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Dale Walker, Senior Operator and Lab Director

City of Olean Water Filtration Plant

January 5, 2010

To whom it may concern,

We are requesting quotes for drinking water and waste water testing services. A tentative sample schedule is attached with this letter covering the period of June 2010 through May 2011; this should only be considered an approximation of sample volumes and dates and may change. We will award the bid to the lowest TOTAL bid (the total bid based is on the attached sample volume), as long as the bidding laboratory agrees to meet the following requirements:

1. All testing must be done by ELAP approved laboratories.
2. The subcontracted lab shall provide us with all necessary sample containers containing the appropriate preservatives (as per ELAP and EPA requirements.) Extra sample bottles may also be requested for the facilities to have in stock for any situation that may require additional samples.
3. Sample pick-up from our facilities (water and waste water) is required of the subcontracted lab. These dates shall be pre-arranged by agreement of both parties. If additional samples are to be sent outside of the arranged dates, the subcontracted lab shall provide the City of Olean another method of sending the samples, such as through a shipping company (i.e. FedEx, UPS, etc.)
4. All QA/QC and other testing parameters as stated by the New York State Dept. of Health (ELAP), the New York State Dept. of Environmental Conservation (DEC), or EPA shall be followed.
5. Reports shall be submitted electronically in the form of a PDF (preferred), MS Word, or MS Excel file to the City of Olean and any other organization that the City of Olean requests such data be sent to.
6. The quote shall list prices for all individual test procedures, not just a lump sum quote. Lump sum quotes without an itemized list will not be accepted. Non-collusion statement must also be signed and attached to quote.
7. These individual quotes must be firm quotes for the period of June 2010 through May 2011. New quote requests will be sent out in the beginning of 2011.

The deadline for submitting quotes is **Monday, March 1, 2010**. We will make every effort to award the contract to the lowest bidder by March 15, 2010. Please feel free to call me with any questions.

Thank you for your time,

Dale Walker
Senior Operator, Olean Water Plant

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The City of Olean is an Equal Opportunity Provider and Employer.

Olean Water Testing Schedule		
Month	Parameter	# of Tests
Jun 2010	TTHM	2
	HAA5	2
Jul 2010	POC	4
	Total Chromium	1
	Nitrate	3
	Arsenic	1
Aug 2010	TTHM	10
	HAA5	10
	TOC	2
Sep 2010	POC	4
	Total Chromium	1
Oct 2010	TTHM	10
	HAA5	10
	TOC	2
Nov 2010	POC	4
	Total Chromium	1
Dec 2010	TTHM	2
	HAA5	2
Jan 2011	POC	5
	Total Chromium	1
	TTHM	8
	HAA5	8
	TOC	2
Feb 2011	<i>NONE</i>	0
Mar 2011	POC	4
	Total Chromium	1
Apr 2011	<i>NONE</i>	0
May 2011	POC	4
	Total Chromium	1
	TTHM	8
	HAA5	8
	TOC	2

Olean Waste Water Testing Schedule		
Month	Parameter	# of Tests
Jun 2010	TOC	1
	Metals – Cu, Cr, Zn	2
	<u>Lab Water Analysis</u> Water Suitability -Metals: Zn, Cd, Cr, Cu, Pb, Ni -Use Test	1
Jul 2010	TOC	1
	Metals – Cu, Cr, Zn	2
Aug 2010	TOC	1
	Metals – Cu, Cr, Zn	2
Sep 2010	TOC	1
	Metals – Cu, Cr, Zn	2
Oct 2010	TOC	1
	Metals – Cu, Cr, Zn	2
	Priority Pollutant Scan	2
Nov 2010	Metals – Cu, Cr, Zn	2
Dec 2010	Metals – Cu, Cr, Zn	2
Jan 2011	Metals – Cu, Cr, Zn	2
	Sludge Cake TCLP	1
Feb 2011	Metals – Cu, Cr, Zn	2
Mar 2011	Metals – Cu, Cr, Zn	2
Apr 2011	Metals – Cu, Cr, Zn	2
May 2011	Metals – Cu, Cr, Zn	2
	TOC	1

FORM OF PROPOSAL

DRINKING WATER AND WASTE WATER TESTING

The undersigned hereby proposes to supply testing services in accordance with NYS drinking water and waste water testing requirements and standards, along with those set forth by the City of Olean Water and Wastewater Divisions, as ordered for the period beginning June 1, 2010 to May 31, 2011, for the following tests at the indicated unit price bid, based on the estimated requirements shown.

TEST	<u>ESTIMATED REQUIREMENTS</u>	<u>UNIT BID PRICE PER TEST</u>	<u>EXTENSION</u>
TOTAL TRIHALOMETHANES ("TTHM")	40	\$ _____	\$ _____
HALOACETIC ACIDS ("HAA5")	40	\$ _____	\$ _____
PRINCIPAL ORGANIC CONTAMINANTS ("POC") INCLUDING VINYL CHLORIDE AND MTBE	25	\$ _____	\$ _____
ARSENIC	1	\$ _____	\$ _____
NITRATES	3	\$ _____	\$ _____
TOTAL CHROMIUM	6	\$ _____	\$ _____
TOTAL ORGANIC CARBON ("TOC")	14	\$ _____	\$ _____
LAB WATER ANALYSIS	1	\$ _____	\$ _____
METALS – Cu, Cr, Zn	24	\$ _____	\$ _____
PRIORITY POLLUTANT SCAN	2	\$ _____	\$ _____
SLUDGE CAKE TCLP	1	\$ _____	\$ _____
 TOTAL BID			 \$ _____

All tests are to be listed individually and the total price will be the basis of awarding the contract. These prices include sample bottle delivery and monthly sample pick up at the City of Olean Water Filtration Plant or Wastewater Plant. The schedule of sampling will be finalized with the winning bidder. Deadline for bids is **March 1, 2010**

All listed test parameters must have a bid price. Failure to provide a price for an individual test parameter will result in the City of Olean rejecting the bid.

**BID PROPOSAL FOR CITY OF OLEAN WATER DIVISION
DRINKING WATER AND WASTE WATER TESTING June 1, 2010 – MAY 31, 2011.**

AUTHORIZED SIGNATURE: _____

OFFICIAL TITLE _____

BIDDER'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

DATED: _____

NON-COLLUSIVE BIDDING CERTIFICATION

BY SUBMISSION OF THIS BID OR PROPOSAL, THE BIDDER CERTIFIES
THAT:

- [1] This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor.
- [2] This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor.
- [3] No attempt has been or will be made to include any other person, partnership or corporation to submit or not to submit a bid or proposal.
- [4] The person signing this bid or proposal certifies that he fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf,

BIDDER

BY: _____

DATED: _____