



PIEDMONT TRIAD REGIONAL COUNCIL

PIEDMONT TRIAD REGIONAL COUNCIL (PTRC) REQUEST FOR QUALIFICATIONS FOR ENVIRONMENTAL SERVICES

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General Information

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Office Address and Point of Contact

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Piedmont Triad Regional Council – Request for Qualifications

Request for Qualifications

PTRC is requesting statements of qualifications from experienced environmental consultants to perform a range of services including *Environmental Site Assessments; Clean-Up and Redevelopment Planning; and Community Outreach Assistance.*

Background & Description

The Piedmont Triad Regional Council (PTRC) has been awarded a three-year, \$600,000 EPA Brownfield Assessment Coalition Grant to commence on or around October 1, 2018. Initial coalition members include three municipalities – the Town of Mayodan, City of Thomasville, and City of Winston-Salem. Additional members may be added at the discretion of the coalition.

The collective vision of PTRC and its coalition partners is to improve the overall quality of life in the region through development of an on-going, sustainable *Regional Brownfield Assessment and Redevelopment Program*. A primary goal of the region's comprehensive economic development strategy (CEDS) – *Triad Tomorrow* – is to stimulate the local economy through strategic investments and redevelopment of abandoned brownfield sites – especially in key community redevelopment hubs and along major transportation corridors. The brownfields assessment and redevelopment program will focus on properties located in and around municipal core areas of Winston-Salem, Thomasville and Mayodan. The program will pursue strategic investments in key catalyst sites (*see attached description of sites from EPA grant application*) to stimulate the redevelopment of surrounding brownfield properties, and to increase tax base, create jobs, and provide greater housing and transportation choices in communities throughout the region.

Since 2011, PTRC has been building an inventory of brownfield sites throughout its 12-county service area. To date, a total of over 500 potential brownfield sites have been identified. Initial focus of the program will be within coalition communities. Sites within these communities include abandoned mills, abandoned gas stations, former truck or auto repair facilities, former dry cleaners, and a wide mix of fabrication shops and other unknown uses. Special emphasis will be placed on assessment and clean-up efforts in areas posing the most risk to human health and the environment, yet with the greatest potential for redevelopment and reuse.

Scope of Services

PTRC is seeking one or more qualified firms to retain, on an as needed basis, to perform professional services in the project area to accomplish the following work activities and products:

- Phase I Environmental Site Assessments according to the American Society for Testing Materials (ASTM) standard E 1527-05 and the EPA's All Appropriate Inquiries rule;
- Property Profile Forms for assessment activity using ACRES;
- Threatened and Endangered Species Surveys to comply with Endangered Species Act standards;
- Generic and site-specific Quality Assurance Project Plans (QAPP); Health & Safety Plans (HASP) and Site-Specific Sampling & Analytical Work Plans (SAP) in accordance with EPA requirements. Sampling/analysis work plans must be approved by the Project Manager before starting any sampling activities;
- Phase II Environmental Site Assessments according to a site-specific QAPP, EPA, State, ASTM Standard E-1903-97 and the approved work plan, including drilling and sampling activities as needed to evaluate the presence and extent of RECs;

- Final reports on field sampling activities and analytical results with conclusions on recommendations for remedial alternatives;
- Assistance in the following community outreach activities:
 - Participate in public meetings and provide educational materials,
 - Assist PTRC and the Brownfield Advisory Group (BAG) in reviewing, ranking and recommending sites to be assessed and characterized,
 - Develop and implement effective methods of communicating information about the *Piedmont Triad Brownfield Redevelopment Program* to the public (website, brochures, mailings etc.),
 - Consult with prospective public and private landowners, realtors and developers to encourage and facilitate active participation in the program.
 - Help identify possible developers and facilitate redevelopment opportunities through cooperative work efforts with potential developers, investors, property owners, Coalition members, community leaders and the PTRC Grant Project Team to encourage redevelopment and reuse of targeted priority assessment sites.
- Quarterly reports documenting activities in a format agreed upon by the Project Manager;
- Technical consultation to the PTRC Project Team in the preparation and submission of all necessary reporting forms to be submitted to the EPA (e.g. ACRES);
- Site-specific risk assessments as needed where a Phase II ESA has been completed;
- Analysis of Brownfields Cleanup Alternatives (ABCA) Plans;
- Integrated Cleanup and Redevelopment Plans as needed;
- Assistance with preparing and negotiating Voluntary Cleanup Contracts &/or Brownfield Agreements with the State Brownfield Program as needed;
- Final project close-out reports;
- Coordination with the Project Manager, coalition members and selected firms to ensure fulfillment of EPA & State regulations and the PTRC Brownfield Coalition Work Plan;
- Assist with writing and data collection for applications as needed.
- Assist interested coalition partners with supplemental funding available, to conduct targeted market analysis and/or community visioning or strategic planning workshops to generate site-specific redevelopment and reuse plans as needed or desired.

Schedule: The schedule will be agreed upon with the Project Manager on a case-by-case basis.

RFQ Submittal Procedures

- Submissions: Copies of the qualification statements should be submitted through email in PDF format to jday@ptrc.org, and if desired one hard copy to the PTRC by 4:00 pm on the due date by hand, certified mail, or private carrier to:

Attn: Qualification Statements for Environmental Services
 Jesse Day, Regional Planning Director
 Piedmont Triad Regional Council
 1398 Carrollton Crossing Drive
 Kernersville, North Carolina 27284

- Interviews: Some respondents may be invited for an interview to clarify the content of their qualification statement.
- Inquiries: Please submit any RFQ questions via e-mail to Jesse Day jday@ptrc.org, other contact outside of the RFQ submittal requirements or questions is discouraged.

Minimum Qualifications

All interested firms must address and meet the following minimum qualifications:

- Registered to do business in the State of North Carolina including all team member firms and sub-contractors.
- Assigned personnel with at least five (5) cumulative years of experience working on EPA Brownfield Projects and Grants within EPA Region 4 at hazardous and petroleum sites including experience with organizing community involvement, conducting Phase I/Phase II ESAs, preparation of Quality Management Plans, Quality Assurance Project Plans, Work Plans, Health and Safety Plans, preparing Remedial/Corrective Action (Clean Up) Plans, and ACRES reporting.
- Assigned personnel with at least five (5) cumulative years of experience, working in, or with city, county or local governments, addressing or involved with community outreach efforts related to brownfields and/or economic redevelopment issues.
- At least five (5) cumulative years of environmental consulting experience working in the State of North Carolina and at least one professionally registered environmental geologist and one professionally registered engineer in the State of North Carolina assigned to the PTRC project.

Qualification Statements

Responses to this Request of Qualifications (RFQ) shall include the following:

- **Experience and Capabilities:** Describe the experience and capabilities of implementing Environmental Services as outlined in the scope of services. Include services associated with EPA Brownfield projects, listing all EPA Brownfield Grant Communities which your agency has assisted. Include project summaries of relevant EPA Brownfield projects completed in EPA Region 4 and NC Brownfields sites where your firm has worked and whether they have been recorded. Summarize the scope of work and provide client contact information.
- **Key Staff Assigned to the Project:** Provide an organization chart identifying personnel assigned to the project, including their roles and anticipated level of involvement. Personnel identified in the proposal must be the principal staff that will work on the project and represent the majority of hours billed to the project. Resumes shall not exceed 3 pages in length. Project staff must meet all local, state, and federal requirements to perform work. Certified or licensed professionals (e.g. Professional Geologist, Professional Engineer, Certified Laboratory, Certified Well Driller, etc.) must be used to perform work as required
- **Technical Approach:** Describe the technical approach that will be used to complete the tasks described in this RFQ, including knowledge, experience and capabilities to perform streamlined site evaluations utilizing innovative and creative assessment technologies for more efficient and more effective investigations, if possible. Innovative methods and procedures must be justified by anticipated time and cost savings and provisions to ensure data quality. Use of cost- and time-saving equipment and methods is encouraged if a high quality of data and results is maintained.
- **Background Information of the Company:** Full disclosure regarding the company status, and status of parent companies, subsidiaries, affiliates and subcontractors as potential responsible parties, including but not limited to:
 - Business background
 - Legal name of business
 - Age of the business
 - Names, addresses and position of all persons having a financial interest in the company
 - State of formation
 - Number of employees
 - Licenses and certifications as called for in the below section

- **Resources:** Indicate professional resources that will be dedicated to the project (information technologies, etc.) and indicated availability. If resources are not available, indicate how resources would be acquired or contracted for. Specify subcontractor's (if any) qualifications in a similar manner.
- **Professional Practice (Limited to the Project Team, all employees, assigned to this project):**
 - Has your firm ever been cited by any authority for unscrupulous practice?
 - Does your firm have any past or present suits with any current or former customer? Explain as necessary
 - Has your firm including parent company, subsidiaries, affiliates and subcontractors ever been or are currently disbarred from receiving Federal funds?
- **Required Attachment:** Provide originals or photocopies of the following (or provide explanation, as applicable, if any attachment is absent):
 - Any licenses from the State of North Carolina relevant to the execution of this project;
 - Any certification indicating that staff assigned to this project is equipped to carry out the provisions of this proposal;
 - Three (3) references from clients for which the firm has provided similar services;
 - An example of educational material that will be used to communicate technical aspects of the environmental assessment to the public.
- **Other:** Provide any other information that may be useful to the RFQ advisory committee in reviewing this proposal.

Consultant Selection

The PTRC will establish and facilitate a Selection Committee for the evaluation of qualifications submitted by firms responding to the RFQ. The proposals will be evaluated and ranked based on the **Selection Criteria** outlined below. The PTRC may ask the top ranked firm(s) to attend a presentation and/or interview opportunity as part of the evaluation process. At the conclusion of the evaluation process firms will be ranked in priority order with the highest ranking firm or firms being selected to negotiate a contract with PTRC. If PTRC elects to negotiate a contract with a selected firm or firms, the PTRC reserves the right to negotiate such terms and conditions of the contract, including, but not limited to scope, role, price, and staffing which may be in the best interests of the PTRC.

The selected firm shall provide written proof of insurance coverage for personal injury and property damage, including comprehensive general and automobile liability and contractual liability at the following minimum levels:

General Liability Insurance:	\$1,000,000
Comprehensive General Liability:	\$1,000,000
Bodily Injury & Property Damage:	\$ 500,000
Personal Injury:	\$ 500,000
Auto Liability:	\$ 500,000
Workmen's Compensation:	As Required by State Law

The selected firm or firms shall provide written proof of contractual liability insurance, comprehensive general liability insurance, workers compensation insurance, pollution coverage insurance and professional liability insurance for Directors and Officers for errors and omissions. The selected firm is encouraged to employ Minority Business Enterprise/Women's Business Enterprise companies (MBE/WBE) whenever possible. This selected contractor(s) shall have a goal of 10% MBE/WBE utilization.

PTRC Selection Criteria

The PTRC will evaluate the qualifications based upon the following factors:

- 30 points - Qualifications, Experience and Capabilities;
- 25 points - Technical approach and ability to complete the stated RFQ requirements;
- 20 points - Capacity of firm to perform the work;
- 20 points - References and demonstrated capability to accomplish similar scope of services;
- 5 points - Certified Minority Business Enterprise/Women's Business Enterprise companies (MBA/WBE) General or sub-contractor.

PTRC Rights Reserved

- The PTRC reserves the right, in its sole discretion, to reject any or all submissions, reissue a subsequent RFQ, terminate, restructure or amend this procurement process at any time.
- This RFQ is not a bid. Evaluation criteria contained herein shall be used in evaluating qualifications of interested firms for selection.
- The PTRC may contact any consultant after receiving its submittal to seek clarification on any portion thereof.
- The PTRC reserves the right to request additional information from any consultant if the PTRC deems such information necessary to further evaluate the consultant's qualifications.
- The PTRC reserves the right to select several consultants to perform tasks under the brownfields contract.
- The PTRC reserves the right to retain and continue funding consultants selected as a result of this RFQ without further solicitation of services, if additional funding becomes available in the future.
- All RFQ material submitted to the PTRC becomes the property of the PTRC and will not be returned to the vendor.

Piedmont Triad Brownfields Assessment Grant Top Priority Sites (Attachment)



Initial Coalition assessment, clean-up and redevelopment efforts will focus on five (5) catalyst sites within the following targeted neighborhoods:

- The former Thomasville Furniture Plant B site in Thomasville – With over 35 abandoned mills surrounded by low-income neighborhoods, the City of Thomasville struggles to address a growing number of public health and safety concerns associated with its homeless population, vagrants, drug dealers, copper thieves and curious neighborhood children. Over half of this 11.5-acre direct site is located within the Hamby Creek 100-year floodplain. Hamby Creek is one of the most severely polluted stream segments on the NC and US 303(d) list of impaired waterways in our 12-county region. Much of the site's large, abandoned mill structure has collapsed, and City officials have frequent safety concerns for surrounding neighborhood residents and their children, many of which, have back yards adjoining the site. Visitors to the neighborhood community and adult day care center, located across the street from the abandoned mill, have shared their safety concerns with Coalition members. Despite security efforts of the site's absentee owners, fences, chains and locks are consistently breached, and local police respond to reports of metal thieves and homeless squatters on a regular basis. The surrounding low-income neighborhood is 27.6% minority with an unemployment rate of 17.8%. In preparation for the recent donation of the site for use as a City park, a EPA-funded Phase I assessment of the site identified several RECs from the incineration of carbide sludge and vinyl acetate, historic use and storage of solvents, underground pipes leading directly from the mill into Hamby Creek, hydraulic oil, PCBs, and ACMs. Additional funding is needed to conduct **Phase II assessment and clean-up planning** for the site, in preparation for the City to remove existing warehouse structures and move forward with plans to clean up the site and adjacent Hamby Creek, and create a neighborhood park and greenway, connecting the surrounding underserved, low-income neighborhood to other community resources.
- The former Chatham Mill Site in Winston-Salem – The historic Chatham Mill property is located directly adjacent to an impaired segment of *Peter's Creek*, and serves as a catalyst site for the surrounding *Boston-Thurmond Neighborhood*. Residents within the neighborhood's census tracts are 53.8% minority and suffer a 62.4% poverty rate. This large (10 acre) abandoned mill site is centrally located within the surrounding neighborhood, which is known for a high incidence of crime, drug use and homelessness. However, in 2012, \$950,000 in EPA RLF funding enabled developers to leverage \$35M in private investments, to complete redevelopment of a portion of the mill complex into 170 much-needed affordable apartments in the neighborhood. Prior site assessments revealed vapor intrusion from a significant TCE plume, leading to on-going remediation on the site. EPA assessment funding is needed for a **Phase II assessment and clean up planning**, to leverage an additional \$8M to \$15M in private investments for renovation of a large, stand-alone structure to provide a grocery store and/or other retail and public services currently unavailable in the neighborhood.
- The former TxMo Railroad site in Winston-Salem. This derelict former railroad property is located directly adjacent to Peter's Creek and to the former Chatham Mill site and is also surrounded by the *Boston-Thurmond Neighborhood*. The NC Brownfields Program has deemed this site eligible, and funding is needed to proceed with the **State's requested Phase I & II assessments and clean up planning** to identify potential contaminants, in preparation for renovating existing structures in support of much-needed retail uses in the neighborhood. Public and private investments will also be used to upgrade parking; create green space and provide storm water management and water quality improvements along Peter's Creek.

- The former Nissen Wagon Works site in Winston-Salem – This manufacturing complex was established in the historic *Waughtown Neighborhood* in 1834. By 1919, the company employed 1,500 workers and produced over 15,000 covered wagons per year - fifty per day well into the 1940s. In 1946 Western Electric moved its manufacturing operations into the factory and employed over 7,000 area residents by 1960. In 1995 Western Electric closed the plant, leaving thousands of Waughtown residents unemployed, next to a polluted site. Current residents in neighborhoods surrounding the site are 90.4% minority (versus 34% for the region) and suffer a 42.5% poverty rate (versus 18.3% for the region). A community-wide strategic planning effort was recently completed in the area, involving hundreds of community members, area churches and mosques, neighborhood associations, schools and business owners. A key revitalization goal of the *Waughtown/MLK Neighborhood Plan* is the clean-up and reuse of the numerous brownfield sites in the community. In conjunction with owners and prospective developers, the Coalition selected the former Nissen Wagon Works as the neighborhood's top-priority catalyst site. Local NC A&T University faculty and students recently facilitated a public design workshop in which community members identified a wide range of preferred uses on the site, including a library, community health center, youth center, museum, retail and office space, and affordable workforce housing to avoid displacement of existing residents in the community (see **Attachment K – Nissen Wagon Works Redevelopment Master Plan**). A Phase I assessment identified several RECs, including PCBs; asbestos and ACMs. EPA funding will enable the neighborhood to conduct a **Phase II assessment and clean up planning** to identify and address potential contaminants and pursue redevelopment of the site.
- The former Washington Mill site in Mayodan – Located on the Mayo River, Washington Mills has been central to life in this small, rural mill town since its founding in 1896. The mill produced cotton yarn, and later added a knitting mill. At its peak in the 1950's, the mill had over 1,500 employees. As in most mill communities throughout our region, virtually every family in town worked at the mill, shopped at the mill store and lived in mill-owned housing. The mill was purchased in 1982 by the *Tultex* company and due to off-shore production, the mill closed in 1999. Neighborhoods directly adjacent the Mill have a 29.5% poverty rate; 41.8% of those living in poverty are children under the age of 18 and 19.3% are age 65 or older. Because the mill has historically provided most of the community's tax base and was its primary water and sewer customer, the Town has suffered through years of financial hardship since closing. As part of *Piedmont Together*, our region's sustainable communities initiative, a public workshop was provided, to help the Town and its residents identify and design potential uses for the site. This HUD-funded effort was leveraged with Phase I assessment activities under our FY2014 EPA grant which identified multiple RECs, including TPHs; fly ash; asbestos and ACMs. Since demolition of the mill by a private materials recycling company in 2013, the Town has expended over \$125,000 in local funds to obtain ownership and begin remediation of the site by hiring a private contractor to complete asbestos removal in the lone existing mill building and removal of 75 drums of hazardous and non-hazardous material left by the previous owners. Coalition members are also seeking \$100,000 in *Duke Energy Water Resources Grant* funds to develop a proposed park and greenway on the site. The Town has also received *NC Pre-Regulatory Landfill Funding*, to address clean-up of an adjacent property for future expansion of the park and greenway. In preparation for redevelopment of the site as a public park and greenway along the river **Phase II assessments and clean up planning will be conducted to adequately identify potential contamination on site.**