Environment Canada Environnement Canada

RETURN BIDS TO:

Bid Receiving - Environment Canada

800 rue de la Gauchetière Ouest, bureau 7810
Montréal (Québec)
H5A 1L9

BID SOLICITATION AMENDMENT

The referenced Bid Solicitation is revised in this document; unless otherwise indicated, all other terms and conditions of the Bid Solicitation remain the same.

Title
Analysis Services of multiple contaminants of concern in whole body fish homogenates For Environment Canada's Fish Contaminants Monitoring and Surveillance Program, Burlington (On)

EC Bid Solicitation No./SAP PR No.	**Amendment No.**
3000586510	***02***

Date of Bid Solicitation (YYYY-MM-DD)
2015-08-11

Bid Solicitation Closes (YEAR-MM-DD)	**Time Zone**
at – à 2:00 P.M. **on – *2015-10-06***	**Eastern Standard Time**

F.O.B – F.A.B

Address Enquiries to

Marie-Christine Blais

Telephone No. 514-496-1929	**Fax No.** 514-283-4439

Destination of Services

Burlington (ONT)

MODIFICATION N^{O} 02

Please find enclosed herewith the above-mentioned amendment which forms part of the tender documents. This amendment modifies the tender documents as indicated hereafter. There will be no further written confirmation. Modifications stated herein have precedence over all previous tender documents.

The amendment to the bid solicitation is to address the enquiries received:

1- EXTENSION OF TIME

Please note that the time limit for the reception of tenders previously set for September 29, 2015 is postponed **to October 6, 2015 at 02:00 PM**.

2- QUESTIONS AND ANSWERS

QUESTIONS	ANSWERS
Question 1	**Answer 1**
Regarding General Information (Annex A) Triclosan –methyl - Please confirm that methyl triclosan is a mandatory requirement of this work under Annex A1.	Methyl triclosan is not a Mandatory requirement and the inclusion/exclusion of the compound as well as the proposed methodology will be evaluated in the technical evaluation of bids.
Question 2	**Answer 2**
From Annex A – Section 5.2 “tasks” Regarding the surrogate standards for non-PBDE flame retardants please identify which surrogates will be supplied by Environment Canada and expected concentrations.	The following labelled surrogates will be added: DBE-15L, DBE-183L, DBE-209L, DBE-99L, and 13C-aHBCD at a final concentration of 5 – 7.5 ng/mL.
Questions 3	**Answer 3**
The non-PBDE surrogates and native standards targets that will be produced in the final extract are not an exact match to the compound list provided by Env. Canada. Will we be able to provide a greater number of Br and Cl non-PBDE compounds in the final extract (a list is attached with CAS#s that should be considered proprietary). HBCD and PBEB are covered in separate methods so their omission from this list does not indicate they are not available. The expanded list of non PBDE Br and Cl flame retardants may be considered a method improvement. We will not be able to provide assurance of retention in the final extract of BB-101, PBBA, and OBIND. In addition, we believe that BEHTBP will be removed with lipids in GPC processes. OBIND is not applicable to the	Evaluation of the bids will be limited to the analytes included in the RFP

method that we would used for this confirmation due to it's high mass, we will not be able to comment on it's end disposition. Please confirm that we may submit information on a greater amount of non-PBDE flame retardants as well as the limitations expected for several compounds in the supplied target list.	
Question 4	**Answer 4**
Please confirm that HBCD will use labelled alpha, beta, gamma surrogates in the Env. Canada provided surrogates.	aHBCD will be used – it is the dominant isomer present in fish tissue
Question 5	**Answer 5**
Regarding the surrogate standards for chlorinated alkanes, please identify the surrogates that are within the definition of short and medium chain surrogates (C10-C13 for short chain, C14-C17 for medium chain)? The CAS numbers provided are for mixtures of chlorinated alkanes by carbon chain length (technical mixtures of native compounds) not surrogates. We will have detailed information on method performance for technical mixtures only, which are not surrogates. Labelled PCB congeners are often used as recovery surrogates. We would provide text in a response to outline our position. Please confirm that a response based on technical standard information with PCB surrogate recovery information is acceptable.	The following labelled surrogates will be added: DBE-15L, DBE-183L, DBE-209L, DBE-99 at a final concentration of 5 – 7.5 ng/mL will be used to assess SCCP recovery efficiency. Text in a response to outline your position based on technical standard information with PCB surrogate recovery information will be evaluated.
Question 6	**Answer 6**
Are the creation of method blanks and blank spiked matrices required for these extracts for non-PBDE flame retardants and chlorinated alkanes? If so, we would recommend the use of our default matrix materials for this purpose. Please confirm acceptability. Please confirm if a native standard mix would be supplied for inclusion in the blank spiked matrix.	Bidders are free to recommend the methods they feel will best generate the results for the parameters requested by the RFP.
Question 7	**Answer 7**
The RFP (Annex A_ indicates TEQ assigned PCB congeners exclusively. Is there a desire to receive information on full PCB congener analysis as well? If so, how should pricing be handled?	Bidders are free to recommend the methods they feel will best generate the results for the parameters requested by the RFP.

Question 8	**Answer 8**
The RFP (Annex A) indicates 17 TEQ assigned Dioxins and Furans to be reported exclusively. It is typical to report homologue totals (tetra through Octa) as well when reporting from EPA 1613B. Please confirm if homologue totals are desired information from this analysis.	Bidders are free to recommend the methods they feel will best generate the results for the parameters requested by the RFP.
Question 9	**Answer 9**
Questions Regarding Mandatory Technical Evaluation Criteria. For M3, the extraction procedures will not provide definitive proof of retention for all compounds listed in Annex A2. Most will have proof of retention but exceptions will exist. Please confirm it is acceptable to bid while outlining the limitations for select compounds.	YES it is acceptable to provide this information and outline all limitations that may or will exist as well as possible solutions to improve retentions of these compounds
Question 10	**Answer 10**
Questions Regarding Mandatory Technical Evaluation Criteria. For M4, please confirm that this applies to Annex A1 compounds only. In addition, some of these methods are not frequently run. Is it possible to extend the proof of performance to 24 months or to match the information period requested in PR 2 or PR3?	YES this criterion applies only to Annex A1 and the time will be extended to 24 months
Question 11	**Answer 11**
Questions regarding Point Rated Technical Criteria. For PR2 – can aquatic bivalves be included in these results	No – bivalves have considerably less lipid content than the fish homogenate extracts that will be provided for the analyses covered by this RFP. The removal of the lipid is an important consideration which will determine the overall performance of the proposed methods.
Question 12	**Answer 12**
Questions regarding Point Rated Technical Criteria. For PR6 – many of these compounds are not high volume analysis. Can the period of time be extended in this area to provide more comprehensive data?	The period can be extended to 10 batches within the last 24 months
Question 13	**Answer 13**
Questions regarding Point Rated Technical Criteria. For PR8 – ISO 17025 standards replaced ISO Guide 25 in 2002. Please confirm that ISO	Yes – ISO 17025 is the correct standard. Evaluation of this criteria will be based on how well the laboratory organization structure and

17025 is the correct standard. Please indicate which sections of the standards will be used for the evaluation to provide a clear information relevant to the criteria. It is unclear how the description of PR8 will be answered to compliance to IS0 17025 or ISO Guide 25 criteria, as neither measures background experience, resource capabilities of the organization or it's personnel. Each standard measures adherence to requirements defined in the standard	proposed project management team will comply with the Organization and Management , Quality System and components and personnel components of the standard.
Question 14	**Answer 14**
What form of Bid bond can we use?	Please refer to PART 6 –FINANCIAL SECURITY REQUIREMENT section 2 Bid Financial Security and section 3 Security Deposit Definition – Bid **2 Bid Financial Security** 1. Bidders must provide bid financial security consisting of: a. a security deposit as defined in clause in section 3 below (Security Deposit Definition – Bid), or b. a bid bond form PWGSC-TPSGC 504, which must be accepted as security by one of the bonding companies listed in Treasury Board Contracting Policy, Appendix L, Acceptable Bonding Companies. 2. Security deposits in the form of government guaranteed bonds with coupons attached will be accepted only if all coupons that are unmatured, at the time the security deposit is provided, are attached to the bonds. Bidders must provide written instructions concerning the action to be taken with respect to coupons that will mature while the bonds are pledged as security, when such coupons are in excess of the security deposit requirement. 3. If the: . the bid price is $250,000 or less, the amount of the security deposit or

	the amount of the bond must represent ten (10 %) percent of the bid price; or a. the bid price exceeds $250,000, the amount of the security deposit or the amount of the bond must be $25,000.00 plus five (5%) percent of the amount by which the bid price exceeds $250,000.00. 4. Bidders who provide a security deposit as bid financial security must submit their bid under seal (does not apply in Quebec). **3 Security Deposit Definition – Bid** 1. "security deposit" means a. a bill of exchange that is payable to the Receiver General for Canada and certified by an approved financial institution or drawn by an approved financial institution on itself; or b. a government guaranteed bond; or c. an irrevocable standby letter of credit, or d. such other security as may be considered appropriate by the Contracting Authority and approved by Treasury Board; 2. "approved financial institution" means . any corporation or institution that is a member of the Canadian Payments Association; a. a corporation that accepts deposits that are insured by the Canada Deposit Insurance Corporation or the "Régie de l'assurance-dépôts du Québec" to the maximum permitted by law; b. a credit union as defined in paragraph 137(6) of the Income Tax Act;

	c. a corporation that accepts deposits from the public, if repayment of the deposits is guaranteed by a Canadian province or territory; or e. the Canada Post Corporation. 3. "government guaranteed bond" means a bond of the Government of Canada or a bond unconditionally guaranteed as to principal and interest by the Government of Canada that is: . payable to bearer; a. accompanied by a duly executed instrument of transfer of the bond to the Receiver General for Canada in accordance with the Domestic Bonds of Canada Regulations; b. registered in the name of the Receiver General for Canada. 4. "irrevocable standby letter of credit" . means any arrangement, however named or described, whereby a financial institution (the "Issuer"), acting at the request and on the instructions of a customer (the "Applicant"), or on its behalf, i. will make a payment to or to the order of Canada, as the beneficiary; ii. will accept and pay bills of exchange drawn by Canada; iii. authorizes another financial institution to effect such payment, or accept and pay such bills of exchange; or iv. authorizes another financial institution to negotiate, against written demand(s) for payment, provided that the conditions of the letter

	of credit are complied with. b. must state the face amount which may be drawn against it; c. must state its expiry date; d. must provide for sight payment to the Receiver General for Canada by way of the financial institution's draft against presentation of a written demand for payment signed by the authorized departmental representative identified in the letter of credit by hisher office; e. must provide that more than one written demand for payment may be presented subject to the sum of those demands not exceeding the face amount of the letter of credit; f. must provide that it is subject to the International Chamber of Commerce (ICC) Uniform Customs and Practice (UCP) for Documentary Credits, 2007 Revision, ICC Publication No. 600. Pursuant to the ICC UCP, a credit is irrevocable even if there is no indication to that effect; and g. must be issued (Issuer) or confirmed (Confirmer), in either official language, by a financial institution that is a member of the Canadian Payments Association and is on the letterhead of the Issuer or Confirmer. The format is left to the discretion of the Issuer or Confirmer.

3- MODIFICATIONS

Attachment 1 to part 3 – financial bid presentation sheet & Attachment 1 to part 4 – Mandatory technical criteria and point rated technical criteria are deleted and replaced by the following:

ATTACHMENT 1 TO PART 3 -
FINANCIAL BID PRESENTATION SHEET

The Bidder must complete this Financial Bid Presentation Sheet and include it in its financial bid. The estimated number of samples in this document does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with the estimates provided. The cost per sample must include all related costs.

A bidder must submit only one Financial Bid Presentation sheet with its bid. Should a bidder submit more than one Financial Bid Presentation Sheet, its bid will be disqualified and will receive no further consideration.

CONTRACT YEAR				
DESCRIPTION		**(aa) Estimated No. of analysis**	**(bb) UNIT PRICE**	**(cc) TOTAL COST Multiply column aa X bb**
1	Analyses for polybrominated diphenyl ethers (PBDEs)	300	$_____	$_____
2	Analyses for chlorinated dioxins and furans	60	$_____	$_____
3	Analyses for polychlorinated napthalenes (PCNs)	50	$_____	$_____
4	Extracts suitable for the analysis of brominated and chlorinated flame retardants	300	$_____	$_____
5	Extracts suitable for the analysis of chlorinated alkanes	300	$_____	$_____
6	Analyses for Triclosan **[added]**	50	$_____	$_____
TOTAL COST (Add line 1 to 6 for column cc)				$_____ (A)

CONTRACT OPTION 01				
DESCRIPTION		**(aa) Estimated No. of analysis**	**(bb) UNIT PRICE**	**(cc) TOTAL COST Multiply column aa X bb**
1	Analyses for polybrominated diphenyl ethers (PBDEs)	150	$_____	$_____
2	Analyses for chlorinated dioxins and furans	30	$_____	$_____
3	Analyses for polychlorinated napthalenes (PCNs)	50	$_____	$_____

4	Extracts suitable for the analysis of brominated and chlorinated flame retardants	150	$_____	$_____
5	Extracts suitable for the analysis of chlorinated alkanes	150	$_____	$_____
6	Analyses for Triclosan **[added]**	50	$_____	$_____
TOTAL COST (Add line 1 to 6 for column cc)				$_____ (B)

CONTRACT OPTION 02				
DESCRIPTION		**(aa) Estimated No. of analysis**	**(bb) UNIT PRICE**	**(cc) TOTAL COST Multiply column aa X bb**
1	Analyses for polybrominated diphenyl ethers (PBDEs)	150	$_____	$_____
2	Analyses for chlorinated dioxins and furans	30	$_____	$_____
3	Analyses for polychlorinated napthalenes (PCNs)	50	$_____	$_____
4	Extracts suitable for the analysis of brominated and chlorinated flame retardants	150	$_____	$_____
5	Extracts suitable for the analysis of chlorinated alkanes	150	$_____	$_____
6	Analyses for Triclosan **[added]**	50	$_____	$_____
TOTAL COST (Add line 1 to 6 for column cc)				$_____ (C)

TOTAL BID PRICE FOR 3 YEARS (ADD A+B+C)	*$*_____

ATTACHMENT 1 *TO PART 4*,
MANDATORY TECHNICAL CRITERIA AND POINT RATED TECHNICAL CRITERIA

1. Mandatory Technical Evaluation Criteria:

Any proposal which fails to meet the following mandatory requirements will be deemed non-responsive and will receive no further consideration.
The bidder must include sufficient details and documentation to demonstrate its experience and ability to meet the following mandatory criteria.

	Mandatory Requirements	Met / Not Met
M1	Bidder's laboratories must have accreditation obtained from an accrediting body that is signatory to the International Laboratory Accreditation Cooperation Mutual Recognition Agreement ILAC MRA, using the internationally recognized criteria and procedures outlined in ISO/IEC 17025: (General requirements for Competence of Calibration and Testing Laboratories).	
M2	Bidder must have 3 years of experience (within the last 5 years) in conducting ultra-trace analysis of organic contaminants in aquatic biota as demonstrated through the provision of a resume of experience demonstrating projects that have been completed.	
M3	Bidder must provide detailed standard operating procedures and accompanying text to describe how they propose to deliver analytical results and extracts suitable for the analyses described in annex A. The extraction and clean-up procedures proposed by the bidder must ensure the retention of the chemical compounds listed in annex "A" in the extracts provided to Environment Canada.	
M4	Bidder must provide proof of lab performance with biota samples by submitting with its bid a set of recent **(within 24 months preceding the date of publication of the RFP) [modified]** lab blank results derived from biota analysis, for parameters of interest listed in annex A, and including the recovery of surrogates.	
M5	Bidder must demonstrate they have experience in Performance Evaluation Testing forsome or all parameter groups listed in Annex A. The bidder must supply examples of performance evaluation data conducted for the parameters of interest in biological tissues within 5 years preceding the date of publication of the RFP.	
M6	Bidder must demonstrate that it has the capacity to store samples, prior to analysis, in -20°C freezers. Bidder must provide a listing of all facilities that are available for sample storage at the required temperature or a Quality Assurance plan outlining these facilities.	
M7	Bidder must demonstrate that it possesses the capacity within its organization to conduct the analysis on the homogenized sample in house and that it will not subcontract other laboratories to fulfill its obligations for this requirement.	

2. Point Rated Technical Criteria:

To be declared responsive, a bidder must obtain the required minimum of 65/100 overall of the points for the Point Rated technical evaluation criteria.

<table>
<tr><th></th><th>Point Rated Criteria</th><th>Maximum Point</th></tr>
<tr><td colspan="3">EXPERIENCE</td></tr>
<tr><td>PR1</td><td>Demonstrated experience with analysis of whole fish homogenates for all parameters identified in annex A

Submit copies of scopes of accreditation (ISO/IEC 17025 or equivalent) for the analysis of parameters of interest in biological samples (fish tissue). Accreditation in other media will not be considered. (2 points per parameter of interest; 10 points total)</td><td>10</td></tr>
<tr><td>PR2</td><td>Demonstrated experience in analyzing whole fish homogenate samplescollected from both pristine (ex. the Arctic) and contaminanted (ex. the lower Great Lakes) environments for the parameters of interest..
Submit a summary of previous <u>relevant</u>** work including experience in analyzing/processing whole fish homogenate samples collected from both pristine and contaminated environments (20 points)

<table><tr><td>Parameter</td><td>Max points</td></tr><tr><td>PBDEs</td><td>10</td></tr><tr><td>Dioxin & Furans</td><td>3</td></tr><tr><td>PCBs</td><td>3</td></tr><tr><td>PCNs</td><td>2</td></tr><tr><td>Triclosan</td><td>2</td></tr></table>**only experience in analysis of fish tissues will be considered

<table><tr><td>Experience</td><td>Scoring</td></tr><tr><td>Extensive experience (>= 2000 samples)</td><td>100%</td></tr><tr><td>Good experience (between 1000 and 2000 samples)</td><td>60%</td></tr><tr><td>Some experience (Between 500 and 1000 samples)</td><td>40%</td></tr><tr><td>Minmal experience (between 150 and 500 samples)</td><td>20%</td></tr><tr><td>Poor experience (<=150 samples)</td><td>0%</td></tr></table></td><td>20</td></tr>
<tr><td colspan="3">DATA QUALITY</td></tr>
<tr><td>PR3</td><td>Demonstrated ability to achieve detection limits with 20 gram (or less) tissue samples using low point calibration and laboratory blanks to meet data quality objectives. Blank correction or subtractions for determination of</td><td>25</td></tr>
</table>

	sample concentration must not be used *Detection Limits: Provide tabulated Estimated Detection Limits (EDLs), defined as 2.5:1 signal to noise ratio in real samples, for the first field sample reported from the last 10 batches of biological tissue samples prior to the posting if this RFP as reported to the bidder's clients for the parameters listed in Annex "A1". (2 points for each parameter meeting data quality objective (EDL <= DQO); 10 points total)* *Blanks: Provide tabulated laboratory method blank data provided for a project (or projects) which provided analyses for low level biological tissue samples from the prior 10 batches and as reported to the client prior to the RFP release for the parameters listed in Annex "A1" (Lowest mean value (LMV) receives 100% score; higher values pro-rated as %LMV; PBDEs 7 pts; remaining parameters 2 pts each; 15 points total)* Data Quality Objectives (DQO): Parameter — EDL PBDEs — ≤ 0.10 ng/g Dioxins/Furans — ≤ 0.50 pg/g "Dioxin-Like" PCBs — ≤ 1.0 pg/g PCNs — ≤ 1.0 pg/g Triclosan & Triclosan-methyl — ≤ 1.0 ng/g Notes: To limit the number of comparisons between bids for all possible congeners of PBDEs, PCBs, and PCNs, scoring for PR4 will be based on: PBDEs: 5 congeners (BDE-47, -99, -100, -153, and -154) PCBs: 12 congeners (PCB-77, -81, -105, -114, -118, -123, -126, -156+157, -167, -169, -189) PCNs: 12 congeners (PCN-42, -50+51, -52+60, -66+67, -64+68, -73+74, -75)	
PR4	**Proposed methods for the generation of extracts (Task 2) should ensure the retention of the chemical compound listed in Annex "A2" and generate extracts of suitable quality** for immediate analysis (ie. Injection ready)** *Provide validation data demonstrating the effectiveness of the proposed methods at retaining the compounds listed in Annex "A2" in the extracts to be provided to Environment Canada under Task 2. Effectiveness will be defined as 80% to 120% recovery of spiked target compounds in matrix blank samples. (10 points)* *** Extracts should not require any additional clean-up or other processing before analysis by Environment Canada.*	**10**
	QUALITY CONTROL	
PR5	**Demonstrate extent of the use of surrogate spikes, as well as Certified Reference Material (CRMs) and Standard Reference Material (SRMs). Preference will be given for methodologies that use ^{13}C or other stable isotope labelled surrogates to assess and ensure data quality.** *Identify all surrogates, CRMs and SRMs to be used (10 points).*	**10**

	Use of Isotope dilution internal 13C - external spike; CRM-SRM; Method spikes; and lab spikes — 10 pts Use of CRM-SRM; Method spikes; and lab spikes — 7 pts Use of Method spikes; and lab spikes — 4 pts	
PR6	**Percent recovery of surrogate and native spikes in spiked blank and matrix control samples**. *Provide tabulated recovery of surrogate spikes and reported values for spiked blank and matrix control samples as reported to the bidder's clients for the last 10 batches of biological tissue samples within the last 24 months* **[modified]** *prior to the date of publication of this RFP for the parameters listed in Appendix "A" (within the last 24 months* **[modified]** *). (6 points)* Recovery of spikes between 80-120%; Precision ±20%; Accuracy ±20% - 2 pts each Recovery of spikes between 60-80% or 120-150%; Precision ±21-39%; Accuracy ±21-39% - 1 pts each Recovery of spikes <=50%; Precision ± >40%; Accuracy ± >40% - 0 pts each	**6**
PR7	**Effectiveness of quality control program as demonstrated in relevant performance evaluation studies for the parameters of interest listed in Annex "A1" in biological tissues** *Provide a list of all relevant** performance evaluation studies and scores within the last five years preceding the date of publication of this RFP for the parameters listed in Annex "A1". (9 points)* ** Performance evaluation studies for the parameters of interest in biological tissues.	**9**
PROJECT MANAGEMENT		
PR8	**Bidder's organization and personnel, its relevant experience in project management, contract supervision; facilities and equipment.** *The Bidder should demonstrate the background experience and resource capabilities of its organization and key personnel as it relates to this requirement. (10 points)* To be rated against *ISO 17025* **[modified]** requirements for accredited analytical laboratories: Excellent – 10 pts Very Good – 7 pts Good – 5 pts Poor – 1 pt Unsatisfactory – 0 pts	**10**
Total	**Minimum point required 65**	**100**