

# **BID INFORMATION MEMORANDUM**

## **Fixed Price Competitive Bid Solicitation**

### **Marie's Service Station**

**404 New Alexandria Road, Hempfield Township, Westmoreland County**

**PADEP Facility ID #65-80800; PAUSTIF Claim #1996-0307(F)**

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The PAUSTIF understands and appreciates the effort necessary to prepare a well-conceived response to a bid solicitation. As a courtesy, the following summary information is being provided to the bidders.

Number of firms attending pre-bid meeting: 6

Number of bids received: 5

List of firms submitting bids:

DMS Environmental Services, LLC

LaBella Associates, P.C.

Letterle & Associates

Mountain Research, LLC

P. Joseph Lehman, Inc.

This was a Defined Scope of Work bid and so price was the most heavily weighted evaluation criteria. The range in cost between the five evaluated bids was \$172,185.37 to \$214,988.00. Based on the numerical scoring, two of the five bids were determined to meet the "Reasonable and Necessary" criteria established by the Regulations and deemed acceptable by the evaluation committee for PAUSTIF funding. The claimant had the option to select any of the consulting firms who properly submitted a bid to complete the scope of work defined in the RFB; however, PAUSTIF will only provide funding up to the fixed-price cost of the highest bid deemed acceptable by the bid review committee. In this case the claimant elected to follow the committee's recommendation and selected a bid deemed acceptable for funding.

**The bidder selected by the claimant was:**

**DMS Environmental Services, LLC: Bid Price - \$172,185.37**

The attached sheet lists some general comments regarding the evaluation of the bids that were received for this solicitation. These comments are intended to provide information regarding the bids that were received for this solicitation and to assist you in preparing bids for future solicitations.

## **GENERAL COMMENTS REGARDING EVALUATED BIDS**

- Bidders should provide complete answers to the questions posed in section 5 of the Bid Requirements section of the RFB as the answers are used to evaluate the qualifications and experience of each bidder.
- Bidders should provide a clear description of how the proposed work scope will be completed. The bid package should specifically discuss all tasks and subtasks that will be included under the fixed price contract, what specific activities are included in each task, and how the tasks will specifically be completed (i.e., explain how groundwater sampling will be conducted).
- Please include all requested information (insurance, qualifications, answers to questions, cost spreadsheets, milestone schedules, etc.) in the bid submittal.
- Copies of quotations from all major subcontractors (including, but not limited to, drilling companies and analytical laboratories) should be included as attachments in the bid package.
- Bid responses should include enough “original” language and thought so that the qualifications and approach of the firm can be evaluated. The reason for this is that the bidders are not pre-qualified and so the evaluation committee must evaluate the technical aspects of the bid and bidder.