

**Quarterly  
Employment and Training Report  
Calendar Year 2018, Quarter 4  
October 1, 2018 to December 31, 2018**

**Response, Assessment, and Evaluation Services  
(RAES) Contract No. EP-S9-17-03**

*Prepared for*

**U.S. Environmental Protection Agency  
Region 9  
Superfund Division  
75 Hawthorne Street  
San Francisco, CA 94105**

*Submitted by*

**Tetra Tech, Inc.  
1999 Harrison Street, Suite 500  
Oakland, CA 94612**

**January 31, 2019**





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**ATTACHMENTS**

Attachment 1      Metrics Data (Confidential Business Information)



## 1.0 INTRODUCTION

The U.S. Environmental Protection Agency (USEPA) has identified three areas of metrics regarding the Responses, Assessment, and Evaluation Services (RAES) contract to report on a quarterly basis. These metrics relate to:

1. Employment
2. Subcontracting
3. Training

The metrics presented in this report are for the fourth quarter of calendar year 2018 (2018-Qtr4), and cumulative for the calendar year 2018. The employment data in this report represents Tetra Tech staff and our Team subcontractors. Subcontracting data in this report represents our Team subcontractors and all vendors, including laboratories. Laboratory subcontracting is not included when Tetra Tech evaluates the percent of subcontracting metrics in our performance against goals in our RAES Navajo Employment and Training Plan.

Federal law allows for the voluntary collection of information regarding American Indian or Alaska Native (not Hispanic or Latino) ethnicity information, but does not allow firms to inquire further. Therefore, Tetra Tech has provided this report in compliance with current Equal Opportunity Employment Commission (EEOC) requirements regarding voluntarily self-identification of race/ethnicity and gender. Within this report this classification category will henceforth be referenced as “American Indian or Alaska Native”.

Consistent with RAES contract Appendix C, Section 9 Employment and Training Report, the following metrics are provided in the sections below:

- 2.0 American Indian or Alaska Native Employment
  - 2.1 Employees that Worked on RAES
  - 2.2 New Hires
  - 2.3 Employee Work Hours
- 3.0 Subcontracting
- 4.0 Training

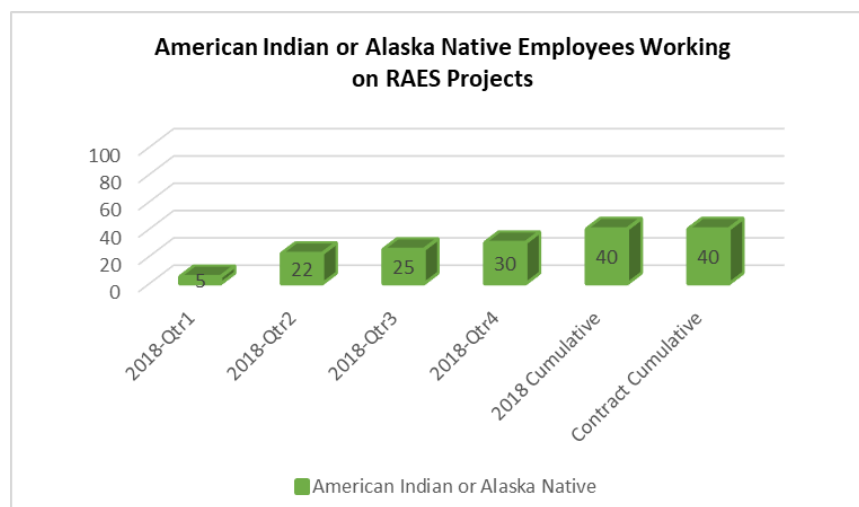
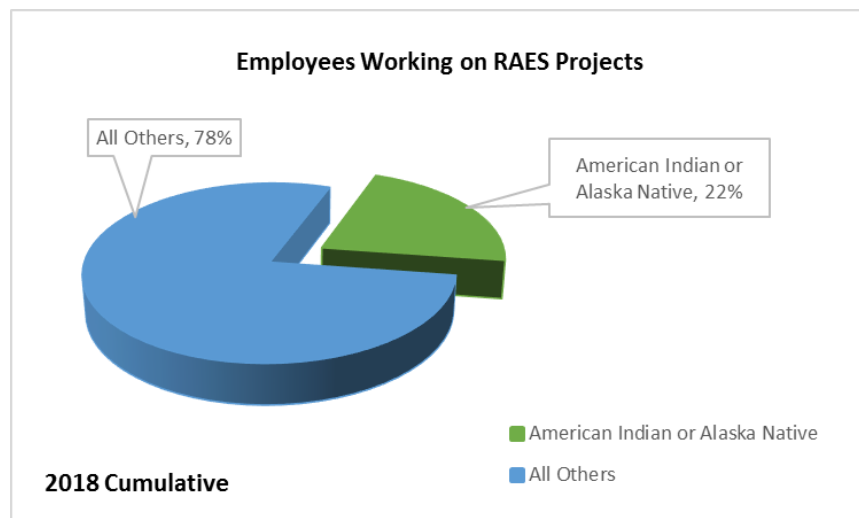
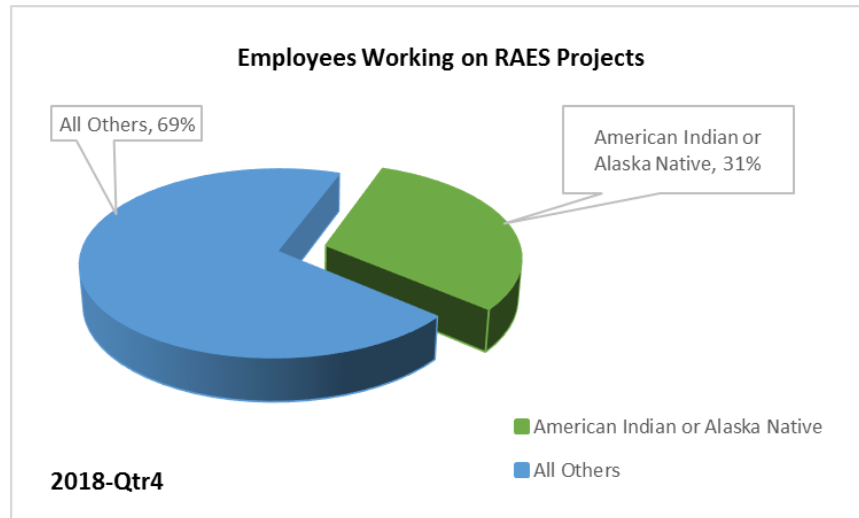
## 2.0 AMERICAN INDIAN OR ALASKA NATIVE EMPLOYMENT

Tetra Tech is committed to provide meaningful employment opportunities through a three-phased strategy: (1) directly hiring American Indian or Alaska Native individuals under Tetra Tech and our Navajo-owned team subcontractors; (2) procuring vendor services from companies that have received designation as Navajo-owned companies to support work elements under the contract; and (3) providing direct employment through focused outreach. Our goal is to provide direct economic benefits to Navajo-owned firms and American Indian or Alaska Native individuals by committing 10 percent of awarded contract work in services and staffing.



## 2.1 Employees that Worked on RAES

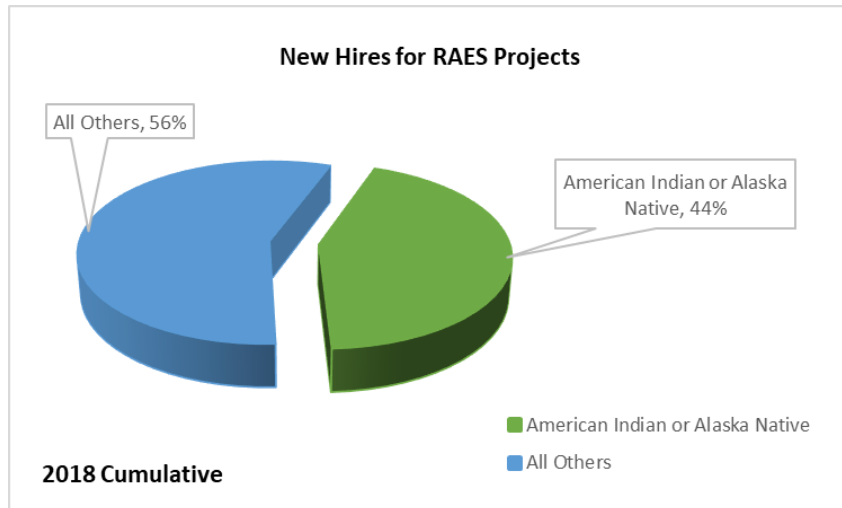
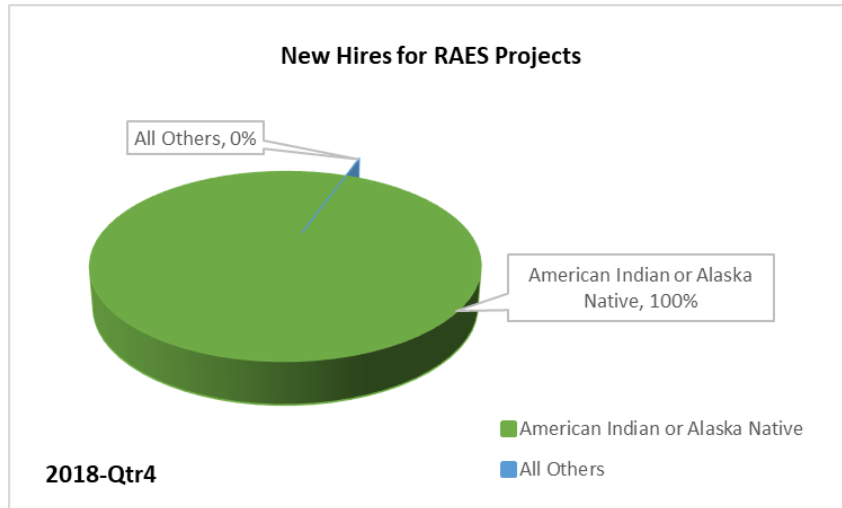
The graphics in this section show the number of employees who self-report as American Indian or Alaska Native, as well as all other employees working on RAES, for 2018-Qtr4 and cumulative for calendar year 2018.





## 2.2 New Hires

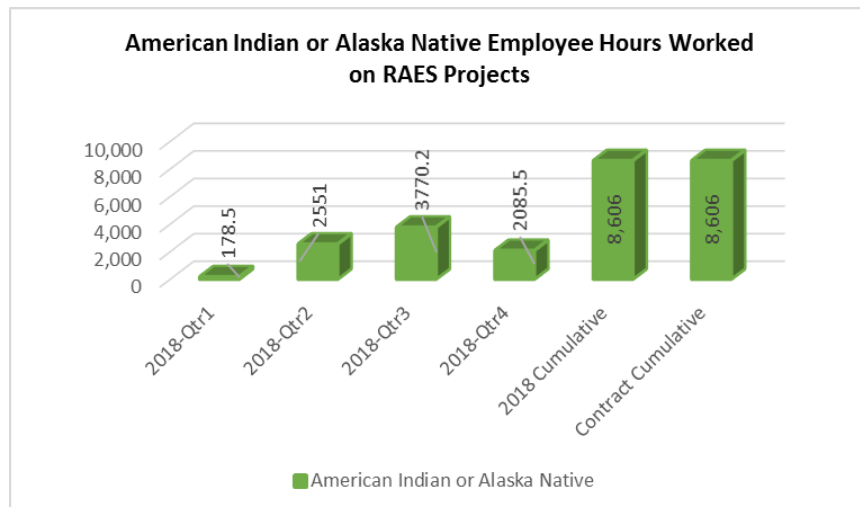
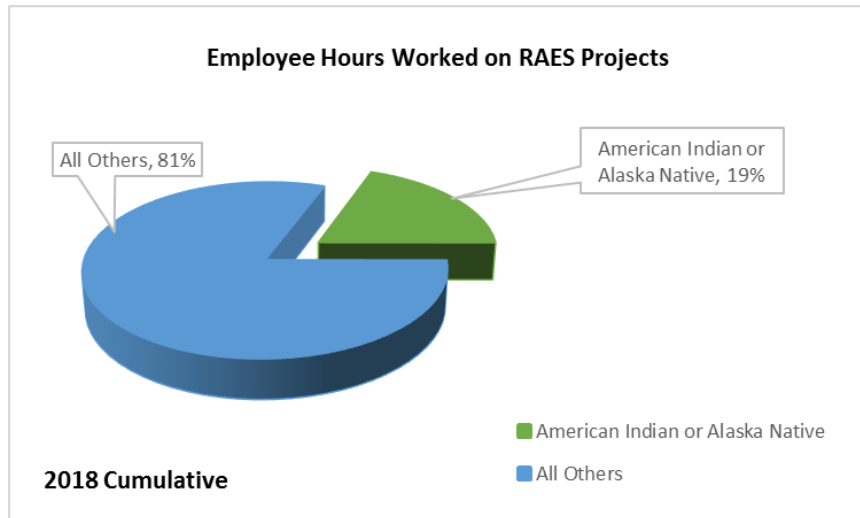
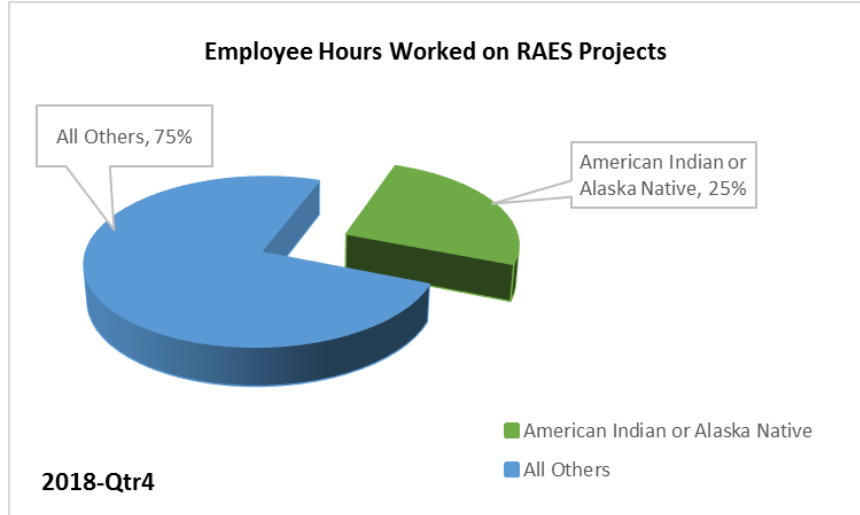
One new hire was made in 2018-Qtr4 and that individual has self-identified as being of American Indian or Alaska Native ethnicity. There have been 16 cumulative hires under RAES for calendar year 2018, of which seven have self-identified as being of American Indian or Alaska Native ethnicity. We have included only those new hires that have been hired primarily for the RAES contract. The graphics below provide a breakdown of these new hires.





### 2.3 Employee Work Hours

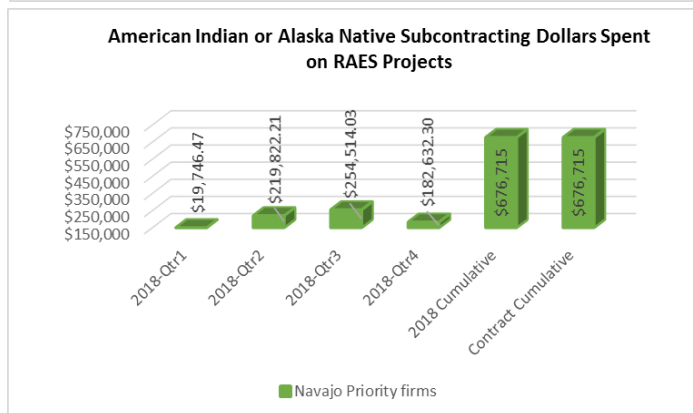
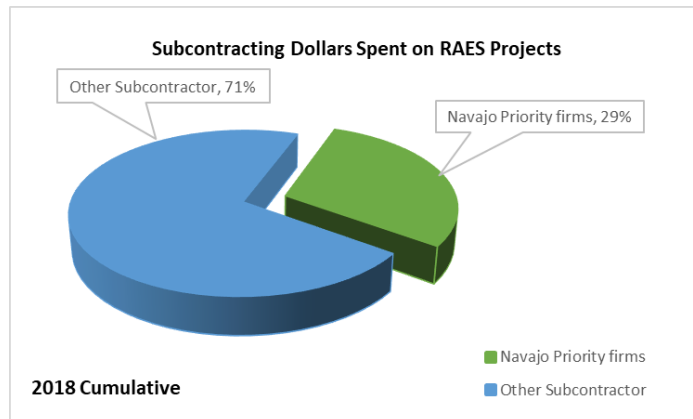
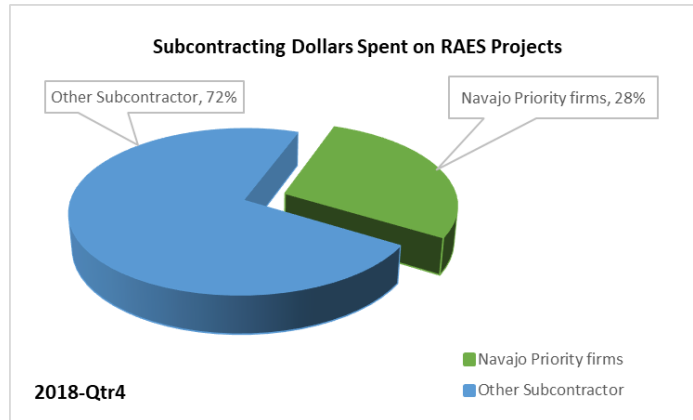
Similar to Section 2.1 of this report, self-reporting American Indian or Alaska Native employees on the Tetra Tech Team bill hours on the RAES contract. The graphics below represent the hours for self-identifying American Indian or Alaska Native employees.





### 3.0 SUBCONTRACTING<sup>1</sup>

For the purpose of reporting subcontracting, Tetra Tech considers Navajo Priority 1 and Navajo Priority 2 firms designated by the Navajo Nation Division of Economic Development Business Regulatory Department to be “Navajo Owned Firms.” While we have included laboratory subcontracting dollars in the metrics of this report, laboratory subcontracting is not included in Tetra Tech’s subcontracting goals under RAES because EPA agreed that no qualified Navajo Priority 1 or 2 laboratories currently exist. The total dollars spent on subcontractors, Navajo Priority 1 subcontractors, and Navajo Priority 2 subcontractors is provided in the graphics below. For the purpose of this report, Tetra Tech considers vendor services and supplies under this “Subcontracting” metric.



<sup>1</sup> Reporting of Subcontracting as required by EPA under this report should not be compared to the subcontracting goals identified by Tetra Tech in our RAES contract Navajo Employment and Training Plan.



## 4.0 TRAINING

No trainings were held by Tetra Tech during 2018-Qtr4.