



## Contact Information

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## COMPANY PROFILE

International Analytical Group, Inc. (IAG) is a Hispanic 8(a) small business firm that provides independent project management for environmental services. IAG provides environmental sampling, consulting, and laboratory-related services to its clients. IAG's services include: field services, interpretation of field and analytical data, advice to clients on the most appropriate analytical methods for their projects before the samples are collected, bid preparation for laboratories, sample management, and laboratory data validation. In addition, International Analytical Group offers auditing services to its clients, for both field services and laboratories.

International Analytical Group's staff has over forty years of combined experience in the environmental consulting and laboratory industry. IAG is able to provide special insight both in the planning phase of a project and after project completion. Our experience is helpful in determining where to collect samples, what to analyze for, which test methods should be used to provide the client with the data he/she is looking for, and to determine if the field and laboratory data that is provided is valid.

International Analytical Group has extensive experience in handling sensitive projects in the United States, Latin America, and the Caribbean for multi-national companies, government agencies and large consulting companies.

Many government agencies and private companies encourage the use of minority contractors in their projects. International Analytical Group, Inc. (IAG), in its continuing efforts to provide clients with as much competitive advantage as possible, has obtained minority certification status from the South Florida Water Management District, the State of Florida, Miami-Dade and Broward Counties, and the Small Business Administration.

International Analytical Group recognizes that quality of field and analytical data, confidence in the laboratory, and confidentiality of results are of utmost concern to our clients. IAG personnel reviews all laboratory and field data prior to its release to the client, to ensure that quality control/quality assurance guidelines have been met and that the data is valid and defensible in court. IAG will maintain all information related to a project and/or client in the strictest confidence. No information will be released to any individual or organization without the client's written consent.

# Environmental Services

International Analytical Group, Inc. (IAG) offers its environmental services under the following Special Item Numbers (SINs):

**899-1 Environmental Planning Services & Documentation:** Services include but are not limited to: Environmental Assessments and Environmental Impact Statements under the National Environmental Policy Act (NEPA); Endangered Species, Wetlands, Watersheds and other Natural Resource Management Plans; Archeological and/or Cultural Resource Management Plans; Environmental Program Management and Environmental Regulation Development; Economic, Technical and/or Risk Analysis, and other environmentally related studies and/or consultations; Homeland Security issues including vulnerability assessments, biochemical protection, identification of threats and protective measures to mitigate the threats, and Crime Prevention Through Environmental Design (CPTED) surveys.

IAG provides the following Environmental Services:

- Environmental Assessments
- Environmental Impact Statements under the National Environmental Policy Act (NEPA)
- Environmental Program Management

**899-2 Environmental Compliance Services:** Services include but are not limited to: Environmental Compliance Audits; Compliance Management and/or Contingency Planning; Permitting; Spill Prevention/Control and Countermeasure Plans; Pollution Prevention Surveys; ISO 14000/Environmental Management Systems (EMS); and Community Right to-Know Act reporting.

IAG offers a variety of Environmental Compliance Services to assist our clients in managing their environmental risks. Environmental Compliance services, typically include:

- Environmental Compliance Audits
- Compliance Management and/or Contingency Planning
- Permitting
- Pollution Prevention Surveys
- ISO 14000, Environmental Management Systems (EMS)

**899-3 Environmental Occupational Training Services:** Training to include standard (off-the-shelf), customized, and/or computer-based interactive courses, as well as converting existing courses to electronic media. Training may be conducted on or off site and may be on any number of environmentally related issues, including fire preparedness training and public fire safety education.

IAG has developed and presented private training courses for our clients. In addition IAG offers the following training courses:

- Environmental Ethics Training
- OSHA 40-Hour Hazmat Training
- OSHA 8-Hour Training

Training may be conducted on or off-site.

**899-4 Waste Management Services:** Operational services, advice, or guidance in support of agencies' Waste Management Services. Examples include, but are not limited to:

- Data collection, feasibility or risk analysis, RCRA/CERCLA site investigation, hazard and/or non hazard exposure assessments, waste characterization and source reduction studies, review and recommendation of waste tracking or handling systems, waste management plans and/or surveys, waste minimization/pollution prevention indicatives, review of technologies and processes impacting waste management.
- Management, furnishing or inventory of Material Safety Data via CD, Internet, facsimile, mail or other media; development of emergency response plans.

IAG specializes in the following areas of expertise in support of Waste Management Services:

- Environmental Data Review/Data Validation
- Laboratory Audits
- Managerial Audits
- Systems Audits

## **Project Descriptions**

Below please find descriptions of sample projects IAG has completed for federal and commercial clients.

## LABORATORY SELECTION, SAMPLE COLLECTION AND ANALYSIS

### Project Highlights:

- Initial Coordination with Project Manager
- Laboratory Selection
- Location of Sampling Points w/GPS
- Specialized Sampling Equipment
- Meeting with Laboratory Personnel
- Data Validation
- Electronic and Hard-Copy Laboratory Report

## COLLECTION AND ANALYSIS OF SEDIMENT SAMPLES-KISSIMMEE RIVER

International Analytical Group, Inc. (IAG) was contracted by the Army Corps of Engineers (ACOE)-Jacksonville District to characterize sediments in a portion of the Kissimmee River, Florida prior to dredging activities. The project involved collecting discrete samples of undisturbed sediments along a specific section of the River in order to determine their characteristics prior to dredging activities. In addition, background samples were collected from a property to be used to stage the dredged sediments prior to disposal.

The ACOE Project Manager met at the site with IAG personnel to determine the locations from which to collect the samples. IAG utilized a handheld Global Position System (GPS) to mark the latitude and longitude of each sampling location. IAG personnel then returned to the site utilizing the handheld GPS to collect the samples at the precise locations requested by the ACOE project manager.



IAG utilized an inflatable dinghy fitted with an electrical motor to access the sampling areas and prevent potential cross-contamination of the samples from fuel vapors. A Ponar dredge was used to collect sediments from the bottom of the river whereas a hand auger was employed to collect soil samples. The samples were then transported to the laboratory by IAG personnel to ensure that they were logged in correctly. IAG kept in constant communication with the laboratory to monitor the progress of the project.

IAG provided the ACOE with a copy of all field notes, including a map showing the sample point locations, a table summarizing latitude and longitude of sampling points, electronic and hard copy laboratory report, a data validation checklist, and a short summary of quality control problems identified.

## LABORATORY SELECTION AND DATA REVIEW

IAG selected the laboratory for the project by verifying that it had all the necessary NELAP certifications for all the requested analyses and that it could meet the method specific quality control requirements. IAG's project manager met

with laboratory personnel to review the project's requirements and the format of the electronic copy of the laboratory report. The laboratory transmitted the analytical results to the IAG project manager via e-mail. IAG utilized an analyti-

cal data validation checklist to reviewed the results for accuracy and format. Once its review was complete, IAG authorized the laboratory to produce the final report, in electronic and hard copy.

## INTERNATIONAL SERVICES

### Project Highlights:

- Initial Coordination with Project Managers
- Sample Collection
- Sample Management
- Shipping of Samples to U.S. laboratory
- Coordination with Laboratory
- Review of Raw Data and QA/QC parameters
- Data Validation
- Electronic transmittal of Results
- Data Interpretation
- Regular Monitoring of Project Progress
- Regular Communication with Client
- Electronic and Hard-Copy Laboratory Report

## COLLECTION OF SAMPLES IN THE CARIBBEAN AND LATIN AMERICA

International Analytical Group, Inc. (IAG) has an on-going working relationship with a major oil company for projects in the Caribbean and Latin America. The projects involve varying degrees of involvement from IAG but typically include: preliminary meetings with the senior manager of the oil company's international division and project managers, sample management, data review and validation, electronic transmittal of laboratory results, data interpretation and regular communication with the client.

Before each individual project, IAG meets with the oil company's senior personnel to discuss the project requirements, degree of IAG involvement, format of the laboratory report, and forms of delivery of results to minimize stand-by time of personnel at the

work site.

IAG has worked with this client in the Cayman Islands, U.S. Virgin Islands, Bahamas, Surinam, Guatemala, Nicaragua, Costa Rica, and Panama. In some cases, IAG has collected samples and has also provided pick-up of samples at the job sites. IAG personnel take custody of the samples at the work site, review chain of custody (COC) documents, and pack the samples for overnight shipment to a laboratory in the United States. In addition, IAG representatives prepare all the necessary documents to prevent delay of the samples in the country of origin and/or U.S. Customs. IAG personnel in Florida track



the samples and ensure their timely delivery to the laboratory. Once the samples arrive in the laboratory, IAG personnel review the COC documents to ensure the samples are correctly logged in and analyzed promptly.

## DATA REVIEW, VALIDATION AND TRANSMITTAL OF LABORATORY RESULTS

IAG's project manager visits the laboratory regularly to discuss the progress of the project with the laboratory manager. If any potential or actual problems are detected, IAG meets with the laboratory's QA/QC director and/or the laboratory's LIMS director. IAG personnel reviews the raw data for the project and all pertinent QA/QC parameters (daily blank, calibration check,

spike and spike duplicate, calibration curve, and surrogate recovery).

The laboratory transmits the analytical results to the IAG project manager via e-mail. IAG reviews the results for accuracy and format. Once its review is complete, IAG authorizes the laboratory to transmit the laboratory results to the Client's Project Manager via electronic mail. If

necessary, hard copy results are shipped via overnight courier to the project manager at the job site.

IAG and the Client's representatives have regular discussions on the progress of the individual projects and to discuss client needs and potential for improvement. IAG provided field-training materials for the oil company's personnel.

## INTERNATIONAL SAMPLE MANAGEMENT AND DATA VALIDATION

### Project Highlights:

- Initial Coordination with Project Managers
- Pick-up of Samples in-country
- Transport of Samples to the Laboratory
- Coordination with Laboratory
- Implementation of US ACOE Analytical Method
- Regular Monitoring of Project Progress
- Meeting with Laboratory Personnel
- Review of Raw Data and QA/QC parameters
- Data Validation
- Electronic and Hard-Copy Laboratory Report

## SAMPLE MANAGEMENT—DREDGED SEDIMENTS— PANAMA BAY, PANAMA

International Analytical Group, Inc. (IAG) was contracted by a multi-national consulting company to aid with sample management and data validation in a study of dredged sediments from Panama Bay, Republic of Panama. The study had two main objectives: find out if turbulence caused by dredging activities would release contaminants in the sediment into the water column at Panama Bay; and if disposal of the dredged sediments at a site in the ocean would adversely affect the water quality at that site. In order to meet these objectives it was necessary to analyze separately the dredged sediments, the water from the bay, the water from the ocean site, and elutriates of the sediments and bay water and sediments and ocean water. The elutriates were analyzed by mixing the sediments with the water, decanting the mixed water and analyzing the elutriate following a U.S. Army Corps of Engineers (ACOE) procedure. Since the laboratory was not familiar

with the US ACOE procedure for the analysis of elutriates, IAG obtained a copy of the procedure and met with the laboratory manager before the project got started, to ensure that the laboratory could successfully implement the US ACOE analytical procedure.

IAG personnel in Panama met with the consultant's staff in the field, and took custody of the samples at the job site. IAG Panama then packed and shipped the samples via overnight courier to a laboratory in Florida, with all the appropriate documentation to import samples to the U.S.

Once the samples arrived at the laboratory, IAG personnel in Florida ensured that they were logged in correctly.

IAG's project manager met with the laboratory's manager



throughout the duration of the project to monitor its progress. The analytical results were transmitted electronically and in hard copy to the client's project manager.

## DATA REVIEW AND VALIDATION

IAG's project manager visited the laboratory regularly to discuss the progress of the project with the laboratory manager. If any potential or actual problems were detected, IAG met with the laboratory's QA/QC director and/or the laboratory's LIMS direc-

tor. IAG personnel reviewed the raw data for the project and all pertinent QA/QC parameters (daily blank, calibration check, spike and spike duplicate, calibration curve, and surrogate recovery).

The laboratory transmitted

the analytical results to the IAG project manager via e-mail. IAG reviewed the results for accuracy and format. Once its review was complete, IAG authorized the laboratory to transmit the laboratory results to the Client's Project Manager via electronic mail.

## QUALITY ASSURANCE SERVICES

### Project Highlights:

- Review QASR for CERP
- Standardize Format
- Compliance with NE-LAC requirements
- Compliance with FAC Chapter 61-160
- Attend QA CERP Meetings
- Revise QASR

### REVIEW OF THE COMPREHENSIVE EVERGLADES RESTORATION PROGRAM (CERP) QUALITY ASSURANCE SYSTEMS REQUIREMENTS (QASR) PLAN

The CERP is a program of interrelated environmental restoration projects, involving participation by several state, tribal, local, and other agencies. The nature of CERP projects will vary greatly in nature and in sample type. All data produced by CERP projects must be integrated in order to coordinate restoration efforts. Therefore, all CERP data must meet a minimum level of quality and completeness to assure consistency with the program and to allow effective sharing of data.

The CERP Quality Assurance Systems Requirements (QASR) Plan was created to set forth the minimum requirements for data collection activities for CERP projects. CERP projects must meet all applicable federal, state and local regulations for monitoring and sample analysis, as well as individual project Data

Quality Objectives (DQO).

The Water Quality Analysis Division of the South Florida Water Management District (SFWMD) contracted International Analytical Group, Inc. (IAG) to help it review and revise three chapters of the QASR Plan for the CERP. IAG reviewed and revised the Chapters dealing with Water Quality Field Sampling (Chapter 1), Laboratory Analysis (Chapter 5), and Data Management and Assessment (Chapter 6).

IAG reviewed the QASR chapters for content, to ensure that its requirements comply with the most current applicable regulations. In addition, the text was revised for format to eliminate redundancies as much as possible. IAG prepared drafts of the above referenced chapters and presented them to the SFWMD and the Water Quality Team of Restoration Coordination



and Verification (RECOVER). Their comments/changes were incorporated into the documents and revised draft copies were submitted for inclusion in the QASR.

### QUALITY ASSURANCE REQUIREMENTS AND GUIDELINES

The objective of Chapter 1 (Water Quality Field Sampling) is to outline the minimum Quality Assurance (QA) requirements for sample and field data collection. Chapter 5 (Laboratory Analysis) outlines the minimum QA requirements for laboratory analysis, provides guidelines for contracting laboratories and for data assessment. In addition it discusses data uncertainty

and outlines the process for developing DQOs. Chapter 6, Data Management and Assessment, provides the minimum data standards to be used in CERP projects in an effort to standardize and maintain high quality data, and to increase the usability of data among projects. The goal of Chapter 6 of the QASR is to describe some the expected data types, associated

elements, and the standards necessary to produce consistent, comparable data among CERP projects; and to set forth minimum standards for data storage, retention, and access.

# PRICE LIST

International Analytical Group's Labor Rates for Year 2 (June 2005 – June 2006)

International Analytical Group, Inc.		
SIN 899 Environmental Services Job Titles	Hourly Rate	Daily Rate
Clerical Administrator	\$25.00	\$200.00
Field Scientist	\$50.00	\$400.00
Senior Scientist	\$75.00	\$600.00
Chemist	\$75.00	\$600.00

International Analytical Group's Training Rates for Year 2 (June 2005 –June 2006)

International Analytical Group, Inc.			
SIN 899-3 Environmental Training Course Titles	Course Hours	Cost for 1 <sup>st</sup> 10 participants	Each Additional Participant
Environmental Ethics	5	\$2,000.00	\$55.00
OSHA 40-Hour Hazmat	40	\$15,000.00	\$110.00
OSHA 8-Hour Refresher	8	\$4,000.00	\$110.00

International Analytical Group's Waste Management Rates for Year 2 (June 2005 –June 2006)

International Analytical Group, Inc.		
SIN 899-4 Waste Management Services	Cost/analysis/sample	Cost per dayOf Audit
Data Validation	\$40.00	-
Laboratory Audit	-	\$1500.00

## Labor Category Definitions

**Clerical Administrator-** High School graduate. Responsible for general office duties to include: filing, copying, delivery and mailings. Will also be competent in basic word processing.

**Field Scientist/Environmental Technician-** Minimum four (4) years experience in field activities to include proper field collection of data, data analysis

and design. Responsible for maintaining field notes and preparing reports of field activities.

**Senior Scientist/Geologist - Degreed in environmental or physical science. Five (5) years experience in overall management and planning of environmental projects. Possesses working knowledge of local, state and federal laws and regulations related to the environmental industry.**

**Chemist- Degreed in Chemistry. Three (3) years experience in laboratory Quality Assurance/Quality Control programs. Experience in environmental laboratory analysis. Possesses working knowledge of EPA and SW-846 methodologies and requirements.**

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