

REQUEST FOR PROPOSAL

East Decatur Greenway 890 Columbia Drive, Decatur, Georgia

Introduction

Your firm has been selected to receive this request for proposal (RFP) to conduct corrective actions at the East Decatur Greenway (EDG) site located at 890 Columbia Drive in Decatur, DeKalb County, Georgia. As is discussed further in the attached Corrective Action Plan (CAP), this property is a former gasoline station. Three 8,000-gallon underground storage tanks have been removed along with transfer piping, dispensers and the canopy. The former convenience store building has also been removed.

Investigations that have been completed on the property have determined that soil on the property exceeds risk reduction standards (Type 3 RRS). Free product was also discovered in a temporary well that was installed during groundwater investigations at the site.

The EDG site received funding for the corrective actions from an EPA Brownfield Grant. Recent investigations have been performed to determine a volumetric estimate of the petroleum contaminated soils that exceed Type 3 RRS. The CAP provides details on the results of the testing and plans for removal of soils that exceed RRS.

Scope of Work

The scope of work for the project will include the following:

- Prepare a Site Specific Health and Safety Plan to be used by the contractor, its employees and subcontractors while performing work on the EDG site.
- Install and properly maintain silt fencing, hay bales and other erosion control measures in accordance with an approved Erosion and Sediment Control Plan. The Erosion and Sediment Control Plan is being prepared by others.
- Excavate and stockpile clean backfill soils in the area of the former tank pit (12 feet) and along former transfer lines and dispensers (estimate 4 to 7 feet). These soils are clean and will be used for backfill.
- Excavation, hauling and disposal of approximately 1,300 tons of petroleum contaminated soil that has been found to exceed RRS. Soils will need to be disposed in a Subtitle D Landfill.
- Excavate and stockpile up to 400 tons of mildly petroleum contaminated soil on the property. Depending on the contaminant levels in these soils, they will be treated on-site or will be transported and disposed as the designated Subtitle D landfill disposal facility.
- Excavate soil below the water table to a depth of approximately 18 to 20 feet in the area where free product was observed (see attached CAP). In the open pit, use a vacuum truck to remove water and free product. Properly dispose of the petroleum contact water.
- Excavate and properly dispose of existing concrete and asphalt pavement.
- Backfill soils with clean backfill, restore site to existing grade.

Contractor Qualifications and Requirements

- Personnel working on the project must meet training requirements in accordance with 40 CFR 1910.120.
- Contractor must have a minimum of \$1,000,000 errors and omissions policy and will be required to provide EDG a certificate of insurance naming EDG as additionally insured.
- Complete the scope of work as specified in the attached CAP.

Schedule

The current project schedule has a start date of **October 1, 2015**. A more detailed schedule is included in the attached CAP. The contractor bid should comment on whether the proposed schedule is attainable. If not, bid should propose an alternate schedule for completion of the project.

Cost Estimate and Bid

Contractor should provide unit rates for the following:

- Excavation, transport and disposal of petroleum contaminated soils
 - Excavation and stockpiling of mildly contaminated soils. Soils will be likely stockpiled on eastern side of property. Contractor should include costs for covering stockpiled soils and installing silt fencing, etc. to minimize erosion and any impacts to adjacent Shoal Creek.
 - Removal and disposal of existing concrete and restoration
 - Excavation of soil below the water table, using a vacuum truck, provide the costs for removal and proper disposal of up to 2,000 gallons of petroleum contact water
 - Costs for backfill, placement in excavation and compaction with excavator
 - Site Restoration
- Bid should also include an estimate of the total cost of the project.
- Bid should include costs for development of Site Specific Health and Safety Plan, any permits that may apply to the contractor (other than Sediment and Erosion Control and stream buffer variance from DeKalb County).
- Contractor will be responsible for completing a waste profile and obtaining approval from designated disposal facility.
- Bid should include project summaries and references of similar projects contractor has completed in the past two years. A minimum of three references should be provided.
- Identify key personnel who will be working on the project.

Contractor Selection

EDG will select a contractor based on information supplied in the following sections of the candidate's response to this RFP:

1. **Project Approach** – Describe the technical approach that will be used to complete the items identified in the CAP, including a detailed project time schedule showing key milestones. (It is recognized that this schedule may change due to specific project circumstances.) (20%)
2. **History and Experience of the Firm** – Describe the firm's history, qualifications, and specific expertise as it relates to the management of similar cleanup projects. Describe examples of previous similar projects completed by the firm within the past 24 months. Summarize the scope of work, the budget, timeframe, and provide client contact information. (20%)

3. **Cost Proposal** - A sealed cost proposal must be submitted with the proposal. While cost is not the only determining factor in selection of the qualified contractor, it should be noted that a concentration of funds should be used for carrying out the tasks outlined in the scope of work, rather than for administration. (50%)
4. **Equal Business Opportunity** – Describe the firm’s plan, if any, to utilize disadvantaged, minority-owned, woman-owned, and small business enterprises in executing the project. (10%)

EDG has the right to reject any and all proposals. The cost of preparing and submitting a response to this RFP is the burden of the respondent, and EDG will not reimburse respondent for any costs incurred in responding to this RFP.

EDG does not discriminate against any person or business in pursuit of business opportunities on the basis of race, color, sex, religion, national origin, or geographic location and to conduct its contracting and purchasing programs so as to prevent such discrimination.

Responses to this RFP are limited to 25 pages.

Submittal Information

The Request for Proposal and associated documents are available at:

East Decatur Station Leasing Office
111-C New Street
Decatur GA 30030

And online at:
www.eastdecaturgreenway.org
or can be sent via email on request

Responses to this RFP must be submitted via electronic copy to:

Michele Ritan, director
East Decatur Greenway Inc
PO Box 2316
Decatur GA 30031
eastdecaturgreenway@gmail.com

Deadline for submission is on or before 5:00 p.m. September 7, 2015.

All questions with respect to this Request for Proposals must be in writing, and addressed as above.