



October 3, 2024

Ms. Stephanie Pfannenstiel
Task Order Contracting Officer Representative
U.S. Environmental Protection Agency Region 7
11201 Renner Blvd.
Lenexa, Kansas 66219

**Subject: Technical Management Plan
EPA Region 7, General Motors Sioux City Groundwater Sampling and Long-Term
Response Action
ESO Task Order – CLIN 0002, Contract No. 68HE0118D0014
Task Order No. 68HE0724F0132**

Dear Ms. Pfannenstiel:

Attached is the revised Technical Management Plan (TMP) that describes how HelioTech will manage the General Motors Sioux City Groundwater Sampling and Long-Term Response Action task order. Please contact me at 816-412-1959 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "John R. Simpson".

John R. Simpson, CHMM
Project Manager
Tetra Tech, Inc.

Enclosures

cc: Vernon Hoobler, EPA Task Order Contracting Officer
Michelle Vincent, HelioTech CLIN 2 Director
David Zimmermann, ESO Region 7 Program Manager

**TECHNICAL MANAGEMENT PLAN
GENERAL MOTORS SIOUX CITY GROUNDWATER SAMPLING AND LONG-TERM
RESPONSE ACTION**

**Environmental Services and Operations CLIN 2
EPA Region 7
Contract No. 68HE0118D0014
Task Order No. 68HE0724F0132**

October 3, 2024

Submitted by



HelioTech – A Joint Venture of Helios and Tetra Tech



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List of Acronyms

CLIN	contract line item number
COI	conflict-of-interest
DMP	Data Management Plan
DOT	Department of Transportation
EC	electrical conductivity
EPA	U.S. Environmental Protection Agency
ESO	Environmental Services and Operations
FSP	Field Sampling Plan
GIS	Geographic Information System
HASP	Health and Safety Plan
HCS	hydraulic capture system
HelioTech	Joint Venture between Helios Resources Ltd. and Tetra Tech, Inc.
IDW	Investigation derived waste
JV	Joint Venture
LTRA	Long Term Response Action
MIHPT	membrane interface hydraulic profiling tool
ODC	Other direct costs
OSWER	Office of Solid Waste and Emergency Response
PDB	passive diffuse bag
PID	photoionization detector
PM	project manager
PWS	Performance Work Statement
QA	Quality assurance
QAPP	Quality assurance project plan
QC	Quality control
QCC	QC coordinators
QMP	Quality Management Plan
RG	Registered Geologist
ROD	record of decision
TO	Task order



TOCOR	Task Order Contracting Officer Representative
UFP	Uniform Federal Policy
WIWP	Well Installation Work Plan
WMP	Waste Management Plan
WO	Work Order

Introduction

HelioTech, a Joint Venture between Helios and Tetra Tech, brings a wealth of expertise, technical capabilities, management experience, and exemplary past performance to the Environmental Protection Agency (EPA) as a high value partner for remedial action oversight activities in Region 7. HelioTech's long historical and ongoing support to EPA's Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) program can provide Region 7 with institutional knowledge and insights gained over the past 35 years of program support, including 32 years of CERCLA contract support to EPA Region 7. The HelioTech team will provide EPA with the continuity of service, familiarity with region-specific issues and concerns, and forward-thinking innovation that this complex Task Order (TO) demands.

HelioTech has prepared this Technical Management Plan (TMP) for the General Motors Sioux City Site Operations and Maintenance (O&M) of the groundwater hydraulic capture system (HCS) TO. This TMP provides a description of how we will manage and implement the TO. It includes a description of TO technical approach, management and project organization (including points of contact and responsibilities), our technical approach to achieve each task, and key personnel and other required staff resources. HelioTech's intended communication process is addressed in the description of TO management and project organization, as well as throughout the technical approach to achieve each task.

HelioTech's Region 7 CERCLA Experience

- ✓ More than three decades of support to EPA Region 7's CERCLA program
- ✓ Institutional knowledge of Region 7's geography, geology, regional environmental issues, policies, and priorities
- ✓ Institutional knowledge of GM Sioux City O&M having conducted O&M and performance monitoring activities since 2012.
- ✓ Established management systems and organization customized for EPA contracts.

Task Order Technical Approach

This section presents HelioTech's approach to completion of the required tasks from the date the TO is issued through the base period and options. If EPA changes the Performance Work Statement (PWS), HelioTech will revise this TMP as appropriate, to incorporate any subsequent changes in tasks and associated costs. Tasks and deliverables associated with this TO are discussed in the subsections below.

Task 1: General Requirements

In accordance with the PWS, the plans listed below will be developed and submitted as draft to EPA within 30 to 60 calendar days of TO award. Should EPA have comments on the draft plans, revisions will be made, and the plans will be resubmitted as final with 30 calendar days of receipt of comments.

Subtask 1.1: Site-Specific Project Plans

HelioTech Project Manager will contact the EPA TOCOR within 5 business days of TO award to schedule a scoping meeting for purposes of discussing specific objectives, schedule, any other additional resources or staff that may be needed, and other topics such as establishment of a SharePoint site to potentially serve as a document repository. This meeting will also help facilitate the development of the following TO specific plans.

Final TMP: Based on information gathered during the scoping meeting and EPA's comments on this draft TMP, HelioTech will revise the draft TMP and submit it to the TOCOR as a Final TMP within 30 days of receipt of EPA comments. HelioTech will modify the TMP if project conditions change, as requested by EPA.

Health and Safety Plan (HASP): HelioTech will develop two site-specific health and safety plans (HASPs) for the General Motors Sioux City site before beginning work at the site. For the project, HelioTech will assign an experienced site safety coordinator (SSC) and ensure that a HASP is prepared in accordance with:

- 29 CFR 1910.120 (b)(4)
- HelioTech Health and Safety Program Manual
- Additional required elements, such as construction safety, and fall protection, among others, as appropriate.

Once our H&S manager approves the HASPs and EPA reviews it, all onsite personnel will be required to review and acknowledge the HASP requirements via signature. The signed HASPs will be maintained onsite throughout the project.

Uniform Federal Policy-Quality Assurance Project Plan (UFP-QAPP): Under this subtask, HelioTech will prepare a TO-specific UFP-QAPP for the General Motors Sioux City site which will follow Part 1 and Part 2 of the *Uniform Federal Policy for Quality Assurance Project Plans* (EPA-505-B-04-900A) (March 2005 and March 2012). The UFP-QAPP will include Data Quality Objectives (DQOs) that specify the data needed to support decisions regarding remedial activities. The UFP-QAPP will also be consistent with EPA *Requirements for Quality Assurance Project Plans* (EPA QA/R-5). The QAPP will be approved by HelioTech's TO manager and quality assurance (QA) manager and will be submitted to EPA for approval before technical support activities associated with Task 2 begin.

HelioTech will prepare the TO-specific QAPP by following the 37- worksheet format presented in the *Uniform Federal Policy for Quality Assurance Project Plans, Part 2A: UFP-QAPP Workbook* (EPA-505-B-04-900C). The 37 worksheets cover the following four major areas: 1) project management and objectives, 2) measurement and data acquisition, 3) assessment and oversight, and 4) data review. The QAPP will include a Field Sampling Plan (FSP) that describes the number, type, frequency, and locations of samples to be collected and types of analyses.

Waste Management Plan (WMP): HelioTech will develop a site specific WMP for the site before beginning work. The plan will describe the procedures for the safe handling of contaminated material, drummed material, and contaminated liquids in addition to procedures for off-site transportation and disposal of materials. Manifesting, Department of Transportation (DOT) shipping papers, and chain-of-custody procedures shall also be included. The plans will ensure that all applicable federal, state, and local laws and regulations shall be adhered to when transporting waste material from the sites. Based on the response to question, HelioTech assumes all investigation derived waste will be managed as solid waste.

Well Installation Work Plan (WIWP): HelioTech will develop a Well Installation Work Plan for the 8 deep monitoring wells specified in section 2.1.2 of the PWS. This workplan will be developed with consultation with the EPA TOCOR and will define the locations, depths and development methods of the wells and define the procedures to be employed in the construction of the wells. This document will be prepared within 60 days of TO award.

Membrane interface hydraulic profiling tool (MIHPT) Work Plan (MIHPTWP): HelioTech will develop a MIHPTWP for the 40 probe locations specified in section 2.1.1 of the PWS. This workplan will be developed with consultation with the EPA TOCOR and will define the locations, and depths and permits required of the probe locations. This document will be prepared within 60 days of TO award.

Operations and Maintenance (O&M) Plan: HelioTech will develop an O&M plan in accordance with the EPA requirements, guidance, and policies. The plan will be developed in accordance with the Exhibit 5 of the Guidance for Management of Superfund Remedies in Post Construction, OSWER 9200.3-105, dated February 2017, and define the requirements for inspecting, operating and maintaining the remedial actions at the site.

Data Management Plan (DMP): HelioTech will prepare a TO-specific DMP that will detail the standard processes, procedures and tools to be used to support response activities and will include requirements for deliverables. The plan will be developed in accordance with EPA national and region-specific data management plans or guidance.

Subtask 1.2: Project Management, Monitoring, and Reporting

Project management activities will include project setup, establishment of electronic files, cost tracking and procurement activities. HelioTech will track project costs and schedule, prepare quarterly progress reports as deliverables are completed to document cost and technical performance status for each task, and submit progress reports with invoices by the 20th day of each quarter following the TO activities that were completed.

In addition to preparation of the quarterly report and invoices, the TO Manager will discuss work progress and issues with the EPA TOCOR on a routine basis and update project schedules as required.

Subtask 1.3: Permitting and/or Notifications.

All work conducted will meet the substantive requirements of all local, state, and Federal and other applicable permits required. HelioTech will perform work in accordance with applicable federal, state, and local government requirements, as well as all access agreements, easements, licenses, and certificates including, but not necessarily limited to, any necessary utility locations and access and permits specified by the record of decision (ROD).

HelioTech will ensure access agreements have been acquired (with assistance from the EPA as necessary) and coordinated with required parties as necessary to complete the work. Site access coordination with site property owners shall consist of obtaining monitoring well installation or sampling event schedule approval and site access at least 45 days prior to each scheduled event.

Subtask 1.4: Task Order Closeout

When directed by EPA to close out the TO, we will follow our contract and standard file close-out procedure to verify that the file is complete and contains appropriate documents and records. The TO manager and QA manager are responsible for reviewing the file for completeness. The financial manager will verify that financial information is complete. Finally, the ESO program manager or regional coordinator is responsible for approving TO close-out and submitting a final close-out letter to EPA within 20 days of project close-out. HelioTech will maintain TO records for the life of the ESO contract, and for the minimum 10 year time period specified in the ESO contract. HelioTech will provide EPA with ESO contract documents and records when requested.

Task 2: Field Work and Analytical Support

This section outlines those activities that require field personnel on the site to gather site information or environmental samples. This section also outlines expectations to manage, analyze, evaluate and report data and information from field activities. The activities in this section include: 1) field investigation; 2) analytical support and data validation; and 3) data management and evaluation.

Field Investigation

The field investigation portion of the project will include a MIHPT investigation, the collection of soil samples from the unsaturated zone and the installation and development of up to eight groundwater monitoring wells. These activities will require coordination with the EPA TOCOR to approve the installation schedule. Site access coordination with site property owners shall be followed as noted in Section 1.3. These activities will be conducted in accordance with the planning documents identified in Task 1.

MIHPT

Under this subtask, the HelioTech team will mobilize to the site within 6 months of the contract award to perform sampling activities in accordance with the EPA approved UFP-QAPP, FSP, and MIHPTWP. It is the team's current understanding that up to 40 probe locations will be advanced.

Well Installation

Under this subtask, the HelioTech team will mobilize to the site within 12 months of the contract award to perform well installation activities in accordance with the EPA approved UFP-QAPP, FSP, and WIWP. It is the team's current understanding that up to eight monitoring wells will be installed and developed. At

three of the borings advanced for monitoring well installation, soil samples will be collected in the unsaturated zone every five feet.

Investigation-derived waste from the well installation and development will be characterized and disposed in accordance with local, state, and federal regulations as specified in the EPA- approved FSP. It is assumed the waste will be non-hazardous and temporary storage of all waste will be on the property.

Analytical Support and Data Validation

HelioTech will coordinate with the TOCOR to approve the sampling schedule and the EPA Laboratory Coordinator to submit the respective Work Order request (WO) form in the laboratory-approved format. Associated activities include: 1) Environmental Sample Collection; 2) Analytical Services and Support; and 3) Data Validation. These are described below.

Environmental Sample Collection

HelioTech will provide personnel and equipment to collect environmental samples during the field investigation and semi-annually. HelioTech will capture sampling, observational, and monitoring field data in a log book and in electronic field sheets and provide this data to EPA in a Scribe-compatible data deliverable. Sampling will be conducted at 23 existing and new monitoring wells, 12 HCS extractions wells, and effluent public water supply wells. The collection, handling and transportation of samples will be conducted in accordance with the project-specific UFP-QAPP and FSP.

HelioTech will document sample management activities and provide copies of sampling records (i.e., field logs, field sheets, chain-of-custody forms and photographs) in quarterly reports.

Analytical Services and Support

HelioTech will submit Work Order Request (WO) Form to the EPA laboratory 30 days in advance of each sampling event and obtain the sampling containers from the EPA laboratory.

Data Validation

The EPA Region 7 Laboratory will conduct data validation on samples analyzed at the Region 7 Laboratory. It is assumed that all environmental samples will be submitted to the regional laboratory.

Data Management and Evaluation

HelioTech will prepare and submit the Draft and Final reports after each event. The reports will capture sampling, observational, and monitoring field data and provide this data to EPA in a Scribe-compatible data deliverable consistent with the EPA-approved DMP. The following reports will be submitted following the indicated events.

MIHPT 3D Modeling Report

Following completion of the MIHPT investigation, HelioTech will submit a report to EPA within 2 months. The report will include a summary of field activities, a summary of results with data evaluation, a MIHPT results summary table, a base map, logs with electrical conductivity (EC), HPT Pressure Plot, Estimated K Plot, photoionization detector (PID) Plot, FID Plot, and XSD Plot, and a 3D Modeling figure.

Well Installation Soil Sampling Report

Following completion of the well installation and soil sampling activities, HelioTech will submit a report to EPA. The report will include items specified in the PWS for this activity.

Groundwater Monitoring Reports

Following completion of each groundwater sampling event, HelioTech will submit a report to EPA. The report will include items specified in the PWS for this activity and the example report in Attachment F.

Task 3: EPA-Lead Remedy Operation Including Long Term Response Action (LTRA)

HelioTech will operate and maintain site-associated remedies, including operation and maintenance of on-site HCS and associated infrastructure in accordance with the EPA-approved O&M Plan. As required HelioTech will provide engineering assessments to diagnose and troubleshoot any system issues, and as needed, provide construction support services to facilitate and properly maintain operation of the site's remedy systems and related activities. The activities in this section include: 1) Operation and Maintenance and 2) Construction Support Services.

Operation and Maintenance

The HCS will be operated and maintained by HelioTech staff to ensure the system is operating in a manner to contain the groundwater contaminant plume to achieve remedial action objections.

As needed HelioTech will provide engineering assessments to diagnose and troubleshoot any system issues, and as needed, construction support services (non-routine events) to facilitate and properly maintain operation of the site's remedy systems. Activities conducted under this subtask may include:

- Generate operation, maintenance, and sampling reports on a schedule specified in the PWS;
- Evaluate/optimize the HCS to minimize project costs and/or to improve effectiveness of the remediation.
- Monitor remedial system using existing site hardware and software and provide notifications to EPA regarding system performance including any potential system shutdowns and response actions to address system performance, such as re-starting the system.
- Maintain staff and/or sub-contractors as needed to install, remove, or maintain existing remedial equipment, such as submersible pumps, electrical equipment, motors, etc.
- Prepare and submit all applicable O&M manual updates/addendums and associated training of personnel for operation of all existing and/or any new equipment.
- Maintain existing remedial equipment and systems including, but not limited to the following: submersible pumps and motors, wells, well vaults, surface completions, above- and below-grade piping, flow sensors, check valves, pressure gauges, electrical (both signal and power) wiring and components, transfer pumps, data loggers/transducers, and all related items.
- Maintain existing treatment building to minimize disruption of remedial activities and to reduce project costs and/or to improve effectiveness of the remediation.

Construction Support Services

HelioTech will provide non-routine O&M services which may include engineering assessments and construction support services to implement all needed remedy operation activities. HelioTech will provide construction support services necessary to repair and clean the system. The equipment associated with the HCS has iron-fouling issues. HelioTech will implement the activities through construction services, technical and field services, and, as necessary, via procurement and management of subcontracted services to generally perform the following items:

- Manage expenses for remedial system utilities (Electricity)
- Evaluate, repair and when applicable replace existing remedial equipment and systems including, but not limited to the following: submersible pumps and motors, wells, well vaults, surface completions, and below-grade piping, flow sensors, check valves, pressure gauges, electrical wiring and components, transfer pumps, data loggers/transducers, and all related items.
- Maintain existing treatment building to minimize disruption of remedial activities and to reduce project costs and/or to improve effectiveness of the remediation.
- Annual Cleaning and Maintenance – Pumps will be retrieved and evaluated. Once evaluated the pumps will be cleaned, rebuilt or replaced.
- Pulling and replacing clogged lines may be necessary.

All engineering assessments to diagnose and troubleshoot system components and all associated construction support services and non-routine O&M activities conducted at the site will be documented with Quarterly Progress Reports to include, but not limited to, the items listed below.

- Document all site related activities conducted during the prior quarter, including documenting all work done to support or maintain the sites various remedial systems/components.
- Provide updates and documentation on the condition of the HCS (and/or other relevant site conditions).
- As necessary, propose or recommend construction service/maintenance activities.
- A description of the annual HCS cleaning activities completed during the quarter.

HelioTech will manage expenses for remedial system utilities for electricity and shall invoice for them under the Non-Routine other direct costs (ODC) contract line item number (CLIN). All supporting documentation will be submitted with the invoices.

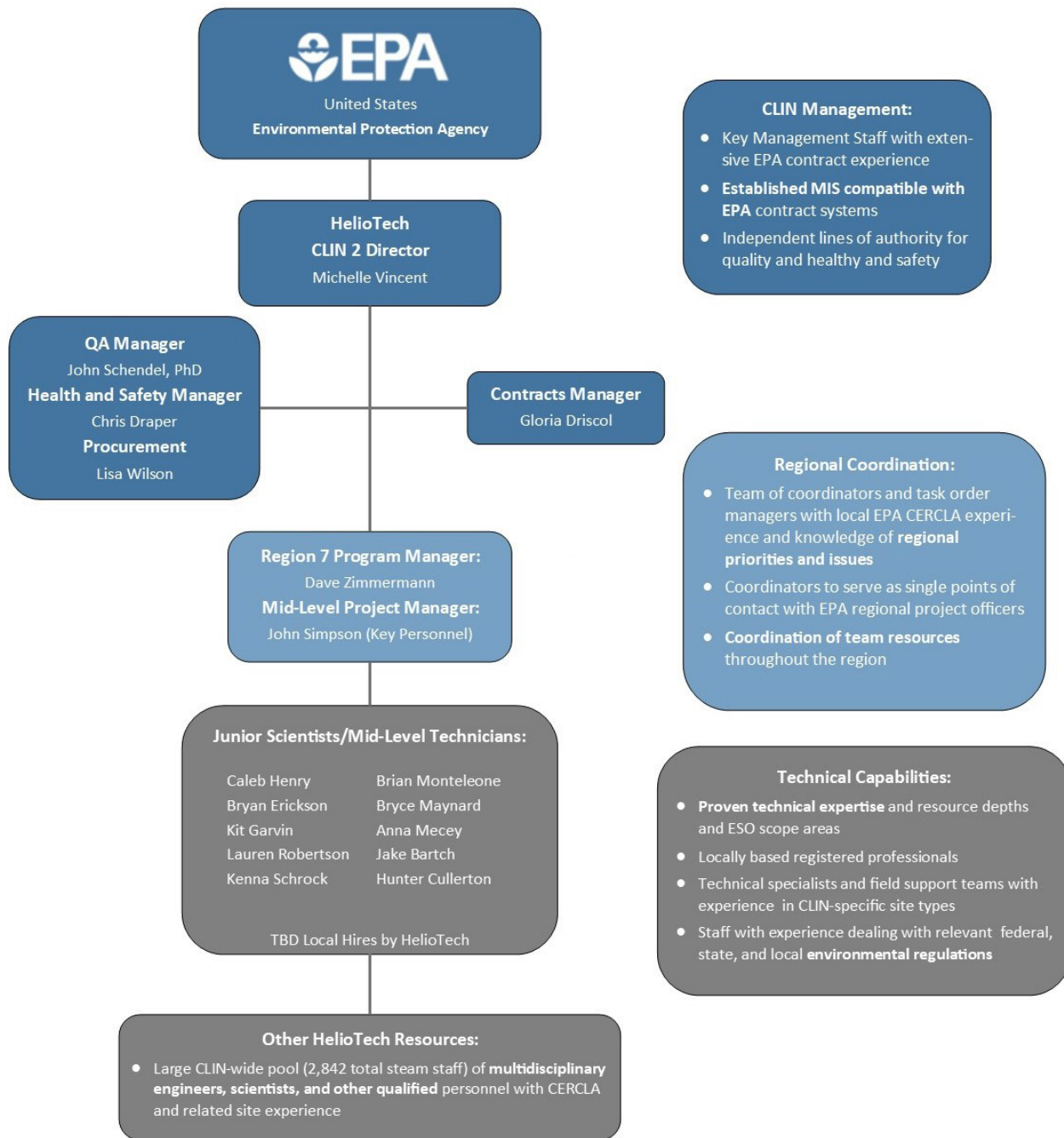
Task Order Management, Project Organization, and Key Personnel

HelioTech's TO management capabilities are rooted in simple principles, but, as any seasoned consultant knows, these principles require diligence and dedication to make them work. Our team has successfully implemented them time after time, as evidenced by our repeat business with EPA. Region 7 can count on us to live up to these principles throughout management and implementation of this TO:

- Focus on delivering high technical quality.
- Understand that we are supporting EPA Region 7 and do what is necessary to maintain EPA as a preferred client.
- Keep EPA staff informed so there are “no surprises.”
- Actively stay abreast of technical and administrative changes in direction and emphasis of activities, to make smooth transitions.
- Be flexible and engaged in executing the work within the TO as well as contractual requirements.
- Continually explore and implement cost saving techniques.
- Consider and recommend appropriate innovative technologies, and sustainability practices.
- Discuss any problems that might arise with the Task Order Contracting Officer Representative (TOCOR), recommend corrective actions, correct the problem immediately and determine the permanent “fix” to avoid future issues.

Successful TO management starts with a project organization that will result in effective and efficient implementation of a TO, and HelioTech's organization is a vital tool to successful management and project implementation. As shown on Exhibit 1, our organization consists of three components: program management; regional coordination and project management, and technical specialists.

Exhibit 1: HelioTech Organization and Responsibilities



Additional detail on HelioTech organizational lines of authority and designated responsibilities, both at the contract management level and at the TO management level, is illustrated in Exhibit 2. As shown, in Exhibit 2, the program manager will be the primary point of contact with EPA for contractual issues and the project manager will be the primary point of contact for implementation of task order and related issues.

Exhibit 2: Operational Responsibilities and Authorities.

The clear delineation of HelioTech responsibilities and lines of authority foster task order efficiencies.

Contract Management	Task Order Management
Program Manager	
<ul style="list-style-type: none"> Maintains full authority and responsibility for contract and financial management, joint venture resource commitment, staffing, and client satisfaction Ensures correct application of resources and approaches Oversees Quality Assurance Quality Control (QA/QC) activities as established in the Contract Quality Management Plan (QMP) Serves as the EPA’s primary point of contact Ensures effective communication between and among the management team and EPA Proactively identifies and resolves issues and problems Negotiates subcontracts Implements COI screening procedures 	<ul style="list-style-type: none"> Assigns task order managers and QC coordinators (QCC) Provides oversight and ensures adherence with work plans and cost estimates Performs monthly performance reviews Reviews monthly invoices and status reports Tracks compliance with task order budgets and schedules Provides integration across all task orders Works with the other management staff and technical specialists to ensure the highest technical quality is delivered
Quality Assurance Manager	
<ul style="list-style-type: none"> Develops and executes contract-wide QA/QC procedures Refines QA/QC processes and procedures, as necessary Assists the program manager and task order managers in integrating quality across complex tasks 	<ul style="list-style-type: none"> Works with task order managers and QCCs to ensure effective implementation of QA/QC procedures Remains available as a senior technical resource Provides QA advice to task order managers, QCCs, and technical specialists
Health and Safety Manager	
<ul style="list-style-type: none"> Oversees the implementation of HelioTech’s health and safety program for the ESO contract Ensures compliance with state and federal health and safety codes Provides programmatic health and safety audits 	<ul style="list-style-type: none"> Ensures that all contract activities in the office, are performed in compliance with health and safety program Ensures all staff are appropriately trained and that all site documentation is complete
Contracts Manager	
<ul style="list-style-type: none"> Establishes task order-specific cost control systems, monitors budgets and funding, ensures contract compliance, and oversees procurement activities Ensures financial reports and controls are in place (monthly financial reports and invoices) 	<ul style="list-style-type: none"> Provides financial information to task order managers and project teams Directs any needed subcontractor procurement Performs invoicing and prepares monthly financial reports
Regional Coordinators	
<ul style="list-style-type: none"> Ensure availability of regional staff resources to the program manager and task order managers Address any performance issues or challenges with program manager 	<ul style="list-style-type: none"> Provide financial and technical oversight for assigned tasks Direct task order activities, as appropriate Interface with EPA’s regional project officers
Senior/Mid-Level Project Managers	
<ul style="list-style-type: none"> Work with the program manager, other management personnel, and technical specialists to prepare plans, assign staff, and prepare budgets Maintain communications about individual task orders and promote team building Communicate with other task order managers to coordinate related activities 	<ul style="list-style-type: none"> Manage and execute assigned task orders Monitor costs, schedules, and quality of performance Review and approve all task order expenditures Coordinate any subcontracting activities Maintain routine communications with EPA Prepare monthly status reports

Exhibits 1 and 2 demonstrate HelioTech's belief that successful, cost and time saving delivery of services for this TO and its Performance Work Statement (PWS) begins with a tailored organization and management system unique to the requirements for implementing ESO TOs.

As an initial step in TO planning and management, HelioTech's program manager and regional coordinator have already conducted a conflict-of-interest (COI) screening and submitted a COI certification to EPA for this project is included with this proposal. HelioTech's program manager will assign John Simpson as the mid-level project manager. Mr. Simpson can be contacted at **(816) 412-1772**. This selection is based on his knowledge of the TO site, the remedial process, and EPA Region 7 expectations. Mr. Simpson's qualifications directly match those for a mid-level project manager as defined in the TO, as well as the technical requirements and complexity of the TO. Assisting Mr. Simpson with the task will be Jenna Mead, Registered Geologist (RG) in Missouri who will provide engineering oversight and troubleshooting of the HCS operations. Both Mr. Simpson and Ms. Mead will work closely with the EPA TOCOR and any necessary subcontractors required to implement the activities under this TA.

Mr. Simpson has responsibility for planning and executing this TO. The TO manager will review the award and then schedule a scoping meeting with EPA. The purpose of the scoping meeting is to ensure that HelioTech fully understands EPA's requirements for the TO and to ensure we agree on an appropriate joint strategy for meeting these requirements. Additional information obtained during the meeting will be helpful for the following purposes:

- Clarification of tasks needed to complete the work, allowing potential development of a work breakdown structure.
- Clarification of dependency relationships between tasks, which will be helpful in efforts to establish a schedule for completing tasks.
- Identification of any unique quality requirements for the TO. This allows the TO manager and the TO's Quality Control Coordinator (QCC) to develop an approach for these requirements.
- Identification of any unique actions needed to ensure that EPA's performance expectations are met and exceeded.

Required Resources

To complete the work outlined in the TO, HelioTech will obtain and provide the required equipment for groundwater sampling, including a water level indicator, and water quality parameter meter (if required). Expendable materials used during the sampling event will include PDB sampling bags and all other necessary sampling equipment, calibration solutions (if required for the water quality meter) and gases (PID), ice, gloves, decontamination solution, and distilled/deionized water. All equipment will be calibrated at the beginning of each field day, and a calibration log will be maintained. Equipment will be recalibrated over the course of the field day, as required by the UFP-QAPP.

For routine maintenance of the system, HelioTech will provide required grease for pumps and blower motors and cleaning supply (brushes and ascorbic acid) for cleaning air stripper trays.

Communications

Lines of authority and roles and responsibilities at the contract and task order levels are presented in Exhibits 1 and 2 above. Generally, the HelioTech mid-level project manager (PM) serves as the single point of contact for EPA on this task order, and EPA should communicate directly with the HelioTech PM on all task order matters including scope, staffing, scheduling, invoicing, etc. However, in the event that the HelioTech PM requires internal advice or assistance (for example, on financial or health and safety matters), an appropriate HelioTech representative may communicate with EPA directly or through the HelioTech PM.



Staffing and JV Team Member Roles

The HelioTech TO manager will coordinate with EPA to identify the appropriate skill sets of support staff to ensure project objectives are met. For this project, support staff will include junior staff and GIS specialist to aid in drafting reports and planning documents. A regional health and safety specialist will approve the HASP and graphics support personnel will be employed to develop figures. For this project, Tetra Tech will develop planning documents and conduct semi-annual sampling and Helios will develop the quarterly reports. In order to reduce travel costs and maintain continuity, O&M activities and field sampling will be conducted at the same time period.

Exhibit 3: Available HelioTech Resources by ESO Labor Category

Labor Category	Senior Level		Mid Level		Junior Level		Overall	
	CLIN 2	Total	CLIN 2	Total	CLIN 2	Total	CLIN 2	Total
Chemical Engineer	38	214	17	93	30	168	85	475
Engineer	254	1,440	113	642	208	1,118	575	3,200
Chemist	23	115	12	47	15	88	50	250
Hydrogeologist	52	283	26	122	37	220	115	625
Scientist	170	913	82	395	128	692	380	2,000
Technician	68	342	29	132	53	308	150	782
Technical Editor	5	18	2	7	2	15	9	40
GIS/CADD Analyst	35	204	18	84	32	162	85	450
Community Involvement Support	7	21	3	8	2	11	12	40
Administrative/Project Support	69	385	27	173	54	292	150	850

With nearly 100 HelioTech technical specialists located in Region 7, one major advantage that HelioTech brings to this TO is that we have technical specialists who are familiar with Region 7 sites, local geology, and project stakeholders.

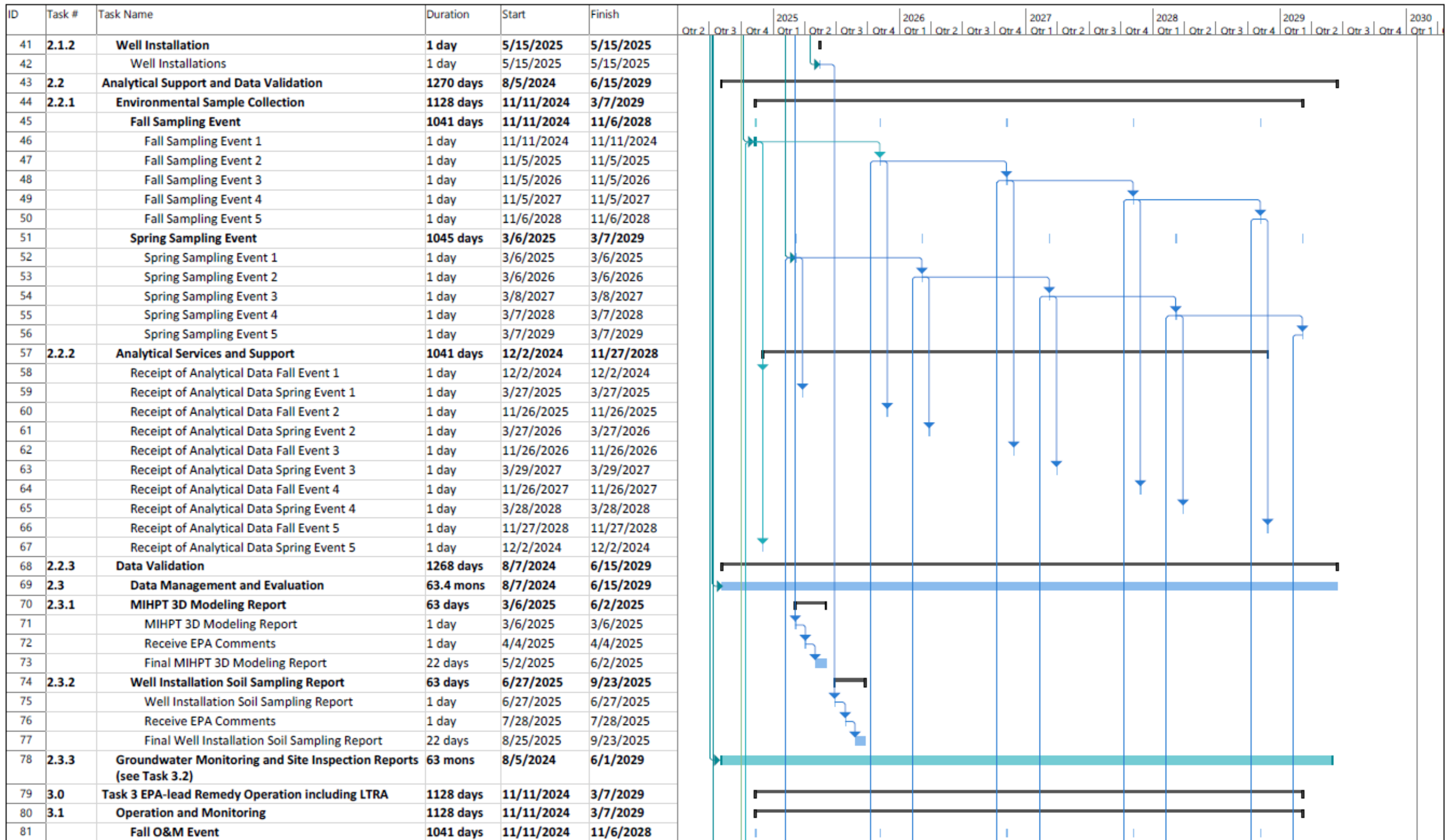
Subcontractors

As evidenced by the resources identified in Exhibits 1 and 3, HelioTech has adequate staff and capabilities to successfully complete Tasks 1 through 3 of this TO. Subcontractor support will be necessary for the MIHPT investigation, monitoring well installation and development, IDW disposal, and occasional HCS cleaning, pump replacement or electrical work. Having worked at this site for the last decade, HelioTech has worked with vendors who know the systems and its issues. Should other subcontract service be required, HelioTech will use its existing database of thousands of approved vendors to identify a minimum of three qualified vendors, solicit bids, and select a firm based on a best value decision. Subcontractors will not be allowed to work without oversight by a member of the HelioTech team. All subcontractors will be subject to the same health and safety requirements as members of the HelioTech team, and they will conform to the requirements of the UFP-QAPP, O&M manual and other project planning documents.

Project Schedule

To complete the work outlined in the TO, HelioTech has developed a project schedule that is included on the following pages. The proposed schedule assumes two rounds of semi annual groundwater sampling and reporting in the base years of the contract with 2 sampling rounds in each of the four the option years.

ID	Task #	Task Name	Duration	Start	Finish	2025				2026				2027				2028				2029				2030
						Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	
1		Award: EPA Region 7 General Motors Sioux City O&M	1 day	8/7/2024	8/7/2024	[Manual Progress Bar]																				
2		Task 1: General Requirements	1307 days	8/6/2024	8/8/2029	[Summary Bar]																				
3	1.1	Site Specific Plan(s) Development	106 days	9/11/2024	2/5/2025	[Summary Bar]																				
4	1.1.1	Kick-off Meeting	12 days	9/11/2024	9/26/2024	[Summary Bar]																				
5		Kick-off Meeting	1 day	9/11/2024	9/11/2024	[Task Bar]																				
6		Draft Meeting Minutes	1 day	9/16/2024	9/16/2024	[Task Bar]																				
7		EPA Review	1 day	9/20/2024	9/20/2024	[Task Bar]																				
8		Final Meeting Minutes	1 day	9/26/2024	9/26/2024	[Task Bar]																				
9	1.1.2	Pre-Site Work Conference	12 days	10/29/2024	11/13/2024	[Summary Bar]																				
10		Pre-Site Work Conference (Contractor, IDNR, EP	1 day	10/29/2024	10/29/2024	[Task Bar]																				
11		Draft Meeting Minutes	1 day	11/1/2024	11/1/2024	[Task Bar]																				
12		EPA Review	1 day	11/7/2024	11/7/2024	[Task Bar]																				
13		Final Meeting Minutes	1 day	11/13/2024	11/13/2024	[Task Bar]																				
14	1.1.3	Technical Management Plan	44 days	10/3/2024	12/3/2024	[Summary Bar]																				
15		Updated TMP	1 day	10/3/2024	10/3/2024	[Task Bar]																				
16		Receive EPA Comments on Draft TMP	1 day	11/1/2024	11/1/2024	[Task Bar]																				
17		Final TMP	22 days	11/4/2024	12/3/2024	[Task Bar]																				
18	1.1.4	UFP-QAPP, HASP, and WMP	63 days	10/3/2024	12/30/2024	[Summary Bar]																				
19		Updated UFP-QAPP, HASP, and WMP	1 day	10/3/2024	10/3/2024	[Task Bar]																				
20		Receive EPA Comments on Draft UFP-QAPP, HASP, and WMP	1 day	11/1/2024	11/1/2024	[Task Bar]																				
21		Final UFP-QAPP, HASP, and WMP	22 days	11/29/2024	12/30/2024	[Task Bar]																				
22	1.1.5	Well Installation and MIHPT Work Plan	63 days	10/7/2024	1/1/2025	[Summary Bar]																				
23		Well Installation and MIHPT Work Plan	1 day	10/7/2024	10/7/2024	[Task Bar]																				
24		Receive EPA Comments on Well Installation and MIHPT Work Plan	1 day	11/5/2024	11/5/2024	[Task Bar]																				
25		Final Well Installation and MIHPT Work Plan	22 days	12/3/2024	1/1/2025	[Task Bar]																				
26	1.1.5	Operation and Maintenance (O&M) Plan	63 days	11/11/2024	2/5/2025	[Summary Bar]																				
27		O&M Plan	1 day	11/11/2024	11/11/2024	[Task Bar]																				
28		Receive EPA Comments on O&M Plan	1 day	12/10/2024	12/10/2024	[Task Bar]																				
29		Final O&M Plan	22 days	1/7/2025	2/5/2025	[Task Bar]																				
30	1.1.6	Data Management Plan	63 days	11/11/2024	2/5/2025	[Summary Bar]																				
31		Data Management Plan	1 day	11/11/2024	11/11/2024	[Task Bar]																				
32		Receive EPA Comments on Data Management P	1 day	12/10/2024	12/10/2024	[Task Bar]																				
33		Final Data Management Plan	22 days	1/7/2025	2/5/2025	[Task Bar]																				
34	1.2	Project Management, Monitoring and Reporting	65.3 mons	8/7/2024	8/8/2029	[Manual Progress Bar]																				
35	1.3	Permitting and/or Notifications	1260 days	8/6/2024	6/4/2029	[Summary Bar]																				
36		Coordination of Access Agreements (as required)	63 mons	8/6/2024	6/4/2029	[Task Bar]																				
37	1.4	Task Order Closeout	60 days	4/30/2028	7/20/2028	[Manual Progress Bar]																				
38	2.1	Task 2 Field Investigation	121 days	11/28/2024	5/15/2025	[Summary Bar]																				
39	2.1.1	MIHPT Borings	30 days	11/28/2024	1/8/2025	[Summary Bar]																				
40		MIHPT Borings Installations	30 days	11/28/2024	1/8/2025	[Task Bar]																				



Contract Number: 68HE0118D0014
Task Order Number: 68HE0719F0180
SEMO Remedial Action Oversight

