



March 25, 2020

Transmittal Letter

Ms. Stephanie Nelson
Senior Account Manager
Indiana Department of Administration
402 W. Washington St., Room W468
Indianapolis, IN 46204

SUBJECT: State of Indiana Request for Proposal 21-66919
Laboratory Analytical Services for Fish Tissue and Sediment Analyses

Dear Ms. Nelson:

Pace Analytical Services, LLC (Pace) is pleased to provide a proposal in response to the State of Indiana RFP 21-66919 to provide Laboratory Analytical Services for Fish Tissue and Sediment Analyses to the Indiana Department of Environmental Management (IDEM), Office of Water Quality (OWQ). Pace has a long history of working with IDEM/OWQ both as Pace and through the former En Chem laboratories which were purchased by Pace in October of 2004. This acquisition brings over 30 years of expertise in biological tissue and environmental analyses to Pace's specialty service offerings portfolio.

Our expertise and extensive inventory of state-of-the-art instrumentation and automation combine to form an organization that is capable and willing to provide accurate and timely assistance to IDEM in support of this contract. Pace is currently working under contract #35918 with the Office of Water Quality. Laboratory analyses of tissue samples for environmental contaminants have been provided to IDEM under

[O] 920-469-2436

nils.melberg@pacelabs.com

Pace Analytical Services, LLC
1241 Bellevue Street, Suite 9, Green Bay WI 54302

PACELABS.COM



this contract meeting substantially the same requirements presented in RFP 21-66919.

Pace fully understands the methods, reporting requirements, and responsibilities required for the performance of the work listed in the RFP. The Pace Green Bay, WI, Indianapolis, IN, Minneapolis, MN, Duluth, MN, and Sheridan, WY laboratories, with the assistance of minor subcontractors, propose to provide analytical services as described in the Statement of Work for RFP 21-66919. The Green Bay facility is being proposed for Tasks 1, 2 (partial), 3, 4, 5 (partial), 6, 6A, 6B, 6D, 6F (partial), 6G, 7(partial), 8(partial), 9, and 10. The Minneapolis facility is being proposed for Tasks 3B, 3C, 11, and 12. The Pace Indianapolis facility is being proposed for the sediment testing for Tasks 2B(partial), 5, and 6C, Pace Duluth Task 6F and Sheridan, WY Task 2(partial). A subcontractor will be utilized for Task 6E, 7(partial), 8(partial), and 11(partial).

Subcontractors, Analytical Resources, Inc. (ARI) Tukwila, WA, and Vista Analytical, Eldorado Hills, CA will perform, Task 6E, and portions of Tasks 7, 8, and 11. Pace, as well as ARI and Vista, are all accredited in the National Environmental Laboratory Accreditation Program (NELAP) holding certification in both biological tissue and solid matrices.

Project management activities will be coordinated through one primary Pace contact, Tod Noltemeyer, who has been fulfilling this role for IDEM/OWQ for several years and is thoroughly familiar with their requirements. Pace understands the general information presented in Section One of RFP 21-66919, and agrees with the requirements/conditions listed in it. Pace also has the ability to supply the services that meet the requirements defined in Section 2.4 of the RFP through its offices and by working with the subcontractors listed.

[O] 920-469-2436

nils.melberg@pacelabs.com

Pace Analytical Services, LLC

1241 Bellevue Street, Suite 9, Green Bay WI 54302

PACELABS.COM



Confidentiality

The RFP Main Document have confidentiality provisions that Pace would like to utilize under both *IC 5-14-3-4 version A Sec. 4.(a) (4) - Records containing trade secrets* and *IC 5-14-3-4 version A Sec. 4.(a) (5) Confidential financial information obtained upon request from a person. However, this does not include information that is filed with, or received by a public agency pursuant to the State statute.*

Although the main document describes combining all files deemed confidential into a folder, the bid portal upload does not allow folder uploads. Therefore, Pace has added "confidential" to the file name and listed these documents below.

Files deemed "Confidential":

Under *IC 5-14-3-4 version A Sec. 4.(a) (4) - Records containing trade secrets*

- Quality Assurance Manuals, Appendix F2 - CONFIDENTIAL
- Standard Operating Procedures (SOPs), Appendix F3 - CONFIDENTIAL

Under *IC 5-14-3-4 version A Sec. 4.(a) (5) Confidential financial information obtained upon request from a person. However, this does not include information that is filed with, or received by a public agency pursuant to the State statute.*

- Company's W-9, Appendix E1 - CONFIDENTIAL
- CFO's Financial Statement, Appendix E4 - CONFIDENTIAL

Pace has reviewed the sample contract document provided in the RFP and accepts the State's mandatory contract clauses. Pace also substantively agrees with the non-mandatory language and suggests similar modifications to that language as were mutually agreed upon with IDOA/IDEM under contract #35918. Pace reserves the right to review and discuss the official contract submitted upon award of the work.

[O] 920-469-2436

nils.melberg@pacelabs.com

Pace Analytical Services, LLC

1241 Bellevue Street, Suite 9, Green Bay WI 54302

PACELABS.COM



The prices, charges and commitments in this proposal are valid for 180-days from March 25, 2021.

Ms. Mary Christie has been named as the primary contact for this proposal during the negotiation process. All communication with Pace regarding any proposal matter should be directed to her at:

Pace Analytical Services, LLC
1241 Bellevue Street, Suite 9
Green Bay, WI 54302
612-751-1374
email: Mary.Christie@pacelabs.com

The signatory below is authorized to commit Pace contractually to the representations in the attached proposal. The attached letter signed by Matthew Bremer, CFO, is evidence of this.

Thank you for the opportunity to submit this proposal. Please be assured of our commitment to provide high quality analytical services to the IDEM OWQ. If you require any additional information, please feel free to call Mary Christie or myself at 920-469-2436.

Sincerely,

Pace Analytical Services, LLC.

[O] 920-469-2436

nils.melberg@pacelabs.com

Pace Analytical Services, LLC
1241 Bellevue Street, Suite 9, Green Bay WI 54302

PACELABS.COM



Nils Melberg

General Manager, Green Bay Operations

[O] 920-469-2436

nils.melberg@pacelabs.com

Pace Analytical Services, LLC

1241 Bellevue Street, Suite 9, Green Bay WI 54302



PACELABS.COM