

ANALYTICAL SERVICES, INC. (ASI)
Microbiological Testing, Research and Consulting

130 Allen Brook Ln., PO Box 515, Williston, VT 05495 USA
1.800.723.4432 / 802.878.5138 Fax: 802.878.6765
www.analyticalservices.com

16 March 2011

Department of Administration
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305

Subject: Proposal for RFQ EHS11129

Dear Roberta Wagner,

Analytical Services, Inc. (ASI) is pleased to submit this proposal for your consideration regarding the above referenced Request For Quotation.

Enclosed herewith are the following:

- Considerations for the West Virginia contract
- ASI Qualifications and Experience Summary
- ASI References
- ASI Laboratory Certifications; USEPA and NELAC (FL-DOH)
- RFQ EHS11129
- RFQ EHS11129 Addendum #1

ASI accepts all terms and conditions stated in RFQ EHS11129.

Please note that ASI is currently registered as a Vendor with the State of West Virginia Purchasing Division.

Thank you again for your time and consideration; please contact me if you have any questions.

Sincerely,

ANALYTICAL SERVICES, INC.



Paul S. Warden
Vice President & Director of Operations
(800) 723-4432 x15
pwarden@analyticalservices.com

RECEIVED

2011 MAR 17 A 10:21

PURCHASING DIVISION
STATE OF WV

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

CONSIDERATIONS FOR THE WEST VIRGINIA CONTRACT

Certification

Analytical Services, Inc. (ASI) is an EPA-approved laboratory for *Cryptosporidium* and *E. coli* enumeration under the LT2 Laboratory Quality Assurance Program. A brief description of our certifications, qualifications and experience are below, and copies of relevant certificates are enclosed.

Regarding *Giardia* and *Cryptosporidium* analysis (EPA Method 1623), ASI was one of the first laboratories audited and approved by the EPA under the LT2 Laboratory QA Program, and we are one of the very few laboratories to have successfully re-audited and re-approved by the EPA under the LT2 Laboratory QA Program. ASI is also accredited under the National Environmental Laboratory Accreditation Program (NELAP) by the Florida Dept. of Health to perform Method 1623. We have provided LT2-compliant data since July 2001, and have processed more than 20,000 samples by Method 1623. ASI is also certified by the Departments of Health in Vermont, Connecticut, and New Mexico.

Laboratory Capacity

ASI has laboratory capacity to process ALL of the remaining LT2 samples from West Virginia in the event that this is necessary or desirable.

We are the largest laboratory approved by the USEPA for LT2 compliance work, and processed more LT2 samples than any other laboratory. Since most public water suppliers have completed their LT2 monitoring, ASI has personnel, equipment and laboratory facilities to receive and process as many samples as necessary.

Sample Collection

For Method 1623 samples, ASI offers our clients the choice of collecting and submitting bulk water samples (10L) or field filtered samples (10 – 50L) to our laboratory. It is understood that the method of sample collection will be determined in conjunction with each individual public water system.

If field filtering is desired, ASI has developed the *Easy-Vol* System, which simplifies collection and eliminates flow totalizer calibration, etc. With this system, the user simply filters the water into the *Easy-Vol* vessel until it is completely full; the vessel is calibrated so the collected volume is known exactly. All sample collection supplies are shipped automatically for arrival at the PWS at least one week prior to their sample collection date.

Sample Shipment

Samples for LT2 / Method 1623 samples must arrive at the laboratory at $\leq 20^{\circ}\text{C}$ (and unfrozen). ASI has high quality coolers and customized shipping and handling instructions to simplify and optimize this process. We have tested shipping containers and packing materials under extreme temperature conditions to ensure temperature integrity.

As a large laboratory, ASI has negotiated a discount of **50% off FedEx list price for Express shipments** and, if requested by the PWS, will use this contract to provide savings to West Virginia under this contract. ASI will charge shipping (Express and Ground) at cost.

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

Analytical Methods

ASI will use EPA Method 1623: *Cryptosporidium* and *Giardia* in Water by filtration/IMS/FA (EPA 815-R-05-002, Dec. 2005), which is the most current EPA method, to analyze samples from the State of West Virginia that are received at our laboratory.

Emergency Samples

Please note that, in the event of an emergency, Priority Turnaround Times are available, including 5, 3, 2, or 1 business day turnaround, and even <24 hours results are available if necessary.

Implementation

After acceptance of this proposal, a Project Manager from ASI's Client Services team will contact systems as appropriate to coordinate sampling schedules, shipping, reporting, invoicing and other LT2 requirements.

Terms and Conditions

ASI takes no exception to the terms and conditions stated in the RFQ except as noted herein. Invoices will be submitted monthly in arrears as per the RFP. Payment terms for billable projects are net thirty (30) days with 1.5% assessed monthly to overdue accounts. Costs associated with restocking, resampling, etc. due to circumstances within West Virginia public water suppliers control will be the responsibility of the State of West Virginia. ASI will bear the cost of restocking, etc., as caused by events within our control.

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

QUALIFICATIONS AND EXPERIENCE

Analytical Services, Inc. (ASI) is a full service environmental microbiology laboratory located in Williston, VT. Our primary business is serving the public water supply industry with microbiological testing, research and consulting services. ASI is engaged in water supply projects involving source water (LT2 compliance monitoring, watershed assessment/pathogen surveys, fecal contamination source tracking, groundwater monitoring, etc.) to distribution system issues (coli form positive investigations and biofilm/regrowth studies, nuisance organisms, *Legionella* detection / legionellosis risk assessment and microbial identification).

ASI is one of the oldest environmental microbiology laboratories in the United States that offers protozoan analyses, and has also been one of the largest since its incorporation in 1993. This period includes uninterrupted service to our clients throughout the Information Collection Rule (ICR) compliance period, as well as the Long Term 2 Enhanced Surface Water Treatment Rule (LT2).

ASI is nationally recognized as an expert laboratory for protozoa analysis. Accordingly, we have been involved in numerous EPA-sponsored protozoa research projects, including the ICR Supplemental Survey (ASI was one of only six laboratories nationally), round-robin validations of EPA Method 1622 and Method 1623. More recently, ASI was selected to perform the single laboratory validation of EPA Method 1693: Detection of *Cryptosporidium* and *Giardia* in Disinfected Wastewater Effluent and Combined Sewer Overflows (CSO's). ASI was also selected to participate in the subsequent multiple laboratory validation of Method 1693.

ASI was one of the first laboratories audited by the EPA under the LT2 Laboratory QA Program (August 2001), and received Approval in January 2006 upon promulgation of the LT2 Rule. AS one of the major laboratories in the U.S. providing *Cryptosporidium* testing for LT2 compliance, ASI is one of the few laboratories to have undergone a second-round of EPA audit (in August 2008, with continued approval). While our staff has changed over the years, this depth of experience has yielded well developed Standard Operating Procedures, training programs and corporate norms that have enabled ASI to earn a reputation for integrity and service that is second to none in the industry.

Colin Fricker, Ph.D., ASI Technical Director

Dr. Fricker, who directs all laboratory operations at ASI, has worked for ASI since 2001. He has more than thirty years experience in environmental microbiology in public and private sectors and participated in the development of EPA Method 1622 for the detection of *Cryptosporidium* in water.

At ASI, Dr. Fricker is responsible for all microbiological laboratory testing and training. He served as Principal Investigator for ASI's Water Research Foundation (formerly AWWARF) #4024 grant Significance of Methods and Sample Volumes for *E. coli* and Total Coliform Measurements (recently published). In addition, Dr. Fricker provides consulting services to ASI clients regarding all microbiological issues associated with public water supply, including coliform/regrowth, *Cryptosporidium*, watershed assessment, etc.

Facilities

Prior to the ICR compliance period, ASI designed and built a 10,000 square foot facility dedicated to environmental microbiology testing and research. This facility allows safe processing of a variety of sample types and execution of various simultaneous projects without overcrowding. Dedicated rooms, areas and/or equipment minimize the risk of cross contamination or laboratory interferences. At the

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

same time, we developed and implemented a laboratory management program that encompassed traditional business planning (client outreach, revenue projections/cash flow, staffing needs, etc.) and laboratory management (work load projections by analysis type, equipment inventory, redundancy, capacity assessments, etc.) to ensure that appropriate resources were available to provide continuously high quality service for an increasing volume of business. All routine analytical procedures are governed by written, controlled-copy Standard Operating Procedures (SOPs) as per the ASI Quality Manual.

Contingency Plans

ASI provides protection of our services through redundancy of equipment and instrumentation. For example, we have multiple high speed floor centrifuges, as well as bench-top centrifuges, rather than relying on a single unit. Other Method 1623 related redundant equipment includes sample refrigerators, filtration pumps, wrist action shakers, aspiration stations, immunomagnetic separation (IMS) equipment, pipettors, etc. In addition, ASI has four light microscopes, three of which are equipped for epifluorescence microscopy and Difference Interference Contrast (DIC) optics. We are also equipped to record high quality digital photomicrographs as needed. Our Sample Receiving and Login area is equipped with redundant computers and printers to allow timely sample processing. Throughout our facility, all computers are connected to our network server, which allows seamless communication and efficient data processing and report generation. In addition, our server has redundant hard drives and is backed up daily on tape, with tapes stored in a fire proof safe. ASI's instrumentation and computers are protected by electrical surge protectors.

Analytical and Support Staff

Presently, ASI employs four full time staff microbiologists, three of these microbiologists meet the EPA / LT2 criteria for Principal Analyst. In addition, ASI has one EPA/LT2 Approved Laboratory Technician, as well as two part-time microbiologists and three support staff. This depth and expertise of our staff provides ASI redundancy to cover planned and unplanned staff absences, the flexibility to handle special projects and/or unscheduled work, as well as the ability to rotate duties to provide opportunity and challenge.

In addition, ASI has been long committed to, and known for, outstanding client services. At present, we employ four people in client services functions, who handle front-end client interaction, work scheduling, shipping of supplies, sample receipt and log-in, and report preparation. These employees ensure that projects thoroughly set up, supplies shipped and received at the clients site well in advance, and that issues relative to samples received at ASI are quickly relayed to the client.

ASI also maintains relationships with industry and academic researchers to maximize our ability to provide non-routine services to our clients. For example, if genotyping of recovered *Cryptosporidium* were to be requested by the State of West Virginia or a WV PWS, ASI would be able to provide this service via an existing relationship with Dr. George Di Giovanni, Professor and Faculty Fellow of Environmental Microbiology, Texas A&M University.

Dr. Fricker will direct all technical aspects of the project for ASI. Mr. Warden will serve as Project Manager.

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

Relevant Technical Experience – Representative Projects

High Volume / High Flow Rate Samples - ASI routinely processes 1623 samples from clients throughout the United States, typically ranging from 10L to 50L in volume. In addition, we have a number of clients who monitor finished water, who typically follow the guidance ASI has provided based on the compliance monitoring currently performed in the United Kingdom, where the Drinking Water Inspectorate requires 1000L samples.

In addition, ASI has experience working with high volume 1623 samples for source water. An ASI client monitored 900L – 1000L from Ranney wells that had been determined to be groundwater under the influence of surface water (GWUDI). As part of this effort, ASI performed a Tier 1 validation of 1000L samples, which consisted of four Initial Precision and Recovery (IPR) samples, a method blank, field sample, matrix spike and matrix spike duplicate. ASI has also performed a Tier 1 validation for sample collection using the Pall Gelman Envirochek HV capsule filter at a flow rate of four liters per minute (4 LPM).

Difficult Matrices - ASI has executed several projects that involved extremely difficult matrices for Method 1623. A U.S. Department of Agriculture sponsored study currently underway involves analysis of manure, sediment and runoff-event water samples for *Cryptosporidium* and *Giardia*, as well as other pathogens. ASI is also currently participating in a study that is examining sediment samples collected as part of the Lower Passaic River (NJ) Restoration study. These samples present analytical challenges as well as microbiological and chemical safety issues. Another non-routine project from which ASI has received and analyzed samples by Method 1623 includes water treatment plant backwash samples, wastewater samples, wastewater receiving lake samples, etc. (Fricker, et. al., 2002 WQTC). Special techniques can be employed with samples such as these that contain interfering substances. For example, pre-separation of magnetic particles can be achieved by inserted the Leighton tube containing the sample concentrate into the MPC-6 magnet prior to adding GC-Combo beads. The indigenous magnetic particles can be drawn out of suspension and the remainder of the sample decanted and processed normally. ASI does not anticipate using any such procedure with samples from this project.

Filter Types – ASI currently processes all Method 1623 samples using the Pall Gelman Envirochek HV capsule filters. The Envirochek HV is a self contained capsule filter with an absolute one micron rated, pleated membrane filter. This design allows the filter to have an effective filtration area of 1300 cm², which is readily scoured for (oo)cyst removal during elution.

Method Modification Studies - ASI has performed numerous studies to validated modifications to EPA Method 1623 for special projects or applications under the USEPA Performance Based Methods System (PBMS). These studies have included both Tier 1 studies (single laboratory validation) and Tier 2 studies (multiple laboratory validations) and have addressed various filter types, flow rates, elution protocols, high volume sample analysis, and other method modifications.

Special Projects – ASI has participated in a wide variety of projects, from routine monitoring to in-depth research, to special projects covering multiple disciplines, and has received samples 48 states and a dozen foreign countries. Representative projects are described briefly below.

- **Agricultural Runoff** – A USDA sponsored study to assess *Cryptosporidium*, *Giardia*, Salmonella, E. coli, E. coli O157, etc. in manure, sediment and agricultural runoff.

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

- Urban River Pathogens – Analysis of sediment samples as part of the Passaic River Restoration Project (NJ), involving analytical challenges as well as microbiological and chemical safety issues. ASI is currently providing microbiological laboratory support (protozoa, viruses and bacteria) for a study involving a USEPA designated Superfund site in New York.
- Seasonal Effects – ASI has investigated seasonal matrix effects on Method 1623 performance and co-authored the resulting manuscript (Shaw, et. al., Modification to EPA Method 1623 to address seasonal matrix effect encountered in some U.S. source waters. *J. Microbiological Methods*, 75(2008)445-448.) In addition, ASI has developed other Method 1623 method modifications to address matrix effects.
- Watershed Pathogen Survey – ASI designed and conducted a watershed pathogen survey in the southeastern U.S. that involved monthly sampling at 23 stations for 24 months, plus event-based sampling. Samples were analyzed for *Cryptosporidium*, *Giardia*, and bacterial pathogens and indicator species.
- Distribution System Investigation – In response to total coliform positive results, ASI conducted a major distribution system investigation in southern U.S. to confirm coliform positives, assess sources and identify potential operational and treatment based solutions.
- Method Comparison Studies – For two different products, ASI was selected by a major multinational corporation to perform method comparison studies under the US EPA's Alternative Test Protocol to document method performance.
- LT2 Variance Assessment – ASI was selected by a major U.S. public water supplier from a nationwide search to serve as their microbiological laboratory for Method 1623 analyses to pursue a variance under the Long Term 2 Enhanced Surface Water Treatment Rule. This project includes routine analyses up of 50 L samples and a Tier 1 validation study for a modified technique applicable to the seasonally difficult matrix.
- Funded Research – ASI recently completed the Water Research Foundation (formerly the American Water Works Research Foundation) contract for #4024: Significance of Current Methods and Monitoring Strategies for *E. coli* and Total Coliform Measurements. This study to assess the various methods approved for total coliform and *E. coli* detection, involved 26 public water suppliers in the U.S. and U.K., with direct and in-kind funding exceeding \$800,000. Dr. Fricker and Mr. Warden were the Principal Investigator (PI) and Co-PI, respectively.

ANALYTICAL SERVICES, INC. (ASI)

Microbiological Testing, Research and Consulting

130 Allen Brook Ln., PO Box 515, Williston, VT 05495 USA

1.800.723.4432 / 802.878.5138 Fax: 802.878.6765

www.analyticalservices.com

References

Contact / Utility	Work Performed (Years of Service)
Robert Noelle, Superintendent Medford Water Commission 200 South Ivy St. Medford, OR 97501 (541) 774-2440 x 2434 bob.noelle@ci.medford.or.us	- Filtration Plant Optimization (FPO) - <u>LT2 Compliance Monitoring (<i>Cryptosporidium</i>)</u> - Microscopic Particulate Analysis (MPA) - Bacteriology (2002 – Present)
Ellen Simm, Laboratory Manager Sonoma County Water Agency P.O. Box 11628 Santa Rosa, CA 95406 (707) 521-1809 ellens@scwa.ca.gov	- Information Collection Rule (ICR) Compliance Monitoring ; Protozoa and Viruses - <u>LT2 Compliance Monitoring (<i>Cryptosporidium</i>)</u> - Microscopic Particulate Analysis (MPA) (2002 – Present)
Darrel Andrews, Manager Tarrant Regional Water District 140 FM 416 Streetman, TX 75859 817-335-2491 dandrews@trwd.com	- Protozoa and Virus Monitoring (6-7 sites per month) - ICR Compliance Monitoring - <u>LT2 Compliance Monitoring (<i>Cryptosporidium</i>)</u> (1994 – Present)
Meg Carlson, Lab. Supervisor Fairfax County Water Authority 1295 Fred Morin Road Herndon, VA 20170 (703)289-6548 mcarlson@fairfaxwater.org	- Distribution System Coliform Identifications - <i>Cryptosporidium</i> and <i>Giardia</i> Testing (2004 – Present)
Randal Braker, General Manager Duck River Utility Commission 270 Water Lane Tullahoma, TN 37388 (931) 455-6458 manager@druc.org	- Watershed Assessment Study (2 yrs, 23 sites, protozoa, phage and bacteria) - <u>LT2 Compliance Monitoring (<i>Cryptosporidium</i>)</u> (2002 – 2006)
David Peat Northern Kentucky Water District 700 Alexandria Pike Ft. Thomas, KY 41075 (859) 441-0482 peat@nkywater.org	- <i>Cryptosporidium</i> and <i>Giardia</i> Testing - Filtration Plant Optimization (MPA for FPO) (2004 – present)
Betty Johnson, Laboratory Supervisor City of Raleigh P.O. box 590 Raleigh, NC 27602 (919) 870-2870 betty.johnson@ci.raleigh.nc.us	- Protozoa, Viruses, Bacteriology - <u>LT2 Compliance Monitoring (<i>Cryptosporidium</i>)</u> (1999 – Present)



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
CINCINNATI, OHIO 45268

Office of Ground Water and Drinking Water
Standards and Risk Management Division

January 25, 2006

Mr. Paul Warden
Analytical Services
P.O. Box #515
130 Allen Brook Lane
Williston, VT 5495

Dear Mr. Paul Warden:

Now that the Long Term 2 Enhanced Surface Water Treatment (LT2) Rule has been signed, your laboratory's status under the *Cryptosporidium* Laboratory QA Program has changed from "pending approval" to "approved." This change in status also has been noted on the Lab QA Program web page [list of approved laboratories at http://www.epa.gov/safewater/disinfection/lt2/lab_aprvlabs.html](http://www.epa.gov/safewater/disinfection/lt2/lab_aprvlabs.html). Only approved laboratories may analyze *Cryptosporidium* samples for LT2 monitoring.

In order to maintain approval, your laboratory must continue its participation in EPA's Proficiency Testing (PT) program. EPA may also conduct follow-up audits of laboratories to ensure that they continue to meet the requirements of the Lab QA Program. Please note that all *Cryptosporidium* analyses conducted during the LT2 rule monitoring period must be performed using the updated 2005 versions of Method 1622 or Method 1623. These methods can be found at http://www.epa.gov/safewater/disinfection/lt2/lab_home.html.

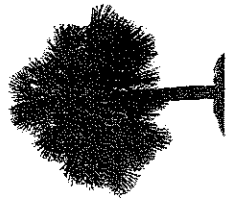
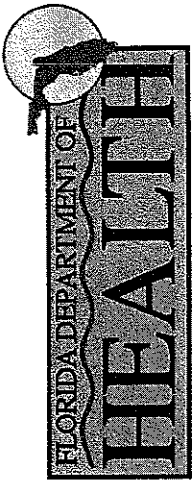
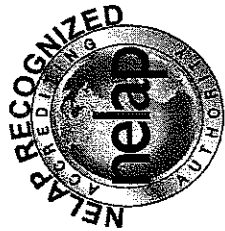
If you have any questions, please contact Carrie Moulton, at moulton.carrie@epa.gov or Jennifer Scheller, CSC, at 703-461-2118.

Sincerely,


Gregory J. Carroll, Director
Technical Support Center

Enclosure

cc: Dan Schmelling, EPA SRRB
Sean Conley, EPA SRRB
Phyllis Branson, EPA TSC
Carrie Moulton, EPA TSC
Jennifer Scheller, CSC Biology Studies Group



State of Florida

Department of Health, Bureau of Laboratories

This is to certify that

E871011

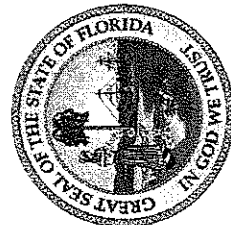
ANALYTICAL SERVICES, INC. - WILLISTON
130 ALLEN BROOK LANE
WILLISTON, VT 05495

has complied with Florida Administrative Code 64E-1,
for the examination of Environmental samples in the following categories

DRINKING WATER - MICROBIOLOGY, NON-POTABLE WATER - MICROBIOLOGY

Continued certification is contingent upon successful on-going compliance with the NELAC Standards and FAC Rule 64E-1 regulations. Specific methods and analytes certified are cited on the Laboratory Scope of Accreditation for this laboratory and are on file at the Bureau of Laboratories, P. O. Box 210, Jacksonville, Florida 32231. Clients and customers are urged to verify with this agency the laboratory's certification status in Florida for particular methods and analytes.

EFFECTIVE July 01, 2010 THROUGH June 30, 2011



A handwritten signature in black ink, appearing to read "Max Salfinger".

Max Salfinger, M.D.
Chief, Bureau of Laboratories
Florida Department of Health
DH Form 1697, 7/04

NON-TRANSFERABLE E871011-05-07/01/2010
Supersedes all previously issued certificates

Charlie Crist
Governor



Ana M. Viamonte Ros, M.D., M.P.H.
State Surgeon General

Laboratory Scope of Accreditation

Page 1 of 2

Attachment to Certificate #: E871011-05, expiration date June 30, 2011. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: E871011

EPA Lab Code: VT00003

(802) 878-5138

E871011

Analytical Services, Inc. - Williston
130 Allen Brook Lane
Williston, VT 05495

Matrix: Drinking Water

Analyte	Method/Tech	Category	Certification Type	Effective Date
Cryptosporidium	EPA 1623	Microbiology	NELAP	7/1/2007
Escherichia coli	SM 9223 B	Microbiology	NELAP	7/1/2007
Escherichia coli	SM 9223 B /QUANTI-TRAY	Microbiology	NELAP	4/27/2009
Giardia	EPA 1623	Microbiology	NELAP	7/1/2007
Total coliforms	SM 9223 B	Microbiology	NELAP	7/1/2007

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/1/2010

Expiration Date: 6/30/2011

Charlie Crist
Governor



Ana M. Viamonte Ros, M.D., M.P.H.
State Surgeon General

Laboratory Scope of Accreditation

Attachment to Certificate #: E871011-05, expiration date June 30, 2011. This listing of accredited analytes should be used only when associated with a valid certificate.

State Laboratory ID: E871011

EPA Lab Code:

VT00003

(802) 878-5138

E871011

Analytical Services, Inc. - Williston
130 Allen Brook Lane
Williston, VT 05495

Matrix: Non-Potable Water

Analyte	Method/Tech	Category	Certification Type	Effective Date
Cryptosporidium	EPA 1623	Microbiology	NELAP	7/1/2007
Enterococci	ENTEROLERT/ QUANTI-TRAY	Microbiology	NELAP	7/1/2007
Escherichia coli	SM 9223 B /QUANTI-TRAY	Microbiology	NELAP	7/1/2007
Giardia	EPA 1623	Microbiology	NELAP	7/1/2007
Heterotrophic plate count	SM 9215 B	Microbiology	NELAP	7/1/2007
Total coliforms	SM 9223 B /QUANTI-TRAY	Microbiology	NELAP	7/1/2007

Clients and Customers are urged to verify the laboratory's current certification status with the Environmental Laboratory Certification Program.

Issue Date: 7/1/2010

Expiration Date: 6/30/2011



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EHS11129

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER
304-558-0067

VENDOR
 *616105215 800-723-4432
ANALYTICAL SERVICES INC ASI
130 ALLEN BROOKE LANE
WILLISTON VT 05495

SHIP TO
HEALTH AND HUMAN RESOURCES
BPH ENVIRO HLTH SERVICES
350 CAPITOL STREET, ROOM 313
CHARLESTON, WV
25301-1757 304-558-8582

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/15/2011				

BID OPENING DATE: **03/17/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	200	EA		962-22		
<p>OPEN-END BLANKET CONTRACT</p> <p>TO PROVIDE FIELD FILTERED CRYPTOSPORIDIUM TESTING</p> <p>REQUEST FOR QUOTATION TO PROVIDE AN OPEN END CONTRACT</p> <p>TO PROVIDE ASSISTANCE TO WATER SYSTEMS WITH THE FIRST ROUND OF CRYPTOSPORIDIUM TESTING TO IMPROVE TECHNICAL CAPABILITIES, PER THE ATTACHED SPECIFICATIONS.</p> <p>PLEASE NOTE: THIS IS A RE-BID OF EHS11080.</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AWARD..... AND EXTENDS UNTIL MARCH 2012 OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *R. Wagner* TELEPHONE **800-723-4432 x11** DATE **16 Nov 2011**

TITLE **V.P.** FEIN **03 033 7234** ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EHS11129

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

VENDOR

*616105215 800-723-4432
 ANALYTICAL SERVICES INC ASI
 130 ALLEN BROOK LANE
 WILLISTON VT 05495

SHIP TO

HEALTH AND HUMAN RESOURCES
 BPH ENVIRO HLTH SERVICES
 350 CAPITOL STREET, ROOM 313
 CHARLESTON, WV
 25301-1757 304-558-8582

DATE PRINTED 02/15/2011	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
----------------------------	---------------	----------	--------	---------------

BID OPENING DATE: 03/17/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>CONTRACT.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICE SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Robert Wagner</i>	TELEPHONE 800 723 4432 X15	DATE 16 Mar 2011
TITLE VP	FEIN 03 033 7234	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EHS11129

PAGE
3

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER
304-558-0067

***616105215 800-723-4432**
ANALYTICAL SERVICES INC ASI
130 ALLEN BROOK LANE
WILLISTON VT 05495

HEALTH AND HUMAN RESOURCES
BPH ENVIRO HLTH SERVICES
350 CAPITOL STREET, ROOM 313
CHARLESTON, WV
25301-1757 304-558-8582

DATE PRINTED 02/15/2011	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
-----------------------------------	---------------	----------	--------	---------------

BID OPENING DATE: **03/17/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 05/26/2009</p> <p>INQUIRIES: WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON 3/1/2011. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR E-MAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO:</p> <p>ROBERTA WAGNER DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25311</p> <p>FAX: 304-558-4115 E-MAIL: ROBERTA.A.WAGNER@WV.GOV</p> <p>EXHIBIT 4</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 800 723 4432 X15	DATE 16 Mar 2011
TITLE VP	FEIN 03 033 7234	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EHS11129

PAGE
4

ADDRESS CORRESPONDENCE TO ATTENTION OF
ROBERTA WAGNER 304-558-0067

VENDOR

*616105215 800-723-4432
 ANALYTICAL SERVICES INC ASI
 130 ALLEN BROOK LANE
 WILLISTON VT 05495

SHIP TO

HEALTH AND HUMAN RESOURCES
 BPH ENVIRO HLTH SERVICES
 350 CAPITOL STREET, ROOM 313
 CHARLESTON, WV
 25301-1757 304-558-8582

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/15/2011				

BID OPENING DATE: **03/17/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, ALL CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER.</p> <p>REV. 3/88</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>THIS TEAM EXHIBIT HAS BEEN REPLACED BY THE ONLINE VERSION WHICH IS AVAILABLE HERE: HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/VRC/VENPREF.PDF</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>R. Wagner</i>	800 723 4432 x15	16 Mar 2011

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
VP	03 033 7234	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EHS11129

PAGE
5

ADDRESS CORRESPONDENCE TO ATTENTION OF
ROBERTA WAGNER 304-558-0067

V
E
N
D
O
R

*616105215 800-723-4432
 ANALYTICAL SERVICES INC ASI
 130 ALLEN BROOK~~E~~ LANE
 WILLISTON VT 05495

S
H
I
P
T
O

HEALTH AND HUMAN RESOURCES
 BPH ENVIRO HLTH SERVICES
 350 CAPITOL STREET, ROOM 313
 CHARLESTON, WV
 25301-1757 304-558-8582

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/15/2011				

BID OPENING DATE: 03/17/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
PLEASE NOTE: A CONVENIENCE COPY WOULD BE APPRECIATED.						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER:-----RW/FILE 22-----						
RFQ. NO.:-----EHS11129-----						
BID OPENING DATE:-----03/17/2011-----						
BID OPENING TIME:-----1:30 PM-----						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
-----802 878 6765-----						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
-----PAUL WARDEN-----						
0002	200	EA		962-22	\$314.00	\$62,800.00
TO PROVIDE FIELD UNFILTERED CRYPTOSPORIDIUM TESTING						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE	<i>R Wagner</i>			TELEPHONE	800 723 4432 X15	
TITLE	VP			DATE	16 Mar 2011	
FEIN	03 033 7234			ADDRESS CHANGES TO BE NOTED ABOVE		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EHS11129

PAGE
6

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER
304-558-0067

VENDOR

*616105215 800-723-4432
ANALYTICAL SERVICES INC ASI
130 ALLEN BROOK LANE
WILLISTON VT 05495

SHIP TO

HEALTH AND HUMAN RESOURCES
BPH ENVIRO HLTH SERVICES
350 CAPITOL STREET, ROOM 313
CHARLESTON, WV
25301-1757 304-558-8582

DATE PRINTED 02/15/2011	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
-----------------------------------	---------------	----------	--------	---------------

BID OPENING DATE: **03/17/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0003	40	EA		962-22	\$359.00	\$14,360.00
	SUBSAMPLE: MATRIX SPIKE					
0004	30	EA		962-22	\$95.00	\$2,850.00
	SUBSAMPLE: HIGH TURBIDITY					
0005	30	EA		962-22	\$105.00	\$3,150.00
	SUBSAMPLE: HIGH TURBIDITY - EXTRA FILTER <i>ANALYSIS OF</i>					
0006	ADDITIONAL FILTER (SPARE) AS NEEDED				\$70.00	TBD
	FOR ON-SITE (WTP) SPARE FILTER					
0007	SHIPPING - AT COST				TBD	TBD
***** THIS IS THE END OF RFQ EHS11129 *****					TOTAL:	<u>\$83,160.00</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roberta Wagner* TELEPHONE: **800 723 4432 x15** DATE: **16 Mar 2011**

TITLE: **VP** FEIN: **03 033 7234** ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

EHS11129 CRYPTOSPORIDIUM TESTING

SPECIFICATIONS

PURPOSE:

The State of West Virginia, Department of Health and Human Resources (DHHR), Bureau for Public Health (BPH), Office of Environmental Health Services (OEHS), Environmental Engineering Division (EED) is seeking vendor quotations for conducting Cryptosporidium testing in compliance with Environmental Protection Agency (EPA) standards as required pursuant to the Long Term 2 Enhanced Surface Water Treatment Rule (LT2 Rule).

The Safe Drinking Water Act Amendments of 1996 (the Amendments) adopted significant changes in the Safe Drinking Water Act (SDWA). Of particular importance, the Amendments require States to adopt and implement programs to ensure water systems have the capability to comply with existing and anticipated drinking water regulations. These new provisions, known as Capacity Development, mark the first time the Federal government has explicitly required States to take actions to ensure water systems will have the financial, technical and managerial resources required to provide safe and reliable water service to the public. Essentially, this capacity or capability will help assure better infrastructure stewardship.

EPA is allowing set-aside funds to be used for the first round of Cryptosporidium testing, and all testing must be completed by March 31, 2012.

A qualified system shall be a public water system that OEHS has identified is currently required to monitor for Cryptosporidium as per the LT2 Rule. A qualified system shall contract with an approved lab to perform the EPA approved testing to meet the LT2 Rule. The qualified system and the lab will determine the method of sample collection being either filtered or unfiltered. The lab and qualified system shall make arrangements for necessary sampling equipment and materials. The lab will include these costs within the per sample cost. Water systems will be notified of this program as soon as it is approved by letter, telephone, or direct contact. Information regarding the LT2 Rule can be obtained at the following link:

<http://water.epa.gov/lawsregs/rulesregs/sdwa/lt2/index.cfm>

VENDOR REQUIREMENTS:

Vendor shall meet the following requirements:

- Vendor (s) shall be a lab approved by EPA to perform Cryptosporidium testing in compliance with EPA standards using EPA Method 1622 and/or EPA Method 1623. These methods can be found via the application process for the lab from EPA standards.
- Vendor shall provide results to qualified public water system via e-mail or mail. Once the invoice is received from the lab, OEHS will compare it to information on file for the water system to verify that the test was conducted and that the public water system is a qualified system in order to process payment.
- Vendor shall be listed on the "EPA Laboratories Approved for the Analysis of Cryptosporidium Under the Safe Drinking Water Act" as detailed at the following link:
http://www.epa.gov/ogwdw/disinfection/lt2/pdfs/labs_approval/list_lt2_approvedlabs.pdf

EHS11129 CRYPTOSPORIDIUM TESTING

SCOPE OF WORK:

Vendor shall perform Cryptosporidium testing (field filtered and field unfiltered) and subsample testing (matrix spike, high turbidity, high turbidity – extra filter) per EPA standards and provide results to water system within three (3) weeks. Results will be provided to the water system via e-mail or mail.

BID REQUIREMENT:

Vendor shall complete, sign, and date the Cost Sheet provided with the understanding that OEHS will award contracts up to the top ten (10) low bid vendors that substantiates the requirements under these specifications.

BID EVALUATION:

Multiple awards shall be made up to the top ten (10) low bid vendors that meet the requirements of these specifications.

CONTRACT UTILIZATION:

OEHS shall provide successful vendors a list of qualified West Virginia Community Water Systems, including Public Water System Identification number (PWSID).

OEHS shall provide qualified West Virginia Community Water Systems a list of successful vendors and contact information approved to perform Cryptosporidium testing. Qualified water systems shall request Cryptosporidium testing from approved vendors of their choice.

VENDOR REGISTRATION:

Vendor shall be registered with the State of West Virginia, Division of Purchasing before a purchase order can be issued.

INVOICES:

Vendor shall invoice OEHS monthly in arrears for Cryptosporidium and subsample testing conducted on qualified water systems during the previous month. Vendor shall submit one invoice monthly. Invoice must include the Public Water System Name, PWSID No. for the water system, date of sample collection, date of sample analyses, name and cost of the tests as described on Cost Sheet, and shipping costs. Pass through invoices for shipping are required for reimbursement. All testing shall be completed by March 31, 2012. Invoices for testing conducted after that date will not be eligible for payment.

LIFE OF CONTRACT:

Contract shall become effective on the date of award and will extend through March 31, 2012.

COST SHEET FOR EHS11129

Item #	Approx. Annual Usage *	DESCRIPTION	UNIT PRICE **	TOTAL COST
1	200 EA	FIELD FILTERED SAMPLE: CRYPTOSPORIDIUM TESTING PER EPA STANDARDS AND PROVIDE RESULTS TO WATER SYSTEM WITHIN THREE (3) WEEKS .	\$ 314.00	\$ 62,800.00
2	200 EA	FIELD UNFILTERED SAMPLE: CRYPTOSPORIDIUM TESTING PER EPA STANDARDS AND PROVIDE RESULTS TO WATER SYSTEM WITHIN THREE (3) WEEKS .	\$ 314.00	\$ 62,800.00
3	40 EA	SUBSAMPLE: MATRIX SPIKE	\$ 359.00	\$ 14,360.00
4	30 EA	SUBSAMPLE: HIGH TURBIDITY	\$ 95.00	\$ 2,850.00
5	30 EA	SUBSAMPLE: HIGH TURBIDITY - EXTRA FILTER	\$ 105.00	\$ 3,150.00
TOTAL COST				\$ 145,960.00

SPARE FILTER

* Approximate Annual Usage: Approximate number of tests to be ordered between contract award date and March 31, 2012. Exact quantities could be more or less than approximate annual usage.

** Unit Price: Unit price vendor shall charge OEHS for tests conducted whether one or more than one is ordered throughout the contract period.

Award will be made up to ten (10) vendors with the lowest total cost that meet specifications.

Vendor shall submit one original invoice to the Office of Environmental Health Services (OEHS) monthly in arrears for tests conducted the previous month.

Pass through invoices for shipping charges are required for reimbursement.

ANALYTICAL SERVICES INC.

Vendor Name

PAUL WARDEN

Vendor Authorized Representative (Print Name)

Paul Warden

Vendor Authorized Representative Signature

16 MAR 2011

Date

RFQ No. EHS 11129

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: ANALYTICAL SERVICES, INC.

Authorized Signature: [Signature] Date: 16 MAR 2011

State of Vermont

County of Chittenden, to-wit:

Taken, subscribed, and sworn to before me this 16 day of March, 2011.

My Commission expires 2/10, 2015.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]

State of West Virginia VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**

____ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

N/A Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

____ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

2. **Application is made for 2.5% resident vendor preference for the reason checked:**

N/A Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

3. **Application is made for 2.5% resident vendor preference for the reason checked:**

N/A Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

4. **Application is made for 5% resident vendor preference for the reason checked:**

____ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**

N/A Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**

____ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code*, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: ANALYTICAL SERVICES INC Signed: B. Walker

Date: 16 MAR 2011 Title: VP

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

ASL DOES NOT QUALIFY FOR ANY OF THE ABOVE CONSIDERATIONS.
BW



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
 EHS11129

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 ROBERTA WAGNER
 304-558-0067

VENDOR

*616105215 800-723-4432
 ANALYTICAL SERVICES INC ASI
 130 ALLEN BROOKE LANE
 WILLISTON VT 05495

SHIP TO

HEALTH AND HUMAN RESOURCES
 BPH ENVIRO HLTH SERVICES
 350 CAPITOL STREET, ROOM 313
 CHARLESTON, WV
 25301-1757 304-558-8582

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/03/2011				

BID OPENING DATE: 03/17/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. QUESTIONS AND ANSWERS ARE ATTACHED. 2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID. EXHIBIT 10						
REQUISITION NO.: EHS11129						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO. S:						
NO. 1						
NO. 2						
NO. 3						
NO. 4						
NO. 5						
I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>R. Wagner</i>	TELEPHONE 800 723 4432	DATE 16 MAR 2011
TITLE VP	FEIN 03 033 7234	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
 EHS11129

PAGE
 2

ADDRESS CORRESPONDENCE TO ATTENTION OF
 ROBERTA WAGNER
 304-558-0067

VENDOR

*616105215 800-723-4432
 ANALYTICAL SERVICES INC ASI
 130 ALLEN BROOKE LANE
 WILLISTON VT 05495

SHIP TO

HEALTH AND HUMAN RESOURCES
 BPH ENVIRO HLTH SERVICES
 350 CAPITOL STREET, ROOM 313
 CHARLESTON, WV
 25301-1757 304-558-8582

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/03/2011				

BID OPENING DATE: 03/17/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p style="text-align: center;"> <i>Roberta Wagner</i> SIGNATURE <i>ANALYTICAL SERVICES INC.</i> COMPANY <i>16 MAR 2011</i> DATE </p> <p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID.</p> <p>REV. 09/21/2009</p> <p style="text-align: center;">END OF ADDENDUM NO. 1</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>Roberta Wagner</i>	TELEPHONE 800 723 4432	DATE 16 MAR 2011	
TITLE VP	FEIN 03 033 7234	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

Addendum #1
EHS11129

Vendor Question #1:

Upon review of the 2011 West Virginia Cryptosporidium Testing RFP EHS11129, I wanted to check and clarify is the bidder laboratory responsible for going into the field and collecting the samples? Or, will the agency handle the collection aspect and the laboratory will only do the analysis?

BPH Response to Vendor Question #1:

Qualified West Virginia public water systems will handle the collection aspect and send the sample to the laboratory. The laboratory will conduct the test and send results to the public water system.