

**BID INFORMATION MEMORANDUM**  
**Fixed Price Competitive Bid Solicitation**

**DOC'S DELI-LICIOUS**  
477 Carbondale Road, Scott Township,  
Lackawanna County, Clark's Summit, PA 18411

**PADEP FACILITY ID #35-50732**

**USTIF CLAIM #2002-181(S)**

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USTIF 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: 5

Number of bids received: 3

List of firms submitting bids:

- Letterle & Associates
- MEA, Inc.
- Tetra Tech, Inc.

This was a Bid to Result bid so technical aspects of each submittal were the most heavily weighted evaluation criteria. Price was the second highest weighted criteria and bid prices ranged from \$426,428 to \$464,461 in the three evaluated bids. Based on the numerical scoring, two of the three bids were determined to meet the "Reasonable and Necessary" criteria established by the Regulations and were deemed acceptable by the evaluation committee for USTIF funding. Based on an independent evaluation, the Claimant selected their consultant from the two acceptable bids.

**The selected bidder was Letterle & Associates: Bid Price - \$464,461.**

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**

- This solicitation required a remediation results-oriented fixed price task, therefore bids were asked to contain a higher level of project-specific details so the individual bids could be differentiated from others among them.
- As such, bids were asked to be well reasoned, well organized, and detailed as they describe how an individual bidder plans to move the Site from its existing conditions (both from a technical perspective and a regulatory perspective) to the conditions required by PADEP to close the Site under Act 2 and provide the Solicitor with an associated release of liability.
- Bid responses should include enough “original” language and thought that the knowledge and approach of the firm can be evaluated. The reason for this is that the bidders on the USTIF list are not prequalified and so the evaluation committee must evaluate the technical aspects of the bid and bidder.
- Two bidders proposed some form of vacuum recovery system to address soil and groundwater impacts. One bidder proposed a bioremediation injection system to remediate the site.
- The qualifications section of bid responses should include brief resumes of project staff that include education and work experience.
- All bids had properly completed standardized bid forms.