



REQUEST FOR QUOTATION
RFQ # 16-3260BLS

PROFICIENCY TESTING AND QUALITY CONTROL STANDARDS

Manatee County, a political subdivision of the State of Florida, (hereinafter "County") invites your participation in the following requests for quotes. The specifications stated herein are of the minimum requirements. All quotes submitted must be in accordance with the Request for Quotes documents in their entirety.

CLARIFICATION

It shall be the responsibility of all quoters to request any additional clarification of the contents herein. Clarification will be furnished by written addendum from Procurement. Quoters shall not accept any verbal or telecommunication explanation as authorized clarification of the contents herein.

All clarification requests are to be directed to the contact person listed below.

DATE ISSUED: December 5, 2016

DEADLINE FOR CLARIFICATIONS REQUESTS: December 12, 2016 at 3:00pm

TIME AND DATE DUE: December 19, 2016 at 3:00pm

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FOR INFORMATION CONTACT:

Bonnie Sietman, Sr. Buyer

PHONE (941) 749-3046 FAX (941) 749-3034

bonnie.sietman@mymanatee.org

**Manatee County Financial Management Department
Procurement Division**

AUTHORIZED FOR RELEASE: _____

AS

SECTION A
INFORMATION TO QUOTERS

A.01 QUOTATION FORM DELIVERY REQUIREMENTS

Any quotes received after the stated time and date will not be considered. Acceptable methods of delivery of quotes are as follows:

Email Address: bonnie.sietman@mymanatee.org
FAX: (941) 749-3034
US MAIL to: Manatee County Procurement Department
1112 Manatee Avenue West, Suite 803, Bradenton FL 34205

A.02 QUOTATION FORMS

All blank spaces on the quotation form must be filled in as noted with amounts extended and totaled and no changes shall be made in the wording of the forms or in the items thereupon. In the event a change is made in your submittal, the quoter shall write its initials by the change. Any quote may be rejected which contains any omissions, alterations, irregularities of any kind, or which shall in any manner fail to conform to the requirements of this RFQ.

A quote made by an individual, either in his/her own or proper person or under a trade or firm name, shall be executed under the individual's signature. If made by a partnership, the quote shall be executed by two or more of the general partners. If made by a corporation, the bid shall be executed by its President or other legally authorized corporate officer or agent.

Quotes must be submitted on attached provided forms, although additional pages may be attached. **Quoters must fully complete all pages of the Quote Forms. Quote Forms must be executed by an authorized signatory who has the legal authority to make the Quote and bind the company. Quoters must fully comply with all requirements of this RFQ in its entirety.** Failure to comply shall result in default of the resulting Contract, whereupon, the defaulting Contractor shall be required to pay for any and all re-procurement costs, damages, and attorney fees as incurred by County.

A.03 MATHEMATICAL ERRORS

Quotation Forms without imbedded mathematical formulas:

In the event of multiplication/extension error(s), the unit price shall prevail. In the event of addition error(s) the extension totals will prevail. In the event the dollar amount for contract contingency is omitted, it will be added to the total price of the quote.

Quotation Forms with imbedded mathematical formulas:

Interactive Quotation Forms that contain mathematical formulas may be used for automating lengthy and complex quotation forms. In the event these forms are used and a multiplication/extension error(s) is discovered, the unit price entered by the vendor shall prevail. The vendor shall assume the responsibility and accuracy of the information input in the quotation form and therefore shall verify that the calculations are correct before submitting their quote.

Regardless of which type of quotation form is used, all quotes shall be reviewed mathematically and corrected by the Procurement Division, if necessary, using these standards, prior to additional evaluation.

A.04 EXAMINATION OF QUOTE DOCUMENTS AND SITE(S)

It is the responsibility of each quoter before submitting a quote to (a) examine all RFQ documents thoroughly; (b) consider federal, state, and local codes, laws, and regulations which may affect costs, progress, performance, or furnishing of the work; (c) study and carefully correlate bidder's observations with the RFQ documents; and (d) notify the County of all conflicts, errors, or discrepancies in the RFQ documents prior to the deadline for clarification requests.

A.05 NON-EXCLUSIVE

Unless otherwise stated in this quote specification, any contracts resulting from this quote are nonexclusive. The County reserves the right, in its sole opinion, to purchase items listed in this quote through the State of Florida contracts, cooperatives, other current government contracts, and nonprofit contracts as provided in the Manatee County Procurement Policy. The County reserves the rights to solicit separate quotes for requirements that are a portion of a larger contract quote/bid as a whole. Additionally at the County's sole option, additional contracts may be entered into as a result of such situations as unusual volumes, time/delivery requirements, special requirements, other brands, lease, project specific requirements, or similar situations.

A.06 MODIFICATION OF RFQ DOCUMENTS

If a Quoter wishes to recommend changes to the RFQ documents, the Quoter shall furnish, in writing, data and information necessary to aid County in evaluating the request to modify the Specifications. County is not obligated to make any changes to the RFQ documents. Unless an Addendum is issued, the RFQ documents shall remain unaltered. **Quoters must fully comply with the RFQ documents in their entirety.**

A.07 CLARIFICATION & ADDENDA

Each quoter shall examine all RFQ documents and shall judge all matters relating to their adequacy and accuracy. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to this RFQ shall be made through the Manatee County Procurement Division. Owner shall not be responsible for oral interpretations given by any Owner employee, representative, or others.

December 12, 2016 at 3:00pm shall be the deadline to submit to the Procurement Division, in writing, all inquiries, suggestions, or requests concerning interpretation, clarification or additional information pertaining to this RFQ.

This deadline has been established to maintain fair treatment of all potential bidders, while maintaining progression of the Work.

The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given.

It shall be the **responsibility of each quoter, prior to submitting a quote**, to contact the Procurement Division (see contact information on the cover page) to **determine if any**

addenda were issued and to make such addenda a part of their quote.

A complete set of the RFQ documents must be used in preparing quotes. County assumes no responsibility for errors and misinterpretations resulting from the use of incomplete sets of quote documents.

A.08 CONFIDENTIALITY OF SECURITY RELATED RECORDS

(a) Pursuant to Florida Statutes § 119.071(3), the following records (hereinafter referred to collectively as “the Confidential Security Records”) are confidential and exempt from the disclosure requirements of Florida Statutes § 119.07(1):

1. A Security System Plan or portion thereof for any property owned by or leased to the County or any privately owned or leased property held by the County.
2. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by the County.
3. Building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout or structural elements of an attractions and recreation facility, entertainment or resort complex, industrial complex, retail and service development, office development, or hotel or motel development in the possession of, submitted to the County.

(b) Contractor/Vendor agrees that it shall not, as a result of a public records request or for any other reason disclose the contents of, or release or provide copies of the Confidential Security Records to any other party absent the express written authorization of the County’s Property Management Director or to comply with a court order requiring such release or disclosure. To the extent Contractor/Vendor receives a request for such records, it shall immediately contact the County’s designated Contract Manager who shall coordinate the County’s response to the request. Notwithstanding the foregoing, the Contractor/Vendor may

1. Disclose or release Security System Plans to:

(A) The property owner or leaseholder; or

(B) Another state or federal agency to prevent, detect, guard against, respond to, investigate, or manage the consequences of any attempted or actual act of terrorism, or to prosecute those persons who are responsible for such attempts or acts.

2. Disclose or release building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, which depict the internal layout and structural elements of a building, arena, stadium, water treatment facility, or other structure owned or operated by the County:

(A) To another governmental entity if disclosure is necessary for the receiving entity to perform its duties and responsibilities;

(B) To a licensed architect, engineer, or contractor who is performing work on or related to the building, arena, stadium, water treatment facility, or other

structure owned or operated by the County and is contractually bound by the Contractor/Vendor to comply with this Article/Section; or

(C) Upon a showing of good cause before a court of competent jurisdiction.

(c) For purposes of this Article/Section, the term "Security System Plan" includes all:

1. Records, information, photographs, audio and visual presentations, schematic diagrams, surveys, recommendations, or consultations or portions thereof relating directly to the physical security of the facility or revealing security systems;
2. Threat assessments conducted by any agency or any private entity;
3. Threat response plans;
4. Emergency evacuation plans;
5. Sheltering arrangements; or
6. Manuals for security personnel, emergency equipment, or security training.

A.09 LOBBYING

After the issuance of any RFQ, prospective quoters or their agents, representatives or persons acting at the request of such quoter shall not contact, communicate with or discuss any matter relating to the RFQ with any officer, agent or employee of Manatee County other than the Procurement Official or the contact identified on the first page of this RFQ, pursuant to the Manatee County Code of Laws. This prohibition includes copying such persons on all written communication, including email correspondence. This requirement begins with the issuance of an RFQ and ends upon execution of the final agreement or when the RFQ has been cancelled. Violators of this prohibition shall be subject to sanctions as provided in the Manatee County Code of Laws.

A.10 UNBALANCED QUOTING PROHIBITED

County recognizes that large and/or complex projects will often result in a variety of methods, sources, and prices. However, where in the opinion of the County such variation does not appear to be justified, given quote requirements and industry and market conditions, the quote will be presumed to be unbalanced. Examples of unbalanced quotes will include:

- a. Quotes showing omissions, alterations of form, additions not specified, or required conditional or unauthorized alternate quotes.
- b. Quotes quoting prices that substantially deviate, either higher or lower, from those included in the quotes of competitive quoters for the same line item unit costs.
- c. Quotes where the unit costs offered are in excess of or below reasonable cost analysis values.

In the event County determines that a quote is presumed unbalanced, it will request the opportunity to and reserves the right to, review all source quotes, bids, price lists, letters of intent, etc., which the quoter obtained and upon which the quoter relied upon to develop its quote. County reserves the right to reject as nonresponsive any presumptive unbalanced quotes where the quoter is unable to demonstrate the validity and/or necessity of the unbalanced unit costs.

A.11 WITHDRAWAL OF QUOTES

Quoters may withdraw quotes as follows:

- a. After the quotes are opened or a selection has been determined, but before an agreement is signed, a quoter alleging a material mistake of fact may be permitted to withdraw their quote if:
 1. The mistake is clearly evident in the solicitation document; or
 2. Quoter submits evidence which clearly and convincingly demonstrates that a mistake was made. Request to withdraw a quote must be in writing and approved by the Procurement Official.

A.12 IRREVOCABLE OFFER

Any quote may be withdrawn up until the time and date set for opening of the quote. Any quote not so withdrawn shall, upon opening, constitute an irrevocable offer for a period of ninety (90) days to sell to Manatee County the goods or services set forth in the attached RFQ until one or more of the bids have been duly accepted by County.

A.13 QUOTE EXPENSES

All expenses for submitting quotes to the County are to be borne by the quoter.

A.14 RESERVED RIGHTS

County reserves the right to accept or reject any and/or all quotes, to waive irregularities and technicalities, and to request resubmission. Also, County reserves the right to accept all or any part of the quote and to increase or decrease quantities to meet additional or reduced requirements of County. Any sole response received by the first submission date may or may not be rejected by County depending on available competition and current needs of County. For all items combined, the quote of the lowest, responsive, responsible quoter will be accepted, unless all quotes are rejected.

The lowest, responsible quoter shall mean that quoter who makes the lowest quote to sell goods and/or services of a quality which meets or exceeds the quality of goods and/or services set forth in the RFQ documents or otherwise required by County.

To be responsive, a quoter shall submit a quote which conforms in all material respects to the requirements set forth in the RFQ. **Quoters must fully comply with the RFQ documents in their entirety.**

To be a responsible quoter, the quoter shall have the capability in all respects to perform fully the quote requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.

Also, County reserves the right to make such investigation as it deems necessary to determine the ability of any quoter to furnish the service requested. Information County deems necessary to make this determination shall be provided by the quoter. Such information may include, but shall not be limited to current financial statements, verification of availability of equipment and personnel, and past performance records.

A.15 APPLICABLE LAWS

Quoter must be authorized to transact business in the State of Florida. All applicable laws and regulations of the State of Florida and ordinances and regulations of Manatee County will apply to any resulting agreement. Any involvement with the Manatee County Procurement Division shall be in accordance with the Manatee County Procurement Ordinance as amended.

A.16 COLLUSION

By submitting a quote in response to this RFQ, quoter certifies that it has not divulged, discussed or compared its quote with any other quoter, and has not colluded with any other quoter or parties to this quote whatsoever. Also, quoter certifies, and in the case of a joint quote each party thereto certifies as to their own organization, that in connection with this quote:

- a. any prices and/or cost data submitted have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices and/or cost data, with any other quoter or with any competitor;
- b. any prices and/or cost data quoted for this quote have not been knowingly disclosed by the quoter and will not knowingly be disclosed by the quoter, prior to the scheduled opening, directly or indirectly to any other quoter or to any competitor;
- c. no attempt has been made or will be made by the quoter to induce any other person or firm to submit or not to submit a quote for the purpose of restricting competition;
- d. the only person or persons interested in this quote, principal or principals is/are named therein and that no person other than therein mentioned has any interest in this quote or in the resulting agreement to be entered into; and
- e. no person or agency has been employed or retained to solicit or secure the resulting agreement upon an agreement or understanding or a commission, percentage, brokerage, or contingent fee except bona fide employees or established commercial agencies maintained by quoter for purpose of doing business.

A.17 CODE OF ETHICS

With respect to this quote, if any quoter violates, directly or indirectly, the ethics provisions of the Manatee County Procurement Ordinance and/or Florida criminal or civil laws related to public procurement, including but not limited to Florida Statutes Chapter 112, Part III, Code of Ethics for Public Officers and Employees, such quoter will be disqualified from eligibility to perform services or provide the goods described in this RFQ, and may also be disqualified from furnishing future goods or services to, and from submitting any future quotes to supply goods or services to Manatee County.

By submitting a quote, the quoter represents to County that all statements made and materials submitted are truthful, with no relevant facts withheld. If a quoter is determined to have been untruthful in their quote or any related presentation, such quoter will be disqualified from eligibility to provide the goods and/or services described in this RFQ, and may also be disqualified from furnishing future goods or services to, and from submitting any future quotes to supply goods or services to Manatee County.

A.18 PUBLIC CONTRACTING AND ENVIRONMENTAL CRIMES

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime, as that term is defined in Section 287.133, Florida Statutes, may not submit a quote to provide any goods or services to a public entity; may not submit a quote with a public entity for the construction or repair of a public building or public work; may not submit quotes on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under an agreement with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of thirty-six (36) months following the date of being placed on the convicted list.

In addition, the Manatee County Procurement Code prohibits the award of any quote to any person or entity who/which has, within the past five (5) years, been convicted of, or admitted to in court or sworn to under oath, a public entity crime or of any environmental law that, in the reasonable opinion of the Procurement Official, establishes reasonable grounds to believe the person or business entity will not conduct business in a responsible matter.

To ensure compliance with the foregoing, the Code requires all persons or entities desiring to do business with County to execute and file with the Procurement Official an affidavit, executed under the pain and penalties of perjury, confirming that person, entity and any person(s) affiliated with the entity, does not have such a record and is therefore eligible to seek and be awarded business with County. In the case of a business entity other than a partnership or a corporation, such affidavit shall be executed by an authorized agent of the entity. In the case of a partnership, such affidavit shall be executed by the general partner(s). A Public Contracting and Environmental Crimes Certification form is attached herein for this purpose.

A.19 CONTRACT

The Agreement made as a result of the acceptance of any quote from this Request for Quotes shall be made in the form of a Purchase Order and the successful Quoter shall be bound by the terms and conditions contained in this Request for Quotes as well as the Purchase Order.

Should a conflict exist between the terms and conditions contained in this Request for Quotes and the resulting Purchase Order, the terms contained in this Request for Quotes shall take precedence.

A.20 TERMINATION OF CONTRACT

Manatee County reserves the right to terminate any contract, at any time, with or without cause.

A.21 PROCUREMENT COOPERATIVE

It is the intent of this Request for Quotation to include requirements and to obtain quotes on behalf of Manatee County and reserve the right for the entities belonging to the Sarasota Bay Chapter of NIGP to obtain purchases from this quote proposal. This opportunity is also made available to any and all local, County, Public Educational Institutions, non-profits, and the State of Florida. Pursuant to their own governing laws, and subject to the agreement of the vendor, other entities may be permitted to make purchases at the terms and conditions

contained herein. Manatee County will not be financially responsible for the purchase of other entities from this solicitation.

A.22 DISCOUNTS

Any and all discounts must be incorporated in the prices contained in the quote and not shown separately. The prices indicated on the Quotation Form shall be the prices used in determining award.

A.23 TAXES

Manatee County is exempt from Federal Excise and State Sales Taxes. (F.E.T. Cert. No. 59-78-0089K; Florida Sales Tax Exempt Cert. No. 85-8012622206C-6); therefore, the quoter is prohibited from delineating a separate line item in his quote for any sales or service taxes. Nothing herein shall affect the quoter's normal tax liability.

The successful quoter shall be responsible for the payment of taxes of any kind and character, including, but not limited to sales, consumer, use, and other similar taxes payable on account of the work performed and materials furnished under the award in accordance with the laws and regulations of the place of the project which are applicable during the performance of the work. Nothing herein shall affect the quoter's normal tax liability.

A.24 DESCRIPTIVE INFORMATION

Unless otherwise specifically provided in the RFQ documents, all equipment, materials and articles provided shall be new and of the most suitable grade for the purpose intended. Unless otherwise specifically provided in the RFQ documents, reference to any equipment, material, article or patented process, by trade name, brand name, make or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition.

A.25 DELIVERY

Unless otherwise specified, all prices are to be FOB Destination.

A.26 AUTHORIZED PRODUCT REPRESENTATION

The quoter, by virtue of submitting the name and specifications of a manufacturer's product, will be required to furnish the named manufacturer's product. Failure to do so may, in the County's sole discretion, be deemed a material breach of the resulting agreement and shall constitute grounds for County's immediate termination of the resulting agreement.

A.27 ROYALTIES AND PATENTS

The successful quoter shall pay all royalties and license fees for equipment or processes in conjunction with the equipment and/or services being furnished. Successful quoter shall defend all suits or claims for infringement of any patent, trademark or copyright, and shall save County harmless from loss on account thereof, including costs and attorney's fees.

A.28 AMERICANS WITH DISABILITIES ACT

County does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of County's functions including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring **reasonable accommodation** for an Information Conference or Quote Opening should

contact the person named on the cover page of this RFQ document at least twenty-four (24) hours in advance of either activity.

A.29 EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Title VI of the Civil Rights Act of 1964, Title 15, Part 8 of the Code of Federal Regulations and the Civil Rights Act of 1992, County hereby notifies all quoters that it will affirmatively ensure minority business enterprises are afforded full opportunity to participate in response to this RFQ and will not be discriminated against on the grounds of race, color, national origin, religion, sex, age, handicap, or marital status in consideration of bid award.

A.30 MINORITY BUSINESS ENTERPRISE / DISADVANTAGED BUSINESS ENTERPRISE

The State of Florida Office of Supplier Diversity provides the certification process and the database for identifying certified MBE/DBE firms. Additional information can be obtained at <http://www.osd.dms.state.fl.us/iframe.htm> or by calling (850) 487-0915.

A.31 SUBCONTRACTORS

The successful quoter will obtain prior written approval from the County for any subcontractor(s) and the work they will perform. A subcontractor is defined as any entity performing work within the scope of the project who is not an employee of the successful quoter.

Quoters subcontracting any portion of the work shall include a list of subcontractors along with their quote. The list shall include: name and address of subcontractor, type of work to be performed and the percent of the contract amount to be subcontracted.

Prior to the employment of any person under this contract, the successful quoter shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of (a) all persons employed during the contract term by the successful quoter to perform employment duties within Florida and (b) all persons, including subcontractors, assigned by the successful quoter to perform work pursuant to the contract with Manatee County. For more information on this process, please refer to United States Citizenship and Immigration Service site at: <http://www.uscis.gov/>.

Only those individuals determined eligible to work within the United States shall be employed under this contract.

By submission of a quote in response to this RFQ, the successful quoter commits that all employees and subcontractors will undergo e-verification before placement on this contract.

If County has reasonable objection to any subcontractor, the County may request the successful quoter to submit an acceptable substitute without an increase in contract sum or contract time.

If successful quoter declines to make any such substitution, the County may award the resulting agreement to the next lowest qualified quoter that proposes to use acceptable subcontractors, who County does not make written objection to. In the event the successful

quoter declines to make any such substitution post award, the County may exercise its right to terminate the agreement.

The successful quoter shall maintain sole responsibility for the actions of its employees and subcontractors. New employees brought in after contract award shall follow the same requirement stated above for the life of the contract.

A.32 DISCLOSURE

Upon receipt, all inquiries and responses to inquiries related to this RFQ become "Public Records", and shall be subject to public disclosure consistent with Florida Statutes, Chapter 119.

Quotes become subject to disclosure thirty (30) days after the opening or if a notice of intent to award decision is made earlier than this time as provided by Florida Statutes § 119.071(1)(b). No announcement or review of the quote shall be conducted at the quote opening.

If Owner rejects all quotes and concurrently notices its intent to reissue the solicitation, the rejected quotes are exempt from public disclosure until such time as Owner provides notice of an intended decision concerning the reissued solicitation or until Owner withdraws the reissued solicitation. A quote is not exempt for longer than twelve (12) months after the initial notice rejecting all quotes.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT OWNER'S CUSTODIAN OF PUBLIC RECORDS AT: (941) 742-5845, debbie.scaccianoce@mymanatee.org, Attn: Records Manager, 1112 Manatee Ave W., Bradenton, FL 34205.

Pursuant to Florida Statutes 119.0701, to the extent CONTRACTOR is performing services on behalf of the COUNTY, contractor must:

- a. Keep and maintain public records required by public agency to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statutes, Chapter 119, or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of contractor or keep and maintain public records required by the

public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

A.33 LOCAL PREFERENCE

Local business is defined as a business legally authorized to engage in the sale of the goods and/or services, and which certifies within its bid that for at least six (6) months prior to the announcement of the Invitation For Bid it has maintained a physical place of business in Manatee, Desoto, Hardee, Hillsborough, Pinellas or Sarasota County with at least one full-time employee at that location.

Local preference shall not apply to the following categories of agreements:

1. Purchases or agreements which are funded, in whole or in part, by a governmental or other funding entity, where the terms and conditions governing the funds prohibit the preference.
2. Any quote announcement which specifically provides that local preference, as set forth in this section, is suspended due to the unique nature of the goods or services sought, the existence of an emergency as found by either the County Commission or County Administrator, or where such suspension is, in the opinion of the County Attorney, required by law.
3. For a competitive solicitation for construction services in which fifty percent (50%) or more of the cost will be paid from state-appropriated funds which have been appropriated at the time of the competitive solicitation.

To qualify for local preference under this section, **a local business must provide certification to County by completing an "Affidavit as to Local Business" form** which is available for download at www.mymanatee.org/vendor. Click on "Affidavit for Local Business" to access and print the form. Complete, notarize, and mail the notarized original to: Manatee County Procurement Division, 1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205.

It is the responsibility of the quoter to ensure accuracy of the affidavit and notify County of any changes affecting same.

A.34 VENDOR REGISTRATION

Registering your business will provide Manatee County a sourcing opportunity to identify supplies of goods and services, plus identify local businesses.

You may register online at www.mymanatee.org/vendor. If you need any assistance, please call (941) 749-3014, Monday – Friday, 8:00 A.M. to 5:00 P.M., excluding holidays, and the Procurement Division can assist you as needed.

Registration is not mandatory; however, by taking the time to register, you are helping the County to provide timely notification of quotation, bid and proposal opportunities to your business.

A.35 ENVIRONMENTAL SUSTAINABILITY

All quoters are encouraged to use as many environmentally preferable "green" products, materials, supplies, etc. as possible in order to promote a safe and healthy environment. Environmentally preferable are products or services that have a reduced adverse effect on the environment.

Quoters shall acknowledge whether or not their organization has an environmental sustainability initiative by checking the appropriate box on the quote form. In addition, the quoter shall submit a summary of their environmental sustainability initiative along with their quote. This information will be used as a determining factor in the award decision when all other evaluative factors, including local preference policies are otherwise equal.

A.36 ePAYABLES

Manatee County Board of County Commissioners and the Manatee County Clerk of the Circuit Court have partnered to offer the ePayables program, which allows payments to be made to vendors via credit cards.

The Clerk of the Circuit Court will issue a unique credit card number to vendor after goods are delivered or services rendered, vendors submit invoices to the remit to address on the purchase order. When payments are authorized, an email notification is sent to the vendor. The email notification includes the invoice number(s), invoice date(s), and amount of payment. There is no cost for vendors to participate in this program; however, there may be a charge by the company that processes your credit card transactions.

If you are interested in participating in this program, please complete the ePayables Application attached herein and return the completed form via email to Ms. Lori Bryan, Supervisor at lori.bryan@manateeclerk.com.

A.37 FUNDING

This quote is subject to the appropriation of funds in an amount sufficient to allow continuation of the County's performance in accordance with the terms and conditions of this quote. The county shall provide prompt written notice to the vendor that sufficient funds have not been appropriated to continue its full and faithful performance under the terms of this quote, and shall, effective thirty (30) days after giving such notice or upon the expiration of the time for which funds were appropriated, whichever occurs first, be thereafter released of all further obligations in any way related to the quote.

A.38 CONDITIONS FOR EMERGENCY/HURRICANE OR DISASTER – TERM CONTRACTS

It is hereby made a part of this Request for Quotation that before, during and after a public emergency, disaster, hurricane, flood, or other acts of God that Manatee County shall require a "first priority" basis for services. It is vital and imperative that the majority of citizens are protected from any emergency situation which threatens public health and safety, as determined by the County. Contractor agrees to provide services to the County or other governmental entities as opposed to a private citizen, on a first priority basis. The County

expects to pay contractual prices for all services required during an emergency situation. Contractor shall furnish a twenty-four (24) hours phone number in the event of such an emergency.

A.39 **PRECEDENCE**

Statements contained in the Terms and Conditions, Scope of Work, or Quote Summary section of this Request for Quotation, which vary from the information contained in this section A, Information to Quoters, shall have precedence.

A.40 **INDEMNIFICATION**

The successful vendor covenants and agrees to indemnify and save harmless the County, its agents and employees, from and against all claims, suits, actions, damages, causes of action, or judgments arising out of the terms of the resulting agreement for any personal injury, loss of life, or damage to the property sustained as a result of the performance or non-performance of services or delivery of goods; from and against any orders, judgments, or decrees, which may be entered against the County, its agents or employees; and from and against all costs, attorney's fees, expenses and other liabilities incurred in the defense of any such claim, suit or action, and the investigation thereof. Nothing in the award, resulting agreement, contract or Purchase Order shall be deemed to affect the rights, privileges and immunities of the County as set forth in Florida Statute Section 768.28.

END OF SECTION A

SECTION B
TERMS AND CONDITIONS

B.01 PURPOSE

It is the intent of Manatee County to establish an annual agreement with qualified quoters for the procurement of proficiency testing (PT), quality control (QC) and rapid return (RR) standards services on an “as required” basis, to provide studies for the County’s internal laboratory certifications. It is the specific purpose of this quotation to establish an agreement for the required services to secure cost and availability.

B.02 ASSIGNMENT OF CONTRACT

Quoters shall not assign, transfer, convey, sublet or otherwise dispose of this Agreement or of his right, title, or interest therein, or his power to execute such Agreement, or to assign any monies due or to become due there under to any other person, firm or corporation unless first obtaining the written consent of the County. The giving of such consent to a particular subcontractor assignment shall not dispense with the necessity of such consent to any further or other assignment.

B.03 FORCE MAJEURE

Neither party shall be considered in default in performance of its obligations hereunder to the extent that performance of such obligations, or any of them, is delayed or prevented by Force Majeure. Force Majeure shall include, but not be limited to, hostility, revolution, civil commotion, strike, epidemic, accident, fire, flood, wind, earthquake, lack of or failure of transportation facilities, any law, proclamation, regulation ordinance or other act of government, or any act of God or any cause whether of the same or different nature, existing or future; provided that the cause, whether or not enumerated in this item B.03, is beyond the control and without the fault or negligence of the party seeking relief.

B.04 QUANTITIES

The proficiency testing and quality control standard services are on an “as required” basis only. There is no guarantee, explicit or implied, of the amount of services required as a result of this request for quotation. The exact amount/volume of the required services cannot be determined at this time. Release Orders shall be issued on an “as required” basis and may include some or all services specified in this quotation.

B.05 SERVICE / DELIVERY LOCATION

Manatee County facility locations:

- 1) Manatee County Parks and Natural Resources Department
Environmental Laboratory
1501 Dam Road
Bradenton, FL 34212
FDOH Lab ID E44247
Contact: Greg Blanchard

- 2) Manatee County Utilities Department, Water Treatment Plant, Quality Control Lab
WTP QC Laboratory
17915 Waterline Road
Bradenton, FL 34212
FDOH Lab ID E54719
Contact: Rob Ocasio

- 3) Manatee County Utilities Department
Central Laboratory
4751 66th Street West
Bradenton, FL 34210
FDOH Lab ID E54560
Contact: Kayse Hasiak-Solan

B.06 PRICES & TERM

Quoters shall quote unit prices, F.O.B. Destination, including all discounts in accordance with unit of quantity indicated on Quotation Form. The prices quoted shall be used for payment and shall be deemed to include payment in full for all transportation, labor, and equipment used in delivering all supplies and materials to the point of delivery

B.07 PAYMENT

Within forty-five (45) days after delivery by the Quoters, acceptance by the County, and presentation of an appropriate invoice, the County shall pay the total amount due. Payment invoices must indicate both the Blanket Purchase Order number and the Release Order number.

B.08 QUALITY GUARANTEE

If any product/service delivered does not meet performance representations or other quality assurance representations as published by manufacturers, producers or distributors of such services or the specifications listed in this quote, the Quoters shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials if, in its judgment, the item reflects unsatisfactory workmanship or manufacturing or shipping damage. Also, the Quoters shall refund to Manatee County any money which has been paid for same. The Quoters will be responsible for attorney fees in the event the supplier defaults and court action is required.

B.09 WARRANTY, MAINTENANCE SERVICE AND SUPPORT

If any service/product delivered does not meet performance representations or other quality assurance as published by the manufacturers, producers, or distributors of such services or specification listed in this quote. Also, the Successful Quoter shall refund to Manatee County any money which has been paid for same. The Successful Quoter will be responsible for attorney fees in the event the Successful Quoter defaults and court action is required.

If the Successful Quoter cannot meet the delivery requirements of services for any of the items specified herein, the County reserves the right to procure the product from the next lowest responsive, responsible Quoter or to solicit new pricing.

B.10 REGULATIONS

It shall be the responsibility of the quoter to assure compliance with any OSHA, EPA and/or other Federal or State of Florida rules, regulations or other requirements, as each may apply.

B.11 BLANKET ORDER

Blanket Purchase Order shall be issued as a result of this Request for Quotation. Written Blanket Purchase Order when accompanied by a valid Release Order number provided by an authorized County designee will authorize services on an "as required" basis.

B.12 CANCELLATION

The County reserves the right to terminate this agreement by giving thirty (30) days written notice of intention to terminate if at any time the Successful Quoter fails to abide by or fulfill any of the terms and conditions of the agreement. The County also reserves the right to terminate this agreement for the convenience of the County, with or without cause.

B.13 CONFORMANCE TO SAFETY RULES AND REGULATIONS

Successful Quoter shall conform to all safety, site rules and regulations affecting the services. These include but are not limited to: keeping public areas free of waste materials, caution tape, cones, removing all rubbish from site(s) daily before leaving the premises and strictly adhering to all local and/or State safety codes.

B.14 INDUSTRY STANDARDS

It shall be the responsibility of the Successful Quoter to utilize recognized industry standards to provide proficiency testing (PT), quality control (QC) and rapid return (RR) standards services and follow all OSHA, EPA, and/or Federal or State of Florida rules, regulations or other requirements, while performing these services on County facilities.

B.15 MATERIAL SAFETY DATA SHEET

It shall be the responsibility of the Successful Quoter to submit, upon notification of award, a Material Safety Data Sheet (MSDS) for all toxic substances in accordance with Florida Statutes Chapter 442, The Right To Know Law, which mandates on-site MSDS for all toxic substances appearing in the work place.

B.16 CONTRACT TERM

This contract shall be for a period of one year, commencing from date of award, unless renewed or terminated as provided in this quote document.

B.17 PRICE ADJUSTMENTS FOR RENEWAL PERIODS

Prices shall remain firm for the first twelve (12) month term. If not cancelled by the Successful Quoter or the County, the awarded Blanket Purchase Order shall be automatically renewed beyond the first twelve (12) month agreement for four (4) additional 12-month periods, not to exceed sixty (60) months provided there are no changes in price, terms, or conditions. Requested price changes for the four (4) additional 12-month periods may be approved upon review by Procurement. Documentation shall be submitted to the Procurement Department for review. If the County should consider said increase unwarranted or unreasonable, the County reserves the right to refuse the proposed increase or terminate the agreement with the Successful Quoter.

Written notice of intention not to renew shall be submitted by the County or Successful Quoter choosing not to exercise this automatic renewal ninety (90) days prior to the end of the current agreement period.

B.18 SECURITY

Successful Quoter shall check and comply with each County facilities security requirements. Minimal requirements are that services will be accepted only from a service technician who has a photo copy of their driver's license on file with the County. The Successful Quoter shall provide a valid driver's license upon request.

END OF SECTION B

SECTION C
SCOPE OF WORK

C.01 SCOPE OF WORK

Quotations are solicited on behalf of Manatee County for the purpose of establishing an annual Agreement with a qualified Quoter to provide Proficiency Testing (PT), Quality Control (QC) and Rapid Return (RR) standards for three (3) Manatee County laboratories, on an “as required” basis. Quoters shall provide studies for the County’s internal laboratory certifications meeting technical specification provided herein.

C.02 BACKGROUND INFORMATION

- ◆ Manatee County Parks and Natural Resources Department
 - MCPNRD, Environmental Laboratory
 - FDOH Lab ID E44247

The MCPNRD environmental laboratory is certified under the National Environmental Laboratory Accreditation Program (NELAP) by the Florida Department of Health (FDOH) in the non-potable water matrix for 8 fields of accreditation. The MCPNRD environmental laboratory is required to successfully complete two proficiency studies per calendar year in order to maintain their certification.

The MCPNRD environmental laboratory uses independent sources of quality control samples in the non-potable water matrix to evaluate the performance of laboratory systems independent of proficiency studies. Quality control samples are required at irregular intervals on an as-needed basis to perform these evaluations.

- ◆ Manatee County Utilities Department, Water Treatment Plant, Quality Control Lab
 - WTP QC Laboratory
 - FDOH Lab ID E54719

The WTPQCL is certified under the National Environmental Laboratory Accreditation Program (NELAP) by the Florida Department of Health (FDOH) in the Drinking Water matrix for 43 fields of accreditation. The WTPQCL is required to successfully complete two proficiency studies per calendar year in order to maintain their certification.

- ◆ Manatee County Utilities Department
 - Central Laboratory
 - FDOH Lab ID E54560

The Central Laboratory is currently certified under NELAP in the Non-Potable Water and Solids matrices for 116 fields of accreditation. They are required to successfully complete four proficiency studies, two per matrix, per calendar year in order to maintain their certification.

C.03 MINIMUM TECHNICAL

- 1) Quoter must be certified and maintain certification by The NELAC Institute (TNI) in order to supply all proficiency testing studies and standards required by the three (3) County laboratories accredited and non-accredited scope.
- 2) Quoters must provide their schedule of proficiency studies at time of quotation submittal.
- 3) Quoters must provide information as to preparation requirements of microbiology standards.
- 4) Quoters must be able to supply all proficiency testing studies and standards required by the laboratory's accredited and non-accredited scope.
- 5) Quoters must be able to supply all quality control samples required by the laboratory's accredited and non-accredited scope.
- 6) Quoters must be a Proficiency Testing Provider recognized by NELAP and FDOH as compliant with NELAC Standards.
- 7) Quoters must be a Proficiency Testing Provider designated C1, available for Commercial Testing by the American Associated for Laboratory Accreditation (A2LA). ANSI-ASQ National Accreditation Board (ANAB) certified Proficiency Testing Providers are acceptable for proficiency testing use.
- 8) Quotes must provide copy of current A2LA certificate with quotation submittal.

C.04 TECHNICAL/PRODUCT FORMS

- 1) Quoters proficiency testing standards required by the laboratory's accredited and non-accredited scope may be combined (multi-analyte) or individual analytes, but all variations should be quoted if offered at the time of quotation submittal.
- 2) Quoters quality control and rapid return samples required by the laboratory's accredited and non-accredited scope may be combined (multi-analyte) or individual analytes, but all variations should be quoted if offered at the time of quotation submittal.

C.05 ACCREDITATION

◆ **Manatee County Parks and Natural Resources Department Laboratory**

Analyte	Method/Tech	Category
Ammonia as N	EPA 350.1	General Chemistry
Color	SM 2120 C	General Chemistry
Enterococci	ENTEROLERT	Microbiology
Fecal coliforms	COLILERT®-18 (Fecal Coliforms)	Microbiology
Kjeldahl nitrogen - total	EPA 351.2	General Chemistry
Nitrate-nitrite	EPA 353.2	General Chemistry
Phosphorus, total	EPA 365.4	General Chemistry
Residue-nonfilterable (TSS)	SM 2540 D	General Chemistry

Non-Accredited Scope:

Specific Conductivity	SM2510B	General Chemistry
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Turbidity
pH

SM2130B
SM4500H+B

General Chemistry
General Chemistry

◆ **Manatee County Utilities Department, Water Treatment Plant, Quality Control Laboratory**

Analyte	Method/Tech	Category
Alkalinity as CaCO ₃	SM 2320 B	Primary Inorganic Contaminants
Aluminum	SM 3113 B	Secondary Inorganic Contaminants
Antimony	SM 3113 B	Primary Inorganic Contaminants
Arsenic	SM 3113 B	Primary Inorganic Contaminants
Barium	SM 3113 B	Primary Inorganic Contaminants
Beryllium	SM 3113 B	Primary Inorganic Contaminants
Cadmium	SM 3113 B	Primary Inorganic Contaminants
Calcium	SM 3111 B	Primary Inorganic Contaminants
Calcium hardness as CaCO ₃	SM 3500-Ca B (20th/21st/22nd Ed.-1997)/TITR	Secondary Inorganic Contaminants
Chloride	SM 4110 B	Secondary Inorganic Contaminants
Chromium	SM 3113 B	Primary Inorganic Contaminants
Color	SM 2120 B	Secondary Inorganic Contaminants
Conductivity	SM 2510 B	Primary Inorganic Contaminants
Copper	SM 3113 B	Secondary Inorganic Contaminants, Primary Inorganic Contaminants
Escherichia coli	EC + MUG	Microbiology
Escherichia coli	SM 9223 B	Microbiology
Fluoride	SM 4110 B	Primary Inorganic Contaminants
Fluoride	SM 4500 F-C	Primary Inorganic Contaminants, Secondary Inorganic Contaminants
Hardness	SM 2340 C	Secondary Inorganic Contaminants
Heterotrophic plate count	SM 9215 B	Microbiology
Iron	SM 3113 B	Secondary Inorganic Contaminants
Lead	SM 3113 B	Primary Inorganic Contaminants
Magnesium	SM 3111 B	Primary Inorganic Contaminants
Manganese	SM 3113 B	Secondary Inorganic Contaminants
Mercury	EPA 245.1	Primary Inorganic Contaminants
Molybdenum	SM 3113 B	Secondary Inorganic Contaminants
Nickel	SM 3113 B	Primary Inorganic Contaminants
Nitrate	SM 4110 B	Primary Inorganic Contaminants
Nitrite	SM 4110 B	Primary Inorganic Contaminants
Odor	SM 2150 B	Secondary Inorganic Contaminants
Orthophosphate as P	SM 4500-P E	Primary Inorganic Contaminants
Ph	SM 4500-H+-B	Secondary Inorganic Contaminants
Selenium	SM 3113 B	Primary Inorganic Contaminants
Silver	SM 3113 B	Secondary Inorganic Contaminants
Sodium	SM 3111 B	Primary Inorganic Contaminants
Sulfate	SM 4110 B	Secondary Inorganic Contaminants
Thallium	EPA 200.9	Primary Inorganic Contaminants
Total coliforms	SM 9222 B	Microbiology
Total coliforms	SM 9223 B	Microbiology
Total dissolved solids	SM 2540 C	Secondary Inorganic Contaminants
Total organic carbon	SM 5310 B	Primary Inorganic Contaminants
Turbidity	SM 2130 B	Secondary Inorganic Contaminants
Zinc	SM 3111 B	Secondary Inorganic Contaminants

Non Accredited Scope

Dissolved organic carbon	SM 5310 B	Primary Inorganic Contaminants
UV254	SM 5910 B	Surrogate measure of selected organics constituents in water samples.

◆ **Manatee County Utilities Department, Central Laboratory**

Matrix	Category	Analyte	Method	Certification Date
Non-Potable Water	General Chemistry	Un-ionized Ammonia	DEP SOP 10/03/83	7/3/2001
Non-Potable Water	General Chemistry	Residue-volatile	EPA 160.4	7/3/2001
Non-Potable Water	General Chemistry	Oil & Grease	EPA 1664A	7/3/2001
Non-Potable Water	General Chemistry	Turbidity	EPA 180.1	7/3/2001
Non-Potable Water	General Chemistry	Chloride	EPA 300.0	7/3/2001
Non-Potable Water	General Chemistry	Fluoride	EPA 300.0	7/3/2001
Non-Potable Water	General Chemistry	Nitrate as N	EPA 300.0	7/3/2001
Non-Potable Water	General Chemistry	Nitrite as N	EPA 300.0	7/3/2001
Non-Potable Water	General Chemistry	Sulfate	EPA 300.0	7/3/2001
Non-Potable Water	General Chemistry	Ammonia as N	EPA 350.1	7/3/2001
Non-Potable Water	General Chemistry	Kjeldahl nitrogen - total	EPA 351.2	7/3/2001
Non-Potable Water	General Chemistry	Nitrate-nitrite	EPA 353.2	7/3/2001
Non-Potable Water	General Chemistry	Orthophosphate as P	EPA 365.3	7/26/2010
Non-Potable Water	General Chemistry	Phosphorus, total	EPA 365.3	7/26/2010
Non-Potable Water	General Chemistry	Chemical oxygen demand	EPA 410.4	7/3/2001
Non-Potable Water	General Chemistry	Color	SM 2120 B	7/3/2001
Non-Potable Water	General Chemistry	Alkalinity as CaCO3	SM 2320 B	7/3/2001
Non-Potable Water	General Chemistry	Hardness	SM 2340 B	7/3/2001
Non-Potable Water	General Chemistry	Residue-total	SM 2540 B	3/18/2009
Non-Potable Water	General Chemistry	Residue-filterable (TDS)	SM 2540 C	7/3/2001
Non-Potable Water	General Chemistry	Residue-nonfilterable (TSS)	SM 2540 D	7/3/2001
Non-Potable Water	General Chemistry	Total residual chlorine	SM 4500-Cl F	7/3/2001
Non-Potable Water	General Chemistry	Total residual chlorine	SM 4500-Cl G	3/18/2009
Non-Potable Water	General Chemistry	Nitrite as N	SM 4500-NO2-B	7/26/2010
Non-Potable Water	General Chemistry	Total nitrate-nitrite	SM 4500-NO3 H	9/3/2010
Non-Potable Water	General Chemistry	Biochemical oxygen demand	SM 5210 B	7/3/2001
Non-Potable Water	General Chemistry	Carbonaceous BOD (CBOD)	SM 5210 B	7/3/2001
Non-Potable Water	General Chemistry	Total organic carbon	SM 5310 C	3/18/2009
Non-Potable Water	Metals	Vanadium	ASTM D3373-93	7/13/2009
Non-Potable Water	Metals	Aluminum	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Antimony	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Arsenic	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Barium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Beryllium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Cadmium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Calcium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Chromium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Cobalt	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Copper	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Iron	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Lead	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Magnesium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Manganese	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Molybdenum	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Nickel	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Potassium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Selenium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Silver	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Sodium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Thallium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Tin	EPA 200.7	9/3/2010
Non-Potable Water	Metals	Titanium	EPA 200.7	7/26/2010
Non-Potable Water	Metals	Vanadium	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Zinc	EPA 200.7	7/3/2001
Non-Potable Water	Metals	Mercury	EPA 245.1	7/3/2001
Non-Potable Water	Metals	Thallium	EPA 279.2	7/3/2001
Non-Potable Water	Metals	Arsenic	EPA 6010	7/3/2001
Non-Potable Water	Metals	Copper	EPA 6010	7/3/2001
Non-Potable Water	Metals	Lead	EPA 6010	7/3/2001
Non-Potable Water	Metals	Molybdenum	EPA 6010	7/3/2001
Non-Potable Water	Metals	Nickel	EPA 6010	7/3/2001
Non-Potable Water	Metals	Selenium	EPA 6010	7/3/2001

Non-Potable Water	Metals	Calcium	SM 3111 B	3/18/2009
Non-Potable Water	Metals	Magnesium	SM 3111 B	3/18/2009
Non-Potable Water	Metals	Potassium	SM 3111 B	3/18/2009
Non-Potable Water	Metals	Sodium	SM 3111 B	3/18/2009
Non-Potable Water	Metals	Antimony	SM 3113 B	3/18/2009
Non-Potable Water	Metals	Arsenic	SM 3113 B	3/18/2009
Non-Potable Water	Metals	Cadmium	SM 3113 B	3/18/2009
Non-Potable Water	Metals	Lead	SM 3113 B	3/18/2009
Non-Potable Water	Metals	Molybdenum	SM 3113 B	3/18/2009
Non-Potable Water	Metals	Selenium	SM 3113 B	3/18/2009
Non-Potable Water	Metals	Silver	SM 3113 B	3/18/2009
Non-Potable Water	Microbiology	Total coliforms	SM 9222 B	7/3/2001
Non-Potable Water	Microbiology	Fecal coliforms	SM 9222 D	7/3/2001
Solids	General Chemistry	Kjeldahl nitrogen - total	EPA 351.2	7/26/2010
Solids	General Chemistry	Phosphorus, total	EPA 365.3	7/26/2010
Solids	General Chemistry	pH	EPA 9045	7/26/2010
Solids	General Chemistry	Residue-fixed	SM 2540 G	7/26/2010
Solids	General Chemistry	Residue-total	SM 2540 G	7/26/2010
Solids	General Chemistry	Residue-volatile	SM 2540 G	7/26/2010
Solids	General Chemistry	Total nitrate-nitrite	SM 4500-NO3 H	9/3/2010
Solids	Metals	Aluminum	EPA 6010	7/3/2001
Solids	Metals	Arsenic	EPA 6010	7/3/2001
Solids	Metals	Barium	EPA 6010	7/3/2001
Solids	Metals	Beryllium	EPA 6010	7/3/2001
Solids	Metals	Cadmium	EPA 6010	7/3/2001
Solids	Metals	Calcium	EPA 6010	7/3/2001
Solids	Metals	Chromium	EPA 6010	7/3/2001
Solids	Metals	Cobalt	EPA 6010	7/3/2001
Solids	Metals	Copper	EPA 6010	7/3/2001
Solids	Metals	Iron	EPA 6010	7/3/2001
Solids	Metals	Lead	EPA 6010	7/3/2001
Solids	Metals	Magnesium	EPA 6010	7/3/2001
Solids	Metals	Manganese	EPA 6010	7/3/2001
Solids	Metals	Molybdenum	EPA 6010	7/3/2001
Solids	Metals	Nickel	EPA 6010	7/3/2001
Solids	Metals	Potassium	EPA 6010	7/3/2001
Solids	Metals	Selenium	EPA 6010	7/3/2001
Solids	Metals	Silver	EPA 6010	7/3/2001
Solids	Metals	Thallium	EPA 6010	7/3/2001
Solids	Metals	Vanadium	EPA 6010	7/3/2001
Solids	Metals	Zinc	EPA 6010	7/3/2001
Solids	Metals	Arsenic	EPA 7060	7/3/2001
Solids	Metals	Cadmium	EPA 7131	7/3/2001
Solids	Metals	Calcium	EPA 7140	7/3/2001
Solids	Metals	Lead	EPA 7421	7/3/2001
Solids	Metals	Magnesium	EPA 7450	7/3/2001
Solids	Metals	Mercury	EPA 7471	7/3/2001
Solids	Metals	Molybdenum	EPA 7481	7/3/2001
Solids	Metals	Potassium	EPA 7610	7/3/2001
Solids	Metals	Selenium	EPA 7740	7/3/2001
Solids	Metals	Silver	EPA 7761	7/3/2001
Solids	Metals	Thallium	EPA 7841	7/3/2001
Solids	Metals	Vanadium	EPA 7911	7/3/2001
Solids	Microbiology	Fecal coliforms	SM 9221 E	7/26/2010

C.06 QUALITY ASSURANCE

Any false or inaccurate information provided by the Quoters to the reporting agency that results in a negative impact on the certifications of the Manatee County Utility laboratories, shall be grounds for immediate cancellation of the contact.

C.07 PERMITS, LICENSES, AND REGULATIONS

All permits, licenses and certifications necessary for the performance of the services shall be secured and paid for by the Successful Quoter. The Successful Quoter shall possess appropriate licenses and certifications for the services proposed herein.

C.08 SPECIFICATIONS

Quoters shall submit quotes strictly in accordance with specifications. Any variance to these specifications shall be specifically stated by the Quoter on the quotation form. Should the Quoter not furnish the County a list of exceptions and supporting data, the County will assume the Quoter is quoting in accordance with the specifications stated herein.

The nomenclature for vendor product and services may vary. Vendors should identify the precise product and service being quoted by catalog or order number.

Quotations for Rapid-Return proficiency testing services should assume overnight shipping costs.

All quotations for samples of any type that require overnight shipping and HAZMAT fees should include an estimate of these costs.

C.09 SERVICES AUTHORIZATION

Any services authorized under this agreement shall be on an "as required" basis at various locations within the County. The Quoter is not authorized to proceed with, and will not be compensated for, any services that is not authorized by a valid Release Order Number issued by the County's Representative.

Actual selection of a product or service may be made on the basis of laboratory experience with the performance of particular product or services.

Tests/services may be added and deleted as required.

C.10 SHIPPING PERFORMANCE

Rapid-Return (RR) proficiency sample services should be able to provide overnight shipping of Proficiency Testing Samples and provide proficiency testing reports to both the laboratory and the State accrediting body within 24 hours of the submission of analytical results by the laboratory.

C.11 DEFINITIONS

- ◆ Certified Reference Materials - Pre-prepared, known samples complying with a recognized standard that are suitable for laboratory internal quality control processes. Analyte values are provided with samples.
- ◆ Complex Nutrients - Refers to nutrient sample mixtures in a specified quality control matrix suitable for Total Kjeldahl Nitrogen as N and Total Phosphorous as P testing.
- ◆ Proficiency Testing (PT) Samples - Unknown samples provided for proficiency testing purposes in the NELAC range for an analyte. Laboratory performance results are directly reported to the State accrediting body.
- ◆ Simple Nutrients - Refers to nutrient sample mixtures in a specified quality control matrix

suitable for Ammonia as N, Orthophosphate as P, Nitrate as N and combined Nitrate/Nitrite-N testing.

- ◆ Quality Control (QC) Matrix - For the purposes of the PNRD Environmental Laboratory, this refers to the Non-Potable Water or Wastewater matrix; as opposed to the Drinking Water or Water Supply matrix.
- ◆ Quality Control (QC) Samples -Unknown samples provided for quality control testing purposes in the NELAC range for an analyte. Laboratory performance results are provided directly to the laboratory from the vendor after completing analyses.
- ◆ Rapid Return (RR) Samples – Unknown samples provided for use for the following purposes:
Can be used as corrective action to demonstrate compliance with a PT requirement or to expand scope of accreditation. Laboratory performance results are directly reported to the State accrediting body.

END OF SECTION C

SECTION D

QUOTE SUMMARY

D.01 MINIMUM QUALIFICATIONS OF QUOTERS

The Quoter shall be a Proficiency Testing Provider recognized by NELAP and FDOH and certified by The NELAC Institute (TNI) as compliant with NELAC Standards. Quoter shall provide proficiency testing, quality control and rapid return standards recognized by NELAP and FDOH as compliant with NELAC Standards. All services performed shall be done by the Successful Quoter's. **No subcontractors or independent contractors hired by the Successful Quoter shall be on site without prior written approval from the County.**

D.02 BASIS OF AWARD

Award(s) shall be made on a line item by line item basis to the lowest responsive, responsible quoter(s), maximum of four quoter(s), meeting all specifications for Proficiency Testing (PT) and Quality Control (QC) Standards on an "as required" basis.

It is the intent of the County to place orders with the lowest priced responsive, responsible quoter(s) who can provide the products at the time needed. However, the County reserves the right to place orders with other quoters in the event of an urgent, immediate need and the availability of the products cannot be met by the lowest priced quoter at the time of need. Award shall be to a Primary (lowest responsive, responsible quoter), and Second, Third and Fourth.

In evaluating quotes, Owner shall consider the qualifications of the quoters; and if required, may also consider the qualifications of the Subcontractors, suppliers, and other persons and organizations proposed. Owner may also consider the operating costs, maintenance requirements, performance data and guarantees of major items of materials and equipment proposed for incorporation in the Work.

Whenever two or more quotes are equal with respect to price, the quote received from a local business shall be given preference in award.

Whenever two or more quotes are equal with respect to price, and all other evaluative factors are otherwise equal, including local preference policies, if the company provides documented environmentally preferable "green" products, materials, or supplies, they shall be given preference in award.

Whenever two or more quotes which are equal with respect to price are received, and neither of these quotes are from a local business, and neither of these quotes provides documented "green" products, the award shall be determined by a chance drawing, coin toss, or similar tie-breaking method conducted by the Procurement Division and open to the public.

END OF SECTION D

Attachment "A"
STATEMENT OF NO QUOTE

If you do not intend to bid please return this form immediately to:

Manatee County Procurement
1112 Manatee Avenue West, Suite 803
Bradenton, Florida 34205

We, the undersigned, have declined to quote on RFQ No.: 16-3260BLS Proficiency Testing and Quality Control Standards, for the following reason(s):

- ☐ Specifications too restrictive, i.e., geared toward one brand or manufacturer.
- ☐ Insufficient time to respond
- ☐ We do not offer this product or service
- ☐ Our schedule would not permit us to perform
- ☐ Unable to meet specifications
- ☐ Unable to meet Bond requirement
- ☐ Specifications unclear (explain below)
- ☐ Unable to meet insurance requirements
- ☐ Remove us from your "Quoters List"
- ☐ Other (specify below)

REMARKS:

We understand that if we do not submit a Quote and this Statement of No Quote is not executed and returned, our name may be deleted from your Quoters List for this commodity or service.

Company Name: _____

Company Address: _____

Telephone: _____

Date: _____

Signature: _____

(Print or type name and title of above signer)

Attachment "B"

PUBLIC CONTRACTING AND ENVIRONMENTAL CRIMES CERTIFICATION

SWORN STATEMENT PURSUANT TO ARTICLE 5, SECTION 2-26-54, MANATEE COUNTY PROCUREMENT CODE

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to the Manatee County Board of County Commissioners by _____
[print individual's name and title]

_____ for _____
[print name of entity submitting sworn statement]

whose business address is: _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____. If the entity has no

FEIN, include the Social Security Number of the individual signing this sworn statement: _____

I understand that no person or entity shall be awarded or receive a county contract for public improvements, procurement of goods or services (including professional services) or a county lease, franchise, concession or management agreement, or shall receive a grant of county monies unless such person or entity has submitted a written certification to the County that it has not:

(1) been convicted of bribery or attempting to bribe a public officer or employee of Manatee County, the State of Florida, or any other public entity, including, but not limited to the Government of the United States, any state, or any local government authority in the United States, in that officer's or employee's official capacity; or

(2) been convicted of an agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid a fixed price, or otherwise; or

(3) been convicted of a violation of an environmental law that, in the sole opinion of the County's Procurement Director, reflects negatively upon the ability of the person or entity to conduct business in a responsible manner; or

(4) made an admission of guilt of such conduct described in items (1), (2) or (3) above, which is a matter of record, but has not been prosecuted for such conduct, or has made an admission of guilt of such conduct, which is a matter of record, pursuant to formal prosecution. An admission of guilt shall be construed to include a plea of nolo contendere; or

(5) where an officer, official, agent or employee of a business entity has been convicted of or has admitted guilt to any of the crimes set forth above on behalf of such and entity and pursuant to the direction or authorization of an official thereof (including the person committing the offense, if he is an official of the business entity), the business shall be chargeable with the conduct herein above set forth. A business entity shall be chargeable with the conduct of an affiliated entity, whether wholly owned, partially owned, or one which has common ownership or a common Board of Directors. For purposes of this Form, business entities are affiliated if, directly or indirectly, one business entity controls or has the power to control another business entity, or if an individual or group of individuals controls or has the power to control both entities. Indicia of control shall include, without limitation, interlocking management or ownership, identity of interests among family members, shared organization of a business entity following the ineligibility of a business entity under this Article, or using substantially the same management, ownership or principles as the ineligible entity.

Any person or entity who claims that this Article is inapplicable to him/her/it because a conviction or judgment has been reversed by a court of competent jurisdiction, shall prove the same with documentation satisfactory to the County's Procurement Director. Upon presentation of such satisfactory proof, the person or entity shall be allowed to contract with the County.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR MANATEE COUNTY IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT ANY CONTRACT OR BUSINESS TRANSACTION SHALL PROVIDE FOR SUSPENSION OF PAYMENTS, OR TERMINATION, OR BOTH, IF THE CONTRACTING OFFICER OR THE COUNTY ADMINISTRATOR DETERMINES THAT **SUCH PERSON OR ENTITY HAS MADE FALSE CERTIFICATION.**

[Signature]

STATE OF FLORIDA
COUNTY OF _____

Sworn to and subscribed before me this _____ day of _____, 20____ by _____.

Personally known _____ OR Produced identification _____
[Type of identification]

Notary Public Signature My commission expires _____

[Print, type or stamp Commissioned name of Notary Public]

Signatory Requirement - In the case of a business entity other than a partnership or a corporation, this affidavit shall be executed by an authorized agent of the entity. In the case of a partnership, this affidavit shall be executed by the general partner(s). In the case of a corporation, this affidavit shall be executed by the corporate president.

QUOTER'S QUESTIONNAIRE
RFQ # 16-3260BLS
PROFICIENCY TESTING AND QUALITY CONTROL STANDARDS

The Quoter warrants the truth and accuracy of all statements and answers herein contained. (Attach additional pages if necessary.)

1. Contact Information:

FEIN #: _____
License #: _____
License Issued to: _____
Date License Issued (MM/DD/YR): _____
Company Name: _____
Physical Address: _____
City: _____ State of Incorporation: _____ Zip Code: _____
Phone Number: () _____ Fax Number: () _____
Email address: _____

2. Quoting as: an individual ____; a partnership ____; a corporation ____; a joint venture ____

3. If a partnership, list names and addresses of partners; if a corporation, list names of officers, directors, shareholders, and state of incorporation; if joint venture, list names and address of ventures' and the same if any venture are a corporation for each such corporation, partnership, or joint venture:

4. Quoter is authorized to do business in the State of Florida: ____ Yes ____ No
For how many years? _____

5. Your organization has been in business (under this firm's name) as a

Is this firm in bankruptcy? _____

6. Attach a list of government agencies where this specific type of service is performed.

7. Is this firm currently contemplating or in litigation? Provide summary details.

Quoter Name: _____

8. Have you ever been assessed liquidated damages under a contract during the past five (5) years? If so, state when, where (contact name, address, and phone number) and why.

9. Have you ever failed to complete Work awarded to you? Or failed to complete projects within contract time? If so, state when, where (contact name, address, phone number) and why.

10. Have you ever been debarred or prohibited from providing a bid to a governmental entity? If yes, name the entity and describe the circumstances.

11. Will you subcontract any part of this Work? If so, describe which portion(s) and to whom.

12. If any, list MBE/DBE (with Agreement amount) to be utilized:

13. What equipment do you own to accomplish this Work? (A listing may be attached)

14. What equipment will you purchase/rent for the Work? (Specify which)

Quoter Name: _____

QUOTATION FORM

DATE DUE: December 19, 2016 at 3:00pm

To: Manatee County Procurement
1112 Manatee Avenue West, Suite 803
Bradenton, Florida 34205
Attention: Bonnie Sietman, Sr. Buyer
Or via email: bonnie.sietman@mymanatee.org
Or via Fax @ (941) 749-3034

RE: RFQ #16-3260BLS, PROFICIENCY TESTING AND QUALITY CONTROL STANDARDS

We, the undersigned, hereby declare that we have carefully reviewed the quote documents, and with full knowledge and understanding of the aforementioned herewith submit this quote, meeting each and every specification, term, and condition contained in the Request for Quotes.

We understand that the quote specifications, terms, and conditions in their entirety shall be made a part of any agreement or contract between Manatee County and the successful quoter. Failure to comply shall result in contract default, whereupon, the defaulting contractor shall be required to pay for any and all procurement costs, damages, and attorney fees as incurred by the County.

COMPANY NAME: _____

AUTHORIZED SIGNATURE: _____

(Print Name & Title of Signer) DATE: _____

COMPANY ADDRESS: _____

EMAIL ADDRESS: _____

TEL. NO.: _____ FAX NO.: _____

FEIN NO.: _____

Acknowledge Addendum No. ____ Dated: _____
Acknowledge Addendum No. ____ Dated: _____
Acknowledge Addendum No. ____ Dated: _____

RFQ #16-3260BLS

PNRD ENVIRONMENTAL LABORATORY NON-POTABLE WATER STANDARDS

NON-POTABLE WATER PROFICIENCY TESTING STANDARDS

1) Inorganic Proficiency		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Residue		Total Suspended Solids, Total Solids	2	\$ _____	\$ _____
Turbidity		Turbidity	2	\$ _____	\$ _____
Minerals		Conductivity, Total Dissolved Solids	4	\$ _____	\$ _____
pH		pH	2	\$ _____	\$ _____
Color		Color	2	\$ _____	\$ _____
Nitrite		Nitrite as N	2	\$ _____	\$ _____
Simple Nutrients		Ammonia as N, Nitrate as N, Nitrate plus Nitrite as N, Orthophosphate as P	2	\$ _____	\$ _____
Complex Nutrients		Total Kjeldahl-Nitrogen as N, Total Phosphorus as P	2	\$ _____	\$ _____
2) Microbiological Proficiency		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Enterococcus/Fecal Step		Enterococci	2	\$ _____	\$ _____
Coliforms /E.coli		Fecal Coliforms/ E.Coli	4	\$ _____	\$ _____
FORM OF MICROBIOLOGICAL SAMPLE					
WHOLE OR DEHYDRATED GEL (circle one)					
NUMBER OF SAMPLES / PER UNIT					
Indicate the number of samples per unit _____					

VENDOR: _____

PNRD ENVIRONMENTAL LABORATORY NON-POTABLE WATER STANDARDS

NON-POTABLE WATER PROFICIENCY TESTING STANDARDS

NON-POTABLE WATER QUALITY CONTROL STANDARDS

3) Inorganic Quality Control Standards		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Residue	Total Suspended Solids, Total Solids		2	\$ _____	\$ _____
Turbidity	Turbidity		2	\$ _____	\$ _____
Minerals	Conductivity, Total Dissolved Solids		4	\$ _____	\$ _____
pH	pH		2	\$ _____	\$ _____
Color	Color		2	\$ _____	\$ _____
Nitrite	Nitrite as N		2	\$ _____	\$ _____
Simple Nutrients	Ammonia as N, Nitrate as N, Nitrate plus Nitrite as N, Orthophosphate as P		2	\$ _____	\$ _____
Complex Nutrients	Total Kjeldahl-Nitrogen as N, Total Phosphorus as P		2	\$ _____	\$ _____
4) Microbiological Quality Control Standards		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Enterococcus/Fecal Strep	Enterococci		12	\$ _____	\$ _____
Coliforms /E.coli	Fecal Coliforms/ E.Coli		24	\$ _____	\$ _____
FORM OF MICROBIOLOGICAL SAMPLE			WHOLE OR DEHYDRATED GEL (circle one)		
NUMBER OF SAMPLES / PER UNIT			Indicate the number of samples per unit _____		
CERTIFIED REFERENCE MATERIALS					
5) Microbiological Certified Reference Materials		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Enterococcus/Fecal Strep	Enterococci		12	\$ _____	\$ _____
Coliforms /E.coli	Fecal Coliforms/ E.Coli		24	\$ _____	\$ _____
FORM OF MICROBIOLOGICAL SAMPLE			WHOLE OR DEHYDRATED GEL (circle one)		
NUMBER OF SAMPLES / PER UNIT			Indicate the number of samples per unit _____		
NON-POTABLE WATER RAPID-RETURN STANDARDS					

VENDOR: _____

RFQ #16-3260BLS

PNRD ENVIRONMENTAL LABORATORY NON-POTABLE WATER STANDARDS

NON-POTABLE WATER PROFICIENCY TESTING STANDARDS

6) Inorganic Rapid-Return Standards		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Residue	Total Suspended Solids, Total Solids		2	\$ _____	\$ _____
Turbidity	Turbidity		2	\$ _____	\$ _____
Minerals	Conductivity, Total Dissolved Solids		4	\$ _____	\$ _____
pH	pH		2	\$ _____	\$ _____
Color	Color		2	\$ _____	\$ _____
Nitrite	Nitrite as N		2	\$ _____	\$ _____
Simple Nutrients	Ammonia as N, Nitrate as N, Nitrate plus Nitrite as N, Orthophosphate as P		2	\$ _____	\$ _____
Complex Nutrients	Total Kjeldahl-Nitrogen as N, Total Phosphorus as P		2	\$ _____	\$ _____
7) Microbiological Rapid-Return Standards		Analytes	Estimated Annual Usage	Unit Price	Extended Price
Enterococcus/Fecal Strep	Enterococci		2	\$ _____	\$ _____
Coliforms /E.coli	Fecal Coliforms/ E.Coli		4	\$ _____	\$ _____
FORM OF MICROBIOLOGICAL SAMPLE		WHOLE OR DEHYDRATED GEL (circle one)			
NUMBER OF SAMPLES / PER UNIT		Indicate the number of samples per unit _____			
GRAND TOTAL, Section PNRD Lab, All Line Items in groups 1-7				\$	\$

VENDOR: _____

RFQ #16-3260BLS

PROFICIENCY TESTING

WTP - QCLAB

1) Water Supply				
Proficiency Standards	Analytes	Estimated Annual Usage	Unit Price	Extended Price
Color	Color	4	\$ _____	\$ _____
Turbidity	Turbidity	4	\$ _____	\$ _____
TRC	Total Residual Chlorine	4	\$ _____	\$ _____
pH	pH	4	\$ _____	\$ _____
Hardness	Ca, Mg, Calcium Hardness, Total Hardness, Sodium	4	\$ _____	\$ _____
Inorganics	Alkalinity, Chloride, Fluoride, Potassium, Specific Conductivity, Sulfate, Total Dissolved Solids, Nitrate as N, Nitrite plus Nitrite as N,	7	\$ _____	\$ _____
Nitrite	Nitrite as N	4	\$ _____	\$ _____
o-Phosphate	ortho-Phosphate as P	7	\$ _____	\$ _____
Trace Metals	Aluminum, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Chromium, Copper, Iron, Lead, Manganese, Molybdenum, Nickel, Selenium, Silver, Thallium, Vanadium, Zinc	9	\$ _____	\$ _____
Hg	Mercury	9	\$ _____	\$ _____
Organic Carbon	Total Organic Carbon	4	\$ _____	\$ _____
UV 254	UV 254 Absorbance	4	\$ _____	\$ _____
Potable Water Coliforms	Fecal and Total Coliforms (presence/absence)	3	\$ _____	\$ _____
Source Water Coliforms	Fecal and Total Coliforms	3	\$ _____	\$ _____
HPC	Heterotrophic Plate Count	3	\$ _____	\$ _____

VENDOR: _____

PROFICIENCY TESTING

WTP - QC LAB

2) Water Supply Quality Control Standards	Analytes	Estimated Annual Usage	Unit Price	Extended Price
Trace Metals	Aluminum, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Chromium, Copper, Iron, Lead, Manganese, Molybdenum, Nickel, Selenium, Silver, Thallium,	8	\$ _____	\$ _____
Hg	Mercury	8	\$ _____	\$ _____
Inorganics	Alkalinity, Chloride, Fluoride, Potassium, Specific Conductivity, Sulfate, Total Dissolved Solids, Nitrate as N, Nitrate plus Nitrite as N,	8	\$ _____	\$ _____
Hardness	Ca, Mg, Calcium Hardness, Total Hardness, Sodium	8	\$ _____	\$ _____
Nitrite	Nitrite as N	8	\$ _____	\$ _____
o-Phosphate	ortho-Phosphate as P	4	\$ _____	\$ _____
pH	pH	8	\$ _____	\$ _____
TRC	Total Residual Chlorine	8	\$ _____	\$ _____
Total Organic Carbon	Total Organic Carbon	8	\$ _____	\$ _____
Turbidity	Turbidity	4	\$ _____	\$ _____
UV 254	UV 254 Absorbance	4	\$ _____	\$ _____
Potable Water Coliforms	Fecal and Total Coliforms (presence/absence)	3	\$ _____	\$ _____
Source Water Coliforms	Fecal and Total Coliforms	3	\$ _____	\$ _____
HPC	Heterotrophic Plate Count	3	\$ _____	\$ _____
FLAT RATE UPCHARGE FOR EACH RAPID RETURN (GROUPS 1 & 2)				\$ _____
GRAND TOTAL, Section WTP Lab, All Line Items in groups 1 & 2				\$ _____

VENDOR: _____

PROFICIENCY TESTING

CENTRAL LAB

PT = PROFICIENCY TESTING; QC = QUALITY CONTROL; RR = RAPID RETURN

1) WP/WATER POLLUTION

	ANALYTES	PT/ YEAR	Unit Price	QC/YEAR	Unit Price	RR/YEAR	Unit Price	Extended Cost
TRACE METALS SET	Trace Metals, Mercury, Tin & Titanium	3	\$	3	\$	3	\$	\$
	Trace Metals	3	\$	3	\$	2	\$	\$
	Mercury	3	\$	3	\$	3	\$	\$
	Tin & Titanium	3	\$	3	\$	3	\$	\$
	Silica	2	\$	3	\$	2	\$	\$
NUTRIENTS SET	Simple Nutrients, Complex Nutrients, Nitrite	2	\$	2	\$	2	\$	\$
	Simple Nutrients	2	\$	2	\$	2	\$	\$
	Complex Nutrients	2	\$	2	\$	2	\$	\$
	Nitrite	2	\$	2	\$	2	\$	\$
MINERALS SET	Alkalinity, Chloride, Sulfate, Fluoride, Calcium, Magnesium, Potassium, Sodium, Conductivity	2	\$	2	\$	2	\$	\$
	Alkalinity, Chloride, Sulfate, Fluoride	2	\$	2	\$	2	\$	\$
	Calcium, Total Hardness, Magnesium, Potassium, Sodium	2	\$	2	\$	2	\$	\$
	Conductivity	2	\$	2	\$	2	\$	\$
SOLIDS	TDS, TSS, TS	2	\$	2	\$	2	\$	\$
	VOLATILE SOLIDS	2	\$	3	\$	2	\$	\$
	VOLATILE SUSPENDED SOLIDS	N/A	\$	3	\$	N/A	\$	\$

VENDOR _____

PROFICIENCY TESTING

CENTRAL LAB

1) WP/WATER POLLUTION (continued)

	ANALYTES	PT/ YEAR	Unit Price	QC/YEAR	Unit Price	RR/YEAR	Unit Price	Extended Cost
OIL & GREASE	Oil & Grease WHOLE VOLUME	2	\$	13	\$	2	\$	\$
	CYANIDE	2	\$	3	\$	2	\$	\$
DEMAND	BOD, cBOD, COD, TOC	4	\$	1	\$	2	\$	\$
	pH	2	\$	N/A	\$	2	\$	\$
	COLOR	2	\$	3	\$	2	\$	\$
	TURBIDITY	2	\$	3	\$	2	\$	\$
	CHLORINE RESIDUAL	2	\$	3	\$	2	\$	\$
DO	Dissolved Oxygen	N/A	\$	5	\$	N/A	\$	\$

PROFICIENCY TESTING

CENTRAL LAB

2) WPM / WATER POLLUTION MICRO

	ANALYTES	PT/ YEAR	Unit Price	QC/YEAR	Unit Price	RR/YEAR	Unit Price	Extended Cost
TOTAL & FECAL COLIFORM		5	\$	4	\$	5	\$	\$
HPC	Heterotrophic Plate Count	N/A	\$	5	\$	N/A	\$	\$
BIO SOLID CLASS A	Biosolids Fecal MPN	N/A	\$	16	\$	N/A	\$	\$
ENTEROCOCCI		2	\$	16	\$	2	\$	\$

VENDOR _____

PROFICIENCY TESTING									
CENTRAL LAB									
3) HW/SOIL-HAZARD									
	ANALYTES	PT/ YEAR	Unit Price	QC/YEAR	Unit Price	RR/YEAR	Unit Price	Extended Cost	
METALS IN SOIL	METALS	2	\$	3	\$	2	\$	\$	
NUTRIENTS									
	TKN, TP	2	\$	3	\$	2	\$	\$	
CORROSIVITY - pH									
	pH	2	\$	10	\$	2	\$	\$	
SOLIDS									
	%TS, %Volatile, %Fixed Solids	2	\$	2	\$	2	\$	\$	
ANIONS	NO2 + NO3	N/A	\$	2	\$	N/A	\$	\$	
PROFICIENCY TESTING									
CENTRAL LAB									
4) SLID / SLUDGE BIOSOLID									
	ANALYTES	PT/ YEAR	Unit Price	QC/YEAR	Unit Price	RR/YEAR	Unit Price	Extended Cost	
ANIONS	NO2 + NO3	N/A	\$	4	\$	N/A	\$	\$	
CORROSIVITY pH									
	pH	N/A	\$	8	\$	N/A	\$	\$	
METALS IN SLUDGE									
	Metals	N/A	\$	3	\$	N/A	\$	\$	
SOLIDS									
	%TS, %Volatile, %Fixed Solids	N/A	\$	12	\$	N/A	\$	\$	
GRAND TOTAL, Section Central Lab, All Line Items in groups 1-4									