



Testing of Water, Solids, and Biota for Organic and Inorganic Contaminants

Specifications

This is a five (5) year contract to provide environmental testing for organic and inorganic contaminants in water, solid, and biota samples not performed in-house. The service shall also provide testing for these contaminants as a backup in the event of instrument failure or other emergencies in the State labs.

Definitions:

EDD: Electronic Data Deliverable; An electronic, tabular format for sharing and manipulating data.

EPA: Environmental Protection Agency

Holding Time: The time, prescribed by an analytical method, that must not be exceeded to ensure an accurate and quantitative measurement of a chemical analyte.

ISO 17025: ISO 17025 specifies the general requirements for the competence to carry out tests and/or calibrations.

Level 4 Data Package: Electronic report that contains sample results and qualifiers, chain of custody, all quality control results, and instrument raw data.

NELAC (TNI): The National Environmental Laboratory Accreditation Committee

TCLP: toxicity characteristic leaching procedure

Minimal Requirements

Testing:

- 1) The supplier shall have the capability to perform inorganic and organic testing on water, solids, and biota samples.
- 2) The supplier shall use only approved EPA methodology for all requested test parameters.
- 3) The supplier shall perform all testing before the expiration of each test's analytical holding time.
 - a. Analytical holding times may be obtained from EPA 40 CFR Part 136 and EPA SW846

- 4) The supplier shall operate during normal business days, Monday through Friday, 8:00am-4:30pm within their time zone, excluding holidays.

Quality Assurance:

- 5) The supplier shall maintain a current certification for environmental chemistry testing by ISO 17025 standards (2017).
- 6) The supplier shall maintain a current certification for environmental chemistry testing by TNI requirements (NELAC 2016).
- 7) The supplier shall provide, by email, a copy of all results from proficiency tests upon completion to the State Environmental laboratory quality assurance officer.

Reporting:

- 8) The expected turnaround time for all metals and cyanide analysis shall be ten (10) to fifteen (15) business days from receipt of the sample.
- 9) The expected turnaround time for all organic analysis shall be twenty (20) to twenty-five (25) business days from receipt of the sample.
- 10) The expected turnaround time for all TCLP analysis shall be fifteen (15) to twenty (20) business days from receipt of the sample.
- 11) The supplier shall send analytical reports by email to the State Environmental laboratory and shall also provide access to the reports online.
- 12) The supplier shall provide a Level IV data package on samples tested.
- 13) The supplier shall be able to provide Electronic Data Deliverables (EDDs).

Shipping and Supplies:

- 14) The supplier shall provide sampling supplies (sample containers and coolers) upon request and at no additional charge and the supplier shall ship the supplies so that the State Environmental laboratory receives them within five days of the request.
- 15) The supplier shall pay for all incoming samples shipped from the State Environmental laboratory.
- 16) Samples shipped to the supplier shall be in containers appropriate to the tests required and packed in coolers/ice chests such that when opened by the supplier they are ranging between two (2) to six (6) degrees Celsius. If samples are received outside the proper temperature range, the supplier shall notify the Quality Assurance Officer of the State Environmental laboratory.

Invoicing

- 17) The supplier shall provide a detailed invoice once a month of all testing charges matching the description on the contract as well as include the chain of custody for each sample set in the invoice.
- 18) Invoices shall reflect the final cost per test matching contract line item and quantity for each and a minimum invoice charge should not be assessed.
- 19) The supplier shall offer an online portal to access a copy of each invoice, statement, and analytical report.
- 20) The supplier shall send invoices and all attached paperwork to:

Goods Procurement (AJT)
710 James Robertson Parkway 5th floor
Nashville, TN 37243.

Contact:

Craig Edwards | Assistant Director, Environmental Laboratories
Division of Laboratory Services
R.S. Gass Building
630 Hart Lane
Nashville, TN 37216
Phone: (615) 262-6345
Fax: (615) 262-6393
craig.edwards@tn.gov