BID INFORMATION MEMORANDUM
Fixed Price Competitive Bid Solicitation

Glassmart Food Stores #12
2232 River Road
North Apollo, PA 15673
PADEP FACILITY ID #03-03881
PAUSTIF CLAIM #1999-0200(M)

May 14, 2012

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:	11
Number of bids received:	7
Number of administratively complete bids:	7
List of firms submitting bids:	CORE Environmental Services, Inc. Groundwater and Environmental Services, Inc. Juniata Geosciences, LLC Letterle & Associates, LLC Mountain Research, LLC P. Joseph Lehman, Inc. United Environmental Group, 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 seven (7) evaluated bids was \$32,573.15 to \$77,032.93. Based on the numerical scoring, one (1) of the seven (7) 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. Following review, the claimant selected the acceptable bid.

The selected bidder was Letterle & Associates, LLC Bid Price - \$32,573.15

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

- 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 your groundwater sampling method, which guidance documents will be prepared, how waste will be disposed, what will be completed as part of the SRS, etc.).

- 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.

- Please include all requested information (insurance, qualification questions, cost spreadsheets, milestone schedules, etc.) in the bid submittal.

- Bids should provide an appropriate total cost in the summary spreadsheets and text to cover the SOW presented in the RFB text. Specifically, if the bid proposes the completion of 12 quarterly groundwater sampling events then the costs to complete all 12 events should be included. The total costs provided should not just include the completion of one (1) quarterly event.

- Bids should include costs to dispose of all anticipated volumes of waste related to the tasks included in the SOW. The volume of waste should be estimated using your professional opinion, experience, and available information.

- Bid should clearly detail how all waste will be handled.

- Bids need to clearly accept the provided fixed price contract, include any requested changes to the aforementioned contract and update the provided milestone schedules.

- Please bid the requested SOW as indicated in the RFB. Consultants are welcome to propose or suggest a change in the SOW; however the consultant should bid the SOW as presented in the RFB and provide any suggested modification to the SOW and provide the cost difference (+ or -) separately in the proposal.

- Scheduling of tasks should be done in a manner that will not potentially compromise the quality of the data (i.e. scheduling aquifer testing and monitoring tasks and groundwater sampling events back to back which could potentially compromise data as the aquifer may have not been able to fully equilibrate before data collection begins).

- Bids should appropriately discuss and provide costs for the cost adders included in the RFB.