



**REQUEST FOR PROPOSALS  
CITY OF ALEXANDRIA, LOUISIANA  
RFP #1184P**

**ANALYTICAL SERVICES**

**SEPTEMBER 2015**

**REQUESTS FOR PROPOSALS  
ANALYTICAL SERVICES FOR THE CITY OF ALEXANDRIA, LA**

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# REQUEST FOR PROPOSALS

## Part I. Administrative Information

### 1.1 Request for Proposals

The City of Alexandria is soliciting pricing and additional information from qualified laboratories to provide services for analytical testing required by permits and regulations from the Environmental Protection Agency, LA Department of Environmental Quality and the LA Department of Health and Hospitals. To support these activities, the City of Alexandria requires the analytical services of two laboratories to ensure continuous analysis regardless of sample load and/or laboratory availability.

### 1.2 Contract Term and Compensation

The term of the contract resulting from this RFP will be twelve (12) months from bid award date, with the option to renew annually up to 2 additional years, (not to exceed a total of 36 months). Compensation for contract services will be based on Schedules of Prices to be incorporated into the contract.

### 1.3 Proposal Preparation

Instructions for preparing proposals are provided in Part III below. Proposals submitted for consideration should follow the specified order of presentation and format.

### 1.4 Questions and Answers

Any and all questions regarding this Request for Proposals must be submitted in writing to the City of Alexandria by close of business, Tuesday, October 13, 2015.

Questions may be mailed to:

David Carson  
City of Alexandria – Laboratory Testing  
1212 Hudson Blvd.  
Alexandria, LA 71302

Or submitted by email to: [David.Carson@cityofalex.com](mailto:David.Carson@cityofalex.com)

Questions will also be accepted by FAX at 318-441-6256.

Responses to questions can be accessed by going to [www.cityofalexandrialala.com](http://www.cityofalexandrialala.com). It is the responsibility of potential proposers to check the City's website prior to submitting their proposals to verify that they have the most recent updates.

## **1.5 Submission of Proposals**

If you desire to submit a proposal, one (1) original and three (3) copies of the technical proposal should be submitted to the City of Alexandria by 2:00 pm local time on or before **Thursday, October 22, 2015**. Proposals, amendments, and any other information received after this date and time will not be considered.

All proposals should be delivered to:

David Carson  
City of Alexandria – Laboratory Testing  
1212 Hudson Blvd.  
Alexandria, LA 71302

Proposers are solely responsible for the timely delivery of their proposals. The City of Alexandria will not acknowledge by mail or telephone timely receipt of proposals.

## **1.6 Changes, Addendum, or Withdrawal of Proposals**

Any changes or addenda to a proposal must be submitted in writing, signed by an authorized representative of the proposer, cross-referenced clearly to the relevant proposal section, and received by the City of Alexandria prior to the proposal due date and time. All changes and addenda must meet all requirements for the proposal. Any proposer choosing to withdraw its proposal must submit a written withdrawal request to the City of Alexandria.

## **Part II. General Information**

### **2.1 Laboratory Accreditation**

In accordance with LAC 33:1.4501, any commercial laboratory as defined in LAC 33:I.4503 shall be accredited by the Department's Environmental Laboratory Accreditation Program (LELAP) prior to commencing analytical work. Each such laboratory must be certified for the method/matrix/analytes necessary to perform the analytical work required. The City of Alexandria shall not accept analytical data generated by any commercial laboratory that is not accredited by the Department of Environmental Quality's Environmental Laboratory Accreditation Program in accordance with LAC 33:I.4501 through 5913. All analytical data must be submitted in a format approved by the Superintendent of Environmental Services and shall meet the requirements of LAC 33:I.5313 and the 2003 NELAC Standards.

Any laboratory other than a commercial laboratory as defined in LAC 33:I.4503 submitting analytical data to LDEQ shall meet at a minimum the quality system requirements found in LAC 33:I.Chapter 53 and in Chapter 5 of the 2003 NELAC Standards. All analytical data must be submitted in a format approved by the DEQ

project manager and meet the requirements of LAC33:I.5313 and the 2003 NELAC Standard.

Evidence of LELAP accreditation for any/all laboratories proposed to be used by the successful Contractor must be provided and approved by the Superintendent of Environmental Services before the work begins.

In the Schedule of Prices documents, proposers shall include prices for only those tests/methods/analytes:

1. for which they are currently accredited
2. for which they have applied for accreditation by the proposal due date, October 22, 2015. Furthermore, proposers shall distinguish between the two options: (1) and (2) by the use of an asterisk (\*) to indicate the tests/methods/analytes for which they have applied for accreditation by the proposal due date.

## **2.2 Alexandria Fairness, Equality, Accessibility and Teamwork Program**

*Under the City's AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program), participation by minority and/or disadvantaged business enterprise firms is encouraged.* The AFEAT Program should be inquired about through the Division of Finance. The goals for qualifying disadvantaged, minority and female owned business in the use of professional service agreements with prime contractors will help effectuate the goals of increasing: the competitive viability of small business, minority, and women business enterprise by providing contract, technical, educational, and management assistance; business ownership by small business persons, minority persons, and women (including professional service opportunities); and the procurement by the City of professional services, articles, equipment, supplies, and materials from business concerns owned by small business concerns, minority persons, and women.

Prime contractors offering subcontracting should take specific action to ensure that a bona fide effort is made to achieve maximum results towards meeting the established goals. Primes shall document efforts and shall implement steps at least as extensive as the following in a good faith effort to reach or exceed the established goals:

- A. *Establish and maintain a current list of minority and female owned businesses in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- B. *Document and maintain a record of all solicitations of offers for subcontracts from minority or female construction contractor and suppliers in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- C. *Secure listing of minority and women owned businesses from the City of Alexandria Purchasing Department, the Central Louisiana Business Incubator, and the State of Louisiana Department of Minority Affairs.*

- D. Participate in associations which assist in promoting minority and women owned businesses such as the Central Louisiana Business League, the Central Louisiana Business Incubator, and the Entrepreneurial League System.*
- E. Designate a responsible official to monitor all activity made in the effort to achieve or exceed the established goals; record contacts made, subcontracts entered into with dollar amounts, and other relevant information.*

## **Part III Proposal Preparation Instructions**

### **3.1 Proposal Content**

Proposals submitted in response to this RFP should include as much detail as practical to provide a straightforward, clear, and concise description of the proposer's ability to meet the requirements of the RFP. The proposer should demonstrate his understanding of the City of Alexandria's requirements. Each proposer is solely responsible for the accuracy and completeness of its proposal.

### **3.2 Elements for Technical Proposal**

Each proposer should address the elements described by this section in the Technical Proposal in the order listed.

#### **3.2.1 Proposal Cover Sheet**

Each proposer must complete the proposal cover sheet. Proposals lacking a signed cover sheet shall be disqualified.

#### **3.2.1. Table of Contents**

Each proposer should include a Table of Contents to facilitate locating proposal information.

#### **3.2.3 Scope of Services**

Each proposer should submit a Scope of Services that clearly and concisely describes the technical and management approach to completing the requirements described in the City of Alexandria's Statement of Work. The proposer's Scope of Services should be presented in as much detail as judged necessary by the proposer. An unsupported statement that the proposer will comply with all requirements of this solicitation is not acceptable.

The contractor should have the capability of performing at least 80% of the tests listed in the Schedule of Prices documents as the prime contractor.

Each proposer's Scope of Services should include a brief introduction followed by a discussion of the following technical elements, in the order listed.

**(1) Project Management**

Describe the proposed approach to project management, including, at a minimum, the following information:

(a) Overall company organization

Describe the overall organization of the company. Include a company organizational chart. If multiple offices are involved in the project, describe how the home office and branch offices will interact with each other and the City of Alexandria. Include a description of the involvement of any proposed subcontractors in this project.

(b) Project organization

Provide a project specific organizational chart identifying the proposer's key personnel and key subcontractor personnel proposed for work on this project. Each group of test parameters listed on summary sheet should be stated clearly in the project organization. The organizational chart should specifically include, but need not be limited to, all professional level personnel and project manager positions. Show the lines of authority and lines of communication among all participants, including management, supervisory, and technical staff, points of contact for the City of Alexandria, and any subcontractor relationships. The chart should be realistic and practical. The organizational chart should be accompanied by a narrative identifying the function and responsibilities of each position identified in the organizational chart and the names of specific personnel proposed for assignment to these positions, (include dual assignments, multiple individuals assigned to one position, and subcontractors).

(c) Management approach

Laboratories shall maintain Quality Management Plans (QMP) and Quality Assurance Project Plans (QAPP) according to LELAP requirements.

Describe the proposed approach to project management. Project management includes, but is not limited to, supervision of the Contractor's personnel, communication between the Contractor and the City of Alexandria, meetings and training sessions, contract administration, and preparation and submission of submittals and deliverables in general.

**(2) Performance of Project Tasks**

Describe the proposed approach to the performance of the technical tasks described in the Statement of Work. Include a description of deliverables to be received by the City of Alexandria as end products of the services rendered.

### **(3) Standard Operating Procedures (SOP)**

The Standard Operating Procedures (SOP) of the proposer and any proposed subcontractors shall meet all SOP requirements of LAC 33:I. Chapter 45-57, Laboratory Accreditation; however, the SOPs of the proposer and any proposed subcontractor shall be maintained at the laboratory for accreditation purposes and will not be included in proposals, and therefore, will not be evaluated for this RFP. However, the proposer should include a statement in his proposal assuring the City of Alexandria that all LDEQ Laboratory Accreditation SOP requirements and method-specific requirements will be met for requested analysis. Such procedures shall be made available to the City of Alexandria for review upon request.

### **(4) Quality Assurance/Quality Control (QA/QC) Plans**

The QA/QC Plans of the proposer and any proposed subcontractor shall meet all QA/QC requirements of LAC 33: I Chapters 45-57, Laboratory Accreditation. For the purposes of this RFP, QA/QC Plans shall be maintained at the laboratory for accreditation and are not required to be submitted with proposals and, therefore, will not be evaluated. However, the proposer should include a statement assuring the City of Alexandria that all LDEQ Laboratory Accreditation QA/QC requirements and method specific requirements will be met for requested analyses. QA/QC plans shall be made available to the City of Alexandria for review upon request.

### **(5) Equipment, Facilities, Location, and Availability**

The Contract Laboratory and proposed subcontractor shall meet the Laboratory Facilities and Equipment and Supplies requirements in LAC 33:I.Chapters 45-57. Proposers should demonstrate that the convenience of their laboratory will meet the provisions as defined in the Statement of Work, Sampling Supplies and Procedures, and Turn-Around Time. Proposers should discuss their hours of operation and weekend availability.

### **3.2.4 Personnel Qualifications and Experience**

The City of Alexandria anticipates the need for the following professional Contractor or subcontractor personnel, with relevant experience in analytical and analytical consulting services. Education and experience requirements should meet all organization and personnel requirements of LAC 33: I, Chapters 45-57, Laboratory Accreditation.

Describe the qualifications and experience of all key personnel designated in the project-specific organizational chart as assigned to this project. Include resumes, showing each assigned individual's education, registrations, accomplishments, and experience. The City of Alexandria will consider only experience that is relevant to the tasks listed in the RFP's Statement of Work.

Minimum education and experience qualifications for non-supervisory technical personnel shall meet the requirements of LAC 33:I, Chapters 45-57, Laboratory Accreditation. Specific names of non-supervisory personnel are not required to be submitted with proposals.



### **3.2.5 Company Qualifications and Experience**

Describe the company's qualifications and experience that are relevant to the proposed tasks listed in RFP Statement of Work. Experience will be considered relevant if prior projects major features include analytical testing and analytical consulting services. Both government and privately-sponsored work may be included.

Each proposer should describe projects undertaken by his company during the past three (3) years, (i.e., since January 2012). Experience gained through joint ventures by the company may be included. In the event that the company has not done business under its present organizational name and status for three (3) years, other corporate experience brought to the company through mergers or similar corporate creations may be added.

The proposer's experience information should be submitted in the tabular format provided in a table. The table should contain the following:

- a. the name and address of the client;
- b. the name and telephone number of the client's contact person;
- c. the project title and contract number;
- d. the starting and ending dates of the project;
- e. the total dollar amount of the project; and
- f. a brief description of the project.

In addition, the following information is requested for biomonitoring:

- a. Year proposer became accredited to perform biomonitoring.
- b. Number of control failures during calendar year 2014:
  - a) Chronic C. dubia 7-day renewal
  - b) Chronic P. promelas 7-day renewal
- c. Number of lethality failures for testing conducted during calendar year 2014:
  - a) Chronic C.dubia 7-day renewal
  - b) Chronic P. promelas 7-day renewal
- d. Number of sublethal failures for testing conducted during calendar year 2014:
  - a) Chronic C. dubia 7-day renewal
  - b) Chronic P. promelas 7-day renewal
- e. Number of biomonitoring tests performed for calendar year 2014:
  - a) Chronic C. dubia 7-day renewal
  - b) Chronic P. promelas 7-day renewal

### **3.2.6 Subcontractors**

All subcontractors used by the Contractor for this project should be identified in the proposal. The proposer should provide a signed letter of agreement or a copy of a signed

contract from any subcontractor. This commitment must demonstrate the subcontractor's willingness to undertake the testing outlined in the proposal.

To determine the amount of work subcontracted by the proposer over the last twelve months, the following information shall be included in the proposal;

- a. the laboratories used to subcontract work,
- b. the name, address, phone number and contact person.
- c. list of work subcontracted to laboratories in the last twelve months,
- d. the description of work and
- e. the total dollar amount of subcontracted work.

### **3.2.7 Price Proposal**

Each proposer must submit a price proposal using the City of Alexandria's pricing structure provided in RFP. No other format is acceptable. Proposals not including a Schedule of Prices shall be disqualified. Additionally, all blanks on the Schedule of Prices must be completed. For items, with no charge, "\$0" must be entered.

Price proposal shall also include description of shipment and/or delivery of sample containers to the City of Alexandria Laboratory, 1212 Hudson Blvd., Alexandria, LA. Any cost associated for this service shall be outlined in the proposal. The pickup of samples or shipment of samples from the City of Alexandria Laboratory shall be described in the proposal. Any cost for this service shall be outlined in the proposal.

### **3.3 Financial Statement**

In a separate volume, proposals should include evidence demonstrating the proposer's financial capability to carry out this project.

### **3.4 Proposal Format**

Proposals submitted for consideration should follow the format and order of presentation provided in Part III. Each volume of the proposal should be typed and securely bound in a three ring binder.

## **Part IV. Proposal Evaluation and Selection**

### **4.1 Evaluation Process**

A selection committee will evaluate and rank the proposals according to the criteria listed in Section 4.2. The proposal of any laboratory that does not appear on the LDEQ List of Accredited Laboratories by the proposal submission date shall be disqualified. Any proposal that does not provide the information requested in the checklist shall be disqualified by the City of Alexandria and shall not be evaluated by the Selection Committee.

Proposals will be evaluated in light of the material and the substantiating evidence presented in the proposal, not on the basis of what can be inferred. Additionally, the City

of Alexandria may contact a representative sample of the clients to describe the client's experience as references during the evaluation process.

The two responsible and qualified proposers with the highest rated proposals will be recommended for tentative selection.

#### **4.2 Evaluation Criteria**

All proposals will be evaluated according to the following weighted criteria:

30% Merit of the proposer's Scope of Services, including the capability of the laboratory to handle City's analytical testing needs and overall quality of the proposal.

15% Qualifications and relevant experience of the proposer's key personnel and subcontractor personnel assigned to the project as applicable.

15% Qualifications and relevant experience of the proposer and subcontractor as applicable in providing analytical consulting services.

40% Price

**APPENDIX A  
COVER SHEET**



**ANALYTICAL SERVICES FOR THE CITY OF ALEXANDRIA  
RFP #1184P  
COVER SHEET**

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**Company Information:**

Is your company a Disadvantaged Business Enterprise (DBE)?  Yes  No

Check all that apply:  Minority-Owned  Woman Owned  Small Business

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Authorized Printed Name and Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**APPENDIX B  
PRICE SHEETS**

Pricing Summary Sheet

ITEMS				TOTAL
<b>MISCELLANEOUS PARAMETERS</b>				
<b>TOTAL METALS</b>				
<b>VOLATILE ORGANIC ANALYSIS</b>				
<b>SEMI-VOLATILE ORGANIC ANALYSIS</b>				
<b>PESTICIDE ANALYSIS</b>				
<b>DIOXINS-FURANS</b>				
<b>OTHER CONVENTIONAL PARAMETERS</b>				
<b>BIO-MONITORING PARAMETERS</b>				
<b>SEWAGE SLUDGE</b>				
<b>GRAND TOTAL</b>				

**SCHEDULE OF PRICES**

**Prices apply to aqueous (and solids as applicable)**

**Note: EPA Method or comparable**

Proposeres shall include prices for only those tests/methods/analytes (1) for which they are currently accredited or (2) for which they have applied for accreditation by the proposal due date indicated in RFP. The two options (1) and (2) in the previous sentence shall be distinguished by asterisks (\*) to indicate the tests/methods/analytes for which proposers have applied for accreditation by the proposal due date.

<b>MSCELLANEOUS PARAMETERS</b>					
<b>Parameter</b>	<b>Method</b>	<b>Reporting Limits/Units</b>	<b>Cost</b>		
Alkalinity	SM 2320B	2.0 ppm			
Ammonia Nitrogen as N	SM 4500B = SM 4500 NH3 D Or E	0.1 mg/l			
Chloride	EPA 300	1.25 mg/l			
Color	SM 2120B	5 PCU			
Hardness	SM2340B or C	5 mg/l			
Kjeldahl Nitrogen (TKN)	EPA 351.2	0.10 mg/L			
Nitrate-Nitrate Nitrogen as N	EPA 353.2 or SM4500 NO3F	0.05 mg/L			
Organic Carbon (TOC)	SM 5310B	2 mg/l			
Oxygen Demand, BOD5	SM 5210B	2 mg/l			
Total Phosphorous	EPS 365.4	0.05 mg/l			
Residue TDS	SM 2540C	10 mg/l			
Residue TSS	SM 2540D	4mg/l			
Residue TS	SM 2540B	10 mg/l			
Residue VSS	EPA 160.4	1 mg/L			
Specific Conductance	EPA 120.1 or SM 2510B	10 umhos			
Sulfate	EPA 300	1.25 mg/l			
Sodium	EPA 200.7	1 mg/l			
Turbidity	EPA 180.1 or SM 2130B	1 NTU			
<b>TOTAL COST</b>					



		<b>TOTAL METALS</b>			
<b>Parameter</b>	<b>EPA Method</b>	<b>Reporting Limits/Units</b>	<b>EPA Method</b>	<b>Reporting Limits/Units</b>	<b>Cost</b>
ALUMINUM	200.7	100 ppb	200.8	ppb	
ANTIMONY	200.7	6 ppb	200.8	1.0 ppb	
ARSENIC	200.7	10 ppb	200.8	1.0 ppb	
BARIUM	200.7	1 ppb	200.8	1.0 ppb	
BERYLLIUM	200.7	1 ppb	200.8	1.0 ppb	
CADMIUM	200.7	1 ppb	200.8	ppb	
CHROMIUM	200.7	5 ppb	200.8	1.0 ppb	
COBALT	200.7	5 ppb	200.8	1.0 ppb	
COPPER	200.7	10 ppb	200.8	1.0 ppb	
IRON	200.7	20 ppb	200.8		
LEAD	200.7	10 ppb	200.8	1.0 ppb	
MAGNESIUM	200.7	1000 ppb	200.8		
MANGANESE	200.7	10 ppb	200.8	1.0 ppb	
MERCURY	245.1	0.05 ppb	245.1	0.05 ppb	
MOLYBDENUM	200.7	20 ppb	200.8	1.0 ppb	
NICKEL	200.7	5 ppb	200.8	1.0 ppb	
POTASSIUM	200.7	1000 ppb	200.8	1.0 ppb	
SELENIUM	200.9	5 ppb	200.8	1.0 ppb	
SELENIUM	200.7	30 ppb	200.8	1.0 ppb	
SILICA	200.7	1000 ppb	200.8	1.0 ppb	
SILVER	200.7	10 ppb	200.8	1.0 ppb	
SODIUM	200.7	1000 ppb	200.8	ppb	
THALLIUM	200.9	2 ppb	200.8	1.0 ppb	
THALLIUM	200.7	30 ppb	200.8	1.0 ppb	
VANADIUM	200.7	5 ppb	200.8	1.0 ppb	
ZINC	200.7	20 ppb	200.8	10 ppb	
Chromium VI	SM 3500-Cr-D				
TOTAL COST					

<b>VOLATILE ORGANIC ANALYSIS</b>				
<b>Lump 624 price: \$</b>			<b>Lump 601/602 price: \$</b>	
<b>Parameter</b>	<b>CWA Method</b>	<b>Reporting Limits/Units PPB</b>	<b>CWA Method</b>	<b>Reporting Limits/ Units PPB</b>
CHLOROMETHANE	624	GC/MS 2.0	601/602	GC 0.5
VINYL CHLORIDE	624	GC/MS 2.0	601/602	GC 0.5
BROMOMETHANE	624	GC/MS 2.0	601/602	GC 0.5
CHLOROETHANE	624	GC/MS 2.0	601/602	GC 0.5
TRICHLOROFLUOROMEHTANE	624	GC/MS 2.0	601/602	GC 0.5
1, 1-DICHLOROETHENE	624	GC/MS 2.0	601/602	GC 0.5
METHYLENE CHLORIDE	624	GC/MS 2.0	601/602	GC 0.5
TRANS-1,2-DICHLOROETHENE	624	GC/MS 2.0	601/602	GC 0.5
METHYL-t-BUTYL EHTER	624	GC/MS 2.0	601/602	GC 0.5
1,1-DICHLOROETHANE	624	GC/MS 2.0	601/602	GC 0.5
CHLOROFORM	624	GC/MS 2.0	601/602	GC 0.5
1, 1, 1-TRICHLOROETHANE	624	GC/MS 2.0	601/602	GC 0.5
CARBON TETRACHLORIDE	624	GC/MS 2.0	601/602	GC 0.5
BENZENE	624	GC/MS 2.0	601/602	GC 0.5
1,2-DICHLOROETHANE	624	GC/MS 2.0	601/602	GC 0.5
TRICHLOROETHENE	624	GC/MS 2.0	601/602	GC 0.5
1,2 DICHLOROPROPANE	624	GC/MS 2.0	601/602	GC 0.5
BROMODICHLOROMETHANE	624	GC/MS 2.0	601/602	GC 0.5
CIS-1,3-DICHLOROPROPENE	624	GC/MS 2.0	601/602	GC 0.5
TOLUENE	624	GC/MS 2.0	601/602	GC 0.5
TRANS-1,3-DICHLOROETHENE	624	GC/MS 2.0	601/602	GC 0.5
1,1,2-TRICHLOROETHANE	624	GC/MS 2.0	601/602	GC 0.5
TETRACHLOROETHENE	624	GC/MS 2.0	601/602	GC 0.5
DIBROMOCHLOROMETHANE	624	GC/MS 2.0	601/602	GC 0.5
CHLOROBENZENE	624	GC/MS 2.0	601/602	GC 0.5
ETHYLBENZENE	624	GC/MS 2.0	601/602	GC 0.5
P & M XYLENE	624	GC/MS 2.0	601/602	GC 0.5
O-XYLENE	624	GC/MS 2.0	601/602	GC 0.5
STRYRENE	624	GC/MS 2.0	601/602	GC 0.5
BROMOFORM	624	GC/MS 2.0	601/602	GC 0.5
1,1,2,2-TETRACHLOROETHANE	624	GC/MS 2.0	601/602	GC 0.5
1,3-DICHLOROBENZENE	624	GC/MS 2.0	601/602	GC 0.5
1,4-DICHLOROBENZENE	624	GC/MS 2.0	601/602	GC 0.5
1,2-DICHLOROBENZENE	624	GC/MS 2.0	601/602	GC 0.5

	Semi-Volatile Organic Analysis	
<b>Lump 625 price: \$</b>		
<b>Parameter</b>	<b>CWA Method</b>	<b>Reporting Limits/Units (ppb)</b>
N-NITROSODIMETHYLAMINE	625	10
PHENOL	625	20
BIS (2-CHLOROETHYL) ETHER	625	10
2-CHLOROPHENOL	625	20
BIS (2-CHLOROISOPYL) ETHER	625	10
N-NITROSO-DI-N-PROPYLAMINE	625	10
HEXACHLOROETHANE	625	10
NITROBENZENE	625	10
ISOPHORONE	625	10
2, 4-DIMETHYLPHENOL	625	20
2-NITROPHENOL	625	20
1,3,5-TRICHLOROENZENE	625	10
BIS (2-CHLOROETHOZY) METHANE	625	10
1,2,4-TRICHLOROENZENE	625	10
NAPHTHALENE	625	10
2,4 DICHLOROPHENOL	625	20
HEXACHLOROBUTADIENE	625	10
1,2,3-TRICHLOROENZENE	625	10
4-CHLOR-3-METHYLPHENOL	625	20
HEXACHLOROCYCLOPENTADIENE	625	10
1,2,4,5-TETRACHLOROENZENE	625	10
2,4,6-TRICHLOROPHENOL	625	20
1,2,3,4-TETRACHLOROENZENE	625	10
2-CHLORONAPHTHALENE	625	10
DIMETHYLPHTHALATE	625	10
2,6-DINITROTOLUENE	625	10
ACENAPHTHYLENE	625	10
4-NITROPHENOL	625	20
2,4-DINITROTOLUENE	625	20
DIETHYLPHTHALATE	625	10
4-CHLOROPHENYL PHENYL ETHER	625	10
FLUORENE	625	20
4,6-DINITRO-2-METHYLPHENOL	625	10
N-NITROSODIPHENYLAMINE/DIPHENYLAMINE	625	10
4-BROMOPHENYLAMINE/DIPHENYLAMINE	625	10
HEXACHLOROENZENE	625	10
PENTACHLOROPHENOL	625	20
PHENATHRENE	625	10
ANTHRACENE	625	10
D-=-N-BUTYLPHTHALATE	625	10
FLUORANTHENE	625	10

<b>Semi-Volatile Organic Analysis (Continued)</b>		
BENZIDINE	625	20
PYRENE	625	10
BUTYLBENZYLPHthalate	625	10
BIS-(2-ETHYLHEXYL)PHthalate	625	10
3,3'-DICHLOROBENZIDINE	625	10
BENZO(A)ANTHRACENE	625	10
CHRYSENE	625	10
DI-N-OCTYLPHthalate	625	10
BENZO(B)FLUORANTHENE	625	10
BENZO(K)FLUORANTHENE	625	10
BENZO(A)PYRENE	625	10
IDENO(1,2,3-CD)PYRRENE	625	10
DIBENZ(A,H)ANTHRACENCE	625	10
BENZO(G,H,I)PERYLENE	625	10

	<b>Pesticides Analysis</b>		
<b>Lump 625 Price: \$</b>			<b>Lump 608 Price: \$</b>
Parameter	CWA Method		Reporting Limits/Units (ppb)
ALPHA BHC	625	608	0.4
BETA BHC	625	608	0.4
GAMMA BHC	625	608	0.4
DELTA BHC	625	608	0.4
HEPTACHLOR	625	608	0.4
ALDRIN	625	608	0.4
HEPATACHLOR EPOXIDE	625	608	0.4
CHLORDANE	625	608	0.4
ENDOSULFAN I	625	608	0.4
4,4,'-DDE	625	608	0.4
DIELDRIN	625	608	0.4
4,4,'-DDD	625	608	0.4
ENDRIN	625	608	0.4
TOXAPHENE	625	608	0.4
ENDOSULFAN II	625	608	0.4
ENDRIN ALDEHYDE	625	608	0.4
4,4,'-DDT	625	608	0.4
ENDOSULFAN SULFATE	625	608	0.4

	<b>PCB ANALYSIS</b>		
<b>LUMP 625 PRICE: \$</b>			<b>LUMP 608 PRICE: \$</b>
PARAMETER	CWA METHOD		REPORTING LIMITS/UNITS (PPB)
PCB 1221/PCB 1232	625	608	4
PCB 1016/PCB 1242	625	608	4
PCB 1254	625	608	4
PCB 1248	625	608	4
PCB 1260	625	608	4

	<b>Dioxins/Furans</b>	
<b>Lump 1613 Price: \$</b>		
<b>Parameter</b>	<b>Method</b>	<b>Reporting Limits/Units (pg/l)</b>
2,3,7,8-TCDD	EPA Method 1613	0.847
1,2,3,7,8-PeCDD	EPA Method 1613	1.53
1,2,3,4,7,8-HxCDD	EPA Method 1613	3.81
1,2,3,6,7,8-HxCDD	EPA Method 1613	2.97
1,2,3,7,8,9-HxCDD	EPA Method 1613	1.58
1,2,3,4,6,7,8-HpCDD	EPA Method 1613	2.38
OCDD	EPA Method 1613	6.27
2,3,7,8-TCDF	EPA Method 1613	0.424
1,2,3,7,8-PeCDF	EPA Method 1613	2.08
2,3,4,7,8-PeCDF	EPA Method 1613	1.43
1,2,3,4,7,8-HxCDF	EPA Method 1613	2.04
1,2,3,6,7,8-HxCDF	EPA Method 1613	1.08
2,3,4,6,7,8-HxCDF	EPA Method 1613	1.57
1,2,3,7,8,9-HxCDF	EPA Method 1613	0.865
1,2,3,4,3,7,8,9-HpCDF	EPA Method 1613	1.55
1,2,3,4,7,8,9-HpCDF	EPA Method 1613	1.47
OCDF	EPA Method 1613	3.85

	<b>Other Conventional Parameters</b>		
<b>Parameter</b>	<b>Method</b>	<b>Reporting Limits</b>	<b>Cost</b>
BIOCHEMICAL OXYGEN DEMAND	SM 5210B	5 mg/l	
OIL AND GREASE	EPA Method 1664 REV A	5.0 mg/l	
TOTAL PHENOLS	EPA Method 420.1	2.0 ppb	
CYANIDE	SM 4500-CN	.01 ppm	
FLUORIDE	SM 4500-F D	0.4 ppm	
CHEMICAL OXYGEN DEMAND	EPA Method 410.4 OR SM 5220D	20 ppm	
SULFIDE	SM 4500-S-2 F or E	0.2 ppm	
SULFITE	SM 4500-SO3-2 B	10 mg/l	
FECAL COLIFORM BATERIA	Std Method 9222B (Membrane Filter)	Colony/100ml	
TOTAL COLIFORM BATERIA	Std Method 9222D (Membrane Filter)	Colony/100ml	
MANUAL CHLORIDE	SM 4500-C1 B or C	2.0 ppb	
Ph	SM 4500-H + B	0.01 su	
ORTHOPHOSPHATE as P, FILTERED	EPA 365.1	0.02 ppb	

	<b>Bio-Monitoring Parameters</b>		
<b>Parameter</b>	<b>Method</b>	<b>Reporting Limits</b>	<b>Cost</b>
Chronic C. dubia 7 day renewal	7-day renewal	EPA 1002.0	
Chronic Fh Minnow	7-day renewal	EPA 1000.0	



	<b>Sewage Sludge Parameters</b>		
<b>Parameter</b>	<b>Method</b>	<b>Reporting Limits</b>	<b>Cost</b>
TCLP Solids	EPA 1311	0.5%	
TCLP Arsenic	EPA 3010A, 6010B	0.05 mg/l	
TCLP Barium	EPA 3010A, 6010B	1 mg/l	
TCLP Cadmium	EPA 3010A, 6010B	0.004 mg/l	
TCLP Chromium	EPA 3010A, 6010B	0.007 mg/l	
TCLP Lead	EPA 3010A, 6010B	0.04 mg/l	
TCLP Selenium	EPA 3010A, 6010B	0.07 mg/l	
TCLP Silver	EPA 3010A, 6010B	0.007 mg/l	
TCLP Mercury	EPA 7470A	0.01 mg/	
TCLP Chlorinated Herbicides	EPA 8321A		
TCLP Volatile Organic Compounds	EPA 5030C, 8260C		
TCLP Base Neutral and Acid Compounds	EPA 3510C, 8270D		
TCLP Organochlorine Pesticides	EPA 3510C, 8081B		
Corrosivity pH	EPA 9045B		
Reactivity	EPA SW-846 7.3		
Paint Filter Liquids Test	EPA 9095A	0.1 ml/5 min	
Ignitability	Mod. EPA 1010	0 deg.F	
Total Solids	SM 2540G	0.01 %	
Arsenic	EPA 3051A, 6010C	5 mg/Kg	
Cadium	EPA 3051A, 6010C	0.4mg/Kg	
Copper	EPA 3051A, 6010C	0.6 mg/Kg	
Lead	EPA 3051A, 6010C	4 mg/Kg	
Molybdenum	EPA 3051A, 6010C	0.8 mg/Kg	
Nickel	EPA 3051A, 6010C	1 mg/Kg	
Selenium	EPA 3051A, 6010C	7 mg/Kg	
Zinc	EPA 3051A, 6010C	0.2 mg/Kg	
Mercury	EPA 3051A, 6010C	0.1 mg/Kg	
Polychlorinated Biphenyls (PCBs)	By EPA 3550c, 8082A		
PCB 1016		0.26 mg/Kg	
PCB 1221		0.26 mg/Kg	
PCB 1232		0.26 mg/Kg	
PCB 1242		0.26 mg/Kg	
PCB 1248		0.26 mg/Kg	
PCB 1254		0.26 mg/Kg	
PCB 1260		0.26 mg/Kg	
PCB 1262		0.26 mg/Kg	
PCB 1268		0.26 mg/Kg	

	<b>Drinking Water</b>		
<b>Parameter</b>	<b>Method</b>	<b>Reporting Limits</b>	<b>Cost</b>
Drinking Water Testing			
Total Trihalomethanes, TTHM	EPA 524.2	1 ug/l	
Haloacetic Acids (HAA5)	EPA 552.2	5.00 ug/l	

**APPENDIX C**  
**STATEMENT OF WORK**

**ATTACHMENT C**  
**STATEMENT OF WORK**  
**ANALYTICAL AND CONSULTING SERVICES FOR THE CITY OF ALEXANDRIA**

1.0 Introduction

The City of Alexandria is responsible for the monitoring and assessment of environmental conditions as it pertains to the City's Wastewater Treatment Plant, drinking water supply, sewage sludge, commercial users, hazardous waste and other environmental samples. To support these activities, the City of Alexandria requires the analytical service of two laboratories to ensure continuous analysis regardless of sample load and/or laboratory availability.

Any laboratory providing analytical services to the City of Alexandria shall be accredited by the LA Department of Environmental Quality, LA Environmental Laboratory Accreditation Plan (LELAP) in accordance with LAC 33:I.Chapters 45 57.

The laboratories may perform all required analysis in-house or may use subcontractor arrangements. Subcontract work shall not exceed 20% of all work conducted by the proposer. The laboratories and/or their subcontractor's LELAP accreditation should cover all LDEQ required methodologies for each test category per field of testing. Proposers are encouraged to provide as comprehensive coverage of tests and analytes as possible. The City of Alexandria will adjust proposal technical scores based on capabilities of tests and analytes.

The proposer shall have the capabilities of performing 100% of the tests listed in the Schedule of Prices, with no more than 20% performed by an accredited subcontractor.

2.0 Objective

The objective of this contract is to secure analytical data to support the City of Alexandria reporting requirements as required by the Department of Environmental Quality and the Department of Health and Hospitals.

3.0 Requirements of the Contractor

The Contractor shall serve as an analytical resource for chemical, physical, and biological analyses as needed by the City of Alexandria. The City of Alexandria does not guarantee a minimum amount of work to be performed by the Contractor.

4.0 Frequency of Analyses

The City of Alexandria does not guarantee a minimum amount of work. However, the frequency listed below may be used as guidance to determine pricing by the laboratory submitting a proposal.

Biomonitoring

Frequency: 1/quarter

Test: Whole Effluent Lethality, 7 day NOEC, C. dubia, P. promelas

Toxic Pollutants

LAC33:IX.7107.Appendix D Table II, once per year (influent and effluent)  
Table III, twice per year (influent and effluent)

Sludge Testing

TCLP: once per year, one sample  
Hazardous Waste Characteristic LAC33:V and or 40 CFR 261): once per year, one sample  
PCB: once per year, one sample  
Paint Filter Test: once per year, one sample  
Total Metals, (mg/kg), Arsenic, Cadmium, Copper, Lead, Mercury, Molybdenum, Nickel, Selenium, one sample per year

Permit Renewal Testing: in 2017

Table 1 of the Sanitary Wastewater Discharge Permit, WPS-S

Drinking Water Testing

Total Trihalomethanes, TTHM, four samples per year  
Haloacetic Acids (HAA5), four samples per year

Pretreatment Testing (Total Concentration, mg/l)

Chromium - 5 samples/yr  
Zinc -5 samples/yr  
Cyanide -3 samples/yr  
Arsenic - 4 samples/yr  
Cadmium -3 samples/yr  
Copper - 5 samples/yr  
Lead -3 samples/yr  
Mercury -3 samples/yr  
Molybdenum- 8 samples/yr  
Nickel - 3 samples/yr  
Selenium -3 samples/yr  
Sulfide-1 sample/yr  
Phenols - 2 samples/yr

Stormwater Testing

TOC - 4 samples/yr

**APPENDIX D  
CHECKLIST**



**ANALYTICAL SERVICES FOR THE CITY OF ALEXANDRIA**

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**Information to be provided in this order:**

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- Financial Statement
- Evidence of LELAP Accreditation
- Last two LELAP audits and response to any deficiencies
- Last LELAP audit evaluating biomonitoring testing