

CLARK COUNTY
STAFF REPORT

Green
Y.N.

DEPARTMENT/DIVISION: Environmental Services / Policy and Planning / Clean Water Program

DATE: May 14, 2013

REQUEST: Authorize the Environmental Services Director to sign a contract with ALS Group USA Corporation to provide analytical laboratory services in an amount not to exceed \$275,000 through May 14, 2015. Also, authorize the director to sign up to three two-year contract extensions or amendments as described in Request for Proposal (RFP) 648.

CHECK ONE: Consent Hearing Chief Administrative Officer

BACKGROUND: Clark County Environmental Services performs several monitoring tasks including stormwater monitoring, long-term stream monitoring, and stormwater treatment facility evaluations. The stormwater monitoring is required by Clark County's National Pollutant Discharge Elimination Systems (NPDES) Phase I Municipal Stormwater Permit.

The permit specifies parameters to be tested, acceptable testing methods, and that labs must be accredited by the State Department of Ecology. Clark County issued RFP 648 for Ecology-accredited analytical services, also including required transport, processing, and analyses experience. RFP 648 is attached as Exhibit A of the professional services contract.

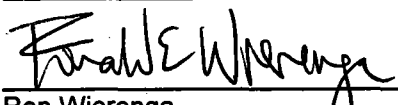
COMMUNITY OUTREACH: This contract supports the goals of the county's Stormwater Management Plan, upon which public input is sought and incorporated annually. Outreach to potential proposers followed county purchasing procedures, including advertising and distribution to a plan holders list. Three responsive proposals were received and reviewed by qualified county staff. The selected contractor meets all requirements, has extensive applicable experience, and was the reviewers' consensus choice.

BUDGET AND POLICY IMPLICATIONS: There is sufficient budget authority to support this contract in the 2013-2014 Environmental Services budget in the Clean Water Fund. The contract is consistent with existing policy to implement the county's NPDES Municipal Stormwater Permit issued by the State Department of Ecology.

FISCAL IMPACTS: Yes (see Fiscal Impacts Attachment) No

ACTION REQUESTED: Authorize the Environmental Services Director to sign a contract with ALS Group USA Corporation to provide analytical laboratory services in an amount not to exceed \$275,000 through May 14, 2015. Also, authorize the director to sign up to three two-year contract extensions or amendments as described in RFP 648.

DISTRIBUTION: Please return the approved staff report to Environmental Services Administration.



Ron Wierenga
Policy and Planning Division Manager

APPROVED: 

CLARK COUNTY, WASHINGTON
BOARD OF COMMISSIONERS



Anita Largent
Environmental Services Interim Director

May 14, 2013
SR 07613

BH/RW/bt

c: Purchasing



FISCAL IMPACT ATTACHMENT

Part I: Narrative Explanation

I.A - Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information.

This contract provides professional services for laboratory analysis of the following: 1) stormwater samples according to NPDES Permit requirements, and 2) stream samples according to county requirements under the Clean Water Program.

This expenditure is included in the 2013/2014 adopted budget.

Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
4420 / Clean Water Fund		\$200,000.00		\$75,000.00		
Total:	\$0.00	\$200,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00

II.A - Describe the type of revenue (grant, fees, etc.)

Revenue is from Clean Water Fees paid by property owners in unincorporated Clark County.

Part III: Estimated Expenditures

III.A - Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
4420 / Clean Water Fund			\$200,000.00		\$75,000.00		
Total:		\$0.00	\$200,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00

III.B = Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual		\$200,000.00		\$75,000.00		
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total:	\$0.00	\$200,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00

Staff Report Attachment (RFP Selection Process)

Date:	4/23/2013																																																																																																													
RFP Description:	RFP#648 Title: Analytical Laboratory Services Clark County seeks substantial analytical services for sample transport, processing, and analyses by a qualified, Washington State Department of Ecology accredited laboratory.																																																																																																													
Evaluation Process	Three proposals were reviewed by three Department of Environmental Services staff members. Proposals were evaluated and scored using the weighted criteria system included in Part III of RFP#648 with results summarized below.																																																																																																													
Evaluation Matrix	PROPOSERS - RFP #648 ANALYTICAL LABORATORY SERVICES																																																																																																													
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2"></th> <th colspan="4">ALS Group USA Corp./ALS Environmental</th> <th colspan="4">BSK Associates</th> <th colspan="4">TestAmerica Laboratories, Inc.</th> </tr> <tr> <th colspan="3">Panel Member</th> <th>Average</th> <th colspan="3">Panel Member</th> <th>Average</th> <th colspan="3">Panel Member</th> <th>Average</th> </tr> <tr> <th>Evaluation Criteria</th> <th>Max Pts.</th> <th>1</th> <th>2</th> <th>3</th> <th></th> <th>1</th> <th>2</th> <th>3</th> <th></th> <th>1</th> <th>2</th> <th>3</th> <th></th> </tr> </thead> <tbody> <tr> <td>Proposal Approach / Quality</td> <td>15</td> <td>14</td> <td>15</td> <td>13</td> <td>14.0</td> <td>8</td> <td>10</td> <td>10</td> <td>9.3</td> <td>7</td> <td>8</td> <td>10</td> <td>8.3</td> </tr> <tr> <td>Experience</td> <td>30</td> <td>30</td> <td>30</td> <td>25</td> <td>28.3</td> <td>15</td> <td>18</td> <td>17</td> <td>16.7</td> <td>15</td> <td>20</td> <td>18</td> <td>17.7</td> </tr> <tr> <td>Cost</td> <td>10</td> <td>8</td> <td>10</td> <td>8</td> <td>8.7</td> <td>5</td> <td>4</td> <td>8</td> <td>5.7</td> <td>7</td> <td>7</td> <td>8</td> <td>7.3</td> </tr> <tr> <td>Conformance to specs and methods</td> <td>45</td> <td>40</td> <td>42</td> <td>40</td> <td>40.7</td> <td>10</td> <td>14</td> <td>15</td> <td>13.0</td> <td>15</td> <td>13</td> <td>20</td> <td>16.0</td> </tr> <tr> <td>Total Average Score</td> <td></td> <td></td> <td></td> <td></td> <td>92</td> <td></td> <td></td> <td></td> <td>45</td> <td></td> <td></td> <td></td> <td>49</td> </tr> </tbody> </table>		ALS Group USA Corp./ALS Environmental				BSK Associates				TestAmerica Laboratories, Inc.				Panel Member			Average	Panel Member			Average	Panel Member			Average	Evaluation Criteria	Max Pts.	1	2	3		1	2	3		1	2	3		Proposal Approach / Quality	15	14	15	13	14.0	8	10	10	9.3	7	8	10	8.3	Experience	30	30	30	25	28.3	15	18	17	16.7	15	20	18	17.7	Cost	10	8	10	8	8.7	5	4	8	5.7	7	7	8	7.3	Conformance to specs and methods	45	40	42	40	40.7	10	14	15	13.0	15	13	20	16.0	Total Average Score					92				45				49
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Recommended Proposer:	The recommended proposer is ALS Group USA Corp. / ALS Environmental. Based on an evaluation of all proposals and negotiations, it is recommended that the analytical laboratory service contract be awarded to ALS Group USA Corp. / ALS Environmental for an initial two-year contract period. As noted in RFP #648, it is also recommended Clark County reserve the right to subsequently extend the contract with the same terms and conditions after this two-year period, with analytical prices re-negotiated between the County and ALS prior to future execution of extensions.																																																																																																													
Comments: <small>Include the total cost of the contract for E-Verify requirements</small>	The recommended initial two-year contract amount is not to exceed \$275,000. The ALS proposal demonstrated meeting specific state-required analyses methods and laboratory experience. TestAmerica did not meet many of the required laboratory analyses methods and sensitivities. BSK Associates did not demonstrate already having Washington State Department of Ecology accreditation for many of the required specific methods.																																																																																																													

Professional Services Contract
Contract Purchase Agreement No.

THIS AGREEMENT, entered this _____ day of _____ 2013, by and between CLARK COUNTY, after this called "County," a political subdivision of the State of Washington, and ALS Group USA Corporation, after this called "Contractor."

WITNESSETH

WHEREAS, the contractor has been chosen through a competitive Request For Proposal (RFP #648) process by the County and has the expertise to provide analytical laboratory services.

WHEREAS, the County does not have available staff to provide such services for the benefit of the services of Clark County, NOW, THEREFORE,

THE COUNTY AND THE CONTRACTOR MUTUALLY AGREE AS FOLLOWS:

1. Services. The Contractor shall perform services as follows:

A. Generally: To provide professional services for the County and to perform those services more particularly set out in the attached RFP #648 and Contractor's responsive proposal and incorporated herein by this reference as Exhibit "A."

2. Time. The contract shall be deemed effective beginning May 15, 2013 and ending May 14, 2015. County reserves the right to extend the contract for a period of three consecutive two-year periods, with the same terms and conditions, by service of a written notice of its intention to do so prior to the contract termination date. Quoted prices can be renegotiated prior to execution of extension(s).

3. Compensation. County shall pay the Contractor for performing said services upon receipt of a written invoice according to the following schedule:

A. Fees paid Contractor shall be those fee schedules set forth in "Exhibit A". The parties mutually agree that in no event shall the amount of billing exceed two-hundred-seventy-five thousand dollars (\$275,000) without prior written approval of the County.

4. Termination. The County may terminate this contract immediately upon any breach by Contractor in the duties of Contractor as set forth in contract. The waiver by the County of one or more breach shall not be held or construed as a waiver of any subsequent breach or breaches. Further, County may terminate this contract upon immediate notice to Contractor in the event that the funding for the project ceases or is reduced in amount. The Contractor will be reimbursed for services expended up to the date of termination.

5. Independent Contractor. The Contractor shall always be an independent contractor and not an employee of the County, and shall not be entitled to compensation or benefits of any kind except as specifically provided herein.

6. Indemnification / Hold Harmless. The Contractor shall defend, indemnify and hold the County, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the County. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the County, its officers, officials, employees, and

volunteers, the Contractor's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

7. Wage and hour compliance. Contractor shall comply with all applicable provisions of the Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall always save County free, clear and harmless from all actions, claims, demands and expenses arising out of said act and the rules and regulations that are or may be promulgated in connection therewith.

8. Social Security and Other Taxes. The Contractor assumes full responsibility for the payment of all payroll taxes, use, sales, income or other form of taxes, fees, licenses, excises, or payments required by any city, federal or state legislation that is not or may during the term of this agreement be enacted as to all persons employed by the Contractor in performance of the work pursuant to this agreement and shall assume exclusive liability therefore, and meet all requirements thereunder pursuant to any rules and regulations that are now and may be promulgated in connection therewith.

9. Contract Documents: Contract documents consist of this agreement and Exhibit "A", which consists of RFP #648 and contractor's responsive proposal to RFP #648. Where provisions of the contract and provisions of the proposal are

inconsistent, the provisions contained in the proposal shall be controlling.

10. Equal Employment Opportunity: The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, gender, sexual orientation, age, disability, marital status or national origin.

11. Changes: County may, from time to time, require changes in the scope of the services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between County and the Contractor, shall be incorporated in the written amendments to the agreement.

12. Public records act: Notwithstanding the provisions of this Agreement, to the extent any record, including any electronic, audio, paper or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, RCW Chapter 42.56, as may hereafter be amended, Contractor agrees to maintain all records constituting public records and to produce or assist Clark County in producing such records, within the time frames and parameters set forth in state law. Contractor further agrees that upon receipt of any written public record request, Contractor shall, within two business days, notify Clark County by providing a copy of the request to the Clark County Public Records Officer/Department of Environmental Services.

13. Governing Law. This agreement shall be governed by the laws of the State of Washington. Venue for any litigation shall be Clark County, Washington.

14. Confidentiality. With respect to all information relating to County that is

confidential and clearly so designated, Contractor agrees to keep such information confidential.

15. Conflict of Interest. The Contractor covenants that it has had no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder. This Contract further covenants that in the performance of this agreement, no person having such interest shall be employed.

16. Consent and Understanding. This agreement contains a complete and integrated understanding of the agreement between the parties and supersedes any understandings, agreement, or negotiations, whether oral or written, not set forth herein or in written amendments hereto duly executed by both parties.

17. Severability. If any provision of this agreement is held invalid, the remainder would then continue to conform to the terms and requirements of applicable law.

IN WITNESS THEREOF, County and the Contractor have executed this agreement on the date first above written.

APPROVED AS TO FORM ONLY
ANTHONY F. GOLIK
Prosecuting Attorney

Anita Largent,
Environmental Services Interim Director

By Christine M. Cook
Christine M. Cook
Deputy Prosecuting Attorney

Jeff Grindstaff
ALS Group USA Corporation

Vendor/Contractor:

Have you or any of your employees who will be directly compensated retired from a Washington State Retirement System using the 2008 Early Retirement Factor?

Yes

No

If yes, please provide the name and social security number for each retiree to Clark County Purchasing.

Professional Services Contract

Between CLARK COUNTY and ALS Environmental

Exhibit A

Contents

Tab. 1. Request for Proposals #648, Analytical Laboratory Services

General Terms and Conditions and Table of Contents

Part I, Proposal Requirements

Part II, Proposal Preparation and Submittal

Part III, Proposal Evaluation & Contract Award

Attachment A, Cover Sheet

Attachment B, Letter of Interest

Attachment C, Phase I Municipal Stormwater Permit Appendix 9 – Stormwater Discharge Monitoring (Selected sections from Ecology's 2013-2018 Permit)

Attachment D, Ecology Approved Alternative Methods or Method Reporting Limits for Clark County NPDES Stormwater Samples

Attachment E, Additional Analytical Methods and Reporting Limits

Attachment F, Example Excel Template for Laboratory Data Submittal to Clark County

Tab. 2 ALS Group USA Corporation Proposal

Proposal

E-Verify MOU



RFP # 648
PROFESSIONAL, TECHNICAL AND EXPERT SERVICES

Clark County Washington
Release date: April 3, 2013

Request for Proposal for:

Analytical Laboratory Services

PROPOSALS DUE: April 19, 2013 by 4:00 p.m.

Proposal(s) shall be sealed and clearly marked on the package cover with RFP #, Project Title and Company name.

Submit one (1) original paper copy and a CD containing a PDF of the Proposal to:

Clark County
Office of Purchasing
P.O. Box 5000
1300 Franklin Street, 6th Floor, Suite 650
Vancouver, Washington 98660
(360) 397-2323

Refer Questions to: Bob Hutton

Project Manager: Bob Hutton, Clark County Department of Environmental Services
Email address: Bob.Hutton@clark.wa.gov

General Terms and Conditions

ADMINISTRATIVE REQUIREMENTS - Contractors shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW), and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington.

ALL proposals submitted become the property of Clark County. It is understood and agreed that the prospective Proposer claims no proprietary rights to the ideas and written materials contained in or attached to the proposal submitted. Clark County has the right to reject or accept proprietary information.

AUTHORSHIP - Applicants must identify any assistance provided by agencies or individuals outside the proposer's own organization in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from this RFP.

CANCELLATION OF AWARD - Clark County reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations or policy make it necessary to change the program purpose or content, discontinue such programs, or impose funding reductions. In those cases where negotiation of contract activities are necessary, Clark County reserves the right to limit the period of negotiation to sixty (60) days after which time funds may be unencumbered.

CONFIDENTIALITY: Proposer shall comply with all applicable state and federal laws governing the confidentiality of information.*

CONFLICT OF INTEREST - All proposals submitted must contain a statement disclosing or denying any interest, financial or otherwise, that any employee or official of Clark County or the appropriate Advisory Board may have in the proposing agency or proposed project.

CONSORTIUM OF AGENCIES - Any consortium of companies or agencies submitting a proposal must certify that each company or agency of the consortium can meet the requirements set forth in the RFP.

COST OF PROPOSAL & AWARD - The contract award will not be final until Clark County and the prospective contractor have executed a contractual agreement. The contractual agreement consists of the following parts: (a) the basic provisions and general terms and conditions, (b) the special terms and conditions, (c) the project description and goals (Statement of Work), and (d) the budget and payment terms. Clark County is not responsible for any costs incurred prior to the effective date of the contract. Clark County reserves the right to make an award without further negotiation of the proposal submitted. Therefore, the proposal should be submitted in final form from a budgetary, technical, and programmatic standpoint.

DISPUTES: Clark County encourages the use of informal resolution to address complaints or disputes arising over any actions in implementing the provisions of this RFP. Written complaints should be addressed to Clark County – Purchasing, P.O. Box 5000, Vancouver, Washington 98666-5000.

DIVERSITY IN EMPLOYMENT AND CONTRACTING REQUIREMENTS - It is the policy of Clark County to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program. Clark County is an equal opportunity employer and is committed to providing equal opportunity in employment and in access to the provision of all county services. Clark County's Equal Employment Opportunity Plan is available at <http://www.clark.wa.gov/hr/documents.html>. This commitment applies regardless of race, color, religion, creed, sex, marital status, national origin, disability, age, veteran status, on-the-job injury, or sexual orientation. Employment decisions are made without consideration of these or any other factors that are prohibited by law. In compliance with department of Labor Regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be discriminated against in admission or access to any program or activity. The prospective contractor must agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements.

ENVIRONMENTALLY RESPONSIBLE PURCHASING PROGRAM - Clark County has implemented an Environmentally Responsible Purchasing Policy with a goal to reduce negative impacts on human health and the environment. Negative environmental impacts include, but are not limited to, greenhouse gases, air pollution emissions, water contamination, waste from the manufacturing process and waste in packaging. This policy also seeks to increase: 1) water and energy efficiency; 2) renewable energy sources; 3) use of products with recycled content; 4) product durability; 5) use of products that can be recycled, reused, or composted at the end of

its life cycle. Product criteria have been established on the Green Purchasing List <http://www.clark.wa.gov/general-services/purchasing/erp/environmental.html>

INDEPENDENT PRICE DETERMINATION - The prospective contractor guarantees that, in connection with this proposal, the prices and/or cost data have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition. This does not preclude or impede the formation of a consortium of companies and/or agencies for purposes of engaging in jointly sponsored proposals.

INTERLOCAL AGREEMENT - Clark County has made this RFP subject to Washington State statute RCW 39.34. Therefore the bidder may, at the bidders' option, extend identical prices and services to other public agencies wishing to participate in this RFP. Each public agency wishing to utilize this RFP will issue a purchase order (or contract) binding only their agency. Each contract is between the proposer and the individual agency with no liability to Clark County.

LIMITATION - This RFP does not commit Clark County to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or contract for services or supplies.

LATE PROPOSALS - A proposal received after the date and time indicated above will not be accepted. No exceptions will be made.

ORAL PRESENTATIONS: An oral presentation may be required of those prospective contractors whose proposals are under consideration. Prospective contractors may be informed that an oral presentation is desired and will be notified of the date, time and location the oral presentation is to be conducted.

OTHER AUDIT/MONITORING REQUIREMENTS - In addition, auditing or monitoring for the following purposes will be conducted at the discretion of Clark County: Fund accountability; Contract compliance; and Program performance.

PRICE WARRANT - The proposal shall warrant that the costs quoted for services in response to the RFP are not in excess of those which would be charged any other individual or entity for the same services performed by the prospective contractor.

PROTESTS must be submitted to the Purchasing Department.

PUBLIC SAFETY may require limiting access to public work sites, public facilities, and public offices, sometimes without advance notice. The successful Proposer's employees and agents shall carry sufficient identification to show by whom they are employed and display it upon request to security personnel. County project managers have discretion to require the successful Proposer's employees and agents to be escorted to and from any public office, facility or work site if national or local security appears to require it.

REJECTION OF PROPOSALS - Clark County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP if it is in the best interest of Clark County to do so.

SUBCONTRACTING - No activities or services included as a part of this proposal may be subcontracted to another organization, firm, or individual without the approval of Clark County. Such intent to subcontract shall be clearly identified in the proposal. It is understood that the contractor is held responsible for the satisfactory accomplishment of the service or activities included in a subcontract.

VERBAL PROPOSALS: Verbal proposals will not be considered in making the award of any contract as a result of this RFP.

WORKERS COMPENSATION INSURANCE - The contractor shall comply with R.C.W. Title 51- with minimum coverage limits of \$500,000 for each accident, or provide evidence that State law does not require such coverage.

FOR ALTERNATIVE FORMATS
Clark County ADA Office; V (360) 397-2025;
TTY (360) 397-2445; ADA@Clark.wa.gov

Request for Proposals Table of Contents

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6. Employment Verification

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2. Evaluation Criteria Scoring

Section IIIB: Contract Award

1. Consultant Selection
2. Contract Development
3. Award Review
4. Orientation/Kick-off Meeting

ATTACHMENTS

- A: Proposal Cover Sheet
- B: Letter of Interest
- C: Phase I Municipal Stormwater Permit Appendix 9 – Stormwater Discharge Monitoring
- D: Ecology Approved Alternative Methods or MRLs for Clark County NPDES Stormwater Samples
- E: Additional Analytical Methods and Reporting Limits
- F: Example Excel Template for Laboratory Data Submittal to Clark County

Request for Proposal # 648

Analytical Laboratory Services

Part I Proposal Requirements

Section IA General Information

1. Introduction
Clark County seeks substantial analytical laboratory services for sample transport, processing and analyses by a qualified, Washington State Department of Ecology-accredited laboratory. Analyses parameters, methods, and reporting limits must meet those specified in this RFP or as otherwise requested by Clark County.
2. Background
Clark County performs several monitoring tasks including stormwater monitoring, stream monitoring, and illicit discharge screening. Much of the stormwater monitoring is required by Clark County's NPDES Phase 1 Municipal Stormwater Permit. Anticipated samples during the first year of the contract resulting from this RFP are estimated to be more than twenty-five individual composite stormwater samples and a similar number of stormwater grab samples; plus approximately 300 additional stream grab samples, but fewer sediment samples. Future analyses quantities depend on upcoming County priorities.
3. Scope of Project
Clark County seeks professional laboratory services that include timely sample transport, complex sample processing, adhering to specific analyses methods, and clear results reporting by a Washington State Department of Ecology-accredited laboratory with experience handling a wide range of stormwater, surface water, and sediment parameters and QA/QC procedures.
4. Project Funding
Allocation of funds for this RFP will be established based on prices quoted in the selected proposal and anticipated laboratory services needed over the course of the contract period.
5. Timeline for Selection
The following dates are the intended timeline:

Proposals due	4/19/2013
Selection committee recommendation	4/24/2013
Contract negotiation/execution	5/7/2013
Contract intended to begin	5/15/2013
6. Employment Verification
"Effective November 1st, 2010, to be considered responsive to any formal Clark County Bid/RFP or Small Works Quote, all vendors shall submit before, include with their response or within 24 hours after submittal, a recent copy of their E-Verify MOU or proof of pending enrollment. The awarded contractor shall be responsible to provide Clark County with the same E-Verify enrollment documentation for each sub-contractor (\$25,000 or more) within thirty days after the sub-contractor starts work. Contractors and sub-contractors shall provide a report(s) showing status of new employee's hired after the date of the MOU. The status report shall be directed to the county department project manager at the end of the contract, or annually, which ever comes first. E-Verify information and enrollment is available at the Department of Homeland Security web page: www.dhs.gov/E-Verify

How to submit the MOU in advance of the submittal date:
 1. Hand deliver to 1300 Franklin St, Suite 650, Vancouver, WA 98660, or;
 2. Fax to (360) 397-6027, or;
 3. Call Purchasing at (360) 397-2323 for a current email address.*Note : Sole Proprietors are exempt.*

Request for Proposal # 648

Analytical Laboratory Services

Section IB Work Requirements

1. Required Services Clark County requires the following laboratory services:
- Timely sample pick-up to help meet sample holding time requirements and secure transport to the lab of ice-packed samples, within multiple County supplied plastic and/or glass stormwater carboys ranging in size up to 20 liters each or laboratory supplied sample bottles, all transported within coolers provided by the laboratory,
 - Following documented chain-of-custody procedures,
 - Sample analyses within specified holding times and documentation of any exceedances,
 - Quick and accurate completion of complex large volume composite sample(s) splitting, by experienced laboratory staff, using County provided pump system and Teflon / polypropylene chum and / or cone splitter methods specific to individual sample type and volume, as well as consistent with U.S.G.S. techniques [U.S. Geological Survey, Techniques of Water-Resources Investigations (TWRI) Book 9, National Field Manual for the Collection of Water-Quality Data, Chapter A5 (especially Section 5.1) Processing of Water (Ver2, 4/02)], unless alternative methods are reviewed and approved by Clark County,
 - Analyses of all NPDES permit-required sample parameters per Attachment C "Phase I Municipal Stormwater Permit Appendix 9 – Stormwater Discharge Monitoring (Selected sections from Ecology's 2013-2018 Permit)" or Attachment D "Ecology Approved Alternative Analyses Methods or Method Reporting Limits for Clark County NPDES Stormwater Samples" which list specific analytes (or surrogates) of interest, required methods (or approved alternatives), as well as reporting limits,
 - As requested by Clark County, analysis of other water or sediment samples utilizing alternative methods and reporting limits after consultation with the laboratory chosen as the result of this RFP. For example, sample analyses per Attachment E "Additional Analytical Methods"; which list specific analytes of interest, referenced methods, and reporting limits; or Clark County proposed alternative methods meeting these or other reporting limits.
2. County Performed Work Clark County currently is following Standard Operating Procedures and Quality Assurance Project Plans for various monitoring projects including those involving automated flow-weighted sampling systems and grab samples. Project managers, field, and support staff perform or oversee the work associated with these ongoing monitoring projects.
3. Deliverables & Schedule Outcomes / Deliverables include:
- Timely email confirmation of receipt of samples noting expected work completion date, any concerns or comments on samples received, and parameters to be analyzed,
 - Timely emailed chain of custody in PDF format,
 - Emailed delivery of Analytical Report in PDF format containing cover letter, acronyms, data qualifiers, pertinent state accreditations, case narrative describing any anomalies in analyses, finalized chain of custody, parameter analyses and QA/QC results associated with each sample grouped by General Chemistry, Metals, Semi-Volatile Organic Compounds, Organophosphorus Pesticides, and similarly organized Subcontracted laboratory results,
 - Excel spreadsheet format laboratory results based on County provided template (Attachment F).
4. Place of Performance Contract performance may take place in the County's facility, the Proposer's facility, a third party location or any combination thereof.
5. Period of Performance A contract awarded as a result of this RFP will be for 2 years and is intended to begin on May 15, 2013 and end May 14, 2015. Clark County reserves the right to extend the contract resulting from this RFP for a period of three (3) additional two-year periods, for a

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total period of up to eight years, with the same terms and conditions by service of a written notice of its intention to do so prior to the contract termination date. Quoted prices may be re-negotiated prior to execution of extension(s).

6. Insurance/Bond

A. Commercial General Liability (CGL) Insurance written under ISO Form CG0001 or its latest equivalent with minimum limits of \$500,000 per occurrence and in the aggregate for each one year policy period. This policy will renew annually. This coverage may be any combination of primary, umbrella or excess liability coverage affording total liability limits of not less than \$500,000 per occurrence and in the aggregate. However, if other policies are added they must be a follow-form policy in language, renewal date, and have no more exclusions than the underlying coverage. Products and Completed Operations coverage shall be provided for a period of three years following Substantial Completion of the Work. The deductible will not be more than \$50,000 unless prior arrangements are made with Clark County on a case by case basis; the criterion is the Contractor's liquidity and ability to pay from its own resources regardless of coverage status due to cancellation, reservation of rights, or other no-coverage-enforce reason. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Cross Liability.

B. Automobile

If the Proposer or its employees use motor vehicles in conducting activities under this Contract, liability insurance covering bodily injury and property damage shall be provided by the Proposer through a commercial automobile insurance policy. The policy shall cover all owned and non-owned vehicles. Such insurance shall have minimum limits of \$500,000 per occurrence, combined single limit for bodily injury liability and property damage liability with a \$1,000,000 annual aggregate limit. If the Proposer does not use motor vehicles in conducting activities under this Contract, then written confirmation to that effect on Proposer letterhead shall be submitted by the Proposer.

C. Proof of Insurance

Proof of Insurance shall be provided prior to the starting of the contract performance. Proof will be on an ACORD Certificate(s) of Liability Insurance, which the Proposer shall provide to Clark County. Each certificate will show the coverage, deductible and policy period. Policies shall be endorsed to state that coverage will not be suspended, voided, canceled or reduced without a 30 day written notice by mail. It is the Proposer's responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the contract.

All policies must have a Best's Rating of A-VII or better.

7. Plan Holders List

All proposers are required to be listed on the plan holders list.

✓ Prior to submission of proposal, please confirm your organization is on the Plan Holders List below:

To view the Plan Holders List, please click on the link below or copy and paste into your browser.

Clark County RFP site:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

If your organization is NOT listed, submit the "Letter of Interest" to ensure your inclusion. See Attachment B. Proposals received by Clark County by proposers not included on the Plan Holders List may be considered non-responsive.

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Part II Proposal Preparation and Submittal

Section IIA Pre-Submittal Meeting / Clarification

1. Pre-Submittal Meeting There will be no pre-submittal meeting or site visit scheduled for this project.
2. Proposal Clarification Questions and Requests for Clarification regarding this Request for Proposal must be directed in writing, via email, to the person listed on the cover page. The deadline for submitting such questions/clarifications is seven calendar days prior to the due date for proposals.

An addendum will be issued no later than six calendar days prior to the proposal due date to all recorded holders of the RFP if a substantive clarification is in order.

The Questions & Answers/Clarifications are available for review at the link below. Each proposer is strongly encouraged to review this document prior to submitting their proposal.

Clark County RFP site:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

Section IIB Proposal Submission

1. Proposals Due Sealed proposals must be received no later than the date, time and location specified on the cover of this document.

The outside of the envelope/package shall clearly identify:

1. RFP Number and;
2. TITLE and;
3. Name and address of the proposer.

Responses received after submittal time will not be considered and will be returned to the Proposer - unopened.

Proposals received with insufficient copies (as noted on the cover of this document) cannot be properly disseminated to the Review Committee and other reviewers for necessary action, therefore, may not be accepted.

2. Proposal Proposals must be clear, succinct and not exceed 20 pages, excluding resumes. Proposer's who submit more than the pages indicated may not have the additional pages of the proposal read or considered.

For purposes of review and in the interest of the County, the County encourages the use of submittal materials (i.e. paper, dividers, binders, brochures, etc.) that contain post-consumer recycled content and are readily recyclable.

The County discourages the use of materials that cannot be readily recycled such as PVC (vinyl) binders, spiral bindings, and plastic or glossy covers or dividers. Alternative bindings such as reusable/recyclable binding posts, reusable binder clips or binder rings, and recyclable cardboard/paperboard binders are examples of preferable submittal materials.

Proposer's are encouraged to print/copy on both sides of a single sheet of paper wherever applicable; if sheets are printed on both sides, it is considered to be two pages. Color is acceptable, but content should not be lost by black-and-white printing or copying.

All submittals will be evaluated on the completeness and quality of the content. Only

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those Proposer's providing complete information as required will be considered for evaluation. The ability to follow these instructions demonstrates attention to detail.

Section IIC

Proposal Content

1. Cover Sheet

This form is to be used as your proposal Cover Sheet

See Cover Sheet - Attachment A

2. Project Team

Provide a brief text summary of directly involved staff's titles, credentials, and pertinent experience levels including period of time utilizing applicable skills.

3. Management Approach

Provide brief text summary describing project team roles, responsibilities, lines of communication, and procedures to ensure application of referenced standard operating procedures and applicable laboratory procedures including those for laboratory accreditation.

4. Respondent's Capabilities

Provide evidence of applicable lab accreditation and examples of previous work, including references, with specific applicability to Section IB1 above.

5. Project Approach and Understanding

Proposals must be clear and succinct but include at a minimum:

A.) Text describing:

- sample pick-up, transport, and chain of custody procedures,
- typical maximum laboratory delivery times, barring emergency circumstances, from communicated sample pick-up times to sample processing at lab,
- lab environment and proposed standard operating procedures and time required for splitting composite samples and associated QA/QC processes,
- pertinent training and experience of all staff involved in the splitting procedure,
- sample transfer for analyses.

B) Provide additional sufficient detail in a table(s) structured and organized similar to this RFP's Attachment C "Phase I Municipal Stormwater Permit Appendix 9 – Stormwater Discharge Monitoring, Table A9-1 Analytical Procedures in Stormwater and Table A9-2 Analytical Procedures in Sediments" and Attachment D and E, to allow easy verification of requirements for water and sediment samples analyses, identifying and summarizing:

- laboratory providing analyses
- ALL analytes (or surrogates) listed in Attachment C's Appendix 9 "Parameters Section" and Attachments D and E,
- proposed analytical methods from those listed under Attachment C's Appendix 9 tables' "Method in Water", "Method in Sediment", or as applicable in Attachments D and E,
- analytical reporting limit,
- unit price for each analyte (including all individual compounds identified in Appendix 9's Parameters – Flow Weighted Composite, Grab, and Sediment Samples' sections, except combined costs for those parameters specifically identified as having combined costs when several are analyzed as a group),
- expected turnaround time from sample submittals to reporting analyses results,
- Washington State Department of Ecology Accreditation for each specific analyte.

C.) Text describing content of typical laboratory analytical report (may also provide example) and procedures for ensuring consistency with required electronic data delivery of laboratory results using County provided spreadsheet template (Attachment F – Example Excel spreadsheet template).

6. Proposed Cost

Quote unit and total prices, taking into account any potential quantity discounts, in the table(s) for the analyses described above in part IIC-5 (structured similarly to Attachment C, "Appendix 9- Stormwater Discharge Monitoring" tables).

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Quote unit and total prices in a separate table for any other charges / costs or reimbursements to Clark County not in the above analyte table(s) such as: composite splitting costs (hourly rate), standard sample delivery costs (if any), County-requested courier service costs, costs for sample container cleaning by lab, reimbursement / credit to Clark County for laboratory damage to County equipment, and optional available services.

**7. Employment
Verification**

Please place documentation of employment verification process (see section 1A.6) at the end of the proposal.

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Part III Proposal Evaluation & Contract Award

Section IIIA Proposal Review and Selection

1. Evaluation and Selection: Proposals received in response to this RFP will be evaluated by a Review Committee. Committee review results and recommendations may be presented to an appropriate advisory board prior to the consent process with the Clark County Board of Commissioners.

2. Evaluation Criteria Scoring: Each proposal received in response to the RFP will be objectively evaluated and rated according to a specified point system.

A one hundred (100) point system will be used, weighted against the following criteria:

1.	Proposal approach/quality	15
2.	Experience	30
3.	Cost	10
4.	Conformance to specs and methods	45

Section IIIB Contract Award

1. Consultant Selection: The County will award a contract to the highest scoring Proposer. Should the County not reach a favorable agreement with the highest scoring Proposer, the County shall terminate negotiations and commence negotiations with the second highest scoring Proposer and so on until a favorable agreement is reached.

2. Contract Development: The proposal and all responses provided by the successful Proposer may become a part of the final contract. The form of contract shall be the County's Contract for Profession Services.

3. Award Review: The public may view proposal documents after contract execution. However, any proprietary information so designated by the Proposer as a 'trade secret' will not be disclosed unless the Clark County Prosecuting Attorney determines that disclosure is required. At this time, Proposers not awarded the contract, may seek additional clarification or debriefing, request time to review the selection procedures or discuss the scoring methods utilized by the evaluation committee.

4. Orientation/Kick-off Meeting: There will be no contract orientation or kick-off meeting.

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Attachment A COVER SHEET

General Information:

Legal Name of Applicant/Company/Agency _____

Street Address _____ City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Fax _____

Program Location (if different than above) _____ Email address _____

Tax Identification Number _____

ADDENDUM:

Proposer shall insert number of each Addendum received. If no addendum received, please mark "NONE".

No. _____ Dated: _____ No. _____ Dated: _____ No. _____ Dated: _____

NOTE: Failure to acknowledge receipt of Addendum may render the proposal non-responsive.

→ Does the proposal comply with the requirements contained within the RFP?
A "No" response may disqualify the proposal from further consideration.

Yes No

→ Did outside individuals or agencies assist with preparation of this proposal?

Yes No (if yes, describe.)**

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Board of Commissioners.

Signature,

Print Name and Title

Date

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Attachment B LETTER OF INTEREST

Legal Name of Applicant Agency _____

Street Address _____

City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Fax _____

Program Location (if different than above) _____

Email address _____

- All proposer's are required to be included on the plan holders list. If your organization is NOT listed, submit the 'Letter of Interest' to ensure your inclusion.

In the body of your email, request acknowledgement of receipt.

Email Attachment B to: leisha.till@clark.wa.gov

Clark County web link:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

This document will only be used to add a proposer to the plan holders list. Submitting this document does not commit proposer to provide services to Clark County, nor is it required to be submitted with proposal.

Proposals may be considered non-responsive if the Proposer is not listed on the plan holders list.

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Attachment C PHASE I MUNICIPAL STORMWATER PERMIT APPENDIX 9 – Stormwater Discharge Monitoring (Selected sections from Ecology's 2013-2018 Permit)

Parameters

Flow-weighted composite samples shall be analyzed for the following parameters utilizing an Ecology- or EPA-accredited laboratory and the methods and reporting limits as provided in table A9-1 at the end of this appendix or otherwise approved by Ecology.

- Conventional parameters: total suspended solids (TSS), turbidity, conductivity, chloride, biochemical oxygen demand (BOD₅), hardness, and methylene blue activating substances (MBAS).
- Nutrients: total phosphorus, orthophosphate, total kjeldahl nitrogen, and nitrate plus nitrite
- Metals, total and dissolved: copper, zinc, cadmium, lead, and mercury
- Organics:
 - Polycyclic aromatic hydrocarbon (PAH) compounds: acenaphthene, acenaphthylene, anthracene, benzo(a)anthracene, benzo(a)pyrene, benzo(b)fluoranthene, benzo(ghi)perylene, benzo(k)fluoranthene, chrysene, dibenzo(a,h), fluoranthene, fluorene, indeno(1,2,3-cd)pyrene, naphthalene, phenanthrene, and pyrene
 - Herbicides: 2,4-D and dichlobenyl
 - Insecticides: carbaryl and chlorpyrifos
 - Phthalates: bis(2-Ethylhexyl)phthalate

If the volume of the stormwater sample collected from a qualifying storm is insufficient to allow analysis for all of the parameters listed above, the sample shall be analyzed for as many parameters as possible in the following priority order: (1) metals and hardness; (2) TSS; (3) organics: PAHs, herbicides, insecticides, phthalates; (4) nutrients; (5) conductivity; (6) BOD₅; and (7) remaining conventional parameters. If insufficient sample exists to run the next highest priority pollutant, that analysis may be bypassed and analyses run on lower priority pollutants in accordance with the remaining priority order to the extent possible. Parameters that are below reporting limits after two years of data may be dropped from the analysis.

Grab samples shall be analyzed for the following parameters utilizing an Ecology- or EPA- accredited laboratory and the methods and reporting limits listed in table A9-1 at the end of this Appendix.

- Fecal coliform bacteria
- Total petroleum hydrocarbons (TPH): NWTPH-Gx and NWTPH-Dx and BTEX (benzene, toluene, ethyl-benzene, and xylenes). The lube oil fraction, not the diesel fraction, is targeted for NWTPH-Dx

Sediment samples shall be analyzed for the following parameters utilizing an Ecology- or EPA- accredited laboratory and the methods and reporting limits listed in table A9-2 at the end of this Appendix or otherwise approved by Ecology. If the volume of sediment sample is insufficient to analyze for all of the parameters listed below, the sample shall be analyzed for as many parameters as possible in the following priority order:

- Total organic carbon
- Metals: copper, zinc, lead, cadmium, and mercury
- Organics:
 - PAH compounds: benzo(a)anthracene, benzo(a)pyrene, benzo(b)fluoranthene, chrysene, 2,6-dimethylnaphthalene, 2-ethylnaphthalene, fluoranthene, naphthalene, perylene, phenanthrene, and pyrene
 - Petroleum hydrocarbons: NWTPH-Dx
 - Pyrethroids: bifenthrin
 - PCBs: aroclors

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- Total volatile solids
- Total phosphorus
- Percent solids, grain size

A minimum of one sediment sample per year shall be collected. Additional samples shall be collected if insufficient sample exists from a single sample to run all of the organic pollutants listed above. A visual, qualitative determination of grain size shall be reported for all samples (in addition to the quantitative analysis for all samples with sufficient volume). Parameters that are below reporting limits after two years of data may be dropped from the analysis.

Laboratory Methods

The Permittee's stormwater discharge monitoring program shall use the following analytical methods or other methods approved by the U.S. Environmental Protection Agency or Ecology with similar reporting limits, unless alternative methods are approved by Ecology. Any alternative method proposed by a Permittee must have a similar reporting limit, or must be justified as adequate for the likely, expected range of concentrations. Permittees are not guaranteed approval of alternative methods or reporting limits.

In cases where smaller volumes of water are expected to be collected, or to save analytical costs, Permittees may propose that some of the analyses be optimized for specific parameters or groups. The Permittee must, in consultation with a qualified chemist, define the exact volumes and optimization steps and include them in the QAPP.

Table A9-1 Analytical Procedures in Stormwater

Analyte	Method in Water	Reporting Limit ^a
Conventional Parameters		
Total suspended solids	SM 2540B ^b or SM 2540D	1.0 mg/L
Turbidity	EPA Method 180.1 or SM2130B	± 0.2 NTU
Conductivity	SM 2510 or EPA Method 120.1	± 1 umhos/cm
Chloride	EPA Method 300.0, EPA Method 325.2, or SM4110B or SM4500 Cl-E	0.2 mg/L
BOD ₅	SM5210B	2.0 mg/L
Particle size distribution	Coulter Counter, Laser diffraction, or comparable method - <i>see attached method</i>	NA
Grain Size	Sieve and pipette (ASTM 1997), PSEP 1986/2003, or comparable method	NA
pH	EPA Method 150.2 or SM 4500H ⁺	0.2 units
Hardness as CaCO ₃	EPA Method 200.7, SM2340B(ICP), SM2340C (titration) or SM 3120B	1.0 mg/L
Methylene blue activated substances (MBAS)	CHEMetrics Colorimetric or SM5540C	0.025 mg/L
Bacteria		
Fecal Coliform	SM 9221E	2 min., 2E6 max.
Nutrients		
Orthophosphate and total phosphorus	EPA Method 365.3, EPA Method 365.4, SM 4500-P E or SM4500-P F	0.01 mg P/L

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Total Kjeldahl nitrogen	EPA Method 351.2, EPA Method 351.1, SM 4500 Norg-B, SM 4500 Norg-C, SM 4500 NH3-D, SM 4500 NH3-G, SM 4500 NH3-E or SM4500 NH3-F	0.5 mg/L
Nitrate-Nitrite	EPA Method 353.2 or SM 4500 -NO3 ⁻ E	0.01 mg/L
Metals		
Total recoverable zinc	EPA Method 200.8 (ICP/MS), EPA Method 200.7 (ICP) or SM 3125 (ICP/MS)	5.0 µg/L
Dissolved zinc	EPA Method 200.8 (ICP/MS), or SM 3125 (ICP/MS)	1.0 µg/L
Total recoverable lead	EPA Method 200.8 (ICP/MS), or SM 3125 (ICP/MS)	0.1 µg/L
Dissolved lead, copper, and cadmium	EPA Method 200.8 (ICP/MS), or SM 3125 (ICP/MS)	0.1 µg/L
Total recoverable copper	EPA Method 200.8 (ICP/MS), or SM 3125 (ICP/MS)	0.5 µg/L
Total recoverable cadmium	EPA Method 200.8 (ICP/MS), or SM 3125 (ICP/MS)	0.2 µg/L
Total and dissolved mercury	EPA Method 7470 (CVAA), EPA Method 245.7, or EPA Method 1631E	0.1 µg/L
Organics		
PAH compounds	EPA Method 8310 or 8270 D SIM	0.1 µg/L
Herbicides (2,4-D, dichlobenil)	EPA Method 8270 D SIM or 8151 A	0.1 µg/L, 1 µg/L
Carbamate insecticides (carbaryl)	EPA Method 632	0.5 µg/L
Organophosphate insecticides (chlorpyrifos)	EPA Method 625 or EPA Method 614, 8270 D, EPA Method 622, EPA Method 1657	0.5 µg/L
Phthalates (bis(2-ethylhexyl)phthalate)	EPA Method 8270 D	1 µg/L
Petroleum Hydrocarbons		
NWTPH-Dx	Ecology, 1997, (Publication No. 97-602) or EPA SW-846 method 8015B; lube oil fraction	0.25-0.5 mg/L
NWTPH-Gx	Ecology, 1997, (Publication No. 97-602)	0.25 mg/L
BTEX	EPA Method 8260 or 602	1 µg/L or 5 µg/L

- a. The QAPP shall identify Ecology- or EPA-approved methods with appropriate reporting limits. An individual sample that could not be run at a reporting limit because of matrix interference or other such reasons would not be called into question for compliance purposes. All results shall be reported. For values below the reporting limit, report results at the method detection limit from the lab and the qualifier of "U" for undetected at that concentration.
- b. To ensure accurate results, Ecology recommends modifying these methods to analyze (filter) the entire field sample. Research results indicate that errors may be introduced by decanting a subsample, although using a funnel splitter may help. The analyst may also consider analyzing several premixed subsamples from the same sample container to determine if significant variability occurred due to stratification. Reports shall indicate whether the entire field sample or a subsample was used.

NA – Not applicable

SM – Standard Methods

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Table A9-2 Analytical Procedures in Sediments

Analyte	Method in Sediment	Reporting Limit ^a
Conventional Parameters		
Percent solids	SM 2540G	NA
Total organic carbon	Puget Sound Estuary Protocols (PSEP 1997), SM 5310B, SM 5310C, SM 5310D or EPA Method 9060	0.1%
Grain size	Sieve and Pipette (ASTM 1997), ASTM F312-97, ASTM D422 or PSEP 1986/2003	NA
Total phosphorus	EPA Method 365.3, EPA Method 365.4, SM 4500 P E or SM 4500 P F	0.01 mg/kg
Total volatile solids	EPA Method 160.4 or SM 2540G	0.1%
Metals		
Total recoverable zinc	EPA Method 200.8 (ICP/MS), EPA Method 6010, EPA Method 6020 or SM 3125 (ICP/MS), or EPA Method 200.7 (ICP)	5.0 mg/kg
Total recoverable lead	EPA Method 200.8 (ICP/MS), EPA Method 6010, EPA Method 6020 or SM 3125 (ICP/MS)	0.1 mg/kg
Total recoverable copper	EPA Method 200.8 (ICP/MS), EPA Method 6010, EPA Method 6020 or SM 3125 (ICP/MS)	0.1 mg/kg
Total recoverable cadmium	EPA Method 200.8 (ICP/MS), EPA Method 6010, EPA Method 6020 or SM 3125 (ICP/MS)	0.1 mg/kg
Total recoverable mercury	EPA Method 245.5 or EPA Method 7471B	0.005 mg/kg
Organics		
PAH compounds	EPA Method 8270 D	70 µg/kg dry
Pyrethroids (bifenthrin)	EPA Method 8270 D, EPA Method 1660	1.0 µg/kg dry
PCBs (aroclors)	EPA Method 8082	80 µg/kg dry
Petroleum Hydrocarbons		
NWTPH-Dx	Ecology, 1997 (Publication No. 97-602) or EPA SW-846 method 8015B	25.0-100.0 mg/kg

- a. The QAPP shall identify Ecology- or EPA-approved methods with appropriate reporting limits. An individual sample that could not be run at a reporting limit because of matrix interference or other such reasons would not be called into question for compliance purposes. All results shall be reported. For values below the reporting limit, report results at the method detection limit from the lab and the qualifier of "U" for undetected at that concentration.

NA – Not applicable

SM – Standard Methods

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Attachment D: ECOLOGY APPROVED ALTERNATIVE METHODS OR METHOD REPORTING LIMITS FOR CLARK COUNTY NPEDES STORMWATER SAMPLES

Analytes	Ecology Approved Alternative Method	Ecology Approved Alternative Reporting Limit
Water		
BOD5	SM 5210 B	4 mg/L
MBAS	SM 5540C	0.05 mg/L
TKN	ASTM D 1426-93B	0.2 mg/L
Nitrate/Nitrite	EPA 353.2	0.05 mg/L
Herbicides, Dichlobenil	EPA 525.5	0.1 ug/L
Particle Size Distribution	NIST 960-1	NA
Sediments		
Total recoverable mercury	7471A	0.02 mg/kg

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Attachment E: ADDITIONAL ANALYTICAL METHODS AND REPORTING LIMITS

Characteristic	Method	Reference	Resolution/ Reporting Limit
Water			
Total solids	Total residue	EPA 160.3	10.0 mg/L
Ammonia	Colorimetric	EPA 350.1	0.05 mg/L
Fecal coliform	Membrane Filter	SM 9222	2 cfu/100 mL
Potassium	Metals in Water by ICP-AES	EPA 200.7	50 ug/L
Total Nitrogen	Nitrogen	SM4500-N	0.10 mg/L

Attachment F: EXAMPLE EXCEL TEMPLATE FOR LABORATORY DATA SUBMITTAL TO CLARK COUNTY

CLIENT	PROJECT	LABNAME	SAMPLENAME	LABSAMPID	MATRIX	SAMPDATE	ANADATE	ANALYTE	METHODNAME	RESULT	DL	RL	UNITS	ANOTE	COMMENT
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/25/2013 13:10	Biochemical Oxygen Demand	SM 5210 B	10.3	2	4	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/25/2013 14:48	Chloride	EPA 300.0	21.2	0.2	1	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/7/2013 23:00	Conductivity	SM 2510	119	0.4	2	umhos/cm		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/25/2013 7:30	Hardness as CaCO3	SM 2340 C	26	1.6	4	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/25/2013 14:58	Surfactants	SM5540 C	0.112	0.05	0.05	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/30/2013 11:15	Nitrate-Nitrite as N	EPA 353.2	0.439	0.009	0.05	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/7/2013 9:00	Total Kjeldahl Nitrogen	ASTMD1426B	1.93	0.16	0.4	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/25/2013 11:20	Total Ortho-phosphate	EPA 365.3	0.015	0.004	0.01	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/13/2013 11:50	Total phosphorus	EPA 365.3	0.219	0.004	0.01	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/25/2013 8:20	Turbidity	EPA 180.1	64.6	0.08	0.4	NTU		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	1/28/2013 0:00	Total Suspended Solids	SM 2540 D	92		1	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/25/2013 13:10	Biochemical Oxygen Demand	SM 5210 B	10	2	4	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/25/2013 15:49	Chloride	EPA 300.0	20.9	0.2	1	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/7/2013 23:00	Conductivity	SM 2510	124	0.4	2	umhos/cm		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/25/2013 7:30	Hardness as CaCO3	SM 2340 C	24.8	1.6	4	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/25/2013 14:58	Surfactants	SM5540 C	0.112	0.05	0.05	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/30/2013 11:15	Nitrate-Nitrite as N	EPA 353.2	0.437	0.009	0.05	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/7/2013 9:00	Total Kjeldahl Nitrogen	ASTMD1426B	1.84	0.16	0.4	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/25/2013 11:20	Total Ortho-phosphate	EPA 365.3	0.015	0.004	0.01	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/13/2013 11:50	Total phosphorus	EPA 365.3	0.217	0.004	0.01	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/25/2013 9:28	Turbidity	EPA 180.1	60.8	0.08	0.4	NTU		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	1/28/2013 0:00	Total Suspended Solids	SM 2540 D	96		1	mg/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/4/2013 13:58	Cadmium	EPA 200.8	0.234	0.003	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/4/2013 13:58	Copper	EPA 200.8	21	0.02	0.1	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/4/2013 13:58	Lead	EPA 200.8	10.7	0.005	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/1/2013 12:08	Mercury	EPA 7470A	ND	0.02	0.2	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/4/2013 13:58	Zinc	EPA 200.8	131	0.2	0.5	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001DISS	Water	1/23/2013 17:30	2/4/2013 14:04	Cadmium	EPA 200.8	0.061	0.003	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001DISS	Water	1/23/2013 17:30	2/4/2013 14:04	Copper	EPA 200.8	6.19	0.02	0.1	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001DISS	Water	1/23/2013 17:30	2/4/2013 14:04	Lead	EPA 200.8	0.077	0.005	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001DISS	Water	1/23/2013 17:30	2/1/2013 12:07	Mercury	EPA 7470A	ND	0.02	0.2	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001DISS	Water	1/23/2013 17:30	2/4/2013 14:04	Zinc	EPA 200.8	44.4	0.2	0.5	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/4/2013 14:00	Cadmium	EPA 200.8	0.214	0.003	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/4/2013 14:00	Copper	EPA 200.8	21.3	0.02	0.1	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/4/2013 14:00	Lead	EPA 200.8	10.3	0.005	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/1/2013 12:12	Mercury	EPA 7470A	ND	0.02	0.2	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/4/2013 14:00	Zinc	EPA 200.8	128	0.2	0.5	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002DISS	Water	1/23/2013 17:30	2/4/2013 14:07	Cadmium	EPA 200.8	0.086	0.003	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002DISS	Water	1/23/2013 17:30	2/4/2013 14:07	Copper	EPA 200.8	6.19	0.02	0.1	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002DISS	Water	1/23/2013 17:30	2/4/2013 14:07	Lead	EPA 200.8	0.098	0.005	0.02	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002DISS	Water	1/23/2013 17:30	2/1/2013 12:10	Mercury	EPA 7470A	ND	0.02	0.2	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002DISS	Water	1/23/2013 17:30	2/4/2013 14:07	Zinc	EPA 200.8	44.3	0.2	0.5	ug/L		
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/6/2013 19:38	Dichlobenil	EPA 525.2	0.061	0.044	0.63	ug/L		J
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/6/2013 20:22	Dichlobenil	EPA 525.2	0.059	0.042	0.59	ug/L		J
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/6/2013 18:04	Prometon (Pramital 5p)	EPA 525.2	ND	0.023	0.26	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921A	K1300648-002	Water	1/23/2013 17:30	2/6/2013 18:50	Prometon (Pramital 5p)	EPA 525.2	ND	0.024	0.27	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/13/2013 18:25	Diazinon	SW8141	ND	0.025	0.2	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/13/2013 18:25	Chlorpyrifos	SW8141	ND	0.036	0.2	ug/L		U
Clark County Public Works-Env. Ser. Div.	S8D	XXX Lab	GM34921	K1300648-001	Water	1/23/2013 17:30	2/13/2013 18:25	Malathion	SW8141	ND	0.017	0.2	ug/L		U

To access Attachments C through F above, click the hyperlink below - or copy and paste the link into your browser - it will take you to the Clark County RFP web page where you can find the project information: <http://www.clark.wa.gov/general-services/purchasing/rfp.html>

**Request for Proposal # 648
Analytical Laboratory Services**

Attachment A COVER SHEET

General Information:

Legal Name of Applicant/Company/Agency ALS Group USA Corp. dba ALS Environmental
Street Address 1317 South 13th Avenue City Kelso State WA Zip 98626
Contact Person Chris Leaf Title Project Manager
Phone (360) 501-3275 Fax (360) 636-1068
Program Location (if different than above) _____ Email address Chris.Leaf@alsglobal.com
Tax Identification Number 76-0606679

ADDENDUM:
Proposer shall insert number of each Addendum received. If no addendum received, please mark "NONE".
No. _____ Dated: _____ No. _____ Dated: _____ No. _____ Dated: _____
NOTE: Failure to acknowledge receipt of Addendum may render the proposal non-responsive.

→ Does the proposal comply with the requirements contained within the RFP?
A "No" response may disqualify the proposal from further consideration.

Yes No

→ Did outside individuals or agencies assist with preparation of this proposal?

Yes No (if yes, describe.)**

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Board of Commissioners.

 Todd Rybak TSR 4/18/13
Signature, Print Name and Title Date



April 19, 2013

Bob Hutton
Clark County Department of Environmental Services
1300 Franklin Street, 6th Floor, Suite 650

Re: RFP #648 - Analytical Laboratory Services

Dear Bob:

ALS Environmental (ALS) is pleased to submit our proposal for the above referenced request for proposal (RFP) to provide analytical services in support of Clark County Department of Environmental Services. We look forward to the opportunity of continuing our relationship with you on this project.

Our ALS/Kelso Laboratory will be the principal laboratory for managing all work. All analyses quoted will be completed by ALS Environmental with the exception of Particle Size in water which will continue to be sub-contracted to Micro Labs NW.

As requested, our response is organized as stated in Section IIC Proposal Content of the RFP.

ALS Environmental standard procedures are to provide preserved, labeled, sample containers in ice chests, to the site, at our cost. ALS will provide courier services to Clark County as described in our response.

If you have any questions or require additional information, please contact me at (360) 801-0932 or Chris Leaf at (360) 501-3275.

Sincerely,
ALS Environmental

A handwritten signature in black ink, appearing to read 'Todd Poyfair', written over the printed name.

Todd Poyfair
TSR

ADDRESS 1317 South 13th Ave, Kelso, WA 98626 USA | PHONE +1 360-577-7222 | FAX +1 360-425-9096

ALS GROUP USA, CORP. Part of the ALS Group An ALS Limited Company

Environmental

www.alsglobal.com

RIGHT SOLUTIONS RIGHT PARTNERS

2. Project Team

It is ALS Environmental's established practice to assign each client a senior, non-line, project manager to act as a liaison between the client and the laboratory. ALS Environmental has found that assigning a proficient Project Manager to each project provides the greatest efficiency for the client and the laboratory. The Project Manager is not directly involved in the actual day-to-day analytical performance, but is responsible for project oversight. We match the experience and knowledge of a chemist with the requirements of the project. We propose to assign Chris Leaf as your Project Manager. Chris has over 14 years of analytical experience, from bench-work to complex project management, with an emphasis on projects like this one. Her resume is enclosed for your review. Chris will work closely with you, and others designated by you, to ensure that the timely, quality service ALS Environmental provides is properly executed by the technical and administrative staff. She will communicate regularly with you or designated personnel to discuss our performance on your projects, plan for future services, and provide other services and technical assistance regarding environmental analyses as needed. Chris will be responsible for implementing all phases of the project, from the delivery of sample bottles and containers to your site to the delivery of the data report in your required format. She has the authority to commit the resources necessary to meet project objectives and requirements. Another aspect of her project oversight responsibility will be data report review. She will review the data report in its entirety before its release. Attending project strategy sessions at your request is also one of Chris's duties.

To further ensure proper project management, we propose to name Howard Holmes as Chris's assistant Project Manager. Howard will be kept apprised of all facets of the project to provide continuity in the event of Chris's absence from the laboratory. Howard has over 35 years of experience with similar projects. His resume is included with the other requested.

3. Management Approach

The ALS Environmental/Kelso staff, consisting of approximately 125 employees, includes chemists, technicians and support personnel. They represent diverse educational backgrounds and experience, and provide the comprehensive skills that the laboratory requires. During seasonal workload increases, additional temporary employees may be hired to perform specific tasks.

ALS Environmental is committed to providing an environment that encourages excellence. Everyone within ALS Environmental shares responsibility for maintaining and improving the quality of our analytical services. The responsibilities of key personnel within the laboratory are described below. Table 5-1 lists the ALS Environmental/Kelso personnel assigned to these key positions. Managerial staff members are provided the authority and resources needed to perform their duties.

The role of the **Laboratory Director** is to provide technical, operational, and administrative leadership through planning, allocation and management of personnel and equipment resources. The Laboratory Director provides leadership and support for the QA program and is responsible for overall laboratory efficiency and the financial performance of the Kelso facility. The Laboratory Director has the authority to stop work in response to quality problems. The Laboratory Director also provides resources for implementation of the QA program, reviews and approves this QA Manual, reviews and approves standard operating procedures (SOPs), and provides support for business development by identifying and developing new markets through continuing support of the management of existing client activities.

The responsibility of the **Quality Assurance Program Manager (QA PM)** is to oversee implementation of the quality program and to coordinate QA activities within the laboratory. The QA PM is responsible for ensuring compliance with NELAC standards (and ISO, DoD QSM, etc. as applicable). The QA PM works with laboratory staff to establish effective quality control and assessment plans and has the authority to stop work in response to quality problems. The QA PM is responsible for maintaining the QA Manual and performing an annual review of it; reviewing and approving SOPs and ensuring the annual review of each SOP; maintaining QA records such as metrological records, archived logbooks, PT study results, etc.; document control; conducting PT sample studies; approving nonconformity and corrective action reports; maintaining the laboratory's certifications and approvals; performing internal QA audits; preparing QA activity reports; etc. The QA PM reports directly to the Laboratory Director and also works closely with the Chief Quality Officer. It is important to note that when evaluating data, the QA PM does so in an objective manner and free of outside, or managerial, influence.

The **Chief Quality Officer (CQO)** is responsible for the overall QA program at all the ALS Environmental laboratories. The CQO is responsible for oversight of QA PMs regulatory compliance efforts (NELAC, ISO, DOD, etc). The CQO performs annual internal audits at each laboratory; maintains a database of laboratory certification/accreditation programs; approves company-wide SOPs; maintains a database of approved subcontract laboratories; provides assistance to the laboratory QA staff and laboratory managers; prepares a quarterly QA activity report; etc. In the case of absence of the Laboratory Director or QA PM, deputies are assigned to act in that role. Default deputies for these positions are the Client Services Manager (for the Laboratory Director) and the CQO or Laboratory Director (for the QA PM).

The **Environmental Health and Safety Officer (EH&S)** is responsible for the administration of the laboratory health and safety policies. This includes the formulation and implementation of safety policies, the supervision of new-employee safety training, the review of accidents, incidents and prevention plans, the monitoring of hazardous waste disposal and the conducting of departmental safety inspections. The EH&S officer is also designated as the Chemical Hygiene Officer. The EH&S Officer has a dotted-line reporting responsibility to ALS Environmental's EH&S Director.

The **Client Services Manager** is responsible for the Client Services Department (customer services/Project Managers, and Electronic Data Deliverables group) and the sample management office/bottle preparation sections. The Client Services Department provides a complete interface with clients from initial project specification to final deliverables. The sample management office handles all the activities associated with receiving, storage, and disposal of samples.

The Client Services Manager has the authority to stop subcontractor work in response to quality problems. The **Project Manager** is a scientist assigned to each client to act as a technical liaison between the client and the laboratory. The Project Manager is responsible for ensuring that the analyses performed by the laboratory meet all project, contract, and regulatory-specific requirements. This entails coordinating with the ALS Environmental laboratory and administrative staff to ensure that client-specific needs are understood and that the services ALS Environmental provides are properly executed and satisfy the requirements of the client.

The Analytical Laboratory is divided into operational units based upon specific disciplines. Each department is responsible for establishing, maintaining and documenting a quality control program based upon the unique requirements within the department. Each **Department Manager**

and Supervisor has the responsibility to ensure that quality control functions are carried out as planned, and to guarantee the production of high quality data. Department managers and bench-level supervisors have the responsibility to monitor the day-to-day operations to ensure that productivity and data quality objectives are met. Each department manager has the authority to stop work in response to quality problems in their area. Analysts have the responsibility to carry out testing according to prescribed methods, SOPs, and quality control guidelines particular to the laboratory in which he/she is working.

The **Sample Management Office** plays a key role in the laboratory QA program by maintaining documentation for all samples received by the laboratory, and by assisting in the archival of all laboratory results. The sample management office staff is also responsible for the proper disposal of samples after analysis.

Information Technology (IT) staff is responsible for the administration of the Laboratory Information Management System (UMS) and other necessary support services. Other functions of the IT staff include laboratory network maintenance, IT systems development and implementation, education of analytical staff in the use of scientific software, Electronic Data Deliverable (EDD) generation, and data back-up, archival and integrity operations.

Table 5.1
Summary of Technical Experience and Qualifications

Personnel	Years of Experience	Project Role
Jeff Grindstaff, B.S.	24	Laboratory Director
Suzanne V. Lemay, B.S.	28	Quality Assurance Program Manager
Lynda Huckestein, B.S.	24	Client Services Manager
Chris Leaf, B.S.	14	Project Manager
Howard Holmes, B.S.	37	Project Manager
Les Kennedy, B.T.	22	Sample Management office Manager
Jeff Coronado, B.S.	23	Metals Department Manager
Harvey Jacky, B.S.	24	General Chemistry Department Manager
Aqilla Kamawal, B.A.	13	Semi-Volatile Organics Department Manager
Jon James, B.A.	22	HPLC, GC/MS Organics Department Manager
Eileen Arnold, B.A.	31	Environmental Health and Safety Officer
Mike Sullivan, B.S.	13	Information Technology Manager
Jeff Christian, B.S.	34	Director of Operation, Western USA

Jeffrey A. Grindstaff

1317 S. 13th Avenue • Kelso, WA 98626 • +1 360 577 7222



Education

Allan Hancock College,
Santa Maria, CA
AA, Liberal Arts, 1986

California Polytechnic
State University
San Luis Obispo, CA
BS, Chemistry, 1989

Hewlett-Packard Analytical
Education Center
Interpretation of Mass
Spectra I, 1992

Hewlett-Packard Analytical
Education Center
Mass Selective Detector
Maintenance, 1993

Richard Rogers Group
Leadership Training,
1996

PTI International
Sampling and Testing of
Raw Materials, 2004

Affiliations

American Chemical
Society, 1989

Publications

Mr. Grindstaff has a
number of publications
and presentations. For a
complete list, contact
ALS - Columbia.

Laboratory Director

2010 - Present

Responsible for all phases of laboratory operations at the Kelso (WA) facility, including project planning, budgeting, and quality assurance. Primary duties include the direct management of the Kelso laboratory.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Technical Manager III,
Pharmaceutical, GC/MS VOA and
Semi-VOA Laboratories, '97-'10

Primary responsibilities include leadership of the Pharmaceutical, GC/MS VOA and Semi-VOA staff, management of method development, training, data review, tracking department workload, scheduling analyses. Responsible for ensuring data quality and timeliness. Also responsible for project management and coordination for pharmaceutical clients.

Columbia Analytical Services, Inc.
Kelso, WA

Manager, GC/MS VOA Laboratory,
'94-'97

Responsible for supervision of GC/MS VOA staff, method development, training, data review, tracking department workload, scheduling analyses, and general maintenance and troubleshooting of GC/MS systems.

Columbia Analytical Services, Inc.
Kelso, WA

Scientist III, GC/MS VOA Laboratory,
'91-'94

Responsibilities included scheduling workload, data review, instrument maintenance and troubleshooting, and personnel training and evaluation. Also responsible for supervision of extraction personnel and instrument analysts. Additional supervisory duties included report generation and data review for GC analyses. Responsibilities also included project management and customer service.

Enseco-CRL
Ventura, CA

Chemist, '90-'91

Established GC/MS department including inventory maintenance, preparation of state certification data packages, method development, SOPs, and extended data programs. Performed daily maintenance and troubleshooting of GC and GC/MS instrumentation. Scheduled and performed routine and non-routine VOA analyses.

Coast to Coast Analytical Service
San Luis Obispo, CA

GC/MS Chemist, VOA Laboratory,
'90-'91

Responsible for standard preparation for VOA analyses, instrument calibration, tuning, and maintenance. Also implemented and further developed EPA methods for quantitative analysis of pesticides and priority pollutants.

Susanne LeMay

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Education

University of Oregon -
Eugene, OR
BS Geology, 1981

Ethics and Integrity
Training; ORELAP/OELA
Workshop, 2007
How to Be a QA
Manager; Advanced
Systems, Inc., 2007
Assessments for
ISO/IEC 17025 and
NELAC (ASI Course 300);
Advanced Systems, Inc.,
2005
Introduction to
Assessments; Advanced
Systems, Inc., 2005
Environmental Training,
Quality
Assurance/Quality
Control (ASI Course 103);
Advanced Systems, Inc.,
2004
Manager/Supervisor
Training; Portland
General Electric, 1998
Statistics for
Methodology
Development; AOAC
Short Course, 1994
Quality Assurance for
Analytical Laboratories,
AOAC, 1991

Quality Assurance Manager

2012 - Present

Responsible for the overall implementation of the laboratory QA program. Oversees implementation of Quality management systems including: Quality Assurance Manual, Certifications, SOP Control, Proficiency Testing (PT), Non-Conformity, Preventative Actions, Internal Auditing, Control Charting, Documentation of Training, and Metrology. Conducts employee QA training including orientations, sop, and ethics. Maintains state, agency and program certifications/accreditations. Acts as primary point of contact during laboratory audits coordinates audit responses and corrective actions.

Previous Experience

Test America
Portland, OR.

Quality Assurance Manager,
'00 - '10

Developed and implemented a Quality System compliant with state and national regulatory standards, including: Safe Drinking Water Act, Clean Water Act, and Resource Conservation and Recovery Act. Acquired and maintained multiple laboratory accreditations including Oregon Environmental Laboratory Accreditation Program (ORELAP), Alaska Department of Environmental Conservation, Washington Department of Ecology, and California Environmental Laboratory Accreditation Program. Developed and implemented an internal compliance auditing program. Lead Quality Management projects designed to improve laboratory productivity, quality, and customer service. Organized and directed activities designed to anticipate and address quality issues in the laboratory. Oversight of laboratory support systems and equipment including the DI water system, cold storage, foreign soil storage and disposal, and calibration of balances, thermometers, pipettes, etc. Provided Quality Systems and Ethics training to laboratory staff.

Oregon Analytical Laboratory
Beaverton, OR.

QA/QC Chemist, '92 - '00

Developed and implemented a lab quality system encompassing certifications, proficiency testing, corrective actions, internal auditing, training, and maintenance of lab support systems and equipment. Wrote the lab QA Manual and developed and implemented document control procedures. Obtained and maintained multiple laboratory accreditations and transitioned the quality system toward compliance with the emerging NELAP. Directed a lab QA committee and participated in Total Quality Management and process improvement teams.

Oregon Analytical Laboratory
Beaverton, OR.

Asbestos Team Leader,
'90 - '92

Obtained program accreditation under the National Voluntary Laboratory Accreditation Program (NVLAP). Analyzed samples for bulk and airborne asbestos and supervised department analysts. Provided method, quality and ethics training. Obtained program accreditation under the National Voluntary Laboratory Accreditation Program (NVLAP).

Oregon Analytical Laboratory
Beaverton, OR.

Analyst/Technician, '85 - '90

Performed sample preparation and analysis in the areas of bulk and airborne asbestos, transformer oil analysis, lube/fuel oil analysis, water chemistry, and particle analysis.

Lynda A. Huckestein

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Education

Oregon State
University,
Corvallis, OR
BS in Microbiology,
1983

Client Services Manager IV

1998 - Present

Management of the Client Services Departments: Project Management, Electronic Data Deliverables and Report Generation, and Sample Management. Oversee the client services for approximately \$15 million in revenue annually. Personally responsible for approximately \$2 million of direct technical project management annually providing technical and regulatory interpretation assistance, as well as project organization of work received by the laboratory.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Project Chemist, '92-'98

Primary responsibilities included technical project management and client service in areas of pulp & paper, marine sediment and tissue services, mining, and DOD. Also responsible for providing technical and regulatory interpretation assistance as well as project organization to work received by the laboratory.

Columbia Analytical Services, Inc.
Kelso, WA

Project Chemist and Dept. Manager,
General Chemistry Laboratory, '89-'92

Responsible for management of the General Chemistry laboratory for routine wastewater, bioassay, and microbiological analyses. Also responsible for supervision of staff, data review, and reporting.

Columbia Analytical Services, Inc.
Kelso, WA

Analyst III, 1989

Primary responsibilities included coliform testing, total recoverable petroleum hydrocarbon extractions and analysis, BODs, ammonias, and TKN, in addition to miscellaneous wet chemistry analyses.

Coffey Laboratories
Portland, OR

Microbiologist/Chemist, 1983

Was responsible for Coliform analysis; water chemistry.

Oregon State University
Corvallis, OR

Laboratory Assistant, 1983

Performed wheat spike dissection and tissue culture.

Christine Leaf

1317 S. 13th Avenue | Kelso, WA 98626 | +1 360 577 7222



Education

Eastern Illinois
University
Charleston, Ill
BS, Chemistry 1987

Project Manager

2011 - Present

Responsible for technical project management, ensuring overall data quality and compliance with customer requirements. Provide technical support to clients regarding laboratory application to projects, with an emphasis on drinking water projects. Additionally, acts as a consultant to clients regarding industrial/environmental compliance issues; serving as liaison between clients and regulatory agencies. Responsible for direct technical project management providing technical and regulatory interpretation assistance, as well as project organization of work received and reported by the laboratory.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Project Chemist, '08 - '11

Primary liaison between the laboratory and assigned clients. Provides technical project management and coordinates laboratory and administrative activities to meet project goals with an emphasis on those involving drinking water analyses. Specific duties include coordinating sample receipt, delivery of sample containers to work sites; review and approval of final reports, coordinate delivery of corresponding EDD's; provide counsel on protocols to meet project specific data quality objectives and method modifications for non routine matrices.

Columbia Analytical Services, Inc.
Kelso, WA

Analyst III, '06 - '08

Responsible for Total Solids, Grain Size and Sample preparation. Trained for Chloride, Nitrate, Nitrite, Fluoride, Sulfate and Bromide by Method 300.0 on the IC instrument. Review of laboratory data for all General Chemistry analyses. Report generation of laboratory results

DeSoto, Inc.
Des Plaines, IL

Chemist II '80 - '87

Formulation and development of trade sales products, i.e. paints, varnishes, and finishes. Product specification testing. Raw material evaluation. Plant scale-up. Technical service support to suppliers and customers. Chemist training; 1 on 1. Technician training and supervision: 1 on 2+, per job requirements

DeSoto, Inc.
Des Plaines, IL

**Assistant Plant Chemist,
'80 - '87**

Supervision of laboratory personnel. Monitored plant production of coatings. Quality assurance of production. Raw material specification testing. Technical service of consumer products.

Howard B. Holmes

1317 S. 13th Avenue | Kelso, WA 98626 | +1 360 577 7222



Education

Portland State
University
Portland, OR
BS, Chemistry 1976

Project Manager

2011 - Present

Responsible for technical project management, ensuring overall data quality and compliance with customer requirements. Provide technical support to clients regarding laboratory application to projects. Additionally, acts as a consultant to clients regarding industrial/environmental compliance issues; serving as liaison between clients and regulatory agencies. Responsible for direct technical project management providing technical and regulatory interpretation assistance, as well as project organization of work received and reported by the laboratory.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Project Chemist, '10 - '11

Responsible for technical project management, ensuring overall data quality and compliance with customer requirements. Provide technical support to clients regarding laboratory application to projects. Additionally, acts as a consultant to clients regarding industrial/environmental compliance issues; serving as liaison between clients and regulatory agencies. Responsible for direct technical project management providing technical and regulatory interpretation assistance, as well as project organization of work received and reported by the laboratory.

TestAmerica
Beaverton, OR

Client Services Manager
'05 - '10

Conducted daily status meetings with all Department Managers. Conducted weekly training meetings with Project Management team. Worked with a large number of clients including: Industrial, municipal and consultants. Managed client projects from original set-up and sending out bottle kits to the final report and invoice. Effective communication with clients to set up their projects, meet their quality objectives and deadlines. Assisted Project Managers with technical problems and client questions/complaints. Listened to and followed up on client complaints. Had frequent communication with the Operations Manager on incoming work to help the lab with production schedules and ensure on-time delivery. Entered, accessed and retrieved data from the LIMS. Met with the Lab Directors weekly to go over details of large projects, department KPIs, overdue accounts and other topics as necessary. Met with the Quality Assurance Manager to go over Nonconformance Reports, AQ updates and to ensure that all data submitted to our clients was valid and legally defensible. Conducted personalized tours for new employees as part of their orientation program. Successfully conducted employee performance appraisals.

North Creek Analytical
Beaverton, OR

Senior Project Manager
'94 - '05

Same as above description; however worked more with clients and their projects

North Creek Analytical
Beaverton, OR

Inorganic/Metals Department
Manager, '88 - '94

Primary responsibilities include supervision and oversight of the Inorganics and metals department. This includes new method development, staff training, workload management, and instrument maintenance/troubleshooting. Duties include departmental compliance with QA/QC and Safety policies. Responsible for analysis, interpretation and report generation for general chemistry analyses performed by the laboratory.

Northwest Testing Laboratories
Portland, OR

Analytical Chemist, '76 - '88

Lester "Les" Kennedy

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Environmental

Education

Lower Columbia College,
Longview, WA
Coursework, general
Studies, 1988 - 1990

Portland Bible College
Portland, OR
Bachelor of Theology,
2009

Sample Custodian/Sample Management Manager

2010 - Present

Responsible for the operation of the Sample Management, Sample Control, Bottle preparation departments, including sample receiving, courier service, sample control, storage and disposal, bottle preparation and shipping, and general freight receiving. Responsible for employee supervision, personnel evaluations, workload coordination, and adherence to all standard operating procedures within said departments. Additional duties include oversight of quarantined soil importation for laboratory testing. Is the designated Sample Custodian for the laboratory.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Project Manager '99 -'11
SMO Supervisor, '06 -'11

Responsible for technical project management, ensuring overall data quality and compliance with customer requirements, and serving as liaison to clients and regulatory agencies. Oversight of the daily activities in sample management department including receipt, login, storage, and proper disposal of all samples received in the laboratory.

Columbia Analytical Services, Inc.
Kelso, WA

Supervisor Organic Extractions Laboratory, '97-'99

Responsible for managing work load; directing efficiency; and ensuring that all critical holding times and QC are met each day. This involves GC/MS prep work, including extracting and GPC clean up; and subsequent sample screening of the GC/MS prep work. Additional responsibilities include data processing of GC/MS analytical runs including all steps of the data review and reporting process.

Columbia Analytical Services, Inc.
Kelso, WA

Senior Analyst, GC/MS Laboratory, '96-'97

Primary duties were performing analyses by EPA Method 8270, SIM TCL. SIM PAH, including all steps in the data review and reporting process.

Columbia Analytical Services, Inc.
Kelso, WA

Senior Analyst, Organic Extractions Laboratory, '93-'96

Primary responsibilities include managing workload; directing efficiency; and ensuring that all critical holding times and QC are met each day. This involves GC/MS prep work, including extracting and GPC clean up; and subsequent sample screening of the GC/MS prep work.

Columbia Analytical Services, Inc.
Kelso, WA

Analyst, Organic Extractions Laboratory, '91-'93

Duties primarily as listed above

Jeffrey A. Coronado

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Environmental

Education

Western Washington University -
Bellingham, WA
BS, Chemistry, 1988

Western Washington University -
Bellingham, WA
BA, Business Administration, 1985

Winter Conference on Plasma Spectrochemistry -
Tucson, AZ, 2012

LC/ICP-MS Training Course -
PerkinElmer, 2008

Field Immunoassay Training Course -
EnSys Inc., 1995

Winter Conference on Plasma Spectrochemistry -
San Diego, CA, 1994

ICP-MS Training Course - VG-
Elemental, 1992

Technical Manager IV, Metals Department Manager

1992 - Present

Management of the Kelso Metals Department with a staff of 22 chemists and technicians, and annual revenues approaching \$4 million. Responsible for data quality and timeliness, annual budgeting, revenues, expenses, workload coordination, method development efforts, and resource allocation. 2001 to Present—Project Manager: Responsible for technical project management, ensuring overall data quality and compliance with customer requirements, and providing technical support to clients regarding laboratory application to projects. 2008 to Present—Participation in the corporate Information Technology governance team ensuring software development activities are in line with the companies operational objectives. 2010 to Present—Participation in multiple LIMS development teams responsible for defining the CAS product. Team leader for defining specifications of the Sample Preparation Module to capture preparation information across all laboratory departments.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Metals Department Manager,
'92 - present

Responsibilities included management of all aspects of the metal laboratory operation, including personnel training and evaluation, review of all metals data, and report generation. Also responsible for client service on a number of ongoing CAS accounts. Technical duties include primary analytical responsibility for trace level metals analysis by ICP/MS. Analyses range from routine water and soil analysis, to marine tissues, as well as industrial applications such as ultra-trace QA/QC work for various semiconductor clients. Also responsible for a number of specialized sample preparation techniques including trace metals in seawater by reductive precipitation, and arsenic and selenium speciation by ion-exchange chromatography. Developed methodology for performing mercury analysis at low part per trillion levels by cold vapor atomic fluorescence.

Columbia Analytical Services, Inc.
Kelso, WA

Supervisor, GFAA Laboratory,
'89 - '92

Responsibilities included supervision of metals analysis by graphite furnace atomic absorption following SW 846 and EPA CLP methodologies. Duties include workload scheduling, data review, instrument maintenance, personnel training and evaluation.

Harvey Jacky

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Education

Oregon State University
- Corvallis, OR
BS, Zoology, 1988

Oregon State University
- Corvallis, OR
BS, General Science,
1988

Linfield College -
McMinnville, OR
General Studies, 1981
- 1982

40-Hour Hazmat
Certification, PBS
Environmental, 1996

Industrial Emergency
Response, SFSP
Seminar, 1991

Presentations

American Chemical
Society, Member since
1988

Biochemical and
Physical Factors
Involved in the
Application and
Measurement of a Soil
Bioremediation System.
Biogeochemistry,
Portland State
University, 1996

General Chemistry Department Manager

2008 - Present

Oversee the operation of the General Chemistry and Microbiology groups. Responsible for the quality and timeliness of the inorganic laboratories analytical reports, departmental budgets, workload coordination, method development efforts, cost-effectiveness, and resource allocation.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Project Manager III, '99 - '08

Responsible for technical project management, ensuring overall data quality and compliance with customer requirements, and providing technical support to clients regarding laboratory application to projects. Additionally, acts as a consultant to clients regarding industrial/environmental compliance issues; serving as liaison between clients and regulatory agencies.

Coffey Laboratories
Portland, OR

**Director of Project
Management, '97 - '99**

Responsible for technical project management. Communicated with clients to determine needs and expectations. Monitored laboratory production and ensured the timely completion of analytical projects. Technical consultant for clients regarding environmental compliance. Supervised and managed other members of the project management team. Served as a member of the senior management team for oversight of general operations, strategic planning, finances, and policy.

Coffey Laboratories
Portland, OR

**Project Manager/Chemist, '97
- '99**

Responsibilities: Served as primary liaison between Coffey Laboratories and major clients. Ensured that work was completed in a timely manner and done to client specifications. Served as technical consultant regarding environmental chemistry, soil remediation, and waste water industrial compliance. Clients included the Oregon Department of Transportation, Hazmat Unit, Portland, Oregon; Raytheon Demilitarization Co., Umatilla, Oregon; Hydroblast - Wastewater Evaporator Systems, Vancouver, Washington; and Union Pacific Railroad, Northwest Region, Klamath Falls, Oregon.

Coffey Laboratories
Portland, OR

**Technical Sales
Representative, '95 - '97**

Responsible for marketing and sales, including actively prospecting for new potential clients. Additional responsibilities included procurement and preparation of all major project bids; ensuring that client expectations were met; and maintaining customer satisfaction. Served as consultant regarding industrial compliance issues, environmental remediation projects, and hazardous waste management.

Coffey Laboratories
Portland, OR

**Senior Chemist/Laboratory
Chemical Hygiene Officer, '88
- '95**

Responsibilities: Performed analytical tests including Anions by Ion Chromatography (EPA 300.0), PAHs by HPLC (EPA 8310), Cyanides (EPA 335), and other inorganic, wet chemistry, and organic analytical tests on a wide variety of sample matrices. Responsible for the initial quality assurance review of work performed, supervised and managed personnel. Developed and implemented Laboratory Chemical Hygiene Plan. Directed personnel in regards to safety issues and hazardous waste management. Served as consultant and teacher regarding analytical methodology, environmental compliance, and industrial hygiene.

AQILLA KAMAWAL

2002 TO PRESENT



Columbia Analytical Services, Inc., 1317 South 13th Ave., Kelso, WA 98626 360.577.7222

Current Position

TECHNICAL MANAGER II, Semivolatile Organics Department Manager– 2009 to Present

Responsibilities

Oversee the operation of the Semivolatile Organics Department. Responsible for the quality and timeliness of analytical reports, departmental budgets, workload coordination, method development efforts, cost-effectiveness, and resource allocation.

Documentation of Demonstration of Capabilities is available for review.

Experience

TECHNICAL MANAGER I, GC SEMI-VOA, Columbia Analytical Services, Inc., Kelso, Washington, 2007 to 2009. Responsible for supervision of GC Semi-VOA staff, interfacing with Project Management Team, working with Extractions group, method development, training, data review, tracking department workload, scheduling analyses, and operation, maintenance and troubleshooting GC instrumentation. Also responsible for department adherence to strict QA/QC policies of the organization.

SCIENTIST III, GC SEMI-VOA, Columbia Analytical Services, Inc., Kelso, Washington, 2002 to 2007. Responsible for operation, maintenance, and troubleshooting of GC/ECD and GC/FPD instrumentation. Performed instrumental analysis and all stages of data review for tests performed in SVG. Also involved in problem-solving with Extractions group, training, and workload coordination.

Chemist II, Pesticide Laboratory, Oregon Department of Agriculture, Portland, Oregon, 2000-2002. Responsible for non-routine sample extraction and analysis of phenoxy herbicides, chlorinated acids, organochlorines, organophosphates, organonitrogens, sulfonyl ureas, carbamates, and other unclassified pesticides using a wide array of GC and LC instrumentation, including ECD, ELCD, FPD, AED, MS, and fluorescence detection. Also responsible for instrument maintenance, method development, data review, training, and assisting in workload coordination.

Chemist I, Pesticide Laboratory, Oregon Department of Agriculture, Portland, Oregon, 1999-2000. Performed sample extraction and analysis by GC and LC using FDA and EPA methodologies.

Research Technologist, Shriners Hospital, Portland, Oregon, 1995-1999. Worked with extracellular matrix proteins independently and under the supervision of/as assistant to post-doctoral associates. Protein isolation, purification, and characterization using the following techniques: cell culture, liquid chromatography (reverse-phase, ion-exchange, affinity), differential centrifugation, immunoprecipitation, SDS-PAGE, immunoblotting, and ELISA assay.

Research Assistant/Thesis Student, Reed College, Portland, Oregon, 1994-1995. Reviewed literature, devised and conducted synthetic organic experiments, and analyzed results using NMR and IR instrumentation.

Education

BA, Chemistry, Reed College, Portland, Oregon, 1996.

Jonathan (Jon) James

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Education

Evergreen State College
Olympia, WA
BA, Chemistry/Biology
1991

Introduction to LC
Methods
Development &
Troubleshooting,
Hewlett-Packard,
Tacoma, WA, 1995.
HPLC Maintenance
Seminar, Waters,
Portland, OR, 1994.
GC/HPLC Maintenance
Seminar, Hewlett-
Packard, Olympia, WA,
1993.
Gas Chromatography
Seminar, Curtis
Matheson Scientific,
Kelso, WA, 1992.
HPLC Seminar,
Hewlett-Packard, Kelso,
WA, 1991.

VOA/MS, Semivolatile GC/MS and HPLC Department Manager

2009 - Present

Oversee the operation of the Volatiles GC/MS, Semivolatile GC/MS and HPLC laboratories. Responsibilities include organizing and prioritizing workload, training and development of staff, working with PCs on client specific project requirements, departmental budgets, workload coordination, method development efforts and resource allocation. Responsible for the quality and timeliness of analytical reports. Other responsibilities include ensuring compliance with CAS QA protocols and assisting staff with troubleshooting equipment and procedural problems.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Manager VOA and PHC/HPLC
Laboratories, '04- '09

Oversee daily operation of the Volatiles GC/MS and PHC/HPLC laboratories. Responsibilities include organizing and prioritizing workload, initiating process improvements, training and development of staff and working with PCs on client specific project requirements. Responsible for analytical duties as listed below for Scientist IV. Other responsibilities include ensuring compliance with CAS QA protocols and assisting staff with troubleshooting equipment and procedural problems.

Columbia Analytical Services, Inc.
Kelso, WA

Scientist IV, VOA Laboratory,
'99 - '04

Perform sample analysis and data review for EPA methods 524.2, 624 and 8260. Duties also include Project Management.

Columbia Analytical Services, Inc.
Kelso, WA

Project Chemist, Supervisor
Pesticides GC Laboratory, '98 -
'99

Primary responsibilities included workload scheduling, data review, instrument maintenance and troubleshooting, and personnel training and evaluation. Also responsible for supervision of extraction personnel and instrument analysts.

Columbia Analytical Services, Inc.
Kelso, WA

Analyst, SVOC GC Lab
'92 - '98

Primary responsibilities included analysis of samples using GC and HPLC techniques, report generation, data review, preparation of analytical standards, maintenance of instrumentation, Client Services and some Project Management. Routine duties included analysis of soil and water samples for pesticides, PCBs, CLP Pesticides, Explosives and PAHs using EPA methods.

Columbia Analytical Services, Inc.
Kelso, WA

Analyst, Organic Extractions
Lab, '91 - '92

Responsibilities included extraction of soil and water samples for various SVOCs, and TCLP extraction of SVOC and VOC compounds using TCLP equipment. Other duties included performing cleanup procedures, validation studies, MDL studies, and the training of employees in advanced extraction procedures and techniques.

Eileen M. Arnold

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Environmental

Education

Immaculata College,
Immaculata, PA
BA, Chemistry, 1977

Affiliations

American Chemical
Society, Member since
1987.

Scientist, Metals Laboratory/Kelso Health and Safety Officer

2011 - Present

Supervisor of the Metals reporting group responsible for ensuring timely, accurate reporting of all metals reports. Responsible for updating instrument specific data, such as MDL and control limits. Analyst for the Inductively Coupled Argon Plasma (ICAP) Emission Spectrometer. This involves digestion, instrumental analysis, and report generation for environmental samples using approved EPA techniques.

Environmental, Health and Safety Officer responsibilities include development and implementation of the Kelso Health and Safety program, including accident investigation and incident review, maintenance of all safety related equipment, review of monthly safety audits, and completion of all Federal and State mandated EH&S reports.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Duties as described above.

**Scientist IV Metals Laboratory/Kelso
Health and Safety Officer, '94-'11**

Columbia Analytical Services, Inc.
Kelso, WA

Duties included technical project management and customer service. Responsible for meeting the clients' needs of timely and appropriate analyses, and to act as liaison for all client-related activities within Columbia Analytical Services, Inc.

Project Chemist, '92-'94

Columbia Analytical Services, Inc.
Kelso, WA

Duties include the operation and maintenance of the Inductively Coupled Argon Plasma (ICAP) Emission Spectrometer. This involves digestion, instrumental analysis, and report generation for environmental samples using approved EPA techniques.

**Scientist IV Metals Laboratory, '87-
'92**

Dow Corning Corporation.
Springfield, OR

Responsibilities included ICP and atomic absorption work in silicon manufacturing. Methods development for ICP analysis of minor impurities found in silicon.

Chemist, '86-'87

Ametek, Inc.
Harleysville, PA

Responsibilities included product research and development chemist involved in production of thin-film semiconductors for use as solar cells. Work involved AA and SEM techniques

Chemist, '86-'87

Janbridge, Inc..
Philadelphia, PA

Responsibilities included maintaining electroplating process lines through wet chemical analysis techniques, and performed Quality Assurance testing on printed circuit boards.

Chemist, '78-'82

MIKE SULLIVAN

MAY 1998-PRESENT



Columbia Analytical Services, Inc., 1317 South 13th Ave., Kelso, WA 98632 360.577.7222

Current Position

IT Manager IV/Senior Systems & Network Administrator. 2000-Present.

Responsibilities

Responsible for the design, configuration, implementation and purchase of all CAS infrastructure. Maintains and monitors file servers, web servers, mail servers, order processors, whois servers; maintains firewalls, routers, and all network equipment and switches; writes, implements and maintains all security policies and performs system back-ups. Develop and track the IT computer capital budget. Ensure the effective utilization of computer equipment and systems, and train users as required. Establish IT policies, standards, practices, and specifications. Oversee implementation of telephone/voicemail systems within standards. Plan and supervise IT department staffing, organization, hardware and software acquisitions to meet requirements.

Overview of Skills

Windows 2000 Server/Professional; Windows NT 4.0 Server/Workstation; Red Hat & Mandrake Linux; BSDi; Windows 9x; Internet Information Server 4.0 & 5.0; SQL Server 7.0; Exchange 5.5/2000; Qmail/Sendmail; Apache, PHP, MySQL; Veritas Backup Exec; Norton Ghost; NAI TVD Suite; NAI Sniffer Suite; NAI PGP Desktop Security; Network Configuration; Cisco 700, 1600, 1700, & 2500 Series Routers; Cisco PIX Firewalls; F5 BIGIP HA+ Controllers; Pheonix Adaptive Firewalls; Astaro Security Linux Firewalls; WAN Connectivity (T1 DIA & Frame); Server Configuration; Dell, HP, & Compaq Servers; DNS Management (BIND & DJBDNS); Troubleshooting Hardware and Software; Project Management.

Education

Senior Systems & Network Administrator, Dotster, Inc. Vancouver, WA 2000-2004. Responsible for 48 Linux Servers, 6 Windows 2000 Servers, 20 Workstations, 2 T1 direct internet connections, 2 collocation facilities (one connected to main office via frame link), 2 routers, 5 firewalls, and 1 IDS system. Responsible for 24x7 monitoring and maintenance of E-commerce website for domain name registration and all supporting services, to include mail servers, DNS servers, whois servers, order processors, database servers, redundant failover firewalls, and high availability load balancers with extended content verification checks.

Budget and Program Manager/Automation Liaison Department of Pathology, Madigan Army Medical Center, U.S. Army, 1996 – 1999: Responsible for maintaining accreditation information on reference labs, verification and processing of invoices for services rendered, managing BPA accounts (\$200K), and served as Contract Officer Representative for the primary reference laboratory contracts (\$600K). Maintained the budget for the department (\$9.0M) to include: individual section reports, supplemental care spending, civilian and military payrolls, TDY/CME/GME fees, and services. Performed decentralized laboratory inspections; ensuring the DLAB sites meet applicable JCAHO, CAP and DOD CLIP requirements. Served as department liaison to resource management, supplemental care, property management, automation management, and medical maintenance departments. Served as the Y2K project officer for department automation and medical equipment. Served as the primary trainer for the Consolidated Health Care System computer for all department personnel. Maintained database for Laboratory Management Index Program and coordinate all section and department reports.

Hematology Section Supervisor Department of Pathology, Madigan Army Medical Center, U.S. Arm, 1995-1996: Responsible for direct supervision of approximately 24 military technicians and 8 civilian technologists. Maintained counseling and performance evaluations on all personnel. Maintained an effective schedule for Routine Hematology (M-F 0700-1800), STAT Hematology (24 hours/7 days), and CTMC Lab (M-F 0600-1400). Ensured all supplies were ordered and received in a timely and fiscally responsible manner. Reported all manhour and workload data into UCAPERS/MEPRS. Conducted training of all new soldiers and coordinate all proficiency testing and continuing education. Managed the training for the Hematology Safety Program, HAZCOM, Infection Control, and ensured proper storage of all hazardous material. Ensured that monthly quality assurance statistics are calculated and reported to department QA/QI committee.

Publications/ Presentations

BS- Liberal Arts, Regents College, New York, NY –1997.
AA – Technology, Pierce College, Tacoma, WA –1996.

Special Skills

U.S. Army security clearance (level: Top Secret).

Jeffery D. Christian

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Education

Evergreen State
College - Olympia, WA
BS in Chemistry 1993

Coursework, *Pacific
Lutheran University,
Tacoma, WA.* 1988-1989.
Coursework, *Tacoma
Community College,
Tacoma, WA* 1970-1971,
1988-1989.

CERTIFICATION,
Chemistry, *L.H. Bates
Technical, Tacoma, WA,*
1976-1978.

Coursework, *Central
Washington University,
Ellensburg, WA.* 1969-
1970.

Numerous
Training/Educational
Activities via
Conferences,
Professional Seminars,
and Factory Training,
1989-2010

Publications

Mr. Christian has a
number of publications
and presentations. For
a list of these
publications and
presentations, please
contact ALS

Director of Operation, Western USA

2011 - Present

Responsible for oversight of operating units in the territory designated Western reporting to the COO. Primary responsibilities include establishment of consistent quality, technical, and client service enhancements across the group, as well as the financial performance of the individual operating units. In addition, a significant role is to represent operations as a member of the management team consisting of the Directors of Operations of other territories, Laboratory Directors for all locations, and senior management of the North America Environmental Division of ALS USA.

Previous Experience

Columbia Analytical Services, Inc.
Kelso, WA

Responsible for oversight of operating units of Columbia Analytical Services, Inc. with all Laboratory Directors reporting to the COO. Primary responsibilities include establishment of consistent quality, technical, and client service enhancements across the company, as well as the financial performance of the individual operating units. In addition, a significant role is to represent operations as a member of the Senior Management Team (SMT) consisting of the Chief Executive Officer, Chief Financial Officer, Chief Quality Officer, and the Director of Information Technology.

**Chief Operating Officer/Vice
President - '10 to '11**

Columbia Analytical Services, Inc.
Kelso, WA

Responsible for all phases of laboratory operations, including project planning, budgeting, and quality assurance.

**Vice President/Kelso
Laboratory Director '93-'10**

Columbia Analytical Services, Inc.
Kelso, WA

Responsibilities included directing the daily operation of the Kelso laboratory. Other responsibilities and duties included functioning as a technical consultant to clients, providing assistance in developing and planning analytical schemes to match client objectives, and writing and developing analytical procedures/methods. Also, served as Project Manager for State of Alaska Department of Environmental Conservation contract and Coordinator for EPA Special Analytical Services (SAS) contracts. Always leave an extra space after this paragraph to separate from the next job.

**Operations Manager, Kelso
Laboratory '92-'93**

Columbia Analytical Services, Inc.
Kelso, WA

Responsible for directing the daily operation of the Metals Laboratory, including the sample preparation, AAS, ICP-OES, and ICP-MS Laboratories

**Project Chemist & Manager,
Metals Analysis Lab, '89-'92**

Weyerhaeuser Technology Center,
Federal Way, WA

Responsibilities included supervising atomic spectroscopy laboratory which included flame and furnace AAS, ICP-OES, and sample preparation capabilities to handle a wide variety of sample types. Interfaced with internal and external clients to provide technical support. Wrote and developed analytical procedures/methods.

Scientist '86-'89

Weyerhaeuser Technology Center,
Federal Way, WA

Responsibilities included primary ICP and AAS analyst for EPA-CLP contract work. Extensive experience in wide variety of environmental and product-related testing.

**Lead Technician, Metals Lab
'81-'86**

ITT Rayonier, Olympic Research Division,
Shelton, WA

Responsibilities included performing water quality tests, product-related analytical tests, corrosion tests operated pilot equipment specific to the pulp and paper ind

Research Assistant, '78-'81

4. Respondent's Capabilities

Due to the restriction on the number of pages allowed in this response, we have included a copy of the cover page only to our WDOE certification. The full certification list is available on line and included as an extra file on the CD provided.

References

Clark County Department of Environmental Services

Jeff Schnabel, Chad Hoxeng
(360) 397-2121, (360) 397-6118 or via email jeff.schnabel@clark.wa.gov
1300 Franklin Street, Rm 150
Vancouver, WA 98666

ALS currently provides the analytical services described in this RFP to Clark County Department of Environmental Services.

Clark Public Utilities

Steve Prather
(360) 992-8023 or via email at sprather@clarkpud.com
PO Box 8900
Vancouver, WA 98668

ALS has provided services to Clark Public Utilities for the past ten (10) years in support of their drinking water compliance, well-head protection monitoring, and several surface and groundwater studies. Drinking water analytical procedures have included, but are not limited to the regulated and unregulated list of inorganic compounds, volatile organic compounds, synthetic organic compounds, and disinfection by-products. The other studies have included primarily studies in support of NPDES permits and other general chemistry parameters as needed. Each project has specific turnaround and data deliverable requirements, including state specific forms and a client-specific electronic data deliverables (EDDs). Courier services are supplied.

City of Portland

Peter Abrams
(503) 823-5533
1120 SW Fifth Ave No. 600
Portland, OR 97204

CAS\Kelso, WA has provided services to City of Portland for several years in support of their drinking water compliance. These studies have included primarily analysis in support of NPDES permits. Analysis includes inorganic and organic parameters. Courier services are supplied.

5. Project Approach and Understanding

Section A:

ALS has been providing the services described in this RFP to Clark County for the past four years. Our staff understands what tests and limits are required and what samples need to be split, processed and transferred. ALS maintains SOPs for the sample splitting procedure required by Clark County Environmental Services.

ALS offers courier services during business hours and non business hours to Clark County on an as needed basis. We have a standard courier run through Clark County twice daily with an experienced driver well trained in correct sample custody procedures. Our standard turn-around-time is 15 business days for the tests described in this RFP. Samples requiring splits must have at least 24 hours of holding time remaining for the required tests. Samples will be split and processed immediately upon arrival at the Kelso lab if received during normal business hours or at the start of the business day if received over the weekend.

Section B:

All quoted analysis will be completed by ALS Environmental Services with the following exceptions of Particle Size in water which will continue to be sub-contracted to Micro Labs NW.

The analytical methods ALS proposes to use are listed in the pricing tables. A table of reporting limits is also included in our response. Our proposed turn-around-time is 15 business days. We have included a copy of our WDOE certification for your review.

Section C:

Data Reporting

When an analyst determines that a data package has met the data quality objectives (and/or any client-specific data quality objectives) of the method and has qualified any anomalies in a clear, acceptable fashion, the data package is reviewed by a trained chemist. Prior to release of the report to the client, the Project Manager reviews and approves the entire report for completeness and to ensure that any and all client-specified objectives were successfully achieved. The original raw data, along with a copy of the final report, is filed in project files by service request number for archiving. ALS Environmental maintains control of analytical results by adhering to standard operating procedures and by observing sample custody requirements. All data are calculated and reported in units consistent with project specifications, to enable easy comparison of data from report to report.

To the extent possible, samples shall be reported only if all QC measures are acceptable. If a QC measure is found to be out of control, and the data is to be reported, all samples associated with the failed quality control measure shall be reported with the appropriate data qualifier(s). The *SOP for Data Reporting and Report Generation* addresses the flagging and qualification of data. The ALS Environmental-defined data qualifiers, state-specific data qualifiers, or project-defined data qualifiers are used depending on project requirements. A case narrative may be written by the Project Manager to explain problems with a specific analysis or sample, etc.

For subcontracted analyses, the Project Manager verifies that the report received from the subcontractor is complete. This includes checking that the correct analyses were performed, the analyses were performed for each sample as requested, a report is provided for each analysis, and the

report is signed. The Project Manager accepts the report if all verification items are complete. Acceptance is demonstrated by forwarding the report to the client.

Documentation

ALS Environmental maintains a records system which ensures that all laboratory records of analysis data retained and available. Analysis data is retained for 5 years from the report date unless contractual terms or regulations specify a longer retention time. The archiving system is described in the *SOP for Data Archiving*.

Documentation and Archiving of Sample Analysis Data

The archiving system includes the following items for each set of analyses performed:

- Benchsheets describing sample preparation (if appropriate) and analysis;
- Instrument parameters (or reference to the data acquisition method);
- Sample analysis sequence;
- Instrument printouts, including chromatograms and peak integration reports for all samples, standards, blanks, spikes and reruns;
- Logbook ID number for the appropriate standards;
- Copies of report sheets submitted to the work request file; and
- Copies of Nonconformity and Corrective Action Reports, if necessary.

Individual sets of analyses are identified by analysis date and service request number. Since many analyses are performed with computer-based data systems, the final sample concentrations can be automatically calculated. If additional calculations are needed, they are written on the integration report or securely stapled to the chromatogram, if done on a separate sheet. For organics analysis, data applicable to all analyses within the batch, such as GCMS tunes, CCVs, batch QC, and analysis sequences; are kept using a separate documentation system. This system is used to archive data on a batch-specific basis and is segregated according to the date of analysis. This system also includes results for the most recent calibration curves, as well as method validation results.

Deliverables

In order to meet individual project needs, ALS Environmental provides several levels of analytical reports. Standard specifications for each level of deliverable are described in Table 11-1. Variations may be provided based on client or project specifications.

When requested, ALS Environmental provides Electronic Data Deliverables (EDDs) in the format specified by client need or project specification. ALS Environmental is capable of generating EDDs with many different formats and specifications. The EDD is prepared by report production staff using the electronic version of the laboratory report to minimize transcription errors. User guides and EDD specification outlines are used in preparing the EDD. The EDD is reviewed and compared to the hard-copy report for accuracy.

Descriptions of ALS Environmental Standard Data Deliverables

Tier I. Routine Certified Analytical Report (CAR) includes the following:

1. Transmittal letter
2. Chain of custody documents and sample/cooler receipt documentation
3. Sample analytical results
4. Method blank results
5. Surrogate recovery results and acceptance criteria for applicable organic methods
6. Dates of sample preparation and analysis for all tests

7. Case narrative – optional

Tier II. In addition to the Tier I Deliverables, this CAR includes the following:

1. Matrix spike result(s) with calculated recovery and including associated acceptance criteria
2. Duplicate or duplicate matrix spike result(s) (as appropriate to method), with calculated relative percent difference
3. Laboratory Control Sample result(s) with calculated recovery and including associated acceptance criteria
4. Case narrative – optional

Tier III. Data Validation Package. In addition to the Tier II Deliverables, this CAR includes the following:

1. Case narrative - required
2. Summary forms for all associated QC and Calibration parameters, with associated control criteria/acceptance limits

Note: Other summary forms specified in QAPPs or project/program protocols, or those related to specialized analyses such as HRGC/MS will be included.

Tier IV. Full Data Validation Package.

1. All raw data associated with the sample analysis, including but not limited to:
 - a. Preparation and analysis bench sheets and instrument printouts,
 - b. For organics analyses, all applicable chromatograms, spectral, confirmation, and manual integration raw data. For GC/MS this includes tuning results, mass spectra of all positive hits, and the results and spectra of TIC compounds when requested.
 - c. QC data,
 - d. Calibration data (initial, verification, continuing, etc),
 - e. Calibration blanks or instrument blanks (as appropriate to method).
2. If a project QAPP or program protocol applies, the report will be presented as required by the QAPP.

Example reports are on file with the Clark County Department of Environmental Services. We have included an example EDD on the CD included with our response. Due to the page restriction set on this response we have not included a demo report in the hardcopy. We have included a separate file on the CD that contains a demo report.

6. Proposed Costs

Please see the enclosed quote sheets for unit pricing for water and sediment samples.

7. Employment Verification

E-Verify example attached.

The State of
Department



Washington
of Ecology

Columbia Analytical Services - Kelso
Kelso, WA

has complied with provisions set forth in Chapter 173-50 WAC and is hereby recognized by the Department of Ecology as an ACCREDITED LABORATORY for the analytical parameters listed on the accompanying Scope of Accreditation. This certificate is effective July 9, 2012 and shall expire July 8, 2013.

Witnessed under my hand on August 1, 2012

Alan D. Rue
Lab Accreditation Unit Supervisor

Laboratory ID
C544



Environmental

ALS Environmental
 1317 South 13th Avenue
 Kelso, WA 98626
 Ph. 1-360-577-7222
 Fax 1-360-636-1068

Quote No.: 28656
 Quote Name: RFP #648

Attention: Bob Hutton
 Company: Clark County Department of Env. Svcs.
 Address: 1300 Franklin Street Room 150
 Vancouver, WA 98666-9810
 Ph. 360-397-6118
 Fax 360-397-2062
 Email: bob.hutton@clark.wa.gov

Project: Stormwater
 Project Chemist: Chris Leaf(Chris.Leaf@ALSGlobal.com)
 Sales Representative: Todd Poyfair(Todd.Poyfair@alsglobal.com)

Date Quoted: 04/19/2013

Expires on: 4/19/14

Project Notes:

Analytical Services

Water

Test Description	QTY	TAT	Unit Price	TAT Surcharge	Adj Unit Price	Extended Price	Test Comments
Turbidity (Nephelometric) - 180.1	1	15 Day-B	10.00	0%	10.00	10.00	
Dissolved Trace Elements in Waters and Wastes by Inductively Coupled Plasma - Mass Spectrometry - 200.8	1	15 Day-B	41.00	0%	41.00	41.00	Pb,Cd,Cu,Zn
Trace Elements in Waters and Wastes by Inductively Coupled Plasma - Mass Spectrometry - 200.8	1	15 Day-B	41.00	0%	41.00	41.00	Pb,Cd,Cu,Zn
Chloride - 300.0	1	15 Day-B	12.00	0%	12.00	12.00	
Nitrogen, Total Nitrate-Nitrite (Colorimetric, Automated, Cadmium Reduction) - 353.2	1	15 Day-B	13.00	0%	13.00	13.00	
Ortho Phosphorus, Total (Colorimetric, Ascorbic Acid, Two Reagent) - 365.3	1	15 Day-B	17.00	0%	17.00	17.00	
Phosphorus, Total (Colorimetric, Ascorbic Acid, Two Reagent) - 365.3	1	15 Day-B	25.00	0%	25.00	25.00	
Synthetic Organic Compounds in Drinking Water - 525.2	1	15 Day-B	195.00	0%	195.00	195.00	2,4-D, Dichlobenil
Mercury, Dissolved in Liquid Waste (Manual Cold-Vapor Technique) - 7470A	1	15 Day-B	26.00	0%	26.00	26.00	2,4-D
Mercury, Total in Liquid Waste (Manual Cold-Vapor Technique) - 7470A	1	15 Day-B	26.00	0%	26.00	26.00	
Volatile Organic Compounds by GC/MS - 8260C	1	15 Day-B	69.00	0%	69.00	69.00	BTEX
Polycyclic Aromatic Hydrocarbons by GC/MS SIM - 8270D	1	15 Day-B	221.00	0%	221.00	221.00	
Solvent Extractable Nonvolatile Compounds by HPLC-MS/MS - 8321B	1	15 Day-B	295.00	0%	295.00	295.00	Carbaryl
Total Kjeldahl Nitrogen with Distillation - ASTM D1426-93B	1	15 Day-B	30.00	0%	30.00	30.00	
Filtration of Aqueous Samples for Dissolved Metals Analysis - Filter Met	1	15 Day-B	0.00	0%	0.00	0.00	Price included in other services and supplies
Semi-Volatile Petroleum Products Method for Soil and Water for the Northwest - NWTPH-Dx	1	15 Day-B	72.00	0%	72.00	72.00	
Volatile Petroleum Products Method for Soil and Water for the Northwest - NWTPH-Gx	1	15 Day-B	64.00	0%	64.00	64.00	
Hardness, Total EDTA Titration, 20th ed - SM 2340 C	1	15 Day-B	14.00	0%	14.00	14.00	
Conductivity 20th Ed. - SM 2510 B	1	15 Day-B	9.00	0%	9.00	9.00	
Low Level ((Modified for 0.45 Micron) Total Suspended Solids Dried at 103-105 Deg C 20th Ed. - SM 2540 D Modified	1	15 Day-B	21.00	0%	21.00	21.00	
pH Valuc, Electrometric Method 20th Ed. - SM 4500-H+ B	1	15 Day-B	9.00	0%	9.00	9.00	

*R.H. 4/26/2013
 on 5/11/13*



ALS Environmental

ALS Environmental
 1317 South 13th Avenue
 Kelso, WA 98626
 Ph. 1-360-577-7222
 Fax 1-360-636-1068

Quote No.: 28656
 Quote Name: RFP #648

Attention: Bob Hutton
 Company: Clark County Department of Env. Svcs.
 Address: 1300 Franklin Street Room 150
 Vancouver, WA 98666-9810
 Ph. 360-397-6118
 Fax 360-397-2062
 Email: bob.hutton@clark.wa.gov

Project: Stormwater
 Project Chemist: Chris Leaf (Chris.Leaf@ALSGlobal.com)
 Sales Representative: Todd Poyfair (Todd.Poyfair@alsglobal.com)

Date Quoted: 04/19/2013

Expires on: 4/19/14

Analytical Services

Water

Test Description	QTY	TAT ¹	Unit Price	TAT Surcharge	Adj Unit Price	Extended Price	Test Comments
Biochemical Oxygen Demand (BOD) 20th Ed. - SM 5210 B	1	15 Day-B	41.00	0%	41.00	41.00	
Anionic Surfactants as MBAS 20th Ed. - SM 5540 C	1	15 Day-B	149.00	0%	149.00	149.00	
Fecal Coliform, Multiple-Tube Fermentation 20th Ed. - SM 9221 E	1	15 Day-B	32.00	0%	32.00	32.00	
8270 D Low Level	1	15 Day-B	268.00	0%	268.00	268.00	Chlorpyrifos, bis(2-ethylhexyl)phthalate
Particle Size/Grain Size	1	15 Day-B	207.00	0%	207.00	207.00	Subbed to Microlab Northwest
Sample Splitting for Toxicity Sample - Subsample	1	15 Day-B	150.00	0%	150.00	150.00	Price per hour

¹ Turn around time: Values ending in '-B' are measured in business days and values ending in '-C' are measured in calendar days.
 * Denotes that the test will be subcontracted to another laboratory.

*72-24. 4/26/2013
 CA 5/11/13*

Other Services and Supplies

Description	QTY	Unit Price	Unit Percent	Tax Rate	Extended Price
Courier Service -No charge for pick up from Clark County and Transport to CAS, Kelso during normal business hours	1	0.00	NA	NA	0.00
Sample Preparation -Aliquoting/Filtering at Lab - price is per carboy rec'd	1	27.97	NA	NA	27.97

Deliverables: Tier II
 Quality Assurance Plan: LAB QAP
 Data Qualifiers: CAS Standard
 EDD: No

Subtotals: 2,002.00
 Analytical Services: ~~2,059.00~~
 Other Charges: 27.97
 Applicable Tax: 0.00

Total: ~~2,084.97~~
 2,029.97

LAB will use its best efforts to arrange for the shipment of specially prepared sample bottles, sampling instructions per Client instruction by the readily available, least cost ground shipping method. Costs for expedited delivery to meet Client's need will be at Client's expense.

*72-24. 4/26/2013
 CA 5/11/13*



ALS Environmental

ALS Environmental
 1317 South 13th Avenue
 Kelso, WA 98626
 Ph. 1-360-577-7222
 Fax 1-360-636-1068

Quote No.: 28657
 Quote Name: RFP #648

Attention: Bob Hutton
 Company: Clark County Department of Env. Svcs.
 Address: 1300 Franklin Street Room 150
 Vancouver, WA 98666-9810
 Ph. 360-397-6118
 Fax 360-397-2062
 Email: bob.hutton@clark.wa.gov

Project: Sediment Stormwater
 Project Chemist: Chris Leaf(Chris.Leaf@ALSGlobal.com)
 Sales Representative: Todd Poyfair(Todd.Poyfair@alsglobal.com)

Date Quoted: 04/19/2013

Expires on: 4/19/14

Project Notes:

Analytical Services

Sediment

Test Description	QTY	TAT ¹	Unit Price	TAT Surcharge	Adj Unit Price	Extended Price	Test Comments
Total Volatile Solids [Residue, Volatile (Gravimetric, Ignition at 550 Deg C)], Modified for Matrix - 160.4 Modified	1	15 Day-B	15.00	0%	15.00	15.00	
Trace Elements in Waters and Wastes by Inductively Coupled Plasma - Mass Spectrometry - 200.8	1	15 Day-B	41.00	0%	41.00	41.00	Zn,Pb,Cu,Cd
Phosphorus, All Forms (Colorimetric, Ascorbic Acid, Two Reagent), Modified for Matrix - 365.3M	1	15 Day-B	22.00	0%	22.00	22.00	
Mercury in Solid or Semisolid Waste (Manual CVAA) - 7471A	1	15 Day-B	26.00	0%	26.00	26.00	
Low Level Polychlorinated Biphenyls (PCBs) by GC - 8082	1	15 Day-B	98.00	0%	98.00	98.00	
Polycyclic Aromatic Hydrocarbons by GC/MS SIM - 8270D	1	15 Day-B	225.00	0%	225.00	225.00	
Low Level Semivolatile Organic Compounds by GC/MS - 8270D	1	15 Day-B	236.00	0%	236.00	236.00	
Total Organic Carbon, Modified for Matrix - 9060M	1	15 Day-B	43.00	0%	43.00	43.00	One replicate only
Particle-Size Analysis of Soils, Condensed Breakout - ASTM D422M	1	15 Day-B	64.00	0%	64.00	64.00	
Semi-Volatile Petroleum Products Method for Soil and Water for the Northwest - NWTPH-Dx	1	15 Day-B	72.00	0%	72.00	72.00	
Solids, Total (Gravimetric, Dried at 103-105 Degrees C), Modified for Matrix 20th Ed. - SM 2540 B Modified	1	15 Day-B	9.00	0%	9.00	9.00	

¹ Turn around time: Values ending in '-B' are measured in business days and values ending in '-C' are measured in calendar days.

Other Services and Supplies

Description	QTY	Unit Price	Unit Percent	Tax Rate	Extended Price
Courier Service -No charge for pick up from Clark County and Transport to CAS,Kelso during normal business hours	1	0.00	NA	NA	0.00



Environmental

ALS Environmental
1317 South 13th Avenue
Kelso, WA 98626
Ph. 1-360-577-7222
Fax 1-360-636-1068

Quote No.: 28657
Quote Name: RFP #648

Attention: Bob Hutton
Company: Clark County Department of Env. Svcs.
Address: 1300 Franklin Street Room 150
Vancouver, WA 98666-9810
Ph. 360-397-6118
Fax 360-397-2062
Email: bob.hutton@clark.wa.gov

Deliverables: Tier II
Quality Assurance Plan: LAB QAP
Data Qualifiers: CAS Standard
EDD: No

Subtotals	
Analytical Services:	851.00
Other Charges:	0.00
Applicable Tax:	0.00

Total: 851.00

LAB will use its best efforts to arrange for the shipment of specially prepared sample bottles, sampling instructions per Client instruction by the readily available, least cost ground shipping method. Costs for expedited delivery to meet Client's need will be at Client's expense.

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
SM2540 D	Solids, Total Suspended (Nonfilterable)	NA	Water	5	5	mg/L	85-111	NA	10
180.1	Turbidity	NA	Water	0.04	0.2	NTU	90-110	NA	20
120.1	Conductivity	NA	Water	0.4	2	umhos/cm	86-113	NA	20
300.0	Chloride	16887-00-6	Water	0.03	0.2	mg/L	90-110	90-110	20
SM5210 B	Biological Oxygen Demand	NA	Water	1	4	mg/L	85-115	NA	20
SM4500 H+ B	pH	12408-02-5	Water	NA	NA	pH units	85-115	NA	NA
SM2340 C	Hardness as CaCO3	NA	Water	0.8	2	mg/L	90-116	90-116	20
SM5540 C	Surfactants (MBAS)	NA	Water	0.05	0.05	mg/L	72-147	72-147	20
365.3	Orthophosphate as Phosphorus	14265-44-2	Water	0.004	0.01	mg/L	85-115	71-126	20
365.3	Phosphorus, Total	7723-14-0	Water	0.004	0.01	mg/L	85-115	68-130	20
ASTM D1426-93B	Nitrogen, Total Kjeldahl	7727-37-9	Water	0.08	0.2	mg/L	72-129	53-160	20
353.2	Nitrate + Nitrite as Nitrogen	NA	Water	0.009	0.05	mg/L	90-110	89-114	20

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
200.8	Cadmium, Total recoverable/Dissolved	7440-43-9	Water	0.005	0.02	ug/L	85-115	70-130	20
200.8	Copper, Total recoverable/Dissolved	7440-50-8	Water	0.02	0.1	ug/L	85-115	70-130	20
200.8	Lead, Total recoverable/Dissolved	7439-92-1	Water	0.005	0.02	ug/L	85-115	70-130	20
200.8	Zinc, Total recoverable/Dissolved	7440-66-6	Water	0.2	0.5	ug/L	85-115	70-130	20
7470A	Mercury, Total recoverable/Dissolved	7439-97-6	Water	0.02	0.2	ug/L	83-117	75-125	20

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
8270D SIM PAH	Naphthalene	91-20-3	Water, 3520C	0.0030	0.02	ug/L	43-169	33-125	30
8270D SIM PAH	2-Methylnaphthalene	91-57-6	Water, 3520C	0.0023	0.02	ug/L	34-176	34-112	30
8270D SIM PAH	Acenaphthene	83-32-9	Water, 3520C	0.0044	0.02	ug/L	50-159	40-124	30
8270D SIM PAH	Acenaphthylene	208-96-8	Water, 3520C	0.0034	0.02	ug/L	51-159	46-120	30
8270D SIM PAH	Dibenzofuran	132-64-9	Water, 3520C	0.0046	0.02	ug/L	52-159	51-128	30
8270D SIM PAH	Fluorene	86-73-7	Water, 3520C	0.0038	0.02	ug/L	53-162	51-124	30
8270D SIM PAH	Phenanthrene	85-01-8	Water, 3520C	0.0050	0.02	ug/L	56-144	59-119	30
8270D SIM PAH	Anthracene	120-12-7	Water, 3520C	0.0036	0.02	ug/L	53-151	55-119	30
8270D SIM PAH	Fluoranthene	206-44-0	Water, 3520C	0.0044	0.02	ug/L	58-158	46-130	30
8270D SIM PAH	Pyrene	129-00-0	Water, 3520C	0.0035	0.02	ug/L	57-157	54-129	30
8270D SIM PAH	Benz(a)anthracene	56-55-3	Water, 3520C	0.0026	0.02	ug/L	53-140	58-119	30
8270D SIM PAH	Chrysene	218-01-9	Water, 3520C	0.0034	0.02	ug/L	54-143	61-121	30
8270D SIM PAH	Benzo(b)fluoranthene	205-99-2	Water, 3520C	0.0023	0.02	ug/L	57-142	56-125	30
8270D SIM PAH	Benzo(k)fluoranthene	207-08-9	Water, 3520C	0.0025	0.02	ug/L	55-144	60-129	30
8270D SIM PAH	Benzo(a)pyrene	50-32-8	Water, 3520C	0.0043	0.02	ug/L	52-146	48-129	30
8270D SIM PAH	Indeno(1,2,3-cd)pyrene	193-39-5	Water, 3520C	0.0026	0.02	ug/L	45-149	44-126	30
8270D SIM PAH	Dibenz(a,h)anthracene	53-70-3	Water, 3520C	0.0025	0.02	ug/L	46-148	49-127	30
8270D SIM PAH	Benzo(g,h,i)perylene	191-24-2	Water, 3520C	0.0029	0.02	ug/L	50-144	58-118	30

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
525.2	2,4-D	94-75-7	Water		0.1	ug/L			
525.2	dichlobenil	1194-65-6	Water		0.1	ug/L			

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
8321B	Carbaryl	63-25-2	Water	0.004	0.02	ug/L	70-130	70-130	30

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
8270D LL / 3520C	Bis(2-ethylhexyl) Phthalate	117-81-7	Water	0.13	1.0	ug/L	61-118	42-133	30
8270D LL / 3520C	Chlorpyrifos	2921-88-2	Water	50	50	ng/L	68-109	68-109	30

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
NWTPH-Dx	Diesel Range Organics	68334-30-5	Water	8.2	250	ug/L	44-143	44-143	30
NWTPH-Dx	Residual Range Organics	NA	Water	19	500	ug/L	55-139	45-140	30
NWTPH-Gx	Gasoline Range Organics	8006-61-9	Water	13	250	ug/L	77-122	71-128	30

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
8260C/5030B	Benzene	71-43-2	Water	0.062	0.5	ug/L	69-124	63-144	30
8260C/5030B	Ethylbenzene	100-41-4	Water	0.05	0.5	ug/L	67-121	66-136	30
8260C/5030B	m,p-Xylenes	79601-23-	Water	0.11	0.5	ug/L	69-121	67-135	30
8260C/5030B	o-Xylene	95-47-6	Water	0.074	0.5	ug/L	71-119	67-127	30
8260C/5030B	Toluene	108-88-3	Water	0.054	0.5	ug/L	69-124	71-136	30

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
SM 2540G	Solids, Total	NA	Soil	NA	NA	%	NA	NA	20
9060M	Total Organic Carbon	7440-44-0	Soil	0.02	0.05	%	72-122	70-122	20
365.3 Mod	Phosphorus, Total	7723-14-0	Soil	0.02	0.1	mg/Kg	82-127	10-174	20
160.4	Solids, Volatile	NA	Soil	NA	NA	%	85-115	NA	20

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
200.8	Cadmium	7440-43-9	Soil	0.004	0.02	mg/kg	81-119	70-130	30
200.8	Copper	7440-50-8	Soil	0.08	0.1	mg/kg	83-116	70-130	30
200.8	Lead	7439-92-1	Soil	0.009	0.05	mg/kg	79-121	70-130	30
200.8	Zinc	7440-66-6	Soil	0.2	0.5	mg/kg	73-121	70-130	30
7471B	Mercury	7439-97-6	Soil	0.002	0.02	mg/kg	71-128	75-125	20

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
8270D SIM PAH / 3541	Naphthalene	91-20-3	Soil	0.6	5	ug/kg	32-124	23-114	40
8270D SIM PAH / 3541	2-Methylnaphthalene	91-57-6	Soil	0.39	5	ug/kg	27-126	24-115	40
8270D SIM PAH / 3541	Acenaphthene	83-32-9	Soil	0.5	5	ug/kg	39-124	33-118	40
8270D SIM PAH / 3541	Acenaphthylene	208-96-8	Soil	0.56	5	ug/kg	38-126	32-117	40
8270D SIM PAH / 3541	Dibenzofuran	132-64-9	Soil	0.63	5	ug/kg	41-130	34-131	40
8270D SIM PAH / 3541	Fluorene	86-73-7	Soil	0.61	5	ug/kg	39-129	33-125	40
8270D SIM PAH / 3541	Phenanthrene	85-01-8	Soil	1.4	5	ug/kg	39-123	29-125	40
8270D SIM PAH / 3541	Anthracene	120-12-7	Soil	0.55	5	ug/kg	38-130	30-127	40
8270D SIM PAH / 3541	Fluoranthene	206-44-0	Soil	0.98	5	ug/kg	39-135	35-139	40
8270D SIM PAH / 3541	Pyrene	129-00-0	Soil	0.76	5	ug/kg	39-134	27-134	40
8270D SIM PAH / 3541	Benz(a)anthracene	56-55-3	Soil	0.72	5	ug/kg	46-120	35-122	40
8270D SIM PAH / 3541	Chrysene	218-01-9	Soil	0.8	5	ug/kg	49-120	36-126	40
8270D SIM PAH / 3541	Benzo(b)fluoranthene	205-99-2	Soil	0.92	5	ug/kg	51-121	35-124	40
8270D SIM PAH / 3541	Benzo(k)fluoranthene	207-08-9	Soil	0.87	5	ug/kg	55-120	38-124	40
8270D SIM PAH / 3541	Benzo(a)pyrene	50-32-8	Soil	0.76	5	ug/kg	49-122	37-123	40
8270D SIM PAH / 3541	Indeno(1,2,3-cd)pyrene	193-39-5	Soil	0.87	5	ug/kg	40-128	28-133	40
8270D SIM PAH / 3541	Dibenz(a,h)anthracene	53-70-3	Soil	0.8	5	ug/kg	43-125	32-125	40
8270D SIM PAH / 3541	Benzo(g,h,i)perylene	191-24-2	Soil	0.85	5	ug/kg	49-122	33-128	40

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
8082A LL	Aroclor 1016	12674-11-2	Soil	2.1	10	ug/kg	37-121	27-128	40
8082A LL	Aroclor 1221	11104-28-2	Soil	2.1	20	ug/kg	-	-	-
8082A LL	Aroclor 1232	11141-16-5	Soil	2.1	10	ug/kg	-	-	-
8082A LL	Aroclor 1242	53469-21-9	Soil	2.1	10	ug/kg	-	-	-
8082A LL	Aroclor 1248	12672-29-6	Soil	2.1	10	ug/kg	-	-	-
8082A LL	Aroclor 1254	11097-69-1	Soil	2.1	10	ug/kg	-	-	-
8082A LL	Aroclor 1260	11096-82-5	Soil	2.1	10	ug/kg	42-123	29-131	40

METHOD	ANALYTE	CAS No.	MATRIX	MDL	MRL	UNITS	Accuracy (LCS %Rec.)	Matrix Spike (%Rec.)	Precision (% RPD)
NWTPH-Dx	Diesel Range Organics	68334-30-5	Soil	0.79	25	mg/kg	42-134	23-144	40
NWTPH-Dx	Residual Range Organics	NA	Soil	2.9	100	mg/kg	48-141	29-167	40



Employment Eligibility Verification

Welcome
Alene Albright

User ID
AAL86332

Last Login
04:58 PM - 09/04/2012 Log Out



Click any for help

- Home
- My Cases
- New Case
- View Cases
- Search Cases
- My Profile
- Edit Profile
- Change Password
- Change Security Questions
- My Company
- Edit Company Profile
- Add New User
- View Existing Users
- Close Company Account
- My Reports
- View Reports
- My Resources
- View Essential Resources
- Take Tutorial
- View User Manual
- Contact Us

Company Information

Company Name: ALS Laboratory Group [View / Edit](#)

Company ID Number: 291148

Doing Business As (DBA) Name:

DUNS Number:

Physical Location:

Address 1: 10450 Stancliff Road, Suite 210

Address 2:

City: Houston

State: TX

Zip Code: 77099

County: HARRIS

Mailing Address:

Address 1: 10450 Stancliff Road, Suite 210

Address 2:

City: Houston

State: TX

Zip Code: 77099

Additional Information:

Employer Identification Number: 760606679

Total Number of Employees: 100 to 499

Parent Organization:

Administrator: ALS Laboratory Group

Organization Designation:

Employer Category: Federal Contractor with FAR E-Verify Clause

Federal Contractor Category: None of these categories apply

Employees being verified: All new hires and all existing employees assigned to a Federal contract

NAICS Code: 641 - PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES [View / Edit](#)

Total Hiring Sites: 4 [View / Edit](#)

Total Points of Contact: 1 [View / Edit](#)

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and **ALS Laboratory Group** (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

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4. SSA agrees to provide a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility within 3 Federal Government work days of the initial inquiry.

5. SSA agrees to provide a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF DHS

1. After SSA verifies the accuracy of SSA records for aliens through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct, to the extent authorized by this MOU:

- Automated verification checks on alien employees by electronic means, and
- Photo verification checks (when available) on employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer a manual (the E-Verify User Manual) containing instructions on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by alien employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of alien employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act (INA) and Federal criminal laws, and to administer Federal contracting requirements.

7. DHS agrees to provide a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative

Company ID Number: 291149

nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

8. DHS agrees to provide a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system.

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.

3. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.

4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.

A. The Employer agrees that all Employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify, including any tutorials for Federal contractors if the Employer is a Federal contractor.

B. Failure to complete a refresher tutorial will prevent the Employer from continued use of the program.

5. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

- If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
- If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The employer will use the photocopy to verify the photo and to assist DHS with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.

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6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in compliance with the terms and conditions of E-Verify; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ an employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith based on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures for new employees within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify User Manual. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. In all cases, the Employer must use the SSA verification procedures first, and use DHS verification procedures and photo screening tool only after the SSA verification response has been given. Employers may initiate verification by notating the Form I-9 in circumstances where the employee has applied for a Social Security Number (SSN) from the SSA and is waiting to receive the SSN, provided that the Employer performs an E-Verify employment verification query using the employee's SSN as soon as the SSN becomes available.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use not authorized by this MOU. Employers must use E-Verify for all new employees, unless an Employer is a Federal contractor that qualifies for the exceptions described in Article II.D.1.c. Except as provided in Article II.D, the Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. The Employer understands that if the Employer uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III. below) regarding tentative nonconfirmations, including notifying employees of the finding, providing written referral instructions to employees, allowing employees to contest the finding, and not taking

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adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo non-match, does not establish, and should not be interpreted as evidence, that the employee is not work authorized. In any of the cases listed above, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status (including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, refusing to assign the employee to a Federal contract or other assignment, or otherwise subjecting an employee to any assumption that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 or OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

11. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the unfair immigration-related employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of employees as

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authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, including by permitting DHS and SSA, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a timely and accurate manner to DHS requests for information relating to their participation in E-Verify.

D. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. The Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801) in addition to verifying the employment eligibility of all other employees required to be verified under the FAR. Once an employee has been verified through E-Verify by the Employer, the Employer may not reverify the employee through E-Verify.

a. Federal contractors not enrolled at the time of contract award: An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to use E-Verify to initiate verification of employment eligibility of new hires of the Employer who are working in the United States, whether or not assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within 3 business days after the date of hire. Once enrolled in E-Verify as a Federal contractor, the Employer must initiate verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

b. Federal contractors already enrolled at the time of a contract award: Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to initiate verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within 3 business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must initiate verification of each employee assigned to the

E-Verify



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contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Institutions of higher education, State, local and tribal governments and sureties: Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), State or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. The provisions of Article II.D, paragraphs 1.a and 1.b of this MOU providing timeframes for initiating employment verification of employees assigned to a contract apply to such institutions of higher education, State, local and tribal governments, and sureties.

d. Verification of all employees: Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to do so only in the manner designated by DHS and initiate E-Verify verification of all existing employees within 180 days after the election.

e. Form I-9 procedures for Federal contractors: The Employer may use a previously completed Form I-9 as the basis for initiating E-Verify verification of an employee assigned to a contract as long as that Form I-9 is complete (including the SSN), complies with Article II.C.5, the employee's work authorization has not expired, and the Employer has reviewed the information reflected in the Form I-9 either in person or in communications with the employee to ensure that the employee's stated basis in section 1 of the Form I-9 for work authorization has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen). If the Employer is unable to determine that the Form I-9 complies with Article II.C.5, if the employee's basis for work authorization as attested in section 1 has expired or changed, or if the Form I-9 contains no SSN or is otherwise incomplete, the Employer shall complete a new I-9 consistent with Article II.C.5, or update the previous I-9 to provide the necessary information. If section 1 of the Form I-9 is otherwise valid and up-to-date and the form otherwise complies with Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired subsequent to completion of the Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.C.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual. Nothing in this section shall be construed to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU, or to authorize verification of any existing employee by any Employer that is not a Federal contractor.

2. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

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ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.
3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a system-generated referral letter and instruct the employee to visit an SSA office within 8 Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.
4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. If the Employer finds a photo non-match for an employee who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible

Company ID Number: 291149

after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact DHS through its toll-free hotline (as found on the referral letter) within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (furnished and paid for by DHS).

7. The Employer understands that if it cannot determine whether there is a photo match/non-match, the Employer is required to forward the employee's documentation to DHS by scanning and uploading, or by sending the document as described in the preceding paragraph, and resolving the case as specified by the Immigration Services Verifier at DHS who will determine the photo match or non-match.

ARTICLE IV

SERVICE PROVISIONS

SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access the E-Verify System, an Employer will need a personal computer with Internet access.

ARTICLE V

PARTIES

A. This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take

Company ID Number: 291149

mandatory refresher tutorials. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such a circumstance, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, that Employer will remain a participant in the E-Verify program, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.

B. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect its performance of its contractual responsibilities.

C. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.

D. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

E. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

F. The Employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

H. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.



Company ID Number: 291149

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer ALS Laboratory Group

Karla Jordan

Name (Please Type or Print)

Title

Electronically Signed

Signature

12/21/2009

Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed

Signature

12/21/2009

Date

E-Verify



Company ID Number: 291149

Information Required for the E-Verify Program

Information relating to your Company:

Company Name: ALS Laboratory Group

Company Facility Address: 10450 Stancliff Road, Suite 210

Houston, TX 77099

Company Alternate

Address: 10450 Stancliff Road, Suite 210

Houston, TX 77099

County or Parish: HARRIS

Employer Identification

Number: 760606679

North American Industry
Classification Systems

Code: 541

Parent Company: ALS Laboratory Group

Number of Employees: 100 to 499

Number of Sites Verified

for: 4

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

- ARIZONA 1 site(s)



Company ID Number: 291149

- UTAH 1 site(s)
- COLORADO 1 site(s)
- TEXAS 1 site(s)

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name:	Karla Jordan	Fax Number:	(281) 530 - 5887
Telephone Number:	(281) 530 - 5656 ext. 149		
E-mail Address:	karla.jordan@alsenviro.com		