



<p>RETURN OFFERS TO RETOURNER LES OFFRES À :</p> <p>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada Heidi Noble heidi.noble@canada.ca</p> <p>REQUEST FOR STANDING OFFER DEMANDE D'OFFERS À COMMANDES (DOC)</p> <p>OFFERS TO: ENVIRONMENT CANADA</p> <p>We offer to perform or provide to Canada the services detailed in the document including any attachments and annexes, in accordance with the terms and conditions set out or referred to in the document, at the price(s) provided.</p> <p>OFFRES À : ENVIRONNEMENT CANADA</p> <p>Nous offrons d'effectuer ou de fournir au Canada, aux conditions énoncées ou incluses par référence dans le document incluant toutes pièces jointes et annexes, les services détaillés dans le document, au(x) prix indiqué(s).</p>	<p>Title – Titre Analysis of Ultra-trace Contaminants</p>	
	<p>Solicitation No. /SAP No. – N° de l'invitation EC / N° SAP 5000040608</p>	
	<p>Date of solicitation (YYYY-MM-DD) – Date de l'invitation (AAAA-MM-JJ) 2019-01-16</p>	
	<p>Solicitation Closes (YEAR-MM-DD) – L'invitation prend fin (AAAA-MM-JJ)</p> <p>at – à 2:00 P.M. on – 2019-02-25</p>	<p>Time Zone – Fuseau horaire</p> <p>Eastern Standard Time</p>
	<p>F.O.B – F.A.B</p>	
	<p>Address Enquiries to - Adresser toutes questions à Heidi Noble heidi.noble@canada.ca</p>	
	<p>Telephone No. – N° de téléphone 905-319-6982</p>	<p>Fax No. – N° de Fax</p>
	<p>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ) 2020-03-31</p>	
	<p>Destination - of Services / Destination des services British Columbia, Canada</p>	
	<p>Security / Sécurité There is no security requirement with this solicitation.</p>	
<p>Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l'entrepreneur</p>		
<p>Telephone No. – N° de téléphone</p>	<p>Fax No. – N° de Fax</p>	
<p>Name and title of person authorized to sign on behalf of Vendor/Firm: (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</p>		
<p>Signature</p>	<p>Date</p>	

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PART 1 - GENERAL INFORMATION

1.1 Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:
- 6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
- 6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes

1.2 Summary

- 1.2.1 The Offeror must provide analyses of ultra-trace levels of organic parameters in various matrices for contaminants of concern, on an as and when requested basis, to support Environment and Climate Change Canada's Freshwater Quality Monitoring and Surveillance program.

The period of the Contract is from date of Contract to March 31, 2020 inclusive with the option to extend the term of the Contract by up to 3 additional one-year periods under the same conditions.

- 1.2.2 The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

1.3 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2018-05-22)_Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 120 days

2.2 Submission of Offers

Offers must be submitted to Environment and Climate Change Canada at the address and by the date, time and place indicated on page 1 of the offer solicitation.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to Environment and Climate Change Canada will not be accepted.

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the [Financial Administration Act](#) R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or

- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES () NO ()**

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES () NO ()**

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than 5 calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

2.5 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

Canada requests that Offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (1 electronic copy)

Section II: Financial Offer (1 electronic copy)

Section III: Certifications (1 electronic copy)

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

The total size of the email, including all attachments, **must be less than 15 megabytes (MB)**. It is each Offeror's responsibility to ensure that the total size of the email does not exceed this limit.

Offers sent by mail, fax or other means **will not** be accepted.

Offerors should ensure that their name, address, Closing Date of the solicitation and Solicitation Number are clearly indicated in the body of their email. Offers and supporting information may be submitted in either English or French.

It is important to note that emails systems can experience systematic delays and, at times, large attachments may cause systems to hold or delay transmission of emails. It is solely the Offeror's responsibility to ensure that the Contracting Authority receives an offer on time, in the mailbox that has been identified for offer receipt purposes. Date stamps for this form of transmission are not acceptable.

Section I: Technical Offer

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the "Annex B, Basis of Payment".

3.1.1 Exchange Rate Fluctuation

C3011T (2013-11-06) Exchange Rate Fluctuation

Section III: Certifications

Offerors must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the offer solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Technical Evaluation

Except where expressly provided otherwise, the experience described in the offer must be the experience of the Offeror itself (which includes the experience of any companies that formed the Offeror by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Offeror's affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

4.1.2 Mandatory Technical Criteria

Mandatory criteria are assessed on a simple pass/fail basis. Offers that fail to meet any of the mandatory criteria will be considered non-responsive.

Mandatory Technical Criteria is included in Annex C

4.1.3 Point Rated Technical Criteria

To be considered responsive, an Offeror must obtain the required minimum score of 50% for the evaluation of the Point Rated Technical Criteria.

Point Rated Technical Criteria is included in Annex C

4.2 Financial Evaluation

4.2.1 Evaluation of Price

The price will be evaluated in Canadian dollars, the Applicable Taxes excluded, Canadian customs and excise taxes included.

For evaluation purposes only, the price of the offer will be determined as follows:

Proposals will be evaluated out of 30 points

The proposal with the lowest price receives the maximum 30 points, and all higher priced proposals will be pro-rated relative to the lowest price

4.3 Basis of Selection

4.3.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, an offer must:
 - (a) comply with all the requirements of the offer solicitation;
 - (b) meet all mandatory financial criteria;and
 - (c) obtain the required minimum score of 50% for the technical evaluation criteria which are subject to point rating.
2. Offers not meeting (a) or (b) or (c) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70 % for the technical merit and 30 % for the price.
4. To establish the technical merit score, the overall technical score for each responsive offer will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%.
5. To establish the pricing score, each responsive offer will be prorated against the lowest evaluated price and the ratio of 30%
6. For each responsive offer, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive offer obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive offer with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three offers are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 100 and the lowest evaluated price is \$100,000.00 (100).

Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)

Solicitation No. - N° de l'invitation
5000040608

<u>Offeror</u>	Offeror 1	Offeror 2	Offeror 3
Overall Technical Score	90/100	75/100	80/100
Offer Evaluated Price	\$120,000.00	\$110,000.00	\$100,000.00
<u>Calculations</u>			
Technical Merit Score	$90/100 \times 70 = 63$	$75/100 \times 70 = 52.5$	$80/100 \times 70 = 56$
Pricing Score	$100/120 \times 30 = 25$	$100/110 \times 30 = 27.27$	$100/100 \times 30 = 30$
Combined Rating	88	79.77	86
Overall Rating	1 st	3 rd	2 nd

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all offerors must provide with their offer, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](#), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

6.1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

6.2 Security Requirements

6.2.1 There is no security requirement applicable to the Standing Offer.

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2005 (2018-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

6.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex E entitled "Standing Offers Reporting". If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a quarterly basis to the Project Authority.

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

The data must be submitted to the Standing Offer Authority no later than 30 calendar days after the end of the reporting period.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from date of award to March 31, 2020.

6.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for three additional one-year periods, from April 1, 2020 to March 31, 2023 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 15 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

6.4.3 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the standing offer.

6.4.4 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Standing Offer.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Heidi Noble
Title: Procurement & Contracting Services
Organization: Environment and Climate Change Canada
Address: 867 Lakeshore Road, Burlington, Ontario L7S 1A1

Telephone: 905-319-6982
E-mail address: heidi.noble@canada.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

6.5.2 Project Authority

The Project Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____

Address: _____

Telephone: ____ - ____ - _____

E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

6.5.3 Offeror's Representative

The Offeror's Representative for the Standing Offer is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

E-mail address: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

6.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is the Project Authority.

6.8 Call-up Procedures

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer, or an equivalent form.

6.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer
 - PWGSC-TPSGC 942-2 Call-up Against a Standing Offer - Multiple Delivery
 - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
 - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
- standing offer number;
 - statement that incorporates the terms and conditions of the Standing Offer;
 - description and unit price for each line item;
 - total value of the call-up;
 - point of delivery;
 - confirmation that funds are available under section 32 of the Financial Administration Act;
 - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

6.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00 (Applicable Taxes included).

6.11 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ to *insert at contract award (Applicable Taxes excluded)* unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or _____ months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

6.12 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2018-06-21) General Conditions - Standing Offers - Goods or Services
- d) supplemental general conditions 2010B (2018-06-21)
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated _____ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer: "as clarified on _____" or "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable*).

6.13 Certifications and Additional Information

6.13.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing

additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

6.14 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

6.15 Permission to Subcontract

When, pursuant to the general conditions applicable to the Contract, the consent of the Minister is required to subcontract a portion of the Work, the Contractor must submit to the Contracting Authority a completed form PWGSC-TPSGC 1137 entitled Application for Permission to Subcontract.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

6.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

[2010B](#) (2018-06-21) General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

6.3 Term of Contract

6.3.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2020 inclusive.

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 3 additional one-year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.3.2 Delivery Date

Delivery must be completed in accordance with the call-up against the Standing Offer.

6.4 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

6.5 Payment

6.5.1 Basis of Payment – Firm Unit Prices

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price(s) as specified in Annex B. Customs duties are included and applicable taxes extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.5.2 Limitation of Price

SACC Manual clause [C6000C](#) (2017-08-17) Limitation of Price.

6.5.3 Method of Payment

SACC Manual clause [H1000C](#) (2008-05-12) Single Payment.

6.6 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.7 Insurance - No Specific Requirement

SACC Manual clause [G1005C](#) (2016-01-28) Insurance

ANNEX "A"

STATEMENT OF WORK

BACKGROUND

The Pacific Freshwater Quality Monitoring and Surveillance group of Environment and Climate Change Canada (ECCC) will be conducting year-round environmental monitoring for contaminants in freshwater tributaries to the Georgia Basin on the West Coast of Canada. Contaminants of interest include persistent organic pollutants (POPs), pharmaceuticals and personal care products (PPCPs), pesticides and other emerging contaminants.

DESCRIPTION OF WORK

The Contractor will provide analyses of ultra-trace levels of organic parameters in various matrices for contaminants of concern, on an as and when requested basis, to support ECCC's Freshwater Quality Monitoring and Surveillance program for the duration of the Contract period.

The period of the Contract is from date of Contract to March 31, 2020 inclusive with the option to extend the term of the Contract by up to 3 additional one-year periods under the same conditions

Anticipated sample matrices will include water and sediments, but could also include biota, soil, precipitation, passive samplers and resin columns.

There will be up to 150 samples per year to be analysed, for the duration of the Contract. These numbers may increase or decrease, depending upon field conditions or study design refinements. Each sample may be analysed for one, some or all of the suites listed in the Technical Proposal.

Over 80% of the samples are expected to be water samples, approximately 10% sediments, and <10% other matrices.

Primary contaminants of interest (most frequent analyses) will be POPs, followed by pesticides, and then other analyte groups.

Expected sample proportions and matrices may change as the study evolves.

SAMPLE HANDLING

The Contractor will advise the Project Authority as to the appropriate field sampling protocols and any field preservation requirements, if requested.

The Contractor will promptly notify the Project Authority if any samples are damaged (container broken), spoiled (left unattended at ambient temperature), mixed-up, discarded, or lost. If the Contractor is found responsible for causing damage, spoilage, misidentification or loss of samples, or allows samples to exceed standard holding times for the specific test, the Contractor will agree to compensate the Project Authority for any direct re-sampling costs which will be determined by the Project Authority. This may include sample shipping costs and any other costs associate with re-sampling as deemed fit by the Project Authority.

The Contractor must store sample extracts and unanalyzed remainder of samples for a minimum of 90 days after delivery of the final data report at no additional cost to ECCC. Within those 90 days, the

Project Authority has the right to request re-analysis and/or re-work if analysis was not performed in accordance with the Agreement. After 90 days the Contractor may dispose of the remaining samples or extracts, unless otherwise requested by the Project Authority. Disposal of samples must be conducted within the boundary of all applicable federal, provincial and city laws at no extra charge to ECCC.

The Contractor will receive samples in coolers delivered by courier (ground or air) or in person from Mondays through Fridays, except all statutory holidays, from ECCC.

The Contractor must establish a continuity/chain of custody form for sample tracking which must be appended to the final data report.

The Contractor must ensure that the site names and numbers on the sample containers correspond to those on the submission sheet; inspect sample containers to ensure all samples have been received in good condition, and measure and record sample temperature on arrival. These recordings must become part of the data report file. All discrepancies or problems with sample condition must be reported to the Project Authority immediately.

The Contractor must ensure that all samples are properly preserved after receipt and prior to extraction or analysis. Any chemical preservatives added to samples upon receipt at the Contractor's premises must be documented and must be done according to the established or published methods as described in paragraphs one and two of the section "Quality Assurance/Quality Control (QA/QC)" below.

The Contractor must complete sample preservation and/or sample preparation within the specified holding time of the sample. The Contractor must report results within 6 weeks from receipt of sample. The Project Authority in his/her sole discretion may grant time extension on a case-by-case basis.

The Contractor's laboratory must be in a location where delivery of samples is achievable in 48 hours or less from time of shipment. This timeframe must include potential customs clearance.

ECCC Location:

2645 Dollarton Highway
North Vancouver, British Columbia V7H 1B1.

QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

The Contractor must be accredited to the standard of ISO/IEC 17025 in which testing and calibration laboratories must demonstrate that they operate a management system, are technically competent, and are able to generate technically valid results.

All analyses must be performed following accredited methods where available, including International Standards Organization (ISO), Canadian Association for Laboratory Accreditation (CALA) and United States Environmental Protection Agency (USEPA).

The Contractor must participate in, at its own expense, relevant Quality Assurance programs and proficiency tests to maintain accreditation. The Contractor must reveal to the Project Authority all the results, quality records, reports and correspondences in connection with the studies upon request and at no cost to the Project Authority. If any accreditation is revoked the Contractor must advise the Project Authority immediately.

Prior to initial analysis, all proposed methodologies are to be provided to the Project Authority in order to obtain Valid Method Variable (VMV) codes. VMV codes are used by ECCC to ensure consistent use and tracking of variable name, method name, reporting unit and method detection limit.

Proposed method changes by the Contractor during the duration of the contract must be discussed with the Project Authority. A comparison study of the existing method and proposed new methods may be

requested, by the Project Authority, to demonstrate that the two methods are comparable. In addition, information on the new method must be provided so that appropriate VMV codes can be assigned.

Samples must be analysed in a batch system, with each batch consisting of a matrix blank, a spiked matrix sample and no more than 21 samples. Blank corrections or blank subtractions must not be used.

Field duplicates and equipment blanks submitted by ECCC will be considered as samples. Method blanks, spiked blanks, and laboratory replicate analyses will be conducted as part of the Contractor's QA/QC program and are not considered as samples submitted.

Quality records will be maintained to demonstrate conformance to specified requirements and the effective operation of the quality system of the Contractor. All records will be legible and stored such that they are readily retrievable in facilities that provide a suitable environment to prevent damage or deterioration and to prevent loss. All raw data and pertinent internal quality control data will be made available for evaluation by the Project Authority or an alternative representative for an agreed period, and all such records must be archived for a minimum of 3 years. (Quality records may be in the form of any type of media, such as hard copy or electronic media, and may include raw data, control charts and chromatograms).

DELIVERABLES

Test results must be reported within the turnaround times indicated above in electronic file format, to the satisfaction of the Project Authority. Results must be reported via email.

Results must be delivered in both a standard analytical report/certificate of analysis format (PDF preferred), and also in a specific transfer file format for upload into the ECCC regional database, as described below.

The transfer file must be provided in the exact format indicated below and must remain consistent. Unused (blank) fields are still to be included in all transfer files. The transfer file must include sample result data, and also batch blank results.

Any media or data errors or any logical inconsistencies detected in the transfer files will cause some or all of the data set to be rejected. In that case the Contractor will be required to correct and resubmit the data. Rejection may occur at the parameter, package, sample or batch level, depending on the nature of the error. In any case, each data file containing one error or more will have to be resubmitted by the Contractor.

It is strongly recommended that a trial run be made well in advance of delivery of the first data files, to ensure compatibility and become familiar with the transfer procedures and requirements. Please consult the Project Authority for further information.

All analytical data reports/certificates of analysis must include pertinent QA/QC data and must be approved and certified by authorized personnel of the Contractor prior to release to the Project Authority.

There will be no extra charge to ECCC for formatting and delivery of results.

Electronic Transfer File format

Acceptable file types: Excel, .csv, .txt

Field	Example	Definition
Lab Code	123	Code identifying each analytical lab; provided by ECCC

Client ID	BRN17	Sample ID. Provided by ECCC upon sample submission
Submitter ID	JSmith	Name of sampler/submitter. Provided by ECCC upon sample submission
VMV Code	108001	Code identifying unique variable+method combination; provided by ECCC or created with Contractor as needed
Detection Limit	9.74	Sample Detection Limit
Flag		"<" flag, if applicable
Result	24.2	
Analysis Date	2017.12.21	Date of sample extraction
Station	BC08NH0059	Code indicating sample site. Provided by ECCC upon sample submission
Sample Date	2017.11.21	Provided by ECCC upon sample submission
Sample Time	16:32	Provided by ECCC upon sample submission
Time Zone	PDT	Provided by ECCC upon sample submission
Lab ID	J2470-1	Sample ID given by lab
Method	EPA1631e	Brief method title, reference or description
Receipt Date	2017.12.12	Date sample was received by lab
Batch ID	B62331	Analytical batch number/ID
Run Date	2017.12.24	Date of sample instrument run
Received Temperature	0.5	Degrees Celsius
Lab QA Flag	C	Lab-specific QA flag(s) or qualifiers applied to data, if applicable
Sample Matrix Code	water	Sample matrix
Sample Type Code	1	ECCC Sample Type Code. Provided by ECCC upon sample submission
Collection Code	14	ECCC Collection Code. Provided by ECCC upon sample submission
Project Number	PYGB06	ECCC Project Code. Provided by ECCC upon sample submission

ANNEX "B"

BASIS OF PAYMENT

In respect of the "Quantity" listed in the tables below, the quantity of 1 is for evaluation purposes only during the solicitation process and does not represent the actual quantity required.

Prices for all other testing, not listed in Annex B, Basis of Payment will be in accordance with the Contractor's current price list at the time of the service. The Contractor must provide a copy of its current price list to the Project Authority upon contract award and upon updates to the price list.

The Contractor must provide a price for each analyte listed below to be considered compliant.

Initial Contract Period – Contract Award to March 31, 2020				
Required Matrices	Water		Sediment	
Analyte	Quantity (A)	Price (B) (A)*(B)	Quantity (C)	Price (D) (C)*(D)
Chlorinated Paraffins	1	\$ _____	1	\$ _____
Dioxins and Furans	1	\$ _____	1	\$ _____
Flame Retardants (non-PBDE)	1	\$ _____	1	\$ _____
General Pesticides	1	\$ _____	1	\$ _____
Herbicides - Acid Herbicides/Phenoxy Acid Herbicides	1	\$ _____	1	\$ _____
Glyphosate and related compounds	1	\$ _____	1	\$ _____
Hexabromocyclododecane (HBCDD)	1	\$ _____	1	\$ _____
Neonicotinoid Pesticides	1	\$ _____	1	\$ _____
Nonylphenol and Ethoxylates	1	\$ _____	1	\$ _____
Organochlorine Pesticides	1	\$ _____	1	\$ _____
Perfluorinated Compounds (PFCs)	1	\$ _____	1	\$ _____
Pharmaceuticals and Personal Care Products	1	\$ _____	1	\$ _____
Polybrominated Diphenyl Ethers (PBDEs)	1	\$ _____	1	\$ _____
Polychlorinated Biphenyls (PCBs)	1	\$ _____	1	\$ _____
Polychlorinated Naphthalenes (PCNs)	1	\$ _____	1	\$ _____
Polycyclic Aromatic Hydrocarbons (PAHs) and Alkylated PAHs	1	\$ _____	1	\$ _____
Sterols and Hormones	1	\$ _____	1	\$ _____

Toxaphene	1	\$ _____	1	\$ _____
Total Required Matrices	Water	\$ _____	Sediment	\$ _____
Total Price for Initial Contract Period	\$ _____ applicable taxes extra			

Option Period 1 – April 1, 2020 to March 31, 2021				
Required Matrices	Water		Sediment	
Analyte	Quantity (A)	Price (B) (A)*(B)	Quantity (C)	Price (D) (C)*(D)
Chlorinated Paraffins	1	\$ _____	1	\$ _____
Dioxins and Furans	1	\$ _____	1	\$ _____
Flame Retardants (non-PBDE)	1	\$ _____	1	\$ _____
General Pesticides	1	\$ _____	1	\$ _____
Herbicides - Acid Herbicides/Phenoxy Acid Herbicides	1	\$ _____	1	\$ _____
Glyphosate and related compounds	1	\$ _____	1	\$ _____
Hexabromocyclododecane (HBCDD)	1	\$ _____	1	\$ _____
Neonicotinoid Pesticides	1	\$ _____	1	\$ _____
Nonylphenol and Ethoxylates	1	\$ _____	1	\$ _____
Organochlorine Pesticides	1	\$ _____	1	\$ _____
Perfluorinated Compounds (PFCs)	1	\$ _____	1	\$ _____
Pharmaceuticals and Personal Care Products	1	\$ _____	1	\$ _____
Polybrominated Diphenyl Ethers (PBDEs)	1	\$ _____	1	\$ _____
Polychlorinated Biphenyls (PCBs)	1	\$ _____	1	\$ _____
Polychlorinated Naphthalenes (PCNs)	1	\$ _____	1	\$ _____
Polycyclic Aromatic Hydrocarbons (PAHs) and Alkylated PAHs	1	\$ _____	1	\$ _____
Sterols and Hormones	1	\$ _____	1	\$ _____
Toxaphene	1	\$ _____	1	\$ _____
Total Required Matrices	Water	\$ _____	Sediment	\$ _____
Total Price for Option Period 1	\$ _____ applicable taxes extra			

Option Period 2 – April 1, 2021 to March 31, 2022				
Required Matrices	Water		Sediment	
Analyte	Quantity (A)	Price (B) (A)*(B)	Quantity (C)	Price (D) (C)*(D)
Chlorinated Paraffins	1	\$ _____	1	\$ _____
Dioxins and Furans	1	\$ _____	1	\$ _____
Flame Retardants (non-PBDE)	1	\$ _____	1	\$ _____
General Pesticides	1	\$ _____	1	\$ _____
Herbicides - Acid Herbicides/Phenoxy Acid Herbicides	1	\$ _____	1	\$ _____
Glyphosate and related compounds	1	\$ _____	1	\$ _____
Hexabromocyclododecane (HBCDD)	1	\$ _____	1	\$ _____
Neonicotinoid Pesticides	1	\$ _____	1	\$ _____
Nonylphenol and Ethoxylates	1	\$ _____	1	\$ _____
Organochlorine Pesticides	1	\$ _____	1	\$ _____
Perfluorinated Compounds (PFCs)	1	\$ _____	1	\$ _____
Pharmaceuticals and Personal Care Products	1	\$ _____	1	\$ _____
Polybrominated Diphenyl Ethers (PBDEs)	1	\$ _____	1	\$ _____
Polychlorinated Biphenyls (PCBs)	1	\$ _____	1	\$ _____
Polychlorinated Naphthalenes (PCNs)	1	\$ _____	1	\$ _____
Polycyclic Aromatic Hydrocarbons (PAHs) and Alkylated PAHs	1	\$ _____	1	\$ _____
Sterols and Hormones	1	\$ _____	1	\$ _____
Toxaphene	1	\$ _____	1	\$ _____
Total Required Matrices	Water	\$ _____	Sediment	\$ _____
Total Price for Option Period 2	\$ _____ applicable taxes extra			

Option Period 3 – April 1, 2022 to March 31, 2023				
Required Matrices	Water		Sediment	
Analyte	Quantity (A)	Price (B) (A)*(B)	Quantity (C)	Price (D) (C)*(D)
Chlorinated Paraffins	1	\$ _____	1	\$ _____
Dioxins and Furans	1	\$ _____	1	\$ _____
Flame Retardants (non-PBDE)	1	\$ _____	1	\$ _____
General Pesticides	1	\$ _____	1	\$ _____
Herbicides - Acid Herbicides/Phenoxy Acid Herbicides	1	\$ _____	1	\$ _____
Glyphosate and related compounds	1	\$ _____	1	\$ _____
Hexabromocyclododecane (HBCDD)	1	\$ _____	1	\$ _____
Neonicotinoid Pesticides	1	\$ _____	1	\$ _____
Nonylphenol and Ethoxylates	1	\$ _____	1	\$ _____
Organochlorine Pesticides	1	\$ _____	1	\$ _____
Perfluorinated Compounds (PFCs)	1	\$ _____	1	\$ _____
Pharmaceuticals and Personal Care Products	1	\$ _____	1	\$ _____
Polybrominated Diphenyl Ethers (PBDEs)	1	\$ _____	1	\$ _____
Polychlorinated Biphenyls (PCBs)	1	\$ _____	1	\$ _____
Polychlorinated Naphthalenes (PCNs)	1	\$ _____	1	\$ _____
Polycyclic Aromatic Hydrocarbons (PAHs) and Alkylated PAHs	1	\$ _____	1	\$ _____
Sterols and Hormones	1	\$ _____	1	\$ _____
Toxaphene	1	\$ _____	1	\$ _____
Total Required Matrices	Water	\$ _____	Sediment	\$ _____
Total Price for Option Period 3	\$ _____ applicable taxes extra			

Total Price Initial Period and Option Periods	
Total Price for Initial Contract Period	\$ _____ applicable taxes extra
Total Price for Option Period 1	\$ _____ applicable taxes extra
Total Price for Option Period 2	\$ _____ applicable taxes extra
Total Price for Option Period 3	\$ _____ applicable taxes extra
Total Price Initial Period and Option Periods	\$ _____ applicable taxes extra

ANNEX C

MANDATORY TECHNICAL CRITERIA POINT RATED TECHNICAL CRITERIA

Mandatory Technical Criteria

Item	Description	Met	Not Met
M1	The Offeror must have 3 years of experience (within the last 5 years) in conducting ultra-trace analysis of organic contaminants in freshwater and sediment samples as demonstrated through the provision of a corporate resume describing experience through projects that have been completed.		
M2	The Offeror must demonstrate that it, and if applicable its subcontractor(s), have the capacity (instrumentation and project personnel organization chart) within the organization to conduct the analysis on the freshwater and sediment samples. The Offeror must provide an organization chart and list of resources with its offer.		
M3	The Offeror must be located where shipment of samples can be achieved within 48 hours from time of shipment. The 48 hour shipment timeframe includes time required to clear customs. Chain of custody must be maintained.		
M4	The Offeror must be able to provide analysis for every analyte listed in Annex B, Basis of Payment.		

Point Rated Technical Criteria
(Total Points Possible: 414)

Item	Description	Points Available
PR1	<p>The Offeror holds current accreditation from the Canadian Association for Laboratory Accreditation (CALA) to the ISO/IEC 17025 standard (General requirements for competence of testing and calibration laboratories) for as many of the specific analyses listed in Annex D, Analyte Tables as possible, in freshwater and sediment.</p> <p>The Offeror should provide a certificate and listing of the scope of current CALA accreditations, as of the date of publication of the Request for Standing Offer, which includes all <u>relevant</u> accreditations in water and sediment, showing accredited method and accredited analytes.</p> <p>- Each table in which >75% of proposed analytes are CALA accredited for a given matrix – 2 points/matrix; up to 4 points/table.</p>	72

<p>PR2</p>	<p>The Offeror's demonstrated experience conducting ultra-trace analysis of all compounds listed in the Technical Proposal - Analyte Tables in freshwater and sediment samples. The Offeror should provide a summary of the number of water and sediment samples analyzed for each compound, <u>at or below the detection limits offered in the table</u>, in the 24 months preceding the date of publication of the Request for Standing Offer.</p> <p>The Offeror should demonstrate experience by providing a list of samples completed over the last 24 months that includes matrix, compounds, number of samples and detection limits for each analyte table listed in Annex D.</p> <ul style="list-style-type: none"> - All analytes listed in each analyte Table has been analysed 100 or more times in the last 24 months in water and sediments combined – 3 points/table; - All analytes listed in each analyte table has been analysed between 50 and 99 times in the last 24 months in water and sediments combined – 2 points/table; - All analytes listed in each analyte table has been analysed between 25 and 49 times in the last 24 months in water and sediments combined – 1 point/table; and - All analytes listed in each analyte table has been analysed 24 times or less in the last 24 months in water and sediments combined – 0 point/table. 	<p>54</p>
<p>PR3</p>	<p>The Offeror demonstrates they have experience in performance evaluation testing (PET), also referred to as proficiency testing, for some or all parameter groups listed in Annex D, Analyte Tables. The Offeror must supply examples of PET results for the parameters of interest in surface water and sediments within 5 years preceding the date of publication of the RFP. Results from up to 3 PET studies per table can be submitted for freshwater (not effluent), and results from one PET study per table for soils/sediments.</p> <p>The Offeror should demonstrate experience by providing a list of QA testing completed over the last 5 years by providing laboratory results for as many of the parameter groups listed in Annex D as possible.</p> <ul style="list-style-type: none"> - One point will be given for each PET study in freshwater receiving a successful rating for 90% or more of the target analytes included in the study - up to 3 points/table; and - One point will be given for each PET study in soil/sediment receiving a successful rating for 90% or more of the target analytes included in the study - up to 1 point/table. 	<p>72</p>
<p>PR4</p>	<p>The Offeror should demonstrate its ability to conduct analyses of a wide range of compounds to ultra-trace levels in water and sediments by completing Annex D, Analyte Tables and MDLs provided in those tables will be compared to requirements stated at the top of the Annex D, Analyte Tables and above each table.</p> <p>The Offeror should demonstrate its ability by completing the analyte tables listed in Annex D.</p>	<p>162</p>

	<p><u>Required Matrices and Analytes (up to a maximum of 54 points)</u> All specified table requirements and matrix requirements are met – 3 points/table All specified table requirements and matrix requirements are not met – 0 points/table</p> <p><u>Detection Limits (up to a maximum of 54 points)</u> For tables in which table/matrix requirements were met, all proposed MDLs are within stated desired range – 3 points/table; For tables in which table/matrix requirements were met, all proposed MDLs are within stated acceptable range (but not all within stated desired range) – 1 point/table; and MDLs are above the acceptable range – 0 point/table.</p> <p><u>Other Matrices: Biota/Tissue, Resin, and Passive Sampler (up to a maximum of 54 points)</u> For tables in which table/matrix requirements were met, each additional matrix (biota, resin column, and/or passive sampler) offered - 1 point (up to 3 points/table)</p>	
PR5	<p>The Offeror should demonstrate extent of the use of surrogate spikes, as well as Certified Reference Materials (CRMs) and Standard Reference Materials (SRMs). Preference will be given for methodologies that use 13C or other stable isotope labelled surrogates to assess and ensure data quality. Identify all surrogates, CRMs and SRMs to be used for each analyte table in Annex D, Analyte Tables.</p> <p>The Offeror should demonstrate extent of the use of surrogate spikes as well as CRMs and SRMs by providing its methodology for each analyte table listed in Annex D.</p> <p>Use of Isotope dilution internal 13C - external spike; CRM-SRM; Method spikes; and lab spikes - 3 points/table; Use of CRM-SRM; Method spikes; and lab spikes - 1 point/table; Use of Method spikes; and lab spikes - 0.5 points/table No use of method spikes and lab spikes – 0 point</p>	54
Total Points		414

ANNEX D

ANALYTE TABLES

INFORMATION FOR OFFERORS

This Annex D, Analyte Tables will serve as the listing of available analytes and reporting limits (RLs) for any resulting Standing Offer. These instructions and any following instructions in italics will form part of the Request for Proposals only and will be removed from any resulting contract.

Required Matrices (ALL Tables):

- *Ambient freshwater (unfiltered) and soil/sediment are required matrices. Failure to include analytes and detection limits for both will result in a technical score of zero for that table.*

Additional notes:

- *Analyte Tables are in alphabetical order by title.*
- *Specific Table requirements are stated above each table. Failure to meet stated requirements will result in a technical score of zero for that list.*
- *Other matrices are shown in the table and should be included if offered.*
- *The rows present in the tables are not meant to represent expected offerings. The Offeror is to add rows as needed to accommodate a complete listing of analytes offered.*
- *Ultra-trace level, quantified analyses are expected.*

Table 1. Chlorinated Paraffins

Table-specific requirements: At minimum, chlorinated paraffins should be quantified in short-chain, medium-chain, and long-chain groups.

*Desired RL Range: Water ≤1 ug/L; Sediment ≤0.5 ug/g
Acceptable RL Range: Water ≤2 ug/L; Sediment ≤1 ug/g*

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 2. Dioxins and Furans

Table-specific requirements: None

Desired RL Range: Water ≤5 pg/L; Sediment ≤1 pg/g

Acceptable RL Range: Water ≤10 pg/L; Sediment ≤2 pg/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 3. Flame Retardants (non-PBDE)

(Note : separate category for Hexabromocyclododecane (HBCDD) follows)

List-specific requirements: None

Desired RL Range: Water ≤10 ng/L; Sediment ≤20 ng/g

Acceptable RL Range: Water ≤20 ng/L; Sediment ≤40 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 4. General Pesticides

(Note: separate Organochlorine Pesticides, Acid Herbicides, Glyphosate and Neonicotinoids categories follow)

List-specific requirements: pesticides reported must include Chlorpyrifos, Diazinon and Malathion

Desired RL Range: Water ≤10 ng/L; Sediment ≤10 ng/g

Acceptable RL Range: Water ≤20 ng/L; Sediment ≤20 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 5. Herbicides - Acid Herbicides/Phenoxy Acid Herbicides

List-specific requirements: herbicides reported must include 2,4-D, Dicamba, MCPA and Mecoprop (MCPD)

Desired RL Range: Water ≤ 1 ng/L; Sediment ≤ 1 ng/g
Acceptable RL Range: ≤ 2 ng/L; Sediment ≤ 2 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 6. Glyphosate and related compounds

List-specific requirements: analytes reported must include Glyphosate, Glufosinate and AMPA

Desired RL Range: Water ≤ 50 ng/L; Sediment ≤ 50 ng/g
Acceptable RL Range: Water ≤ 100 ng/L; Sediment ≤ 100 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 7. Hexabromocyclododecane (HBCDD)

List-specific requirements: None

Desired RL Range: Water ≤ 1 ng/L; Sediment ≤ 1 ng/g
Acceptable RL Range: Water ≤ 2 ng/L; Sediment ≤ 2 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 8. Neonicotinoid Pesticides

List-specific requirements: analytes reported must include Imidacloprid, Thiamethoxam, and Clothianidin

*Desired RL Range: Water ≤10 ng/L; Sediment ≤10 ng/g
Acceptable RL Range: Water ≤20 ng/L; Sediment ≤20 ng/g*

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 9. Nonylphenol and Ethoxylates

List-specific requirements: None

*Desired RL Range: Water ≤50 ng/L; Sediment ≤50 ng/g
Acceptable RL Range: Water ≤100 ng/L; Sediment ≤100 ng/g*

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 10. Organochlorine Pesticides

List-specific requirements: analytes reported must include DDT and degradates, HCH isomers, Aldrin, Chlordane, Dieldrin, Endrin, Heptachlor, Hexachlorobenzene, and Mirex

*Desired RL Range: Water ≤1 ng/L; Sediment ≤1 ng/g
Acceptable RL Range: Water ≤2 ng/L; Sediment ≤2 ng/g*

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 11. Perfluorinated Compounds (PFCs)

List-specific requirements: None

*Desired RL Range: Water ≤5 ng/L; Sediment ≤1 ng/g
Acceptable RL Range: Water ≤10 ng/L; Sediment ≤2 ng/g*

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

Table 12. Pharmaceuticals and Personal Care Products

List-specific requirements: analytes reported must include Caffeine, Codeine, Cotinine, DEET, Diphenhydramine, and Metformin

*Desired RL Range: Water ≤250 ng/L; Sediment ≤250 ng/g
Acceptable RL Range: Water ≤500 ng/L; Sediment ≤500 ng/g*

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Units	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>

Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 13. Polybrominated Diphenyl Ethers (PBDEs)

List-specific requirements: analytes reported must include di- to deca-BDEs, inclusive. Congener-specific concentrations must be reported.

Desired RL Range: Water ≤ 100 pg/L*; Sediment ≤ 50 pg/g*

Acceptable RL Range: Water ≤ 200 pg/L*; Sediment ≤ 100 pg/g*

*EXCEPTION: BDE-209

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 14. Polychlorinated Biphenyls (PCBs)

List-specific requirements: analytes reported must include mono- to deca-chlorinated PCBs, inclusive. Congener-specific concentrations must be reported

Desired RL Range: Water ≤ 50 pg/L; Sediment ≤ 10 pg/g

Acceptable RL Range: Water ≤ 100 pg/L; Sediment ≤ 20 pg/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 15. Polychlorinated Naphthalenes (PCNs)

List-specific requirements: None

Desired RL Range: Water ≤50 pg/L; Sediment ≤10 pg/g
Acceptable RL Range: Water ≤100 pg/L; Sediment ≤20 pg/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 16. Polycyclic Aromatic Hydrocarbons (PAHs) and Alkylated PAHs

List-specific requirements: None

Desired RL Range: Water ≤20 ng/L; Sediment ≤10 ng/g
Acceptable RL Range: Water ≤40 ng/L; Sediment ≤20 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 17. Sterols and Hormones

List-specific requirements: None

Desired RL Range: Water ≤100 ng/L; Sediment ≤100 ng/g
Acceptable RL Range: Water ≤200 ng/L; Sediment ≤200 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis Sample Size	1L	10g (dry)	Mass, Wet	Volume	(e.g. SPMD)
Units	Unit	Unit	Unit	Unit	Unit
Analyte	RL	RL	RL	RL	RL
Analyte	RL	RL	RL	RL	RL

Table 18. Toxaphene

List-specific requirements: None

Desired RL Range: Water ≤ 5 ng/L; Sediment ≤5 ng/g

Acceptable RL Range: Water ≤10 ng/L; Sediment ≤10 ng/g

Matrix	Water	Soil/Sediment	Biota/Tissue	Resin (e.g. XAD-2)	Passive Sampler
Basis	1L	10g (dry)	<i>Mass, Wet</i>	<i>Volume</i>	(e.g. SPMD)
Sample Size	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>	<i>Unit</i>
Units	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>
<i>Analyte</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>	<i>RL</i>

ANNEX E

STANDING OFFERS REPORTING

Date of Call-up	Service Provided	Work Completion Date	Quantity	Price	Total

ANNEX F

SHIPMENT OF SAMPLES WITHIN 48 HOURS

The Offeror who will perform Work under the resulting Contract must be located where shipment of samples can be achieved within 48 hours from time of shipment to ensure that the chain of custody is maintained. The 48 hour shipment timeframe includes time required to clear customs. In order to demonstrate compliance with this mandatory certification, the Offeror must complete, sign and submit the following certification with the offer.

The Offeror certifies that the Offeror who will perform Work under the resulting Contract is located where shipment of samples can be achieved within 48 hours from time of shipment.

Name of the Offeror: _____

Signature of the Offeror: _____

Solicitation Number: _____

Date Signed: _____