

RFP #24374

Purchase of a Biochemical Oxygen Demand Autoanalyzer  
for Lake County Public Works

SEAL Analytical Inc.

6501 W. Donges Bay Road

Mequon, WI 53092

262-241-7900

[sales@seal-us.com](mailto:sales@seal-us.com)

September 25, 2024

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## Company Background

SEAL Analytical  
6501 West Donges Bay Road  
Mequon, WI 53092

SEAL US company headquarters is based in Mequon, WI about one hour north of the Lake County lab.

SEAL Analytical has been in business since 2002. SEAL was created as a combination of our discrete analyzer company and the segmented flow company Bran& Luebbe and before that Technicon. Our history of analyzers goes back to the original AutoAnalyzer in 1957.

SEAL's customer base is worldwide and generally found in the public sector, university, and private laboratories for water testing. We also service a great deal of fertilizer and soils research labs. In addition, we also provide instrumentation for specialty testing such as tobacco, seawater and foods.

SEAL has approximately 50 customers in Illinois with about half of those public and half private.

SEAL globally is approximately 125 employees. SEAL Analytical is part of Porvair, which is publicly traded on the UK stock exchange.



## **Bidder Experience**

SEAL Analytical, a Porvair company brand, is a world leader in the design, development, and manufacture of automated Discrete Analyzers, Continuous Segmented Flow Analyzers, Robotic Handling Systems, and Sample Preparation equipment specifically for use in environmental applications. SEAL analyzers are widely acknowledged as the best-in-class and instrument of choice for monitoring nutrients in water and wastewater, seawater, soils & plant materials, as well as the quality control of industrial products, fertilizers and tobacco.

SEAL Analytical has over 60 years experience in environmental and industrial automated analyzers. SEAL purchased Bran+Luebbe, who earlier purchased Technicon Corporation, the first to commercialize Continuous Flow Analysis. Technicon's AutoAnalyzer became the best-known and most successful Continuous Flow Analyzer in the world, and the instrument that most EPA methods for automated colorimetric analysis were written on and continue to reference. This experience continues to drive SEAL's development of flow techniques and automated lab analyzers for environmental and industrial laboratories.

With full teams of engineering and chemistry staff in global facilities in Europe, USA, and China, laboratories can be sure of the best support, instruments, and methods, meeting the latest regulatory requirements. The global facilities are well supported by a worldwide network of specialist distributors and service centers.

SEAL Analytical is a technology leader in the development of innovative nutrient analysis solutions, with SEAL analyzers acknowledged as the best instruments in their class.

SEAL Analytical have been producing and supporting discrete analyzers for over twenty-five years. The AQ700 series is the latest instrument we offer which brings our experience and expertise to assist your productivity needs for the laboratory. It is designed and built entirely in the USA – at the SEAL headquarters in Milwaukee. Building on the success of the AQ400 and robotics systems, with extra capacity, speed and flexibility, the AQ700 is at the forefront of discrete technology.

SEAL Analytical acquired Rohasys Laboratory Robotics, now SEAL Netherlands, in December 2017. Rohasys has been manufacturing robotics in The Netherlands for over 25 years, and has an extensive user base throughout Europe. This merger now allows SEAL to offer this extended product range which includes automated systems for BOD, pH, EC, alkalinity, turbidity, and other applications throughout the US market supported by technicians and chemists based in Milwaukee, WI.

SEAL Analytical has sold, delivered, and supported over 700 discrete analyzer, segmented flow analyzers and modules, block digestors, and robotic systems in the North and South American countries in the past five years.

## Qualifications and Experience of Technical Staff

### Lalicia Potter, President

- Graduate of the University of Sydney, AU with Honors degree in Chemistry
- Over 25 years of experience in the industry, including over 10 years at Bran+Luebbe Australia and Bran+Luebbe UK
- Phone: (262) 241-7900 ext 215
- Email: [lpotter@seal-us.com](mailto:lpotter@seal-us.com)

### Diane Villanueva, Technical Support Director

- Bachelor of Science in Biology with a minor in Chemistry, Mount Mary College
- Masters in Management, Cardinal Stritch University
- Over 15 years of experience in the industry
- Phone: (262) 241-7900, ext. 240
- Email: [dvillanueva@seal-us.com](mailto:dvillanueva@seal-us.com)

### Joey Redovich, Technical Sales Manager

- Bachelor of Science in Molecular Biology, University of Wisconsin - Madison
- Over 13 years of experience in the industry at SEAL Analytical
- Phone: (262) 241-7900, ext. 217
- Email: [jredovich@seal-us.com](mailto:jredovich@seal-us.com)

### Sarah McFaul, Technical Sales Manager

- Bachelor of Science in Chemistry, Michigan Technology University
- Over 12 years of experience in the industry at SEAL Analytical
- Phone: (262) 241-7900, ext. 216
- Email: [smcfaul@seal-us.com](mailto:smcfaul@seal-us.com)

### Mallory Herald, Technical Support Chemist

- Master of Science in Chemistry, Indiana University
- 8 year of experience in the industry at SEAL Analytical
- Phone: (262) 241-7900, ext. 218
- Email: [mherald@seal-us.com](mailto:mherald@seal-us.com)

### Johann Hinck, Technical Support Chemist

- Bachelor in Information Technology with Chemistry minor, Concordia University
- 6 years of experience in the industry at SEAL Analytical
- Phone: (262) 241-7900, ext. 203
- Email: [jhinck@seal-us.com](mailto:jhinck@seal-us.com)

**Noel Craig, Technical Support Chemist**

- Bachelor of Science in Chemistry, University of Wisconsin – Green Bay
- 5 years experience in the industry at SEAL Analytical
- Phone: (262) 241-7900, ext. 211
- Email: [ncraig@seal-us.com](mailto:ncraig@seal-us.com)

**Sam Dorsey, Operations / QA Manager**

- Graduate of Utah Valley State University in Electronics Technology
- Over 25 years of experience in the industry, providing direct repair service and training to Bran+Luebbe customers, including 6 years at SEAL Analytical
- Phone: (262) 241-7900, ext. 206
- Email: [sdorsey@seal-us.com](mailto:sdorsey@seal-us.com)

**Mark Kresa, Senior Field Service Engineer**

- Graduate of ITT Technical Institute
- Over 20 years of experience in the industry, including over 5 years at Lachat Instruments and 17 years at Seal Analytical
- Phone: (262) 241-7900, ext.213
- Email: [mkresa@seal-us.com](mailto:mkresa@seal-us.com)

**David Farrow, Technical Support Chemist**

- Masters of Fresh Water Sciences, University of Wisconsin – Milwaukee
- 5 years of experience in the industry at SEAL Analytical
- Phone: (262) 241-7900, ext. 206
- Email: [dfarrow@seal-us.com](mailto:dfarrow@seal-us.com)

**NOTE: All are direct employees of SEAL Analytical, Inc. and work from the office in Mequon, WI USA. All Chemists can provide installation, hardware, software and chemistry assistance as well as perform installations and onsite training. All Service Technicians can provide hardware assistance, perform service and onsite preventative maintenance.**

**Any and all personnel listed can be reached at our Technical Support phone number and email for technical assistance while in the office.**

**Dedicated Technical Support contact information:**

- Phone: (262) 241-5772
- Email: [techsupport@seal-us.com](mailto:techsupport@seal-us.com)

## Response to Specifications

**Lake County**

**RFP 24374**

**Lake County, Illinois**

**Request for Proposals # 24374**

**Purchase of a Biochemical Oxygen Demand Analyzer**

**Attn: Matt Finstein**

**The system offered is the SEAL MiniLab AR10 Automated BOD Analyzer. The quoted BOD System from SEAL Analytical meets or exceeds all listed specifications.**

The quoted MiniLab Automated BOD Analyzer provides unattended analysis of BOD, CBOD, and DO. The automation included with the system meets the requirements of the bid:

- MiniLab-AR10 Base unit
- 60 Bottle Capacity
- Automated dilution water (nutrient buffer solution) addition
- Automated seed/inhibitor addition 1x pump
  - o Example: PolySeed(Interlab)/PolySeedNx addition
- 1 BOD YSI optical probe and meter
- 5 BOD trays
- Software
- Onsite installation and training
- Option to add a third pump for automation addition of inhibitor that would allow the lab to run BOD/CBOD in the same schedule

Background information for the SEAL MiniLab Series:

SEAL Analytical acquired Rohasys Laboratory Robotics, now SEAL Netherlands, in December 2017. Rohasys has been manufacturing robotics in The Netherlands for over 25 years, and has an extensive user base throughout Europe. This merger now allows SEAL to offer this extended product range throughout the US market supported by technicians and chemists based in Milwaukee, WI. (A list of US technical staff and their credentials is available upon request.) SEAL has been doing business in the United States for over 30 years and has an extensive history with robotic systems for colorimetric analysis and trace metals digestion. SEAL Discrete Analyzers, Segmented Flow Analyzers, and Deena digestion systems are used all over the United States.

SEAL prides itself on its customer service and quality of workmanship. SEAL will ensure that the laboratory is not only satisfied with their purchase, but delighted to have the best BOD systems available on the market.

The standard MiniLab AR10 system is equipped with the YSI ProOBOD optical DO probe with an integrated stirrer that is controlled through the accompanying BOD Software. YSI optical DA probes offer more accurate, reproducible results when compared to membrane probes, and require less maintenance and fewer calibrations.

The YSI ProOBOD and accompanying meter allow for calibration of barometric pressure, and the temperature of each sample is recorded during the read. In-between reads or dispenses, the system returns to an auto wash station to prevent cross-contamination.

The SEAL MiniLab AR10 BOD system is controlled by our BOD Software. The fully customizable software ensures that we can meet all the client's requirements. Available options include:

- The run table can be formatted to display run information how the laboratory would like, including the ability to:
  - o Determine which columns are displayed.
  - o Define the order and header name for each column.
- Seamless integration with any LIMS program through customizable import and export files in .csv or .txt formats.

The BOD Software allows for user defined parameters and limits to be set and customized to fit the lab needs. This includes the limits for valid sample bottles, blanks, and QC, as well as seed depletion calculations.

### **Installation, Training, and Technical Support**

The purchase of the MiniLab AR10 from SEAL Analytical includes an installation and two-day training for the instrument. The installation and setup will be completed, and the remainder of the time will be spent training the analysts on the software and hardware. The trainer will work with the team at the laboratory to set up and customize the software according to their BOD testing procedures and ensure that the system is operating properly. They will also go through user maintenance and troubleshooting procedures.

In addition to this, the laboratory will have access to SEAL Analytical's Technical Support team. SEAL Analytical provides dedicated telephone and email technical support. These are monitored and answered by our SEAL Chemists and Service Engineers at our US facility from 8:00 AM to 5:00 PM US Central Time. SEAL Analytical does not contract out any support or service in the US, so you can be assured that you are immediately speaking with someone who can troubleshoot your system.



## **SEAL Analytical Response to Specifications:**

### **Scope of Services**

The scope of work is to secure a BOD analyzer that is capable of:

1. *Handling drinking water and wastewater (including raw influents)*

**Complies.** SEAL BOD Minilab analyzers are designed to test both drinking water and wastewater, including raw influent samples. There is a rinse vessel mounted on board that provides fresh DI water to run over the DO probe and dispensing needles to clean them off between bottles throughout the run, eliminating contamination and carryover from a raw influent to the next sample.

2. *Analyzing per Standard Method 5210.*

**Complies.** SEAL BOD Minilab analyzer and corresponding software is optimized to meet requirements stated in Standard Method 5210. The comprehensive software allows for the ability to enter in all validation criteria defined for each bottle type, Blanks, Seed controls, GGAs and samples. This allows each individual lab to customize the software to meet their specific validation criteria and needs.

3. *Minimum batch capacity of 54 BOD bottles*

**Complies.** The quoted BOD Minilab AR10 system has a capacity of 60 BOD bottles to be loaded at one time. A batch is not limited to these 60 bottles, as the trays on the Minilab can be swapped out after they have been read for more samples to be analyzed, allowing for a continuous operation of the system indefinitely.

4. *Automated dilution addition to BOD bottles.*

**Complies.** The quoted BOD Minilab AR10 system comes fitted with a calibrated pump unit to add dilution water into each BOD bottle. The manipulator arm holds the dispensing needle for the delivery of the dilution water into the BOD bottles. This arm also contains two conductivity sensors. When the water in the bottle comes in contact with the two conductivity sensors, this creates an ionic bridge in the water, which sends a signal back to the dilution water pump to turn off. This standardizes the fill function for each BOD bottle to be filled to the same height.

5. *Automated seeding of BOD bottles.*

**Complies.** The quoted BOD Minilab AR10 system comes fitted with a calibrated pump unit to add seed into each BOD bottle at a defined volume controlled in the settings of the software.

6. *Automated inhibitor addition for Carbonaceous Biochemical Oxygen Demand (CBOD) analysis.*

**Complies.** The quoted BOD Minilab AR10 system comes fitted with a calibrated pump unit to add liquid nitrification inhibitor into each BOD bottle at a defined volume controlled in the settings of the software. Per the addendum it is acceptable to have BOD and CBOD in the same run. However, if the lab would prefer these are added separately to run CBOD and BOD in the same schedule the additional pump is listed in the options section of the quote.

7. *Raw data storage*

**Complies.** Minilab software saves all data entered and captured directly into a table file for each run. The data is automatically saved in real-time, eliminating the need for a “Save” button in the software.

8. *Providing a Quality Control Package that meets or exceeds requirements for EPA testing methods.*

**Complies.** The software provides the capability to customize the requirements needed for the laboratory to meet EPA testing standards.

9. *Containing equipment quality control and recovery documentation.*

**Complies.** All equipment quality control is saved in the software folder on the C:/ drive of the computer. All DO probe and pump calibrations are saved in this section, along with all precise alignments for the positioning of the probe and needles in each tray on the Minilab baseplate.

In addition the MiniLab software automatically saves completed data tables with associated quality controls.

## Implementation Plan

- Delivery is estimated to be approximately 10-14 weeks after order
- After specifications are confirmed and agreed order placed with factory location
  - Full documentation provided to lab to prepare for installation and training
  - Installation date agreed with SEAL Chemist based on approximate arrival of instrument
- Instrument delivered and installed\*
  - During training full hardware, software and chemistry training will take place
  - After training email and phone support available for additional assistance as needed

\*for additional details on training see quote

## SEAL Analytical BOD References

1. CompanyName: Sanitary District of Decatur  
Street Address: 501 Dipper Lane  
City/State/Zip Code: Decatur, IL  
Contact Person: Keith Richard  
Telephone No.: 217-422-6931  
Email Address: keithr@sddcleanwater.org
2. CompanyName: SpartanburgWater  
Street Address: 297 South Avenue  
City/State/Zip Code: Spartanburg, SC 29306  
Contact Person: Hillary Easler  
Telephone No.: 864-598-7230  
Email Address: heasler@spartanburgwater.org
3. CompanyName: Miami Dade Water & Sewer Department  
Street Address: 8950 SW 232 St  
City/State/Zip Code: Miami, FL 33190  
Contact Person: Rolando Camilo  
Telephone No.: 786-268-5631  
Email Address: Rolando.camilo@miamidade.gov

**Subcontractors**

N/A

**Exception to the RFP**

N/A

Lake County Environmental Laboratory  
500 West Winchester Rd.  
Libertyville, IL 60048

September 25, 2024

Dear Matt,

Thank you for choosing to investigate the benefits of our **Minilab AR10 BOD systems**. Please find enclosed our quotation as requested.

SEAL Analytical is a global manufacturer and supplier of environmental equipment in the USA. This ensures that analytical laboratories get the support that they require from a company focused on their requirements.

SEAL Analytical acquired Rohasys, now SEAL Netherlands, and through this partnership is now proud to offer this superior level of automation. SEAL Netherlands has been manufacturing custom robotics for laboratories for over 15 years, improving their productivity and efficiency with robust platforms.

We will be in contact with you in the near future. In the meantime, if I can be of any further service please do not hesitate to contact me.

Yours sincerely,  
**On behalf of SEAL Analytical Inc.**



Dave Farrow  
Technical Support Chemist



**Quote No: DF-240925-MF Minilab AR10 - Quote**

**Issue Date: September 25, 2024**

**Price Quotation for**

**Valid Until: December 31, 2024**

Lake County Environmental Laboratory  
500 West Winchester Rd.  
Libertyville, IL 60048

Email: purchasing@lakecountyil.gov

For the attention of Matt Finstein

**SEAL MiniLab AR10 System Includes:**

- MiniLab AR10 Base unit
- 60 Bottle Capacity (5, 3x4 trays)
- 5 Total Trays (3x4)
- Dilution Water addition, 1x pump
- Automated seed/inhibitor addition 1x pump
  - Example: PolySeed(Interlab)/PolySeedNx addition
- BOD YSI optical probe and meter
- Software

Total Price as listed above	<b>\$ 39,040</b>
<i>Less Government Discount, 10%</i>	<b>- \$ 3,904</b>
<i>Less Lake County Discount</i>	<b>- \$ 8,000</b>
<b>Final MiniLab BOD System Price</b>	<b>\$ 27,136</b>
Warranty, 12 months parts & labor	included
2 Day Installation and Training	<b>\$ 2,900</b>
Shipping	<b>\$ 2,500</b>
<b>Total Package Price</b>	<b>\$ 32,536</b>

**Options:**

Automated addition of inhibitor (separate), 1x pump\* **\$ 2,596**

*\*Allows system to perform BOD and CBOD in the same schedule*



**Terms and conditions:**

Terms: Net 30

Delivery: 12-16 weeks after receipt of order

Freight and Handling: \$2,500. Included above.

Sales Tax: Not included with above prices. Payable unless exempt

**Warranty Policy:**

- Subject to the conditions set out below, the Company warrants that the Goods will correspond with their specification at the time of delivery and will be free from defects in material and workmanship for a period of 12 months from the date of the initial use or 15 months from delivery, whichever is the first to expire.
- The above warranty given by the Company subject to the following conditions:
- The Company shall be under no liability in respect of any defect in the Goods arising from any drawings, design or specification supplied by the Buyer;
- The Company shall be under no liability in respect of any defect arising from fair wear and tear, willful damage, negligence, abnormal working conditions, failure to follow the Company's instruction (whether oral or in writing) (including instructions regarding preventative maintenance), misuse or alteration or repair of the Goods without the Company's approval;
- The Company shall be under no liability under the above warranty (or any other warranty, conditions of guarantee) if the total price of the Goods has not been paid by the due date of payment;
- The above warranty does not extend to parts, materials or equipment not manufactured by the Company, in respect of which the Buyer shall only be entitled to the benefit of any such warranty or guarantee as is given by the manufacturer to the Company.
- Any claim by the Buyer which is based on any defect in the quality or condition of the Goods or their failure to correspond with specification shall (whether or not delivery is refused by the Buyer) be notified by the Company within 7 days from the date of delivery (where the defect or failure was not apparent on reasonable inspection) within a reasonable time within discovery of the defect or failure. If delivery is not refused and the Buyer does not notify the Company accordingly, the Buyer shall not be entitled to reject the Goods and the Company shall have no liability for such defects or failure and the Buyer shall be bound to pay the price as if the Goods had been delivered in accordance with the Contract.
- Where any valid claim in respect of any of the Goods which is based on any defect in the quality of condition of the Goods or their failure to meet specification is notified to the Company in accordance with these Conditions, the Company shall be entitled to replace the Goods (or the part in question) free of charge, at the Company's sole discretion, refund to the Buyer the price of the Goods (or a proportionate part of the price), but the Company shall have no further liability to the Buyer.
- Except in respect of the death or personal injury caused by the Company's negligence, the Company shall not be liable to the Buyer by reason of any representation, or any implied warranty, condition or other term, or any duty at common law, or under the express terms of the Contract, for any consequential loss or damage (whether for loss of profit or otherwise), costs expenses or other claims for consequential compensation whatsoever (and whether caused by the negligence of the Company, its employees or agents or otherwise) which arise out of or in connection with the supply of Goods or their use resale by the Buyer except as expressly provided in these Terms.
- The Company shall not be liable to the Buyer or be deemed to be in breach of the Contract by reason of any delay in performing, or any failure to perform, any of the Company's obligations in relation to the Goods, if the delay or failure was due to any cause beyond the Company's reasonable control. Without prejudice to the generality of the foregoing, the following shall be regarded as causes beyond the Company's reasonable control; Act of God, explosion, flood, tempest, fire or accident; war or threat of war, sabotage, insurrection, civil disturbance or requisition, acts, requisition, regulations, bye laws, prohibition or measures of any kind of the part of any Governmental, Local Authority; import or export regulations or embargo's, strike, lock-outs or other industrial actions or trade disputes (whether involving employees of the Company or of a third party); difficulties in obtaining raw materials, labor, fuel, parts or machinery; power failure or breakdown in machinery.

September 25<sup>th</sup>, 2024

Dear Matt,

At SEAL Analytical, we recognize the significance of safeguarding the environment and utilizing resources responsibly. In addition to our core mission of providing top-tier analyzers and products to support environmental research and testing, we actively pursue initiatives to reduce our carbon footprint and contribute to environmental improvement. Here are some examples of our ongoing efforts:

1. **Efficient paper usage:** We strive to reduce paper consumption and utilize paper products judiciously whenever possible.
2. **Recycled packaging:** We maximize the use of reused packaging materials and incorporate recyclable paper packaging and filling whenever feasible.
3. **Local vendor selection:** We choose local vendors where possible to minimize carbon emissions from transportation and ensure adherence to high environmental standards.
4. **Sustainable manufacturing:** We employ advanced 3D printing technology to produce printable parts in-house, thereby reducing carbon emissions associated with transportation and minimizing raw material waste.
5. **Energy-efficient lighting:** Our office and factory are equipped with LED lights, significantly lowering energy consumption and minimizing our environmental footprint.
6. **Recycling practices:** We prioritize proper recycling practices throughout our facility and continually explore ways to make recycling more accessible and convenient for our employees.
7. **Virtual meetings and remote demonstrations:** We utilize virtual meeting platforms and high-quality recording equipment to conduct product demonstrations, training sessions, and troubleshooting/repair support remotely when possible. This reduces carbon emissions associated with travel and contributes to our environmental goals.
8. **Responsible landscaping and maintenance:** We collaborate with professional landscapers and snow-removal teams to ensure best practices for fertilization and road salting, minimizing groundwater pollutants.
9. **Local environmental clean-up programs:** We actively participate in local environmental clean-up initiatives on a regular basis to contribute to the well-being of our community and natural surroundings.

10. Collaboration and knowledge sharing: We regularly engage with other Porvair brands to exchange ideas and foster innovation in enhancing environmental efforts and raising awareness.

These examples demonstrate our commitment to advancing environmental practices at our US facility. At SEAL Analytical, we believe that through conscientious environmental monitoring and the implementation of best practices, a greener future is within our reach.

If you have any further questions or would like additional information regarding SEAL Analytical's environmental position and efforts, please feel free to contact us directly. We appreciate your interest in our company and our dedication to environmental responsibility.

Sincerely,



Dave Farrow  
Technical Support Chemist  
SEAL Analytical Limited



# MiniLab

S E R I E S

**ROBOTIC HANDLING SYSTEMS  
FOR LABORATORY AUTOMATION**

# ROBOTIC HANDLING SYSTEMS



## IDEAL FOR

Soil analysis  
Water analysis  
BOD  
COD  
pH  
Conductivity  
Turbidity  
Alkalinity  
ISE  
Color

## HOW DOES THE MINILAB WORK?

The MiniLab series serves as a base model for a range of parameters including: BOD, COD, pH, Conductivity (EC), turbidity, alkalinity and more. With its compact benchtop design, the MiniLab employs robotic arms to precisely and automatically perform sample preparation steps in routine analysis with options for the dispensing of dilution water, seed and ATU, stirring, weighing, cap removal etc. Larger models can have up to three arms to handle different stages of your chosen parameter's procedure.

The intuitive and versatile software allows analysts to easily set-up a run based on preset templates. The MiniLab was designed for reliable "walk-away" operation. Integration with your lab's LIMS ensures simple import and export of sample IDs, procedures and preferences.

SEAL Analytical would welcome the opportunity to design a custom solution based on your laboratory's needs.

## THE SEAL ADVANTAGE



**Already a world leader in nutrient analysis and sample digestion, following the acquisition of ROHASYS Automation in 2017, SEAL now launches a new range of robotic handling systems.**

Precision engineering and robust construction sets a new benchmark in laboratory robotic innovation with trouble-free operation and accuracy, backed by SEAL Analytical's world-class technical support and expertise.

# FOR LABORATORIES OF ALL SIZES

The SEAL MiniLab series analyzers is unique as it offers a robotic platform for every size laboratory and workload.



## Advantages of SEAL's Advanced Automation

- ▶ Precision robotics for perfect alignment
- ▶ Robust construction and reliable operation
- ▶ Easy to use and flexible to suit every lab and application
- ▶ Multiple robotic arms for larger, faster runs
- ▶ Automated sample pre-treatment and analysis in a single unit
- ▶ In-house software development for a close feedback loop
- ▶ Easy maintenance

## Advantages of Robotic Handling

- ▶ Free staff from tedious, time consuming manual tasks
- ▶ Improved repeatability and reproducibility
- ▶ Safer work environment
- ▶ 24/7 continuous operation and analysis
- ▶ Reduce lab process cycle times
- ▶ Minimize unplanned downtime

## SAMPLE PREPARATION

Sample preparation and pretreatment is one of the most time consuming steps in laboratories. A great deal of manual labor and potential for error happens during this first step. Many samples will need to be handled multiple times to complete all the pretreatment needed. The MiniLab can automate these steps, eliminating the manual labor and provide reliable and consistent results. The Minilab, when required, will split the sample and perform the various preparation and pretreatment needs.

## PRETREATMENT OPTIONS AVAILABLE

- ▶ Capping/decapping of bottles and vials
- ▶ Testing pH
- ▶ Adjusting pH (if needed)
- ▶ Sample splitting
- ▶ Sample spiking
- ▶ Automatic dilutions
- ▶ Filtering sample
- ▶ Sample heating/digestion
- ▶ Pipetting volatiles for GC

# BIOCHEMICAL OXYGEN DEMAND **BOD**

Often a tedious and repetitive process, Biochemical (also known as Biological) Oxygen Demand (BOD) automation is a necessity in modern environmental labs. SEAL Analytical offers cost-effective, regulation-compliant, custom solutions for labs with various throughputs and automation requirements.

The MiniLab Robotics BOD Series ranges from compact models with 12 bottle capacity to larger custom models handling thousands of bottles per day. The robotic arms can be customized to handle multiple steps in the BOD procedure. With a sturdy frame, encoded motors, and intelligent programming, the MiniLab Robot will maintain alignment and accurately carryout the specified automation solution.

The SEAL BOD software is fully customizable. This ensures your laboratory needs and regional regulations can be met.

*Suitable for EPA 405.1, ISO 5815-1, Standard Methods 5210 B, DIN 38 409-H51 etc.*

## AUTOMATION OPTIONS INCLUDE

- ▶ Sample pipetting, pre-dilutions, barcode reading
- ▶ Bottle capping/de-capping
- ▶ pH measurement & adjusting pH
- ▶ Addition of dilution water
- ▶ Addition of the nitrification inhibitor (ATU) and/or seed
- ▶ Sample aeration
- ▶ Sample homogenization
- ▶ Measurement of dissolved oxygen
- ▶ Optical probes for fast stabilization



## BOD AUTOMATION



This BOD robot enclosure is a real example of full laboratory automation. It fully preps the samples including filtration, pH adjustment, dilution. BOD analysis is then done, adding ATU, stirring and reading. The system transports trays to and from the temperature controlled incubation chamber. It also features automatic storage, washing and drying of 1440 BOD bottles.



# MULTI-PARAMETER

The Multi-parameter MiniLab can be configured to prepare and automate a range of analytical parameters – all in one system.

Ideal for water and soil applications, systems range from a simple single parameter unit, such as pH, to a multi probe unit designed to measure many parameters. These can include sample preparation features such as sample splitting and filtration. The MiniLab is compatible with many current meters, probe types and titration systems.

The MiniLab is true automation – designed to meet your laboratory needs.

## AUTOMATION OPTIONS INCLUDE

- ▶ Capping/decapping
- ▶ Sample splitting
- ▶ In line filtration
- ▶ Measurement of pH, conductivity, alkalinity, hardness, turbidity, color, etc.
- ▶ Auto dilution and stirring
- ▶ Heating and Weighing

Automating one or more of the following parameters:

**Alkalinity**  
**pH**  
**Conductivity**  
**Turbidity**  
**Color**  
**Hardness**  
**BOD**  
**COD**

# CHEMICAL OXYGEN DEMAND **COD**

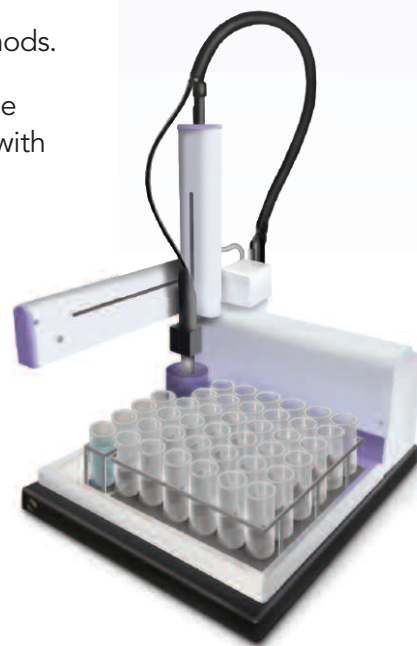
Automation of COD analysis is necessary to streamline the labor-intensive process and also to protect analysts from handling hazardous reagents. The MiniLab COD system automates both titration and sealed tube methods.

The MiniLab can handle both high and low range limits and perform one or more concurrent titrations. Various brands of titrators are supported with a built-in rinsing system to prevent contamination.

*Suitable for: COD – ISO 6060 ST-COD – ISO 15705/EPA 410.4*

## AUTOMATION OPTIONS

- ▶ Barcode scanning of the sample bottle
- ▶ Sample homogenization
- ▶ Automatic pre-dilutions
- ▶ Automatic dosing of sample in the COD tubes
- ▶ Addition of sulfuric acid and potassium dichromate





# AUTOMATION OF SOIL ANALYSIS



Analyzing soil quality is important for maximizing crop yield in agricultural applications and for assessment of interferences in natural terrestrial ecosystems. The MiniLab offers consistent automation solutions for various steps in soil sample pretreatment and analysis.

## pH in Soil

For pH measurement, the MiniLab will dispense requested volumes of extractant into the vial, stir and leave for a designated time. The system will automatically calibrate from your provided set of standards and then test the samples along with quality checks as set-up in the software.

As with all MiniLab systems, additional parameters can be added and system size can vary depending on your laboratories' needs.

### AUTOMATION INCLUDES

- ▶ pH probe calibration
- ▶ Addition of extraction solution
- ▶ Stirring
- ▶ pH measurement

## Particle size distribution / Clay fraction



### AUTOMATION INCLUDES

- ▶ Addition of sodium pyrophosphate
- ▶ Fill to volume water addition
- ▶ Sample homogenization
- ▶ Sample pipetting
- ▶ Sample drying
- ▶ Calculation

*Suitable for ISO procedure ISO 11277*

The SEAL MiniLab is perfectly suited to performing the clay fraction procedure. The system adds the sodium pyrophosphate to the sample and adds distilled water to bring the suspension to volume. The sample is then homogenized. After the settling period, an aliquot of the suspension is taken at the appropriate depth and dispensed into an evaporation dish. The clay fraction is calculated after evaporation (drying) of the sample trays.

# SOFTWARE

The MiniLab Robotics Software is fully customizable to fit any lab's needs. The software features a variety of different Quick Start options based on the selected application. All of these can be edited and saved as templates for consistent, streamlined operation. Results are displayed in real-time, and user-defined quality control ensures that results for each method are validated. During a run, an analyst can set up future run tables, processing and exporting data, or building templates for additional methods to efficiently maximize operators' time based on your lab's specific needs.

- ▶ Import Sample IDs from a file or barcode
- ▶ Programmable QCs
- ▶ Simplified LIMS synchronization
- ▶ Complete audit trail to confirm traceability
- ▶ Sample table customization, including templates
- ▶ Customized reporting and export options
- ▶ User access levels and log-ins for additional security

The screenshot displays the MiniLab Robotics Software interface. At the top, there is a menu bar with options: File, Settings, Measure, Table, Tools, Window, and Help. Below the menu bar is a toolbar with various icons. The main area shows a data table with columns for Identification, Try/Nr, Pos/Nr, PreDilution, Volume, SEED\_Fill, Volume, FinalSeedFactor, SeedFactor, SeedCorrection, StartVaDO, EndVaDO, Valid, ResultBOD, FinalResultBOD, BlankError, ADCErnr, ResultError, DuploError, DuploFault, and a final column with numerical values. A dialog box titled "BOD application" is open, showing various configuration options for calculations, validation criteria, and final results. A blue callout box points to the dialog box with the text: "Users can calibrate their probes, pumps, and other hardware directly through the software for precision reading and dosing." The bottom of the interface shows a status bar with "Username: admin (Administrator)", "Minilab: Simulation", "Probe 1 - Simulation", "Probe 2 - Simulation", and "Seed: Simulation".

Identification	Try/Nr	Pos/Nr	PreDilution	Volume	SEED_Fill	Volume	FinalSeedFactor	SeedFactor	SeedCorrection	StartVaDO	EndVaDO	Valid	ResultBOD	FinalResultBOD	BlankError	ADCErnr	ResultError	DuploError	DuploFault
BLANK	1	1	1	0						0	813	81	0	0.000	0.130				76.92
BLANK	1	2	1	0						0	813	79	0	0.230					-76.92
Seed	1	3	1	0	10		0.160	0.300		0	813	61	0	60.900	47.925				-27.07
Seed	1	4	1	0	15		0.160	0.129		0	813	62	0	38.500					19.46
Seed	1	5	1	0	20		0.160	0.117		0	813	58	0	34.950					27.07
GGA	1	6	1	50	5		0.79875			0.79875	813	0.9	0	39.998	6.994	True			451.74
GGA	1	7	1	100	5		0.79875			0.79875	813	5	0	6.994					0.00
GGA	1	8	1	150	5		0.79875			0.79875	813	6.5	0	1.663			True		76.23
Sample_1	1	9	1	50	5		1.278			0.79875	813	5	0	11.112	6.887				61.34
Sample_1	1	10	1	150	5		0.79875			0.79875	813	6	0	2.663					61.34
Sample2	1	11	1	50	5		0.79875			0.79875	813	6	0	7.986	6.925				-26.20
Sample2	1	12	1	150	5		0.79875			0.79875	813	5	0	4.663					-26.20

**BOD application**

Calculations: Blanks QC & Multiples Operations Flushing & Calibration Table

Sample/QC BOD validation criteria:

- Min. percentage oxygen depletion: 0.0 %
- Max. percentage oxygen depletion: 0.0 %
- Min. absolute oxygen depletion: 2.0 mg/l
- Max. absolute oxygen depletion: 0.0 mg/l
- Valid if sample volume above: 0.0 ml
- Valid below min. % oxygen depletion: 0.0 %
- Valid above max. % oxygen depletion: 0.0 %
- Valid below min. absolute oxygen depletion: 0.0 mg/l
- Valid above max. absolute oxygen depletion: 0.0 mg/l

sample DO validation criteria:

- Minimal initial DO: 0.0 mg/l
- Maximal initial DO: 0.0 mg/l
- Minimal final DO: 1.0 mg/l
- Maximal final DO: 0.0 mg/l

Calculation of oxygen results:

- Calculate consumed oxygen
- Calculate remaining oxygen

Final result:

- None
- Average of valid results
- Valid result with highest sample volume
- All valid results
- Average of all results
- Result with highest sample volume
- All results

Final Sample/QC Validation:

Result is NOT valid when:

- Sample has checked error:
- Result error exists
- Duplo error exists
- ADCErnr exists
- Seed error exists

Duplo has checked error:

- Result error exists
- Duplo error exists
- ADCErnr exists
- Seed error exists

Other Sample/QC calculation parameters:

- Use Blank compensation for diluted sample(s)
- Correct dosed seed in diluted sample with dosed seed in blank
- Use Seed correction for diluted sample(s)
- Use Seed correction for non-diluted sample(s)
- Min. seed correction factor: 0.4 mg/l
- Max. seed correction factor: 1.4 mg/l
- Include depletion caused seed for Sample/QC validation

Common calculation parameters:

- Incubation time calculation correction factor: 1.00000
- Default BOD bottle volume: 300 ml
- Separate calculation for samples on odd and even positions

Number of final results:

- One
- All
- One valid
- All valid

Ok Cancel



# Colorimetric Nutrient Analyzers

## DISCRETE ANALYZERS



**AQ270**



**AQ300**

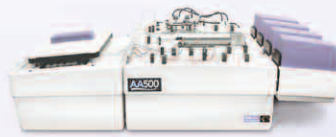


**AQ400**

## SEGMENTED FLOW ANALYZERS



**AA100**



**AA500**



**QuAAtro39**

## 50 Years' Experience in Environmental Analysis Built into Every Analyzer

50 years' experience in designing, developing and manufacturing automated wet chemistry analyzers specifically for very low detection levels in environmental applications has helped SEAL to apply the most useful, easy to use features into the SEAL range of Discrete and Segmented Flow analyzers. The SEAL analyzers are widely acknowledged as the best for environmental analysis, giving you everything you need to achieve equal or superior results to the manual and approved laboratory methods the SEAL analyzer replaces.

## Digestion Systems

FOR METALS AND TKN,  
TP DIGESTION



**BD50**



**SmartBlock II**



**DEENA 3**

**SEAL**  
Analytical



[www.seal-analytical.com](http://www.seal-analytical.com)

SEAL Analytical is a global company with offices worldwide - contact us at:

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United States  
Tel: +1 (262) 241 7900  
Fax: +1 (262) 241 7970  
sales@seal-us.com

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Park Gate  
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sales.uk@seal-analytical.com

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D-22844 Norderstedt  
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Tel: +49 (0)40 60 9292 9-00  
Fax: +49 (0)40 60 9292 9-02  
info.germany@seal-analytical.com

**SEAL Analytical Shanghai**  
Room 413, 12th Building,  
No. 128 Xiangyin Road,  
Shanghai, 200433  
China  
Tel: +86 21 3362 5002  
Fax: +86 21 3362 5002

SEAL Analyzers are monitoring environmental samples in every corner of the globe. They are manufactured in the USA, Germany and the Netherlands. Engineering and chemistry support is provided from SEAL global facilities in USA, Germany, England, the Netherlands and China along with a worldwide network of specialist distributors.

## COMPREHENSIVE SUPPORT

We offer comprehensive applications, technical service and software support.

### INCLUDING

- ▶ A choice of preventative maintenance and service contracts to meet your specific requirements
- ▶ In-house and online training
- ▶ Guaranteed availability of genuine consumables and spare parts
- ▶ Adaptation of methods to specific requirements such as matrix, range or detection limit
- ▶ Continuous in-house development of software to incorporate new customer requested features

## Robotic Handling Systems

SEAL Robotic MiniLab systems for automating sample pretreatment in the laboratory — improving your sample handling efficiency. Typical applications include BOD, pH, COD, Alkalinity, and conductivity measurements with options such as decapping/capping, sample splitting, and filtration. Call us about your laboratory needs and we will design a robot to suit you.



**SEAL MiniLab**



# Lake County

## Purchasing Division

<http://doingbusiness.lakecountyil.gov/>

Lake County will be accepting **only** electronic RFP submissions for Request for Proposal # 24374 – Biochemical Oxygen Demand Analyzer for Lake County Public Works.

Please follow the steps below to upload your electronic RFP Submission:

1. Go to [www.lakecountypurchasingportal.com](http://www.lakecountypurchasingportal.com)
2. Click on the RFP Number: **24374**
3. Click on register for this bid
4. Enter your username and password
5. Under the Submittals section you will be able to upload your RFP submittal
  - a. Click on the browse button
  - b. Navigate your computer and select the appropriate file
    - i. Multiple files can be uploaded, each file can be no more than 20 MB
    - ii. Files can also be uploaded as a .zip file
  - c. Click on save submittals
  - d. Close the browser

ALL SUBMITTALS SHOULD BE LABELED ACCORDINGLY. PLEASE USE BELOW LABEL FOR YOUR CONVENIENCE.

<u>BID/RFP No.</u> RFP # 24374	Proposer Name: <u>SEAL Analytical Inc.</u> 6501 W. Donges Avenue
<u>Buyer:</u> Matt Finstein	Proposer Address: <u>Mequon, WI 53092</u>
<u>Bid/RFP Description:</u>  Biochemical Oxygen Demand Analyzer for Lake County Public Works	Lake County  <b>ATTN: PURCHASING DIVISION</b>  18 N. County Street – 9 <sup>th</sup> Floor
<u>BID/RFP Due Date*:</u> <b>September 30, 2024, 11:00 a.m. CST</b>	Waukegan, IL 60085-4350

**\*Please note: Responses are due at 11:00 a.m. local time on Monday, September 30, 2024. Please allow sufficient time for any technical issues you may have and upload your RFP early. Please email Purchasing at [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov) to receive confirmation that we have successfully received your submission.**

**Lake County, Illinois**  
**Request for Proposals # 24374**  
**Purchase of a Biochemical Oxygen Demand Analyzer**

This Request for Proposal (RFP) is for the purpose of establishing a contract with a qualified firm for the Purchase of a Biochemical Oxygen Demand Analyzer for the Department of Public Works.

**GENERAL REQUIREMENTS:** Proposers are to submit electronic proposals, to be opened and evaluated in private. one (1) complete electronic unprotected copy via the Lake County Purchasing Portal, and one (1) redacted copy that can be used to comply with the Illinois Freedom of Information Act (FOIA). Please refer to the FOIA statute, 5 ILCS 140/1 et seq., and specifically Section 7 therein, for an explanation of the information that may be redacted.

**SUBMISSION DATE & TIME:** **September 30, 2024, 11:00 a.m. local time**  
Proposals received after the time specified will not be opened.

**CONTACT / QUESTIONS:** Should the proposer require additional information about this RFP, please submit questions on our website at <http://lakecountypurchasingportal.com> by selecting the RFP number and addendum link. Questions may also be submitted via email to [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov). All questions shall be submitted no less than seven (7) days prior to the RFP opening date.

**CONTENTS:** The following sections, including this cover sheet, shall be considered integral of this solicitation.

- \*Cover Sheet
- \*General Terms and Conditions
- \*General Information
- \*Submittals
- \*Evaluation Criteria
- \*Addendum Acknowledgement
- \*Proposal Price Sheet
- \*General Information Sheet
- \*References
- \*Sustainability Statement

If your RFP includes any exceptions, proposers must insert an "X" in the following box indicating a submission with exceptions and provide separately a submission with noted exceptions.

1. NEGOTIATIONS

Lake County reserves the right to negotiate specifications, terms and conditions, which may be appropriate to the accomplishment of the purpose of this Request for Proposal (RFP).

2. CONFIDENTIALITY

Proposals are subject to the Illinois Freedom of Information Act (FOIA) once an award or final selection is made. As such all Proposers responding are asked to submit one redacted copy of their proposal that can be used by the County to respond to any future FOIA requests for the proposal.

Please refer to the FOIA statute, 5 ILCS 140/1 et seq., and specifically Section 7 therein, for explanation of information that may be redacted. For example, information exempt from disclosure in response to a FOIA request includes but is not limited to: highly personal or objectionable information; trade secrets and commercial or financial information claimed as proprietary, privileged or confidential, the disclosure of which would cause your business competitive harm; valuable formulae, computer geographic systems, designs, drawings and research data when disclosure of the same would produce private gain or public loss; certain construction related technical documents; and information associated with automated data processing operations that, if disclosed, would jeopardize system or data security.

If no redacted copy is provided, the Lake County Purchasing Division reserves the right to determine what information should be redacted as proprietary, privileged or confidential in response to a FOIA request. A Proposer who fails to provide a redacted copy of its proposal waives its right to maintain any claims against Lake County, its agents or employees for disclosure of this information.

3. RESERVED RIGHTS

Lake County reserves the right, at any time and for any reason, to cancel this RFP or any portion thereof, to reject any or all proposals, or to accept an alternate proposal. The County reserves the right to waive any immaterial defect in any proposal. Unless otherwise specified by the Proposer, the County has ninety (90) days to accept. The County may seek clarification from a Proposer at any time. Proposer's failure to respond promptly is cause for rejection. The County may require submission of best and final offers.

4. INCURRED COSTS

Lake County will not be liable for any costs incurred by respondents in replying to this RFP.

5. AWARD

Lake County reserves the right to award this contract based on the evaluation criteria set forth herein. Award shall be made by the Lake County Board to the responsible Proposer determined to be the most qualified and advantageous to the County.

6. ADDITIONAL INFORMATION

Should the Proposer require additional information about this RFP, please submit questions on our website at <http://lakecountypurchasingportal.com> by selecting the RFP number and addendum link. Questions may also be submitted via email to [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov). All questions shall be submitted no less than seven (7) days prior to the RFP opening date. ANY and ALL changes to these specifications are valid only if they are included by written Addendum to all Proposers. No interpretation

of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any Proposer to receive any such addendum or interpretation shall not relieve the Proposer from obligation under this RFP as submitted. All addenda so issued shall become part of the RFP documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a Proposer to improperly submit a proposal.

7. ADDENDUM ACKNOWLEDGEMENT

Any and all changes to the specifications and terms and conditions of this RFP are valid only if they are included by addendum issued by Lake County Purchasing. Proposers shall acknowledge addenda by signing the enclosed Addendum Acknowledgement form. It is the Proposers responsibility to check for addendums, posted on the website at <http://lakecountypurchasingportal.com> prior to the submittal due date. No notification will be sent when addendums are posted unless there is an addendum within three business days of the submittal due date.

8. DISCUSSION OF PROPOSALS AND NEGOTIATION

Lake County may conduct discussions with any Proposer who submits a proposal. During the course of such discussions, the County shall not disclose any information derived from one proposal to any other Proposer. Lake County anticipates conducting negotiations with the successful Proposer. Your proposal should indicate any exceptions taken to this.

9. EXCEPTIONS

Any and all exceptions taken by Proposer to the terms of this RFP are to be identified in writing and included in the list of submittals.

10. CONTRACT TERM

All equipment furnished under this contract shall be of good quality, workmanship and material and fit for the use intended. The Proposer shall provide a minimum one-year (12 month) warranty for all parts or manufacturer's standard warranty if longer. This warranty shall provide for 100% parts replacement during the warranty period. The warranty period will commence upon receipt and acceptance. Lake County reserves the right to renew this contract for maintenance services four (4) additional one (1) year period(s), subject to acceptable performance by the Proposer. At the end of any contract term, Lake County reserves the right to extend this contract for a period of sixty (60) days for the purpose of getting a new contract in place. For any year beyond the initial year, this contract is contingent on the appropriation of sufficient funds; no charges shall be assessed for failure of the County to appropriate funds in future contract years.

11. RESPONSIBILITY & DEFAULT

The Proposer shall be required to assume responsibility for all items listed in this RFP. The successful Proposer shall be considered the sole point of contact for purposes of this contract.

12. PURCHASE ORDER AND PAYMENT

The Proposer shall submit an invoice detailing the services and products provided, based on the breakdown of items as listed on the Price Proposal Sheets, and based on the Project Specifications. Invoices shall show the purchase order number and the address where the product or services are provided. Payment shall be made in accordance with the Local Government Prompt Payment Act.

13. INTERPRETATION OR CORRECTION OF REQUEST FOR PROPOSALS

Proposers shall promptly notify the Purchasing Division of any ambiguity, inconsistency or error that they may discover upon examination of the RFP. Interpretation, correction and changes to the RFP will be made by addendum. Interpretation, corrections or changes made in any other manner will not be binding.

14. TAXES

The County is exempt from paying certain Illinois State Taxes.

15. TERMINATION

The County reserves the right to terminate this contract, or any part of this contract, upon thirty (30) days written notice. In case of such termination, the Proposer shall be entitled to receive payment from the County for work completed to date in accordance with the terms and conditions of this contract. In the event that this Contract is terminated due to Proposers default, the County shall be entitled to purchase substitute items and/or services elsewhere and charge the Proposer with any or all losses incurred, including attorney's fees and expenses.

16. INDEPENDENT CONTRACTOR

The Proposer is an independent contractor, and no employee or agent of the Proposer shall be deemed for any reason to be an employee or agent of Lake County.

17. NON-DISCRIMINATION

The Proposer shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), which is incorporated herein by reference. Furthermore, the Proposer shall comply the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended.

18. INDEMNIFICATION

The Proposer agrees to indemnify, save harmless and defend Lake County, its agents, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the work covered by this contract. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of Lake County, its agents, servants, or employees or any other person indemnified hereunder.

19. INSURANCE

The contractor must obtain, for the Contract term and any extension of it, insurance issued by a company or companies qualified to do business in the State of Illinois with an A.M. Best Rating of at least A-and provide the County with a Certificate of Insurance 15 days before the start of the project and thereafter annually for contracts/ projects that will last more than one year. Insurance in the following types and amounts is necessary and/or where applicable:

Workers Compensation (Coverage A) and Employers Liability (Coverage B) (if applicable)



Workers Compensation Insurance covering all liability of the Contractor arising under the Worker's Compensation Act and Worker's Occupational Disease Act at limits in accordance with the laws of the State of Illinois. Employers' Liability Insurance shall be maintained to respond to claims for damages because of bodily injury, occupational sickness, or disease or death of the Contractor's employees, with limits listed below:

Employers Liability

- a) Each Accident \$1,000,000
- b) Disease-Policy Limit \$1,000,000
- c) Disease-Each Employee \$1,000,000

Such Insurance shall contain a waiver of subrogation in favor of Lake County.

Commercial General Liability Insurance (Required)

Commercial General Liability Insurance in a broad form on an occurrence basis shall be maintained, to include, but not be limited to, coverage for property damage, bodily injury (including death), personal injury and advertising injury in following coverage forms where exposure exists:

- Premises and Operations,
- Independent Contractors,
- Products/Completed Operations
- Liability assumed under an Insured Contract/Contractual Liability
- Personal Injury and Advertising Injury,

With limits of liability not less than:

\$ 1,000,000 Each Occurrence

\$ 1,000,000 Products-Completed Operations

\$ 1,000,000 Personal and Advertising injury limit

\$ 2,000,000 General aggregate; the CGL policy shall be endorsed to provide that the General Aggregate limit applies separately to each of the contractor's projects away from premises owned or rented to contractor.

Automobile Liability Insurance

Automobile liability insurance shall be maintained to respond to claims for damages because of bodily injury, death of a person, or property damage arising out of ownership, maintenance, or use of a motor vehicle. This policy shall be written to cover any auto whether owned, leased, hired, or borrowed.

The Contractor's auto liability insurance, as required above, shall be written with limits of insurance not less than the following:

\$ 1,000,000 Combined single Limit (Each Accident)

Professional Liability – Errors and Omissions

The Contractor's Architect/ Engineer/Consultants for the plans of the project shall be written with limits of insurance not less than the following:

\$ 1,000,000 per claim per policy year

Coverage shall be provided for up to three (3) years after project completion. Policy is to be on a primary basis if other professional liability is carried.

Excess/ Umbrella Liability

Excess/ Umbrella liability insurance shall be written with the umbrella follow form and outline the underlying coverage, limits of insurance will be based on size of project:

\$ 2,000,000 per occurrence limit (minimum, and may be higher depending on the project)

### Liability Insurance Conditions

Contractor agrees that with respect to the above required insurance:

- a) The CGL policy shall be endorsed for the general aggregate to apply on a “per Project” basis;
- b) The Contractor’s insurance shall be primary in the event of a claim.
- c) Contractor agrees that with respect to the above required insurance, Lake County shall be named as additional insured, including its agents, officers, and employees and be provided with thirty (30) days’ notice, in writing by endorsement, of cancellation or material change;
- d) Lake County shall be provided with Certificates of Insurance and endorsements evidencing the above required insurance, prior to commencement of this Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration of cancellation of any such policies.
- e) Any hard copies of said Notices and Certificates of Insurance shall be provided to:

Lake County  
Purchasing Division  
18 N. County 9th Floor  
Waukegan, Illinois 60085  
Attn: Yvette Albarran, Lake County Purchasing Agent

Failure to Comply: In the event the Contractor fails to obtain or maintain any insurance coverage required under this agreement, Lake County may purchase such insurance coverage and charge the expense to the Contractor.

### 20. ASSIGNMENT

The Proposer may not reassign any award made, as the result of this RFP, without prior written consent from the County.

### 21. JURISDICTION, VENUE, CHOICE OF LAW

This RFP and any contract resulting there from shall be governed by and construed according to the laws of the State of Illinois. Jurisdiction and venue shall be exclusively found in the 19th Judicial Circuit Court, State of Illinois.

### 22. CHANGE IN STATUS

The Proposer shall notify Lake County immediately of any change in its status resulting from any of the following: (a) Proposer is acquired by another party; (b) Proposer becomes insolvent; (c) Proposer, voluntary or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) Proposer ceases to conduct its operations in normal course of business. Lake County shall have the option to terminate its Agreement with the Proposer immediately on written notice based on any such change in status.

### 23. DISPUTE RESOLUTION

All issues, claims, or disputes arising out of this Agreement shall be resolved in accordance with the Appeals and Remedies Provisions in Article 9 of the Lake County Purchasing Ordinance.

24. NON-ENFORCEMENT BY THE COUNTY

The Proposer shall not be excused from complying with any of the requirements of the Contract because of any failure on the part of the County, on any one or more occasions, to insist on the Proposer performance or to seek the Proposers compliance with any one or more of said terms or conditions.

25. PRECEDENCE

Where there appears to be variances or conflicts, the following order of precedence shall prevail: Lake County General Terms & Conditions, Lake County Request for Proposal Terms and Conditions, and the Proposal Response.

26. PERSONAL EXAMINATION

Proposers are required to satisfy themselves, by personal examination of the site as to work involved and the difficulties likely to be encountered in the performance of work under this Agreement. No plea of ignorance of conditions that exist now or hereafter, or of any conditions of difficulties that may be encountered in the execution of the work under this Agreement will be accepted as an excuse for failure to or omission on the part of the Proposer to fulfill in every respect all the requirements and specifications, nor will same be accepted as a basis for any claim for extra compensation.

The Proposer is responsible to investigate and gather all relevant and pertinent information prior to submitting a proposal. By submitting a proposal, the Proposer affirms that they have performed all due diligence and are aware of all critical factors that may affect the provision of the services as described in the RFP. Such critical factors may include but are not limited to; location, space, utilities, scope of operations, and any other conditions, which may affect the Proposer operations. No allowance will be made for not being familiar with existing conditions to be encountered.

27. PRICING

See **PROPOSAL PRICE SHEET** to provide pricing information.

## 28. JOINT PURCHASING

The purchase of goods and services pursuant to the terms of this Contract shall also be offered for purchases to be made by other governmental units, as authorized by the Governmental Joint Purchasing Act, 30 ILCS 525/0.01, et seq. (the "Act"). All purchases and payments made under the Act shall be made directly by and between each governmental unit and the successful Proposer. The Proposer agrees that Lake County shall not be responsible in any way for purchase orders or payments made by the other governmental units. The Proposer further agrees that all terms and conditions of this Contract shall continue in full force and effect as to the other governmental units during extended terms. The credit or liability of each governmental unit shall remain separate and distinct. Disputes between Proposers and governmental units shall be resolved between the immediate parties.

The Proposer and the other governmental units may negotiate such other and further terms and conditions to this Contract ("Other Terms") as individual projects may require. To be effective, other terms shall be reduced to writing and signed by a duly authorized representative of both the successful Proposer and the other governmental unit.

The Proposer shall provide the other governmental units with all required documentation set forth in the solicitation including but not limited to: performance and payment bonds, Certificates of Insurance naming the respective governmental unit as an additional insured, and certified payrolls to the other governmental unit as required.

## 29. ECONOMIC OPPORTUNITY PROGRAM

Lake County launched a **Buy Local. Build Local. Work Local.** initiative in 2013 to increase the outreach and procurement opportunities for businesses located within Lake County, including women-owned businesses and minority-owned business enterprises (L/W/MBE). The overarching objective is to maximize participation from these businesses in the County's procurement process, in accordance with applicable law. The County will take all necessary and reasonable steps to assure that business enterprises defined as L/W/MBE shall have a fair opportunity to participate in County contracts. As part of its Economic Opportunity Program (EOP) commitment the County will make every effort to achieve the following objectives:

- (a) To ensure nondiscrimination in the award and administration of contracts;
- (b) To create a level playing field on which L/W/MBEs can compete fairly for contracts by providing any necessary training and assistance in bid preparation;
- (c) To ensure that the County's EOP is narrowly tailored in accordance with applicable law;
- (d) To establish a means for firms identifying themselves as L/W/MBEs to register for procurement opportunities and work cooperatively with contracted firms to report on measures that demonstrates the County's commitment to its EOP; and,
- (e) To help remove barriers to the participation of L/W/MBEs through notification of contract opportunities.

Successful Proposers are encouraged to work with Workforce Development to post any and all opportunities for employment on County contracts. Lake County's Workforce Development mission is to foster and ensure the economic prosperity of the Lake County community by maximizing the potential of businesses and workers. As such, Workforce Development provides a key resource for job seekers and employers.

State law mandates an open and competitive bidding process and requires that publicly procured contracts be awarded to the lowest responsible and responsive bidder with no demonstrated preference based on the bidder's location, race and gender.

**30. REPORTING REQUIREMENTS FOR AWARDED CONTRACTS**

All awarded Proposers will identify and report the type of ownership— L/W/MBE, and/or not L/W/MBE for any work that they or their approved subcontractors will perform. In addition, Lake County requests that all awarded Proposers provide an accounting of employees assigned throughout the term of the contract in regard to their home address and ethnicity. Lake County may use any data collected to report on potential of businesses and workers benefitting from County contracts.

**31. SUSTAINABILITY STATEMENT**

Lake County is committed to green and sustainable practices and good environmental stewardship. Consequently, we are asking Proposers to provide a Statement of Sustainability to ensure our Proposer are also incorporating sustainability into their firms' practices. Please complete the Sustainability Statement, included herein, and include it with the Proposer's response.

**32. LAKE COUNTY OWNERSHIP OF INFORMATION**

All information pertaining to records, property, financial or other information acquired under the scope of this contract shall be strictly confidential and the sole property of Lake County. The Proposer shall return all information to Lake County upon termination, and/or request and shall not utilize any of the information for purposes outside of the scope of this contract or without express approval of Lake County. Upon County request, the Proposer must provide all Lake County data in a documented, standard format.

**33. JOINT VENTURES & SUCCESSFUL PROPOSER MERGERS, ACQUISITIONS, DIVESTITURES OR CHANGE IN STRATEGY**

In the event a joint venture is proposed, each party to the joint venture must meet all applicable requirements of the RFP. The party submitting the response shall be considered the sole contact for issues relating to this RFP. In the event of a merger, acquisition, divestiture or change in strategy, the successful proposer will state its commitment to continue to provide services.

**34. OUT OF POCKET EXPENSES**

All out-of-pocket expenses paid by the Proposer during the project will be incurred solely at the Proposer's expense.

**35. DELIVERY COSTS**

The Proposer shall be responsible for the cost of producing, delivering, and installing the solution in Lake County's facility in the agreed upon medium.

1. INTENT

It is the intent of the Department of Public Work to Purchase a Biochemical Oxygen Demand (BOD) Analyzer.

2. BACKGROUND

Lake County is located in northeast Illinois and is 471 square miles in size, between the Chicago and Milwaukee metropolitan areas. Lake County is home to about 736,000 residents and made up of 55 municipalities and 18 townships. Lake County is committed to open government and transparency, and the County board's conservative fiscal policies have allowed the County to maintain fiscal stability and achieve AAA bond rating from Standard & Poor's and Moody's.

3. CURRENT ENVIRONMENT

The current Biochemical Oxygen Demand (BOD) Analyzer at the Lake County Environmental Laboratory is currently in use but has reached its end of life according to the manufacturer and replacement parts are no longer produced to repair this piece of instrumentation. This instrument will no longer be able to be serviced by the manufacturer. There is a need to prepare ahead of this instrument breakdown so there will be no disruption to the BOD analysis.

4. SCOPE OF WORK

The scope of work is to secure a BOD analyzer that is capable of:

- a) Handling drinking water and wastewater (including raw influents).
- b) Analyzing per Standard Method 5210.
- c) Minimum batch capacity of 54 BOD bottles.
- d) Automated dilution addition to BOD bottles.
- e) Automated seeding of BOD bottles.
- f) Automated inhibitor addition for Carbonaceous Biochemical Oxygen Demand (CBOD) analysis.
- g) Raw data storage
- h) Providing a Quality Control Package that meets or exceeds requirements for EPA testing methods.
- i) Containing equipment quality control and recovery documentation.

(1) Location:

The instrument would be located/installed at the Lake County Environmental Laboratory – 500 Winchester Rd, Libertyville, IL 60048

(2) Training:

The selected Proposer shall be prepared to provide on-site training. It is expected that this training will be for 2 Analysts.

(3) Software:

The BOD Analyzer should have software that is compatible with Windows 10. The software should be pre-loaded.

5. DELIVERABLES

Proposer should be able to provide:

- a) A BOD analyzer that can test for BOD (Biochemical Oxygen Demand) and CBOD (Carbonaceous Biochemical Oxygen Demand).
- b) A BOD analyzer capable of running methods that meet TNI and IEPA standards (along with documented support).
- c) A BOD analyzer whose software is compatible with Windows 10.
- d) A BOD analyzer with proven track record (e.g. studies, references).
- e) Delivery, including lift-gate service, to 500 W. Winchester Rd Unit #103 Libertyville, IL 60048.
- f) On-site training for 2 analysts.
- g) Technical support for target analytes through time of certification.
- h) Service package to provide technicians' location (e.g. local, regional), availability, and lead time.
- i) Quality Control Package that meets or exceeds requirements for EPA testing methods.
- j) Equipment quality control and recovery documentation.

6. PERFORMANCE FACTORS

Proposers will be evaluated on the following factors:

- a) Success of other users with the BOD analyzer.
- b) Ability to demonstrate analyzer's performance using Lake County provided samples.
- c) Sample run time.
- d) Straightforwardness of manual, instrument methods, and software.
- e) Ease of instrument maintenance (e.g. frequency, accessibility).
- f) Consumable pricing.

7. PROJECT TIMELINE

Action Item	Proposed Schedule
Issue RFP	September 3, 2024
Deadline for submission of questions	September 16, 2024
RFP Opening	September 30, 2024
Shortlist Presentation (if necessary)	October 15 – 18, 2024
Public Works & Transportation Committee Approval	October 30, 2024
County Board Approval	November 12, 2024
Contract Execution	November 18, 2024

**\*This timeline is subject to change.**

DETAILED SUBMITTAL REQUIREMENTS

Proposals should be prepared as simple as possible and provide a straightforward, concise description of the proposed products and services to satisfy the requirements of the RFP. Attention should be given to accuracy, completeness, relevance and clarity of content. The proposal should be organized into the following major sections:

- A. Introduction Material and Executive Summary
- B. Company Background
- C. Scope of Services
- D. Implementation/Project Plan
- E. Subcontractors
- F. Client References
- G. Exceptions to the RFP
- H. Price Proposal
- I. Sustainability Statement
- J. Product Literature

**Introduction Material and Executive Summary**

The introductory material must include a title page with the RFP number, subject, name of the Proposer, address, telephone number, e-mail address, the date, a letter of transmittal and a table of contents. The executive summary should be limited to a brief narrative summarizing the proposal.

**Company Background**

In this section provide information about the company so that the County can evaluate the Proposer’s stability and ability to support the commitments set forth in the response to this RFP. Information in this section should contain the following information in addition to the General Information Sheet that is also included as an exhibit to this RFP:

- Company name and location of the corporate headquarters and of the nearest office to Lake County.
- The number of years the company has been in business and the number of years the company has been providing system and services to the public sector.
- Include information on the company’s customer base, such as the number of public sector clients the company serves, the number of local government clients, and the number of public sector clients in the state.
- Identify if the company serves other industries.
- Include a brief summary of the company’s organizational characteristics such as the number of employees, whether the company is privately held, publicly traded, or if it is a subsidiary to a parent company.
- Describe any other business affiliations (e.g., subsidiaries, joint ventures, “soft dollar” arrangements with brokers).

**Scope of Services**

This section of the proposal should include a general discussion of the Proposer’s overall understanding of the project and the scope of work and technical specification. For each task that is identified in the scope of services please identify your firm’s approach and response to address the desired service outlined.



**Subcontractors**

Proposer shall list all subcontractors used for this project, along with a detailed description of their contribution/responsibility towards this project.

**Client References**

The County considers references to be an important factor in its decision to award a contract. Proposers should supply references that will be available to speak with the County. Three references should be provided that provided similar type of work completed in the past five years. A reference sheet is included as a submittal as part of this RFP document.

**Exceptions to the RFP**

All requested information to this RFP must be supplied as this document and subsequent proposals submitted help form the basis for a contract with the selected Proposer. Proposers may take exception to certain requirements in this RFP. All exceptions shall be clearly identified in this section and written explanation shall include the scope of the exceptions, the ramifications of the exceptions for the County and the descriptions of the advantages or disadvantages to the County as a result of the exception. The County, at its sole discretion, may reject any exceptions or specifications within the proposal.

**Price Proposal**

The price proposal cost sheeting included as part of this proposal shall be completed and returned with your response in a separate sealed envelope. Any additional services identified by the Proposer shall be delineated separately for the County to consider.

**Sustainability Statement**

Lake County is committed to green and sustainable practices and good environmental stewardship. Consequently, Proposers are asked to provide a Statement of Sustainability to demonstrate that they are also incorporating sustainability into their firms' practices. A Sustainability Statement form is included as part of the RFP. Proposers are asked to provide a clear description of your firm's sustainable practices, policies, or procedures in the following areas: waste minimization, energy efficiency, water efficiency, staff and education.

The County will conduct a comprehensive, fair, and impartial evaluation of proposals received in response to this procurement effort. All proposals will be evaluated by how well the proposal satisfies the described/stated needs, rather than how exactly the proposal matches the strictest interpretation of the terminology and design concepts stated herein. Newly emerging technologies, additional features, and the ability of the proposed solutions to adapt will be a consideration.

**Evaluation Organization**

- a. An Evaluation Committee will be established to score and evaluate the submitted proposals.
- b. The Evaluation Committee may include members from Lake County’s departments who have experience with these services. The Committee will be responsible for the proposal evaluation (including corporate reference checks).

**Evaluation of the Proposals**

Lake County will evaluate the Proposers response and the extent to which it meets the requirements delineated in this RFP. All proposals submitted in response to this RFP will be scored based on the evaluation factors identified:

Evaluation Factors:

- References from other environmental laboratories who are currently using the product.
- Examples included in the submittal of the quality control capability and features of the equipment.
- The overall Quality Control Package will be evaluated against stated recoveries for performance evaluation samples and ability to meet or exceed requirements for EPA testing methods.
- Demonstrate ability to provide services as described in the Performance Factors.
- Cost Proposal.

**Short List**

The evaluation factors will be used to assist the evaluation committee in determining a short list. Proposers will be notified by the County if they have been selected for the short list. Please note, Lake County reserves the right to not short list any and all Proposers if it is not in the best interest of the County.

**Interview**

Lake County reserves the right, as part of the evaluation process, to ask for additional materials, interview, or schedule site visits to any locations serviced by Proposers. Site visits may be scheduled or unscheduled as determined by the County. If applicable, the County shall contact Proposers to arrange an interview.

**Additional Investigations**

The County reserves the right to make such additional investigations as it deems necessary to establish the competence and financial stability of any firm submitting a proposal.

**Best and Final Offer**

The County reserves the right to request a Best and Final Offer (BAFO) if additional information or modified terms are necessary for the Evaluation Committee to complete its evaluation and ranking. A BAFO will not be used solely to reduce pricing. If a BAFO is requested, all short-listed Proposers, or if the short list process is not used, all qualified Proposers will be provided an opportunity to submit a modified Response. Only one BAFO request will be issued by the County. The information received from the BAFO will be used by the Evaluation Committee to re-evaluate and re-rank the Proposers.



**Addendum Acknowledgement RFP # 24374**

The undersigned acknowledges receipt of the following addendum(s):

ADDENDUM #	SIGNATURE
RFP #24374, Addendum#1	<i>Theresa Masters</i>
RFP #24374, Addendum#2	<i>Theresa Masters</i>

*I have examined and carefully prepared the submittal documentation in detail before submitting my response to Lake County.*

Submittal Number: RFP#24374

Company Name: SEAL Analytical Inc.

Authorized Representative: *Stephanie Doerfert*  
Signature

Authorized Representative: Stephanie Doerfert  
Print

Date: 09/25/2024

It is the Proposer's responsibility to check for addendums, posted on the website at <http://lakecountypurchasingportal.com> prior to the submittal due date. No notification will be sent when addendums are posted unless there is an addendum within three business days of the submittal due date.

If the submittal has already been received by Lake County, Proposers are required to acknowledge receipt of addendum via email to [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov) prior to the due date.

Submittals that do not acknowledge addendums may be rejected.

All responses are to be submitted in a sealed envelope. Envelopes are to be clearly marked with required submittal information.

**Purchase of a Biochemical Oxygen Demand Analyzer**

**PROPOSAL PRICE SHEET**

**September 2024**

The Proposer will consider all costs (labor, material, overhead, administration, profit, travel, etc.) associated with providing the services listed in this RFP. (Please attach additional sheets if necessary). The following information shall be submitted with the proposal:

Purchase of a BOD Autoanalyzer including a year of maintenance services	\$ 32,536.00
Installation of a BOD Autoanalyzer	Included in price above
Training	\$ Included in price above
Year 2 Maintenance Services	\$ 4,085.00
Year 3 Maintenance Services	\$ 4,085.00
Year 4 Maintenance Services	\$ 4,085.00
Year 5 Maintenance Services	\$ 4,085.00
Indicate the Manufacturer/Model of the proposed BOD Analyzer	Manufacturer: SEAL Analytical Inc.
	Model: MiniLab AR10 System

**Purchase of a Biochemical Oxygen Demand Analyzer**  
**GENERAL INFORMATION SHEET**

**September 2024**

**AUTHORIZED NEGOTIATORS:**

Name: Sarah McFaul Phone # 262-241-7900 Email Address: sales@seal-us.com

Name: Dave Farrow Phone # 262-241-7900 Email Address: sales@seal-us.com

**BUSINESS ORGANIZATION:** (check one only)

- Sole Proprietor: An individual whose signature is affixed to this proposal.
- Partnership: State full names, titles, and addresses of all responsible principals and/or partners on attached sheet.
- Corporation: State of incorporation: Delaware
- Non-profit Corporation
- 501c3-- U.S. Internal Revenue Code

By signing this proposal document, the proposer hereby certifies that it is not barred from responding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended.

SEAL Analytical Inc.

Business Name



Signature

Stephanie Doerfert

Print or Type Name

Controller

September 25, 2024

Title

Date

**Purchase of a Biochemical Oxygen Demand Analyzer**

**September 2024**

**REFERENCES**

List below other similar size clients for who you have provided similar services.

Agency Name: Sanitary District of Decatur  
Address 501 Dipper Lane  
City, State, Zip Code Decatur, IL 62522  
Telephone Number 217-422-6931  
E-Mail keithr@sddcleanwater.org  
Contact Person Keith Richard  
Dates of Service 04/11/2019 - Current  
# of Employees Please contact Keith Richard for the number of employees

Agency Name: Spartanburg Water  
Address 297 South Avenue  
City, State, Zip Code Spartanburg, SC 29306  
Telephone Number 864-598-7230  
E-Mail heasler@spartanburgwater.org  
Contact Person Hillary Easler  
Dates of Service 05/16/2019 - Current  
# of Employees Please contact Hillary Easler for the number of employees

Agency Name: Miami Dade Water & Sewer Department  
Address 8950 SW 232 Street  
City, State, Zip Code Miami, FL 33190  
Telephone Number 786-268-5631  
E-Mail rolando.camilo@miamidade.gov  
Contact Person Rolando Camilo  
Dates of Service 10/25/2019 - Current  
# of Employees Please contact Rolando Camilo for the number of employees

Agency Name: \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
E-Mail \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Dates of Service \_\_\_\_\_  
# of Employees \_\_\_\_\_

The County of Lake has a responsibility to balance fiscal, environmental and social considerations into its operational decision-making process. The County's commitment to green and sustainable practices and good environmental stewardship was memorialized by the Lake County Board in the County's 2013 Strategic Plan where sustainability is listed as a value and a goal. This was further strengthened in September 2020 by adopting a Net Zero Emissions goal through Joint Resolution. Therefore, we shall promote environmentally preferable purchasing, whenever practical, by procuring goods or services that lessen the destructive effects on the environment and the health and well-being of all citizens.

Consideration of the practices adopted by our contracted firms is key to magnifying the impact of the County's sustainability measures. Proposers are requested to provide a Statement of Sustainability demonstrating the methods they have incorporated into their firms. Sustainability may be one of the scoring criteria included the evaluation rubric for the award of this contract.

#### INSTRUCTIONS

Please provide a narrative outlining any policies or practices implemented by your firm to reduce your carbon footprint. Your response should include, but need not be limited to:

- A copy of your firm's sustainability policy, awards and accolades.
- Practices such as waste minimization, energy/water efficiency, methods instituted to reduce pollution, green products utilized, staff education, community involvement and volunteerism.
  - Specifically include the percentage of your firm's energy that comes from renewable sources and percentage of your fleet that is non-emitting.
- Sustainable approaches your firm may have for this specific project.
- Cost variances to incorporate a more sustainable approach to this project and any calculated life cycle costs.



## VENDOR DISCLOSURE STATEMENT

Vendor Name:	SEAL Analytical Inc.		
Address:	6501 W. Donges Bay Road, Mequon, WI 53092		
Contact Person:	Stephanie Doerfert	Contact Phone #:	262-241-7900
Bid/RFP/SOI/Contract/Renewal:	RFP # 24374		

Vendors wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall submit this form in advance of award. This disclosure statement is not required for utility companies regulated by the Illinois Commerce Commission or local units of government. Vendors shall disclose:

- A familial relationship between a Lake County elected official, department director, deputy director and manager and owners, principals, executives, officers, account managers or other similar managerial positions of the vendor's company. Familial relationship is defined as a spouse (including civil partner), child, stepchild, parent, stepparent, grandparent, in-laws (including parent, grandparent, sibling, or child), relatives and non-relatives living in the same residence, and offspring born to any aforementioned person.
- All political campaign contributions made by the vendor or an owner, principal, executive, officer, account manager, or other similar managerial position of the vendor to any county board member, county board chair, or countywide elected official within the last five years.

**If there is nothing to report in a section, please state none in the appropriate space.**

### FAMILIAL RELATIONSHIPS

List names and departments/agencies of Lake County employees or public officials with whom owners, principals, or officers of the vendor's company have a familial relationship and the nature of the relationship. Attach additional pages, as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Name and Department/Agency of Lake County Employee/Public Official	Familial Relationship
NA	

### CAMPAIGN CONTRIBUTIONS

List campaign contributions that have been made within the last five years that exceed \$150 annually. Attach additional pages, as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Recipient	Donor	Description (e.g., cash, type of item, in-kind service, etc.)	Amount/Value	Date Made
NA				

Continuing disclosure is required if information changes. This Vendor Disclosure Statement form is available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

The full text of the County's Ethics and Procurement policies and ordinances are available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

I hereby acknowledge that the information above is accurate and complete, that I am an authorized signer on behalf of the vendor, that I have read and understand these disclosure requirements, and that I agree to update this information if there are any related changes by submitting a new Vendor Disclosure Statement.

Authorized Signature:	Title: Controller
Printed Name: Stephanie Doerfert	Date: 09/25/2024

Vendors must insert "x" in the following box indicating exception and provide a brief narrative for exception.

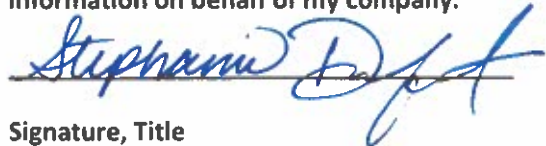




# VENDOR CERTIFICATION FORM

Bid/RFP/SOI Number:	RFP # 24374		
Vendor Name:	SEAL Analytical Inc.		
Address:	6501 W. Donges Bay Road, Mequon, WI 53092		
Primary Contact Name:	Dave Farrow		
Primary Contact Email Address:	sales@seal-us.com		
Primary Contact Phone Number:	262-241-7900		
Project Manager Name:	Sarah McFaul		
Project Manager Email Address:	sales@seal-us.com		
Project Manager Phone Number:	262-241-7900		
# Years in Business:	25+ years	Number of Employees:	51
Annual Sales:	\$ 25,000,000.00	Dunn & Bradstreet #:	12-630-5742
<b>Vendor Certification Statement: Please identify all of the following that apply to the ownership of this firm. This information is collected for reporting purposes only and not vendor selection. Please include a copy of the certification. (Definitions are included on the second page of Vendor Certification Form).</b>			
	Contractor certifies as a Minority – Business Enterprise (MBE)		
	Contractor certifies as a Women Business Enterprise (WBE)		
	Contractor certifies as a Veteran-Owned (VBE) Business Enterprise		
	Contractor certifies as a Persons with Disabilities Owned Business Enterprise (PDBE)		
	Contractor certifies as a Service-Disabled Veteran-Owned (SDVBE) Business Enterprise		
	Contractor certifies as a Business Enterprise Program (BEP)		
	Contractor certifies as a Small Disadvantaged Businesses (SDB)		
	Contractor certifies as a Veteran-Owned Small Business (VOSB)		
	Local Business		
X	None		
Other (Specify)			
Certification Number:			
Certified by (Agency):			

I certify that this information is accurate to the best of my knowledge and that I am authorized to provide this information on behalf of my company.



Stephanie Doerfert, Controller

9/25/24

Signature, Title

Printed Name, Title

Date

## Vendor Certification Definitions

- **Minority-owned business (MBE)**  
A business concern which is at least 51% owned by one or more minority persons, or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.
- **Woman-owned business (WBE)**  
A business which is at least 51% owned by one or more women, or, in the case of a corporation, at least 51% of the stock in which is owned by one or more women; and the management and daily business operations of which are controlled by one or more of the women who own it.
- **Veteran-owned Business Enterprise (VBE)**  
A small business (i) that is at least 51 percent owned, controlled and managed by one or more Eligible Veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Eligible Veterans.
  - Eligible Veteran means a person who (i) has been either a member of the armed forces of the United States or, while a citizen of the United States, was a member of the armed forces of allies of the United States in time of hostilities with a foreign country and (ii) has served under one or more of the following conditions: (a) the veteran served a total of at least 6 months; (b) the veteran served for the duration of hostilities regardless of the length of the engagement; (c) the veteran was discharged on the basis of hardship; or (d) the veteran was released from active duty because of a service connected disability and was discharged under honorable conditions.
  - Armed Forces of the United States means the United States Army, Navy, Air Force, Marine Corps, Coast Guard, or service in active duty as defined under 38 U.S.C. Section 101. Service in the Merchant Marine that constitutes active duty under Section 401 of federal Public Act 95-202 shall also be considered service in the armed forces for purposes of this Division.
- **Persons with Disabilities Owned Business Enterprise (PDBE)**  
A small business (i) that is at least 51 percent owned, controlled and managed by one or more Persons with a Disability; or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled, and managed by one or more Persons with a Disability.
  - Disability or Disabled means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.
- **Service-Disabled Veteran-owned Business Enterprise (SDVBE)**  
A small business (i) that is at least 51 percent owned, controlled, and managed by one or more qualified service-disabled veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Service-Disabled Veterans.
  - Service-Disabled Veteran means an Eligible Veteran who has been found to have 10 percent or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.
  - Service-connected disability means a disability incurred in the line of duty in the active military, naval or air service as described in 38 U.S.C. 101(16).
- **BEP – Business Enterprise Program**  
Business Enterprise Program (BEP) BEP assists businesses owned by minorities, women, and people with disabilities gain access to the State of Illinois procurement process. BEP certification with the State of Illinois can also open the door to opportunities with other public and private entities which are looking for diverse suppliers.
- **Small Disadvantaged Businesses (SDB)**  
A Small Disadvantaged Business (SDB) is a small business owned and controlled by socially and economically disadvantaged individuals as defined by Federal Acquisition Regulation (FAR) 19.001
- **Veteran-Owned Small Business (VOSB)**  
A Veteran-Owned Small Business (VOSB) is a small business that is at least 51 percent owned by one or more veterans; or, if a publicly owned business, at least 51 percent of the stock is owned by one or more veterans. Also, one or more veterans control management and daily business operations of the firm.
- **Local business**  
Lake County launched a Buy Local. Build Local. Work Local initiative in 2013 to increase the outreach and procurement opportunities for businesses located within Lake County, including women-owned businesses and minority-owned business enterprises (L/W/MBE). The overarching objective is to maximize participation from these businesses in the County's procurement process, in accordance with applicable law.