

MEMORANDUM

TO: Governing Board Members

FROM: Kenneth G. Ammon, P.E., Deputy Executive Director
Everglades Restoration and Capital Projects

DATE: March 1, 2010

SUBJECT: Quality Assurance/Quality Control (QA/QC) & Data Validation Services
(RFP 600000307)

Background: The objective of these four work order contracts is to provide a mechanism for obtaining specialized science and technology services, on an as-needed basis, from multiple contractors in the area of Environmental Data Processing, Data Validation, Stewardship and Quality Assurance and Quality Control (QA/QC). The contracts will replace the existing Science and Technology Services (STS) contracts due to expire in December 2010. These services entail: conducting independent field, laboratory, database, and documentation audits for various District and CERP projects; preparing quality assessment reports to summarize the performance of sample collection operations, laboratories (District and contracted), and other activities relevant to the District's environmental monitoring efforts; and developing/updating Quality Assurance Manuals, Quality Management Plans, CERP Quality Assurance Systems Requirements (QASR), Quality Assurance Project Plans (QAPPs) and standard operating procedures (SOPs). Services also include review of analytical data to ensure consistency with QA criteria and investigations of analytical results and data that may be identified as being suspect.

How this helps meet the District's 10-Year Strategic Plan: The services provided under these contracts will contribute toward meeting the Strategic Plan by ensuring that the environmental monitoring and analytical operations conducted by the District produces high quality and scientifically defensible data. Having quality scientific information is instrumental in keeping strategic projects and initiatives moving forward.

Funding Source: This is a three-year work order contract, subject to successful negotiations with four firms selected under Request for Proposal 600000307 for Quality Assurance/Quality Control and Data Validation, in an amount not to exceed the total funding of \$900,000 for all four contracts (4600002056 Battelle Memorial Institute, 4600002057 HSW Engineering, Inc., 4600002058 Rare Earth Sciences d/b/a HSA Engineers and Scientists, and 4600002059 Laboratory Data Consultants FL, Inc.), for which \$300,000 in ad valorem and dedicated funds are subject to Governing Board approval of the FY11 budget; and the remainder is subject to Governing Board approval of the FY12-13 budgets.

This Board item impacts what areas of the District, both resource areas and geography: This contract will be managed by staff in the Analytical Services Division of the Restoration Sciences Department and will support projects throughout the entire District.

What concerns could this Board item raise? There may be concern regarding the amount of work issued to each contractor and the need to "spread the wealth" among the four contractors. The process currently in place for tracking and monitoring distribution of work under the current STS program will be used for these contracts.

Why should the Governing Board approve this item? These contracts will supplement Restoration Sciences Department's efforts to provide the high quality and scientifically defensible data needed to facilitate management decision making and keep projects on budget and schedule.

KGA/mw
Attachment – Resolution