it is the most cost-effective method of acquisition, the recipient may hire the services of a contractor.

(ii) The recipient must obtain award official approval before authorizing the contractor to purchase equipment with CERCLA funds. (See Section J5 regarding the title and vested interest of equipment purchased with CERCLA funds). This does not apply for recipients who have used the sealed bids method of procurement.

(iii) The recipient must require the contractor to allocate the cost of the contractor services by site, activity, and operable unit, as applicable.

(3) Purchase equipment with CERCLA funds. If equipment purchase is the most cost-effective method of obtaining the equipment, the recipient may purchase the equipment with CERCLA funds. To purchase equipment with CERCLA funds, the recipient must comply with the following requirements:

(i) The recipient must include in the Cooperative Agreement application a list of all items of equipment to be purchased with CERCLA funds, with the price of each item.

(ii) If the equipment is to be used on sites, the recipient must allocate the cost of the equipment by site, activity, and operable unit, as applicable, by applying a usage rate subject to the usage

rate requirements (see section J4).

(iii) The recipient may not use CERCLA funds to purchase a transportable or mobile treatment system.

4. Usage rate.

a. Usage rate approval. To charge EPA a fee for use of equipment purchased with recipient funds or to allocate the cost of equipment by site, activity, and operable unit, as applicable, the recipient must apply a usage rate. The recipient must submit documentation of the usage rate computation to EPA. The EPA-approved usage rate must be included in the Cooperative Agreement before the recipient incurs these equipment costs.

b. Usage rate application. The recipient must record the use of the equipment by site, activity, and operable unit, as applicable, and must apply the usage rate to calculate equipment charges by site, activity, and operable unit, as applicable.

5. Title and EPA interest in CERCLA-funded Property and Federally Owned Property

a. EPA's interest in CERCLA-funded property. EPA has an interest (the percentage of EPA's participation in the total award) in both equipment and supplies purchased with CERCLA funds.

b. Title in CERCLA-funded property. Title in both equipment and supplies purchased with CERCLA funds vests in the recipient.

c. Right to transfer title. EPA retains the right to transfer title of all property purchased with CERCLA funds to the Federal Government or a third party within 120 calendar days after project completion or at the time of disposal.

d. Equipment used as all or part of the remedy. The following requirements apply to equipment used as all or part of the remedy:

(1) Fixed in-place equipment. EPA no longer has an interest in fixed in-place equipment once the equipment is installed.

(2) Equipment that is an integral part of services to individuals. EPA no longer has an interest in equipment that is an integral part of services to individuals, such as pipes, lines, or pumps providing hookups for homeowners on an existing water distribution system, once EPA certifies that the remedy is operational and functional.

e. Title to all federally owned property vests in the Federal Government and when is no longer needed, the recipient must inform EPA that the property is available for return. EPA will send disposition instructions.

6. Property Management Standards

The recipient must comply with the following property management standards for property purchased with CERCLA funds. The recipient may use its own property management system if it meets the following standards.

- a. Property records for CERCLA-funded property which include the contents specified in Section I.1.b.
- b. A control system that ensures adequate safeguards for prevention of loss, damage, or theft of the property. The recipient must make provisions for the thorough investigation and documentation of any loss, damage, or theft.
- c. Procedures to ensure maintenance of the property are in good condition and periodic calibration of the instruments used for precision measurements.
- d. Sales procedures to ensure the highest possible return, if the recipient is authorized to sell the property
- e. Provisions for financial control and accounting in the financial management system of all equipment.
- f. Identification of all federally owned property.

7. Disposal of CERCLA funded property and Federally owned property

- a. Equipment: For equipment that is no longer needed, or at the end of the project period, whichever is earlier, the recipient must:
 - (1) Analyze two alternatives: The cost of leaving the equipment in place, and the cost of removing the equipment and disposing of it in another manner.
 - (2) Document the analysis of the two alternatives in the inventory report. See section E2. regarding requirements for the inventory report. If it is most cost-effective to remove the equipment and dispose of it in another manner. If the equipment has a residual fair market value of \$5,000 or more, the recipient must request disposition instructions from EPA in the inventory report. If the equipment has a residual fair market value of less than \$5,000, the recipient may retain the equipment for the recipient's use on another CERCLA site. If, however, there is any remaining residual value at the time of final disposition, the recipient must reimburse the Hazardous Substance Superfund for EPA's vested interest in the current fair market value of the equipment at the time of disposition. If it is most cost-effective to leave the equipment in place, recommend in the inventory report that the equipment be left in place.
 - (3) Submit the inventory report to EPA, even if EPA has stopped supporting the project.
 - (4) The following disposal options are available: (i) Use the equipment on another CERCLA project and reimburse the original project for the fair market value of the equipment; (ii) If both the recipient and EPA concur, keep the equipment and reimburse the Hazardous Substance Superfund for EPA's interest in the current fair market value of the equipment; (iii) Sell the equipment and reimburse the Hazardous Substance Superfund for EPA's interest in the current fair market value of the equipment, less any reasonable selling expenses; or (iv) Return the equipment to EPA and if applicable, EPA will reimburse the recipient for the recipient's proportionate share in the current fair market value of the equipment.

b. Supplies: If supplies have an aggregate fair market value of \$5,000 or more at the end of the project period, the recipient must take one of the following actions at the direction of EPA:

(1) Use the supplies on another CERCLA project and reimburse the original project for the fair market value of the supplies.

(2) If both the recipient and EPA concur, keep the supplies and reimburse the Hazardous Substance Superfund for EPA's interest in the current fair market value of the supplies.

(3) Sell the supplies and reimburse the Hazardous Substance Superfund for EPA's interest in the current fair market value of the supplies, less any reasonable selling expenses.

(4) If the supplies remaining at the end of the project period have an aggregate fair market value of less than \$5,000, the recipient may keep the supplies to use on another CERCLA project. If the recipient cannot use the supplies on another CERCLA project, then the recipient may keep or sell the supplies without reimbursing the Hazardous Substance Superfund.

c. When federally owned property is no longer needed, or at the end of the project, the recipient must inform EPA that the property is available for return to the Federal Government. EPA will send disposition instructions to the recipient.

8. Acquisition and Transfer of Real Property

A recipient may acquire an interest in real property only with prior approval of EPA.

a. If the recipient acquires real property in order to conduct the response, the recipient with jurisdiction over the property must agree to hold the necessary property interest.

b. The recipient must comply with applicable Federal regulations for real property acquisition under assistance agreements contained in 40 CFR § 4 "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs."

c. The recipient must comply with the requirements regarding real property described in 2 CFR § 200.311. If EPA determines in the remedy selection process that EPA must acquire an interest in real property in order to conduct a response action, such acquisition may be funded under a Cooperative Agreement. EPA may acquire an interest in real estate for the purpose of conducting a remedial action only if the State provides assurance that it will accept transfer of such interest in accordance with 40 CFR §300.510(f) of the NCP. The State must provide this assurance even if it intends to transfer this interest to a third party, or to allow a political subdivision to accept transfer on behalf of the State. If the political subdivision is accepting the transferred interest in real property, the State must guarantee that it will accept transfer of such interest in the event of default by the political subdivision. If the State or political subdivision disposes of the transferred real property, it shall comply with the requirements for real property in 2 CFR § 200.311.

K. CERCLA Assurances and Other Requirements

1. Operation and Maintenance

The recipient assures that it will assume responsibility for all future operation and maintenance of CERCLA-funded remedial actions for the expected life of each such action as required by CERCLA §104(c) and 40 CFR § 300.510(c)(1) of the NCP. In addition, if a political subdivision is designated as being responsible for operation and maintenance, the State must guarantee that it will assume any or all operation and maintenance activities in the event of default by the political subdivision.

2. Waste Capacity

The recipient recognizes EPA's expectation that there will be adequate national hazardous treatment and disposal capacity during the 20-year period following signature of this cooperative agreement pursuant to CERCLA §104(c)(9). EPA's 2019 National Capacity Assessment shows that there is adequate national capacity for the treatment and disposal of hazardous waste through calendar year 2044. This assessment included data provided by the State for the 2017 National Biennial RCRA Hazardous Waste Report.

3. Out-of-state or out of an Indian tribe waste transfer The state or tribe must provide written notification of off-site shipments of CERCLA waste from a site to an out-of-State or out-of-an-Indian-Tribal-area-of-Indian-country waste management facility to: (1) The appropriate State environmental official for the State in which the waste management facility is located; and/or

(2) An appropriate official of an Indian Tribe in whose area of Indian country the waste management facility is located; and

(3) The EPA Award Official.

4. Off-site disposal

If off-site storage, destruction, treatment, or disposal is required, the State must assure the availability of a hazardous waste disposal facility that complies subtitle C of the Solid Waste Disposal Act and is acceptable to EPA. The lead agency of the State must provide the notification required at 40 CFR §35.6120, if applicable.

5. Inspection of the Remedy

a. Joint State/EPA Pre-Final Inspection

A joint State/EPA pre-final inspection will be conducted at the conclusion of construction of each remedial action addressed by this Cooperative Agreement. This inspection is separate from the construction contract pre-final inspection, although both inspections may be conducted concurrently. The joint State/EPA pre-final inspection will be led by the State Project Manager (SPM) accompanied by the Remedial Project Manager (RPM). The joint State/EPA pre-final inspection generally will consist of a walk-through inspection of the constructed remedial action. This inspection will determine whether each element of work is complete and consistent with the contract documents and the EPA approved

remedy. Jointly, the State and EPA will determine if there are any outstanding construction items. An attempt shall be made to determine resolutions for all remaining items. The State will provide an inspection report to the EPA for review and comment. If the State/EPA pre-final inspection results in significant outstanding items, the State may choose to delay the determination that construction of the remedial action is complete until the significant items have been resolved.

b. Joint State/EPA Final Inspection

A joint State/EPA final inspection will be conducted to determine that each remedial action addressed under this Cooperative Agreement is functioning properly and performing as designed. The joint State/EPA final inspection will be led by the SPM, accompanied by the RPM and other parties, where appropriate,

from the State/EPA pre-final inspection. The State/EPA final inspection generally will consist of a walk-through inspection of the constructed remedial action, with the inspection focusing on the items necessary to ensure the remedial action is operating properly and performing as designed. The SPM and the RPM will also confirm that all outstanding items from the State/EPA pre-final inspection have been resolved.

7. Operational and Functional

The completion of the joint State/EPA pre-final inspection marks the point in time when construction of each remedial action is considered complete for purposes of this Cooperative Agreement. It is used to document the beginning of the up to one-year O&F period. Consistent with 40 CFR 300.435(f)(2), the “remedy becomes operational and functional (O&F) either one year after construction is complete, or when the remedy is determined concurrently by EPA and the State to be functioning properly and performing as designed, whichever is earlier.” The State will schedule and conduct a joint State/EPA final inspection within one year of the completion of the joint State/EPA pre-final inspection. The completion date of the State/EPA final inspection, assuming it is done within one year of the pre-final inspection, will be used as the date of the O&F

determination. In the event that the joint State/EPA inspection and does not occur within one year, the NCP (40 CFR § 300.435(f)) provides EPA the discretion to make an O&F determination without this inspection. As discussed in §300.435(f)(2) of the NCP, “EPA may grant extensions to the one-year O&F period, as appropriate.” When the O&F determination has been made, EPA will provide written notification to the State documenting the O&F determination. Since the O&F time period is part of the remedial action, the State cost share is applicable. In accordance with 40 CFR §300.435(f)(1), the O&F determination results in the transfer of each remedial action to the State for O&M or initiation of the long-term response action (LTRA), as described in the Ground and Surface Water Restoration Provision. The State and its contractor will prepare the Remedial Action Report once each remedial action is O&F. EPA will have the opportunity to comment on the Remedial Action Report. After EPA approves the Remedial Action Report, EPA will provide a copy to the State.

L. Procurement

1. The recipient shall comply with procurement standards described in 2 CFR §200.317 through 200.327 and 2 CFR § 1500.
2. The recipient must require each prospective contractor to provide with its bid or proposal: Information on its financial and business relationship with all potentially responsible parties (PRPs) at the site and with the contractor's parent companies, subsidiaries, affiliates, subcontractors, or current clients at the site. This disclosure requirement encompasses past financial and business relationships, including services related to any proposed or pending litigation, with such parties.
3. The recipient must require its contractor to comply with the requirements in D. regarding accounting standards, J4. regarding usage rate, J6. regarding property management standards, and I1-I2. regarding project records and retention.
4. Per 40 CFR § 35.6565, the recipient must obtain the award official's approval to use a procurement method other than the sealed bid method.
5. Use of the same engineer during subsequent phases of response: Per 40 CFR § 35.6570, if the public notice clearly stated the possibility that the firm or individual selected could be awarded a contract for follow-on services and initial procurement complied with the procurement requirements, the recipient of a CERCLA remedial Cooperative Agreement may use the engineer procured to conduct any or all of the follow-on engineering activities without going through the public notice and evaluation procedures. The recipient may also use the same engineer during subsequent phases of the project in the following cases:
 - a. Where the recipient conducted the remedial investigation (RI), feasibility study (FS), or design activities without EPA assistance but is using CERCLA funds for follow-on activities, the recipient may use the engineer for subsequent work provided the recipient certifies:
 - (1) That it complied with the procurement requirements in 40 CFR §35.6565 when it selected the engineer and the code of conduct requirements described in 2 CFR 200.318(c)(1).
 - (2) That any CERCLA-funded contract between the engineer and the recipient meets all of the other provisions as described in the procurement requirements in this subpart.
 - (3) Where EPA conducted the RI, FS, or design activities but the recipient will assume the responsibility for subsequent phases of remedial action under this Cooperative Agreement, the recipient may use, with the award official's approval, EPA's engineer contractor without further public notice or evaluation provided the recipient follows the rest of the procurement requirements to award the contract.

M. Competency Policy

Competency of Organizations Generating Environmental Measurement Data

In accordance with Agency Policy Directive Number FEM-2012-02, Policy to Assure the Competency of

Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements, Recipient agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable. Recipient agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. Recipient shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at

<https://www.epa.gov/sites/production/files/2015-03/documents/competency-policy-aaia-new.pdf> or a copy may also be requested by contacting the EPA Project Officer for this award.

N. Substantial Involvement

EPA will be substantially involved in this agreement. Substantial involvement may include:

1. monthly telephone calls and other monitoring,
2. reviewing project phases and providing approval to continue to the next phase,
3. reviewing and commenting on any documents, web content, or other materials developed under this agreement (the recipient will make final decisions on these matters),
4. approving substantive terms included in contracts or subawards (EPA will not suggest, recommend or direct the recipient to select any particular contractor or subrecipient except to the extent permitted in Section 10 of EPA's Subaward Policy).
5. reviewing and commenting on the programmatic progress reports
6. consultation with EPA regarding the selection of key personnel (EPA's involvement is limited to reviewing the technical qualifications of key personnel and the recipient will make the final decisions on selection. EPA will not suggest, recommend or direct the recipient to select any individual).
7. joint operational involvement, participation, and/or collaboration between EPA and the recipient.

O. Geospatial Data Standards

All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at <https://www.fgdc.gov/>.

P. EPA Personnel Access and Security System (EPASS)

In accordance with Homeland Security Presidential Directive - 12 (HSPD-12), Policy for a Common Identification Standard for Federal Employees and Contractors, and Executive Order 10450, Security Requirements for Government Employment, the recipient agrees to follow instructions from the EPA

Project Officer to ensure compliance with the EPA Personnel Access and Security System (EPASS). Any recipient employees, contractors, or other individuals that meet one of the following two criteria must comply in order to perform work under this assistance agreement: 1) Those personnel on site at an EPA facility at least 24 hours per week for more than six months; or 2) those personnel needing access to EPA's application or general support systems classified as "HIGH" under FIPS 199 and/or to the information contained within these systems. The recipient agrees not to use funds for any such personnel unless a temporary or permanent EPASS badge has been issued to that person.