

## **Addendum #3**

### **RFP # 1930-20 On Call Environmental Services**



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Original Notice of RFP Issued on: June 30, 2020

Extended Date: August 20<sup>th</sup>, 2020

To All Prospective Bidders:

You must acknowledge any and all addenda issued and related to this solicitation with your submission by executing the attached Acknowledgement of Addenda

The purpose of this addendum is to provide answers to questions raised by potential bidders as well as to provide a fee sheet for price.

**Let it be known that section 4 of the original posted RFP will be deleted and replaced with Exhibit A attached**

**QUESTION 1.** Section 4 "Price Proposal Form" does not include a specific fee schedule or form. Please confirm that a specific fee schedule or form was not intended to be included in the RFP.

**ANSWER:** See Exhibit A

**QUESTION 2:** Will third party reliance (i.e., SBA) be required for Phase I, II, III site assessments or ASTM 1528 Transaction Screens?

**ANSWER:** Yes, third party reliance is required.

**QUESTION 3:** How do you want us to identify subs (electronic database search firm, drillers, labs, etc.)? Do we need to list them?

**ANSWER:** Attach the subs fee sheets, if they have fees broken down by category that would be acceptable.

Housing Authority of the City of Hartford, 180 John D Wardlaw Way, Hartford, CT 06106  
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**QUESTION 4:** Are equipment costs (i.e. rental) to be included in the daily cost or as a separate expense? In other words, for the lead paint testing, we are assuming that the XRF rental should be included?

**ANSWER:** Please identify the equipment and include as a separate expense.

**QUESTION 5:** GPR surveys cannot determine the extent of deterioration of subsurface features/utilities – please clarify.

**ANSWER:** Utilization of GPR to identify a subsurface void cavity.

**QUESTION 6:** The GPR system is calibrated to each specific survey location before collecting data without coring – are we to include costs for collecting core samples and compression tests for each GPR survey?

**ANSWER:** Fees for core sampling/compression testing can be provided separately.

**QUESTION 7:** What firms currently hold this contract?

**ANSWER:** ATC AND FUSS & O'NEIL

**QUESTION 8:** Is there a form prepared by HHA for submitting the price schedule?

**ANSWER:** See Exhibit A

**QUESTION 9:** If a firm can provide some, but not all of the identified tasks, will their submittal be disqualified?

**ANSWER:** Section 1 (Instructions to Respondents)

Quantities. The Contract is an indefinite delivery, indefinite quantity contract. Services are required as and when needed. **The Authority reserves the right to make partial or full award of the services described below.**

**QUESTION 10:** Is there an established scope of work for Phase II and Phase III Environmental Site Assessments upon which to base the pricing?

**ANSWER:** In accordance with the ASTM Standards identified in the RFP as well as industry and regulatory standards.

**QUESTION 11:** The scope description for a Phase II Environmental Site Investigation includes:  
*“determine the vertical and lateral extent of soil and groundwater contamination and provide remediation cost estimates to the Authority....”*. This is typically completed as part of a Phase III ESA and in fact is listed as the primary scope of work for a Phase III ESA in the RFP document. Please clarify if the delineation and cost estimate should be part of the Phase II scope.

**ANSWER:** Please include a delineation of the full extent of the vertical and lateral soil and groundwater contamination identified in Phase II and remediation cost estimate in the Phase III scope.

**EXHIBIT A**  
**SECTION 4**  
**PRICE PROPOSAL FORM**

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Respondents are required to provide a complete fee schedule inclusive of all costs associated with delivering the full range of services required of the Service Area(s) proposed. Any and all costs not specifically provided for in the proposal response will be borne by the Contractor. No time or expenses for travel to and from the Authority or to other locations at the request of the Authority may be included within any fee structure.

This Proposal is for the following discipline(s): (Check one or more boxes. Firms need not bid on all areas).

- |   |
|---|
| <input type="checkbox"/> Phase I Environmental Site Assessment, non-intrusive investigation |
| <input type="checkbox"/> Phase II Environmental Site Assessment, intrusive investigation    |
| <input type="checkbox"/> Phase III Remediation Assistance                                   |
| <input type="checkbox"/> NEPA/CEPA Review and Reporting                                     |

**Phase I Site Assessment**

- |   |       |
|---|-------|
| 1. Technical review / report writing            | _____ |
| 2. Technical map making                         | _____ |
| 3. Scope of work design                         | _____ |
| 4. Environmental Site Assessment package        | _____ |
| 5. Transaction screen latest ASTM method (1528) | _____ |
| 6. History and Aerials search                   | _____ |
| 7. Technical staff hourly                       | _____ |

**Phase II Site Assessment**

- |   |       |
|---|-------|
| 1. Technical staff hourly                 | _____ |
| 2. Field crew, hand tools, hourly         | _____ |
| 3. Driller with rig, hourly (hollow stem) | _____ |

**Phase III Site Remediation**

- |   |       |
|---|-------|
| 1. Design remedial plan including cost estimates & alternatives         | _____ |
| 2. Prepare bid specifications for remediation                           | _____ |
| 3. Oversee the work until clearance is obtained                         | _____ |
| 4. Indoor air quality inspections and sampling (specify type of sample) | _____ |

**NEPA/CEPA Review & Reporting**

1. Technical staff hourly rate \_\_\_\_\_

Other commonly requested services not listed above. Specify type.

**4.1. FIXED FEES WHERE POSSIBLE.** Wherever possible, the Respondent should provide fixed fee for service.

**4.2. HOURLY RATES/KEY STAFF.** Hourly rates should be structured by Service Area and key staff if there are separate rates and fees for particular Service Areas and staff. The fees should be associated with titles and job descriptions of key staff to be assigned.

**4.3. COST PLUS PROHIBITED.** Respondents are cautioned that cost plus a percentage of cost is not allowed, therefore, mark-ups for project expenses will not be an acceptable submission.

**4.4. FEES TO REMAIN FIRM.** Fees must remain firm for the duration of the Contract. As assignments arise, the Authority may request project estimates. Contractors shall base the project estimates on the hourly rates and expenses fees provided in their proposal. Any and all costs not specifically stipulated will be borne by the Contractor.

The Undersigned agrees to hold its offer open for 90 days from the date of RFP opening.

Signed by: \_\_\_\_\_ Print Name \_\_\_\_\_

Name of Company or Title \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_]

All other terms and conditions of the RFQ remain the same.

Kim Cotharin, Contracts Officer  
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