



Department of Energy
Richland Operations Office
P.O. Box 550
Richland, Washington 99352

10-AMSE-0056

APR 07 2010

Mr. F. A. Figueroa, President
and General Manager
Mission Support Alliance, LLC
Richland, Washington 99352

Dear Mr. Figueroa:

CONTRACT NO. DE-AC06-09RL14728 – DE MINIMIS CHANGES TO THE HANFORD ANALYTICAL SERVICES QUALITY ASSURANCE REQUIREMENTS DOCUMENT (HASQARD)


Compliance with the HASQARD, DOE/RL-96-68, is required by your Contract (Section J, Table J-2.9). The HASQARD contains the standards for site sampling and analytical programs and is cited in agreements with our regulators.

The HASQARD is unique in that it was issued by RL in 1996, and has been maintained and interpreted by a Focus Group with invited membership by technical experts from the Office of River Protection and RL prime contractors. The Focus Group responds to questions of interpretations and periodically updates the HASQARD to meet changing regulations.

Where the Focus Group determines a change or interpretation to the HASQARD is de minimis (an editorial change or interpretation clarifying but not modifying a requirement - example attached), contractors will be notified by electronic mail and the change or interpretation will be placed on the Focus Group website (<http://www.hanford.gov/orp/?page=141&parent=14>). When the Focus Group determines that a change or interpretation to the HASQARD is de minimis, no impact analysis will be requested by the Contracting Officer (CO) and the contractor's implementation of the change or interpretation will be determined to have no cost or schedule impacts. If the contractor disagrees and believes there is an impact, the contractor shall notify the CO of such impact in accordance with FAR 52.243-7, Notification of Changes.

If you have any questions, you may contact me, or your staff my contact Al R. Hawkins, RL QA Manager, on (509) 376-9936.

Sincerely,


Alan E. Hopko
Contracting Officer

AMSE:ARH

cc: J. M. Armstead, MSA
E. C. Lugo, MSA

De Minimis Change Example

HASQARD Section 4.2.4, Volume 2, Revision 3 requires: “The field custodian shall seal the cap of the individual sample container so that any tampering is easy to detect. Custody seals shall be used to verify that sample integrity has been maintained during transport.”

The HASQARD Focus Group provides the following clarification to the requirement:

Note: The presence of, or fixative residue from, custody seals can interfere with the functionality of equipment used during analysis (e.g., the auto-sampler used for EPA Method 5035A analysis of volatile organic compounds). Where these interferences occur, in lieu of using a custody seals directly applied to sample containers, the container may be placed inside a secondary container that is sealed with custody tape.