AGREEMENT

24-0687-RFP

Laboratory Testing And Field Sampling Services- Water, Solids, And Chemicals

This Agreement (the "Agreement" or "Contract") is entered into on the date last executed below ("Effective Date") by and between Pinellas County, a subdivision of the State of Florida whose primary address is 315 Court Street, Clearwater, Florida 33756 ("COUNTY") and Eurofins Environment Testing Southeast LLC whose primary address is 343 West Main Street, Leola, PA 17540 (hereinafter "CONTRACTOR") (jointly, the "Parties").

NOW, THEREFORE, the Parties agree as follows:

A. **Documents Comprising Agreement**

1. This Agreement, including the Exhibits listed below, constitutes the entire agreement and understanding of the Parties with respect to the transactions and services contemplated hereby and supersedes all prior agreements, arrangements, and understandings relating to the subject matter of the Agreement. The documents listed below are hereby incorporated into and made a part of this Agreement:

    a. This Agreement

    b. Pinellas County Standard Terms & Conditions, located on Pinellas County Purchasing's website, effective 6/14/2023, posted at https://pinellas.gov/county-standard-terms-conditions/

    c. Solicitation Section 4, titled Special Conditions attached as Exhibit C.

    d. Solicitation Section 5, titled Insurance Requirements attached as Exhibit D.

    e. Solicitation Section 6, titled Scope of Work / Specifications attached as Exhibit E.

    f. Contractor's response to Solicitation Section 9, attached as Exhibit F

    g. Pricing Page attached as Exhibit G.

2. In the case of a conflict, the terms of this document govern, followed by the terms of the attached Exhibits, which control in the order listed above.

B. **Term**

1. This Agreement's initial term is thirty-six (36) months from the Effective Date ("Contract Term"). At the end of the initial term, this Agreement may be extended for two (2) additional twelve (12) month terms or such other renewal terms agreed to by the Parties.

C. **Expenditures Cap**

1. Payment and pricing terms for the initial and renewal terms are subject to the Pricing Proposals in Exhibit G. County expenditures under the Agreement will not exceed $419,092.25 for the Contract term without a written amendment to this Agreement.

2. In no event will annual expenditures exceed $139,697.42 within any given fiscal year without a written amendment to the Agreement.

D. **Entire Agreement**

1. This Agreement constitutes the entire agreement between the Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

Pinellas County, a political subdivision of the State of Florida

By: _____
Signature

Name: _____
Typed, printed, or stamped

Title: _____

Date: _____

Contractor:

_____
Authorized Signature

Matthew Foti
_____
Printed Authorized Signature

Business Unit Manager
_____
Title Authorized Signature

APPROVED AS TO FORM
By: *Keiah Townsend*
Office of the County Attorney

Exhibit C – Special Conditions

3. Special Terms & Conditions

3.1. INTENT

It is the intent of Pinellas County to establish an Agreement for Laboratory Testing And Field Sampling Services- Water, Solids, And Chemicals to be ordered, as and when required.

3.2. NON-NEGOTIABLE TERMS

While the County prefers that no exceptions to its contract terms be taken, the solicitation does authorize respondent to take exception to terms as part of its submittal. The County has deemed the following contract terms in the County's Standard Terms & Conditions https://pinellas.gov/county-standard-terms-conditions/ to be non-negotiable:

Section 3: Compliance with Applicable Laws (all terms)

Section 7: Indemnification & Liability (all terms)

Section 8: Insurance & Conditions Precedent

Section 10(G): Governing Law & Venue

Section 12(A): Fiscal Non-Funding

Section 13: Confidential Records, Public Records, & Audit (all terms)

Section 19: Digital Content (all terms) (*if the Agreement includes software, online, or digital content services*)

Any terms required by law

3.3. PRICING/PERIOD OF CONTRACT

Duration of the Agreement will be for a period of 36 months with unit prices adjustable at twelve (12) month after the date of award and thereafter annually for the life of the contract, in an amount not to exceed the average of the Consumer Price Index (CPI) or 5%, whichever is less, for all Urban Consumers, Series Id: CUUR0000SA0, Not Seasonally Adjusted, Area: U.S. city average, Item: All items, Base Period: 1982-84=100 for the twelve months prior.

It is the Contractor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence annually, the Contractor's request for adjustment will be submitted between 90-

120 days prior to Agreement anniversary date, utilizing the available index at the time of request. The Contractor adjustment request will not be in excess of the relevant pricing index change. If no adjustment request is received from the Contractor, the County will assume the Contractor has agreed to continue without a pricing adjustment. Any adjustment request received outside of the 90-120 day period above will not be considered.

3.4. TERM EXTENSION(S) OF CONTRACT

The Agreement may be extended subject to written notice of agreement from the County and successful respondent, for two (2) additional twelve (12) month extension(s) beyond the primary contract period. Term extensions will allow for price adjustments (Decrease/Increase) in an amount not to exceed the average of the Consumer Price Index (CPI) or 5%, whichever is less, for all Urban Consumers, Series Id:Consumer Price Index (CPI) Not Seasonally Adjusted, Area: U.S. city average, Item: All items, Base Period: 1982-84=100 for the twelve months prior to extension. The extension shall be exercised only if all terms and conditions remain the same and the County grants approval.

It is the vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of any exercised extension period, the vendor's request for adjustment should be submitted at time of the extension request from the County, utilizing the available index at the time of request. The vendor adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the County will assume the vendor has agreed that the extension term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new extension period may not be considered. County has the right to request pricing decreases at any time.

3.5. PRE-COMMENCEMENT MEETING

A Pre-commencement meeting will be held after the award of the Agreement and before the Agreement has started. Facility Representatives from all departments will be present to discuss their locations and any special instructions that may need to take place.

3.6. ORDERS

Within the term of this Agreement, County may place one or more orders for goods and/or services at the prices listed on the Pricing Proposal section of this solicitation, which is incorporated by reference hereto.

3.7. SERVICES

The terms below are applicable if the Solicitation includes the provision of SERVICES:

1. **ADD/DELETE LOCATIONS SERVICES** - The County reserves the right to unilaterally add or delete locations/services, either collectively or individually, at the County's sole option, at any time after award has been made as may be deemed necessary or in the best interests of the County. In such case, the Contractor(s) will be required to provide services to this agreement in accordance with the terms, conditions, and specifications.

3.8. GOODS & PRODUCTS

The terms below are applicable if the Solicitation includes the purchase of GOODS or PRODUCTS:

1. **DELIVERY/CLAIMS** - Prices quoted will be FOB Destination, freight included and unloaded to location(s) within Pinellas County. Actual delivery address(s) will be identified at time of order. Successful Contractor(s) will be responsible for making any and all claims against carriers for missing or damaged items.

3.9. QUANTITIES

Any quantities stated are an estimate only and no guarantee is given or implied as to quantities that will be used during the Agreement period. Estimated quantities are based upon previous use and/or anticipated needs.

Exhibit D – Insurance Requirements

5. Insurance Requirements

5.1. INSURANCE (General)

The Vendor must provide a certificate of insurance and endorsement in accordance with the insurance requirements listed below, prior to recommendation for award. The Vendor shall obtain and maintain, and require any subcontractor to obtain and maintain, at all times during its performance of the Agreement in Phase 1 insurance of the types and in the amounts set forth. For projects with a Completed Operations exposure, Vendor shall maintain coverage and provide evidence of insurance for 2 years beyond final acceptance. All insurance policies shall be from responsible companies duly authorized to do business in the State of Florida and have an AM Best rating of VIII or better.

5.2. INSURANCE (Requirements)

1. Submittals should include, the Vendor's current Certificate(s) of Insurance. If Vendor does not currently meet insurance requirements, Vendor shall also include verification from their broker or agent that any required insurance not provided at that time of submittal will be in place prior to the award of contract. Upon selection of Vendor for award, the selected Vendor shall email certificate that is compliant with the insurance requirements. If the certificate received is compliant, no further action may be necessary. The Certificate(s) of Insurance shall be signed by authorized representatives of the insurance companies shown on the Certificate(s).
2. **The Certificate holder section shall indicate Pinellas County, a Political Subdivision of the State of Florida, 400 S Fort Harrison Ave, Clearwater, FL 33756. Pinellas County, a Political Subdivision shall be named as an Additional Insured for General Liability. A Waiver of Subrogation for Workers Compensation shall be provided if Workers Compensation coverage is a requirement.**
3. Approval by the County of any Certificate(s) of Insurance does not constitute verification by the County that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate(s) of Insurance is in compliance with the requirements of the Agreement. County reserves the right to require a certified copy of the entire insurance policy, including endorsement(s), at any time during the Bid and/or contract period.

4. If any insurance provided pursuant to the Agreement expires or cancels prior to the completion of the Work, you will be notified by CTrax, the authorized vendor of Pinellas County. Upon notification, renewal Certificate(s) of Insurance and endorsement(s) shall be furnished to Pinellas County Risk Management at InsuranceCerts@pinellascounty.org and to CTrax c/o JDi Data at PinellasSupport@ididata.com by the Vendor or their agent prior to the expiration date.
    1. Vendor shall also notify County within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, nonrenewal or adverse material change in coverage received by said Vendor from its insurer Notice shall be given by email to Pinellas County Risk Management at InsuranceCerts@pinellascounty.org. Nothing contained herein shall absolve Vendor of this requirement to provide notice.
    2. Should the Vendor, at any time, not maintain the insurance coverages required herein, the County may terminate the Agreement,.
5. If subcontracting is allowed under this Bid, the Primary Vendor shall obtain and maintain, at all times during its performance of the Agreement, insurance of the types and in the amounts set forth; and require any subcontractors to obtain and maintain, at all times during its performance of the Agreement, insurance limits as it may apply to the portion of the Work performed by the subcontractor; but in no event will the insurance limits be less than $500,000 for Workers' Compensation/Employers' Liability, and $1,000,000 for General Liability and Auto Liability if required below.
    1. All subcontracts between the Vendor and its Subcontractors shall be in writing and are subject to the County's prior written approval. Further, all subcontracts shall
        1. Require each Subcontractor to be bound to the Vendor to the same extent the Vendor is bound to the County by the terms of the Contract Documents, as those terms may apply to the portion of the Work to be performed by the Subcontractor;
        2. Provide for the assignment of the subcontracts from the Vendor to the County at the election of Owner upon termination of the Contract;
        3. Provide that County will be an additional indemnified party of the subcontract;
        4. Provide that the County will be an additional insured on all insurance policies required to be provided by the Subcontractor except workers compensation and professional liability;
        5. Provide a waiver of subrogation in favor of the County and other insurance terms and/or conditions
        6. Assign all warranties directly to the County; and

7. Identify the County as an intended third-party beneficiary of the subcontract. The Vendor shall make available to each proposed Subcontractor, prior to the execution of the subcontract, copies of the Contract Documents to which the Subcontractor will be bound by this Section C and identify to the Subcontractor any terms and conditions of the proposed subcontract which may be at variance with the Contract Documents.

6. Each insurance policy and/or certificate shall include the following terms and/or conditions:
    1. The Named Insured on the Certificate of Insurance and insurance policy must match the entity's name that responded to the solicitation and/or is signing the agreement with the County.
    2. Companies issuing the insurance policy, or policies, shall have no recourse against County for payment of premiums or assessments for any deductibles which all are at the sole responsibility and risk of Vendor.
    3. The term "County" or "Pinellas County" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Constitutional offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
    4. All policies shall be written on a primary, non-contributory basis.

The minimum insurance requirements and limits for this Agreement, which shall remain in effect throughout its duration and for two (2) years beyond final acceptance for projects with a Completed Operations exposure, are as follows:

5.3. WORKERS' COMPENSATION INSURANCE

Worker's Compensation Insurance is required if required pursuant to Florida law. If, pursuant to Florida law, Worker's Compensation Insurance is required, employer's liability, also known as Worker's Compensation Part B, is also required in the amounts set forth herein.

1. Limits
    1. Employers' Liability Limits Florida Statutory
        1. Per Employee $ 500,000
        2. Per Employee Disease $ 500,000
        3. Policy Limit Disease $ 500,000

If Vendor is not required by Florida law, to carry Workers Compensation Insurance in order to perform the requirements of this Agreement, County Waiver Form for workers compensation must be executed, submitted, and accepted by Risk Management. The County Waiver Form is found at https://pinellas.gov/services/submit-a-workers-compensation-waiver-request/. Failure to obtain required Worker's Compensation Insurance without submitting and receiving a waiver from Risk Management constitutes a material breach of this Agreement.

5.4. COMMERCIAL GENERAL LIABILITY INSURANCE

Includes, but not limited to, Independent Vendor, Contractual Liability Premises/Operations, Products/Completed Operations, and Personal Injury.

1. Limits
    1. Combined Single Limit Per Occurrence $ 1,000,000
    2. Products/Completed Operations Aggregate $ 2,000,000
    3. Personal Injury and Advertising Injury $ 1,000,000
    4. General Aggregate $ 2,000,000

5.5. PROFESSIONAL LIABILITY (ERRORS AND OMISSIONS) INSURANCE

Minimum limits as follows. If "claims made" coverage is provided, "tail coverage" extending three (3) years beyond completion and acceptance of the project with proof of "tail coverage" to be submitted with the invoice for final payment. In lieu of "tail coverage", Proposer may submit annually to the County, for a three (3) year period, a current certificate of insurance providing "claims made" insurance with prior acts coverage in force with a retroactive date no later than commencement date of this contract.

1. Limits
    1. Each Occurrence or Claim $ 2,000,000
    2. General Aggregate $ 2,000,000
2. For acceptance of Professional Liability coverage included within another policy required herein, a statement notifying the certificate holder must be included on the certificate of insurance and the total amount of said coverage per occurrence must be greater than or equal to the amount of Professional Liability and other coverage combined.

5.6. PROPERTY INSURANCE

Vendor will be responsible for all damage to its own property, equipment and/or materials.

Exhibit E – Scope of Work/Specifications

6. Scope of Work / Specifications

6.1. OBJECTIVE/JUSTIFICATION

To establish a contract for laboratory testing and field sampling services, including, but not limited to, the National Environmental Laboratory Accreditation Conference/ The NELAC Institute ("NELAC/TNI") Fields of Accreditation: Drinking Water, Non-Potable Water, and Solids and chemical Materials.

6.2. AWARD OF MULTIPLE VENDORS

The County may award this contract to multiple vendors. This will provide the County with redundancies for critical services.

6.3. REQUIREMENTS

1. The following documents are required as part of the evaluation criteria and should be included with your RFP submission. Failure to provide the documents prior to RFP deadline will result in the submission being deemed non-responsive. Documents requested here are preferred in electronic format that are clearly titled to match with each item listed below.
    1. The most recent Florida Department of Health, Environmental Laboratory Certification Program Certificate.
    2. The most recent Florida Department of Health, Environmental Laboratory Certification Program Scope of Accreditation.
    3. Copies of the last two (2) full lab, biennial On-site Assessments, including associated Corrective Action Plans.
    4. Copies of sub-contracted laboratory (s) Florida Department of Health, Environmental Laboratory Certification Program Certificates and Scopes.
    5. Florida Department of Health, Environmental Laboratory Certification Program approved NELAC/TNI Quality Manual.
    6. The results from the two (2) most recent Water Pollution ("WP") and Water Supply ("WS") NELAC/TNI Proficiency Testing Studies - full scope studies.
    7. Examples of typical Reports, Invoices, and Chain of Custody ("COC")s.
    8. Statement that the proposer will adhere to the latest certification requirements as listed in the Florida Administrative Code ("FAC") 64E-1 for the duration of the contract.

9. Website and login credentials to view Client Portal (however named).
10. Attachment A - Certifications, NELAC/TNI accreditation listing by test method and by laboratory; fully completed to include sub-contract laboratories.
11. Attachment B - Advertisement Price Page, Ad by test method; fully completed to include sub-contracted laboratories.

6.4. SCOPE OF WORK

The County is seeking to establish a multi-year contract with experienced, qualified laboratories for the provision of Laboratory Testing Services and Field Sampling to include, but not limited to NELAC/TNI Fields of Accreditation: Drinking Water, Non-Potable Water, and Solids & Chemical Materials. The contract shall only be awarded to laboratories that are NELAC/TNI-certified by the Florida Department of Health's Environmental Laboratory Certification Program for the contract term. The successful proposer(s) shall furnish all labor, equipment, analytical instrumentation, vehicles, supplies, materials, and incidentals necessary to fulfill the requirements of the contract. To be considered for award of the contract, interested laboratories are required to meet or exceed the following Minimum Specifications and shall present proof of qualifications during the RFP process.

Minimum Specifications:

Proposer may make references to proposer's Quality Manual in proposer's answers to some of these questions, but the proposer is also expected to provide specific answers to these questions in addition to any Quality Manual references.

NOTE: Proposers must respond to each item below in the order listed, clearly referencing each item identification to the associated response (i.e. 1.a with the associated response, 1.b with response, etc.). It is recommended to use the outline form below to address each item in the order they appear here.

6.5. Communication

1. Describe the proposer's main point of contact(s) and their backups:
2. Working days and hours
3. Methods for communication
4. Turnaround for responses
5. Describe the Quality Assurance Manager/Officer's (however named):
6. Working days and hours
7. Methods for communication
8. Turnaround for responses
9. Describe frequency and content for review of the proposer's performance with the County Project Manager. Is the proposer willing to provide a year-end

summary report listing the issues incurred during the year as well as how issues were resolved so as to prevent future occurrences?

10. Describe how various types of communication are handled between the proposer and the County. Include any computer-based capabilities here as well. Describe response times for inquiries.
11. Bottle Orders
12. Sample Pickup & Delivery
13. New Projects' Setup
14. Changes in Work
15. Quotes
16. Report Issues
17. Invoice Issues
18. Quality Assurance/Quality Check ("QA/QC") Issues
19. General Questions

6.6. Bottle Orders

1. Describe the process by which the County will order bottles.
2. List point(s) of contact for this service
3. List any computer-based system/client portal for ordering bottles
4. Include days/hours that this service (ordering) is available.
5. Describe the types of bottles used: new, certified, re-used, etc., and the documentation that proves their fitness for use
6. Describe documents included with bottle orders
7. Include COC-related information, including formats available
8. Include bottle labeling information
9. Include how acids/preservation are tracked
10. Include how bottle lots are tracked
11. Include Analyte-Free Water information that is provided (i.e. type and containerization date)
12. Include how kits are packed to prevent breakage
13. Include a mechanism that can be utilized to detect preservation leakage upon receipt at the Pinellas County Laboratory

14. Describe how bottles and associated documents are delivered to the County and the frequency.

Describe the process of handling incorrect bottle orders or missing bottle orders. Include the timeframe for delivering the corrected/missing bottles

6.7. Sample Delivery

1. Describe the process by which the County's samples will be picked up and delivered to the proposer's primary laboratory facility.
2. List point(s) of contact for this service
3. List any computer-based system for this service
4. Include days/hours that this service (delivery) is available.
5. Describe the frequency of sample pickup and delivery
6. List response time after being notified of a sample pickup.
7. Describe responsibilities related to packing samples into coolers
8. Describe documents used for sample deliveries
9. Describe Chain of Custody (COC) usage
10. Describe the ability to deliver all samples uncompromised within regulated hold times (per 40CFR136 Table II, Department of Environmental Protection ("DEP") Standard Operation Procedure ("SOP") FS1000, and/or specific method requirements) for all tests.
11. Describe how the proposer notifies the County Point of Contact of the samples received, including the pertinent receipt, sample, and test information logged into the proposer's LIMS
12. Describe the process for detecting errors or omissions related to samples and/or COCs received at the proposer's primary location, including notifications.
13. Describe how samples are logged into proposer Laboratory Information Management System ("LIMS"), i.e., how different groups of samples are differentiated from each other.
14. Describe the processes by which the County's samples will be delivered to all subcontracted laboratories (internal to the parent organization and external to the parent organization).
15. Should the proposer not be able to provide Sample Delivery service during the dates/hours listed in 3.a.iii above, with proper notice, is the proposer willing to reimburse the County's costs to deliver the samples to the proposer's primary location?

16. Describe the process used to ensure proper state licensure, safety records, and the frequency of checks of proposer couriers.

6.8. Analytical Work

1. Referencing Attachment A, list analytes and/or methods that the proposer is unable to perform within their organization. Identify any analytes and/or methods that would be routinely subcontracted outside of the proposer's parent organization. Also, include prices for routinely subcontracted tests on Attachment A.
2. Is the proposer willing to provide a statement that the proposer will adhere to the latest certification requirements as listed in FAC 64E-1? If willing, provide a statement to this effect.
3. Describe the process of organizing County work/projects within proposer LIMS to ensure that reports and invoices are set up so that each project and associated samples are uniquely identifiable by the project for the County. Also, discuss whether the proposer will be able to utilize County nomenclature.
4. Describe how the proposer ensures that all analytical work is performed within regulated hold times (per 40CFR136 Table II, specific method requirements, and FDEP SOP FS1000).
5. Describe the process for when sample preparation and/or analysis is performed outside of regulated hold times, including the notification process.
6. What percentage of samples' preparation and/or analysis was performed out of hold times related to proposer error in the 2023 calendar year? (percentage of prep/tests run out of hold compared to the total number of tests performed at the primary testing facility to be used for this contract).
7. Describe the process when analytical equipment that would normally be used for County sample analyses is unavailable (out of service); include the notification process.
8. Describe the steps related to how analytical data is critically reviewed and approved prior to final reporting.
9. Describe the frequency of routine QC samples within batches and the typical QC samples utilized. For accuracy and clarity, this should be broken into general lab areas, such as Nutrients, Metals, Wet Chemistry, Microbiology, Organics, and Radiochemistry.
10. Is the proposer willing to run QC at a higher frequency for County projects?
11. Describe the steps (Corrective Actions) utilized when laboratory QC samples fail, or trip blanks fail. For accuracy and clarity, this should be broken into general lab areas, such as Nutrients, Metals, Wet Chemistry, Microbiology, Organics, and Radiochemistry. Is the proposer willing to provide this information upon request to the county?

12. Describe the use of Data Qualifiers and the source of the Data Qualifiers used. Include where these Data Qualifiers are defined.
13. Describe the protocol for the County to request reanalysis and any associated additional charges related to reanalysis.
14. Describe the ability to meet analytical Method Detection Limit ("MDL") Limit of Detection ("LOD") and Practical Quantitation Limit ("PQL") Limit of Quantification ("LOQ") requirements as listed in FAC 62.550; also, specifically list any exceptions by Method and Analyte. Describe the ability of analytical MDLs (LODs) to be adequate to determine compliance with surface water, groundwater, and biosolids standards as listed in State and Federal regulations (i.e., FAC 62-302 Surface Water Quality Standards).
15. Describe how different sample matrices are analyzed within batches in relation to the associated QC samples.
16. Describe the process for County-requested special notifications (usually related to regulatory exceedances).

6.9. Field Sampling

1. All fieldwork, sample collection and preservation, sample methodologies for listed criteria, data evaluation, and quality assurance/quality control must be conducted in accordance with the following the-then-current Florida Department of Environmental Protection (“FDEP”) permit links. The Contractor is responsible for ensuring they are following the most current directive of each permit as directed by the FDEP.

A. Permit No. 1 - Bridgeway Acres Class I Landfill Permit number 34184-022-SO-01 link. (Appendix 3, Water Quality Monitoring Plan)

B. Permit No. 2 - Toytown Closed Class I Landfill Permit number 6933-006-SF/14 (Appendix 4, Water Quality Monitoring Plan)

2. Sampling Events

A. Groundwater sampling at Bridgeway Acres, 3095 114th Ave N., St. Petersburg

1.

i. Total of 23 wells

ii. Semi-annual during the period from Jan. 1 – June 30 and July 1 – Dec. 31

B. Groundwater sampling at Toytown 16th Street N, south of Roosevelt Blvd., St. Petersburg
   i. Total of 13 wells
   ii. Semi-annual during the period from Jan.1 – June 30 and July 1 – Dec. 31

C. Surface water sampling at Toytown, 16th Street N, south of Roosevelt Blvd., St. Petersburg
   iii. One site located in the northeast storm water pond
   iv. Semi-annual during the period from Jan.1 – June 30 and July 1 – Dec. 31

3. Additional Services:

   A. Contractor shall schedule sampling events during weekdays (Mon-Fri, 8 am-5 pm) and communicate to the County Environmental Compliance Officer for site arrival and departure
   B. Adhere to all policies and procedures while on-site. i.e., the Contractor must sign in/out at the front desk and obey posted signage, such as speed limits. The Contractor must adhere to OSHA standards. In any instance where our site standards are more stringent than OSHA standards, we will notify the contractor directly.
   C. The Contractor must provide all equipment, tubing, and preservatives necessary for sampling (bottles will be provided by laboratory)
   D. Include briefing via email to sheffner@pinellas.gov or phone call to 727-464-7582 at the end of sampling events to inform the County of site conditions, notable findings, or anomalies
   E. Coordinate with laboratory for courier sample pick-up or drop-off
   F. Contractor shall respond within one (1) business day to a request for resampling events (any extraneous sampling will not be assumed in this scope)

6.10. Reports and Invoices

1. Describe how reports and invoices are uniquely identified.
2. Describe how reports and invoices are unequivocally linked to each other for a single Chain of Custody of samples/tests.
3. Does the proposer have the ability to send reports and invoices electronically to multiple recipients?

4. List the normal delivery timeframes for reports with invoices; list all timeframes for tests listed in Attachment A if there is more than one timeframe. Also include delivery timeframes for reports with invoices for sub-contracted work.
5. List the items that are included on invoices.
6. List the items that are included in reports. Include a description of how QC samples are associated with Pinellas County samples within reports. Describe how proposer's reports comply with the requirements in FAC 62-160.340.
7. Does the proposer have the ability to deliver reports in the following formats on a regular basis:
8. Standard Laboratory Report (pdf) with related QC included - that meets all NELAC/TNI criteria (compliance with most recent FAC 64E-1)
9. FDEP WIN (Watershed Information Network) - latest version
10. FDEP Adapt (Automated Data Processing Tool) - latest version
11. FAC 62-550.730: all formats - latest versions
12. Describe items on pages 1 and 3 of the 62-550.730 Chemistry Report that the proposer is willing to fill out based on information provided on the associated COC.
13. Custom EDDs
14. UCMR (Unregulated Contaminants Monitoring Rule - 40 CFR Part 141) - latest version
15. Is the proposer registered as an active user on the EPA CDX\SDWRS\UCMR# internet-based reporting system?
16. Does the proposer provide Case Narratives with reports? If so, describe the frequency and typical usage if not included with every report.
17. Does the proposer have an online access/client portal for viewing data, reports, and invoices? If so, describe the capabilities and security.
18. Describe any surcharges, waste disposal charges, environmental impact fees, and any other fees that may be charged for work related to the items listed in Attachment A.
19. Discuss any charges related to the proposer laboratory/method required Blanks (i.e., Trip Blanks, etc.).
20. Describe any differences in cost for work that the proposer subcontracts:
21. Within their organization
22. Outside their organization
23. Describe how subcontracted data is reported.

24. Describe how subcontracted laboratories are paid and by whom.

Describe how long data and reports are retained.

6.11. Miscellaneous

1.
    1. Is the proposer willing to bear the costs related to resampling by the County should the proposer fail to analyze samples within hold time or obtain a questionable result due to:
        1. Damaging a sample in their possession
        2. Losing a sample
        3. Contaminating a sample
        4. Other proposer error
        5. If willing, provide a statement to this effect.
    2. Describe how long samples are retained after the final report and invoice are delivered to the County.
    3. Is the proposer open to on-site inspections during normal business hours by the County with notice?
    4. Is the proposer willing to submit prices for items listed in Attachment A? Also, provide how those prices may/may not change during the contract period. If willing, provide a description of this process.
    5. Is the proposer willing to accept work not listed in this RFP? Describe how this work will be quoted to the County.
    6. Describe the process to be used when the proposer needs to substitute a test method for the one that was requested. Include documentation to be provided to the County and the time frame for communicating this information.

Exhibit F – Contractor Submittal

Eurofins Environment Testing Southeast, LLC Proposal

Solicitation 24-0687-RFP
Laboratory Testing and Field Sampling Services
Water, Solids and Chemicals
Due September 10, 2024

Eurofins Contact: Rhonda Moll
Account Executive
Eurofins Environment Testing Southeast, LLC
481 Newburyport Avenue, Altamonte Springs, FL 32701
305.407.4159
Rhonda.Moll@ET.EurofinsUS.com

Prepared For:

Pinellas County

Pinellas County Courthouse Annex Bldg.
Sixth Floor
Clearwater, FL 33765

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TAB 1

Qualifications

General Lab Qualifications

Eurofins Environment Testing Southeast, LLC is Florida NELAC certified, committed to providing the highest quality laboratory services to meet our clients' expectations. Our commitment to excellence and experience has enabled us to provide you with the resources and expertise to perform a wide variety of environmental testing and sampling projects.

Eurofins capabilities include chemical, physical and biological analyses of a variety of matrices: aqueous, solid, drinking water, waste, tissue, air, mold and saline/estuarine samples. Specialty services include emerging contaminants (PFAS, 1,4-Dioxane, 6PPD-Quinone, Perchorate and others); dioxins; explosives; specialty organics; air (source/ambient/indoor) and water quality (drinking/surface/groundwater) monitoring; emergency response, decommissioning, sediment and tissue program support; industrial hygiene; aquatic toxicity; desalination; radiochemistry and mixed waste testing; state-specific TPH analyses; treatability studies and many others.

As a company, Eurofins has more instrumentation redundancy than any other laboratory network. Eurofins is qualified to successfully manage both large complex and smaller projects.

Eurofins complies with the most current versions of analytical methods/protocols. We communicate any modifications to test methods to our clients for approval prior to analysis. We also inform our clients of any new methods or method modifications that may improve data quality or functionality.

Attachment A is provided in our submittal along with Florida Department of Health, Environmental Laboratory Certification Program Certificate and Scope of Accreditation.

A. Eurofins will provide all renewal certificates and scopes within 30 days of receipt from the state

B. Eurofins Project Manager is responsible for all communication regarding Pinellas County's program. Any changes related to EPA Method Update Rule and/or other regulatory related changes, Eurofins Project Manage will notify Pinellas County.

C. Eurofins will provide Pinellas County with the two most recent WP and WS studies.

D. Eurofins has been NELAC accredited in the State of Florida since 1957.

E. References:

Reference 1: City of Orlando Utilities Department
Eurofins has been contracted by the City of Orlando to support their environmental laboratory testing needs since 2014.
Contact: Steve P. Howe, Regulatory Director
5100 L.B. McLeaod Road, Orlando, Florida 32811
Phone: 407-246-4041, E-Mail: steven.howe@orlando.gov

Reference 2: City of Auburndale, FL.
Eurofins has supported the City of Auburndale's environmental laboratory testing needs at 2 facilities for over 10 years. For both plants we do Weekly analysis on their influent and effluent WWTP plants. Quarterly Sludge fecal MPN, 503 sludge analysis. Annual Priority pollutants in their INF/EFF, Sludge, annual drinking water parameters on their INF/EFF (We collect these for them). Digester total solids. We do a weekly fecal sample. We have one of our samplers collect GW samples for the city on a quarterly basis at different locations around the plants. We also have one of our samplers collect effluent samples for several industries that the city monitors.

Contact: Mitchell Meadows
890 Braddock Auburndale, FL 33823
Phone: 863-965-6306, E-Mail: MMeadows@auburndalefl.com

Contact: Tony Ervin
1300 Recker Highway Auburndale, FL 33823
Phone: 863-965-5549, E-Mail: TErvin@auburndalefl.com

Reference 3: City of Maitland
Municipal compliance. Weekly/Monthly/Quarterly testing to meet permit compliance. Ongoing project. Includes an ongoing Weekly drinking water bacteria testing program along with a triennial sampling program for Primary Inorganics, Secondary Drinking Water Standards, VOCs, SOCs and Lead/Copper testing.

Contact: Karen McCullen, PE, BCEE; Utilities Manager
1827 Fennell St., Maitland, FL 32751
Office: 407-875-2829, Cell: 407-312-0296, E-Mail: kmccullen@itsmymaitland.com

Reference 4: Volusia County
Landfill sampling and analysis; Providing services since 2019
Contact: Lisa Smith, Procurement and Contracts Manager
mlsmith@volusia.org

Reference 5: City of Deland
Drinking water and wastewater analyses; Providing services since 2023.
Contact: Larissa McCoy
Phone: 386-626-7256; Email: mccoyl@deland.org

F. Eurofins laboratory hours are 8 a.m. to 5 p.m., Monday through Saturday. We accept sample shipments Monday through Saturday, and on Sundays as needed.

   We realize that field sampling constraints may dictate your project schedule. Our sample receipt and laboratory working hours are flexible to meet your needs.

   For after hours, weekend or holiday deliveries, we need advance notice to ensure the appropriate laboratory personnel are available. If your project requires after-hours contact, we will provide telephone numbers for the appropriate Eurofins personnel.

G. Eurofins Orlando will be your primary laboratory. Eurofins Orlando is a nationally certified, full-service testing laboratory which provides analytical and environmental laboratory

services to governmental, municipalities, utilities, commercial, industrial, and residential clients on a continuous basis since 1957. Eurofins Orlando's technological capabilities include a full spectrum of advanced scientific instrumentation, equipment, and computer systems. Eurofins Orlando has been certified by the State of Florida's Department of Environmental Regulation and the Department of Health for more than five decades. Eurofins Orlando is certified in the Florida DOH Drinking Water, Non-Potable Water and Solid & Chemical Materials categories for a large scope of analyses.

Eurofins Tampa will provide sample pick up services and short hold time analysis. The Tampa laboratory is only 22 miles from Pinellas County.

Eurofins Lancaster will support Method 1666. Eurofins St. Louis will support Radiochemistry methods.

Eurofins laboratories perform analyses under various regulatory programs using both published and laboratory developed and validated test methods. Written SOPs have been prepared, methods have been validated, and Method Detection Limit (MDL) studies determined for each analytical method as outlined in the Eurofins Quality Assurance Manual (QAM).

Occasionally, client needs may extend beyond the scope of routine methods. Eurofins is often requested to assist our clients in achieving defensible low-level reporting limits or to perform method validations for non-routine target compounds. The Laboratory Director, Laboratory Operations Managers, and Project Managers assist clients in the design, validation, and implementation of new technologies as required to achieve these goals.

In addition to the implementation of client driven methodologies, the laboratory management staff actively pursues implementation of cutting-edge technology and methods to ensure the most current protocols are utilized to maximize cost containment for Eurofins clients. In support of these activities, Eurofins is certified or approved by many state and/or federal agencies.

In order to serve your growing projects, Eurofins laboratories have a large inventory of instrumentation with built-in redundancy and significant capacity to handle large, high- volume projects. Our owner, Eurofins Scientific, has made a commitment to provide the resources necessary to support our growth and sustainability. Laboratory capacity, backlog, turnaround time, and work in progress are tracked on a continuous basis by all levels of management through the LIMS.

All instruments and equipment have been selected from reputable manufacturers based upon accuracy, reliability, ease of operation and maintenance. The instruments and equipment are maintained and calibrated in accordance with the laboratory's procedures, referenced methods, and manufacturer's requirements. These activities are documented in the data and/or logbooks specific to each instrument.

H. Eurofins employs sufficient experienced and knowledgeable personnel and we provide on-going training to all personnel to perform their work in accordance with NELAC/TNI standards as well as regulatory requirements. Eurofins will notify Pinellas County if any certification, method, analyte or group of analytes is suspended as requested in the RFP.

I. Eurofins is providing Florida DOH Certification and On-Site Assessments in our response to this RFP. We will continue to provide these reports and certifications as they are updated.

J. Highly skilled, experienced people are essential in dealing with environmental programs like yours. Eurofins maintains a dedicated staff of experienced professional chemists and technicians. The majority of the staff have a Bachelor's Degree or higher in chemistry, biology, environmental science or another related field.

We understand that communication with the project team is critical to the success of your program . The proposed key personnel have successfully worked on similar projects. The key personnel are listed in the tables below with their title, educational experience and year started in the analytical industry. We will provide resumes upon request.

Eurofins Orlando

Name	Position	Degree/ Discipline	Experience Start (Yr)	EET Start (Yr)
Matthew Foti	Business Unit Manager/ Laboratory Director	Ph.D. Organic Chemistry	1997	1997
Cynthia LaRosa	QA Manager	B.S. Biology, Norwich University, Northfield, VT	1990	2001
Jose Londono	QA Manager	MBA Mechanical Engineering	2001	2001
Maria Cuartas	SVOA Manager	Chemical Engineer, Certificate of Production and Planning	1986	2011
Eric Smith	Volatile Organics Manager	BS Chemistry	1994	2023
Elena Vinokurov	Metals Manager	M.S. Chemical Engineering, Kharkov State University	1992	1992
Caitlin Linder	Wet Chemistry Manager	BS Marine Biology	2011	2011
Tyler Hartley	Sample Receiving Manager	B.S. Environmental Studies	2020	2020
Shawn Victory	Field Supervisor	HS	2003	2003
Jon LaViolette	Technical Services Manager	B.S. Chemistry	1997	1997
Samantha Cochran	Office Manager	B.S. Nursing TBD, Seminole State College	2017	2017

Name	Position	Degree/ Discipline	Experience Start (Yr)	EET Start (Yr)
David Camacho	Project Management Supervisor	B.S. Microbiology	2005	2005
Carlene Pasipanki	Project Manager	B.S. Biochemistry	2015	2015
Kaitlin Dylnicki	Project Manager	BS Biochemistry	2014	2014
Kathryn Nordmark	Project Manager	B.S. Chemistry	2006	2017
Ryya Kumm	Project Manager	B.S. Biology	2018	2018
Todd Rea	Project Manager	B.S. Chemistry	2020	2020
Luis Betancourt	Project Manager	B.S. Environmental Studies	2006	2012
Jess Hornsby	Project Manager	B.S. Political Science	2004	2004
Matthew Jones	Project Manager	Experience	2006	2006
Terrence Anderson	Project Manager	B.S. Environmental Studies	2010	2010
Amanda Weinberg	Project Manager	A.S Commercial Art and Video Production	1999	1999

Full time analyst/supervisors & Average number of tests performed each month

Area	Analyst	Supervisor	Average Number of Tests Per Month
Nutrients	4	1	1,000
Metals	4	1	2,000
Wet Chemistry	12	2	1,000
Microbiology	3	1	500
Extractions	8	2	1,000
Organic Analysts	14	3	1,500
Radiochemistry	GFPC Prep 7 GFPC 3	1 1	800

K. Eurofins senior analytical experts provide assurance that expert witnesses will be available in the event of data validation or emerging method debates and to support claims resolutions. The cost of expert witness testimony is based on the type of testimony required. The service will be quoted on an as-needed basis.

L. Point of Contacts: Jess Hornsby, Client Services Manager and Rhonda Moll, Senior Account Executive

M. Eurofins Quality Assurance Manager, Cynthia LaRosa, works full time in this position.

N. Eurofins is not using any outside subcontract laboratories for this contract.

TAB 2

Approach

Project Management

In our experience, efficient and effective project management is the key to building lasting client relationships. It is our standard practice to assign a Project Manager as the single point of contact for each of your projects. Our Project Manager is in dialogue with your project team from project start to finish; from the time of initial client contact until data is reported. A team of experienced laboratory managers who work together to plan, coordinate, integrate and monitor project activities supports the Project Manager. After project completion, the Project Manager remains available to answer questions or provide additional information.

Eurofins Project Manager will:

- Respond in a timely manner to all requests
- Provide technical information to assist your field team
- Interface with project personnel to plan and schedule sample shipments to the laboratory
- Organize, schedule and/or attend project specific planning calls with your project team as necessary
- Serve as consultant for field efforts to optimize batch sizes, arrange sample shipment and receipt, schedule delivery of bottles and associated materials

Quality Assurance

The Quality Assurance Manual (QAM) is a document prepared to define the overall policies, organization objectives and functional responsibilities for achieving Eurofins Environment Testing data quality goals.

The QAM has been prepared to assure compliance with the NELAC Institute (TNI) Standard 2016, Volume 1 Modules 2 and 4; and ISO/IEC Guide 17025:2017. In addition, the policies and procedures outlined in this manual are compliant with the National Divisional Support Center (NDSC) Quality Management Plan (QMP) and the various accreditation and certification programs. The QMP provides a summary of Eurofins quality and data integrity system. It contains requirements and general guidelines under which all Eurofins facilities will conduct their operations.

A Quality Assurance Program is a company-wide system designed to ensure that data produced by the laboratory conforms to the standards set by state and/or federal regulations. The program functions at the management level through company goals and management policies, and at the analytical level through Standard Operating Procedures (SOPs) and quality control. The Eurofins program is designed to minimize systematic error, encourage constructive, documented problem solving, and provide a framework for continuous improvement within the organization.

The laboratory analyzes a broad range of environmental and industrial samples. Sample matrices vary among air, drinking water, effluent water, groundwater, hazardous waste, sludge and soils. The Quality Assurance Program contains specific procedures and methods to test samples of differing matrices for chemical, physical and biological parameters. The Program also contains guidelines on maintaining documentation of analytical processes, reviewing results, servicing

clients and tracking samples through the laboratory. The technical and service requirements of all analytical requests are thoroughly evaluated before commitments are made to accept the work. Measurements are made using published reference methods or methods developed and validated by the laboratory.

Eurofins Quality Assurance Manual is provided with our submittal.

Proficiency Testing

All Eurofins laboratories participate semiannually in Proficiency Testing (PT) programs in support of their National Environmental Laboratory Accreditation Conference (NELAC) and State certification requirements. Eurofins laboratories' PT performance scores are routinely in the upper ten percentile.

In addition to the PT program required for NELAC accreditation, Eurofins facilities participate in a number of PT programs managed by other state agencies, clients, and by Eurofins itself. Private contractors or government programs such as USACE may submit additional PT samples. These PT samples may be submitted as known performance evaluation tests, or as blind or double-blind samples. Periodic double-blind performance audits are conducted by Eurofins to assess all aspects of laboratory performance, from project management handling of project initiation through analysis, reporting and invoicing.

At a minimum, Performance Tests (PTs) are conducted semi-annually in conformance with the NELAP requirements. Any results determined to be outside the Acceptable range are investigated as non-conformances and resolved. Results of these analyses are made available upon request.

Two most recent WP and WS Proficiency Testing Studies are provided with our submittal.

TAB 3

Statement of Work

A. 6.5 Communication

1. **Describe the proposer's main point of contact(s) and their backups:**

Primary Point of Contact:

Rhonda Moll, Senior Account Executive, 305-407-4159
Rhonda.Moll@ET.EurofinsUS.com

Ms. Moll began work in the environmental industry in 1989. She has extensive experience in business development, sales, technical management, quality control and client services. She is active in the regulatory and business communities of the state of Florida. She graduated Cum Laude Pre-Medical Program from Troy State University with a Biology Major and Chemistry & Physics Minors.

Jess Hornsby, Regional Customer Services Director, 321-280-2054
Jess.Hornsby@ET.EurofinsUS.com

Mr. Hornsby has over 20 years' experience in the environmental laboratory industry including management/leadership experience, as well as sample control and field experience. He is an innovative, results oriented professional who works effectively with both clients and coworkers to plan, organize and direct teams to accomplish company goals. Mr. Hornsby's responsibilities include managing the day-to-day activities of the project management team and implementing new strategies for better client satisfaction. He directs implementation of corporate client service initiatives and strategies across labs in the Southeast.

Mr. Hornsby will assign a primary PM for your projects and a trained, experienced backup will be designated in the event that your primary PM is unavailable. In addition, the PM will be supported by the laboratory's management hierarchy, which includes the Laboratory Director, Operations Managers, and Quality Assurance Manager. These positions provide support in capacity and resource management, and ensure the level of quality and customer service that Pinellas County expects.

2. **Working days and hours**

Eurofins laboratory hours are 8 a.m. to 5 p.m., Monday through Saturday. We accept sample shipments Monday through Saturday, and on Sundays as needed.

We realize that field sampling constraints may dictate your project schedule. Our sample receipt and laboratory working hours are flexible to meet your needs.

For after hours, weekend or holiday deliveries, we need advance notice to ensure the appropriate laboratory personnel are available. If your project requires after-hours contact, we will provide telephone numbers for the appropriate Eurofins personnel.

3. **Methods for communication**

Project Planning

Communication of contract specific technical and QC criteria is essential to ensure the success of non-routine analytical programs. Eurofins Project Manager (PM) works with the laboratory's QA and Operations Managers to review all of the quality and technical requirements of the

program. Project-specific requirements are documented in the Laboratory Information Management System (LIMS). For projects with unique technical specifications, an internal kick off meeting with technical group leaders and operations staff may be held to review the technical requirements of the project and answer any questions. Eurofins strongly encourages client visits to our laboratory and information sharing sessions with staff to further communicate ongoing project needs and details.

Project Set-Up

The primary means of communicating project-specific requirements is systematized through our networked LIMS. The PM sets up a digital project in the LIMS, documenting project specific information and reference data, including:

Client contacts, including multiple recipients and invoice contact(s), if applicable

- Required tests for the host lab and any network or subcontract labs supporting the project, including project-specific technical requirements, if any
- Matrices, Analyte lists, and Reporting/QC limits (default or project specific)
- Required sampling containers
- Report & EDD formats
- Pricing
- Required turnaround time

Active Projects

When laboratory services are requested, the PM reviews the Pinellas County requirements, communicates project information and expectations to any network and subcontract labs, and communicates clarifications or exceptions, if any, to Pinellas County. The PM initiates and transmits a Bottle Order through the LIMS that defines methods, bottles required, additional supplies requested and shipping instructions. Bottle kits are assembled and deployed to Pinellas County in accordance with the LIMS Bottle Order instructions.

During an active project, we understand that your project requirements may change based on regulatory or site-specific contingencies. Any modifications are agreed upon and the approvals documented prior to their implementation. The PM communicates the project changes to the laboratory operations, updates the project notes in the LIMS and implements into the laboratory process. The data report case narrative then reflects the change.

4. **Turnaround for responses**

Eurofins Project Manager or designee will respond to Pinellas County within 2 hour timeframe. Responses needed with more urgency should be addressed in the email subject line or direct phone call.

5. **Describe the Quality Assurance Manager/Officer's (however named):**

Each Eurofins Laboratory has a dedicated Quality Assurance (QA) Manager. The QA Manager is responsible for the establishment, general overview and maintenance of the analytical quality assurance program within the laboratory, including oversight of the QA/QC programs and providing initial quality systems training to all new personnel and annual refresher training for all

staff. In addition the QA Manager assists with certification and accreditation activities, preparation of monthly reports that include quality metrics and a summary of any quality related initiatives or issues.

6. **Working days and hours**

Eurofins normal office hours are 8 a.m. to 5 p.m., Monday through Friday and Saturday 8 a.m. to 12 p.m. We realize that field sampling constraints may dictate your project schedule. Our sample receipt and laboratory working hours are flexible to meet your needs.

7. **Methods for communication**

Monthly, management review the quality program to assess the effectiveness of the quality systems. The quality metrics reports contain statistics on defined quality metrics, and discuss improvements and weaknesses of the individual laboratory's quality system. The performance and improvement statistics include these key items:

- Client Complaints and Compliments
- Internal and External Audits
- Proficiency Test Studies
- Corrective Actions
- SOP and MDL Completion
- Accreditation Status

Within Eurofins, the QA Manager has the final authority to accept or reject data and to stop work in progress in the event that procedures and practices compromise the validity and integrity of analytical data. The QA Manager is available to any employee at the facility to resolve data quality or ethical issues. The QA Manager position remains intentionally independent of laboratory operations holding a reporting relationship to the Quality Director.

8. **Turnaround for responses**

The Quality Assurance Manager will respond within 48 hours to requests.

9. **Describe frequency and content for review of the proposer's performance with the County Project Manager. Is the proposer willing to provide a year-end summary report listing the issues incurred during the year as well as how issues were resolved so as to prevent future occurrences?**

Eurofins commits to scheduling periodic meetings with Pinellas County to ensure that we maintain an understanding of Pinellas County's direction and mission. These meetings will provide a clear and identifiable forum for identifying analytical innovation, discussing creative ideas for program improvement, and ensuring effective problem resolution.

Each Eurofins laboratory maintains and complies with a documented SOP corrective action process in which each non-conformance is thoroughly investigated and the outcomes of the investigation, the corrective actions taken, and verification of resolution are documented.

Eurofins tracks performance metrics at all of its laboratories for On Time Delivery, Quality, and Accuracy as a percentage of the total work produced. The average metric scores are compiled from the result of tracking metrics for:

- accreditation status
- client complaints
- correction actions completed for audits
- data audits performed
- data recall investigations
- ethics completion
- holding time violations
- MDL compliance
- proficiency testing scores
- revised reports
- SOP compliance
- training document status,

The metric results are reported on a monthly basis to corporate QA. Corrective action plans are developed and implemented as needed. Eurofins Corporate manages the application of the corrective action plans.

10. **Describe how various types of communication are handled between the proposer and the County. Include any computer-based capabilities here as well. Describe response times for inquiries.**

The goal of Eurofins Project Management Services is to provide Pinellas County with a straightforward approach to procure high-quality laboratory services to support projects nationwide. A dedicated Project Manager, who serves as the primary client contact, directs each project and coordinates all phases of the project from initial pre-project planning to the final reporting of data and invoicing.

If you have any questions or concerns that you need to discuss, contact the Project Manager and if unavailable, they will get back to you within the hour to support your needs.

MyEOL® is Eurofins online data delivery solution, available to all clients at no added cost. Allowing clients to track all aspects of their environmental data program, MyEOL® provides an additional means for clients to interact with their laboratory. Accessible from any web browser, MyEOL® provides the following benefits to our clients:

- Rapid access to data for real time decision making
- Customizable EDD creation
- Data trending capabilities by sample and analyte
- Budgeting tool for analytical projects
- Project status updates for results, electronic deliverables and other documents generated for your project
- Downloadable project documentation; invoices, reports, EDDs, and COCs
- Customizable displays capturing data in single grid and single click downloads to Excel

- Multi-project report generation capabilities allowing for the consolidation of multiple sample events into one EDD report
- Preloaded regulatory limits enabling the comparison of client results to existing regulatory standards.
- Ability to create personalized limits capable of comparison to client results

Following guidance from the National Institute of Standards and Technology (NIST SP 800-171), Eurofins has upgraded processes to improve data securing. Delivery of data to clients via MyEOL® offers clients improved security over traditional, non-encrypted email messages.

Two different accounts will need to be created to ensure confidentiality of project data: one for Pinellas County Utilities and one for Pinellas County Solid Waste.

The MyEOL® system is available free of charge to all Eurofins customers.

11. **Bottle Orders**

Eurofins will provide Pinellas County all the necessary sample containers, preservatives, supplies, and instructions corresponding to the requested analyses. We obtain all sample containers from reputable manufacturers and meet all USEPA specifications.

Our cost estimate includes the costs of the customized sample kits. We maintain the certificates of cleanliness provided by the suppliers as part of the laboratory documentation.

Our custom sample kits include pre-labeled sample containers, packing material, clean coolers with Chain of Custody documents and sampling instructions. We provide trip blanks if Pinellas County requires volatile organic analyses. COCs must be provided in paper format and should be pre-filled with the project information where possible.

Eurofins is to record bottle/vial lot numbers on the Kit Order Forms that accompany the bottles provided back to Pinellas County in accordance with FDEP SOP FD100.Requests for bottle kits

and supplies are made to the laboratory PM, who oversees the assembly and delivery of the kits and/or supplies.

Our staff of trained in-house couriers will deliver sample bottles to the appropriate Pinellas County project locations: Pinellas County Utilities Laboratory, located at 1620 Ridge Rd., Bldg. B, Largo, FL 33778, or Pinellas County Solid Waste Industrial Water Treatment Facility 2861 110th Ave N., St. Petersburg, FL 33716.

12. Sample Pickup & Delivery

Eurofins maintains a staff of couriers and company-owned vehicles to provide pick-up and drop-off service for our clients. There are currently two locations for sample pickup and kit delivery. The first is the Pinellas County Utilities Laboratory, located at 1620 Ridge Rd., Bldg. B, Largo, FL 33778. The second location is the Pinellas County Solid Waste Industrial Water Treatment Facility, located at 2861 110th Ave N., St. Petersburg, FL 33716. One day notice or pre-scheduled pickups will suffice to assure on-time sample delivery to the laboratory. The Pinellas County Utilities Laboratory requires sample pickup three days per week at a minimum: Monday, Wednesday, and Friday. Eurofins couriers are expected to check the samples in the coolers, without ice, against the COCs to ensure accurate custody transfer. Coolers are stored in the Pinellas County Utilities Walk-In refrigerator to maintain required storage temperature prior to pick-up. After the Eurofins courier completes this check, the courier fills the coolers with ice from the ice machine located on the back dock (Pinellas County Utilities Laboratory location) / Pinellas County Solid Waste Household Hazardous Waste dock located at 2857 110th Ave N. prior to transport to Eurofins facilities. We realize that field sampling constraints may dictate your project schedule. Our sample receipt and laboratory working hours are flexible to meet your needs. During sample transit, we store samples in coolers with ice, as applicable. The samples remain solely in the possession of the courier until they are delivered to the laboratory.

Once at the laboratory, a sample custodian receives the samples. After inspection of the cooler and custody seals, the sample custodian opens and inspects the contents of the cooler and records the cooler temperature. The sample custodian immediately inspects all documents to assure agreement between the samples received and the Chain of Custody (COC). Eurofins is to provide an email per COC received to the appropriate point of contact acknowledging sample receipt with tests scheduled. The point of contact for Pinellas County Utilities Laboratory is Terri Grimes, and the point of contact for Pinellas County Solid Waste is the Control Room Operator via email: SolidWasteIWTF@pinellas.gov.

13. New Projects' Setup

The primary means of communicating project-specific requirements is systematized through our networked LIMS. The PM sets up a digital project in the LIMS, documenting project specific information and reference data, including:

- Client contacts, including multiple recipients and invoice contact(s), if applicable
- Required tests for the host lab and any network or subcontract labs supporting the project, including project-specific technical requirements, if any
- Matrices, Analyte lists, and Reporting/QC limits (default or project specific)
- Required sampling containers
- Report & EDD formats
- Contract Pricing

- Required turnaround time

14. **Changes in Work**

The laboratory will provide Pinellas County with a TNI-compliant analytical report and Electronic Data Deliverables (EDD) compliant with RFP specifications. We will submit all reports and EDDs to the appropriate Pinellas County point of contact and upload them to MyEOL®. Separate MyEOL accounts will be required for the Pinellas County Utilities Laboratory and Pinellas County Solid Waste.

If upon review, Pinellas County determines that the results require contingency analyses, your Project Manager will initiate the appropriate notifications and analyses. We will report the results in the turnaround time specified, repeating the process in the above paragraphs.

15. **Quotes**

You can request a quote through your Eurofins Project Manager. Quotes will be based on the determination of scope defined in each project specific Statement of Work.

16. **Report Issues**

Each Eurofins laboratory maintains and complies with a documented SOP corrective action process in which each non-conformance is thoroughly investigated and the outcomes of the investigation, the corrective actions taken, and verification of resolution are documented.

Non-conformance

In general, non-conformances include any QC result which is outside of established control limits and/or any action which is outside of policies and procedures.

We document laboratory non-conformances at the time of the occurrence. Non-conformances that affect a sample and/or sample data become part of the affected project's permanent record. We notify our client and take corrective action.

At a minimum, corrective action involves flagging the data and including a description of the non-conformance and corrective action in the data report case narrative or cover letter.

Root Cause Analysis

As part of the Non-Conformance and Corrective Action process, Eurofins uses a Root Cause Analysis (RCA) system throughout its facilities. RCA is a process to identify the basic or causal factor(s) that resulted in a variation in performance or the occurrence of a significant failure. The root cause(s) may be buried under seemingly innocuous events, with many steps preceding the perceived failure. By establishing the root cause(s), corrective action to prevent recurrence is possible.

First, as directed by the QA Manager, the Root Cause(s) are systematically identified and analyzed to determine the core reasons for an occurrence. Next, a corrective action plan is established, reviewed & approved, and implemented.

Corrective Action

Corrective Action is the process of identifying how to correct and prevent future systemic errors or weaknesses based on their root cause. All aspects of the process; investigation corrective actions taken, and follow-up are documented. The more significant the issue to be corrected, the more formal the investigation is.

The initiation of corrective action can be internal, e.g. reported data is questioned, or it can be external, e.g. client complaint, regulatory audit, or proficiency test failure. Any employee in Eurofins is authorized to initiate a corrective action. If the issue relates to a specific client project, the Project Manager (PM) is immediately informed. The PM communicates the information to our client.

The QA Manager initiates a Corrective Action Report (CAR) and begins a formal investigation that may include any or all of the following:

- review of raw data
- interview of lab staff
- inspection of equipment and work areas
- review of training records
- query of historical data

Once the root cause is identified, QA defines its extent of the issue, whether it was due to a systematic cause or an isolated occurrence; develops a corrective action plan; and oversees its implementation.

To monitor corrective actions and to determine whether the actions taken have been effective, the annual systems audit performs an audit of one or more of the laboratory's corrective actions. In addition, the QA Department may implement a separate special audit.

For issues affecting a specific client project, the PM approves the corrective action before its implementation and notifies the client in writing of the issue, the investigation, the corrective action and the final disposition of the data.

Continuous Process Improvement

Eurofins is committed to continuous improvement. We use the non-conformance and RCA process to proactively improve processes. All such analyses and corrective actions are documented by QA.

When unapproved data discrepancies or deviations from laboratory SOPs, policies or client requests occur, corrective action is taken immediately to ensure that the specific issue is remedied.

Subsequently, the laboratory conducts a Root Cause Analysis. Once the root cause(s) have been determined, a corrective action plan, including actions to prevent recurrence, is initiated. Once approved, it is implemented. The corrective actions taken are documented using the laboratory's RCA or corrective action system. Trending and quality assessments evaluate the effectiveness of the implemented corrective action plan.

17. Invoice Issues

Your Eurofins Project Manager is your key point of contact for communicating any invoicing issues. Your PM will find a resolution and get the issue corrected.

18. Quality Assurance/Quality Check ("QA/QC") Issues

To ensure the validity of Eurofins data, the laboratory continuously evaluates the quality of the analytical process and the specific data. Eurofins controls the analytical process through a number of measures, which includes the requirements of the regulatory programs and their

methods.

- Instrument calibration
- Routine process quality control measurements performed as required by the method or regulations to assess precision and accuracy.
  - Blanks, various types, check for contamination
  - Laboratory Control Samples (LCS) measures the accuracy of the method in a blank matrix and assesses method performance independent of potential field sample matrix affects in a laboratory batch.
  - Control of Analytical Process with control limits
    - ✓ Matrix Spikes (MS),
    - ✓ Duplicates (DUP),
    - ✓ Surrogates,
    - ✓ Internal Standards (IS)
    - ✓ Calibration Verification
- Proficiency Testing (PT) samples (with concentrations unknown to laboratory) are analyzed to help ensure laboratory performance
- Data review
- Internal Audits
- Use of certified reference materials
- Multiple levels of review during receiving and analysis to eliminate any errors

19. **General Questions**

The Eurofins Project Manager is your key point of contact communication link between Pinellas County and Eurofins. In addition your PM is supported by a team of experienced laboratory managers working together to meet your technical and contractual requirements and accomplish your analytical goals.

B. 6.6 Bottle Orders

1. **Describe the process by which the County will order bottles.**

Requests for bottle kits and supplies are made to the laboratory PM via phone or email, who oversees the assembly and delivery of the kits and/or supplies. Bottle kits can be processed very quickly.

2. List point(s) of contact for this service

Your Eurofins Project Manager will be the primary point of contact. A Project Manager will be assigned upon award. Other points of contact are:

Jess Hornsby, Client Services Manager, 321-280-2054, Email: Jess.Hornsby@ET.EurofinsUS.com

Rhonda Moll, Senior Account Executive, 305-407-4159, Email: Rhonda.Moll@ET.EurofinsUS.com

3. **List any computer-based system/client portal for ordering bottles**

Requests for bottles are made to the laboratory Project Manager, who oversees the assembly and delivery of the kits and/or supplies. Our Laboratory Information Management System (LIMS) integrates the bottle order and project management modules. LIMS allows your Project Manager to

- Quickly generate bottle orders that match your established project methods
- Provide you an inventory of bottles included in each order
- Return completed Kit Order Form with bottle/vial lot numbers recorded as well the associated pre-filled COCs

4. **Include days/hours that this service (ordering) is available.**

Bottles can be ordered through your Eurofins Project Manager Monday through Friday from 8 a.m. to 5 p.m.

5. **Describe the types of bottles used: new, certified, re-used, etc., and the documentation that proves their fitness for use**

Eurofins obtains all sample containers from reputable manufacturers and meet all USEPA specifications. We maintain the certificates of cleanliness provided by the suppliers as part of the laboratory documentation. Our suppliers provide lot tests 40-mL VOA vials for volatile organics by GC/MS and all lots of polyethylene bottles for common anions and trace-level metals, these lot testing certificates are available upon request.

6. **Describe documents included with bottle orders**

We stock our organized kits with properly preserved sample containers. We will provide Pinellas County clean coolers with Chain of Custody documents and sampling instructions, where needed. Pinellas County requires that the Kit Order Form as well as Eurofins COCs accompany all bottles delivered. Bottle/vial lot numbers used must be recorded on the returned Kit Order Form per FDEP SOP FD1000.

7. **Include COC-related information, including formats available**

Our responsibility as an environmental testing company extends beyond simply testing the environment. We also need to consider how we are contributing to its health. This is one of the reasons behind our switch to the Electronic Chain of Custody (eCOC). eCOC is our next step towards sampling efficiency and an environmentally responsible future that alleviates the burdens our clients experience with paper forms.

eCOC allows clients and field technicians alike to **create electronic Chains of Custody with ease via a tablet or phone**. We understand that the internet isn't always obtainable when you're in the field. That's why we've made eCOC functional for offline use, enabling you to take it wherever you go without worrying about connectivity issues.

eCOC makes seamless custody exchanges possible by equipping electronic signatures. These allow you to relinquish custody, receive your QR code and get a receipt, all in a few simple steps.Multi-day sampling events are no problem as we've incorporated the ability to split your chain of custody. You can also view your upcoming sampling events and receive automated email notifications of your eCOC submissions and acceptances.

COCs must be provided in paper format and should be pre-populated with project information

where possible.

8. **Include bottle labeling information**

Our custom sample kits: include pre-labeled sample containers, packing material and coolers and are delivered to the requested Pinellas County location either by courier or ground transportation.

9. **Include how acids/preservation are tracked**

Containers are purchased from a 3rd party vendor that affixes lot number labels to each container. Preservative lot numbers are entered into the LIMS as bottle kits are built and marked complete.

10. **Include how bottle lots are tracked**

Containers are purchased from a 3rd party vendor that affixes lot number labels to each container. Preservative lot numbers are entered into the LIMS as bottle kits are built and marked complete. Bottle/vial lot numbers used must be recorded on the returned Kit Order Form.

11. **Include Analyte-Free Water information that is provided (i.e. type and containerization date)**

The County may purchase reagent grade (or other similar quality) water for use in the laboratory. This water must be certified clean by the supplier for all target analytes or otherwise verified by the laboratory prior to use. This verification is documented.

Standard lots are verified before first time use if the laboratory switches manufacturers or has historically had a problem with the type of standard.

12. **Include how kits are packed to prevent breakage**

Coolers are lined with bubble wrap and glass containers are packed in bubble-wrap bags. If empty container kits are transferred via private carrier (such as FedEx Ground), additional packing is added. This may lead to the use of additional coolers based upon space.

13. **Include a mechanism that can be utilized to detect preservation leakage upon receipt at the Pinellas County Laboratory**

Sample bottles are typically shipped bagged in sets. A visual inspection of the bag will indicate any leakage. Additionally pH paper could be added to the bag for visual inspection.

14. **Describe how bottles and associated documents are delivered to the County and the frequency.**

Requests for bottles and associated documents are made to your Eurofins Project Manager, who will oversee the assembly and delivery of the kits and supplies via Eurofins Courier. Kit Order Forms list “Date Needed By”, which dictates the date by which the kits are to be delivered.

15. **Describe the process of handling incorrect bottle orders or missing bottle orders. Include the timeframe for delivering the corrected/missing bottles**

Pinellas County will inform the Eurofins Project Manager, who will then arrange for the correct bottles or replace any missing ones. Eurofins will deliver the revised bottle order to Pinellas

County's site as soon as possible, either on the same day or the following day, depending on the situation.

C. 6.7 Sample Pickup and Delivery

1. **Describe the process by which the County's samples will be picked up and delivered to the proposer's primary laboratory facility.**

Eurofins maintains a staff of couriers and company-owned vehicles to provide sample pick-up service to our clients. One day notice or pre-scheduled pickups will suffice to assure on-time sample delivery to the laboratory.

We realize that field sampling constraints may dictate your project schedule. Our sample receipt and laboratory working hours are flexible to meet your needs.

During sample transit, we store samples in coolers with ice, as applicable. The samples remain solely in the possession of the courier until they are delivered to the laboratory.

If samples are being analyzed at another Eurofins laboratory or by an external subcontractor, we will appropriately package and send out the samples under Chain of Custody.

Eurofins maintains written policies and procedures to ensure that Chain of Custody (COC) is maintained. A complete description of Eurofins sample handling, Chain of Custody, documentation, and sample receiving polices can be found in our Quality Assurance Manual.

2. There are currently two locations for sample pickup and kit delivery. The first is the Pinellas County Utilities Laboratory, located at 1620 Ridge Rd., Bldg. B, Largo, FL 33778. The second location is Pinellas County Solid Waste Industrial Water Treatment Facility, located at 2861 110th Ave N., St. Petersburg, FL 33716. **List point(s) of contact for this service**

Your primary point of contact is your Eurofins Project Manager who will arrange for sample pick up from your location. A project manager and a backup Project Manager will be assigned upon award.

3. **List any computer-based system for this service**

Eurofins uses our in-house Laboratory Information Management Systems (LIMS) to capture the data that must be stored, processed and reported. The project manager uses LIMS to order sampling containers and other supplies for your project. If your sampling events are repeated at regular intervals, we can automate shipping of containers to your sampling schedule.

4. **Include days/hours that this service (delivery) is available.**

Our sample receiving and sample log-in staff work Monday through Saturday 8 a.m. to 5 p.m. For after-hours, weekend or holiday deliveries, we need advance notice to ensure the appropriate laboratory personnel are available. If your project requires after-hours contact, we will provide telephone numbers for the appropriate Eurofins personnel.

5. **Describe the frequency of sample pickup and delivery**

You can work with you Eurofins Project Manager to schedule sample pickups on a regular schedule (i.e. Daily, Weekly, etc.) or on an as needed basis.

The Pinellas County Utilities Laboratory requires sample pickup three days per week at a

minimum: Monday, Wednesday, and Friday. Eurofins couriers are expected to check the samples in the coolers, without ice, against the COCs to ensure accurate custody transfer. Coolers are stored in the Pinellas County Utilities Walk-In refrigerator to maintain required storage temperature prior to pick-up. After the Eurofins courier completes this check, the courier fills the coolers with ice from the ice machine located on the back dock (Pinellas County Utilities Laboratory location) / Pinellas County Solid Waste Household Hazardous Waste Facility dock, prior to transport to Eurofins facilities.

6. **List response time after being notified of a sample pickup.**

Eurofins Project Manager can schedule sample pickups with one day notice or pre-scheduled pickups.

Eurofins is to provide an email per COC received to the appropriate point of contact acknowledging sample receipt with tests scheduled. The point of contact for Pinellas County Utilities Laboratory is Terri Grimes, Quality Assurance Manager, and the point of contact for Pinellas County Solid Waste is the Control Room Operator via email SolidWasteIWTF@pinellas.gov.

7. **Describe responsibilities related to packing samples into coolers**

Samples should be packed in the protective materials received and then placed in a cooler lined with a plastic bag. Ice should be packed completely around all samples inside the same bag as the containers, and then the bag sealed shut. We can provide a training document upon award of the contract.

Eurofins couriers are expected to check the samples in the coolers, without ice, against the COCs to ensure accurate custody transfer. After the Eurofins courier completes this check, the courier fills the coolers with ice from the ice machine located on the back dock (Pinellas County Utilities Laboratory location) / Pinellas County Solid Waste Household Hazardous Waste dock located at 2857 110th Ave N. prior to transport to Eurofins facilities.

8. **Describe documents used for sample deliveries**

Sample kits are sent with chains of custody and bottle inventory for the containers provided (i.e. Kit Order Form with bottle/vial lot numbers recorded). Samples should be returned with a completed and signed chain of custody. Kits may also include special labels for the outside of the cooler if the submission includes samples for analysis with short holding time or rush turnaround requested.

9. **Describe Chain of Custody (COC) usage**

Eurofins will provide all COCs for sample collections which should be provided with the completed bottle order. Pinellas County sample collectors will fill out COCs during the collection process which will be returned with the samples for Eurofins courier pickup at the Pinellas County Utilities Laboratory, located at 1620 Ridge Rd., Bldg. B, Largo, FL 33778. The second location is Pinellas County Solid Waste Industrial Water Treatment Facility, located at 2861 110th Ave. N., St. Petersburg, FL 33716..

Eurofins provides all of the necessary coolers, reagent water, sample containers, preservatives, sample labels, custody seals, COC forms, ice and packing materials required to properly preserve, pack and ship samples to the laboratory.

A designated sample custodian receives the samples at the laboratory. After inspection of the cooler and custody seals, the sample custodian opens and inspects the contents of the cooler, and records the cooler temperature. The sample custodian immediately inspects all documents to assure agreement between the samples received and the COC.

The COC, shipping documents, documentation of any non-conformance, irregularity or compromised sample receipt, record of client contact, and resulting instructions become part of the permanent project record.

If samples are being analyzed at another Eurofins laboratory or by an external subcontractor, we will appropriately package and send out the samples under COC.

10. **Describe the ability to deliver all samples uncompromised within regulated hold times (per 40CFR136 Table II, Department of Environmental Protection ("DEP") Standard Operation Procedure ("SOP") FS1000, and/or specific method requirements) for all tests.**

Our staff of trained in-house couriers picks up and drops off samples in a timely manner. Our Project Managers communicate closely with the couriers to ensure schedules allow for sample pick up and return to meet short holding times. During sample transit, we store samples in coolers with ice, as applicable. The samples remain solely in the possession of the courier until they are delivered to the laboratory.

Eurofins maintains extensive Standard Operating Procedures (SOPs), which accurately reflect all phases of laboratory activities, including test methods, data integrity and corrective actions. These instructions are available in the laboratory for the operation of equipment as well as for the handling and preparation of samples. Non-analytical SOPs include sampling, handling, transport, storage and preparation of samples.

Eurofins will adhere to the sample hold times as defined by FDEP to be to the minute, regardless of the hold time unit of measure (hours, days, weeks, months) as listed in various regulatory tables. A 7-day hold time must be prepared and/or analyzed on or before the minute of collection on the 7th day (see Holding Time Calculations at https://floridadep.gov/DEAR/Quality-Assurance).

11. **Describe how the proposer notifies the County Point of Contact of the samples received, including the pertinent receipt, sample, and test information logged into the proposer's LIMS**

Once at the laboratory, a sample custodian receives the samples. After inspection of the cooler and custody seals, the sample custodian opens and inspects the contents of the cooler, and records the cooler temperature. The sample custodian immediately inspects all documents to assure agreement between the samples received and the Chain of Custody (COC). When login is complete, your PM emails Pinellas County the receipt confirmation and login summary. Eurofins is to provide an email per COC received to the appropriate point of contact acknowledging sample receipt with tests scheduled. The point of contact for Pinellas County Utilities Laboratory is Terri Grimes, and the point of contact for Pinellas County Solid Waste is Rick Clarke.

12. **Describe the process for detecting errors or omissions related to samples and/or COCs received at the proposer's primary location, including notifications.**

Once at the laboratory, a sample custodian receives the samples. After inspection of the cooler and custody seals, the sample custodian opens and inspects the contents of the cooler, and records the cooler temperature. The sample custodian immediately inspects all documents to assure agreement between the samples received and the Chain of Custody (COC).

We document any non-conformance, irregularity or compromised sample receipt and bring it to the immediate attention of the PM who alerts the appropriate Pinellas County contact.

The sample custodian assigns a unique Laboratory Project Identification Number to each sample and records the client/project name, date and time of laboratory receipt, laboratory project number, and signature/initials of the person receiving the cooler.

The COC, shipping documents, documentation of any non-conformance, irregularity or compromised sample receipt, record of client contact, and resulting instructions become part of the permanent project record.

13. **Describe how samples are logged into proposer Laboratory Information Management System ("LIMS"), i.e., how different groups of samples are differentiated from each other.**

Eurofins uses our in-house Laboratory Information Management Systems (LIMS) to capture the data that must be stored, processed and reported. The following sections highlight the features.

Project Integration

We designed our LIMS to handle all aspects of information handling in the laboratory. LIMS records a variety of client project information:

- Required tests
- Required sampling containers
- Client contact information
- Report formats
- Pricing
- Reporting limits
- QC limits
- Required turnaround time

The laboratory uses the project information as a template for sample receipt, assuring rapid and accurate logins when samples arrive. The project information, such as County Project names, should be utilized to differentiate between county projects in the LIMS. These identifiers will be established during initial project setup, then carried through the process starting with bottle orders (Kit Order Form), to receipt of bottles with properly pre-populated COCs. Pinellas County Utilities Laboratory will provide a listing of projects to be set up in Eurofins' LIMS.

The project manager uses LIMS to order sampling containers and other supplies for your project.

If your sampling events are repeated at regular intervals, we can automate shipping of containers to your sampling schedule.

Sample Tracking

LIMS has features that allow our project managers to login tests and monitor the status of samples in real-time at any location within our laboratory network. As incoming samples are logged into LIMS, it notes sampling dates, sample temperatures and condition on receipt.

Sample receiving personnel scan and attach internal Chain of Custody documents as records in the login. They note any anomalies in the login in an internal non-conformance memo (NCM) system. The information goes to your project manager for discussion with you or to include in the final report.

Our analysts use LIMS to organize and prioritize sample analyses. Analysts select samples from backlogs and prepare them for analysis. They record sample preparation information, including sample weights and volumes, solvent lots and reagents used. Barcoded sample containers feed sample information directly into our instruments. Once the samples are analyzed, the analytical results are captured by the instrument software and exported into LIMS.

14. **Describe the processes by which the County's samples will be delivered to all subcontracted laboratories (internal to the parent organization and external to the parent organization).**

Once we check and verify sample(s), we log them into the LIMS (Laboratory Information Management System). LIMS assigns each sample container a unique Sample Identification Number, which is cross-referenced to Pinellas County's identification number. A sample custodian labels each sample container with its unique barcode for sample identification.

Within one business day of the completed login process, your Project Manager will email Pinellas County the receipt confirmation and login summary.

If another laboratory, either network or external subcontractor, will be performing some of the analyses, we appropriately package and send out the samples under COC. Samples must be shipped in a timely manner so as to avoid exceeding regulatory/method hold times.

15. **Should the proposer not be able to provide Sample Delivery service during the dates/hours listed in 3.a.iii above, with proper notice, is the proposer willing to reimburse the County's costs to deliver the samples to the proposer's primary location**?

In the event Eurofins cannot schedule pickup and delivery during the specified hours, a third-party courier will be contracted to fulfill the pickup or delivery. Third-party couriers will adhere to the same sample verifications and COC acceptance process described in the Sample Pickup and Delivery section of this document. Samples will be picked up and delivered in a timely manner to avoid exceeding regulatory/method hold times.

16. **Describe the process used to ensure proper state licensure, safety records, and the frequency of checks of proposer couriers.**

Eurofins couriers undergo background checks and license verification upon hire. Couriers must

maintain a safe driving record which is reviewed annually.

D. 6.8 Analytical Work

1. **Referencing Attachment A, list analytes and/or methods that the proposer is unable to perform within their organization. Identify any analytes and/or methods that would be routinely subcontracted outside of the proposer's parent organization. Also, include prices for routinely subcontracted tests on Attachment A.**

Eurofins can support all analytes and methods in Attachment A.

2. **Is the proposer willing to provide a statement that the proposer will adhere to the latest certification requirements as listed in FAC 64E-1? If willing, provide a statement to this effect.**

Yes, Eurofins is willing to adhere to the certification requirements.

3. **Describe the process of organizing County work/projects within proposer LIMS to ensure that reports and invoices are set up so that each project and associated samples are uniquely identifiable by the project for the County. Also, discuss whether the proposer will be able to utilize County nomenclature.**

Any specific County Nomenclature is easily incorporated into Eurofins custom LIMS. This system is used to record, document, and assimilate pertinent laboratory technical and administrative data. Our LIMS system, provides data management functions for a number of laboratory activities including but not limited to the following:

- Sample container order
- Laboratory sample acceptance
- Recording analytical results
- Tracking sample status
- Scheduling
- Recording QA/QC results
- Final report generation and invoicing
- Preparation of electronic data packages
- Management reports

The laboratory uses the project information as a template for sample receipt, assuring rapid and accurate logins when samples arrive.

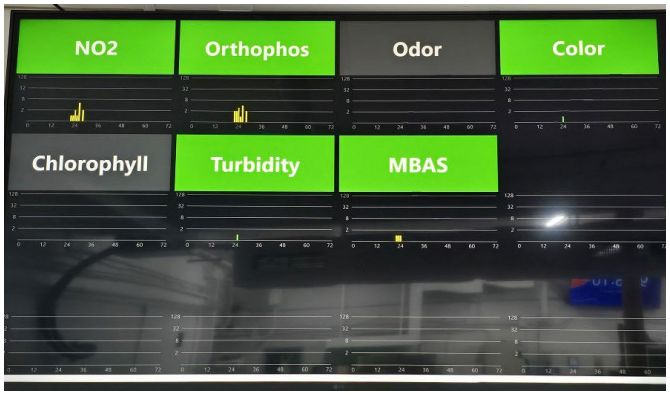
The project manager uses LIMS to order sampling containers and other supplies for your project. If your sampling events are repeated at regular intervals, we can automate shipping of containers to your sampling schedule.

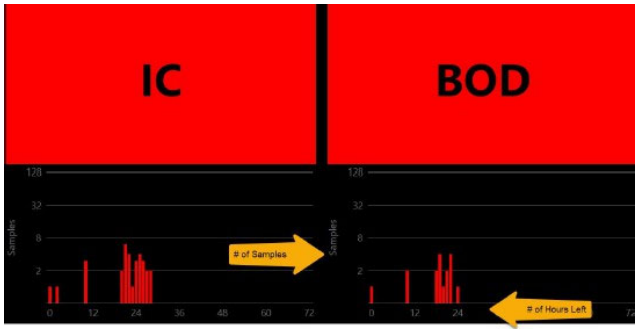
The project information, such as County Project names, should be utilized to differentiate between county projects in the LIMS. These identifiers will be established during initial project setup, then carried through the process starting with bottle orders (Kit Order Form), to receipt of bottles with properly pre-populated COCs. Pinellas County Utilities Laboratory will provide a listing of projects to be set up in Eurofins LIMS.

4. **Describe how the proposer ensures that all analytical work is performed within regulated hold times (per 40CFR136 Table II, specific method requirements, and FDEP SOP FS1000).**

Eurofins utilizes a unique approach to sample hold-management. Traditional laboratory worklists only identify samples ready for analysis. The Eurofins LIMS worklist identifies samples in transit and remaining hold-time. This approach allows for advanced planning when samples in transit have limited hold-time available. Automated email notifications are sent to all department personnel when the sample is physically received.

As a failsafe, Eurofins operates numerous live “short-hold” LCD displays in all areas of the laboratory (see below). These LCD displays update every 15 seconds with short-hold sample counts and remaining hold time. These LCDs use color coding to identify samples that need urgent attention. These LCD displays are truly impressive considering the impact they have on avoiding hold-time exceedances.





5. **Describe the process for when sample preparation and/or analysis is performed outside of regulated hold times, including the notification process.**

Eurofins makes every effort possible to ensure all samples are analyzed within method hold time. In the event analysis cannot be performed within specified hold time the County will be notified within 24 hours of the exceedance. The laboratory will continue the analysis until further instruction is obtained from the County.

6. Eurofins will adhere to the sample hold times as defined by FDEP to be to the minute, regardless of the hold time unit of measure (hours, days, weeks, months) as listed in various regulatory tables. A 7-day hold time must be prepared and/or analyzed on or before the minute of collection on the 7th day (see Holding Time Calculations at https://floridadep.gov/DEAR/Quality-Assurance). **What percentage of samples' preparation and/or analysis was performed out of hold times related to proposer error in the 2023 calendar year? (percentage of prep/tests run out of hold compared to the total number of tests performed at the primary testing facility to be used for this contract).**

Less than 0.1 %

7. **Describe the process when analytical equipment that would normally be used for County sample analyses is unavailable (out of service); include the notification process.**

Eurofins maintains numerous redundant analytical instruments. In the rare event "out of service" instruments prevent analysis of County samples immediate action will be taken which would include moving samples to a supporting Eurofins laboratory, provided the County has offered consent. Eurofins maintains an active contingency plan which identifies supporting laboratories which can accommodate all methods in the County Scope. Eurofins Orlando is supported by three major Southeast laboratories located in Atlanta, Savannah, and Pensacola. Eurofins Orlando is also supported by our South Bend location that specialized in DW analysis. All supporting laboratories maintain full Florida-NELAP accreditation.

8. **Describe the steps related to how analytical data is critically reviewed and approved prior to final reporting.**

The analyst executes the first-tier review of all data at the bench level. The analyst is responsible for ensuring the following:

- Analytical data is correct and complete
- Laboratory has followed the appropriate SOPs
- QC results are within acceptable limits

In addition to the first level review performed by the analyst, are automated data checkers incorporating AI. The group leader/supervisor executes a second-tier technical review. Upon approval and release of the data, the lab compiles the data and performs a third-tier review for completeness.

9. **Describe the frequency of routine QC samples within batches and the typical QC samples utilized. For accuracy and clarity, this should be broken into general lab areas, such as Nutrients, Metals, Wet Chemistry, Microbiology, Organics, and Radiochemistry.**

Eurofins re-work rate is less than 5%. This includes samples re-analyzed at dilutions or re-prepared due to QC failure. Metals – 4% / Wet Chemistry 4% / Organics 7%, Micro – 4%, Radchem < 1%.

All QC elements are required to meet method and/or regulatory criteria, or lab developed criteria if method or regulatory criteria don't exist. If these criteria are not met, Eurofins will follow the processes described in the TNI Standard for corrective actions and reporting results as well as FDEP regulations for properly reporting, including the use of FDEP Qualifier codes, and data in final report formats. Batch QC and Calibration instrument sequence QC are analyzed. Batch QC is every batch of 20 samples and includes BLK, LCS, MS, and MSD. Instrument/Sequence QC every 10 samples.

10. **Is the proposer willing to run QC at a higher frequency for County projects?**

Yes. Eurofins will gladly analyze any additional QC upon request. Additional QC will be billed at the standard sample rate.

11. **Describe the steps (Corrective Actions) utilized when laboratory QC samples fail, or trip blanks fail. For accuracy and clarity, this should be broken into general lab areas, such as Nutrients, Metals, Wet Chemistry, Microbiology, Organics, and Radiochemistry. Is the proposer willing to provide this information upon request to the county?**

For any QC failure that impacts data quality, samples are immediately re-prepped and re-analyzed. If all re-analysis QC metrics meet method and/or regulatory criteria, those results will be finalized and reported. If the re-analysis must be performed outside of the method hold-time, the County will be notified and advised of the circumstance. Out-of-hold re-analysis results will be reported together with the initial data set unless instructed otherwise by the County.

QC failures are addressed immediately in all departments. The goal is to provide unqualified data for all methods. In the event of a failure, the run will be terminated and restarted as needed. For samples that require extraction, those samples will be immediately put in the queue for re-extraction or re-digestion. Any non-routine QC problems that cannot be resolved, such as those associated with matrix interference, will be documented and explained in the final report.

12. **Describe the use of Data Qualifiers and the source of the Data Qualifiers used. Include where these Data Qualifiers are defined**.

All data qualifiers utilized are based on Florida Administrative Code 62-160.700 (QA Table 1). Data qualifiers are defined on the final page of Eurofins laboratory reports.

13. **Describe the protocol for the County to request reanalysis and any associated additional charges related to reanalysis.**

Reanalysis requests can be initiated by email or phone call to the County's assigned Eurofins Project Manager. If the County has a preferred method for communicating these requests, Eurofins will gladly accommodate.

14. **Describe the ability to meet analytical Method Detection Limit ("MDL") Limit of Detection ("LOD") and Practical Quantitation Limit ("PQL") Limit of Quantification ("LOQ") requirements as listed in FAC 62.550; also, specifically list any exceptions by Method and Analyte. Describe the ability of analytical MDLs (LODs) to be adequate to determine compliance with surface water, groundwater, and biosolids standards as listed in State and Federal regulations (i.e., FAC 62-302 Surface Water Quality Standards).**

Eurofins strives to maintain the lowest detection limits possible. The laboratory defers to meeting the requirements specified in the FDEP's Guidance for the Selection of Analytical Methods and for the Evaluation of MDLs and PQLs. The laboratory's MDLs (LODs) and PQLs (LOQs) must be such that the FDEP Program limits/water quality criteria/permit limits are met. MDLs must be determined in accordance with most recent version of EPA's "Definition and Procedure for the Determination of the Method Detection Limit" and the 2016 TNI Standard.

15. **Describe how different sample matrices are analyzed within batches in relation to the associated QC samples.**

Aqueous samples are batched separately from solid matrices. In addition, Drinking water samples are batched separately and isolated from Non-Potable Water samples and to dedicated instruments and processing.

16. **Describe the process for County-requested special notifications (usually related to regulatory exceedances).**

Eurofins maintains a highly sophisticated Laboratory Information Database (LIMS) capable of automated client / PM notifications. Any exceedances beyond pre-determined County-requested limits will prompt instant, automated client notification upon secondary data review.

E. 6.10 Reports and Invoices

1. **Describe how reports and invoices are uniquely identified.**

LIMS generates a unique, sequential number for each sample submission. This number is assigned to the report. LIMS generates a unique, sequential number for each invoice

2. **Describe how reports and invoices are unequivocally linked to each other for a single Chain of Custody of samples/tests.**

The LIMS generates a unique, sequential number for each sample submission, which is the workorder number/project number/job number (however named). This workorder number is recorded on the final report. The LIMS generates a unique, sequential number for each invoice.

The report workorder number is recorded on the associated invoice to link the two documents together.

Yes

Does the proposer have the ability to send reports and invoices electronically to multiple recipients?

3. **List the normal delivery timeframes for reports with invoices; list all timeframes for tests listed in Attachment A if there is more than one timeframe. Also include delivery timeframes for reports with invoices for sub-contracted work.**

Standard TAT is 7 business days. Specialty methods and/or subcontract work such as analysis of PFAS, dioxins, and/or radiochemistry may require additional time (up to 20 business days).

4. **List the items that are included on invoices.**

Invoice number; invoice date; payment terms; federal tax ID; remittance instructions; PO number; work order number; contract number; name of person who ordered the work; invoice contact; job number; job description; sample receipt date; method code and description; quantity per method; unit price; extended price per method; grand total; Eurofins project number; Eurofins billing code for the client; Eurofins project manager name and phone number; latest sample receipt date; latest sample report date. Additional fields are available upon request.

5. **List the items that are included in reports. Include a description of how QC samples are associated with Pinellas County samples within reports. Describe how proposer's reports comply with the requirements in FAC 62-160.340.**

Items included in reports: Level II reports include a Case Narrative, Executive Summary, Method and Sample Summaries, Analytical Results by Sample, a QC section with results for the Method Blank, LCS and site-specific Matrix Spike/Spike Duplicates, and Chain-of-Custody documentation. A Level III report includes these items and Calibration curve and Raw Sample Data. A CLP-type or Level IV data packages includes the items listed above and all raw data, including instrument printouts and chromatograms.

All laboratory reports include all information required in FAC 62-160.340. All reports are 62-160 compliant as well as compliant with the TNI Standard reporting requirements.

6. **Does the proposer have the ability to deliver reports in the following formats on a regular basis:**

Yes

7. **Standard Laboratory Report (pdf) with related QC included - that meets all NELAC/TNI criteria (compliance with most recent FAC 64E-1)**

Yes

8. **FDEP WIN (Watershed Information Network) - latest version**

Yes

9. **FDEP Adapt (Automated Data Processing Tool) - latest version**

Yes

10. **FAC 62-550.730: all formats - latest versions**

Yes

11. **Describe items on pages 1 and 3 of the 62-550.730 Chemistry Report that the proposer is willing to fill out based on information provided on the associated COC.**

Eurofins will complete all laboratory reference sections on page 2-3 of the form. For page 1, Eurofins can complete all fields using information provided by the County except for the sampler's signature.

12. **Custom EDDs**

Yes

13. **UCMR (Unregulated Contaminants Monitoring Rule - 40 CFR Part 141) - latest version**

Yes; Eurofins has network affiliates registered with UCMR.

14. **Is the proposer registered as an active user on the EPA CDX\SDWRS\UCMR# internet-based reporting system?**

Yes; Eurofins has network affiliates registered with UCMR.

15. **Does the proposer provide Case Narratives with reports? If so, describe the frequency and typical usage if not included with every report.**

Yes, included with every report.

16. **Does the proposer have an online access/client portal for viewing data, reports, and invoices? If so, describe the capabilities and security.**

Yes, each user must register for a unique account linked by email address, with unique security (passwords, questions, etc). Users can only see information for projects to which the client has provided approved access. *Two different accounts will need to be created to ensure confidentiality of project data; one for Pinellas County Utilities and one for Pinellas County Solid Waste.*

17. **Describe any surcharges, waste disposal charges, environmental impact fees, and any other fees that may be charged for work related to the items listed in Attachment A.**

Surcharges are applicable to rush turnaround time only. Waste, impact and other fees are not

invoiced on this contract.

18. **Discuss any charges related to the proposer laboratory/method required Blanks (i.e., Trip Blanks, etc.).**

Required blanks will be charged at the same analytical rate as client samples.

19. **Describe any differences in cost for work that the proposer subcontracts:**

Any differences in cost for tests that will be subcontracted have been included in the proposed prices.

20. **Within their organization**

Any differences in cost for tests that will be sent to network affiliates have been included in the proposed prices.

21. **Outside their organization**

Any differences in cost for tests that will be subcontracted to outside labs have been included in the proposed prices.

22. **Describe how subcontracted data is reported.**

Reports from non-Eurofins labs are integrated into each Eurofins report. Where possible based upon subcontractor capabilities, analytical results can be integrated into the Eurofins client results pages of report and merged into EDDs. Subcontractor data are also identified by method in the report narrative and method summary.

23. **Describe how subcontracted laboratories are paid and by whom.**

Subcontractors are paid directly by Eurofins via purchase order.

24. **Describe how long data and reports are retained.**

Data and reports are retained per TNI and FDEP standards (5 years from report data at minimum; 10 years from report date for drinking water). Other retention times as required can be negotiated, along with additional costs for such service.

F. 6.11 Miscellaneous

1. **Is the proposer willing to bear the costs related to resampling by the County should the proposer fail to analyze samples within hold time or obtain a questionable result due to:**

    1. **Damaging a sample in their possession**

Yes

    2. **Losing a sample**

Yes

Yes Yes

3. **Contaminating a sample**
4. **Other proposer error**

5. **If willing, provide a statement to this effect**.

Eurofins is willing to bear the cost related to resampling by the County should we fail to analyze samples within hold time or questionable results.

2. **Describe how long samples are retained after the final report and invoice are delivered to the County.**

After we have completed the final report, we maintain the remaining sample volume for 30 calendar days.

3. **Is the proposer open to on-site inspections during normal business hours by the County with notice?**

Yes

4. **Is the proposer willing to submit prices for items listed in Attachment A? Also, provide how those prices may/may not change during the contract period. If willing, provide a description of this process.**

Yes. Eurofins offers a 3-year fixed price and will re-assess based on the Consumer Price Index for the 2 one year extension periods.

5. **Is the proposer willing to accept work not listed in this RFP? Describe how this work will be quoted to the County.**

Yes, Eurofins will accept work not listed in the RFP using our standard price list and offer 30% discount.

6. **Describe the process to be used when the proposer needs to substitute a test method for the one that was requested. Include documentation to be provided to the County and the time frame for communicating this information.**

Based upon award of the contract, If Eurofins requests a method substitution for the one requested in the RFP, we will have a kickoff call with Pinellas County to discuss the proposed substitution. We will also provide our MDLs and Certifications for that method substitution.

Any new methods or method substitutions are required to meet the TNI Standard criteria (i.e. be accredited by FDOH ELCP), CFR 146 requirements, FDEP regulations (including any tables of approved methods), and client requirements (such as permit requirements, etc.), unless agreed upon otherwise, in writing, in advance.

TAB 4

Compensation

TOTAL OF PRICE PAGE SUBMITTED

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Please enter the Grand Total from line 135 of Attachment B - Advertisement Price Page submitted in Section 7. Vendor Questionnaire Question 1.5 Pricing Proposal.	1	All	$0.00	$419,092.25
TOTAL $419,092.25					

TAB 5

Exceptions to RFP

None taken

Exhibit G – Price Page

ADDENDUM No. 1 - 24-0687-RFP Laboratory Testing And Field Sampling Services - Water, Solids, And Chemicals

Line Item	Frequency	Description	Three Year Quantity	Unit of Measure	Unit Cost	Extended Total
1	As Needed	ASTM D-7605-11 (4-Nonylphenol)	15	Each	$140.00	$2,100.00
2	As Needed	EPA 1613 (Dioxins)	15	Each	$225.00	$3,375.00
3	As Needed	EPA 1631 E	58	Each	$75.00	$4,350.00
4	As Needed	EPA 1664 A or 1664 B	45	Each	$38.00	$1,710.00
5	As Needed	EPA 1666 (Acetates)	18	Each	$550.00	$9,900.00
6	As Needed	EPA 180.1/SM2130B	42	Each	$9.00	$378.00
7	As Needed	EPA 200.7	138	Each	$5.95	$821.10
8	As Needed	EPA 200.8	110	Each	$5.95	$654.50
9	As Needed	EPA 245.1	180	Each	$16.00	$2,880.00
10	As Needed	EPA 300.0	79	Each	$10.50	$829.50
11	As Needed	EPA 300.1	15	Each	$16.00	$240.00
12	As Needed	EPA 351.2	36	Each	$15.00	$540.00
13	As Needed	EPA 353.2	30	Each	$10.75	$322.50
14	As Needed	EPA 365.1	30	Each	$15.00	$450.00
15	As Needed	EPA 365.4	36	Each	$15.00	$540.00
16	As Needed	EPA 410.4	36	Each	$16.00	$576.00
17	As Needed	EPA 420.4	156	Each	$16.00	$2,496.00
18	As Needed	EPA 504.1	18	Each	$36.00	$648.00
19	As Needed	EPA 508 or EPA 508.1	30	Each	$75.00	$2,250.00
20	As Needed	EPA 515.3	15	Each	$85.00	$1,275.00
21	As Needed	EPA 524.2 TTHMs only	945	Each	$31.00	$29,295.00
22	As Needed	EPA 524.2 Full List	30	Each	$52.00	$1,560.00
23	As Needed	EPA 525.2	30	Each	$89.00	$2,670.00
24	As Needed	EPA 531.1	18	Each	$77.00	$1,386.00
25	As Needed	EPA 547	24	Each	$77.00	$1,848.00
26	As Needed	EPA 548.1	18	Each	$77.00	$1,386.00
27	As Needed	EPA 549.2	18	Each	$77.00	$1,386.00
28	As Needed	EPA 552.2	915	Each	$59.00	$53,985.00
29	As Needed	EPA 608.3	120	Each	$89.00	$10,680.00
30	As Needed	EPA 615	15	Each	$175.00	$2,625.00
31	As Needed	EPA 624 or EPA 624.1 TTHMs only	150	Each	$31.00	$4,650.00
32	As Needed	EPA 624 or EPA 624.1 Full List	300	Each	$52.00	$15,600.00
33	As Needed	EPA 625.1	120	Each	$89.00	$10,680.00
34	As Needed	EPA 1677-OIA (Free Cyanide)	15	Each	$48.00	$720.00

35	As Needed	EPA 6010	30	Each	$5.95	$178.50
36	As Needed	EPA 6020	30	Each	$5.95	$178.50
37	As Needed	EPA 7470 or 7471	240	Each	$16.00	$3,840.00
38	As Needed	EPA 8011	15	Each	$36.00	$540.00
39	As Needed	EPA 8260	300	Each	$52.00	$15,600.00
40	As Needed	EPA 8270	60	Each	$89.00	$5,340.00
41	As Needed	EPA 8081 (Permethrin)	60	Each	$120.00	$7,200.00
42	As Needed	EPA 8082	15	Each	$55.00	$825.00
43	As Needed	EPA 8141	15	Each	$99.00	$1,485.00
44	As Needed	EPA 8151 (Picloram)	15	Each	$110.00	$1,650.00
45	As Needed	EPA 9012 (9014) CN	15	Each	$22.00	$330.00
46	As Needed	EPA 9066	15	Each	$22.00	$330.00
47	As Needed	EPA 900 (Gross Alpha)	15	Each	$45.00	$675.00
48	As Needed	EPA 903.1 (Radium 226)	15	Each	$89.00	$1,335.00
49	As Needed	EPA Ra-05 (Radium 228)	15	Each	$89.00	$1,335.00
50	As Needed	Total Radium Calculation	15	Each	$2.00	$30.00
51	As Needed	FL-PRO	18	Each	$44.00	$792.00
52	As Needed	SM 2320B	172	Each	$9.50	$1,634.00
53	As Needed	SM 2340 B (calculated)	31	Each	$9.50	$294.50
54	As Needed	SM 2540B	42	Each	$11.00	$462.00
55	As Needed	SM 2540 C	106	Each	$11.00	$1,166.00
56	As Needed	SM 2540 D	342	Each	$10.50	$3,591.00
57	As Needed	SM 2540G	150	Each	$10.50	$1,575.00
58	As Needed	SM 4500CIB	106	Each	$9.00	$954.00
59	As Needed	SM 4500-CN-E	186	Each	$21.00	$3,906.00
60	As Needed	SM 4500-CN-G (Amenable & Free Cyanide)	18	Each	$48.00	$864.00
61	As Needed	SM 4500H+B	27	Each	$7.00	$189.00
62	As Needed	SM 4500NO3-F	112	Each	$9.00	$1,008.00
63	As Needed	SM 4500NO3F-SM4500NO2B (calculated)	121	Each	$5.00	$605.00
64	As Needed	SM 4500NO2B	106	Each	$9.00	$954.00
65	As Needed	SM 4500NH3H	106	Each	$16.00	$1,696.00
66	As Needed	SM 5310B	64	Each	$19.00	$1,216.00
67	As Needed	SM 5540 C	15	Each	$38.00	$570.00
68	As Needed	SM 9215E (SimPlate)	15	Each	$0.00	$0.00
69	As Needed	SM 9215D	27	Each	$0.00	$0.00
70	As Needed	SW 9045C	18	Each	$0.00	$0.00
71	As Needed	SW-846 6010	105	Each	$5.95	$624.75
72	As Needed	SW-846 7470A	316	Each	$16.00	$5,056.00
73	As Needed	SW-846 7471A	99	Each	$16.00	$1,584.00
74	As Needed	SW-846 8260B, 8260D, 8260-SIM	400	Each	$0.00	$0.00
75	As Needed	Hex Chrom SM 3500CR-D	15	Each	$22.00	$330.00

76	As Needed	TKN+Nox Calculation	30	Each	$2.00	$60.00
77	As Needed	HAA5 includes HAA6Br, HAA9	30	Each	$60.00	$1,800.00
78	As Needed	Particle Size PSA	60	Each	$129.00	$7,740.00
79	As Needed	ASTM-D516-16	30	Each	$9.00	$270.00
80	As Needed	EPA 1633 PFAS	60	Each	$345.00	$20,700.00
UCMR Testing						
81	As Needed	UCMR EPA 200.7	30	Each	$19.00	$570.00
82	As Needed	UCMR EPA 533	30	Each	$199.00	$5,970.00
83	As Needed	UCMR EPA 537.1	30	Each	$149.00	$4,470.00

Solid Waste

Line Item	Frequency	Analytic Method/Test	Description	Three Year Quantity	Unit of Measure	Unit Cost	Extended Total	Site Location	Sample ID Location
84	Semi-annual	SM 2540C	Total Dissolved Solids	144	Each	$10.50	$1,512.00	**Groundwater Bridge Way Acres ("BWA")**	MW-16, MW-18A, MW-19A, MW-20A, MW-21, MW-22, MW-26, MW-27, MW-28, MW-29, MW-30, MW-31, PZ-5, PZ-16C, PZ-23, PZ-27, PZ-28, PZ-29, PZ-34, PZ-36, PZ-48, FL-5, FL-6 (23 wells + 1 eq bl)
85	Semi-annual	SM 4500CIB	Chloride	144	Each	$9.00	$1,296.00		
86	Semi-annual	EPA 200.7-NPW	Heavy metals	144	Each	$5.95	$856.80		
87	Semi-annual	EPA 200.8-NPW	Trace metals	144	Each	$5.95	$856.80		
88	Semi-annual	SM 4500NH3H	Ammonia	144	Each	$16.00	$2,304.00		
89	Semi-annual	SM 4500-NO2B	Nitrite	144	Each	$9.00	$1,296.00		
90	Semi-annual	SM 4500NO3F	Nitrate+Nitrite	144	Each	$9.00	$1,296.00		
91	Semi-annual	SM4500NO3F-SM4500NO2B*	Nitrate	144	Each	$9.00	$1,296.00		
92	Semi-annual	SW-846 7470A	Mercury	162	Each	$16.00	$2,592.00		MW-15, MW-16, MW-18A, MW-19A, MW-20A, MW-21, MW-22, MW-24, MW-25, MW-26, MW-27, MW-28, MW-29, MW-30, MW-31, PZ-5, PZ-16C, PZ-23, PZ-27, PZ-28, PZ-29, PZ-34, PZ-36, PZ-48, FL-5, FL-6 (26 wells + 1 eq bl)
93	Semi-annual	SW-846 8260	Volatile Organic Compounds (VOCs)	180	Each	$52.00	$9,360.00		MW-15, MW-16, MW-18A, MW-19A, MW-20A, MW-21, MW-22, MW-24, MW-25, MW-26, MW-27, MW-28, MW-29, MW-30, MW-31, PZ-5, PZ-16C, PZ-23, PZ-27, PZ-28, PZ-29, PZ-34, PZ-36, PZ-48, FL-5, FL-6 (26 wells + 1 eq bl + 3 trip blank)
94	Semi-annual	SW-8260(SIM)	Volatile Organic Compounds (VOCs)	180	Each	$52.00	$9,360.00		
95	Semi-annual	Field Sampling all tests above	Field Sampling	6	Each	$2,400.00	$14,400.00		See Above
96	Semi-annual	ASTM D516-16	Sulfate	84	Each	$9.00	$756.00	**Groundwater Toytown**	MW-1, MW-2A, MW-3, MW-4, MW-5, MW-6A, MW-7, MW-8, MW-9, MW-10, MW-15, MW-24, MW-25 (13 wells +1 eq bl)

97	Semi-annual	SM 2320B	Bicarbonate, Carbonate, Phenolphthalein & Total Alk	84	Each	$9.50	$798.00		
98	Semi-annual	SM 2540C	Total Dissolved Solids	84	Each	$10.50	$882.00		
99	Semi-annual	SM 4500CIB	Chloride	84	Each	$9.00	$756.00		
100	Semi-annual	SM 5310B	Total Organic Carbon	84	Each	$19.00	$1,596.00		
101	Semi-annual	EPA 200.7-NPW	Heavy metals	84	Each	$6.25	$525.00		
102	Semi-annual	EPA 200.8-NPW	Trace metals	84	Each	$6.25	$525.00		
103	Semi-annual	SM 4500NH3H	Ammonia	84	Each	$16.00	$1,344.00		
104	Semi-annual	SM 4500-NO2B	Nitrite	84	Each	$9.00	$756.00		
105	Semi-annual	SM 4500NO3F	Nitrate+Nitrite	84	Each	$9.00	$756.00		
106	Semi-annual	SM4500NO3F-SM4500NO2B*	Nitrate	84	Each	$9.00	$756.00		
107	Semi-annual	SW-846 7470A	Mercury	66	Each	$16.00	$1,056.00		MW-1, MW-2A, MW-3, MW-4, MW-5, MW-6A, MW-7, MW-8, MW-9, MW-10 (10 wells + 1 eq bl)
108	Semi-annual	SW-846 8260B	Volatile Organic Compounds (VOCs)	78	Each	$52.00	$4,056.00		MW-1, MW-2A, MW-3, MW-4, MW-5, MW-6A, MW-7, MW-8, MW-9, MW-10 (10 wells + 1 eq bl + 2 trip blank)
109	Semi-annual	Field Sampling of all tests above	Field Sampling	6	Each	$1,100.00	$6,600.00		See Above
110	Semi-annual	EPA 200.7-NPW	Heavy metals	12	Each	$5.95	$71.40	**Surface Water Toytown**	SW-1, SW Eq. Blank
111	Semi-annual	EPA 200.8-NPW	Trace metals	12	Each	$5.95	$71.40		
112	Semi-annual	EPA 1631E	Mercury	12	Each	$75.00	$900.00		
113	Semi-annual	SM 2340B	Calcium Hardness, Calculated	12	Each	$5.00	$60.00		
114	Semi-annual	Field Sampling of all tests above	Field Sampling	6	Each	$2,400.00	$14,400.00		See Above
115	Monthly	EPA 200.7-NPW	Calcium	36	Each	$9.00	$324.00	**Industrial Water Treatment Facility ("IWTF")**	BWSW-4
116	Monthly	SM 2340B	Calcium Hardness, Calculated	36	Each	$5.00	$180.00		BWSW-4
117	Monthly	EPA 200.7-NPW	Calcium	36	Each	$9.00	$324.00		Industrial Water Treatment Facility – Finished Water Effluent
118	Monthly	SM 2340B	Calcium Hardness, Calculated	36	Each	$5.00	$180.00		Industrial Water Treatment Facility – Finished Water Effluent

119	Monthly	SM 2320B	Total Alkalinity	36	Each	$9.50	$342.00		Industrial Water Treatment Facility – Finished Water Effluent
120	Monthly	SM 2540D	Total Suspended Solids	36	Each	$10.50	$378.00		Industrial Water Treatment Facility – Finished Water Effluent
121	Monthly	ASTM D516-11	Sulfate	36	Each	$9.00	$324.00		IWTF Post Clarifier
122	Quarterly	SM 9215D	Heterotrophic Bacteria	12	Each	$19.00	$228.00		IWTF Post RO Conc S2
123	Quarterly	SM 9215D	Heterotrophic Bacteria	12	Each	$19.00	$228.00		IWTF Post RO Perm S2
124	Monthly	ASTM D516-11	Sulfate	36	Each	$9.00	$324.00		IWTF Pre Clarifier
125	Quarterly	SM 9215D	Heterotrophic Bacteria	12	Each	$19.00	$228.00		IWTF Pre RO
126	Quarterly	EPA 200.7-NPW	Iron	12	Each	$12.00	$144.00		IWTF Pre RO
127	*Shows on laboratory report, but these are calculated values, not tests performed								

Additional Services To be Ordered As and If Needed

Line Item	Frequency	Description	Three Year Quantity	Unit of Measure	Unit Cost	Extended Total
128	As Needed	24-Hour Rush, 100% Rush Fee Surcharge	30	Each	$0.00	$0.00
129	As Needed	48-Hour Rush, 75% Rush Fee Surcharge	30	Each	$0.00	$0.00
130	As Needed	72-Hour Rush, 50% Rush Fee Surcharge	30	Each	$0.00	$0.00
131	As Needed	Field sampling, all tests	74	Hour	$12.00	$888.00
132	As Needed	Trip Charge, per hour	20	Hour	$29.00	$580.00
133	As Needed	Trip Charge, per trip	17	Each	$0.00	$0.00

Unspecified

Line Item	Frequency	Description	Quantity	Unit of Measure	Unit Cost	Total
134	As Needed	Unspecified- other tests not listed, substitute testing methods, etc.	1	All	$40,000.00	$40,000.00
135	**Contingency (Unspecified Department Use)**					$5,000.00
136					**Grand Total**	$419,092.25

Populate areas in green. Quantities quoted are estimated totals, and there is no guarantee of the number of services, if any, to be ordered. All pricing stated will be FOB Destination and inclusive of all fees and charges incurred to provide these services. In the event that an awarded item (test method) is no longer available, or the Contractor no longer offers the item (test method) during the term of this contract, the Contractor will provide an approved acceptable substitute item (test method) at a mutually acceptable negotiated price. Updates to methods, such as required by EPA's Method Update Rule or other regulations, will retain the price of the previous test method version unless just cause can be shown to change the price. The Contractor will file a written request with the purchasing department and be granted approval to substitute in writing before any substitution may be made.