

# COMPETITIVE FIXED-PRICE BID SOLICITATION RISK-BASED CLOSURE

## SITE CLOSURE VIA SITE SPECIFIC STANDARDS

HILLTOP ONE STOP  
ROUTES 322 & 28  
BROOKVILLE, JEFFERSON COUNTY,  
PENNSYLVANIA 15825

PADEP FACILITY ID #33-14387  
USTIF CLAIM #2001-0142(M)

*August 28, 2012*

This Request for Bid (RFB) has been issued by the Pennsylvania Underground Storage Tank Indemnification Fund (USTIF or "Fund") for USTIF Claim #2001-0142(M) on behalf of Claimant, Mr. Robert Klasen ("Owner" – Klasen Oil Co.), who hereafter is referred to as "Solicitor". This RFB seeks competitive bids from qualified contractors (consultants) to perform necessary environmental activities to attain site closure under The Pennsylvania Land Recycling and Environmental Remediation Standards Act of 1995 (Act 2) and securing an associated Relief of Liability (ROL) from the Pennsylvania Department of Environmental Protection (PADEP). The work described in this RFB addresses an unleaded gasoline release, at the Hilltop One Stop site located at the corner of Routes 322 and 28 in Brookville, Pennsylvania (Site). Solicitor seeks bids and written approaches to achieve the project goal in accordance with the work milestones presented in this RFB, which will be incorporated into an associated Fixed-Price Agreement (template in Attachment 3).

Although not a party to the agreement, USTIF will, subject to the claim limit cap, reimburse 100 percent of the reasonable, necessary, and appropriate costs associated with the Milestone Payment Schedule specified in Section 4 below and as incorporated into the associated Fixed-Price Agreement.

The RFB Milestones listed below shall be the basis of bid responses in order to maintain consistency among the bids for bid evaluation:

Task / Milestone A.	Quarterly Groundwater Monitoring, Sampling, & Reporting
Task / Milestone B.	Post-remedial Soil Sampling
Task / Milestone C.	Post-remedial Vapor Intrusion Evaluation
Task / Milestone D.	Risk Assessment
Task / Milestone E.	Preparation, Submission, and PADEP Approval of Combined Site Characterization Report Addendum / Revised Remedial Action Plan
Task / Milestone F.	Preparation, Submission, and PADEP Approval of Remedial Action Completion Report (RACR)
Task / Milestone G.	Site Closure / Restoration Activities
Task / Milestone H.	Finalizing / Filing of EC and Post Remedial Care Activities

Please note that **by submitting a bid in response to this RFB Solicitation Package, the bidder has accepted the contractual terms (Attachment 3) and Milestone requirements of this project, including schedule deadlines, unless explicitly stated to the contrary in the bid response.**

To be considered for selection, **one hard copy of the signed bid package and one electronic copy (one PDF file on a compact disk (CD) included with the hard copy) must be provided directly to the Fund's third party administrator, ICF International (ICF), to the attention of Deb Cassel, Contracts Administrator.** She will be responsible for opening the bids and providing copies to the Technical Contact

and the Solicitor. Bid responses will only be accepted from those firms who attended the mandatory pre-bid site meeting. **The ground address for overnight/next-day deliveries is ICF International, 4000 Vine Street, Middletown, PA 17057, Attention: Deb Cassel. The outside of the shipping package containing the bid response must be clearly marked and labeled with "Bid – Claim #2001-0142M".** Please note that the use of U.S. Mail, FedEx, UPS, or other delivery method does not guarantee delivery to this address by the due date and time listed below for submission. Firms mailing bid responses should allow adequate delivery time to ensure timely receipt of their bid package.

**The bid response must be received by 3:00 PM, on Thursday, September 27, 2012.** Bids will be opened immediately after the 3:00 PM deadline on the due date. Any bid packages received after this due date and time will be time-stamped and returned. If, due to inclement weather, natural disaster, or any other cause, the Fund's third party administrator, ICF's office is closed on the bid response due date, the deadline for submission will automatically be extended to the next business day on which the office is open. The Fund's third party administrator, ICF, may notify all firms who attended the mandatory site meeting of an extended due date. The hour for submission of bid responses shall remain the same. Submitted bid responses are subject to Pennsylvania Right-to-Know Law.

Each bid response will be considered individually and consistent with the evaluation process described in the USTIF Competitive Bidding Fact Sheet, which can be downloaded from the PAUSTIF web site (see [www.insurance.pa.gov](http://www.insurance.pa.gov)). While the Technical Contact will assist ICF, USTIF, and the Solicitor in evaluating the bid responses, the Solicitor will select his consultant from those bid responses deemed acceptable to USTIF as reasonable, necessary, and appropriate. The Technical Contact will assist the Solicitor in communicating its choice of the successful bidder, which is anticipated to occur within six (6) weeks after receiving the bid responses.

#### 1. ICF, SOLICITOR, AND TECHNICAL CONTACT INFORMATION

ICF International	Solicitor	Technical Contact
Mr. Jerry Hawk Claim Investigator ICF International 4000 Vine Street Middletown, PA 17057	Mr. Robert Klasen Klasen Oil Co. 2988 Old Highway Cochranton, PA 16314	Mr. Joseph Ozog, Jr., P.G. Excalibur Group, LLC 91 Park Avenue Windber, PA 15963 <a href="mailto:joeozog@excaliburgrpllc.com">joeozog@excaliburgrpllc.com</a>

Please note that **the Technical Contact is the single point of contact regarding this RFB.** Questions regarding this RFB and the associated site conditions must only be directed in **written form only** to the **Technical Contact, not to the Solicitor or USTIF.** Bidder questions must be received no later than seven (7) calendar days prior to the due date for the bid response. To help ensure that all bidders are basing their bids on the same information, bidders must neither contact nor discuss this RFB Solicitation with the Solicitors, USTIF, or ICF unless agreed to in writing by the Technical Contact. This RFB Solicitation may be discussed with subcontractors and vendors to the extent required for preparing the bid response. If a bidder has specific questions it wishes to discuss with the PADEP, these questions should be provided to the Technical Contact who will forward them to the PADEP recognizing that the PADEP is not under any obligation and may elect not to reply to any questions it receives.

Please note that unless a question can be successfully demonstrated to be proprietary in nature, all submitted questions and responses submitted during and after the pre-bid site visit will be shared with all bidders on a non-attributable basis. A bidder shall specify any questions it regards as proprietary upon submitting these questions to the Technical Contact. If said question(s) is (are) determined to be non-proprietary by the Solicitor and the Technical Contact, the bidder will be given the option of withdrawing its question(s) before it is answered and a response distributed.

## **2. RFB ATTACHMENTS**

The following attachments have been included with this RFB solicitation to assist with bid preparation.

Attachment 1a: Figure 1 – Site Location and Surrounding Area, Figure 2 – Site Plan, Figure 3 – Site Layout in 1930, Figure 4 – Site Layout in 1948, & Figure 5 – On-Site Soil Boring Locations/SVE Trench Location

Attachment 1b: 2<sup>nd</sup> Quarter 2012 RAPR, dated August 22, 2012

Attachment 1c: 1<sup>st</sup> Quarter 2012 RAPR, dated May 14, 2012

Attachment 1d: 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> Quarter 2011 RAPRs

Attachment 1e: 2<sup>nd</sup>, 3<sup>rd</sup>, & 4<sup>th</sup> Quarter 2010 RAPRs

Attachment 1f: PADEP Correspondence

Attachment 1g: 2<sup>nd</sup> Quarter 2009 RAPR, dated July 27, 2009

Attachment 1h: Executed Deed Notice, dated November 7, 2008

Attachment 1i: 1<sup>st</sup> Quarter 2006 RAPR, dated April 2006

Attachment 1j: 3<sup>rd</sup> & 4<sup>th</sup> Quarter 2005 RAPRs

Attachment 1k: Remedial Action Plan, dated September 2005

Attachment 1l: Comprehensive Site Characterization / Risk Assessment Report, dated March 2005

Attachment 1m: Preliminary Report, dated May 31, 2001

Attachment 2: Bid Cost Tabulation Spreadsheet

Attachment 3: Template/Standard Fixed Price Agreement

## **3. GENERAL SITE BACKGROUND AND DESCRIPTION**

The Hilltop One Stop facility (“subject property” or “Site”) is currently a convenience store and retail gasoline facility located at the intersection of PA Route 28 and 322 in Pine Creek Township near the town of Brookville, Pennsylvania. The subject property consists of ~0.5-acre, triangular-shaped, adjoining the east corner of the intersection between PA Route 28 and 322, and in an area that is predominantly residential (see Attachment 1a – Figures 1 and 2). The Site is currently developed with a single slab-on-grade building situated in the eastern portion of the property, along with covered dispenser islands and a UST cavity in the central portion of the property. Below-grade utilities on-site and in the area of the subject property consist of water, sanitary sewer, and storm sewer service, but the locations of these utilities are not known with certainty and will need to be evaluated by the successful bidder.

Currently, the Hilltop One Stop Site is used for retail gasoline facility (Citgo-branded) and convenience store business operations. The Site is owned / operated by Mr. James Brown. Site documents indicate there has been a retail petroleum facility operating on this site since at least the 1930s. Records indicate that there have been at least four generations of UST systems in service on this property. Presently, the Hilltop One Stop facility operates an 11,000-gallon and a 2,500-gallon unleaded gasoline USTs (Tanks 005 and 006) situated in a common tank cavity located between the covered dispenser islands and the site building (see Attachment 1a – Figure 2). The two existing USTs (Tanks 005 and 006) were installed in December 2000 and replaced two 10,000-gallon and one 6,000-gallon gasoline USTs (Tanks 001, 002, and 003, installed in 1986 and removed in November 2000), owned by Klasen Oil Company (Klasen Oil), located in approximately the same area (see Attachment 1a – Figure 2). Other USTs that have been removed from this property include a 550-gallon kerosene (Tank 004) in August 1992 owned by Klasen Oil<sup>1</sup>; and two gasoline USTs of unknown size in December 1986, owned by Marble Oil Company (Marble Oil)<sup>2</sup>. Other

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<sup>1</sup> No information was available on the former location of the kerosene UST.

<sup>2</sup> The two gasoline USTs, former location on-site is unknown, were apparently installed in 1974 and were replaced by former tanks 001, 002, and 003 (later removed in November 2000).

generation of USTs include three tanks, of unknown size, located near the western corner of the site (in area of MW-1) that occupied the site from the 1930s up until the late 1940s, and it is unknown if these three historic USTs have ever been removed from the site.<sup>3</sup> Location for these historic 1930s USTs are shown on Figures 2, 3, and 4 in Attachment 1a.

#### Historical On- and Off-Property Releases, and On-Property UST Upgrades & Closures

During July through December 1986, the PA State Police Fire Marshall (Fire Marshall), Pine Creek fire department, and PA Department of Environmental Resources (PADER), PADEP's predecessor, investigated a recurring problem with gasoline product and odors within storm water catch basins in the Site vicinity and gasoline odors within the basements of houses in the area. Similar environmental issues reportedly date back to 1978 when a former off-property gasoline service station (Brewster's), located across the intersection (Route 28 & 322) from the Hilltop Supperette (currently Hilltop One Stop), had a documented ~2,000-gallon gasoline spill / release from its UST system.<sup>4</sup> The former off-property service station closed soon after this incident and reportedly abandoned the USTs in-place by filling with water.<sup>5</sup> This property which was formerly occupied by Brewster's service station is currently occupied by a car wash (Figures 1 and 2, Attachment 1a). At the time of the off-property release, there were no issues reported with the Site's UST system.

In December 1986, ~2 to 3 inches of product was discovered in a basement sump pump at the Silvis residence, the property adjoining the east side of the Site (see Attachment 1a – Figure 2). Marble Oil, UST system owner / operator and Site lessee at this time, had reportedly shut down the regular gasoline tanks due to water accumulating in the USTs.<sup>6</sup> Testing performed on the UST system reportedly failed on one of the two gasoline tank systems, and the USTs were removed. Two gasoline USTs of unknown size were reportedly removed from an unknown location on Site. The gasoline UST system removed in 1986 had reportedly been installed in 1974.<sup>7</sup> Also, at this time, a new gasoline UST system which consisted of two 10,000-gallon and one 6,000-gallon USTs was installed in the location of the current UST field by Klasen Oil (Tanks 001, 002, and 003).

On August 18, 1992, a 550-gallon kerosene UST (Tank 004) was removed from an unknown Site location. This kerosene UST had reportedly been installed in 1982 by Marble Oil and owned / operated until 1985, when Marble Oil was purchased by Klasen Oil. During closure activities, soil impacts were observed around the fill line and on the sidewalls and bottom of the tank cavity, which was then overexcavated and ~21 tons of contaminated soil was removed from the site for disposal. Two confirmation soil samples were collected and only one sample had a low concentration of Total Petroleum Hydrocarbons (TPH). This UST closure activity is documented in the UST Closure Assessment Report, prepared by EMPACO Equipment Corporation, dated December 4, 1992 (Attachment 1o).<sup>8</sup>

The release of unleaded gasoline that is subject to this claim was discovered during UST system closures performed in November 2000. The closure activities included the removal of the two 10,000-gallon and one 6,000-gallon unleaded gasoline USTs (Tanks 001, 002, and 003), installed in 1986, along with associated product piping and dispenser island.<sup>9</sup> Water levels in the excavation following removal of tanks was reportedly ~6 feet, and petroleum impacts (gravel and soil staining and odors) were observed beneath the dispenser island and product piping, and soil staining, odors, and a free product sheen was observed within the tank excavation. Confirmation samples consisting of three water and two soil were

<sup>3</sup> Sanborn Maps, dated 1930 and 1948.

<sup>4</sup> PADEP file document, "Gasoline Leak, Brewster & Hilltop Supperette Service Stations, Pine Creek Twp., Jefferson County", dated January 7, 1987.

<sup>5</sup> No other information was available regarding this gasoline release and closure of this off-property UST system.

<sup>6</sup> PADEP file document, "Gasoline Leak, Brewster & Hilltop Supperette Service Stations, Pine Creek Twp., Jefferson County", dated January 7, 1987.

<sup>7</sup> No other information was available regarding the UST closure activities.

<sup>8</sup> Location of the former kerosene UST was not provided in the closure report.

<sup>9</sup> This UST system was reportedly installed in December 1986 and owed/operated by Klasen Oil.

collected from the former tank pit with concentrations of benzene, MTBE, and naphthalene exceeding standards in the water samples and concentrations of benzene and naphthalene exceeding standards in the soil samples. The locations for the soil samples appear to have been collected from the south and west sidewalls of the former tank pit.

In December 2000, two unleaded gasoline USTs, one 11,000-gallon and one 2,500-gallon (Tanks 005 and 006) and associated product piping and dispenser islands were installed at the Site by Mr. James Brown, property owner / operator of Hilltop One Stop.<sup>10</sup> These USTs were reportedly installed in approximately the same location as the 1986 unleaded gasoline USTs 001, 002, and 003 (removed in November 2000). Figure 2 illustrates how the 1986 and 2000 vintage unleaded gasoline UST systems appear to have occupied the same Site location between the dispenser islands area and the site building.

#### Site Characterization / Remedial Activities

Known historical site investigation activities, not associated with Claim #2001-0142(M), include a July 1993 environmental subsurface investigation completed by ToTest, Inc. on behalf of Klasen Oil (Attachment 1o).<sup>11</sup> This July 29, 1993 investigation, included advancing four soil borings (SB-1 thru SB-4) to ~10 feet in the area of the current unleaded gasoline UST field and dispenser island; collecting / analyzing four soil samples; installing one groundwater monitoring well (MW-1) at the SB-1 location; and sampling / analyzing one groundwater sample. Separate Phase Hydrocarbons (SPH) was reportedly observed in a tank pit inspection well during this investigation and a passive SPH recovery system was installed.<sup>12</sup> Locations for the soil borings and monitoring wells are shown on Figures 2 and 5 in Attachment 1a.

Site characterization activities, associated with Claim #2001-0142(M), were initiated in February 2001 in response to the contamination discovered during the November / December 2000 UST closure / installation activities. Initially, the characterization activities were performed by Mountain Research, LLC (MRLLC), and included the advancement and sampling of six soil borings (GP-1 through GP-6) on the site property, with the conversion of three of the borings (GP-1, GP-2, and GP-3) to groundwater monitoring wells (MW-A, MW-B, and MW-C), and collection / analysis of groundwater samples (see Figure 5, Attachment 1a). In January and August 2002, MRLLC performed additional characterization activities, which included advancement and sampling of two off-property soil borings (GP-7 and GP-8) which were converted to groundwater monitoring wells (MW-D and MW-E), and groundwater monitoring / sampling (see Figure 2, Attachment 1a).

In June 2003, Geologic Services Corporation (GSC), currently Kleinfelder, Inc. (Kleinfelder), continued with site characterization and remedial activities. Additional site characterization activities included, advancing and sampling of 20 on- and off-property soil borings (SB-5 through SB-24); installing 14 shallow (MW-2 through MW-15) and three deep (MW-2D, MW-6D, and MW-11D) on- and off-property groundwater monitoring wells; abandoning monitoring wells (MW-B, MW-C, and MW-E); aquifer testing; performing a baseline risk assessment; and quarterly monitoring / sampling. Locations for the borings and wells are shown on Figures 2 and 5 in Attachment 1a. Figure 5 also depicts Excalibur's understanding of the area where this and subsequent investigations found soil impacts exceeding PADEP Statewide Health Standards (SHS).

The original Claimant selected remedial goal for this claim site was attaining a combination of Site Specific Standards (SSS) on-property and Statewide Health Standards (SHS) off-property. PADEP appears to have approved this set of goals on June 29, 2005 when approving the March 2005 Comprehensive Site Characterization/Risk Assessment Report (CSC/RAR) and on December 23, 2005 when approving Kleinfelder's September 2005 Remedial Action Plan (RAP). The March 2005 CSC/RAR and September 2005 RAP are found in Attachments 1o & 1n. Associated with these documents, a baseline risk assessment concluded that contaminant concentrations in both soil and groundwater could present an

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<sup>10</sup> No other information was available on the installation of these USTs.

<sup>11</sup> Reasoning behind environmental investigation is not known.

<sup>12</sup> No information on product thickness in the tank field or other information was available in file documentation.

excessive level of risk to on- and off-site receptors under certain land uses / activities. Subsequently, a deed restriction was filed prohibiting the installation of potable wells on the Site property to eliminate the groundwater ingestion exposure pathway. While the CSC/RAR identified potential excessive risks associated with inhalation of vapors from soil and groundwater, it appears there were no institutional controls developed or implemented to control these risks on-Site. Instead, Kleinfelder initiated site remediation consisting of targeted high vacuum groundwater extraction and treatment events performed over a six month period, and installing, operating and maintaining a soil vapor extraction (SVE) trench system (see Figure 5, Attachment 1a), which was activated in June 2009 and remains in operation.

The closure standards for the site have been changed and are currently identified as SSS for both soil and groundwater both on- and off-property<sup>13,14</sup>. The SVE system was idled in July 2012 to allow for collection of post-remedial data to modify the remedial approach towards the SSS closure for both soil and groundwater.

### **Contaminants of Concern (COCs)**

The COC for soils, groundwater, and vapors are the pre-March 2008 short list for unleaded gasoline, which consist of benzene, toluene, ethylbenzene, xylenes (BTEX); cumene, and naphthalene. Benzene, toluene, ethylbenzene, MTBE, and naphthalene have been detected at concentrations above SHS in the soil samples collected from the Site. Concentrations of benzene, toluene, ethylbenzene, MTBE, and naphthalene have exceeded SHS in groundwater both on- and off-property.

### **Subsurface Conditions**

The unconsolidated materials underlying the site and surrounding area consist of fill material (~0.5 foot), followed by a residuum consisting of a mixture of silty clay with rock fragments and highly weathered shale and coal extending to depths of ~8 to 10 feet, underlain by a weathered sandstone which becomes competent bedrock at ~13 feet below grade. Competent bedrock consists of sandstone or siltstone. Kleinfelder reported first encountering shallow groundwater within the overburden soils and weathered rock at a depth of 6 to 8 feet below grade. Shallower Site wells are installed within the soils / weathered bedrock and three deeper wells are installed within the competent sandstone / siltstone bedrock.

The current Site monitoring well network consists of on-property wells MW-1, MW-2, MW-2D, MW-3, MW-7, and MW-8; and off-property wells MW-4, MW-5, MW-6, MW-6D, MW-9, MW-10, MW-11S/D, MW-12, MW-13, MW-14, MW-15, and MW-D located on the surrounding residential properties.<sup>15</sup> Generally, the well designations with a number followed by a "D" are wells installed deeper within competent bedrock whereas other wells are installed in the shallow overburden / weathered bedrock. Static groundwater levels within the on-property shallow wells have ranged from ~0.5 foot to 7.5 feet below top of casing, and within off-property shallow wells the water levels have ranged from ~1 to 10 feet below top of casing. Static groundwater levels within the deep (bedrock) on- and off-property wells have ranged from ~9 to 28 feet below top of casing. Groundwater flow is predominantly in an easterly direction for both the overburden and shallow bedrock zones.

Off-property well MW-D is upgradient of the site and in the vicinity of historical USTs at the former Brewster's service station (property currently occupied by a car wash). The well historically and currently has benzene concentrations exceeding SHS. The contamination in MW-D is believed to be related to the historical off-site UST source, associated with the current Car Wash property (former Brewster's service station). PADEP does not appear to disagree with this interpretation. Bidders shall assume that the

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<sup>13</sup> "Notice of Intent to Modify the Remedial Action Plan (RAP) and Request to Idle the Soil Vapor Extraction (SVE) System" letter to PADEP, prepared by Kleinfelder, dated June 7, 2012 (Attachment 1e).

<sup>14</sup> PADEP approved Kleinfelder's Notice of Intent to Modify the approved RAP, dated June 7, 2012, concurring with request to shut down the existing SVE system. A due date for the SCRA / RRAP is no later than March 31, 2013.

<sup>15</sup> Monitoring well MW-A was lost in 2002, and wells MW-B, MW-C, and MW-E were abandoned and replaced with existing wells MW-3, MW-7, and MW-12, respectively.

MW-D impacts can be attributed to this off-property historical UST source when preparing the Site Characterization Report Addendum / Revised Remedial Action Plan (SCRA / RRAP). Therefore, bidders may assume that off-site risks associated with the impacts at MW-D will not need to be evaluated in the risk assessment.

To the extent there is any discrepancy between the summary of site conditions provided above and the source documents, bidders shall rely on the source document information. Bidders should carefully consider what information, analyses, and interpretations contained in background documents can be used in developing their scope of work (SOW) for their bid in response to this RFB.

#### 4. PROJECT MILESTONES AND OBJECTIVES

This solicitation requests a fixed price bid (a) for several specific tasks defined in this RFB and (b) for successfully attaining PADEP's SSS for soil and groundwater. Each bidder shall identify its proposed SOW to "close" the Hilltop One Stop site under Chapter 245 via PADEP Act 2 standards, and obtain an associated release of liability from PADEP. Because **this RFB is a results-oriented remediation bid solicitation**, bids must contain a higher level of project-specific details, which will allow the Solicitor and USTIF to accurately assess each bid and differentiate among them.

The Solicitor and USTIF recognize that each bidder may provide a unique path forward at the Hilltop One Stop site. Bids, therefore, **must be well reasoned, well organized, and detailed** as they describe how the interested bidder plans to address each of the eight (8) tasks / milestones, and move the Site from its existing conditions (both from a technical prospective and a regulatory prospective) to the conditions required by PADEP to close the Site under Act 2 and provide the Solicitor with an associated release of liability. Each bid shall describe the bidder's understanding of the conceptual site model and how that model relates to the bidder's proposed approach to executing each of the tasks / milestones. Also, each bidder should carefully review the existing Site information provided in the attachments to this RFB and seek out other appropriate sources of information to develop their response to this RFB. Nothing stated or implied within this RFB shall be construed as an endorsement by the Solicitor or by USTIF of a particular remedial technology or remedial solution.

Once the contract is signed, any modification to the selected consultant's SOW for Tasks A through H will require prior written approval by the Solicitor **and USTIF** through its third-party administrator, and may require PADEP pre-approval. Bidders should note that the SOW herein was provided to the PADEP Northwest Regional Office (NWRO) case manager whose input has been incorporated in the RFB Solicitation package.

The selected consultant's approach to completing the SOW shall be in accordance with generally accepted industry standards / practices and all applicable federal, state, and local rules, guidance, directives, and regulations, including (but not limited to) satisfying the requirements of the Storage Tank and Spill Prevention Act (Act 32 of 1989, as amended), Pa. Code, Title 25, Chapter 245, and meeting and demonstrating attainment of the standards established under the Land Recycling and Environmental Remediation Standards Act (Act 2 of 1995) and Pa. Code, Chapter 250 (Administration of Land Recycling Program).

The project schedule must also specify no less than two (2) weeks for the Solicitor and USTIF to review and comment on a SCRA / RRAP and RACR (Tasks E and F) before being finalized and submitted to the PADEP for its review and comment. The bids shall also include time to address any PADEP comments received on the SCRA / RRAP and RACR. PADEP has set a due date for the SCRA / RRAP not later than March 31, 2013. If this PADEP assigned due date cannot be met, the selected consultant will be responsible for providing PADEP with an explanation along with an alternate deadline for report submittal.

In addition to the tasks specified below, the selected consultant shall also:

- Complete necessary, reasonable, and appropriate project planning and management

activities until the SOW specified in the executed contract has been completed. Such activities would be expected to include client communications/updates, meetings, record keeping, subcontracting, personnel and subcontractor management, quality assurance/quality control, scheduling, and other activities (e.g., utility location, etc.). Project planning and management activities will also include preparing and implementing plans for Health and Safety, Waste Management, Field Sampling/Analysis, and/or other plans that may be required by regulations or that may be necessary and appropriate to complete the SOW. Project management costs shall be included in the fixed-price quoted for all tasks.

- Be responsible for coordinating, managing and completing the proper management, characterization, handling, treatment, and/or disposal of all impacted soils, water, and derivative wastes generated during the implementation of this SOW in accordance with standard industry practices and applicable laws, regulations, guidance, and PADEP directives. The investigation-derived wastes (IDW), including purge water, should be disposed of per the PADEP NWRO guidance; check with the NWRO for current requirements. Waste characterization and disposal documentation (e.g., manifests) shall be maintained and provided to the Solicitor upon request. Waste disposal costs shall be included in the fixed-price quoted for all tasks.
- Be responsible for providing the Solicitor with adequate advance notice prior to each visit to the property. The purpose of this notification is to coordinate with the Solicitor to ensure that appropriate areas of the property are accessible. Return visits to the site prompted by a failure to make the necessary logistical arrangements in advance will **not** constitute a change in the selected consultant's SOW or total project cost for any task.
- Be responsible for keeping all Site monitoring wells in good condition, with each well properly sealed and locked in-between each monitoring/sampling event. The selected consultant is responsible for repairing any seals or locks that become defective during the period of this Fixed-Price Agreement at its expense. Any request for Fund reimbursement of the reasonable costs to repair or replace a well will be considered on a case-by-case basis.
- Be responsible for securing access agreements with the owner of the subject property and surrounding off-site property owners prior to beginning any of the SOW tasks described below. The property owner (Mr. James Brown) is not a party to this claim; however, it is our understanding that Mr. Brown is cooperative with the claimant and ICFI/PAUSTIF and is interested in environmental closure for the site. Access to the off-site wells are to be acquired for the purpose of routine groundwater monitoring and sampling and abandonment activities. It is our understanding that the off-site property owners have been cooperative with allowing access to these wells with the previous consultant. Bids shall anticipate and include the level of effort / costs involved with all elements of securing access to subject property and the off-site properties. The costs associated with site access shall be included in the fixed-price quoted for Task A below.

**Task / Milestone A – Quarterly Groundwater Monitoring, Sampling, & Reporting.** Under this task, bidders shall provide a firm fixed-price to complete a minimum of two quarters of groundwater monitoring, sampling, and reporting events in order to evaluate post-remedial groundwater contaminant levels, plume stability, and groundwater contaminant trends. Bidders are to assume that the quarterly groundwater monitoring, sampling, and reporting would need to continue until the SCRA / RRAP is approved by PADEP. Therefore, if bidders feel that more than two quarters would be necessary, each bidder shall increase the number of quarterly events for this task on the Table 1 bid form (Attachment 2), and include an explanation for the additional quarterly events in their bid.

The groundwater monitoring and sampling events will include the gauging of all the existing on- and off-property wells (MW-1 through MW-6, MW-2D, MW-6D, MW-7 through MW-10, MW-11S/D, MW-12

through MW-15, and MW-D. However, groundwater samples will only be collected from MW-1 through MW-4, MW-2D, MW-7, MW-8, MW-11D, MW-12, MW-14, and MW-D.<sup>16</sup> During each event, the depth to groundwater and any potential separate-phase hydrocarbons (SPH) shall be gauged in all available monitoring wells prior to purging any of the wells for sampling. Groundwater level measurements obtained from the monitoring wells shall be converted to groundwater elevations for assessing groundwater flow direction and hydraulic gradient. The conduct and results of each event shall be documented in quarterly "Remedial Action Progress Reports" (RAPRs).

The purged groundwater and other derived IDW shall be disposed of per the PADEP NWRO guidance; check with the NWRO for current requirements. Any well exhibiting more than a sheen of SPH shall not be purged and sampled.<sup>17</sup>

Groundwater samples shall be analyzed for the pre-March 2008 PADEP short-list of unleaded gasoline parameters (benzene, toluene, ethylbenzene, total xylenes [BTEX]; MTBE; cumene; and naphthalene) by a PADEP-accredited laboratory using appropriate analytical methods and detection levels. Appropriate QA/QC samples shall also be collected during each event and analyzed for the same parameters.<sup>18</sup> In addition, each event shall include field measurements for these water quality parameters: pH, temperature, specific conductance, dissolved oxygen (measured in-situ), and oxidation/reduction potential.

The RAPRs describing the sampling methods and results will be provided to the PADEP on a quarterly basis and within 30 days of the receipt of analytical results for each quarter. At a minimum, each RAPR shall contain the following:

- A summary of site operations and remedial progress made during the reporting period;
- Narrative description of the sampling procedures and results;
- Tabulated data collected from the monitored wells documenting the depth to groundwater and thickness of any free product encountered;
- Groundwater elevation contour maps depicting groundwater flow direction;
- Tabulated historical quantitative groundwater analytical results including results from the current quarter;
- Current quarter laboratory analytical report(s);
- One site-wide iso-concentration contour map for each compound detected in any one well above the SHS during the quarter;<sup>19</sup>
- For each well exceeding SHS, a graphical depiction of historical key contaminant concentrations and groundwater elevations to provide an assessment of correlations between fluctuating water levels / precipitation events and contaminant concentrations;
- For each well exceeding SHS, a graphical depiction of recent key contaminant concentration trends;
- Discussion of the data to offer an updated assessment whether these data are consistent with a stable, shrinking, or expanding plume;
- Treatment and disposal documentation for waste generated during the reporting period; and
- Demonstration of compliance with the required Federal, State, and local permits and approvals.

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<sup>16</sup> PADEP approved a request for discontinuing of sampling of off-property wells MW-5, MW-6, MW-6D, MW-9, MW-10, MW-11S, MW-13, and MW-15 in 2010.

<sup>17</sup> SPH has not historically been observed in monitoring wells. If measurable SPH is discovered it may indicate a new release and would be considered a changed condition of the fixed price contract in order to report and address the SPH.

<sup>18</sup> Each bidder's approach to implementing Task A shall clearly identify the number of sampling events, number of wells / samples per event, well purging and sampling method(s), QA/QC measures, analytes, purge water management methods, and other key assumptions affecting the bid price.

<sup>19</sup> All figures included in each RAPR (e.g., site plan, groundwater elevation maps, dissolved plume maps, etc.) shall be available in electronic format to the Solicitor upon request.

USTIF will only reimburse for only necessary quarterly groundwater sampling / reporting events actually completed under this milestone (e.g., this milestone shall be considered completed upon approval of the SCRA / RRAP [Task E]). Each quarterly RAPR shall be signed and sealed by a Professional Geologist and / or Professional Engineer registered in the Commonwealth of Pennsylvania (bidders shall refer to state licensing laws to determine which seals are required based on the work performed for and documented in the RAPR).

**Task / Milestone B – Post-remedial Soil Sampling.** Given the new site closure strategy, the age of the currently available soil data, and the years of remediation system operations, post-remediation soil sampling shall be conducted to identify and quantify any residual soil contamination in the unsaturated and smear zone soils both on-site and within the adjoining roadway right-of-ways. This information will then be able to be used to assess whether the residual soil impacts (if any) present an unacceptable level of risk (Task / Milestone D).

Under this task, bidders shall provide a fixed-price cost for implementing a limited soil boring program to assess the magnitude and lateral/vertical extent of impacted soil on-property and within the right-of-way for both SR 28 and 322. The task objective is to collect enough data to complete a risk assessment of post-remediation soil quality. Each bid shall assume biased sampling by advancing twelve (12) soil borings and provide the proposed locations for the soil borings on a site drawing. The fixed price for this Task / Milestone listed on the costing spreadsheet (Attachment 2) shall assume 12 borings and samples.

Bidders should note that a negotiated access agreement would be needed for the borings advanced within the PaDOT right-of-ways along SR 28 and 322. Intrusive work within the SR 28 and 322 right-of-ways will also need to be performed in a manner consistent with PaDOT health and safety requirements.

Each soil boring shall achieve a depth that ensures vertical screening through the unsaturated and periodically saturated soils and biased sampling for laboratory analysis. For the purposes of this bid, bidders shall assume each soil boring shall be completed in and around likely source areas to an average depth of eight feet below grade based on the range in depth to groundwater reported for the existing shallow on-property wells. If a bidder proposes an alternate depth for the soil profiling, bidder shall explain the rationale.

One soil sample per boring (12 total samples) shall be submitted for laboratory analysis for the pre-March 2008 unleaded gasoline constituents (BTEX, MTBE, cumene, and naphthalene) by a PADEP-accredited laboratory using appropriate analytical methods and detection levels. The soil sample selected for laboratory analysis shall be biased based on field screening results indicating highest levels of adsorbed contamination. Appropriate quality assurance/quality control (QA/QC) samples shall also be obtained for laboratory analysis.<sup>20</sup>

Although the post-remedial soil contamination information is expected to be used in support of a SSS closure, for informational purposes, these analytical results shall also be used to depict in the SCRA / RRAP where (if anywhere) residual source material is known to exceed the PADEP Non-Residential SHS for soil. If none of the biased sampling results exceed the PADEP Non-Residential SHS, then attainment of this standard for soil may alternatively be sought.

Each bidder's fixed-price cost for this task shall account for: (i) identifying subsurface utilities and other buried features of concern including, but not necessarily limited to, contacting PA One Call and clearing the borehole location to a minimum depth of 5 feet; (ii) management of IDW; (iii) sealing each boring with bentonite and an asphalt or concrete surface patch after completion; and (iv) professional surveying of the additional soil borings. Boring advancement / sampling with supporting documentation (e.g., waste

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<sup>20</sup> Each bidder's approach to implementing Task B shall clearly identify the number of samples, QA/QC measures, analytes, and other key assumptions affecting the bid price.

manifests, boring logs, etc.) shall be documented in the SCR / RRAP (Task E). Bidders shall manage IDW in accordance with PADEP-NWRO guidance, check with the NWRO for current requirements.

**Task / Milestone C – Post-remedial Vapor Intrusion Evaluation.** Bidders shall provide a firm fixed-price and detailed SOW to conduct a post-remediation evaluation of the indoor air exposure pathway, which shall be consistent with the requirements, guidance, and decision matrices in the *Land Recycling Program Technical Guidance Manual – Section IV.A.4, Vapor Intrusion into Buildings from Soil and Groundwater*. Each bid shall assume the installing and sampling twice each three soil gas sampling points, and included the proposed locations on a site drawing. In addition, each bid shall describe the proposed approach for purging and sampling of the soil gas sampling points, and sample analysis.<sup>21</sup> In addition, bidders shall quote an all-inclusive unit price for any additional sampling events including sample analysis on Table 1 (Attachment 2).

**Task / Milestone D – Risk Assessment.** Under this task, bidders shall provide a fixed-price cost for performing an exposure evaluation & risk assessment relative to all media of concern (soil, soil gas and groundwater). This task shall include conducting an exposure pathway analysis to determine potentially complete and incomplete exposure pathways followed by a risk assessment to calculate risk-based numerical site-specific standards for soils and/or groundwater with respect to any complete exposure pathway that has not already been or will not be able to be eliminated by means of environmental covenants. A residential / commercial well use survey and evaluation of local groundwater ordinances shall also be performed as part of this task, as well as research concerning zoning ordinances, flood zones, and future land use plans for the properties in the area of concern. The successful bidder will be responsible for producing a risk assessment that is approved by PADEP.

The risk assessment may assume that the groundwater ingestion pathway on-site is eliminated via an environmental covenant (EC), and within the roadways and surrounding off-site properties via EC waivers.<sup>22</sup> Furthermore, the risk assessment may assume non-residential exposure scenarios on the subject property as Solicitor is amenable to restricting future property use to non-residential purposes through ECs. However, the risk assessment shall assume residential exposure scenarios for the off-site properties adjoining the Site and beyond the roadway right-of-ways. Other ECs may or may not need to be assumed by the risk assessment in order to ensure safe conditions into the future. While the Solicitor is willing to accept appropriate environmental covenants to eliminate complete or potentially complete exposure pathways on the Subject Property, the risk assessment will need to evaluate other off-site exposures that cannot be controlled via ECs or EC waivers (e.g., utility and construction worker exposures along SR 28 and 322 right-of-ways).

The risk assessment shall encompass an exposure assessment, toxicity assessment, and risk characterization. The identification of exposure pathways for the site shall be based upon guidance from the American Society for Testing and Materials (ASTM) and the United States Environmental Protection Agency (USEPA), as required by Act 2, Section 250.404. The exposure pathway analysis shall consider these four pathway elements:<sup>23</sup>

- A source and mechanism of release;
- A retention or transport medium (e.g., groundwater);
- A point where a receptor can contact the impacted medium (e.g., a drinking water well); and

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<sup>21</sup> Each bidder's approach to implementing Task C shall clearly identify the number of sampling events, number of sampling points / samples per event, purging and sampling method(s), QA/QC measures, analytes, analytical method, and other key assumptions affecting the bid price.

<sup>22</sup> A deed restriction has already been filed prohibiting the installation of potables wells on the Site property to eliminate the groundwater ingestion exposure pathway. A current EC is in draft form and has not been finalized; however, bidders shall assume preparation of a new EC.

<sup>23</sup> All four elements are necessary for an exposure pathway to be deemed complete; otherwise, the pathway is not complete and there is no risk.

- A mechanism (exposure route) by which the receptor contacts the impacted medium (e.g., ingestion).

The chemicals of potential concern (COPCs) will be those constituents whose concentrations in soil and groundwater do not screen out when compared to the USEPA Regional Screening Levels (RSLs), i.e., if the maximum of a chemical constituent is less than the respective RSL, it is not a COPC.<sup>24</sup> Exposure point concentrations (EPCs) shall be derived for COPCs by statistical analysis (maximum concentrations shall not be used for EPCs).

Exposure pathways for the identified COPCs shall then be evaluated to determine if the pathway is complete or can be rendered incomplete through the application of pathway elimination measures, i.e., institutional and/or engineering controls. For any exposure pathways that cannot be eliminated by means of institutional and/or engineering controls, a toxicity assessment and risk characterization shall be performed. The determination of whether exposure to a COPC will cause adverse health effects in exposed individuals shall be evaluated based on available toxicity information and regulatory limits, and, if required, risk-based numeric Site-Specific Standards shall be developed.

For carcinogenic substances, cancer slope factors developed by the USEPA shall be used to assess the increased probability of developing cancer following exposure to a chemical. For non-carcinogenic (or systemic) substances, reference doses developed by the USEPA shall be used to estimate potential for adverse effects other than cancer. The COPCs that yield an adverse risk level shall be further evaluated during the risk characterization step, which shall combine the components of exposure (i.e., estimate of intake) and toxicity to estimate potential risk for the completed exposure pathways.

In addition, an ecological screening assessment shall be conducted to determine if the site poses an unacceptable risk to ecological receptors. The screening assessment shall be conducted in accordance with Chapter H of the Pennsylvania Land Recycling Program's Technical Guidance Manual and USEPA Region 3 risk assessment screening criteria insofar as is necessary for determining any potential ecological risk.

After completing the exposure analysis / risk assessment, the selected consultant will present its draft findings to the Solicitor and PAUSTIF for review and comment as a separate deliverable. The project schedule should allow two (2) weeks for Solicitor and USTIF to review the draft Risk Assessment before being finalized and incorporated into the SCRA / RRAP (Task E).

**Task / Milestone E – Preparation, Submission, and PADEP Approval of Combined SCRA / RRAP.**

Upon completing Tasks A through D described above, the selected consultant will prepare the combined SCRA / RRAP for review and comment by the Solicitor and PAUSTIF. This SCRA / RRAP shall contain all necessary information required under 25 PA Code §§245.309, 245.310, and 245.311 and be of sufficient quality and content to reasonably expect PADEP approval. Each bidder's project schedule shall provide two (2) weeks for Solicitor and PAUSTIF review of the draft document. The final SCRA / RRAP shall address comments received from the Solicitor and PAUSTIF on the draft report before it is submitted to the PADEP for its review.

The combined SCRA / RRAP shall document, describe, and evaluate all findings provided from Tasks A through D above and incorporate information and data from the previous site documentation as necessary to comply with the regulatory requirements for and to obtain PADEP approval of these documents. For the RAP portion of the document, bidders may assume that the risk assessment will find that no further

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<sup>24</sup> Based on discussions with the PADEP, constituent concentrations are to be screened against the USEPA RSLs and not against the PADEP Statewide Health Standards (SHS). Only those constituents that do not screen out against the risk-based screening levels remain as COPCs for the exposure pathway analysis and/or demonstrating attainment of the PADEP SHS or a risk-based numeric Site Specific Standard.

remediation is required and the RAP, therefore, will state that no further remediation will be required.<sup>25</sup> The document shall also: (a) contain all necessary figures, tabulated data, and appendices; (b) reference the selected remedial goal for soil and groundwater; (c) discuss the recommended site closure strategy and its viability for achieving the remedial goal within a reasonable time frame; (d) identify the proposed point-of-compliance (POC) monitoring wells; (e) present a detailed schedule for implementing the recommended remedial approach (if applicable); and (f) provide the proposed post remedial care plan (PRCP) as required in 245.311(a)(12) due to the reliance on activity and use limitations that need to be conveyed in the EC and by EC waivers. In addition, since the PADEP prefers that the draft EC language be included in the SCRA / RRAP, the draft ECs shall be a component of the SCRA / RRAP when it is submitted for review.<sup>26</sup> The SCRA / RRAP shall be sealed by a Professional Geologist and / or Professional Engineer registered in the Commonwealth of Pennsylvania (bidders shall refer to state licensing laws to determine which seals are required based on the work performed for and documented in the SCRA / RRAP). The fixed-price cost shall also include addressing any PADEP comments on the SCRA / RRAP.

**Task / Milestone F – Preparation, Submission, and PADEP Approval of RACR.** Under this task, the bidder will prepare a fixed-price cost to prepare a draft and final RACR following the completion of Tasks E. The RACR shall be prepared in accordance with Section 245.313. At a minimum, the RACR shall provide the details for Tasks A through E and present a final PRCP, draft a EC for the source property (replacing existing EC), and EC waivers for each off-site property accommodated by the PRCP. The source property EC will need to identify the off-site properties where waivers are to be granted along with any compliance monitoring and reporting requirements. The RACR shall also discuss the selected closure criteria for the site, provide proof of soil and groundwater attainment, and request permanent closure for the site for the current release under an Act 2 Relief of Liability (ROL). The project schedule should allow two (2) weeks for Solicitor and USTIF review of the draft RACR before a final version is submitted to the PADEP. The selected consultant shall then prepare and submit the final RACR to the PADEP in accordance with Section 245.313, and be sealed by a Professional Geologist and / or Professional Engineer registered in the Commonwealth of Pennsylvania (bidders shall refer to state licensing laws to determine which seals are required based on the work performed for and documented in the RACR). The fixed-price cost shall also include addressing any PADEP comments on the RACR and preparing / submitting the final draft EC which is due 30 days after PADEP's RACR review.

**Task / Milestone G – Site Closure / Restoration Activities.** Under this task, the bidder shall describe and provide a fixed-price bid for properly closing the site, including: removal of the remedial system and proper disposal of any remaining wastes; in-place abandonment of remedial system below grade piping; in-place abandonment of monitoring & recovery wells and vapor monitoring points consistent with PADEP guidelines; well head removals; and re-vegetation, concrete / asphalt repairs, as necessary, for areas that have been disturbed by site characterization or remedial action activities. This task shall also include photo-documenting the site restoration work and completion / submittal of the well abandonment forms. Copies of these photographs and forms shall be provided for the Solicitor's files.

Each bid shall specify the number of days for initiating Milestone G following approval of the RACR by PADEP, and shall be conducted in accordance with standard industry practices and applicable laws, regulations, guidance, and PADEP directives. Well, vapor monitoring point abandonment, remedial system removal, and restoration activities will be coordinated with the existing property owner and Solicitor.

The selected consultant shall determine whether the Solicitor wishes to maintain any components of the remedial system (e.g. treatment building), as applicable, before removing it from the Site.

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<sup>25</sup> If the Risk Assessment (Task D) determines that additional remediation is required, this work would constitute as a "new condition" under the Fixed-Price Agreement.

<sup>26</sup> The PADEP expects the draft environmental covenant language to employ all of the model language found on PADEP's website.

**Task / Milestone H – Finalizing / Filing of EC and Post Remedial Care Activities.** Under this task, the bidder shall describe and provide a fixed-price bid for finalizing and filing the EC. The activities under this task shall include all of the work, and required fees, to finalize and file the EC and any associated deed restrictions with the local court house and other required entities. The successful bidder will be responsible for coordinating this work with the current property owner, Claimant, and counsel.

In addition, each bidder shall provide a unit cost<sup>27</sup> for each required post-remedial care inspection monitoring / reporting cycle (Attachment 2). Bidders shall assume that to help Claimant meet its post-remedial care obligations, each cycle will require (1) a site reconnaissance visit to evaluate changes in the site and surrounding area land use and (2) a report to PADEP describing the activities completed, observations made and conclusions drawn relevant to the PRCP requirements. Because the cycle frequency (e.g., annual, biennial, triennial, etc.) has yet to be established with PADEP, bidders are to provide this as a unit cost.<sup>28</sup>

## 5. TYPE OF CONTRACT / PRICING

The Solicitor wishes to execute a mutually agreeable, firm, fixed-price, not-to-exceed contract for the SOW addressed by Tasks / Milestones A through H. A template/standard Fixed-Price Agreement is included as Attachment 3.<sup>29</sup> The Fund will facilitate negotiations between the Solicitor and the selected consultant towards executing this Fixed-Price Agreement. The selected consultant would have no more than ten (10) business days to return its draft of the Fixed-Price Agreement for Technical Contact / ICF review.

As noted earlier, **by submitting a bid response to this RFB, each bidder indicates its acceptance of the contractual terms (Attachment 2 and 3) and task/milestone requirements of this project, including any stated schedule deadlines, unless explicitly stated to the contrary in the bid response.** Therefore, any requested changes to the Fixed-Price Agreement should be specified in the bid response. Please note that these changes will need to be reviewed and agreed upon by both the Solicitor and the USTIF.

Each bid is to clearly identify unit cost rates for labor, other direct costs, and equipment, as well as proposed mark-ups on other direct costs and subcontracted services for all SOW addressing Tasks / Milestones A through H. The by-task and by-subtask quotes are to be entered into the Bid Cost Tabulation Spreadsheet / Standardized Bid Format included as Table 1 in Attachment 2 to this RFB (Table 1 is provided with the accompanying electronic files). Please note that **the total fixed-price bid must include all costs, including those cost items that the bidder may regard as "variable" -- i.e., these variable cost items will not be handled outside of the Total Fixed Price quoted for the SOW. Any bid response that disregards this requirement will be considered non-responsive to the bid requirements and; as a result, will be rejected and will not be evaluated.** Finally, please note that referencing extremely narrow or unreasonable assumptions, special conditions, and exemptions may make the bid response too difficult to evaluate and may result in the bid response being deemed "unresponsive." **Bid costs will be evaluated based solely on the cost information as provided on Table 1 in Attachment 2.**

**Payment Milestones:** Table 2 below illustrates a hypothetical sequencing and timing for completion of the respective milestone tasks and payouts. Actual milestone payments will occur only after successful and documented completion of the work defined for each milestone. Payment milestones under the Fixed-Price Agreement shall be broken out as follows:

<sup>27</sup> Bidders may anticipate that USTIF will allow for the unit cost to be incrementally increased after the first year to accommodate inflation as determined by the published Inflation Rate Calculation using the Consumer Pricing Index from the Bureau of Labor and Statistics.

<sup>28</sup> Should there be significant additional PRCP requirements each cycle, this would represent a Changed Condition under the contract.

<sup>29</sup> The selected consultant will be provided an electronic copy of the sample contract in Word format to allow contract-specific information to be added.

- Milestone A – Quarterly Groundwater Monitoring, Sampling, & Reporting
- Milestone B – Post-remedial Soil Sampling
- Milestone C – Post-remedial Vapor Intrusion Evaluation
- Milestone D – Risk Assessment
- Milestone E – Preparation, Submission, and PADEP Approval of SCRA / RRAP
- Milestone F – Preparation, Submission, and PADEP Approval of RACR
- Milestone G – Site Closure / Restoration Activities
- Milestone H – Finalizing / Filing of EC and Post Remedial Care Activities

**TABLE 2 – SAMPLE MILESTONE COMPLETION / PAYMENT SCHEDULE**

Estimated Milestone Timing Month After Contract Award	SOW Activities Anticipated / Completed for that Month	Milestone <sup>30</sup>
1	Quarterly Groundwater Monitoring, Sampling, & Reporting, Post-remedial Soil Sampling, Post-remedial Vapor Intrusion Evaluation	A1, B, C1
4	Quarterly Groundwater Monitoring, Sampling, & Reporting, Post-remedial Vapor Intrusion Evaluation	A2, C2
6	Risk Assessment, Preparation, Submission, and PADEP Approval of SCRA / RRAP	D, E
10	Preparation, Submission, and PADEP Approval of RACR	F
14	Site Closure / Restoration Activities	G
16	Finalizing / Filing of EC	H

Please note that the selected consultant's work may be subject to ongoing review by the USTIF or its representatives to assess whether the proposed and completed work and the associated costs are reasonable, necessary, and appropriate. In order to facilitate review and reimbursement of submitted invoices by USTIF, project costs shall be invoiced following the task structure specified in the selected bidder's bid response. Tracking incremental and cumulative costs by task will also be required to facilitate invoice review.

Unless otherwise noted by the bidder, each bid response received is required to be good for a period of up to 120 days after its receipt. The unit costs quoted in the bid will be assumed to be good for the duration of the period of performance cited in the Fixed-Price Agreement.

**6. ADDITIONAL BID PACKAGE REQUIREMENTS**

Each submitted bid response must include the following:

- A reasonable demonstration that the bidder (i) understands the objectives of the project, (ii) offers a reasonable approach for achieving those objectives efficiently, and (iii) has reviewed the existing site information provided in or attached to this RFB Solicitation Package.
- Provide an answer to the following questions regarding the bidder's qualifications and experience:
  - How many Chapter 250/245 sites has your company closed (i.e., obtained a Release of Liability under Act 2) in Pennsylvania (*do not include UST*)

<sup>30</sup> Each bidder should modify this sample Milestone Completion / Payment Schedule for Milestones A through H to reflect its proposed task schedule, as long as the proposed schedule meets the deliverable deadlines specified in Section 3 of this RFB.

removals / closures)?

- How many Chapter 250/245 sites has your company or the proposed PA-licensed Professional Geologist (P.G.) and Professional Engineer (P.E.) closed (i.e., obtained a Release of Liability from the PADEP) under either the SHS and/or the Site Specific Standard? (do not include UST removals / closures) [NOTE: The Solicitor requires the work described herein to be completed under the responsible care and directly supervised by a P.G. and P.E. consistent with applicable regulations and licensing standards.]
  - Whether there were or were not circumstances consistent with the cancellation provision of a signed contractual agreement, and has your firm ever terminated work under a fixed-price or pay-for-performance contract before attaining all of the project objectives and milestones? If yes, please list and explain the circumstances of each such occurrence.
- A complete firm fixed-price cost bid for Tasks A through H by completing the bid cost tabulation spreadsheet provided in Attachment 2 (included among the accompanying electronic files) following the task structure specified herein.
  - A description and discussion of all level-of-effort and costing assumptions.
  - Indicate whether the bidder accepts the proposed contract / terms and conditions (see Attachment 3) or has provided a list of requested changes to the template/standard Fixed-Price Agreement. **Each bid must include the requested changes/edits to the template/standard Fixed-Price Agreement.**
  - Provide a statement of applicable / pertinent qualifications, including the qualifications of any proposed subcontractors (relevant project descriptions are encouraged).
  - Identify the proposed project team and provide resumes for the key project staff, including the proposed Professional Geologist and Professional Engineer of Record who will be responsible for endorsing work products prepared for PADEP review and approval.
  - Provide a task-by-task description of the proposed technical approach. **If this task-by-task description fails to address a specific requirement of this RFB, it will be assumed that the bidder has accepted all the requirements specified herein by task.**
  - Identify and sufficiently describe subcontractor involvement by task (if any).
  - Provide a detailed schedule complete with specific by-month dates for completing the proposed SOW (Tasks A through H), inclusive of reasonable assumptions regarding the timing and duration of client, USTIF, and PADEP reviews needed to complete the SOW. Details on such items as proposed meetings and work product submittals shall also be reflected in the schedule of activities.
  - Describe your approach to working with the PADEP from project inception to site closure. Describe how the PADEP would be involved proactively in the resolution of technical issues and how the PADEP case team will be kept informed as to project status.
  - Describe how the Solicitor and ICF / USTIF will be kept informed as to project progress and developments and how the Solicitors will be informed of, and participate in, evaluating potential alternatives / tradeoffs with regard to the SOW addressed by Tasks A through H.

## 7. MANDATORY PRE-BID SITE VISIT

On **Thursday, September 13, 2012**, the Technical Contact will conduct a **mandatory pre-bid site meeting** for a limited number of participants per firm at this property starting at **1 PM**. The Technical Contact will be present at the site between **1 PM** and **2 PM** to answer general questions and conduct a site

tour. Please inform the Technical Contact at least three (3) business days in advance of this date as to the number of participants attending from your firm. **Any firm that does not attend this mandatory pre-bid site meeting on the date and during the hours specified will not be eligible to submit a bid response.**

The pre-bid site meeting will take place at the northeastern corner of the subject property near the site building. Parking on the subject property is very limited, and interested bidders may be required to find alternate areas (i.e. nearby side streets) to park their vehicles.

Questions will be entertained as part of the pre-bid site tour and every attempt will be made to answer questions at that time. However, all questions and the responses provided will also be distributed in writing to the attendees after the tour, as will the answers to any non-proprietary questions submitted in writing after the pre-bid site tour has been concluded. Again, please note that referencing extremely narrow or unreasonable assumptions, special conditions, and exemptions in a bid response may make the bid response too difficult to evaluate and may result in the bid response being deemed “unresponsive.” Consequently, bidders are strongly encouraged to ask clarifying questions sufficient to minimize the number of assumptions, special conditions, and exemptions referenced in the submitted bid response.<sup>31</sup>

#### **8. CRITICAL BID PROCESS DATES**

The following list provides a general recap of important bid process events and dates.

- **Mandatory Pre-Bid Site Meeting held on Thursday, September 13, 2012 at 1 PM.**
- **Bid Responses Must be Received by 3:00 PM On Thursday, September 27, 2012.**

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<sup>31</sup> The list of assumptions, special conditions, or exemptions will be discussed with the Solicitor. As part of that discussion, the USTIF may advise the Solicitor that certain assumptions, special conditions, or exemptions that are likely to generate change orders may be the financial responsibility of the Solicitor if the change order involves non-reimbursable activities.

## ATTACHMENT 1

### Historical / Background Documents

<u>Filename:</u>	<u>Document:</u>
Attachment 1a_Hilltop One Stop RFB_Figures.pdf	Figure 1 – Site Location and Surrounding Area Figure 2 – Site Plan Figure 3 – Site Layout In 1930 Figure 4 – Site Layout In 1948 Figure 5 – On-Site Soil Boring Locations/SVE Trench Location
Attachment 1b_Hilltop One Stop_RAPR 2 <sup>nd</sup> Qtr 2012.pdf	RAPR, 2 <sup>nd</sup> Qtr. 2012, dated August 22, 2012
Attachment 1c_Hilltop One Stop_RAPR 1 <sup>st</sup> Qtr 2012.pdf	RAPR, 1 <sup>st</sup> Qtr. 2012, dated May 14, 2012
Attachment 1d_Hilltop 1 <sup>st</sup> 2 <sup>nd</sup> & 3 <sup>rd</sup> Qtr 2011 RAPRs.pdf	1 <sup>st</sup> , 2 <sup>nd</sup> , & 3 <sup>rd</sup> Qtrs. 2011 RAPRs
Attachment 1e_Hilltop 2 <sup>nd</sup> 3 <sup>rd</sup> & 4 <sup>th</sup> Qtr 2010 RAPRs.pdf	2 <sup>nd</sup> , 3 <sup>rd</sup> , & 4 <sup>th</sup> Qtrs. 2010 RAPRs
Attachment 1f_Hilltop One Stop_PADEP Correspondence.pdf	Letter to PADEP Requesting to Terminate Sampling of Monitoring Wells, dated January 20, 2010 & Letter to PADEP Notifying Intent to Modify the RAP and Request to Idle SVE System
Attachment 1g_Hilltop 2 <sup>nd</sup> Qtr 2009 RAPR.pdf	2 <sup>nd</sup> Qtr. 2009 RAPR, dated July 27, 2009
Attachment 1h_Hilltop_Executed Deed Notice_Nov 2008.pdf	Executed Deed Notice, dated November 7, 2008
Attachment 1i_Hilltop 1 <sup>st</sup> Qtr 2006 RAPR.pdf	1 <sup>st</sup> Qtr. 2006 RAPR, dated April 2006
Attachment 1j_Hilltop 3 <sup>rd</sup> & 4 <sup>th</sup> Qtr 2005 RAPRs.pdf	3 <sup>rd</sup> & 4 <sup>th</sup> Qtrs 2005 RAPRs
Attachment 1k_Hilltop RAP_Sept 2005.pdf	Remedial Action Plan, dated September 2005
Attachment 1l_Hilltop CSC&RA_March 2005.pdf	Comprehensive Site Characterization/Risk Assessment Report, dated March 2005
Attachment 1m_Hilltop MRLLC_Preliminary Report_010531.pdf	Preliminary Report, prepared by MRLLC, dated May 31, 2001

*Request for Bid  
PAUSTIF #2001-0142(M)  
Hilltop One Stop  
Brookville, PA  
August 28, 2012*

## **ATTACHMENT 2**

### **Bid Cost Tabulation Spreadsheet**

## **ATTACHMENT 3**

### **Template/Standard Fixed-Price Agreement**

(This agreement has been provided in an electronic form that does not permit the use to modify the agreement because only the selected consultant will need to complete the agreement. An electronic version of the agreement that will allow for tracking modifications to the agreement will be provided to the selected consultant at the appropriate time.)