**RFP 26-85912**

**TECHNICAL PROPOSAL**

**ATTACHMENT F**

**Instructions: Please provide a response in the yellow shaded areas to all questions. Please indicate any attachments that have been included to support your responses. A complete Technical Proposal must be submitted for each proposal the Respondent is bidding on.**

**2.4.1 Mandatory Requirements**

The Mandatory Requirements indicate the basic requirements that all Respondents must adhere to in order to be considered as a responsive Respondent. Please answer “yes” or “no.” to questions 2.4.1.1 – 2.4.1.4. If any question under section 2.4.1 is answered “No”, evaluation of the proposal will end, and the proposal will no longer be considered for award. Failure to respond to the questions below will be grounds for disqualification from further consideration.

**2.4.1.1** Does the Respondent have the ability and desire to perform the work as described in this RFP?

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**2.4.1.2** Does the Respondent have the means to submit all data and reports in the format specified in Attachment J, Technical Specifications, Section V, Reporting Requirements electronically?

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**2.4.1.3** Will the Respondent provide, as part of its proposal, a detailed drawing of the laboratory as described in Attachment J, Technical Specifications, Section XI., General Technical Requirements, C. Facilities?

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**2.4.1.4** Should the Respondent be awarded the contract, does the Respondent agree to perform a Demonstration of Capability, as detailed in Attachment J, Technical Specifications, Section XI., General Technical Requirements, D. Demonstration of Capability, before work on the contract commences, if requested?

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**2.4.2 Evaluation Questions**

**2.4.2.1** **General Overview of Services**

Please provide a general overview of the services and analytical methods your laboratory can provide. Please include a statement specifying which of the Protocols your bid encompasses. Please indicate if your laboratory can provide any Special Analytical or Additional Services. Also note any substitutions or modifications of any of the analytical methods specified in Attachment J, Technical Specifications.

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**2.4.2.2 Subcontractors**

Does your laboratory intend to use any subcontractors or other laboratories in your corporate structure to meet the technical requirements? If so, can they meet the same technical requirements listed above?

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**2.4.2.3** **Key Staff and Personnel**

Please describe in detail your company’s proposed key personnel who will be responsible for the implementation of the contract. Key personnel are as designated in Attachment J, Technical Specifications, Section X, Personnel Requirements, B. Specific Requirements for Key Personnel. Where possible, please include names, contact information, resumes, and services each individual will perform.

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**2.4.2.4** **Control Criteria**

Please note which analytes historically exceed the control criteria as described in Attachment J, Technical Specifications, Section XII, Analytical and QA/QC Requirements for USEPA SW-846 Protocol, USEPA Drinking Water Protocol, USEPA Air Protocol, and USEPA PFAS Protocol.

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**2.4.2.5** **Quality Assurance/Quality Control (QA/QC) Program**

Please provide the Respondent’s Quality Assurance/Quality Control (QA/QC) Program capable of demonstrating that data has a specified degree of reliability. Contractors must be able to validate each method used and each analysis performed by that method using the QA/QC specified by the method.

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**2.4.2.6** **Documentation and Data**

Please explain how the Respondent will maintain all documentation and data for the use of IDEM/OLQ for five (5) years after the expiration date of this Contract.

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**2.4.2.7** **Customer Service**

Please describe your company’s standard process for problem resolution and escalation, including standard response times.

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