

MEPNN Supplier Scouting Opportunity Synopsis

Section 1: General Information

Scouting Number	2025-354
Item to be Scouted	Equipment Maintenance, Parts and Upgrade Support for AVL Equipment
Days to be scouted	30
Response Due By	10/24/2025
Description	Contractor must furnish technical expertise, parts, labor, supervision and equipment necessary to provide remedial and preventative maintenance, troubleshooting, upgrades, spare parts, installation and commissioning for the

Section 2: Technical Information

Type of supplier being sought	Protection Agency, Ann Arbor, MI 48105. A full equipment list is provided. Other
Details	Michigan Technical support providing on site (and virtual if applicable) remedial and preventative maintenance of AVL supplied equipment.
Reason	BABA
Describe the manufacturing processes (elaborate to provide as much detail as possible)	This procurement is for remedial and annual maintenance and upgrades of all AVL purchased/supplied equipment. This includes but is not limited to CVS, AMAi60s, blowers, heated sampling systems, Innova benches, smoke meters, and instrument controllers. Vendor should have the expertise to program, repair iGEM and PUMA. A more detailed list is attached.
Provide dimensions / size / tolerances / performance specifications for the item	Equipment list provided
List required materials needed to make the product, including materials of product components	This is not applicable although we would expect the vendor to be fully versed on all AVL equipment at the lab and who would be the one recommending materials, etc.
Are there applicable certification requirements?	Yes
Details	Operation, measurements and calibration of the equipment must comply with CFR 1065 requirements
Are there applicable regulations?	Yes
Details	40CFR 1065 and 1054
Are there any other standards, requirements, etc.?	No
Additional Technical Comments	

Section 4: Business Information

Estimated potential business volume	based on future testing needs. Vendor would need to provide a point of contact that is expected to acknowledge our requests for service within 24 hours of receipt.
Estimated target price / unit cost information (if unavailable explain)	Vendor would develop and submit staff rates for the five years upfront. This is a firm fixed price contract submitted @ \$3.3M/5 years
When is it needed by?	Current contract extension ends February 2026
Describe packaging requirements	N/A
Where will this item be shipped?	Ann Arbor, MI 48105

Additional Comments

Is there other information you would like to include?

STATEMENT OF WORK

AVL PREVENTATIVE AND REMEDIAL MAINTENANCE AT NVFEL 2026- 2031

1.0 SCOPE OF WORK: Contractor shall furnish parts, labor, supervision and equipment necessary to provide remedial and preventive maintenance, troubleshooting, upgrades, spare parts, and commissioning for the contract period of performance on all existing AVL-supplied instrumentation and equipment (equipment list provided) at the U.S. Environmental Protection Agency, 2565 Plymouth Road, Ann Arbor, Michigan 48105. This procurement is limited to existing AVL-supplied equipment; any procurements for completely new test equipment would not face any barriers to competition. Existing AVL equipment and any future AVL-supplied equipment procured under separate contracts shall be included in the scope of this contract for upgrade/maintenance purposes, upon expiration of any warranty agreement currently in place.

1.1 Period of Performance: Base of one (1) year with four (4) 1-year option periods.

2.0 DEFINITIONS

- ***Preventive Maintenance.*** Preventative Maintenance is defined as periodic maintenance designed to keep the system in operating condition.
- ***Remedial Maintenance.*** Remedial Maintenance is defined as a repair to a system that is inoperative or operating with diminished capability.
- ***Upgrades.*** Upgrades include, but are not limited to, existing AVL equipment functionality enhancements, peripheral equipment driver installation/commissioning, training on AVL systems, reconfiguration of existing obsolete equipment and/or software, relocation/installation of existing hardware/software to different NVFEL testing sites, software version upgrades, and equipment/software changes in response to CFR modifications or other future testing needs.
- ***Trouble-Shooting.*** Trouble-shooting includes, but not limited to, the labor and/or equipment necessary to determine the steps necessary to make equipment or software function as designed and intended.
- ***Commissioning.*** Commissioning includes, but not limited to, performing the steps necessary to make software and/or equipment perform standalone or as a system to function as designed and intended.
- ***Parts.*** Spare parts are key system components (equipment or software) identified by the Government or the Contractor as critical in minimizing test site downtime or in developing and upgrading site capability. The Government will make the ultimate decision on spare part inventory. Replacement parts are parts installed during a remedial maintenance service call; spare parts are extra parts to minimize downtime or develop test capability off-line.

3.0 TASKS

3.1 The Contractor shall furnish all parts, labor, supervision and equipment necessary to provide remedial and preventive maintenance, troubleshooting, upgrades, spare parts, and commissioning for the contract period of performance. The contractor shall furnish all parts, labor, supervision and equipment to perform the maintenance tasks. New OEM or equivalent parts will be used unless refurbished is approved in advance by the Government/COR. Maintenance will be performed based on manufacturers' recommendations within the recommended time frame. The scope of the maintenance is based the manufacturer recommended maintenance and includes the following:

- Visual checks
- Performance checks
- Cleaning
- Replacing wearing parts
- Calibration and re-adjustment
- Failure diagnostics

If necessary and requested, a post rebuild diagnostics will be done by the contractor to show all components are functioning normally. If applicable, a test calibration report will be supplied by the contractor.

3.2 *Preventive Maintenance.* Preventive Maintenance shall be performed once per contract performance period on dates coordinated by the EPA Project Officer and the contractor upon request by the EPA. Preventive Maintenance shall include inspection and testing of equipment. The Contractor shall clean, adjust and lubricate equipment specified according to manufacturer's recommendations and guidelines. A service ticket/report (field service report) detailing the Preventive Maintenance is required from the Contractor. Annual calibration shall also be performed on all AVL instrumentation as needed/requested by the EPA. During preventive maintenance, when the contractor has completed maintenance for each sub component of the site, a total site checkout will be performed. EPA personnel may or may not attend this total site check out. A report(s) for the full site checkout for any values that may have been affected by the maintenance will be supplied to the EPA for review and approval. EPA will supply a vehicle and driver for this operation if required/necessary. All parts and labor supplied will have a warranty not less than one year if applicable.

3.3 *Remedial Maintenance.* Remedial Maintenance shall be performed after a service call is placed indicating that system is inoperative or operating with diminished capability. The Contractor shall have a technician on-site within two (2) business days of being notified by the EPA Contract representative unless other arrangements have been made. Initial contact and troubleshooting can be performed virtually if applicable. All work shall be performed during normal working hours. Normal working hours of from 6am to 5pm, Monday through Friday, throughout the year except for Federal holidays.

3.4 *Parts.* The Contractor will supply spare parts as identified by the Government or the Contractor. The Government will make the ultimate decision on spare part inventory. The contractor will supply replacement parts as required during a remedial maintenance service call.

3.4.1 All parts used or replaced shall be paid for by the government at a rate not higher than the current contractor list prices, which shall be provided in response to the government's solicitation.

3.4.2. All parts used or replaced shall be itemized on the Contractor's invoice and shall be identified by part number shown on the manufacturer's schematic/parts list.

3.4.3. Replacement parts are parts installed during a remedial maintenance service call; spare parts are extra parts to minimize downtime or develop test capability off-line

3.5 *Upgrades.* The Contractor will provide upgrade services, equipment, and training as needed. For upgrade work, a written Statement of Work will be provided by EPA (RFP). The Contractor will provide a written quote within two (2) weeks of receiving the RFP from the contract officer. Once EPA agrees to the quote, the contracts office will issue a contract modification. The contractor shall only start work after the contract modification is issued. Upgrades are firm fixed price and will not be invoiced until the upgrade is completed. Unless otherwise stated, all upgrades will be warrantied for a period of one year.

4.0 REPORTING:

4.1 *Open Service Call List:* The contractor will submit a Monthly Service Call List which details all service requests (maintenance/remedial) submitted by EPA staff. The list will be forwarded to the contract COR by the 5th of each month. All service calls not completed at the time the report is submitted will be rolled over to the next month and shall continue to be included until service call is resolved. The entire list will be a rolling record and will provide previous entries as well as the most up to date entry. The list should include any service call number, AVL point of contact, EPA point of contact, whether service call is a regular service request or an emergency service request, title or subject of the request, date service call is opened and a chronological history from beginning to closing of service call.

4.2 *Field Service Report(s).* The Contractor shall submit to the designated Project Officer, upon completion of service work, or accompanying resulting invoice, a legible service ticket containing the following information:

- Date of service and room number where equipment is located.
- Name of person requesting service/maintenance and EPA POC if they are two different people.
- Equipment type, model and serial number
- Narrative description of reason for service call and ultimate work performed.
- Copy of preventive maintenance inspection report.

- Listing of any parts used, with part numbers as shown on manufacturer's schematic or parts list. Parts used are to be identified as new or exchange items.
- Labor and replacement parts should be itemized.
- Signature of service person or signature of Project Officer or designee accepting work.
- A copy of the field service report ~~service ticket~~ must be attached to the invoices submitted for payment. **Payment shall not be made without a copy of this service ticket attached to the invoice.**

5.0 SPECIAL CONDITIONS/HOUSEKEEPING

- 5.1 **Hours of Work.** All work shall be performed during normal working hours of 8:00 AM to 4:30 PM, Monday through Friday, excluding Federal holidays.
- 5.2 **Recurring Problems.** It is understood by EPA that some equipment may experience "intermittent" recurring problems; however, if the Contractor is required to repair the equipment for the same problem more than twice within a period of four months, the Government shall not be charged for any labor associated with the subsequent repair, provided the necessity of the repair is not due to EPA negligence.
- 5.3 **Replacement parts.** Parts that are replaced by the Contractor shall be provided to the EPA upon request. EPA shall subsequently decide whether the parts should be refurbished. If it is determined that the parts are to be refurbished, the refurbishment shall be performed by EPA or by the Contractor under a separate purchase order.
- 5.4 **Cleanup.** The Contractor shall leave the work site in as clean a condition as when work began. Debris accumulated during work procedures shall be removed, and equipment or furniture moved during work shall be repositioned to its original location(s). Any packing, shipping material related to the work shall be removed by the contractor.
- 5.5 **Removal of Equipment.** Any equipment required to be removed from this facility for repair work shall be coordinated through the designated Project Officer prior to his/her departure Monday through Friday. The Contractor assumes full responsibility for all equipment removed from this facility.
- 5.6 **Funding.** Funding amounts provided for Preventive Maintenance, Remedial Maintenance, Upgrade labor, and Parts are established by the EPA and may be shifted between the categories by EPA, to cover shifts in category expenditures.
- 5.7 **Labor.** This labor includes, but is not limited to, equipment maintenance, repair, troubleshooting, commissioning, upgrades, and user-configurable software modifications.
- 5.8 The Contractor shall provide experienced personnel to perform the work. Trainees may accompany the experienced (certified) employees, but their hours shall not be charged on the Field Service Reports.
- 5.9 Before maintenance is performed the Contractor shall perform a system operational

check of the analyzer benches. The Contractor shall “capture screens” before the work is performed and “capture screens” after the work is performed. These printouts must be submitted with the Field Service Reports on the day of maintenance.

5.10 In an effort to protect EPA equipment against computer viruses, the Contractor shall not bring moveable media into the facility unless it has been approved by the Project Officer in advance. The EPA shall provide the Contractor with appropriate storage media if necessary.

5.12 The Contractor shall coordinate a work schedule for preventive maintenance with the COR and/or designee within 30 days after award of contract. An outline for preventive maintenance activities to be accomplished by the Contractor during a preventive maintenance visit shall be provided by the designated Contract Officer Representative (COR).

5.13 Upgrade work shall be staged to minimize test cell down time. Preparation of upgrades shall be performed off-site in order to minimize test cell down time during commissioning.

5.14 Upon arrival at the EPA Facility the Contractor is required to:

1. Undergo a short <30 minutes contractor safety orientation for any staff who have not done so.
2. Check in with the campus security staff, obtain a visitor’s pass, and have the designated Project Officer notified prior to starting work on equipment.
3. Upon completion of the visit, the Contractor shall return the pass and sign out with the campus security staff.

5.15 Contractor personnel shall wear some type of identification bearing the name of the company while working within the EPA complex.

5.16 **Safety Requirements.** In the performance of this contract, the Contractor shall take such safety precautions, such as lockout/tagout and confined space procedures, to protect the lives and health of the occupants of the building. The Contracting Officer shall notify the Contractor of any noncompliance with the foregoing provisions and the action required to correct the conditions. If the Contractor, or his representative, fails or refuses to comply promptly, the Contracting Officer may issue an order stopping all or any part of the work and hold the Contractor in default.

6.0 ACCEPTANCE

6.1 EPA personnel will work with AVL service technicians during the acceptance process following equipment maintenance and/or repair. The AVL project officer and EPA project officer will determine which calibration standards and equipment will be best suited for

each specific project. Site acceptance will include analyzer linearization tracer gas injections and RepTruck Repeatable Vehicle tests to verify site acceptability for testing. All site checks calibrations and realignments will be 40 CFR Part 1065/1066 compliant and ISO 17025 traceable as applicable. All testing and documentation for ISO 17025 will be completed or witnessed by EPA staff.

- 6.2 Prior to the start of annual maintenance work, the contractor shall conduct a brief meeting with contractor and EPA personnel directly affected by the service visit. This meeting shall be for discussing and coordinating the general sequence and timing of the work, and any other relevant factors such as use of EPA calibration standards. The contractor shall immediately notify the EPA point of contact if equipment malfunction or other matters will delay the completion of the service visit.
- 6.3 At the conclusion of the annual maintenance visit, the contractor shall conduct a close out meeting. The purpose of the meeting will to review the work performed, and identify any follow-up activities needed to remedy unexpected equipment performance. The contractor shall provide and review preliminary service reports at this meeting. This review shall include discussion of any adverse as-found conditions, and identification of the impact of those conditions on test performance and measurement quality for tests conducted prior to performing annual maintenance.

7.0 TECHNICAL REPRESENTATIVES

- 7.1 In addition to the Contract Officers Representative (COR) and Alternate COR, up to four (4) "Technical Representatives" may be assigned on this contract. The current Technical Representatives are:

Justin Jedele
Steve George
Mitch Patrie
Jon Slater

- 7.2 The role of the Technical Representative:
 - (a) Perform market research for future work under consideration: contact designated AVL personnel and describe the work requirements, obtain a written budgetary estimate for subject work. When ready all appropriate documents will be forwarded to the COR who will obtain funding and submit to the contracting office for a contract modification.
 - (b) Provide the COR with a copy of the Field Service Report(s) or other documentation that the maintenance/service has been accomplished.
 - (c) No other work, other than what the COR has approved, may be performed by the Contractor without prior approval by the COR or Alternate COR.
 - (d) Serve as the Project Manager for the repair or upgrade.

8.0 INVOICES

- 8.1 Invoices may be submitted immediately upon acceptance of service work or parts by the government. Contractor shall submit invoices upon delivery and acceptance of all supplies or services provided for in a service call placed in accordance with the Statement of Work. In addition to the invoice requirements stated in FAR 52.212-4(g), invoices must contain the current Contract Number, the EPA POC, the service order number, a description of work performed and must have the contractor's service report attached. Payment shall not be approved for invoices without a copy of the service report attached.

AVL Equipment List

AVL Equipment List

8/1/2025

Center	Area	Room #	Item	Model #	Rev. #	Serial #	EPA ID	Contact/Area Coordinator	Comments
ASD		515	AVL Micro Soot Sensor	AVL 494 Meas. Unit		700	C06639	Bob Gianelli	
ASD		515	AVL M.O.V.E. PM PEMS GFM	GFM 4940W000		18	C06638	Ali Kamal	Gravimetric Filter Module
ATC	CTTF	538	iGEM Host Computer/Software	iGEM Vehicle		AVL110403-1-1	C06683	Christina Reynolds	Control Room
ATC	CTTF	538	AMA i60 R1 Raw Modal	See item description		6599	CO6684	Christina Reynolds	Control Room
ATC	CTTF	536	HSS Heated Sampling System	See item description		1199	Component 1 of CO6684	Christina Reynolds	Test Cell
ATC	CTTF	538	PSS i60 DD PARTICULATE SAMPLER (SAMPLE)	See item description		9543	CO6685	Christina Reynolds	Control Room
ATC	CTTF	538	PSS i60 Filter Cabinet (Clean Sample)	See item description		9563	Component 1 of CO6685	Christina Reynolds	Control Room
ATC	CTTF	538	PSS i60 Filter Cabinet (Dirty Sample)	See item description		9562	Component 2 of CO6685	Christina Reynolds	Control Room
ATC	CTTF	538	PSS i60 DD PARTICULATE SAMPLER (BACKGROUND)	See item description		9544	CO6686	Christina Reynolds	Control Room
ATC	CTTF	538	PSS i60 Filter Cabinet (Background)	See item description		9556	Component 1 of CO6686	Christina Reynolds	Control Room
ATC	CTTF	538	CVS i60 HD BAG/CONTROL CABINET	See item description		9103	CO6687	Christina Reynolds	Control Room
ATC	CTTF	Cold Test	CVS i60 MD BLOWER 60SM³	See item description		K1/11/208054/10	Component 1 of CO6687	Christina Reynolds	Mezzanine
ATC	CTTF	Cold Test	CVS i60 MD CFV UNIT	See item description		None	Component 2 of CO6687	Christina Reynolds	Basement Mechanical Room
ATC	CTTF	532	CVS i60 RMU1	See item description		9106	Component 3 of CO6687	Christina Reynolds	Basement Mechanical Room
ATC	CTTF	532	CVS i60 RMU2	See item description		9139	Component 4 of CO6687	Christina Reynolds	Basement Mechanical Room
ATC	CTTF	536	CVS i60 MD Flow Meter SICK600	See item description		11348610	Component 5 of CO6687	Christina Reynolds	Basement Dyno Pit
ATC	CTTF	538	CVS i60 HD Innova BAG/CONTROL CABINET	See item description		9119	Component 6 of CO6687	Christina Reynolds	Control Room
ATC	CTTF	538	SCS-400AM Carbonyl/Aldehyde Sampler Cabinet	See item description		2241C	Component 7 of CO6687	Christina Reynolds	Control Room
ATC	CTTF	538	AMA i60 D2 Bag/Dilute Modal Gas & Diesel	See item description		6600	CO6688	Christina Reynolds	Control Room
ATC	CTTF	538	ICAL GNU EXT. GDU / NGU 63 STEPS Cart	See item description		5457	Component 1 of CO6688	Christina Reynolds	Control Room
ATC	CTTF	538	AMA i60 INNOVA Bench	See item description		6601	Component 2 of CO6688	Christina Reynolds	Control Room
ATC	HTTF	526	Base Test System for SC03 test site; CVS i60 HD BAG/CONTROL CABINET	See item description		9105	CO6689	Scott Ludlum	Control Room
ATC	HTTF	Hot Test	CVS i60 MD BLOWER 60SM³	See item description		K1/11/208054/11	Component 1 of CO6689	Scott Ludlum	Mezzanine
ATC	HTTF	Hot Test	CVS i60 MD CFV UNIT	See item description		None	Component 2 of CO6689	Scott Ludlum	Mezzanine
ATC	HTTF	Hot Test	CVS i60 RMU1	See item description		9201	Component 3 of CO6689	Scott Ludlum	Mezzanine
ATC	HTTF	Hot Test	CVS i60 RMU2	See item description		9202	Component 4 of CO6689	Scott Ludlum	Mezzanine
ATC	HTTF	524	CVS i60 MD Flow Meter SICK600	See item description		4544	Component 5 of CO6689	Scott Ludlum	Test Cell
ATC	HTTF	524	HSS Heated Sampling System	See item description		1354	Component 6 of CO6689	Scott Ludlum	Test Cell
ATC	HTTF	526	AMA i60 D2 Bag/Dilute Modal Gas & Diesel	See item description		6604	Component 7 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	AMA i60 R1 Raw Modal	See item description		6603	Component 8 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	CVS i60 HD BAG/CONTROL CABINET INNOVA	See item description		9149	Component 9 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	ICAL GNU EXT. GDU / NGU 63 STEPS Cart	See item description		5504	Component 10 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	iGEM Host Computer	iGEM Vehicle		AVL110919-2-C	Component 11 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	SCS-400AM Carbonyl/Aldehyde Sampler Cabinet	See item description		2241B	Component 12 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	AMA i60 INNOVA Bench	See item description		6605	Component 13 of CO6689	Scott Ludlum	Control Room
ATC	HTTF	526	PSS i60 DD PARTICULATE SAMPLER (SAMPLE)	See item description		9545	CO6690	Scott Ludlum	Control Room
ATC	HTTF	526	PSS i60 Filter Cabinet (Clean Sample)	See item description		9583	Component 1 of CO6690	Scott Ludlum	Control Room
ATC	HTTF	526	PSS i60 Filter Cabinet (Dirty Sample)	See item description		9584	Component 2 of CO6690	Scott Ludlum	Control Room
ATC	HTTF	526	PSS i60 DD PARTICULATE SAMPLER (BACKGROUND)	See item description		9546	CO6691	Scott Ludlum	Control Room
ATC	HTTF	524	PSS i60 Filter Cabinet (Background)	See item description		9584	Component 1 of CO6691	Scott Ludlum	Test Cell
ETC	HD1	411	AVL Mass Flow Meter	7351 CME	7	0558	C06636	Steve Mayotte	
ETC	HD1	411	AVL Temperature Control	753CH, M100	9	2071	A78195	Steve Mayotte	
ETC	HD1	411	AVL Pressure Regulator	GH0585, M100	2	0117	A78193	Steve Mayotte	
ETC	HD1	411	AVL Smoke Meter	415S	6	01420	792833	Steve Mayotte	
ETC	HD2	413	AVL Computer					Nick Bies	
ETC	HD2	413	AVL Instrument Controller					Nick Bies	
ETC	HD2	415	AVL Mass Flow Meter	7351 CME	6	0550	C06617	Nick Bies	

AVL Equipment List

ETC	HD2	415	AVL Temperature Control	753CH, M100	7	2057	A78198	Nick Bies	
ETC	HD2	415	AVL Pressure Regulator	TMPR1PR3A, M100	0	0012	A781985	Nick Bies	
ETC	HD2	415	AVL Smoke Meter	415S	5	01150	792740	Nick Bies	
ETC	HD2	415	AVL CVS Tunnel				C06616	Nick Bies	
ETC	HD2	Mezzanine	Inlet Blower					Nick Bies	
ETC	HD2	Mezzanine	Mid-wall Blower	1500		260898	793997	Nick Bies	
ETC	HD2	Mezzanine	AVL CVS Controller					Nick Bies	
ETC	HD2	Mezzanine	UFM Inlet					Nick Bies	
ETC	HD2	Mezzanine	UFM Exhaust				C06504	Nick Bies	
ETC	HD5	423	AVL Mass Flow Meter	7351 CME	5	00547	C06613	TBD	
ETC	HD5	423	AVL Temperature Control	753CH, M100	7	2056	A78184	TBD	
ETC	HD5	423	AVL Pressure Regulator	TMPR1PR3A, M100	0	0011	A78196	TBD	
FCC	Gas Lab		AVL Master Gas Bench	M204252		GLAS0501A000	C06633	Don Smail	
NCAT		516	AVL Instrument Controller	4210				TBD	Serves 516A
NCAT		516A	AVL Smoke Meter	415S	6	01291	792867	TBD	
NCAT		508B	AVL Smoke Meter G002	415S	1	02933	793896	TBD	
NCAT		510	AVL Instrument Controller	4210				TBD	Serves 508B
NCAT		419	AVL Instrument Controller	4210				TBD	Serves HD3
NCAT		506B	AVL Smoke Meter on cart	415	14	02222	791720	TBD	
VTC	West Soak	West Soak	Pierburg FID	FID PM-2000		765	792608	John Spieth	