

**ARIZONA ROUTE 66 COALITION
BROWNFIELDS ENVIRONMENTAL ENGINEERING SERVICES RFQ**

ADDENDUM NO. 1

The following information is provided to supplement NACOG's Request for Qualifications for Brownfields environmental engineering services. It is being posted on the NACOG website for all prospective proposers. This Addendum No. 1 modifies the RFQ packet as follows:

1. Question from prospective proposer:

Who will be responsible for preparing the QAPP?

Response:

Stantec, the Coalition's contracted Program Administrator, will prepare the QAPP.

2. Question from prospective proposer:

Can Stantec be considered for providing environmental engineering services requested in this RFQ?

Response:

Stantec is precluded from submitting a proposal for the environmental engineering services presented in this RFQ.

3. Question from prospective proposer:

Because it may be challenging during the current pandemic for Proposers to obtain copies of bachelor's degrees as required by the RFQ, will NACOG make any exceptions to this requirement?

Response:

NACOG will accept a signed, notarized statement containing the information below for each staff member in lieu of this requirement, until a copy can be provided:

Student's Full Name
Degree Obtained
College
Date of Degree

4. **Question from prospective proposer:**

Who will be conducting site eligibility and related reporting?

Response:

Stantec will conduct site eligibility and related reporting.

5. **Question from prospective proposer:**

How many hard copies of the Proposal are required for submittal?

Response:

The original and 6 copies are required for submittal (see RFQ Section IV.C. Instructions, p. 7).

6. **Question from prospective proposer:**

How many Consultants will be awarded contracts?

Response:

A specific number of Consultants has not been determined; however, NACOG intends to award contracts to at least two (2) Consultants.

7. **Question from prospective proposer:**

Will the same Consultant be awarded more than one Phase I Environmental Site Assessment simultaneously ("bundled")?

Response:

The determination of "bundling" Phase I assessments together is dependent upon the timing of site nominations and subsequent site identification. This determination is also dependent upon the individual task orders, which will vary from site to site.

8. **Question from prospective proposer:**

Will the same Consultant conducting a Phase I assessment be awarded the Phase II assessment for the same site?

Response:

It is anticipated that the same Consultant who conducts a Phase I Assessment will also conduct any subsequent Phase II assessment of that site. However, it is not possible to make that determination at this time. It is unlikely that the Phase II Assessment can be awarded at the same time as the Phase I Assessment because the EPA will require the submittal and approval of a Sampling and Analysis Plan (SAP) before Phase II work can proceed and because the Consultant will need the scope of work in the SAP for providing a Phase II bid.

9. Questions from prospective proposer regarding Section IV.F. Instructions (Statement Content and Format):

Does the page limit of 20 pages mean 10 double-sided pages or 20 double-sided pages?

What would you like for us to section: 5.A-D or 1-5 listed on the cover sheet?

Can we create an appendix at the end for copies of degrees, and applicable licenses and certifications?

Response:

Clarification to RFQ Section IV.F. Instructions, p. 7:

*To allow for a standard basis of evaluation, all Proposers are requested to follow a standard Statement format. **The response to Appendix B, 5. Environmental Professional Overview and Qualifications, Sections A-D, shall not exceed 20 (10 double-sided) pages. This page count does not include the title page (as required in the Cover Sheet), Cover Sheet (RFQ p. 73), Additions, Deletions, and/or Exceptions Form (RFQ p. 74), Addendum Acknowledgement Form (RFQ p. 75), front and back covers, and addenda (consisting of an organizational chart, degrees, licenses, and certificates). Total allowable pages shall be double-sided 8 ½" x 11" with the exception of one 11" x 17" foldout. Statement sections should be tabbed as the Proposer deems appropriate (excluded from page count).***

10. Question from prospective proposer:

Regarding RFQ Section III.C. Experience, last bullet (p. 6):

Is the experience working with staff from local governments, counties or councils of governments limited to the NACOG region or Arizona only?

Response:

The experience working with staff from local governments, counties or councils of governments required in Section C. Experience, last bullet (p. 6), is not limited to NACOG or Arizona.

11. Question from prospective proposer:

Regarding RFQ Appendix B, 5. Environmental Professional Overview and Qualifications, Section D. Demonstrable Recent Expertise in EPA Brownfield Grant Projects, Question 1 (p. 78):

- We have recent, relevant and extensive experience conducting Phase I and Phase II environmental site assessments over the past three years. However, they were not conducted under an EPA Brownfields Grant. Will NACOG consider/allow us to use this experience for this section?
- Our team members have applicable Brownfields Grant experience but the experience is outside of three years. Will NACOG consider/allow us to use this experience for this section?

Response:

No firm will be precluded from submitting a Proposal in response to this RFQ. All responsive proposals submitted will be reviewed and evaluated based upon the same criteria (as set forth in the RFQ) and then ranked with all responsive proposals submitted.

12. Pre-Statement Conference Attendance

Attendees at the voluntary pre-statement conference on July 9, 2020, included:

AECOM
Ayers Associates, Inc.
ATC Group services LLC
AZTEC Engineering
Cardno
Gutierrez Canales Engineering
Ninyo & Moore
Pinyon Environmental, Inc.
SCS Engineers
Terracon
Western Technologies

13. Correction to RFQ

Section III.B. Deliverables (p. 6):

Clean Up Plans will not be included in the Scope of Services.

Site Reuse/Cleanup Plans:

- ~~***-For selected sites, QEP may be required to develop Reuse and Cleanup Plan***~~
- ~~***-These plans may include identification, evaluation and cost of multiple cleanup alternatives***~~

QEPs will be expected to maintain the following documents: Records pertaining to individual projects including but not limited to Phase I and/or Phase II ESAs and asbestos and lead based paint surveys. ~~Clean-up Plans.~~

14. Correction to RFQ

Section III.C. Experience (p. 6):

To be eligible to submit a Statement of Qualifications for Phase I assessment, Proposer must demonstrate they have one or more experienced Environmental Professionals (Eps) as per ~~ASTM E1527-17~~ ASTM E1527-13.

15. Correction to RFQ

Appendix C Sample Contract

Replace the first page of the Sample Contract with the attached page (which corrects the sample as Appendix C, not Appendix B).

16. Addition to RFQ

Section IV.B. Instructions (Submittal of Statement) (p. 7):

Notify NACOG of the forthcoming Proposal (via email to tracy.bouvier@nacog.org). Do not include an electronic copy of the Proposal in the email. Because bids are required to be sealed, submitting an electronic version of the Proposal could result in disqualification.

17. Addition to RFQ

Appendix B, Section 5. Environmental Professional Overview and Qualifications, C. Capacity (p. 77):

1. *Provide an organization chart that shows key personnel of your firm/team (add: **and the location and home office of each team member**). Provide a general description of the firm's/team's organizational structure.*

END OF ADDENDUM NO. 1
(TOTAL OF 7 pages)

Tracy Bouvier
NACOG, Program Specialist
Date: July 20, 2020

APPENDIX C

INDEPENDENT SERVICES CONTRACT (SAMPLE)

THIS CONTRACT is made and entered into as of the Effective Date in section 2 below. By signing below, the parties agree that Contractor, as an independent contractor and not as an employee, shall timely and competently perform the services described in the Scope of Services, Exhibit C to this Contract (as set forth in Section III of the Request for Qualifications), under the terms and conditions set forth in this Contract.

I. PARTIES:

NORTHERN ARIZONA COUNCIL OF GOVERNMENTS, an Arizona Council of Governments formed as a non-profit corporation (“NACOG”)

CONTACT NAME: _____
DEPARTMENT: _____
ADDRESS 1: _____
ADDRESS 2: _____
TELE: _____
FAX: _____
EMAIL: _____

FULL LEGAL NAME OF CONTRACTOR: _____

TYPE OF BUSINESS: _____
STATE OF BUSINESS REGISTRATION: ____
BUSINESS ADDRESS: _____

CITY, STATE, _____
ZIP: _____
FEIN or TAX ID#: _____
CONTACT NAME: _____

DEPARTMENT: _____
TELE: _____
FAX: _____
EMAIL: _____

WHEREAS, the Contractor was selected in accordance with State law and the procurement policies of NACOG to provide certain services to NACOG, as further defined in Exhibit C; and

WHEREAS, the Contractor is willing to provide such services on the terms and conditions described below;

NOW, THEREFORE, the Parties above-named, in consideration of the mutual promises contained herein and other good and valuable consideration, hereby agree as follows.

INDEPENDENT SERVICES CONTRACT
INITIALS:

