

# **BID INFORMATION MEMORANDUM**

## **Fixed Price Competitive Bid Solicitation**

### **Blair's Auto, Inc.**

**3575 Schuylkill Road, Spring City Borough, Chester County**

**PADEP Facility ID #15-42616; USTIF Claim #2013-0002(I)**

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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: 8

Number of bids received: 6

List of firms submitting bids:

Converse Consultants  
Environmental Alliance, Inc.  
MEA, Inc.  
Mountain Research, LLC  
Rettew Associates, Inc.  
Tetra Tech, 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 six evaluated bids was \$52,111.25 to \$107,715.00. Based on the numerical scoring, one of the six bids was determined to meet the "Reasonable and Necessary" criteria established by the Regulations and was 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 the bid deemed acceptable for funding.

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

**Converse Consultants: Bid Price - \$52,111.25**

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 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 and soil sampling will be conducted).
- Please include all requested information (insurance, qualifications, 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 knowledge 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.