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TOWN OF CHINA GROVE

Request for Qualifications for Engineering Services

Response Due Date: Dec 15th, 2016 @ 12:00 pm

PROJECT

Town of China Grove
Landfill Assessment Project

OWNER

Town of China Grove
333 N. Main Street
China Grove, NC 28023

Request for Proposals (RFP): Landfill Assessment

The Town of China Grove is exploring the potential for re-use of a tract of land known as the “*China Grove Dump*”. In order to determine the feasibility of the re-use of this property, a detailed assessment of this closed landfill is needed. The landfill is located in China Grove, North Carolina of Rowan County.

The Town of China Grove is interested in contracting the services of an approved environmental consultant to perform and certify assessment services for this landfill in full cooperation of and under the guidance of the North Carolina Department of Environmental Quality (NC DEQ) Division of Waste Management, Inactive Hazardous Sites Branch, Pre-Regulatory Landfill Unit (Unit).

All firms interested in responding to this RFP should refer to the Unit’s most recent **Guidelines for Addressing Old Landfills and Dumps** as a primary reference and the **Inactive Hazardous Sites Guidelines for Assessment** as a secondary source when responding in order to adequately prepare for the effort required in work plan preparation and reports for the Unit’s approval. All services proposed will be approved by the Unit following these guidelines and other regulations as determined by the Unit.

The Town of China Grove is voluntarily undertaking the assessment of this pre-1983 landfill [as defined in G.S.130A-290(a) (21a)]. The approved environmental consultant must be qualified to perform and will be responsible for compliance of all phases of this voluntary remedial investigation as directed by the Unit.

The Town of China Grove will not be responsible for any activities, services or other costs associated with this RFP or subsequent contract work that is not pre-approved by the Unit. All work must comply with the requirements of North Carolina G.S. 130A-310.6 (f) and designated by NC DEQ as reimbursable to the Town of China Grove under this statute. It is the sole responsibility of the approved environmental consultant to assure that all work performed as a result of this RFP is reimbursable to the Town of China Grove under this program administered by the Unit.

The property is known to the Unit and listed on the Old Landfill Inventory as: “*China Grove Dump*” and the State Identification Number is “NONCD0000540.” The landfill is located on Town of China Grove property, Rowan County, Tax Parcel 123 033. Only the landfill and areas that may have been impacted by past landfill activities as outlined in the **Guidelines for Addressing Old Landfills and Dumps** is to be considered for this RFP. Site visits may be arranged by contacting Mr. David Ketner, Town of China Grove Director of Public Works, Town of China Grove Public Works Department, 618 Salisbury Street, China Grove, NC 28023. Mr. Ketner can be reached by telephone at (704) 857-2466, M-Th from 7:30 am to 5:00 pm.

Proposals Should Include:

- A cost estimate and project plan which defines the proposed assessment process. This should include estimated project phases, work plans required for each phase, submittal timelines, the Unit's approval timeline estimates and cost estimates for each phase. Consultants should use the Unit's most recent **Guidelines for Addressing Old Landfills and Dumps** as a primary reference and the **Inactive Hazardous Sites Guidelines for Assessment** as a secondary source when preparing the project plan and cost estimates for the assessment process.
- Verification of qualifications. Any engineering services proposed must be performed by a licensed NC engineer. Proof of NC engineering license and NC geology license is required.
- Evidence of experience, ability, competence and reputation for similar assessments of closed landfill and hazardous waste sites. Referenced projects should include contact information, project location, project scope, budget and description of work performed. Contact information for project references which is not current may be grounds for discarding a reference and disqualifying a proposal.

Proposal Submissions:

- Six (6) copies of proposal must be submitted.
- Proposals will be evaluated by a committee to be selected by the Town of China Grove. The proposal committee will recommend preferred consultants to the Town of China Grove Town Manager who will make a final selection. The proposal committee may select up to 5 proposals as finalists and invite the finalists to meet with committee members and participate in an interview. The Town of China Grove reserves the right to reject all proposals.

- Proposal deadline is December 15th, 2016. Results or status of the proposal review will be announced on or before January 19th, 2017.
- The Town of China Grove may or may not enter into a contract as a result of this RFP.
- The Town of China Grove will not be responsible for any costs incurred by respondents as a result of this RFP.

Scope of Work

- All work contracted as a result of this RFP will be authorized and performed in phases. The selected contractor will prepare a detailed work plan with cost estimates under the guidance of the Unit for each phase of assessment. Each work plan must be approved and authorized by the Unit prior to submittal for authorization to the Town of China Grove. The Unit's authorization of work plans must include specific authorization of eligibility for reimbursement to the Town of China Grove from the proceeds of the Inactive Hazardous Sites Cleanup Fund.
- Each work plan must specifically identify any cost items which are not eligible for reimbursement to the Town of China Grove from the proceeds of the Inactive Hazardous Sites Cleanup Fund.
- Work may not commence nor may any costs be incurred for any work plan until authorized by the Town of China Grove. **Any work plan may or may not be authorized by the Town of China Grove for execution or implementation.**
- After the authorization by the Town of China Grove of a work plan, a certified accounting of all costs incurred by contractor must be provided to the Town of China Grove in such a manner prescribed by the Unit to assure reimbursement to the Town of China Grove by the Unit from the proceeds of the Inactive Hazardous Sites Cleanup Fund.
- No funds will be paid to contractor for work not included in a work plan approved and authorized by the Unit and by the Town of China Grove.
- Each contract for assessment and remediation must comply with the requirements of Chapter 143, Articles 3D and 8 of the General Statutes
- It is anticipated contracted services resulting from this RFP will be associated with remedial assessment only; remedial action plans and remediation services may or may not be contracted by the Town of China Grove.

Attachment A

Technical Qualifications Proposal

The Consultant must submit the following:

- A description of the Consultant's qualifications, detailing the Consultant's ability to perform the services required herein. The technical qualifications proposal must be in a narrative form and must describe the Consultant's background, experience, and include other information as may be deemed relevant for the purpose of evaluation of professional skills and capabilities. The Consultant should provide information on ability and capacity to perform multi-site tasks promptly.
- Resumes indicating the qualifications and experience of all staff members to be assigned to this project and must include; position, total years and types of experience, any other relevant professional skills and capabilities. A geologist licensed in North Carolina and a professional engineer licensed in North Carolina must be available for work under the contract.
- Proof that all persons performing fieldwork have successfully completed the appropriate Occupational Safety and Health Administration (OSHA) Hazardous Waste Site Safety Training pursuant to 29 CFR 1910.120 (e), have completed the appropriate updates in accordance with the Hazardous Waste Site Safety Training, and are participating in a medical monitoring program.
- Identify all subcontractors to be utilized and the nature and extent of their involvement.

Cost Proposal Sheet

The Consultant must list all equipment, materials, and personnel with their respective unit costs to be used for conducting the tasks. Unit costs and staff descriptions will comply with the Pre-Regulatory Landfill Unit's rates.