

# REQUEST FOR QUOTATION

May 2, 2006

**SUBJECT: Analysis of Non-Methane Organic Compounds**

**QUOTES DUE BY: 5:00 PM, May 25, 2006**

The San Joaquin Valley Unified Air Pollution Control District (District) is participating in the EPA Photochemical Assessment Monitoring Station (PAMS) monitoring program. Part of this program involves sampling for non-methane organic compounds (NMOC) using stainless steel volatile organic compound (VOC) canisters. The general specifications for this job are as follows:

1. There will be approximately 650 samples taken, depending on the number of Episodes called by the California Air Resources Board, and the days upon which they occur. All samples will be taken during the months of July, August, and September 2006.
2. The District will supply the NMOC samples in six liter SUMMA stainless steel canisters owned by the District.
3. Contractor will perform NMOC analyses using USEPA Methods TO-12 and TO-14.
4. Hydrocarbon species to be analyzed are listed on Attachment A.
5. Analytical charges will only be applied to "valid" samples received and analyzed by the Contractor. The District will pay the shipping charges for return shipment of any canisters that do not contain "valid" samples.
6. Samples will be promptly analyzed to prevent degradation of the hydrocarbon species, and to facilitate timely return of the canisters to the District.
7. Upon completion of analysis, contractor will prepare each canister for future sampling and analysis prior to returning it to the District. Preparation shall include cleaning the canister and leak testing.
8. Contractor will make any needed repairs to the canisters such as valve or gauge replacement. Payment for any such repairs shall be on a pre-arranged time and materials basis that must be agreed upon before execution of this contract.

9. Contractor will provide the resulting data in AIRS file format, only. The Completed data file is to be submitted to the District no later than December 15, 2006.
10. Contractor will participate in a conference call the first week of August, September and October 2006 to review data from the prior month.
11. The contractor will provide documentation indicating the methodology used for Analysis and quality control / assurance. Copies of all related paperwork used to conduct data analysis such as chromatograms; instrument calibrations, etc. shall be supplied to the District as a hard copy.
12. The contractor will, at no additional cost, analyze any canister(s) sent to the contractor by CARB and/or the USEPA for audit purposes. Contractor shall provide copies of these audits to the District.
13. If the contractor prefers that the exposed samples be returned to them using a specific kind of container, or other such special handling procedure, then the contractor must supply these materials to the District as part of the contract. If the contractor desires that the District use a particular written form for tracking the exposed sample, the contractor will supply a sufficient quantity of these forms for use by District staff.
14. The District is responsible for all shipping costs of canisters being sent to the District for this job. The District is responsible for shipping costs to return exposed canisters to the contractor.
15. The contractor is to have general liability insurance for at least one million dollars for bodily or personal injuries or for property damage as well as Workers Compensation insurance in accordance with the California Labor Code.