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Project No. H27-Z077/CP00357169
USC WEST ENERGY PLANT
TRANSFORMER AND SWITCHGEAR REPLACEMENT
ADDENDUM NO. 3
December 17, 2015

This addendum modifies the Contract Documents only in the manner and to the extent stated herein and shown on any accompanying drawings and will become a part of the Contract Documents. Except as specified or otherwise indicated by this addendum, all work shall be in accordance with the basic requirements of the Contract Documents.

SPECIFICATIONS:

1. **SE-330 – LUMP SUM BID FORM:**

- In paragraph 9(a) change the substantial completion days from 120 days to 180 days. See attached revised SE-330 bid form.

2. **SECTION 260500 – ELECTRICAL BASIC MATERIALS AND METHODS:**

- In paragraph 1-02 add the following:

SHUTDOWN: The maximum shutdown time that allowed for making the change over is 7-days. Coordinate all shutdowns with USC in writing a minimum of 2-weeks in advance of shutdown.

VAULT ACCESS: For bidding purposes the Contractor shall assume that access to the West Energy Vault shall be outside the building at the street.

3. **SECTION 26480 – TESTING AND DISPOSAL OF PCB EQUIPMENT:**

- Add the attached Report of Analysis for the West Energy Plant.
- In Paragraph 1-02 add the following:

VENDOR: A&D Environmental Services (SC), LLC.
1741 Calks Ferry Rd.
Lexington, SC 29073
Tel: 803-821-6023
Mobile: 803-556-5128
E-mail: pbiery@adenviro.com
Paul Biery



DRAWINGS:

4. **SHEET E102 – EXISTING CHILLER #2 SWITCHGEAR ELEVATION - LOWER LEVEL EQUIPMENT ROOM:**
 - In the center of the elevation delete the words, “*WITH PCBs*”.

5. **SHEET E102 – EXISTING CHILLER #3 SWITCHGEAR ELEVATION - LOWER LEVEL EQUIPMENT ROOM:**
 - In the center of the elevation delete the words, “*WITH PCBs*”.

Each Bidder shall acknowledge receipt of this Addendum and all other Addenda on his bid form.

SE-330 LUMP SUM BID FORM

Bidders shall submit bids on only Bid Form SE-330.

BID SUBMITTED BY: _____
(Bidder's Name)

BID SUBMITTED TO: _____
(Owner's Name)

FOR: PROJECT NAME: USC West Energy Plant - Transformer and Switchgear Replacement
PROJECT NUMBER: H27-Z077/CP00357169

OFFER

§ 1. In response to the Invitation for Construction Services and in compliance with the Instructions to Bidders for the above-named Project, the undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into a Contract with the Owner on the terms included in the Bidding Documents, and to perform all Work as specified or indicated in the Bidding Documents, for the prices and within the time frames indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

§ 2. Pursuant to Section 11-35-3030(1) of the SC Code of Laws, as amended, Bidder has submitted Bid Security as follows in the amount and form required by the Bidding Documents:

Bid Bond with Power of Attorney Electronic Bid Bond Cashier's Check

(Bidder check one)

§ 3. Bidder acknowledges the receipt of the following Addenda to the Bidding Documents and has incorporated the effects of said Addenda into this Bid:

(Bidder, check all that apply. Note, there may be more boxes than actual addenda. Do not check boxes that do not apply)

ADDENDA: #1 #2 #3 #4 #5

§ 4. Bidder accepts all terms and conditions of the Invitation for Bids, including, without limitation, those dealing with the disposition of Bid Security. Bidder agrees that this Bid, including all Bid Alternates, if any, may not be revoked or withdrawn after the opening of bids, and shall remain open for acceptance for a period of **60** Days following the Bid Date, or for such longer period of time that Bidder may agree to in writing upon request of the Owner.

§ 5. Bidder herewith offers to provide all labor, materials, equipment, tools of trades and labor, accessories, appliances, warranties and guarantees, and to pay all royalties, fees, permits, licenses and applicable taxes necessary to complete the following items of construction work:

§ 6.1 **BASE BID WORK** (as indicated in the Bidding Documents and generally described as follows): Replace the existing 480 volt electrical motor control center switchgear located on the main floor level of the building. Also replace and properly dispose of one old 2000 KVA, oil filled transformer that contains PCB's and three smaller, old 250 KVA, single phase oil filled transformers.

\$ _____, which sum is hereafter called the Base Bid.

(Bidder - insert Base Bid Amount on line above)

SE-330
LUMP SUM BID FORM

§ 6.2 **BID ALTERNATES** as indicated in the Bidding Documents and generally described as follows:

ALTERNATE # 1 (Brief Description): Remove existing medium voltage cables and replace with new (at the new) medium voltage switchgear, see drawings.

ADD TO or **DEDUCT FROM BASE BID: \$** _____

(Bidder to Mark appropriate box to clearly indicate the price adjustment offered for each alternate)

ALTERNATE # 2 (Brief Description): N/A

ADD TO or **DEDUCT FROM BASE BID: \$** _____

(Bidder to Mark appropriate box to clearly indicate the price adjustment offered for each alternate)

ALTERNATE # 3 (Brief Description): N/A

ADD TO or **DEDUCT FROM BASE BID: \$** _____

(Bidder to Mark appropriate box to clearly indicate the price adjustment offered for each alternate)

§ 6.3 **UNIT PRICES:**

BIDDER offers for the Agency’s consideration and use, the following **UNIT PRICES**. The **UNIT PRICES** offered by **BIDDER** indicate the amount to be added to or deducted from the **CONTRACT SUM** for each item-unit combination. **UNIT PRICES** include all costs to the Agency, including those for materials, labor, equipment, tools of trades and labor, fees, taxes, insurance, bonding, overhead, profit, etc. The Agency reserves the right to include or not to include any of the following **UNIT PRICES** in the Contract and to negotiate the **UNIT PRICES** with **BIDDER**.

<u>No.</u>	<u>ITEM</u>	<u>Unit of Measure</u>	<u>ADD</u>	<u>DEDUCT</u>
<u>1.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>2.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>3.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>4.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>5.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>6.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>7.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____
<u>8.</u>	_____	_____	<u>\$</u> _____	<u>\$</u> _____

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§ 7. LISTING OF PROPOSED SUBCONTRACTORS PURSUANT TO SECTION 3020(b)(i), CHAPTER 35, TITLE 11 OF THE SOUTH CAROLINA CODE OF LAWS, AS AMENDED
(See Instructions on the following page BF-2A)

Bidder shall use the below-listed Subcontractors in the performance of the Subcontractor Classification work listed:

SUBCONTRACTOR CLASSIFICATION By License Classification and/or Subclassification <i>(Completed by Owner)</i>	SUBCONTRACTOR'S PRIME CONTRACTOR'S NAME <i>(Must be completed by Bidder)</i>	SUBCONTRACTOR'S PRIME CONTRACTOR'S SC LICENSE NUMBER <i>(Requested, but not Required)</i>
BASE BID		
ALTERNATE #1		
ALTERNATE #2		
ALTERNATE #3		

If a Bid Alternate is accepted, Subcontractors listed for the Bid Alternate shall be used for the work of both the Alternate and the Base Bid work.

SE-330 LUMP SUM BID FORM

INSTRUCTIONS FOR SUBCONTRACTOR LISTING

1. Section 7 of the Bid Form sets forth an Owner developed list of contractor/subcontractor specialties by contractor license category and/or subcategory for which bidder is required to identify the entity (subcontractor(s) and/or himself) Bidder will use to perform the work of each listed specialty..
 - a. **Column A:** The Owner fills out this column, which identifies the contractor/subcontractor specialties for which the bidder must list either a subcontractor or himself as the entity that will perform this work. Subcontractor specialties are identified by contractor license categories or subcategories listed in Title 40 of the South Carolina Code of laws. If the owner has not identified a specialty, the bidder does not list a subcontractor.
 - b. **Columns B and C:** In these columns, the Bidder identifies the subcontractors it will use for the work of each specialty listed by the Owner in Column A. Bidder must identify only the subcontractor(s) who will perform the work and no others. Bidders should make sure that their identification of each subcontractor is clear and unambiguous. A listing that could be any number of different entities may be cause for rejection of the bid as non-responsive. For example, a listing of M&M without more may be problematic if there are multiple different licensed contractors in South Carolina whose names start with M&M.
2. **Subcontractor Defined:** For purposes of subcontractor listing, a subcontractor is an entity who will perform work or render service to the prime contractor to or about the construction site pursuant to a contract with the prime contractor. Bidder should not identify sub-subcontractors in the spaces provided on the bid form but only those entities with which bidder will contract directly. Likewise, do not identify material suppliers, manufacturers, and fabricators that will not perform physical work at the site of the project but will only supply materials or equipment to the bidder or proposed subcontractor(s).
3. **Subcontractor Qualifications:** Bidder must only list subcontractors who possess a South Carolina Contractor's license with the license classification and/or subclassification identified by the Owner in the first column on the left. The subcontractor license must also be within the appropriate license group for the work of the specialty. If Bidder lists a subcontractor who is not qualified to perform the work, the Bidder will be rejected as non-responsive.
4. **Use of Own forces:** If under the terms of the Bidding Documents, Bidder is qualified to perform the work of a listed specialty and Bidder does not intend to subcontract such work but to use Bidder's own employees to perform such work, the Bidder must insert its own name in the space provided for that specialty.
5. **Use of Multiple Subcontractors:**
 - a. If Bidder intends to use multiple subcontractors to perform the work of a single specialty listing, Bidder must insert the name of each subcontractor Bidder will use, preferably separating the name of each by the word **"and"**. If Bidder intends to use both his own employees to perform a part of the work of a single specialty listing and to use one or more subcontractors to perform the remaining work for that specialty listing, bidder must insert his own name and the name of each subcontractor, preferably separating the name of each with the word **"and"**. Bidder must use each entity listed for the work of a single specialty listing in the performance of that work.
 - b. **Optional Listing Prohibited:** Bidder may not list multiple subcontractors for a specialty listing, in a form that provides the Bidder the option, after bid opening or award, to choose to use one or more but not all the listed subcontractors to perform the work for which they are listed. A listing, which on its face requires subsequent explanation to determine whether it is an optional listing, is non-responsive. If bidder intends to use multiple entities to perform the work for a single specialty listing, bidder must clearly set forth on the bid form such intent. Bidder may accomplish this by simply inserting the word **"and"** between the names of each entity listed for that specialty. Agency will reject as non-responsive a listing that contains the names of multiple subcontractors separated by a blank space, the word "or", a virgule (that is a /), or any separator that the Agency may reasonably interpret as an optional listing.
6. If Bidder is awarded the contract, bidder must, except with the approval of the Agency for good cause shown, use the listed entities to perform the work for which they are listed.
7. If bidder is awarded the contract, bidder will not be allowed to substitute another entity as subcontractor in place of a subcontractor listed in Section 7 of the Bid except for one or more of the reasons allowed by the SC Code of Laws.
8. Bidder's failure to identify an entity (subcontractor or himself) to perform the work of a subcontractor specialty listed in the first column on the left will render the Bid non-responsive.

SE-330 LUMP SUM BID FORM

§ 8. LIST OF MANUFACTURERS, MATERIAL SUPPLIERS, AND SUBCONTRACTORS OTHER THAN SUBCONTRACTORS LISTED IN SECTION 7 ABOVE (*FOR INFORMATION ONLY*):

Pursuant to instructions in the Invitation for Construction Services, if any, Bidder will provide to Owner upon the Owner's request and within 24 hours of such request, a listing of manufacturers, material suppliers, and subcontractors, other than those listed in Section 7 above, that Bidder intends to use on the project. Bidder acknowledges and agrees that this list is provided for purposes of determining responsibility and not pursuant to the subcontractor listing requirements of SC Code Ann § 11-35-3020(b)(i).

§ 9. TIME OF CONTRACT PERFORMANCE AND LIQUIDATED DAMAGES

a) CONTRACT TIME

Bidder agrees that the Date of Commencement of the Work shall be established in a Notice to Proceed to be issued by the Owner. Bidder agrees to substantially complete the Work within 180 Calendar Days from the Date of Commencement, subject to adjustments as provided in the Contract Documents.

b) LIQUIDATED DAMAGES

Bidder further agrees that from the compensation to be paid, the Owner shall retain as Liquidated Damages the amount of \$ 250.00 for each Calendar Day the actual construction time required to achieve Substantial Completion exceeds the specified or adjusted time for Substantial Completion as provided in the Contract Documents. This amount is intended by the parties as the predetermined measure of compensation for actual damages, not as a penalty for nonperformance.

§ 10. AGREEMENTS

- a) Bidder agrees that this bid is subject to the requirements of the laws of the State of South Carolina.
- b) Bidder agrees that at any time prior to the issuance of the Notice to Proceed for this Project, this Project may be canceled for the convenience of, and without cost to, the State.
- c) Bidder agrees that neither the State of South Carolina nor any of its agencies, employees or agents shall be responsible for any bid preparation costs, or any costs or charges of any type, should all bids be rejected or the Project canceled for any reason prior to the issuance of the Notice to Proceed.

§ 11. ELECTRONIC BID BOND

By signing below, the Principal is affirming that the identified electronic bid bond has been executed and that the Principal and Surety are firmly bound unto the State of South Carolina under the terms and conditions of the AIA Document A310, Bid Bond, included in the Bidding Documents.

ELECTRONIC BID BOND NUMBER: _____

SIGNATURE AND TITLE: _____

**SE-330
LUMP SUM BID FORM**

CONTRACTOR'S CLASSIFICATIONS AND SUBCLASSIFICATIONS WITH LIMITATION

SC Contractor's License Number(s): _____

Classification(s) & Limits: _____

Subclassification(s) & Limits: _____

By signing this Bid, the person signing reaffirms all representation and certification made by both the person signing and the Bidder, including without limitation, those appearing in Article 2 of the Instructions to Bidders, is expressly incorporated by reference.

BIDDER'S LEGAL NAME: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____

TITLE: _____

SHEALY ENVIRONMENTAL SERVICES, INC.

Report of Analysis

University of South Carolina
306 Benson
Columbia, SC 29208
Attention: Kelly Bergeron

Project Name: **WEST ENERGY**

Lot Number: **QK19004**
Date Completed: **11/30/2015**



Kelly M. Nance
Project Manager



This report shall not be reproduced, except in its entirety, without the written approval of Shealy Environmental Services, Inc.

The following non-paginated documents are considered part of this report: Chain of Custody Record and Sample Receipt Checklist.

SHEALY ENVIRONMENTAL SERVICES, INC.

SC DHEC No: 32010

NELAC No: E87653

NC DENR No: 329

NC Field Parameters No: 5639

Case Narrative University of South Carolina Lot Number: QK19004

This Report of Analysis contains the analytical result(s) for the sample(s) listed on the Sample Summary following this Case Narrative. The sample receiving date is documented in the header information associated with each sample.

All results listed in this report relate only to the samples that are contained within this report.

Sample receipt, sample analysis, and data review have been performed in accordance with the most current approved NELAC standards, the Shealy Environmental Services, Inc. ("Shealy") Quality Assurance Management Plan (QAMP), standard operating procedures (SOPs), and Shealy policies. Any exceptions to the NELAC standards, the QAMP, SOPs or policies are qualified on the results page or discussed below.

If you have any questions regarding this report please contact the Shealy Project Manager listed on the cover page.

PCBs

Sample -001 was diluted 10x due to high concentrations of target compounds. As a result, the associated surrogates were recovered outside of the acceptance limits. No corrective action was required, as dilutions of 5X and greater may impact surrogate recoveries.

One surrogate associated with sample -002 was recovered outside of the acceptance limits. No corrective action was required as the method only requires one surrogate to recover within limits.

Sample -003 was diluted 2x due to matrix interference. The reporting limits have been raised accordingly.

SHEALY ENVIRONMENTAL SERVICES, INC.

Sample Summary University of South Carolina Lot Number: QK19004

Sample Number	Sample ID	Matrix	Date Sampled	Date Received
001	H-886513	Non-aqueous liq.	11/19/2015 0936	11/19/2015
002	L-245965	Non-aqueous liq.	11/19/2015 0940	11/19/2015
003	L-243852	Non-aqueous liq.	11/19/2015 0945	11/19/2015

(3 samples)

PCBs by GC

Client: University of South Carolina	Laboratory ID: QK19004-001
Description: H-886513	Matrix: Non-aqueous liq.
Date Sampled: 11/19/2015 0936	
Date Received: 11/19/2015	

Run	Prep Method	Analytical Method	Dilution	Analysis Date	Analyst	Prep Date	Batch
1	3580A	8082A	10	11/25/2015 1139	MEM	11/24/2015 2220	90518

Parameter	CAS Number	Analytical Method	Result	Q	PQL	Units	Run
Aroclor 1016	12674-11-2	8082A	ND		10000	ug/kg	1
Aroclor 1221	11104-28-2	8082A	ND		10000	ug/kg	1
Aroclor 1232	11141-16-5	8082A	ND		10000	ug/kg	1
Aroclor 1242	53469-21-9	8082A	ND		10000	ug/kg	1
Aroclor 1248	12672-29-6	8082A	ND		10000	ug/kg	1
Aroclor 1254	11097-69-1	8082A	100000		10000	ug/kg	1
Aroclor 1260	11096-82-5	8082A	ND		10000	ug/kg	1

Surrogate	Q	Run 1 % Recovery	Acceptance Limits
Tetrachloro-m-xylene	N	135	38-121
Decachlorobiphenyl	N	134	45-131

PQL = Practical quantitation limit B = Detected in the method blank E = Quantitation of compound exceeded the calibration range H = Out of holding time
 ND = Not detected at or above the PQL J = Estimated result < PQL and ≥ MDL P = The RPD between two GC columns exceeds 40% N = Recovery is out of criteria
 Where applicable, all soil sample analysis are reported on a dry weight basis unless flagged with a "W"

PCBs by GC

Client: University of South Carolina

Laboratory ID: QK19004-002

Description: L-245965

Matrix: Non-aqueous liq.

Date Sampled: 11/19/2015 0940

Date Received: 11/19/2015

Run	Prep Method	Analytical Method	Dilution	Analysis Date	Analyst	Prep Date	Batch
1	3580A	8082A	2	11/25/2015 1309	MEM	11/24/2015 2220	90518

Parameter	CAS Number	Analytical Method	Result	Q	PQL	Units	Run
Aroclor 1016	12674-11-2	8082A	ND		2000	ug/kg	1
Aroclor 1221	11104-28-2	8082A	ND		2000	ug/kg	1
Aroclor 1232	11141-16-5	8082A	ND		2000	ug/kg	1
Aroclor 1242	53469-21-9	8082A	ND		2000	ug/kg	1
Aroclor 1248	12672-29-6	8082A	ND		2000	ug/kg	1
Aroclor 1254	11097-69-1	8082A	4400		2000	ug/kg	1
Aroclor 1260	11096-82-5	8082A	ND		2000	ug/kg	1

Surrogate	Q	Run 1 % Recovery	Acceptance Limits
Tetrachloro-m-xylene	N	127	38-121
Decachlorobiphenyl		131	45-131

PQL = Practical quantitation limit
 ND = Not detected at or above the PQL
 Where applicable, all soil sample analysis are reported on a dry weight basis unless flagged with a "W"

B = Detected in the method blank
 J = Estimated result < PQL and ≥ MDL

E = Quantitation of compound exceeded the calibration range
 P = The RPD between two GC columns exceeds 40%

H = Out of holding time
 N = Recovery is out of criteria

PCBs by GC

Laboratory ID: QK19004-003

Matrix: Non-aqueous liq.

Client: University of South Carolina

Description: L-243852

Date Sampled: 11/19/2015 0945

Date Received: 11/19/2015

Run	Prep Method	Analytical Method	Dilution	Analysis Date	Analyst	Prep Date	Batch
1	3580A	8082A	2	11/25/2015 1321	MEM	11/24/2015 2220	90518

Parameter	CAS Number	Analytical Method	Result	Q	PQL	Units	Run
Aroclor 1016	12674-11-2	8082A	ND		2000	ug/kg	1
Aroclor 1221	11104-28-2	8082A	ND		2000	ug/kg	1
Aroclor 1232	11141-16-5	8082A	ND		2000	ug/kg	1
Aroclor 1242	53469-21-9	8082A	ND		2000	ug/kg	1
Aroclor 1248	12672-29-6	8082A	ND		2000	ug/kg	1
Aroclor 1254	11097-69-1	8082A	ND		2000	ug/kg	1
Aroclor 1260	11096-82-5	8082A	ND		2000	ug/kg	1
Surrogate	Q	Run 1 % Recovery	Acceptance Limits				
Tetrachloro-m-xylene		117	38-121				
Decachlorobiphenyl		110	45-131				

PQL = Practical quantitation limit
 ND = Not detected at or above the PQL
 Where applicable, all soil sample analysis are reported on a dry weight basis unless flagged with a "W"

B = Detected in the method blank
 J = Estimated result < PQL and ≥ MDL

E = Quantitation of compound exceeded the calibration range
 P = The RPD between two GC columns exceeds 40%

H = Out of holding time
 N = Recovery is out of criteria

**Chain of Custody
and
Miscellaneous Documents**

SHEALY ENVIRONMENTAL SERVICES, INC.

SHEALY ENVIRONMENTAL SERVICES, INC.
 106 Vantage Point Drive • West Columbia, SC 29172
 Telephone No. (803) 791-9700 Fax No. (803) 791-9111
 www.shealylab.com

Number 52714



Client University of South Carolina Address City Columbia State SC Zip Code 2920 Project Name WEST ENERGY	Reason to Submit Sample's Signature X <i>Kelly Bergeron</i> Print Name Kelly Bergeron	Telephone No. / E-mail bergerk@mailbox.sc.edu Analyze (attach for if more space is required)	Order No. Page # QK19004 Remarks / Container I.D.
Project No. Sample ID / Description (Containers for each sample may be combined on one line)	Matrix Air Soil Water Sediment Other	No. of Containers by Precedence Type 01 02 03 04 05 06 07 08 09 10 11 12 13 14 15 16 17 18 19 20	Date Time
H-8840513 L-245965 L-243852	Air Air Air	01 02 03 04 05 06 07 08 09 10 11 12 13 14 15 16 17 18 19 20	11/19/15 9:30 11/19/15 9:40 11/19/15 9:45
Possible Place of Identification <input type="checkbox"/> Not-Identified <input type="checkbox"/> Identifiable <input type="checkbox"/> Skin Contact <input type="checkbox"/> Poison <input type="checkbox"/> Unknown			
Sample Disposal <input type="checkbox"/> Return to Client <input type="checkbox"/> Disposal by Lab <input type="checkbox"/> 1. Received by <input type="checkbox"/> 2. Received by <input type="checkbox"/> 3. Received by <input type="checkbox"/> 4. Laboratory disposed by			
Date Time			
Date Time			
Date Time			
Date Time			
Note: All samples are retained for four weeks from receipt unless other arrangements are made.			
CAP USE ONLY Required on (on Check) Yes (No) For Pack Receipt Form # °C			

DISTRIBUTION: WHITE & YELLOW-Return to Laboratory with Sample(s); PINK-Field/Chain Copy

SHEALY ENVIRONMENTAL SERVICES, INC.

Shealy Environmental Services, Inc.
Document Number: MEM-8C-02

Page 1 of 1
Replaces Date: 09/23/15
Effective Date: 10/23/15

Sample Receipt Checklist (SRC)

Client: USC Cooler Inspected by/date: ECC 11/19/18 Lot #: OK19004

Means of receipt: <input type="checkbox"/> SESI <input checked="" type="checkbox"/> Client <input type="checkbox"/> UPS <input type="checkbox"/> FedEx <input type="checkbox"/> Other		
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	1. Were custody seals present on the cooler?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	2. If custody seals were present, were they intact and unbroken?
pH strip ID: _____ CI strip ID: _____		
Cooler ID/Original temperature upon receipt/Derived (corrected) temperature upon receipt: <u>12111</u> °C / _____ °C / _____ °C		
Method: <input type="checkbox"/> Temperature Blank <input checked="" type="checkbox"/> Against Bottles IR Gun ID: <u>6</u> IR Gun Correction Factor: <u>0</u> °C		
Method of coolant: <input checked="" type="checkbox"/> Wet Ice <input type="checkbox"/> Blue Ice <input type="checkbox"/> Dry Ice <input type="checkbox"/> None		
Yes <input type="checkbox"/>	No <input type="checkbox"/>	3. If temperature of any cooler exceeded 6.0°C, was Project Manager notified? PM notified by SRC, phone, note (circle one), other: _____ (For coolers received via commercial courier, PMs are to be notified immediately.)
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	4. Is the commercial courier's packing slip attached to this form?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	5. Were proper custody procedures (relinquished/received) followed?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	5a. Were samples relinquished by client to commercial courier?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	6. Were sample IDs listed on the COC?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	7. Were sample IDs listed on all sample containers?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	8. Was collection date & time listed on the COC?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	9. Was collection date & time listed on all sample containers?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	10. Did all container label information (ID, date, time) agree with the COC?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	11. Were tests to be performed listed on the COC?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	12. Did all samples arrive in the proper containers for each test?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	13. Did all containers arrive in good condition (unbroken, lids on, etc.)?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	14. Was adequate sample volume available?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	15. Were all samples received within 1/2 the holding time or 48 hours, whichever comes first?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	16. Were any samples containers missing?
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	17. Were there any excess samples not listed on COC?
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	18. Were bubbles present >"pea-size" (1/4" or 6mm in diameter) in any VOA vials?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	19. Were all metals/O&G/HEM/nutrient samples received at a pH of <2?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	20. Were all cyanide and/or sulfide samples received at a pH >12?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	21. Were all applicable N/13/T/KN/cyanide/phenol (<0.2mg/L) samples free of residual chlorine?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	22. Were collection temperatures documented on the COC for NC samples?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	23. Were client remarks/requests (i.e. requested dilutions, MS/MSD designations, etc...) correctly transcribed from the COC into the comment section in LIMS?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	24. Was the quote number used taken from the container label?
Sample Preservation (Must be completed for any sample(s) incorrectly preserved or with headspace.)		
Sample(s) _____ were received incorrectly preserved and were adjusted accordingly in sample receiving with: _____ (H ₂ SO ₄ , HNO ₃ , HCl, NaOH) using SR # _____		
Sample(s) _____ were received with bubbles >6 mm in diameter.		
Sample(s) _____ were received with TRC >0.2 mg/L (if #21 is No)		
SC Drinking Water Project Sample(s) pH verified to be >2 by _____ Date: _____		
Sample(s) _____ were not received at a pH of <2 and were adjusted accordingly using SR# _____		
Sample labels applied by: <u>EW</u> Verified by: _____ Date: <u>11/19/18</u>		

Comments: