



Department of Energy

Brookhaven Site Office

P.O. Box 5000

Upton, New York 11973

June 10, 2020

Mr. Kevin Fox
Prime Contract Manager
Brookhaven Science Associates, LLC
Brookhaven National Laboratory
Upton, NY 11973

Dear Mr. Fox:

**SUBJECT: BROOKHAVEN SCIENCE ASSOCIATES (BSA), LLC. SUBCONTRACT
REQUEST FOR EQUITABLE ADJUSTMENT, CLAIMS OR EQUIVALENT**

Reference: Prime Contract No. DE-SC0012704

The purpose of this letter is to notify Brookhaven Science Associates (BSA), LLC. that Procurement and Property Management (PPM) must submit all laboratory subcontract requests for equitable adjustment, claims or equivalent, related to Coronavirus (COVID-19) to the U.S. Department of Energy (DOE), Brookhaven Site Office (BHSO) for prior Contracting Officer approval.

This letter supersedes all previous guidance and will remain in effect until rescinded by BHSO, Contracting Officer. If you have any questions, please contact the undersigned at Katrina.Porter@science.doe.gov or extension x5784.

Sincerely,

Katrina B. Porter
Contracting Officer

cc: R. Gordon, SC-BHSO J. Anderson, BSA S. Alexander, BSA
F. Fernandez, SC-BHSO G. Clark, BSA M. Canavan, BSA
M. McCann, SCH-BHSO L. McKnight, BSA
A. Clifton, SC-BHSO S. Martinez, BSA