

SRRTTF Technical Track Work Group

DRAFT Meeting Notes

June 4, 2014 | 10:00am – 12:00pm

Department of Ecology

4601 North Monroe Street | Spokane, WA 99205-1295

Attendees:

BiJay Adams, Liberty Lake Sewer & Water

Adriane Borgias, Ecology

Lisa Dally Wilson, Dally Environmental (*on phone*)

Aubri Denevan, Ruckelshaus (*video conference*)

Arianne Fernandez, Ecology

Bud Leber, Kaiser Aluminum

Rob Lindsay, Spokane County

Dave Moss, Spokane County

Chris Page, Ruckelshaus (*video conference*)

Sandy Phillips, Spokane Regional Health District

Lynn Schmidt, City of Spokane

Cathy Whiting, LimnoTech (*on phone*)

Second Lab Bid Packet

Bud Leber led the conversation on the second lab bid packet. This is similar to the one that went out in February. The bid specification lays out how many samples and what kind of sample types. The lab will supply the sample containers, blue ice, chain of custody forms, etc. and will give the Task Force electronic data packages when they are done.

The following was added to the package material:

2.3 will be sample containers

2.4 will be field filter kits

2.5 will be data packets

A trip blank won't be used for these sample, but a transfer blank will. Bud needs a list of whom to send the package to. Silver Valley Labs, ALS Global, Manchester, Test America, and Nanotech were suggested. Turnaround time for response from labs will be 1 week from the date the RFQ is sent out. If it goes out Friday, June 6, then responses are due back June 13. Bud will aggregate the responses for review and decision at the June 18 Task Force meeting.

ACTION ITEM: Bud will make the changes to the proposal packet. (Complete)

ACTION ITEM: Bud will send out the packet electronically to the labs listed. (Complete)

ACTION ITEM: Add a decision point on the June 18 agenda for the "low cost bid" approval. (Complete)

'Short List' of Proposers

Three proposals came in over the weekend: GeoEngineers, Gravity Consulting, and HDR. A fourth organization (TerraGraphics) didn't know about the RFP and asked for an extended time to submit a proposals. If Terragraphics does bid, the number of interviews may increase to 4 at the June meeting.

Bud described the proposals to the group, noting the similarities and differences. Ecology may be adding some people to help with this effort. That could be a question to ask in the interview process: how does the consultant propose to work with additional people if they are available from the Task Force?

The TTWG would like to invite all bidders to the June 18 Task Force meeting. There was a suggestion to follow up with the concerns of the group prior to the June 18 meeting—specifically about the fact that the bidders proposed different team sizes. It was agreed to ask the bidders to provide an updated cost number if they increase the team size to three people.

The TTWG wants to ask each bidder a list of questions to respond to during the interviews. LimnoTech will collate another list of questions to ask during the interviews. Dave Moss wanted to ask what their experience is sampling water for ultra-low levels of PCBs.

Approximate interview timing: 20-25 minutes for presentation, 20-25 for Q&A and discussion, and a 10-15 minute break in between.

DECISION: Chris Page to invite all bidders to the June 18 meeting. (Complete)

ACTION ITEM: Between now and the Task Force meeting, ask the 3 (or 4) bidders to provide an updated cost number in their presentation if they increase the team size to three. (Complete).

June 18 Meeting Logistics

There has been a suggestion to hold the June 18 interviews at the Water Resource Center. It's available until 3 pm, potentially longer.

Start at 8, first presentation at 8:30, working lunch, decision after lunch.

ACTION ITEM: Send the three proposals to the roster list (Members and Advisory Members). (Complete)

Interview questions: LimnoTech will collate interview questions. They are also willing to aggregate questions and narrow them down to a shorter list. (Complete)

ACTION ITEM: Send interview questions to Dave Dilks at LimnoTech by Tuesday, June 10. LimnoTech will narrow those and send them to Chris/Aubri for review, noting which questions to be sent beforehand. (Complete)

LimnoTech Phase 2 Scope

This scope centers on preparation for field activities and data processing toward a mass balance analysis, including determining the PCB load passing through each sampling location.

Arianne updated the group that AXYS had an accident at the lab, rendering the samples Ecology sent invalid. Arianne is sending the backup samples to them this week. She's hoping this won't extend the results deadline.

Revised Timeline

June meeting agenda items – Add Task Force authorizing ACE to enter into a contract with the second lab and the selected Sampling Contractor.

CLAM Focus Group Meeting scheduled for June 6, 2014 – A small group will be meeting tomorrow to discuss the CLAM sampling system.

Upcoming Meetings:

- Next Full Task Force meeting is June 18, 2014, 9am – 12:30pm at Liberty Lake Sewer & Water
- The next Tech Track Work Group meeting is July 2, 2014 from 10am – 12pm