

# **BID INFORMATION MEMORANDUM**

## **Fixed Price Competitive Bid Solicitation**

**Aspinwall Citgo**  
**304 Freeport Road, Aspinwall Borough, Allegheny County, PA**

**PADEP Facility ID #02-24885      PAUSTIF Claim #2010-0131(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:	8
Number of bids received:	5
List of firms submitting bids:	Alpha Geoscience Core Environmental Services, Inc. Letterle & Associates NUVO Environmental The ShaleZip Group, LLC

This was a Bid to Result and so technical approach was the most heavily weighted evaluation criteria. The range in cost between the 4 evaluated bids was \$114,308.24 to \$286,577.00.<sup>1</sup> Based on the numerical scoring, 1 of the 4 bids evaluated 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 reviewed and selected the acceptable bid.

**The selected bidder was Letterle & Associates: Bid Price – \$132,216.00.**

Listed below are 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**

- As clearly specified in the Request for Bid (RFB) for the Aspinwall Citgo site, and as required for all responses to a PAUSTIF bid solicitation, each bid must clearly and unambiguously state whether the bidding consultant accepts the Remediation Agreement language “as is”, or must provide a cross-referenced list of requested changes to the Agreement. Otherwise, the bid response will be considered non-responsive and will not be

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<sup>1</sup> One of the five bids was deemed unresponsive and was not evaluated.

evaluated further. Bidders are reminded to be cognizant of this important requirement when responding to a bid solicitation.

- For the scope of work requested in the Aspinwall Citgo RFB, and for similar sites that require the selected consultant to assume operation & maintenance of an existing remediation system, it is recommended that a section be included in the bid response that summarizes the consultant's understanding of remedial system design, operation and monitoring / permitting requirements to assist with the technical bid evaluation.
- For all competitive bid solicitations, consultants should become thoroughly acquainted with the available historical site information provided in the RFB narrative and attachments to ensure that the proposed supplemental site characterization activities (Milestone A in the Aspinwall Citgo RFB) are reasonable, necessary and appropriate based on site environmental conditions and any remedial actions previously undertaken. Specifically, for the Aspinwall Citgo bid solicitation, some bid responses proposed supplemental site characterization activities that were not well conceived or were not reasonable, necessary or appropriate based on the available site information.
- A thorough understanding of site conditions is also critical for allowing the bidder to provide a reasonable estimate of the number of quarters expected to achieve the selected site cleanup objectives. For the Aspinwall Citgo bid solicitation, most of the bid responses provided a reasonable projection for achieving the SHS through operation of the air sparge (AS) / soil vapor extraction (SVE) system, although the estimated timeframe for site cleanup in some responses appeared to be unreasonably lengthy based on site conditions.
- A "Bid to Result" solicitation such as Aspinwall Citgo must account for the anticipated level of effort for responding to any PADEP comments on the RACR (as requested in the RFB). Some bid responses did not seem to consider this requirement.
- Milestone C of the Aspinwall Citgo RFB specified that each bid response shall be inclusive of all costs to repair and/or replace remedial system components based on consultant's inspection of the AS / SVE remediation system during the pre-bid site meeting. However, it was unclear whether some bids included these costs. In general, if such costs are not accounted for in the bid response and contract, the selected consultant would be financially responsible for any repair or replacement of system components.