**Cost Proposal Assumptions, Conditions, and Constraints for RFP 21-66919**

**Analysis Costs** - The per sample price includes:

1. Appropriate sample containers shipped/delivered to IDEM OWQ, Indianapolis, IN.
2. Costs for return shipment of samples to the laboratory
3. Analysis and reporting of all Quality Control (QC) samples required during the course of analysis of a sample batch (defined in the RFP as billable samples). These QC samples will be billed at the unit price.
4. Report of sample analysis results
5. Preparation and submission of Level 4 supporting data packages suitable for third party validation as defined in the RFP. Grain Size will not be reported in a Level 4 package as geotech parameters do not lend themselves to reporting in that fashion.
6. Electronic deliverables as defined in the RFP except for Grain Size, and subcontracted analyses. Grain Size results will be presented in pdf format only. Tributyltin (sediment and biota), Acid and Base Neutral Extractables (biota), and PBDE (sediment) will be provided in a standard excel format.
7. Availability of personnel via telephone, e-mail or other electronic method to provide explanation of results, resolution of Quality Assurance/Quality Control or other data reporting issues.
8. Task 2B cost does not include reactive phosphate, acid-hydrolyzable phosphorus and organic phosphorus. EPA Methods were not able to be located for these analytes in a sediment matrix, nor a subcontractor doing these analyses in a sediment matrix.
9. Task 3B, Aroclors will not be reported under this task.
10. Task 5 Organochlorine Pesticides, solid samples will report a subset of the tissue compound list, see limits table provided.
11. Task 6D AVS/SEM and Task 2 Acid Volatile Solids both have a 10-sample minimum. If fewer than 10 samples are submitted at a time, there is a $3,000. flat fee. A 2-week advance notice is required because new reagents must be procured each time the method is run as they have no shelf life.
12. Task 6E Tributyltin has a 3-sample minimum. If fewer than 3 samples are submitted at a time, there is a flat fee of $1,350.
13. Task 9 Volatile Organic Compounds (VOCs) on tissues is not recommended by Pace. There is no way to control for VOC losses during the tissue homogenization step. Tissue samples will be analyzed similar to methanol preserved soils for VOCs, MDLs for methanol preserved soils will be applied, and a single analysis will be performed and reported. If there are QC failures in the analysis Pace will not reanalyze tissue samples as there is no way to accurately assess these failures.
14. Task 11 PBDE has a 5-sample minimum. If fewer than 5 samples are submitted at a time, there is a flat fee of $7,500.

**Additional Charges and Notations**: If additional services beyond those described in the RFP are necessary, additional proposals will be provided.

**Annual Price Adjustments:** Pace reserves the right to increase unit prices by a factor not to exceed 3% per year at the onset of each of the two option years of the contract.

**Consulting Services:** Providing availability at IDEM facilities of Pace personnel for the purpose of explanation of reports or in enforcement action as an expert witness will be charged at the following rates:

Base Rate (1-day minimum) $1,000/day (i.e., $125/hr.)

Expert Testimony $250/hr.

Transportation

Personal or company vehicle $0.56/mile or current Federal allowed rate

Commercial Cost + 5% administrative fee

Overnight lodging Cost + 5% administrative fee

Meals $50 per diem

Miscellaneous expenses (negotiated) Cost + 5% administrative fee

Meetings and phone calls with no travel away from Pace $125/hr.

**Sampling Containers, Packaging Materials and Shipping Coolers**:

Sample containers and packaging materials will be provided on an as-needed basis at no additional cost to IDEM. A 5-day notification to the laboratory prior to desired date of receipt of sample containers is required.

Sampling kits will be provided for samples returned to Pace for analysis.

Samples shipped to the laboratory with a request for storage or hold only will be assessed an administrative charge for initial handling and tracking of $20. per sample.

Long-term storage starting 180 days after reporting of results will incur a $10 per sample per month storage charge.

**Quality Assurance/Quality Control Samples:** All reportable quality control assays on field samples (matrix spikes, duplicates, field spikes, trip blanks, etc.) are considered to be billable samples per the RFP definitions.

**Sample Shipments to Pace:** Ground shipment of biological tissue samples will be facilitated by Pace such that samples remain in a frozen state throughout the shipping process. Pace will not facilitate ground shipment of sediment samples unless they are shipped along with biological tissue samples. Overnight shipment of sediment samples may be billed to Pace’s shipping vendor account number. This service will be provided to at no additional cost to IDEM per RFP requirements. Appropriate shipping forms will be provided to IDEM.

**Additional Services**

A list demonstrating the wide range of capabilities available is attached. Pace expands its offerings on a regular basis. If IDEM has a need for services not detailed in the RFP, please inquire. Costs will be negotiated for additional services.