



**SPECIALTY ANALYTICAL**

**STATEMENT OF QUALIFICATIONS**

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## **1.0 OVERVIEW**

### **1.1 SPECIALTY ANALYTICAL**

Specialty Analytical is a locally owned environmental and analytical testing laboratory dedicated to providing superior customer service and technical services. As an employee owned company, each employee is committed to excellence in support of the client projects processed by the laboratory, and to pursuing continued growth, both professionally and personally.

### **1.2 PHILOSOPHY**

Specialty Analytical was formed to provide clients access to environmental and analytical services that fulfill two goals, to provide the highest level of technically and legally defensible data, and to achieve a level of customer service unsurpassed in the field. Specialty Analytical recognizes that while the environmental field is a technical discipline, it is primarily a service industry. This recognition drives all decisions made in the laboratory. All employees of Specialty Analytical have the drive to excel at customer service, while making themselves available to clients for technical support, problem solving, and other client requests. We recognize a failure to do this will lead to a recognition of sameness with other laboratories providing services to the environmental field. Specialty Analytical wishes to be recognized as a leader in the service aspects of the field, while maintaining the high levels of technical support clients have come to expect from the founders and employees of the company.

### **1.3 Goals**

Specialty Analytical strives to be recognized as the superior technical and customer service laboratory in the United States. This is achieved by working closely with clients, regulatory agencies, and industry to gain knowledge of requirements driving the environmental industry. Also, working closely with clients on specialized analysis allows greater insight on the purpose of the analysis, providing Specialty Analytical with information that may lead to superior service.

### **1.4 Organization**

Specialty Analytical will provide superior customer service and technical services by developing customer knowledge, regulatory knowledge, and strong business relationships with clients. The depth of knowledge gained by the staff and management allow Specialty to provide these services. Experience at the bench and management level of regulatory requirements can allow recommendations on services provided that will allow a cost effective approach to projects.

Specialty Analytical has a structure allowing all employees to exceed client expectations. This is provided by bench level training, continuing education for both technical staff and management, and maintaining state of the art equipment. Additionally, as work levels flux, Specialty Analytical maintains a group of laboratories that can be utilized for subcontract work. Each of these laboratories maintains Quality Assurance Programs that meet requirements. Use of these subcontractors allows the best turn around times for clients, while assuring excellent quality of analysis.

## **2.0 SPECIALTY ANALYTICAL**

### **2.1 Operations**

Specialty Analytical is committed to providing the highest quality analytical services. Specialty Analytical provides analytical services customized to the needs of its clients, and assists in meeting the regulatory driven needs of industry and consultants.

All of the support required for Specialty's Project Managers coordinate the successful completion of projects, with assistance from the Laboratory Director.

### **2.2 Facilities and Equipment**

Specialty Analytical occupies ~12,000 square feet of laboratory and office space located in Clackamas, OR, just east of Portland. The facility was designed and built to be compliant with all local, state, and federal regulations. The laboratory was designed to maintain the integrity of data, and to be compliant with all sample handling and waste stream requirements.

Specialty Analytical has organic, inorganic, and general chemistry capabilities in the facility. The laboratory operates 5-gas chromatographs, equipped with a variety of detectors. Additional instrumentation is 6-gas chromatograph/mass spectrometers, UV/VIS spectrophotometer, ICP, ICPMS, HPLC, and comprehensive general chemistry instrumentation. Complete lists of equipment can be found in Section 5 or a more detailed description may be found in the Quality Assurance Plan.

Our subcontract network of laboratories supports the services provided by Specialty Analytical. These provide complete services including:

- Radiological Analysis
- Industrial Hygiene Analysis
- Geochemistry and Physical Testing and Analysis
- Petroleum Analysis
- Contract Laboratory Analysis

### **2.3 Client and Project Management Services**

Project management and client services are critical to the successful completion of projects in the laboratory. Each project has a dedicated project manager who serves as the primary contact for project scheduling and facilitates completion of the project. The project manager has available the technical resources of the laboratory to assure the client has access to the knowledge required for efficient completion of their project, and recommendations on test methods, detection limits, and regulatory requirements.

Through the Project Manager, services are provided to the client:

- Prepared bottle kits, with appropriate preservatives, COC, and coolers
- Sample pick-up by courier, or laboratory paid transport of samples
- Technical brown-bag seminars on topics of interest to the client
- Report delivery and faxed copies for expedited sample results

## **2.4 Analytical and Technical Capabilities**

Specialty Analytical has capabilities to provide analytical service support for a comprehensive range of regulatory requirement. These include:

- ❖ Clean Water Act (CWA) Laboratory support for requirements under the National Pollution Discharge Elimination System (NPDES) permits. These include storm water, industrial discharge, industrial pretreatment (403) requirements, surface and groundwater monitoring
- ❖ Resource Conservation and Recovery Act (RCRA) Laboratory support of all protocols required for RCRA characterization and analysis of Hazardous Waste and site assessments. Also testing required for remedial investigation/feasibility studies (RI/FS).
- ❖ Underground Storage Tank (UST) Laboratory support of UST investigations, including all analytical methods required by Oregon, Washington, Alaska, Idaho, and Montana.
- ❖ RBCA (Risk Based Corrective Action) Laboratory support of all methods necessary to complete a RBCA report, including VOC, SVOC, Pb, EDB/EDC, and Fuels analysis.

## **2.5 Report Formats**

Specialty Analytical provides a standard Level II report format that includes QC to provide a basic validation of the method from information provided. This includes method blank, laboratory control sample (LCS), matrix spike/matrix spike duplicate (MS/MSD), duplicate and matrix spike (for 600 series organic methods as required), or duplicates.

Additional report formats can be provided. Please contact the project management staff for options, or to discuss any specific client requirements.

## **3.0 QUALITY ASSURANCE**

### **3.1 Quality Assurance Programs and Policies**

The commitment to provide only data of the highest quality that is legally defensible and meets all client requirements drives the Quality Assurance Program at Specialty Analytical. Policies to meet this goal are:

- Train and maintain employee's compliance with Specialty Analytical's Quality Assurance Plan, and maintain the plan as part of a Total Quality Maintenance plan for the laboratory.
- To provide only validated data to clients, and assure each client that all Quality Assurance requirements have been met for each sample and analysis performed.
- To remove from performing in the laboratory any test method that fails to meet performance goals in the laboratory, as defined by failure to achieve acceptable performance on Performance Evaluation samples, whether from a regulatory source or internal control.
- To resolve to the client's satisfaction any questions concerning the validity of any data produced by Specialty Analytical.

### **3.2 Quality Assurance Program**

The Quality Assurance Manager has direct responsibility to the Laboratory Director to maintain compliance in the laboratory with the Quality Assurance Plan. The QAM manages certifications, performance programs, regulatory compliance, and other facets of laboratory compliance. The QAM also reviews and approves all SOPs prior to use, assists in review of data for instrument and analyst validation, and any other quality assurance issues arising in the laboratory.

### **3.3 Project Specific Quality Assurance Plans (QAPjP)**

For some projects, specific quality control requirements may be necessary. For these projects, Quality Assurance Project Plans (QAPjP's) may be required. Specialty Analytical is capable of assisting in the preparation of the QAPjP for a project, and providing advice on specific precision, accuracy, and completeness goals to be incorporated in the plan. These are typically necessary for large remediation projects, government work, or projects with specific clean-up goals. For more information on this capability, please contact your Specialty Analytical Project Manager, or the Quality Assurance Manager.

## 4.0 KEY PERSONNEL

The focus on customer service at Specialty Analytical requires technical excellence and problem solvers in critical positions within the laboratory. These positions are client friendly, and encourage client contact and questions.

The experience at Specialty Analytical in critical positions is extensive and varied. Below are personnel summaries of project and laboratory management positions.

### **Marty French**

Laboratory Director

Mr. French has over 22 years of experience in the environmental field. He manages daily operations, quality assurance, customer service/relations, facilities, and administration. He is directly responsible for the technical and fiscal performance of the laboratory. Mr. French has an extensive background in GC, GC/MS, HPLC, pesticide/herbicide, and hydrocarbon analysis. He is also proficient at data validation and QA/QC programs. Mr. French has a B.S./B.S. in Chemistry and Biology.

### **Cindy Hillyard**

Project Manager

Ms. Hillyard has over 17 years in the environmental field, holding a variety of positions in client relations and project management, as well as office administration positions. She is responsible for daily management of client relations, project management functions, and front office procedures. Ms. Hillyard manages the client retention/customer service programs at Specialty Analytical, and is point of contact for most clients of the laboratory.

### **Dean Strom**

Operations Manager

Mr. Strom is responsible for analytical production and operations. He also is responsible for daily scheduling of sample flows, and commitments to meeting client turn around time requests. Mr. Strom has 20 years experience in the environmental field, including organic analysis, metals analysis, wet-chemistry and sample preparation. He has BS in Organic Chemistry.

### **Dennis D. Wells**

Business Development - Manager

Mr. Wells has over 20 years experience in the environmental field. In addition to his experience in Sales and Marketing, Mr. Wells is also a former Lab Director, Operations Manager and V.P. of Quality Assurance. He is responsible for the laboratory's Sales and Marketing effort as well as development of new programs and technologies. Mr. Wells has a BS/BS degree in Chemistry and Biology.

## 5.0 INSTRUMENTATION

### MAJOR INSTRUMENTATION

Listed below are instrumentation utilized at Specialty Analytical. The instruments are constantly being upgraded, or added to the laboratory. For a complete and accurate list of instruments, please contact Project Management for a current copy of the Laboratory QAP.

- ◆ Agilent 7500c ICP-MS with Reaction Cell, A/S
- ◆ TJA Iris 1000 ICP, A/S
- ◆ Varian 720-ES ICP, A/S
- ◆ CETAC M-7500 CVAA Hg Analyzer, A/S
- ◆ CETAC M-8000 CFAA Hg Analyzer, A/S
- ◆ Milestone Ethos E Microwave Digestion System
- ◆ Thomas Cain Deena Automated Block Digester
- ◆ HP 5890II GC w/ Tekmar 3000/2016 P&T A/S
- ◆ Thermo Instruments TSQ Quantum XLS, High Resolution Mass Spec (HR/MS)
- ◆ Agilent 7890A GC, Tandem FID-PID, 3000/Archon/ Tekmar Stratum P&T
- ◆ Agilent 6890A GC Dual FID, A/S
- ◆ Agilent 6890A GC TCD/FID, A/S
- ◆ Agilent 6890A GC Dual ECD, A/S
- ◆ Agilent 7890A GC, Dual ECD, CombiPal A/S, PTV
- ◆ Agilent 6890/5973 GC/MS, 3000/Archon P&T (2 units)
- ◆ Agilent 7890/5975 GC/MS, Stratus/Archon P&T
- ◆ Agilent 6890/5973 Inert GC/MS, A/S (2 units)
- ◆ Agilent 6890/5975 Inert GC/MS, A/S
- ◆ OI Analytical FS 3100 Flow Injection Analyzer (FIA), OI 3090 A/S
- ◆ Mantech Chemistry Analyzer
- ◆ Dionex DX-120 Ion Chromatograph, A/S
- ◆ Lachat QuickChem 8000+, A/S
- ◆ Accumet 150 pH, KF
- ◆ Spectronic Genesys 20 UV/Vis
- ◆ Mitsubishi TOX 100 Halogen Analyzer w/ TOX module
- ◆ Tekmar Apollo 9000 TOC Analyzer, A/S
- ◆ Midi-Vap Distillation unit, Ammonia, CN, Fluoride
- ◆ Kewaunee BD-40 TKN Digestion unit
- ◆ Agilent 1200 HPLC, multi-UV/VIS, A/S
- ◆ Dionex ASE-200 Solvent Extractors (2 units)
- ◆ OI Analytical Autoprep 1000 GPC
- ◆ Koehler Pensky-Martin Closed Cup Flash Point unit
- ◆ Parr Oxygen Bomb Assembly, Sample Prep and BTU content

## 6.0 ASSOCIATIONS

Staff and management at Specialty Analytical belong to many professional organizations in order to continue the process of gaining current technical and regulatory knowledge. Below are some representative organizations that the laboratory or staff members belong to.

American Chemical Society

Association for the Environmental Health of Soils

Association of Official Analytical Chemists

Northwest Environmental Business Council

International Association for Environmental Forensics