



## SMALL PROCUREMENT DOCUMENTS

for Construction Related Professional Services - RFP, Proposal & Award per  
AS 36.30.320 and 2 AAC 12.400

### PART A – REQUEST FOR PROPOSALS

NOTE: State Small Procurement Limit is \$200,000; FHWA/FAA/FTA Small Procurement Limit is \$150,000.

#### GENERAL INFORMATION

These documents consist of three parts (Part A - Request for Proposals; Part B - Proposal Form; Part C - Contract Award, Notice to Proceed & Invoice Summary), -- **plus the current edition dated January 2018 of the Standard Provisions Booklet** (DOT&PF Standard Provisions for Small Procurements of Construction Related Professional Services) that is hereby incorporated by reference. The Booklet will not

be distributed with any of the three parts; however, a copy may be obtained on our website at the following link: <http://www.dot.state.ak.us/procurement>. The Booklet contains copies of the Small Procurements Procedure (Chapter 2 of the PSA Manual), Appendix A (General Conditions), Appendix C (Compensation), Exhibit C-1 (Methods of Payment), Appendix D (Indemnification and Insurance), and Appendix E (Certificate of Compliance).

Project Title: PFAS Drinking Water Sampling Project FY22		Contracting Agency:	
Project Number(s): AKMVA22053 <b>RFP No. 09-22-053</b>		State of Alaska Department of Military and Veterans Affairs, FMO P.O. Box 5169 JBER, AK 99505	
Project Site (City, Village, etc.) Statewide			
Agency Contact: Greg Walker		Phone: 907-428-7693	Email: greg.walker@alaska.gov
Estimated Amount of Proposed Contract:		<input type="checkbox"/> less than \$50,000 <input checked="" type="checkbox"/> \$50,000 to \$100,000 <input type="checkbox"/> \$100,000 to \$150,000 <input type="checkbox"/> \$150,000 to \$200,000	
Funding Source (check all that apply): <input type="checkbox"/> State <input type="checkbox"/> FHWA <input type="checkbox"/> FAA <input type="checkbox"/> FTA <input checked="" type="checkbox"/> Other:			
<p>REQUIRED SERVICES: <input checked="" type="checkbox"/> are described in the enclosure consisting of 30 pages, dated OR: <input type="checkbox"/> are described as follows:</p> <p><b>Note to Proposers:</b> Any proposer listing as a member of their team a current public officer or a former public officer who has left State service within the past two (2) years must submit a sworn statement from that individual that the Alaska Executive Branch Ethics Act does not prohibit his or her participation in this project. If a proposer fails to submit a required statement, the proposal may be deemed nonresponsive or nonresponsible, and rejected, depending upon the materiality of the individual's proposed position.</p> <p>If required, submit the attached Former Employee's Certification of Eligibility (Form 25A270). The page limit noted below does not include this form.</p> <p><b>Note:</b> Offerors shall carefully review this solicitation for defects and questionable or objectionable material. Comments concerning defects and objectionable material must be made in writing and received by the purchasing authority before proposal due date. This will allow issuance of any necessary addenda. It will also help prevent the opening of a defective solicitation and exposure of Offeror's proposals upon which award could not be made. Protests based upon any omission, error, or the content of the solicitation will be disallowed if not made in writing before the proposal due date.</p>			
PERIOD OF PERFORMANCE:		Begin: October 1, 2022	End: August 30, 2023

#### PROPOSAL FORMAT

Written proposals to provide the required services shall consist of the enclosed "Part B - Proposal Form", completed as indicated, plus a **letter not to exceed five (8.5" x 11") pages**. If a Price Estimate

is required, the page limit does not include the Price Estimate. Proposals that exceed the page limit may be disqualified. Proposals may be sent by fax or electronically as indicated on page 2, or hand delivered to the Contracting Agency.

## PRICE AND METHOD OF PAYMENT

☐ **A Price Estimate is NOT required with your proposal.** The selected Offeror shall submit a Price Estimate within **one** business day following a request from the Contracting Agency.

☒ **A Price Estimate is required with your proposal.**

A Price Estimate shall include all tasks to perform the contract and be prepared in the format shown below. Note that a Price Estimate is not a bid. It is a negotiable offer. A Fixed Price contract is desirable; however, a Cost Reimbursement contract may result if a Fixed Price cannot be negotiated.

### PRICE ESTIMATE FORMAT (if required per above)

1. \* Direct Costs of Direct Labor (DCDL). Provide a table with the following columns (Names required only for key staff and persons "in-responsible-charge"):  

Job Classification	Name	Total Hours	Rate (\$/hr) *	Estimated Cost (\$)	Total DCDL \$
--------------------	------	-------------	----------------	---------------------	---------------
  2. \* Indirect Costs (IDC). IDC Rate: \_\_\_\_%      Total IDC \$
  3. Subcontracts. List each, the amount for each and **attach an estimate in this format for each.** Total Subcontracts \$
  4. Expenses. (Equipment, transportation, food and lodging, reproduction, etc. - if not included in Indirect Costs.) Amounts shall be based on actual cost to the Offeror, without any profit or other markup. Provide a table with the following columns:  

Item	Quantity	Cost (\$/Unit)	Estimated Cost (\$)	Total Expenses \$
------	----------	----------------	---------------------	-------------------
  5. \* Total Estimated Cost. Sum of DCDL + IDC + Subcontracts + Expenses. Total Cost \$
  6. \* Proposed Fee. List a proposed **amount** (not a percentage) for profit. Fee \$
  7. Total Estimated Price. Sum of Total Estimated Cost plus Proposed Fee. Total Price \$
- \* Sole proprietorships and small firms that do not maintain an accounting system that separately identifies costs for "payroll" benefits and overhead, for routine allocation of such costs to jobs, may omit items 2, 5, & 6 if the Rates (\$/hr) in Item 1 are proposed as Billing Rates (DCDL + IDC + FEE). **Firms that routinely allocate Indirect Costs to projects may not use Billing Rates for this estimate.**

### SUBMITTAL DEADLINE AND LOCATION

DATE: **5 Sept 2022**

PREVAILING TIME: **AKDT 1:00 PM** FAX OR EMAIL:  
**greg.walker@alaska.gov**

Hand deliver proposal directly to following location, and person, if named; or email to address above:

Attn: Greg Walker  
57024 Roosevelt Road  
JBER, AK 99505  
(907) 428-7693

Late proposals will not be considered. **Offerors** are responsible to assure timely delivery and receipt and **are encouraged to respond at least four business hours prior to the above deadline.** Any addendum issued less than 24 hours prior to a Deadline will extend that Deadline by a minimum of an additional 24 hours. The Contracting Agency shall not be responsible for any communication equipment failures or congestion and will not extend the deadline for any proposals not received in their entirety prior to the deadline. Except for hand delivered proposals, confirmation of receipt by telephone or other means four hours or less prior to deadline will **not** be provided. (An out-of-town/state Offeror may also electronically transmit their proposal to a local personal representative who may reproduce a copy of it and deliver it "in person" to the submittal location prior to the deadline.)

### BASIS OF SELECTION

This solicitation does not guarantee that a contract will be awarded. All proposals may be summarily rejected. Our intent, however, is to select a Contractor based on the following criteria:

- 1) Demonstrated comprehension of required services and proposed strategy for performance.
- 2) Relevant experience and credentials of proposed personnel including any subcontractors.
- 3) Reasonableness of proposed schedule for performance.
- 4) Price Estimate (**if** required with proposal).
- 5) Other (specify):

Proposals will be evaluated per Chapter 2 of the DOT&PF PSA Manual.

END OF PART A



Alaska Department of Military and Veterans Affairs

## SMALL PROCUREMENT DOCUMENTS PART B - PROPOSAL FORM

**THIS COMPLETED FORM MUST BE THE FIRST PAGE. NO OTHER COVER SHALL BE USED.**

Project Title: PFAS DRINKING WATER SAMPLING PROJECT FY22  
RFP No.: 09-22-053

### PROPOSAL REQUIREMENTS

Proposals shall demonstrate comprehension of the objectives and services for the proposed contract; include a brief overview of what will be done; and show a sequence and schedule for each important task. Assumptions made in formulation of the proposal and the support expected from the Contracting Agency shall be defined. The key individuals who will perform services shall be named (including all who would be "in responsible charge" (Ref: AS 08.48) for Architecture, Engineering, Land Surveying and/or Landscape Architecture with their Alaska

registration number). Include a brief – about one paragraph – statement for each person named that describes **experience directly related** to the service(s) they will perform. Proposed subcontracts, if any, shall be explained. Resources; e.g., support personnel, facilities, equipment, current and projected workload could be summarized. Any **unique** qualifications or knowledge of the project, project area, or services to be provided, should be identified.

### ALASKA STATUTORY PREFERENCES

☐ are ☒ are not applicable to this contract.

If applicable, check those preferences that you (Offeror) claim.

☐ Alaska Bidder (Offeror) **AND>>** ☐ Veterans **AND >>** ☐ Employment Program **OR** ☐ Disabled Persons  
2 AAC 12.260(d) AS 36.30.175 **if applicable** AS 36.30.170(c) AS 36.30.170 (e & f)  
Invalid claim(s) will result in the Offeror's disqualification for contract award.

### PROPOSAL

The undersigned has reviewed Part A – RFP of these documents, understands the instructions, terms, conditions, and requirements contained therein and in the Standard Provisions Booklet, and proposes to provide the required services described in Part A in accordance with the attached letter which constitutes our proposal to complete the project.

By my initials below, I certify that the Offeror and all Subcontractors identified in the Proposal shall comply with all requirements for the following items as explained in the Standard Provisions Booklet:

- [ ] Certification of Compliance (Alaska Licenses and Registrations, and Certifications).
- [ ] Insurance, including Workers' Compensation, Comprehensive or Commercial General Liability, and Comprehensive Automobile Liability.
- [ ] Professional Liability Insurance as follows:
  - ☐ As available.
  - ☒ Minimum of \$300,000.
  - ☐ Minimum of \$500,000.
- [ ] Certification for Federal-Aid Contracts Exceeding \$100,000 (DOT&PF Form 25A262 Appendix A, General Conditions)

For Small Procurements over \$50,000, by signature on this form, the Offeror certifies that all services provided under this contract by the Contractor and all Subcontractors shall be performed in the United States. If the offeror cannot certify that all work is being performed in the United States, the Offeror must contact the Contracts Officer to request a waiver at least 24 hours prior to proposal deadline. The Offeror must provide with their submission a detailed description of the portion of work being performed outside the United States, where, by whom, and the reason the waiver is necessary. Failure to comply with

this requirement may cause the state to reject the proposal as non-responsive, or cancel the contract.

I further certify that I am a duly authorized representative of the Offeror; that this Proposal accurately represents capabilities of the Offeror and Subcontractors identified for providing the services indicated. I understand that these Certifications are material representations of fact upon which reliance will be placed if this contract is awarded and that failure to comply with these Certifications is a fraudulent act. The Contracting Agency is hereby authorized to request any entity identified in this proposal to furnish information deemed necessary to verify the reputation and capabilities of the Offeror and Subcontractors. This proposal is valid for at least ninety (90) days.

Signature **and Date**

Name.....:  
Title.....:  
Offeror (Firm).....:  
Street or PO Box.....:  
City, State, Zip.....:  
Telephone - Voice.....:  
Telephone - Fax.....:  
Email.....:

Federal Tax Identification No. ....:

Type of Firm (Check one of the following):

- ☐ Individual ☐ Partnership  
☐ Corporation in state of.....:  
☐ Other (specify) .....

END OF PART B

**Former Employee's Certification of Eligibility  
Under the Alaska Executive Branch Ethics Act  
(AS 39.52.140, AS 39.52.180)**

I am a former employee of the State of Alaska and left state service within the last two years. My last position with the state was [job title] with the [name of state agency and administrative unit]. I propose to work on [describe state contract or other matter] on behalf of [name of current employer]. This work will not involve any matter (a) that was under consideration by the state administrative unit that I served, and (b) in which I participated personally and substantially during my state service through the exercise of official action ("official action" means a recommendation, decision, approval, disapproval, vote, or other similar action or inaction). I am therefore eligible to participate in this [contract or matter] under the Alaska Executive Branch Ethics Act. I also understand that as a former public officer I may not disclose or use information acquired in the course of my official duties that could in any way result in a benefit to me or my family, if the information has not been disseminated to the public, or that is confidential by law, without appropriate authorization.

I certify under penalty of perjury that the foregoing is true.

Dated: \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_, Alaska.

[name of former state employee]

STATE OF ALASKA )  
 ) ss.  
\_\_\_\_\_) JUDICIAL DISTRICT )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, [*name of former state employee*], whom I know to be the individual described in and who executed this certification, personally appeared before me and acknowledged that [s]he signed the certification as [*her or his*] free and voluntary act.

IN WITNESS WHEREOF, I have placed my signature and affixed my official seal.

Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

*If no notary or other official (judge, magistrate, U.S. postmaster or municipal clerk) is available, omit the notary certificate and include the following statement in the text: A notary or other official empowered to administer oaths is unavailable.*

# STATEMENT OF SERVICES

## APPENDIX B

<p><b>RFP No: 09-22-053</b> <b>Project No: AKMVA22053</b> <b>Date Prepared: 15-AUG-2022</b></p>
---

### STATEMENT OF WORK FOR DRINKING WATER SYSTEM SAMPLING FOR PERFLUOROOCTANE SULFONATE (PFOS) AND PERFLUOROOCTANOIC ACID (PFOA) ALASKA ARMY NATIONAL GUARD

**PURPOSE:** The Department of Military and Veterans' Affairs (DMVA), Division of Facilities Management (FMO) is soliciting proposals to perform sampling of the drinking water system at all outstanding Alaska Army National Guard (AKARNG) facilities that provide drinking water on site. The drinking water system shall be assessed for the presence of per- and polyfluoroalkyl substances (PFAS) using Environmental Protection Agency (EPA) Method 537.1.

**BACKGROUND:** In May 2016, the Environmental Protection Agency (EPA) released a drinking water Lifetime Health Advisory (LHA) of 70 parts per trillion (ppt or ng/L) for PFOS and PFOA. As a result, the Department of the Army required all Department of Defense (DoD) owned and operated water systems to test for PFOS and PFOA. All Army National Guard (ARNG) owned and operated drinking water systems were tested for PFOS and PFOA under a central sampling contract; Alcantra was sampled in October 2020. The analytical results reported that no concentrations of PFOS and PFOA were detected above the limit of detection or the EPA LHA of 70 ng/L; this report shall be made available to the winning bidder, should it be requested.

On July 23, 2020, the Department of Defense (DoD) issued a Policy on monitoring for per- and polyfluoroalkyl substances (PFAS) at military installations where drinking water is provided by a non-DoD purveyor (i.e. a DW system that supplies water to an Army installation, but is not owned by the Army). If the non-DoD purveyor has not sampled the drinking water for PFAS in the last three years OR has reported results above the minimum reporting limit (MRL) over a year prior, AND will not sample for PFAS within 90 days of the installation's request, the AKARNG installation must conduct sampling of its finished water.

In accordance with the ARNG-established supplemental monitoring schedule, 15 active ARNG-owned facilities across Alaska must be sampled for PFAS to establish a monitoring baseline. (Site details are available in Attachment A).

**SCOPE OF WORK:** The Contractor shall be required to provide all labor, facilities, equipment, materials, transportation, and supplies necessary to perform drinking water system sampling at the 15 facilities listed in Attachment A.

**PERIOD OF PERFORMANCE:** The sampling event must begin by October 1, 2022. The remainder of work must be substantially complete by August 30, 2023.

**REGULATORY COMPLIANCE:** The Contractor shall comply with all federal, state, and local environmental and safety regulations and ensure compliance of subcontractors with these requirements throughout the performance of the contract. These regulations include, but are not limited to, the following:

29 CFR 1910 - Occupational Safety and Health Standards

Safe Drinking Water Act

18 AAC 80 - Drinking Water

Army Regulation (AR) 200-1 - Environmental Protection and Enhancement

**PERSONNEL:** The Contractor shall be responsible for the quality of work performed by all employees as well as subcontractors and shall ensure adequate resources are provided for field activities. The Contractor must submit a description of project staffing, to include qualifications; qualified samplers and competent personnel shall perform all work. Contractors must provide documentation that personnel designated to perform sampling have had no less than two years of experience conducting drinking water system sampling, and experience working on at least three similar projects/sampling events.

During the performance of this contract, no contact with ADEC, EPA, other regulatory entities, or the press will be made by the Contractor, their representatives, staff/employees, or subcontracted persons without the prior consent of and coordination with the DMVA-FMO Project Manager.

**TASKS:** The Contractor shall be required to provide all labor, facilities, equipment, materials, transportation, and supplies necessary to perform logistical planning, mobilization/demobilization of equipment and personnel to the site, sampling, sample analysis, and complete a final report summarizing the sample results.

## **TASK A**

**SCHEDULING AND WORK PLAN:** Within five (5) working days of Notification To Proceed, the Contractor shall submit to the DMVA-FMO Project Manager a Project Schedule. The schedule shall include a timeline chart of activities showing project tasks, field site activities, a description of project staffing and responsibilities, appropriate milestones, identification of decision points, deliverable dates, review times, and key schedule responsibilities. If, for any reason, the schedule is changed or modified, the Contractor shall provide an amended schedule as soon as possible. Amended schedules shall not be permitted to affect previously scheduled milestones that were to occur within five (5) working days of an amended schedule submission date. Schedule

revisions shall not be effective until approved by the DMVA-FMO Project Manager. The Contractor shall develop a Work Plan (WP) in accordance with applicable regulatory requirements. The WP shall satisfy all regulatory requirements for site-specific "WPs". The Contractor will have the plan approved by the DMVA-FMO Project Manager prior to execution. The Contractor shall allow DMVA-FMO 30 days for their respective review periods. The WP shall include (at a minimum) the following plans:

*i. Sampling and Analysis Plan:* The Sampling and Analysis Plan (SAP) shall detail the proposed methods and means for sampling the site. The SAP shall identify methods for sampling location selection, documentation, analytical methods, sample containers and management, sampling equipment, decontamination procedures, and management of investigative derived wastes. All work shall be conducted in accordance with applicable regulations and guidance. The SAP may incorporate elements of the Quality Assurance Project Plan (QAPP) by reference to identify methods and management practices to be used during data gathering activities. The Contractor shall obtain all required access rights and permits for the completion of the site activities prior to submission of the final planning document.

*ii. Quality Assurance Project Plan:* The Quality Assurance Project Plan shall describe the management policies, objectives, principles, organizational authority, responsibilities, accountability, and implementation plan of the Contractor for ensuring performance quality. The QAPP shall include a description of the reporting, monitoring, and corrective action processes to be used during work performance.

*iii. Health and Safety Plan:* A Health and Safety Plan shall be developed to include all administrative and procedural requirements for Contractor employees while involved in the performance of all aspects of this activity. Details shall be made site-specific and include local emergency contacts.

## **TASK B**

**SAMPLING:** The Contractor shall perform sampling for the specified drinking water systems in accordance with the QAPP/Sampling Plan developed for this Subtask. Sampling methods and sample management shall comply with all applicable regulatory requirements and laboratory requirements. Drinking water analysis for PFAS shall only be performed using DoD Environmental Laboratory Accreditation Program (ELAP) accredited laboratories and shall use EPA Method 537, Rev. 1.1. EPA Method 537, Rev. 1.1 currently includes 14 analytes. The DoD ELAP accredited lab database can be found at <https://denix.osd.mil/edqw/accreditation/accreditedlabs/>. Sufficient numbers of quality control samples shall be analyzed to comply with regulatory requirements and guidance. Attachment B is a list of DoD labs accredited to perform EPA 537.1 for drinking water. Attachment C is a PFAS Sampling Factsheet. Attachment D is the Supplemental Drinking Water Management Guidance for Per- and



Polyfluoroalkyl Substances at Army National Guard Facilities which details further sampling instructions for DoD facilities.

### **TASK C**

**FINAL REPORT:** Following the completion of all field activities and receipt of analytical results, the Contractor shall complete and submit a transmittal letter and Final Report via e-mail to the DMVA-FMO Project Manager for review and approval. The Final Report shall detail the site conditions, contracted activities, analytical results, and conclusions for this contract. The Final Report shall include all field notes, all manifests, and photographs documenting sampling of the site and all other field activities performed.

**DELIVERABLES:** The Contractor shall be required to meet suspense dates established in the Project Schedule, as approved by DMVA-FMO. All sheets and covers of all draft plans and reports shall bear a "DRAFT" watermark.

- a. **Project Schedule.** As described in Task A; electronic deliverable.
- b. **Work Plan.** As described in Task A; electronic deliverable.
- c. **Daily Reports.** During the course of sampling activities, the Contractor shall submit to the DMVA-FMO Project Manager daily reports via e-mail or phone call, detailing work accomplished.
- d. **Final Report.** As described in Task C; electronic deliverable.

**All information, reports, pictures, maps and drawings shall become the sole property of the AKARNG.**

### **POINT OF CONTACT:**

a. DMVA-FMO Project Manager:  
Nicole Warner  
907-428-7151 (office)  
[Nicole.warner@alaska.gov](mailto:Nicole.warner@alaska.gov)

b. DMVA-FMO Alternate Project Manager:  
Alyssa Murphy  
907-428-7176  
[Alyssa.murphy@alaska.gov](mailto:Alyssa.murphy@alaska.gov)

### **ENCLOSURES:**

1. Attachment A: AKARNG Facilities To Be Sampled
2. Attachment B: [DoD ELAP Accredited Labs](#)
3. Attachment C: [PFAS Sampling Fact Sheet](#)
4. Attachment D: Supplemental Drinking Water Management Guidance for Per- and Polyfluoroalkyl Substances at Army National Guard Facilities

# ATTACHMENT A

## AKARNG PFAS Drinking Water Sites To Be Sampled

Site	Purveyor
Alcantra Armory	DOD
Bethel Readiness Center	non-DOD
Juneau Armory/FMS	non-DOD
Kenai Armory	non-DOD
Kodiak Armory	non-DOD
Kotzebue Armory	non-DOD
Kwethluk Armory	non-DOD
Nome Armory	non-DOD
Sitka Armory	non-DOD
Valdez Armory	non-DOD
St Marys Armory	non-DOD
Fairbanks	non-DOD

## ATTACHEMENT B

### DoD ELAP Accredited Labs

#### ALS Environmental - Kelso

*Kelso, WA*

**Contact:** Kurt Clarkson

**Email:** [kurt.clarkson@alsglobal.com](mailto:kurt.clarkson@alsglobal.com)

**Phone:** 360-577-7222

**Website:** <http://www.alsglobal.com>

**Accreditation Body Website:** <http://www.pjlabs.com>

**Accredited From:** 07/19/2011 **To:** 07/13/2024

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: ALS Environmental - Kelso

#### APPL, Inc

*Clovis, CA*

**Contact:** Paula McCartney

**Email:** [pmccartney@applinc.com](mailto:pmccartney@applinc.com)

**Phone:** 559-275-2175

**Website:** <http://www.applinc.com>

**Accreditation Body Website:** <http://www.a2la.org>

**Accredited From:** 05/13/2013 **To:** 06/30/2023

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: APPL, Inc

**Alpha Analytical - Mansfield, MA***Mansfield, MA***Contact:** James Todaro**Email:** [jtodaro@alphalab.com](mailto:jtodaro@alphalab.com)**Phone:** 508-898-9220**Website:** <http://www.alphalab.com>**Accreditation Body Website:** <http://www.anab.org>**Accredited From:** 05/30/2017 **To:** 05/30/2023

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: Alpha Analytical - Mansfield, MA

**American Analytics, Inc.***Chatsworth, CA***Contact:** George Havalias**Email:** [george.havalias@americananalytics.com](mailto:george.havalias@americananalytics.com)**Phone:** 818-998-5547**Website:** [www.americananalytics.com](http://www.americananalytics.com)**Accreditation Body Website:** <http://www.pjlabs.com>**Accredited From:** 01/06/2021 **To:** 02/28/2023

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: American Analytics, Inc.

**Babcock Laboratories, Inc.***Riverside, CA*

**Contact:** Stacey Fry

**Email:** [sfry@babcocklabs.com](mailto:sfry@babcocklabs.com)

**Phone:** 951-653-3351

**Website:** <http://babcocklabs.com>

**Accreditation Body Website:** <http://www.anab.org>

**Accredited From:** 12/04/2019 **To:** 12/04/2023

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: Babcock Laboratories, Inc.

## **Battelle**

*Norwell, MA*

**Contact:** Jonathan Thorn

**Email:** [thornj@battelle.org](mailto:thornj@battelle.org)

**Phone:** 781-681-5565

**Website:** <http://www.battelle.org>

**Accreditation Body Website:** [www.pjlabs.com](http://www.pjlabs.com)

**Accredited From:** 12/26/2018 **To:** 03/31/2023

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: Battelle

## **Bureau Veritas Canada Inc.**

*Mississauga:Canada, OS*

**Contact:** Salima Haniff

**Email:** [Salima.Haniff@bvlabs.com](mailto:Salima.Haniff@bvlabs.com)

Phone: 905-817-5700

Website: <http://www.bvlabs.com>

Accreditation Body Website: <http://www.pjlabs.com>

Accredited From: 09/29/2011 To: 07/31/2023

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Bureau Veritas Canada Inc.	

### Energy Laboratories, Inc.

*Billings, MT*

Contact: Leigh Ann Wise

Email: [lwise@energylab.com](mailto:lwise@energylab.com)

Phone: 406-252-6325

Website: <http://www.energylab.com>

Accreditation Body Website: <http://www.anab.org>

Accredited From: 05/31/2018 To: 05/31/2024

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Energy Laboratories, Inc.	

### Enthalpy Analytical, LLC - Wilmington

*Wilmington, NC*

Contact: Juanica Thomas

Email: [juanica.thomas@enthalpy.com](mailto:juanica.thomas@enthalpy.com)

Phone: 919-850-4392

Website: <http://www.enthalpy.com>

Accreditation Body Website: <http://www.anab.org>

Accredited From: 01/15/2020 To: 01/15/2024

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Enthalpy Analytical, LLC - Wilmington	

### **Eurofins Lancaster Laboratories Environmental**

*Lancaster, PA*

Contact: Dorothy Love

Email: [dorothylove@eurofinsus.com](mailto:dorothylove@eurofinsus.com)

Phone: 717 556 7327

Website: <http://www.eurofinsus.com/environment-testing/laboratories/eurofins-lancaster-laboratories-environmental/>

Accreditation Body Website: <http://www.a2la.org>

Accredited From: 02/27/2017 To: 11/30/2022

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Eurofins Lancaster Laboratories Environmental	

### **Eurofins Sacramento**

*West Sacramento, CA*

Contact: Lisa Stafford

Email: [lisa.stafford@et.eurofinsus.com](mailto:lisa.stafford@et.eurofinsus.com)

Phone: 916-373-5600

Website: <http://www.eurofinsus.com>

Accreditation Body Website: <http://www.anab.org>

Accredited From: 01/20/2017 To: 01/20/2024

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: Eurofins Sacramento

## GEL Laboratories, LLC

*Charleston, SC*

**Contact:** Robert Pullano

**Email:** [rlp@gel.com](mailto:rlp@gel.com)

**Phone:** 843-556-8171

**Website:** <http://www.gel.com>

**Accreditation Body Website:** <http://www.a2la.org>

**Accredited From:** 08/23/2011 **To:** 06/30/2023

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: GEL Laboratories, LLC

## McCampbell Analytical, Inc.

*Pittsburg, CA*

**Contact:** Theresa Johnson

**Email:** [theresa.johnson@mccampbell.com](mailto:theresa.johnson@mccampbell.com)

**Phone:** 925-252-9262

**Website:** <http://www.mccampbell.com/>

**Accreditation Body Website:** <http://www.pjlabs.com>

**Accredited From:** 02/01/2021 **To:** 03/31/2023

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1



Returned Results: 1

Lab Name: McCampbell Analytical, Inc.

### Merit Laboratories, Inc.

*East Lansing, MI*

**Contact:** Maya Murshak

**Email:** [mayamurshak@meritlabs.com](mailto:mayamurshak@meritlabs.com)

**Phone:** 517-332-0167

**Website:** <http://www.meritlabs.com>

**Accreditation Body Website:** <http://www.pjlabs.com>

**Accredited From:** 08/31/2018 **To:** 12/31/2022

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Merit Laboratories, Inc.	

### Pace Analytical - Gulf Coast

*Baton Rouge, LA*

**Contact:** Jacqueline Bendolph

**Email:** [jackie.bendolph@pacelabs.com](mailto:jackie.bendolph@pacelabs.com)

**Phone:** 504-305-3619

**Website:** <http://www.pacelabs.com>

**Accreditation Body Website:** <http://www.a2la.org>

**Accredited From:** 08/13/2021 **To:** 08/31/2022

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Pace Analytical - Gulf Coast	

## **Pace Analytical - South Carolina**

*West Columbia, SC*

**Contact:** Kelly Nance

**Email:** [knance@shealylab.com](mailto:knance@shealylab.com)

**Phone:** 803-227-2702

**Website:** <http://www.pacelabs.com>

**Accreditation Body Website:** <http://www.anab.org>

**Accredited From:** 11/18/2009 **To:** 11/18/2024

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Pace Analytical - South Carolina	

## **RTI Laboratories**

*Livonia, MI*

**Contact:** Yemane Yohannes

**Email:** [yyohannes@rtilab.com](mailto:yyohannes@rtilab.com)

**Phone:** 734 422 8000 x215

**Website:** <http://www.rtilab.com>

**Accreditation Body Website:** <http://www.a2la.org>

**Accredited From:** 04/06/2010 **To:** 10/31/2022

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: RTI Laboratories	

## **SGS North America Inc. - Orlando**

*Orlando, FL*

**Contact:** Svetlana Izosimova

**Email:** [svetlana.izosimova@sgs.com](mailto:svetlana.izosimova@sgs.com)

**Phone:** 407-425-6700

**Website:** <http://www.sgs.com>

**Accreditation Body Website:** <http://www.anab.org>

**Accredited From:** 12/15/2009 **To:** 12/15/2024

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: SGS North America Inc. - Orlando	

### **Vista Analytical Laboratory**

*El Dorado Hills, CA*

**Contact:** Bahar Amiri

**Email:** [bamiri@vista-analytical.com](mailto:bamiri@vista-analytical.com)

**Phone:** 916-673-1520

**Website:** <http://www.vista-analytical.com>

**Accreditation Body Website:** <http://www.a2la.org>

**Accredited From:** 07/05/2017 **To:** 09/30/2023

---

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1		Lab Name: Vista Analytical Laboratory	

### **Weck Laboratories, Inc**

*City of Industry, CA*

**Contact:** Alan Ching

**Email:** [alan.ching@wecklabs.com](mailto:alan.ching@wecklabs.com)

**Phone:** (626) 336-2139

Website: <http://www.wecklabs.com>

Accreditation Body Website: <http://www.anab.org>

Accredited From: 07/01/2020 To: 09/22/2023

	Matrix	Subfield	Method
1	Drinking Water	Organic	EPA 537.1
Returned Results: 1			Lab Name: Weck Laboratories, Inc

## ATTACHMENT C

### PFAS Sampling Fact Sheet

#### What type of samples does this guidance apply to?

This guidance applies to any sample taken for the analysis of per- and poly-fluoroalkyl substances (PFAS). This guidance is applicable to any liquid, soil, sediment, and tissue matrix.

#### Why do we need special sampling guidance for this?

PFAS are a class of manufactured compounds that are extensively used to make everyday items more resistant to stains, grease, and water. These chemicals have been used in a variety of industrial, commercial and consumer products. Some of these products could be present and/or used during a routine sampling event, such as plastic bags and bottles, waterproof clothing, detergents, and waterproof pens and paper. Because the EPA has established health advisory levels that are very low concentrations (70 parts per trillion) for two PFAS, perfluorooctanoic acid (PFOA) and perfluorooctane sulfonate (PFOS), the use of these products could possibly contaminate the samples during sample collection. This includes what is used to prepare the sampling site, what is used to

collect the sample, what is used to clean the sampling equipment, what the sample is collected in, and how the sample is shipped. This guidance will provide steps to take to help you avoid these potential sources of contamination.

### **What type of bottle do I need to collect my sample in?**

All samples to be analyzed for PFAS must be collected in a high density polyethylene (HDPE) container with an unlined plastic screw cap, except as stated below for drinking water samples by Method 537 for the method specified short list of PFAS. Polypropylene bottles may be used in this instance only.

### **Why can't we use the polypropylene bottles that are recommended in the drinking water method (EPA Method 537)?**

EPA Method 537 is used for the analysis of a short list of PFAS. Polypropylene bottles can be used for this short list of analytes by this method. While some of these analytes do adsorb onto the polypropylene container, their adsorption is reversed by the rinsing of the sample bottle, which is required by the method. Other analytes have not been studied and other methods do not require the sample bottle to be rinsed. Therefore, as a precaution, use of HDPE bottles for all other PFAS sample collection is required.

### **What do we need to avoid using during sampling events?**

Below is a general list of prohibited materials. Specific guidelines are determined based on project requirements.

<b>PROHIBITED Materials and Equipment</b>
Teflon®-containing materials, when possible, should be avoided (e.g., tubing, bailers, tape, and plumbing paste). In cases where Teflon®-containing materials are unavoidable, ensure adequate purging is performed prior to sampling (e.g., in-well pumps) and/or rinse blanks are collected prior to sampling.
LDPE or polypropylene containing materials (e.g., bags or containers used to transport samples)
Paper products such as waterproof field books, plastic clipboards, binders, spiral hard cover notebooks, sticky notes or glue materials
Markers
Chemical (blue) ice packs
Decontamination soaps containing fluoro-surfactants such as Decon 90
Water that is not verified to be "PFAS-free" to be used for trip and decontamination blanks and decontamination processes
Water resistant, waterproof, stain-treated clothing or shoes including Gore-Tex™ and Tyvek® materials

### **Is there anything else I should consider as a potential source of contamination?**

Yes. There is some documentation that indicates that some personal care products, as well as food and drinks, may introduce additional ways your sample may get contaminated. Therefore, these additional precautions should be taken:

- Field personnel should not use cosmetics, moisturizers, hand cream, or other related products.
- Many manufactured sunblock and insect repellents contain PFAS and should not be used.
- No food or drink shall be brought on-site, with the exception of bottled water and hydration drinks.

**What can we use for our sampling event instead?**

Below is a general list of recommended materials. Specific guidelines are determined based on project requirements.

<b>Recommended Materials and Equipment</b>
HDPE and silicon Materials include: tubing, bailers, tape, plumbing paste
Acetate liners for direct push technologies
Nitrile gloves – change often
Loose paper with Masonite or aluminum clipboards
Pens
Bags of ice
Alconox <sup>®</sup> or Liquinox <sup>®</sup>
Laboratory supplied and verified “PFAS-free” water to be used for trip and decontamination blanks and decontamination processes
Cotton construction is recommended for field clothing and should be laundered a minimum of 6 times from time of purchase due to possible PFAS related treatments. Fabric softener must be avoided. Rain gear should be made from polyurethane and wax-coated materials.

**ATTACHMENT D****Supplemental Drinking Water Management Guidance for Per- and Polyfluoroalkyl Substances at Army National Guard Facilities***References:*

- a. ODCS, G-9 (DAIM-IS) memorandum (Department of Army Guidance to Address Perfluorooctane Sulfonate (PFOS) and Perfluorooctanoic Acid (PFOA) Contamination), 29 August 2016
- b. EDQW Factsheet (Bottle Selection and other Sampling Considerations When Sampling for Per- and Poly-Fluoroalkyl Substances (PFAS)), July 2017

c. ASD(S) memorandum (Per-and Polyfluoroalkyl Substances Sampling of Department of Defense Drinking Water Systems), 2 March 2020

d. ASD(S) memorandum (Monitoring of Per- and Polyfluoroalkyl Substances Sampling for Installations with Non-Department of Defense Drinking Water Systems), 23 July 2020

e. ASD(S) memorandum (Guidance for Agreements to Share Monitoring Data Related to Per- and Polyfluoroalkyl Substances and Other Emerging Contaminants of Concern), 18 September 2020

f. ODCS, G-9 (DAIN-ISE) memorandum (Supplemental Drinking Water Management Guidance for Per- and Polyfluoroalkyl Substances at US Army Installations.), 10 December 2020

*Drinking Water Monitoring Data Management and Sharing:*

ARNG Web Compliance Assistance and Sustainment System (WEBCASS)-Compliance Site Inventory (CSI) and the Defense Occupational and Environmental Health Readiness System-Environmental Hygiene (DOEHRS-EH) will be used for Per- and Polyfluoroalkyl Substances (PFAS) drinking water monitoring data management.

WEBCASS-CSI is the primary tool to track and manage periodic PFAS monitoring requirements and the Non Department of Defense Water Purveyor data call. DOEHRSEH is the system of record to document ARNG PFAS drinking water laboratory results.

All analytical results are required to be submitted by electronic submission, in accordance with WEBCASS-CSI and DOEHRSEH reporting requirements and deadlines. At least once per year, the ARNG G-9 Compliance and Technology branch (ARNG-IES-T) will conduct an assessment of the drinking water data in DOEHRSEH for completeness and accuracy. All errors identified must be corrected by the ARNG facility environmental staff within 30 days of being notified of an error. DOEHRSEH and periodic monitoring program deficiencies not in compliance, may be documented as a finding in WEBCASS-Environmental Performance Assessment System (EPAS).

ARNG owned and operated water systems required to establish a periodic PFAS monitoring program will document the most recent sample date, sampling schedule, and the status of DOEHRSEH being updated with the most recent sample results in the WEBCASS-CSI data form "Perfluorooctanoic Acid (PFOA) Perfluorooctane Sulfonate (PFOS) Sampling Requirements" within 14 days of receipt of the final laboratory report.

If PFAS levels increase during the monitoring period, the facility should immediately, but not later than 24 hours report the change monitoring frequency to the ARNG G-9 (ARNG-IES-T).

ARNG facilities where the ARNG is not the water purveyor (i.e., a drinking water system that supplies water to an ARNG facility, but it is not owned by the ARNG), will request the most recent finished drinking water PFAS sampling result from the purveyor.<sup>1</sup> The ARNG water systems that receives drinking water data from a Non-DoD purveyor will document the water system name, most recent sample date, result, and organization that collected the sample (e.g., ARNG, water purveyor, and not sampled etc.) in the WEBCASS-CSI data form "PFAS Non-DoD Purveyor Drinking Water" no later than May 10, 2021 and continuously updated following each sampling event. For purposes of this data

call, if a water purveyor collected more than one sample at an ARNG facility, the highest level of each PFAS detected or the range of levels should be reported in the WEBCASS-CSI data form.

All PFAS data collected from drinking water systems that provide drinking water to Army National Guard facilities will be documented in DOEHRS-EH, regardless of the water purveyor. The ARNG facility environmental staff will have primary responsibility to ensure all final PFAS results will be documented in DOEHRS within 30 days of receiving final results. ARNG G-9 (ARNG-IES-T) will coordinate with the US Army Public Health Command (USPHC) for ARNG state facilities and territories to obtain access to the system.

A standardized electronic data deliverable (EDD) format is required for all data submitted in DOEHRS. Data must be formatted to meet the guidelines specified by DOEHRS-EH Environmental Health Sampling EDD Guide. DOEHRS-EH requires the user to enter attributes about the sample (e.g., sample type, matrix description, analyte code, analytical method, report type, etc.). In addition, DOEHRS require fields that are essentially required to process data in any meaningful way and have high degree of usefulness for data validation (e.g., Limit of Quantitation (LOQ), Limit of Detection (LOD), Method Detection Limit (MDL) and Contract Laboratory Program (CLP) flags. Sampling results should be reported in DOEHRS within 30 days of receipt of a final laboratory report.

It is recommended that at a minimum, facilities should perform a review of the data to ensure all samples were analyzed using the correct method, for the correct analytes within the specified holding times, and received at laboratory within temperature. In addition, facilities should request the laboratory provide the detection limit (DL), LOD and LOQ for each analyte-drinking water sample and laboratory standard operating procedures for review. EPA Methods 537.1 specifically provide a chemical abstract number (CAS) and a PFAS name that must be used when reporting analytical results. All analytical reports and electronic data deliverables (EDDs), should be following the EPA 537.1 exact chemical names and CAS numbers.

In accordance with Reference (e), Army National Guard facilities will seek to enter into agreements with municipalities or municipal drinking water utilities adjacent to military installations to jointly share drinking water monitoring data for PFAS and other emerging contaminants. When Army National Guard facilities confirm the presence of PFAS or other emerging contaminant of concern in a drinking water system or wish to obtain drinking water monitoring data from the local community, the facility will contact the local municipality or municipal drinking water utility to request joint sharing of drinking water data. To the greatest extent practicable, the Army National Guard facilities will use existing websites or other existing technologies to share this data.

#### *Public Notification Requirements:*

All Army National Guard Facilities drinking water systems, regardless of the purveyor, that have PFOA, PFOS, or PFOS + PFOA results exceeding either a properly promulgated state or local regulatory drinking water limit, or the United States EPA lifetime health advisory (HA) level in drinking water will post notices (template at Attachment 1) using all practical methods of public communication readily available including, but not limited to the facility public webpage, facility social media accounts, newsletter or other printed media. The notification will be made as soon as practicable but no later than 30 days from receipt of the sampling results. Systems will repeat this notice every three months following the initial notice until results are below the HA. Additionally, water systems required to distribute an annual Consumer Confidence Report (CCR) will include the PFAS monitoring data.



All Army National Guard drinking water systems, regardless of the purveyor, that have PFOA, PFOS, or PFOS + PFOA results that are less than HA in drinking water, including results less than the method reporting limit (MRL), will post a notice using readily available methods of public communication. The notification will be provided as soon as practicable but no later than 30 days from receipt of sampling results. A copy of each type of notice posted (including repeat notices) will be sent to the ARNG G-9 (ARNG-IES-T) after the notice is posted. Additionally, water systems required to distribute an annual Consumer Confidence Report (CCR) will include the PFAS monitoring data.

#### *Installation Response to PFAS Impacted Drinking Water:*

Army National Guard facilities drinking water systems, regardless of the purveyor, with results indicating PFOA, PFOS, or PFOS + PFOA exceedance of either a promulgated state or local drinking water standard, or the EPA LHA will supply alternate drinking water such as temporary bottled water that meet applicable PFAS standards. Facilities may only use bottled water on a temporary basis until a long-term solution is implemented. Facilities should purchase bottled water that meet all federal, state and military requirements. A facility using appropriated funds to purchase bottled water should obtain any required approvals and purchase from the approved source listing by United States Army Public Health Command. The approved listing is available at the following website: The Worldwide Directory of Sanitarily Approved Food Establishment for Armed Forces Procurement list bottled water suppliers (<https://sph.health.mil/>).

In addition to bottled water, ‘under the sink’ filtration systems, such as, ion exchange resins (IX) or granular activated carbon (GAC) filters may be considered as an interim water treatment option. Filter systems selected should be thoroughly researched to determine effective in removing PFAS below applicable PFAS standard. The system will also require maintenance such as IX or GAC cartridges replacement. When selecting a long-term treatment option for drinking water systems, facilities should consider a GAC system and/or ion IX systems either separately or combined for enhanced performance; evaluate connecting to a municipal water system, where facilities are not connected to a municipal source. In instances, where the non-DoD purveyor is a DoD contractor, ensure coordination with the Contracting Officer Representative (COR) on any communications with the contractor.

#### *Drinking Water Monitoring Where the Army National Guard is the Purveyor:*

For all facilities where the Army National Guard is the water purveyor (i.e., supplies the drinking water on the installation), finished water samples will be collected at each entry point to the distribution system (EPDS). For an EPDS that relies on more than one water source for its supply, supplemental monitoring samples are to be collected from each water source associated with that EPDS prior to any treatment.

All drinking water samples will be analyzed using EPA Method 537.1. For drinking water analysis, samples should be submitted to an EPA, State or DoD Environmental Accreditation Program DoD (ELAP) approved laboratory certified to use EPA Method 537. Facilities should contact their state drinking water program for an established list of state approved, certified or accredited laboratories for completing PFAS analyses. If a state has not established a list, DoD (ELAP) approved laboratory can be searched at The Department of Defense Environment, Safety and Occupational Health Network and Information Exchange (DENIX).

At all facilities where the Army National Guard is the drinking water purveyor, the following

PFAS monitoring schedule will be implemented until this guidance is superseded or rescinded:

- a. Installations where PFAS monitoring results were below the MRL, will sample water system(s) once every three (3) years.
- b. Installations where PFAS analytes exceed the MRL, but are below the PFOS/PFOAHA (70ppt) will sample quarterly for one (1) year and once every two (2) years thereafter until the results are below the MRL. Then, sampling may proceed as described in a. The initial quarterly monitoring sample will be taken no more than 90 days from obtaining sampling results indicating exceedance.
- c. Installations where PFOS/PFOA concentrations exceed the HA in EPDS finished water or monitored EPDS source water will sample quarterly and continue until results are below the HA for four (4) consecutive quarters. Then, sampling may proceed as described in b. The initial quarterly monitoring sample will be taken no more than 90 days from obtaining sampling results indicating exceedance.
- d. To establish a drinking water monitoring schedule, the installation will use its highest PFAS concentrations as the benchmark. For installations with multiple sampling locations, the most robust monitoring frequency outlined above will be used for all sampling locations. If PFAS levels increase during the monitoring period, the facility will immediately change monitoring frequency to the schedule appropriate to the highest level detected.

*Drinking Water Monitoring Where the Army is Not the Purveyor:*

At ARNG facilities where the ARNG is not the drinking water purveyor (i.e. a drinking water system that supplies water to an Army National Guard facility, but is not owned by the Army National Guard), will request the most recent finished drinking water sampling data for PFAS from the purveyor. If PFAS sampling data is not received from the purveyor within 90 days of the request, the Army National Guard facility will conduct sampling of its finished water, in accordance with the guidance below. In all instances where the Non-DoD purveyor does not provide sampling data, notification must be sent through the chain of command to ARNG G-9 (ARNG-IES-T).<sup>1</sup>

If the non-Army purveyor did not sample drinking water for PFAS in the past three years, or if the most recent sample results are over one (1) year old and show detection(s) above the MRL, Army National Guard facilities will request in writing (template at Attachment 2) that the Non-DoD water purveyor collect a new sample and provide the data within 90 days. If the Non-DoD water purveyor is a DoD contractor, ensure coordination with the contracting officer representative (COR) on any communications with the contractor.

If the Non-DoD water purveyor indicates drinking water sampling data will not be provided or conduct PFAS drinking water sampling, provide notice to the non-DoD water purveyor (template at Attachment 3)<sup>2</sup> that the Army National Guard facility will sample finished drinking water at a location nearest the entry point to the drinking water system. Facilities will then collect at least one sample at each entry point to the distribution system and submit for laboratory analysis using EPA Method 537.1. To the greatest extent practicable, samples will be taken prior to any additional treatment provided by the facility.

If the water purveyor supply water to multi-facilities using the same treatment plant, then one sample may be collected that is representative of the water being supply to the different facilities, rather than sampling at every facility. For reporting purposes, all facilities must be documented and reported individually indicating the facilities representative of the one sample collected.

If results of sampling conducted by the non-DoD purveyor or the Army National Guard facility indicate exceedance of the HA or a promulgated PFAS drinking water standard, facilities will request the purveyor take immediate action to decrease the PFOS/PFOA levels to below HA and/or promulgated PFAS standard. If the purveyor is unwilling to take such action, document this information, and coordinate with appropriate chain of command and legal office to immediately pursue actions to mitigate exposure to drinking water with levels of PFOS/PFOA above the HA or a promulgated PFAS standard. Additionally, facilities will notify the ARNG G-9 (ARNG-IES-T).

Installations that receive drinking water from a non-DoD purveyor, will establish a periodic PFAS monitoring program for drinking water. Preferably that installation will work cooperatively with the non-DoD purveyor to monitor the drinking water:

a. Installations where supplied drinking water PFOS/PFOA concentrations were below the MRL will either obtain new sample results from the purveyor or take a sample at a minimum of once every three (3) years.

b. Installations where total PFAS concentrations exceed the MRL but PFOS/PFOA concentrations are below the HA (70ppt) will either obtain new sample results from the purveyor or take samples annually for two (2) years and once every two (2) years thereafter until the results are below the MRL. Then, sampling may proceed as described in paragraph a.

c. Installations where PFOS/PFOA concentrations exceed the HA will obtain new sample results from the purveyor or take drinking water samples quarterly starting 90 days from discovery of exceedance. Installations will continue quarterly requests for data or sampling until results are below the HA for four (4) consecutive quarters. Then, sampling may proceed as described in paragraph b.

d. Where ARNG facilities are located on active military installations, facilities should coordinate with the Land Holding Command (LHC) to obtain the most recent Non DoD water purveyor PFAS sampling results. When a drinking water purveyor most recent drinking water results are not provided, the LHC should ensure PFAS sampling is performed. Where PFAS results are not received from the LHC or sampling not conducted, notification should be sent through the chain of command to the ARNG G-9 (ARNG-IES-T).

#### *Funding:*

Facilities requiring funding of emergent environmental requirements for PFAS sampling where the Non-Army National Guard purveyor has not sample drinking water for PFAS in the past three years, or if the most recent sample results are over one (1) year old and show detection(s) above the MRL will use Operations and Maintenance (O&M) funds for sampling and analysis cost.

The cost of emergent environmental requirements for PFAS sampling will be reimbursed based on facility support agreements. Army National Guard state commands will sample all ARNG federally-owned facilities, federally supported facilities, and federal armories within that state. Facilities not 100% federally supported may sample for PFAS and seek reimbursement of split share cost based on facility agreement support codes. Facilities are responsible for ensuring all PFAS environment requirements are captured in their Environmental State Operating Budget (ESOB). ESOB requirements should be submitted via Status Tool for Environmental Program (STEP).

*Exceptions:*

For both Army National Guard facilities and Non-DoD purveyor drinking water systems, should a circumstance occur where lowering of the monitoring frequency outside the parameters described above is prudent, does not increase consumer risk of exposure to PFOS/PFOA above HA, and is in compliance with promulgated federal, state and local regulations, an Army National Guard facility may request an exception to the sampling schedule. ARNG G-9, in coordination ODCS, G-9 Environmental, may grant an exception after consultation with and approval by Office of the Assistant Secretary of the Army for Installations, Energy and the Environment (OASA(IE&E)) upon review of the request, if appropriate.



# Alaska Department of Military and Veterans Affairs

## SMALL PROCUREMENT DOCUMENTS PART C - CONTRACT AWARD, NOTICE TO PROCEED & INVOICE SUMMARY

Agreement No ..... : 09-22-053  
IRIS Program No ..... :  
Federal Project No ..... : AKMVA22053

Contractor:

Project Title: SPILL PREVENTION, CONTROL AND COUNTERMEASURE (SPCC) PLAN FY22

### CONTRACT AWARD & NOTICE TO PROCEED

You have been awarded this Agreement in accordance with Parts A, B & C of these documents and the following correspondence:

From ..... Date :  
To ..... Number of Pages :  
Subject.....

This Agreement incorporates by reference the Small Procurement Standard Provisions Booklet dated January 2018. If you do not have a copy of the Standard Provisions Booklet, obtain one from the Contracting Agency. You are authorized to proceed with performance of this contract immediately and are required to complete it not later than: August 30, 2023.

The Agency Manager for this Contract is: **Greg Walker** Telephone: **907-428-7693** Email: [greg.walker@alaska.gov](mailto:greg.walker@alaska.gov)

Compensation for this Contract shall be by the method(s) and not exceed the authorized amount(s) shown in the Invoice Summary (below):.

Issued for the Contracting Agency per ADOT&PF Policy #01.01.050 by:

Accepted for the Contractor by:

Signature Greg Walker  
Name:

Date

Signature  
Name:

Date

### INVOICE SUMMARY

This Invoice is for [ ] Progress OR [ ] Final Payment.

Sequential Invoice Number for this Contract is: [ ].

\* Each firm may be compensated for this Contract by only one of the following Methods of Payment (as explained in the Standard Provisions Booklet):  
Fixed Price (FP) ..... Amounts entered in Columns "c" and "g" only Cost Plus Fixed Fee (CPFF) ..... Columns "c", "d", "e", "f" and "g"  
FP + Expenses (FPPE) ..... Columns "c", "e" and "g" only Time and Expenses (T&E) ..... Columns "c", "e" and "g" only  
a b c d e f g

Firms (Prime & Subcontractors)*	Meth of Pay	Labor (or FP)	Indirect Cost	Expenses	Fixed Fee	Total Price
Total Contract Amounts Authorized for All Firms						
Sum of Prior APPROVED Payments						
Sum for THIS INVOICE						
Sum of Prior Payments plus this Invoice						
Balance of Authorized Amounts						

### PAYMENT

Phase Code

Activity Code

Template Code

Object Code

#### CONTRACTOR'S PAYMENT REQUEST:

Signature  
Name:

Date  
(Contractor's Project Manager)

**PAYMENT RECOMMENDED:** I certify this Invoice to be valid and accurate and that services were performed substantially in conformance with the contract requirements and schedule.

Signature  
Name:

Date

**PAYMENT APPROVED:** Based upon the payment recommendation and certification, I hereby approve payment.

Signature  
Name:

Date

SEE INSTRUCTIONS ON NEXT PAGE

**Alaska Department of Military and Veterans Affairs**  
**INSTRUCTIONS FOR AGENCY ISSUE AND CONTRACTOR BILLING**

1. Agency Contract Manager – The Small Procurement Documents are organized for ***only one Notice-to-Proceed (NTP) to be issued with the Contract Award for all services to be provided so that accounting procedures do not become unnecessarily burdensome and costly*** (i.e., the Contractor is required to establish only one cost account for this contract). Also, this document (Part C – Contract Award, Notice to Proceed & Invoice Summary) must be issued and signed by the Contracting Officer (or a written designee per DOT&PF Policy #01.01.050). All items with a text formfield must be complete at the time this document is issued. Other items are completed by the Contractor with each billing. *Note: If a revised NTP is required, do not reissue this document; use the “c-2 ntp” or “c-3-cr.ntp” form.*
2. Contractor – If this Contract Award & NTP is unacceptable, notify the Contracting Agency immediately. If acceptable, acknowledge by signature where indicated on page 1 ***on a copy*** of this document and return the signed copy within ten days after your receipt. ***Retain the unmarked, as issued, document to be used for reproduction and billing.***
3. Contractor – Submit Invoices to the Agency Contract Manager named on page one of this document. Contractor may use the firm's invoice forms; however the Contractor must also ***provide a copy of page one of this form as the FACE PAGE of each invoice submitted and with the following entries under "Invoice Summary" and "Contractor's Payment Request" accurately completed:***
  - a) Indicate if the Invoice is for Progress or Final Payment and enter the Sequential Invoice Number for this Contract.
  - b) In each column (c, d, e, f & g) where there is an Authorized Amount, show amounts for: Prior APPROVED Payments; THIS INVOICE; Prior Payments plus this Invoice; and Balance of Authorized Amounts.

***Note "Prior APPROVED Payments" amounts might not equal the total of all prior invoices if some items were disallowed or adjustments were made. If a prior billing has not been acknowledged with any payment, or a different amount from the billing was paid without any notification of the reason(s), Contractor may attach a request for an explanation and remedial action.***

4. Contractor – Sign and date under "CONTRACTOR'S PAYMENT REQUEST" thereby attesting to the following:

"By signature hereunder, the Contractor certifies entries to be true and correct for the services performed to date under or by virtue of said Contract and in accordance with AS 36.30.400. The Contractor further certifies that all applicable Federal, State and Local taxes incurred by the Contractor in the performance of the services have been paid and that all Subcontractors engaged by the Contractor for the services included in any invoice shall be fully compensated by the Contractor for such services."
5. Contractor – Substantiate all charges on each invoice, other than for Fixed Prices or Fixed Fees, by attaching a summary of hours expended and hourly labor rate per employee; summary of units completed; subcontractor invoices; expense receipts, etc., or other proof of expenditures.
6. Contractor - ***Prime Contractor's Labor and Indirect Cost shall be billed to the Contracting Agency within 45 days of performance. Subcontractors' Labor and Indirect Cost shall be billed to the Contracting Agency within 60 days of performance. All of the Contractor's and Subcontractors' Other Direct Costs (Expenses) shall be billed to the Contracting Agency within 90 days of being incurred. Charges submitted after the above stated times will, at the Contracting Agency's discretion, not be paid.***
7. Contractor – When this Contract is approximately 75% complete, the Contractor shall determine if the Authorized Amount(s) might be exceeded; and, if so, shall provide an estimate of cost to complete. The Contracting Agency will determine after discussion with the Contractor if additional cost is reasonable and does not include costs that should be absorbed by the Contractor. If additional cost is validated, a negotiated Amendment will be executed which either (1) reduces the scope of services/work products required commensurate with the Authorized Amount(s), or (2) increases the Authorized Amount(s) to that required for completion of the original contract.
8. Amendments – if required – will be issued per Article A8 of Appendix A, General Conditions, as contained in the Standard Provisions Booklet.

END OF PART C