

**SRRTTF-ACE
Specification No. 1
(Revision 1)**

March 31, 2014

PCB Analytical Services by EPA Method 1668C

The Spokane River Regional Toxics Task Force (SRRTTF) through its Administrative and Contracting Entity (SRRTTF-ACE) will be conducting PCB source identification studies on the Spokane River for PCB. These studies will require analytical services for PCB by EPA Method 1668C.

Scope of Qualifications

1.0 Provide Analytical Services

Project details are provided in the attached Exhibit "A", Scope of Work (SOW). To be considered for this project, the Contractor must electronically provide the following documentation/information:

- 1.1 Provide documentation that the Contractor's laboratory is currently accredited by the Department of Ecology's Laboratory Accreditation Unit for all analyses described in the attached SOW.
- 1.2 Provide documentation that the Contractor has a minimum of 5 years of experience with the method.
- 1.3 Provide documentation that the Contractor has participated in an International Round Robin Intercalibration Study (and provide the most recent results) for the relevant analyses described in the attached SOW.
- 1.4 Provide documentation that the Contractor can provide the analysis as requested, including but not limited to a Method Detection Limit (MDL) supporting the requested reporting limits including documentation of a standard analyzed at the reporting limit requested for this SOW.
- 1.5 Submit Method Blank demonstrating that the Contractor can meet the required Method Blank contamination limits described in the SOW.
- 1.6 Provide documentation of the quantitation limits (based on the lowest calibration standard) that the instrument can achieve.
- 1.7 Provide quality control limits for laboratory control samples, duplicates, matrix spikes, etc., for all analyses in this SOW.

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- 1.8 Provide a contact name, company name, address, and phone number for three Contractor client references who have had the requested analyses performed on the matrices specified in the SOW.
- 1.9 Demonstrate that the Contractor can provide the analytical reports as requested in the attached SOW.
- 1.10 Demonstrate that the Contractor has the ability to process multiple aliquots of larger volume samples (i.e. – 1 gallon) and combine the extracts as well as the ability to composite samples in-house.

2.0 Other Factors

In addition to the analytical qualifications described in Section 1.0 above, the Contractor must electronically provide the following documentation/information:

- 2.1 Provide a maximum three-page length description of their qualifications specific to the SOW and their intended approach to performing the analysis, electronically. This should also include information on capabilities for performing this method in various matrices: water, sediment/soil, animal tissue, and other materials. Include details of preparation method to be used on these samples.
- 2.2 Submit an example work product in the form of one fully bookmarked and searchable PDF file. This work product must include all raw data that would be needed to perform an independent review of the results: calibration reports, chromatograms, spectra, bench sheets, etc.
- 2.3 Submit the 20 most recent Method Blanks for the matrix/matrices of interest in the SOW.
- 2.4 Submit the 20 most recent Ongoing Precision and Recovery Standards - OPRs (LCS) for the matrix/matrices of interest in the SOW.

Contractor Selection Process

3.0 Selection Criteria

The selection process will be based on cost, relevant experience, and ability to provide the specified deliverables according to schedule. The following criteria will be used:

- 3.1 Submittal was received by the date and time specified.
- 3.2 Submittal contained all required documentation/information.
- 3.3 Submittal shows a good understanding of project goals and needs.
- 3.4 Submittal demonstrates relevant experience with similar environmental samples.
- 3.5 Submittal demonstrates capability to meet all technical specifications. This includes evaluation of 20 blanks and 20 OPRs for conformance to criteria in this



SOW (1668C criteria for the OPRS and Paragraph 9D in the SOW under Reporting of Results).

- 3.6 Submittal demonstrates the ability to meet the specified schedule for sample analysis and reporting.
- 3.7 Submittal provided complete and clear cost information.

Additional Information

4.0 Errors in Submittal

Contractor is liable for all errors or omissions contained in their submittals. Contractor will not be allowed to alter submittals after the submission deadline. SRRTTF-ACE is not liable for any errors in submittals. SRRTTF-ACE reserves the right to contact Contractor for clarification of submittal contents. If clarification questions result in a required revision by the Contractor, only revisions addressing the clarification will be allowed.

5.0 Vendor Questions and Exceptions

Any Contractor questions must be transmitted by electronic mail. Only written questions will receive official written responses. Should a Contractor question result in a revision to this specification, all potential Contractors will be advised and the submittal date will be revised if appropriate.

With respect to any exceptions that the Contractor may have with respect to this specification, these shall be noted on Exhibit "B".

6.0 Proprietary or Confidential Information

Any proprietary or confidential contained in the Contractor's submittal must be clearly identified. Marking of the entire or entire sections of the submittal as proprietary or confidential will not be accepted nor honored. SRRTTF-ACE will not accept submittals where pricing is identified as proprietary or confidential.

7.0 Submittal

The submittal by the Contractor shall include the documentation/information described above as well as Exhibit "B".