

**NAVAJO NATION ENVIRONMENTAL PROTECTION AGENCY
WATER QUALITY/NPDES PROGRAM**

REQUEST FOR PROPOSAL

LABORATORY ANALYTICAL SERVICES FOR WATER QUALITY SAMPLES

Bid Number 26-08-4264DB

Purpose

The Navajo Nation Environmental Protection Agency Water Quality/NPDES Program (NNEPA WQ) will be conducting surface water quality monitoring throughout the Navajo Nation. The purpose of this monitoring is to determine if the waterbodies tested are supporting their respective designated uses as defined in the Navajo Nation Surface Water Quality Standards. Monitoring will also be used to assess whether or not other contaminants of concern are present in the Nation's surface waters. The requested proposal is for laboratory analytical services to facilitate these monitoring activities through September 30, 2027.

Qualifications and Scope of Work

Laboratories providing bids for analytical services will be expected to have a minimum certified capability to analyze for the attached list of trace metals, inorganics, low-level mercury, and radionuclides. They also must be certified or able to subcontract with a certified lab to perform the attached methods for the analysis of organics, pesticides, PCBs, PFOS, VOCs, pharmaceuticals, personal care products, etc. The laboratory will be expected to provide sample bottles with appropriate preservatives as needed for the analyses requested. Results will be provided electronically as a report in pdf format with laboratory QA/QC results. Results will also be provided in a spreadsheet according to the template provided with the contract. Additional service options on the attached questionnaire will also be evaluated during the selection process.

Submittals

Please submit two copies of the proposal signed by an authorized representative of the laboratory to:

NNEPA WQ/NPDES Program
ATTN: Steve Austin
P.O. Box 1999
Shiprock, NM 87420

Proposals must be sealed and clearly marked "Do Not Open—Proposal for Bid Number 26-08-4264DB". Proposals must be received by 4:30 PM on September 11, 2026. Proposals submitted after this deadline will not be accepted or considered. The following must be included with the proposal:

- 1) Description of services provided and accreditations for analyses requested
- 2) Quotes for the attached analyte and method lists
- 3) Completed questionnaire (attached)
- 4) Current W-9
- 5) Completed Navajo Nation Certificate of Debarment, Suspension, and Contracting Eligibility
- 6) Navajo Business Opportunity Act priority number if applicable
- 7) Affidavit for responsibility of subcontractors
- 8) List of subcontractors

Any questions or inquiries regarding the scope of work should also be brought to the attention of Steve Austin at: nnepawq@frontiernet.net or 505-368-1037.

RFP Schedule

Below is a schedule for this RFP process. The labs will be notified whether or not their proposal was selected within two weeks after the opening and evaluation date.

Listing of RFP	August 31, 2026
Deadline for submittal of proposals (4:30 PM MDT)	September 11, 2026
Opening and evaluation of proposals	TBD September 14-25, 2026

Selection Criteria

The NNEPA will use the following criteria in its evaluation and comparison of proposals submitted:

Criteria	Weight
Ability to perform analyses requested	50
Price	25
Ability to provide results in format requested and in a timely manner	15
Additional services offered (e.g., courier, pre-printed COCs, labeled bottles, expedited processing, etc.)	10
Total	100

Terms and Conditions

The NNEPA WQ reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.

The NNEPA WQ reserves the right to request clarification of information submitted, and to request additional information from any proposer.

The information submitted will be analyzed and may be shared internally, appear in reports, as appropriate and at the NNEPA WQ's discretion. Proprietary, classified, confidential, or sensitive information should be clearly marked in your response. The NNEPA WQ reserves the right to use any non-proprietary information. No basis for claims against the NNEPA WQ shall arise as a result of a response to this RFP or from the NNEPA WQ's use of such information.

The NNEPA WQ reserves the right to award all or a portion of the required goods and services to more than one qualified proposer at the NNEPA WQ's sole discretion.

The NNEPA WQ shall not be responsible for any costs incurred by the proposer in preparing, submitting or presenting its response to this RFP.

Nothing in the RFP is intended to or shall have the effect of waiving any privileges or immunities afforded the Navajo Nation including, but not limited to, sovereign immunity or official immunity. It is expressly agreed that the Navajo Nation retains such privileges.

The Navajo Nation is a sovereign government and all contracts entered into as a result of the RFP shall comply with Navajo Nation laws, rules and regulations (including the Navajo Preference in Employment Act) and applicable federal laws, rules and regulations.

Quote by analyte (minimum of 50 samples expected)

Analyte	Analytical Method	Quote
Aluminum	200.7	
Barium	200.7	
Beryllium	200.7	
Boron	200.7	
Cadmium	200.7	
Calcium	200.7	
Chromium	200.7	
Chromium (VI)	3500	
Chromium (III)		
Cobalt	200.7	
Magnesium	200.7	
Manganese	200.7	
Molybdenum	200.7	
Nickel	200.7	
Potassium	200.7	
Silver	200.7	
Sodium	200.7	
Vanadium	200.7	
Zinc	200.7	
Antimony	200.8	
Arsenic	200.8	
Copper	200.8	
Lead	200.8	
Selenium	200.8	
Thallium	200.8	
Uranium	200.8	
Fluoride	300.0	
Sulfate	300.0	
Chloride	300.0	
Total Alkalinity as CaCO ₃	SM 2320B	
Bicarbonate Alkalinity as CaCO ₃	SM 2320B	
Carbonate Alkalinity as CaCO ₃	SM 2320B	
Hardness (Ca, Mg)	SM 2340B	
Total Suspended Solids	SM 2540D	
Benzene	8260B	
Ethylbenzene	8260B	
Toluene	8260B	
Xylenes, Total	8260B	
Radium 226 + 228 (pCi/L)	903.1, 904.0	
Strontium 90 (pCi/L)	905.0	
Tritium (pCi/L)	906.0	
Mercury (Hg) (ng/L)	1631E	

Quote by method

Analytical Method	Description	Quote
USEPA Method 505	Analysis of Organochlorine Pesticides and Commercial Polychlorinated Biphenyl (PCB) Products in Water by Microextraction and Gas Chromatography	
USEPA Method 515.4	Determination of Chlorinated Acids in Drinking Water by Liquid-Liquid Microextraction, Derivitization, and Fast Gas Chromatography with Electron Capture Detection	
USEPA Method 525.2	Determination of Organic Compounds in Drinking Water by Liquid-Solid Extraction and Capillary Column Gas Chromatography/Mass Spectrometry	
USEPA Method 531.2	Measurement of N-Methylcarbamoyloximes and N-Methylcarbamates in Water by Direct Aqueous Injection HPLC With Postcolumn Derivitization	
USEPA Method 547	Determination of Glyphosate in Drinking Water by Direct-Aqueous-Injection HPLC, Post Column Derivitization, and Fluorescence Detection	
USEPA Method 549.2	Determination of diquat and paraquat in drinking water by liquid-solid extraction and high performance liquid chromatography with ultraviolet detection	
USEPA Method 1633	Analysis of Per- and Polyfluoroalkyl Substances (PFAS) in Aqueous, Solid, Biosolids, and Tissue Samples by LC-MS/MS	
USEPA Method 1694	Pharmaceuticals and Personal Care Products in Water, Soil, Sediment, and Biosolids by HPLC/MS/MS	
USEPA Method 8015D	Nonhalogenated Organics Using Gas Chromatography/Flame Ionization Detection (GC/FID)	
USEPA Method 8081B	Organophosphorus compounds by gas chromatography	
USEPA Method 8082A	Polychlorinated biphenyls (PCBs) by gas chromatography	
USEPA Method 8260B	Volatile Organic Compounds by Gas Chromatography/Mass Spectrometry (GC/MS)	

Questions for Laboratory

- 1) Do sample bottles come pre-labeled?
- 2) Are sample bottle labels color coded to match preservative type?
- 3) Is lab QA/QC manual available in digital format?
- 4) Are pre-printed COC's available?
- 5) What is the standard analytical report turnaround time (TAT)?
- 6) What is the standard electronic data deliverable TAT?
- 7) Are quicker TATs available and, if so, what is the additional cost?
- 8) Can analyses be tracked (observed) in real time at a web site?
- 9) Are electronic data deliverables in a spreadsheet or database format of our choosing available?
- 10) How many QA/QC tiers are available?
- 11) What QA/QC tier is normally reported (i.e. without additional cost)?
- 12) Can the laboratory report multiple dilutions?
- 13) How does the laboratory determine if a dilution is required?
- 14) Can invoices be prepared before the end of the fiscal year (September 30) regardless of sampling dates?
- 15) Are invoices available in an electronic format that can be emailed?
- 16) Can the laboratory report the instrument detection limit in addition to the reporting limit?
- 17) Who reviews the analytical report before it is made available to the client?
- 18) Are courier services available? If so, please describe (e.g. locations, drop off times, days of the week, required sample prep, etc.).
- 19) How much advance time is needed before shipment of bottle kits?
- 20) How many kits can be supplied at a time assuming one kit per cooler with sufficient space for ice if shipping?
- 21) How does the laboratory check bottles before they are shipped to see if the lids are secured?
- 22) Besides the analysis cost, are there any additional fees charges by the laboratory (e.g., lab filtration, metals digestion, calculations, etc.)? Are there any additional laboratory costs such as sample minimums, cooler deposits, shipping, etc.?
- 23) Are samples accepted on weekends?

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
				-				-			
or											
Employer identification number											
					-						

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and Contracting Eligibility

Consultant/Project Name

Work Location

1. Applicant acknowledges, in accordance with the Navajo Nation Procurement Act, 12 N.N.C. §§ 301-80, to the best of its knowledge, Applicant, in either its present form or in any other identifiable capacity, that it has not:
 - a. been convicted in any jurisdiction for the commission of a criminal offense incident to obtaining, or attempting to obtain, a public or private contract or subcontract, or in the performance of such Contract or subcontract;
 - b. been convicted in any jurisdiction for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a Navajo Nation Contractor;
 - c. been convicted in any jurisdiction under any antitrust statute arising out of the submission of offers;
 - d. violated contract provisions, such as having:
 - i. deliberately failed, without good cause, to perform in accordance with the purchase description or within the time limit provided in the contract; or
 - ii. a record of failure to perform, or of unsatisfactory performance, with the terms of one or more contracts; or
 - e. been determined to be ineligible to conduct business with the Navajo Nation under the Navajo Business Opportunity Act, 12 N.N.C. §§ 201-380;
 - f. submitted bad offers where such offers are lower than the expected price, or overstate the Applicant's qualifications; and
 - g. engaged in any other cause so serious and compelling as to affect Applicant's responsibility as a Navajo Nation Contractor, including debarment or suspension by another government.
2. Applicant certifies that the individual named below is authorized to represent Applicant for purposes of the declarations in this certification, and that all such declarations are made on behalf of Applicant and all of its owners, partners, officers, members, employees, officials, agents, or parties-in-interest;
3. Applicant acknowledges that, if the Navajo Nation determines this executed Certification is untrue or not wholly accurate, the Navajo Nation shall have grounds terminate the contract award or contract and pursue other legal remedies, at the Navajo Nation's discretion.
4. Applicant certifies that, to the best of its knowledge, it is eligible to do business with the Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. §§ 1501-16 and 5 N.N.C. §§ 201-380.
5. Applicant acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Printed name individual signing on Applicant's behalf

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date