

Memorandum of Agreement

This is a Memorandum of Agreement between the Puget Sound Clean Air Agency (PSCAA) and the University of Washington (UW), also referred to as the parties, for the development and implementation of a coordinated air monitoring support (CAMS) facility located at the University of Washington within the Department of Environmental and Occupational Health Sciences (DEOHS), to facilitate ongoing air monitoring programs for the PSCAA. This Agreement is intended to provide access to analytical laboratory facilities and calibration data for testing, troubleshooting and improvement of specialized equipment used by PSCAA for monitoring gases, particles and semi-volatile compounds in ongoing operations. This Agreement also is intended to provide access to scientific experts for independent peer review and guidance of PSCAA projects, to support the exchange of research findings between both parties, and provide access for students and faculty within DEOHS to air monitoring data and expertise within PSCAA.

This Agreement expresses the agreement and common understanding of the aims and goals of the parties in creating the CAMS facility, and describes the key considerations and operating guidelines agreed upon by the parties for the CAMS service.

The parties agree to the following terms and conditions:

1. **Scope of work.** The specific details of work to be completed by the parties and funding agreements for this work will be set forth in a separate scope of work, known as Attachment A, agreed to by the parties. Attachment A, and revisions thereto, are hereby incorporated into this Agreement. Attachment A will be updated as needed, and at least annually.
2. **Facility operational requirements.** PSCAA and UW-DEOHS will develop a list of the operational requirements for the CAMS facility that will serve the needs of the parties involved, and support the goals of PSCAA. These requirements shall include documentation that will be maintained describing facility operations, equipment logs, requirements for standard operating procedures (SOPs), and requirements for calibration of instruments and standard sources used in the facility.
3. **Site location and administration.** The CAMS facility will be located within UW-DEOHS at a site selected for the convenience of all parties and with the capacity to meet PSCAA operational requirements. The CAMS facility shall be operated under the supervision of a facility director appointed by the UW-DEOHS chair with the concurrence of PSCAA.
4. **Cost sharing.** PSCAA and UW-DEOHS will negotiate an agreement for offsetting the ongoing operational costs of the CAMS facility. This agreement shall be detailed in Attachment A and will fund operations for a specific period. Attachment A shall include the following elements: a statement of work listing specific aims and

objectives for the CAMS facility during the funding period; a detailed budget describing personnel time, student support, benefits, equipment, and supplies needed to achieve these specific aims; a budget justification; a monthly time table for expected tasks and activities; and a biographical sketch or other description of CAMS personnel performing the tasks. In return for ongoing involvement and funding support of CAMS activities by PSCAA, the UW agrees to a fixed indirect cost rate of 25% for all activities and budget items.

5. **Quality control.** The UW-DEOHS and PSCAA will develop a quality control plan for the CAMS facility to meet PSCAA goals and requirements. All data produced by the CAMS facility for PSCAA will follow SOPs approved by PSCAA, have a written quality assurance plan (QA plan) and be available for review by PSCAA staff or other experts.
6. **Material tracking.** The UW will maintain a written log or record of incoming and outgoing equipment and non-expendable items such as instruments, computers and software dedicated to use in the CAMS facility. If appropriate, Attachment A will include procedures for tracking specific items that are shared by PSCAA and UW during a specific period of operation.
7. **Efficient data exchange.** The UW-DEOHS and PSCAA agree that sharing and transfer of data from CAMS activities is desirable and necessary for both parties. Upon request, each party shall provide copies of data collected in electronic form to the other party in a timely manner. When necessary, a written data-sharing plan for specific tasks shall be specified in Attachment A to facilitate PSCAA operations.
8. **Communications program.** The UW-DEOHS and PSCAA agree that they have a significant mutual interest in communicating CAMS activities to the public. The parties agree to work together to produce an annual report describing these activities, to document products such as scientific papers, reports, abstracts, posters, presentations or other summaries, and to make recommendations for workshops, education materials, staff training or other educational tools that would enhance the effectiveness of the CAMS facility and support the PSCAA mission.
9. **Term.** The term of this Agreement, upon signature of the Agreement by both parties, shall have a start date of January 1, 2007 and will terminate on June 30, 2012, but may be renewed for additional time periods as agreed upon in writing by the parties.

Dore Kalman / BK 5-25-07
DEOHS Chair Date
University of Washington, Department of Environmental & Occupational Health
Sciences

Carol Zuiches 6/21/07
Carol Zuiches, Exec Director/Assistant Vice Provost for Research Date
University of Washington, Office of Sponsored Projects

Dennis McLerran 6/28/07
Dennis McLerran, Executive Director, PSCAA Date

Bill Evans 6/20/07
Bill Evans Chair, Board of Directors, PSCAA Date

Attachment A

Project Title: Open Path Air Monitoring Support

Short title: OP Support

Project PI: Michael G. Yost

Starting Date: January 1, 2007

Ending Date: June 30, 2007

Statement of work and Project Aims:

This project provides ongoing expert services from the UW Department of Environmental and Occupational Health Sciences (DEOHS) to the Puget Sound Clean Air Agency (PSCAA) in support of their air monitoring program. The specific activities for this agreement in the 6 month period 1/1/2007-6/30/2007 are:

1. Generate reference UV spectra of specific gases agreed upon by Agency and UW staff for quantitative comparison with data from the PSCAA instruments;
2. Provide accompanying estimates of the relative uncertainty in the concentration values of the reference spectra for quality control purposes;
3. Provide expert review and assistance in drafting a plan for using the references spectra to monitor criteria air pollutants and air toxics;
4. Provide software post-processing tools, spectral analysis and support for quantifying field data from open-path instruments;
5. Meet with Agency staff on a regular basis, at least monthly, to discuss data analysis and progress toward overall project goals.

Budget Justification:

Angela Carden, Ph.D. is a research scientist with direct experience in spectroscopy and chemical analysis related to this project. Ms Carden will devote 20% time (1 day /week) to this project in the next 6 months. Funds are requested to cover salary and benefits at this 20% FTE for this period.

Mirror Prototype: \$1494

Monthly time table

(to be provided...)

Biographical Information for key personnel

Michael G. Yost, Professor

Angela Carden, PhD, Research Scientist

U.S. Environmental Protection Agency
Washington, D.C. 20460

**Certification Regarding
Debarment, Suspension and Other Responsibility Matters**

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

**CAROL ZUCHES
ASST. VICE PROVOST FOR RESEARCH
OFFICE OF SPONSORED PROGRAMS**

Typed Name & Title of Authorized Representative

Carol Zuches
Signature of Authorized Representative

6/21/07
Date

I am unable to certify to the above statements. My explanation is attached.

Instructions

Under Executive Order 12549, an individual or organization debarred or excluded from participation in Federal assistance or benefit programs may not receive any assistance award under a Federal program, or a subagreement thereunder for \$25,000 or more.

Accordingly, each prospective recipient of an EPA grant, loan, or cooperative agreement and any contract or subagreement participant thereunder must complete the attached certification or provide an explanation why they cannot. For further details, see 40 CFR 32.510, Participants' responsibilities, in the regulation.

Where to Submit

The prospective EPA grant, loan, or cooperative agreement recipient must return the signed certification or explanation with its application to the appropriate EPA Headquarters or Regional office, as required in the application instructions.

A prospective prime contractor must submit a completed certification or explanation to the individual or organization awarding the contract.

Each prospective subcontractor must submit a completed certification or explanation to the prime contractor for the project.

How to Obtain Forms:

EPA includes the certification form, instructions, and a copy of its implementing regulation * (40 CFR Part 32) in each application kit. Applicants may reproduce these materials as needed and provide them to their prospective prime contractor, who, in turn, may reproduce and provide them to prospective subcontractors.

Additional copies/assistance may be requested from:

Office of Grants and Debarment
Suspension and Debarment Division
U.S. Environmental Protection Agency
401 M. Street, S.W.
Washington, D.C. 20460
(Telephone: 202-260-8025)

25MAY 1988
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