

**CONTRACT #NAT-15374: ENVIRONMENTAL INVESTIGATION AND REMEDIATION
SERVICES
REQUEST FOR PROPOSAL (RFP) QUESTIONS
AUGUST 7, 2015**

QUESTION SUBMITTAL #1:

QUESTION: Can you tell me if there are any incumbents for this work and if so can you share the names?

ANSWER: Contract #NAT-15374 is a new contract but will replace Contract #NAT-10374. Consultants previously contracted under Contract #10374 include: Black and Veatch; BrightFields, Inc.; EA Engineering, Science and Technology; Environmental Alliance, Inc.; and Tetra Tech.

QUESTION SUBMITTAL #2:

QUESTION: Who are the incumbents currently under contract? How long have each of the incumbents had a contract? What historically has been the cost range of projects awarded under the contract and is there is a maximum contract value?

ANSWER: Contract #NAT-15374 is a new contract but will replace Contract #NAT-10374. Consultants that were previously contracted under Contract #10374 include: Black and Veatch; BrightFields, Inc.; EA Engineering, Science and Technology; Environmental Alliance, Inc.; and Tetra Tech. Contract #NAT-10374 had a contract term of 5 years (three years with two 1 year extensions). Potential projects utilizing the vendors under the RFP are dependent on funding and the interest of the State of Delaware. A FOIA request must be submitted for any additional information on funding. FOIA requests can be completed through the DNREC website.

QUESTION SUBMITTAL #3:

QUESTION: Who are the firms that currently hold this contract? Was it a five year contract? How many of those companies held the contract for the previous five year contract?

ANSWER: Contract #NAT-15374 is a new contract but will replace Contract #NAT-10374. Consultants that were previously contracted under Contract #10374 include: Black and Veatch; BrightFields, Inc.; EA Engineering, Science and Technology; Environmental Alliance, Inc.; and Tetra Tech. Contract #NAT-10374 had a contract term of 5 years (three years with two one year extensions). The contract prior to Contract #10374 was structured substantially different. Tasks that are combined in this RFP and for the previous contract, were originally issued as separate contracts. As a result, it would be difficult to compare the contracted vendors.

QUESTION: What has been the volume of work (dollars) that they have received and can you summarize what was the specific type of service awarded?

ANSWER: Potential projects utilizing the vendors under the RFP are dependent on funding and the interest of the State of Delaware. A FOIA request must be submitted for any additional information on funding. FOIA requests can be completed through the DNREC website.

QUESTION: Are there points deducted for out of state companies that respond?

ANSWER: Points are not deducted for out of state companies. This contract is for a professional service. As a result, evaluation is based on the company's ability and approach to complete the criteria outlined within the RFP.

QUESTION: Is it the State's intention to include small or diverse companies as awardees, or is it strictly up to the most points scored?

ANSWER: Selection is based on the Evaluation Team's scoring of the selection criteria within the RFP.

QUESTION: Why does the selection criteria include work associated with the State of DE contracts- this tends to give points to firms who work already under this contract and leaves firms that do not have DE contracts with no opportunity to collect these points? A company's services experience for Federal, State or Private industry should be weighted equally.

ANSWER: Additional points are not given for work performed in Delaware.

QUESTION SUBMITTAL #4:

QUESTION: Section Number II: Scope of Services
Paragraph Number A: Remediation and Investigation Management Services
Page Number: 3
Text: Scope of Services under Investigation and Planning Services- There is no mention of performing laboratory analysis related to soil, sediment, groundwater or other media.
Question: Will laboratory analysis be performed under this contract or will samples be analyzed under a separate contract vehicle? Should A-E firms include a laboratory as a subcontract/team member?

ANSWER: Laboratory analysis would be considered a subcontractor. Per Section IV Professional Services RFP Administrative Information; B: RFP Submissions; #13: Subcontracting, "Use of subcontractors must be clearly explained in the specific project proposal, and subcontractors must be identified by name. Every subcontractor shall be identified in the specific project proposal and agreed to in writing by DNREC or as are specifically authorized in writing by DNREC during the performance of the contract." Please note that the proposal for this RFP is not for a specific project but for the overall contract.

QUESTION: Section Number II: Scope of Services
Paragraph Number A: Remediation and Investigation Management Services
Page Number: 3
Text: Scope of Services under Investigation and Planning Services- There is no mention of data validation services.

ANSWER: Question: Will data validation services be required or needed under this contract?
Per the DNREC-SIRS QAPP, data validation is not routinely required when a HSCA approved laboratory performs the analytical. Please note that laboratory services would be considered a subcontractor. Per Section IV Professional Services RFP Administrative Information; B: RFP Submissions; #13: Subcontracting, "Use of subcontractors must be clearly explained in the specific project proposal, and subcontractors must be identified by name."

QUESTION: Section Number B: RFP Requirements
Paragraph Number 10: Realistic Proposals
Page Number 10
Text: Proposals must be realistic and must represent the best estimate of time, materials and other costs including the impact of inflation and any economic or other factors that are reasonably predicted.
Question: Given that cost information (rates, etc.) is not part of the proposal, can you clarify the above text regarding cost and inflation?

ANSWER: The text should have clarified that the proposals mentioned are for site specific projects. Submittal of rates and costing are not required at this point. The submittal of rates is considered to be part of the contract negotiation process with the selected vendors.

QUESTION: Section B: RFP Requirements
Paragraph Number 12B: Subcontracting
Page Number: 12
Text: Any sub-contractor must be approved by the State of Delaware.
Question: Do our proposed subcontractors need to be a Certified Consultant under the HSCA Program?"

ANSWER: No, DNREC-SIRS does not typically certify subcontractors. An exception to this is analytical laboratory services. Please note that per Section IV Professional Services RFP Administrative Information; B: RFP Submissions; #13: Subcontracting, "Use of subcontractors must be clearly explained in the specific project proposal, and subcontractors must be identified by name. Every subcontractor shall be identified in the specific project proposal and agreed to in writing by DNREC or as are specifically authorized in writing by DNREC during the performance of the contract." Please note that the proposal for this RFP is not for a specific project but for the overall contract.

QUESTION: Section Number C: RFP Evaluation Process
Paragraph Number 2: Proposal Selection Criteria- Criteria Weight
Page Number 16
Text: Demonstrate up to two projects...which demonstrate your firm's experience in matching level of effort and budget to the site specific scope and complexity.
Question: Can a project description include an entire IDIQ type contract that would have multiple relevant delivery orders?"

ANSWER: Yes, the project description can include multiple deliverables.

QUESTION: Section Number Appendix A
Item 2 at the very bottom of Page 44
Text: "Copy of electronic price file shall be separate file from other files on the electronic copy".
Question: Is this requirement an error since no cost information is required at this time? Please clarify.

ANSWER: Yes, this is an error. The submittal of rates is considered to be part of the contract negotiation process with the selected vendors. Please disregard the text.

QUESTION SUBMITTAL #5

QUESTION: Section Number III: Required Information, A. Minimum Requirements
Paragraph 5
Page Number 5
Text: "Provide response to Employing Delawareans Report (Attachment 9)".
Question: The RFP did not include an Attachment 9. Should there be an Attachment 9, or should this reference Attachment 7?

ANSWER: Yes, the referenced attachment should be Attachment 7.

QUESTION: Section Number III: Required Information, A. Minimum Requirements
Paragraph 3 and 7
Page Number 5

Text #3: "Complete all appropriate attachments and forms as identified within the RFP",
Text #7: "Vendor's experience, if any, providing similar services. Please provide at a minimum of three (3) references from the past seven (7) years consisting of current or previous customers of similar scope and value with your reply. Include name, address, telephone number, fax number, e-mail address, and a verified current contact person. Please note that the provided references can not be DNREC employees".

Question: These two appear to be somewhat duplicative of each other. One of the attachments to the RFP is Attachment 5 (Business References), and #7 is asking for a minimum of 3 references. Is attachment 5 the only portion of the proposal where the business references are required to be listed, or do business references also have to listed elsewhere in the proposal?

ANSWER: Yes, these are duplicative. Please provide the references within Attachment 5. If the vendor chooses, a reference to Attachment 5 can be included within the proposals text.

QUESTION: Section Number III: Professional Services RFP Administrative Information, B. RFP Submissions and Attachments
Paragraph Number 13 and Attachment 7
Pages: 12 and 40

Text: Use of subcontractors must be clearly explained in the specific project proposal, and the subcontractors must be identified by name. Every subcontractor shall be identified in the specific project proposal and agreed to in writing by DNREC or as are specifically authorized in writing by DNREC during the performance of the contract."

Attachment 7: Under "If subcontractors are to be used:"- #1 (Number of employees who are residents of Delaware:") and #2 (Percentage of employees who are residents of Delaware:").

Question: We typically select our subcontractors (i.e. drillers , IDW disposal firms, labs, etc.) for each specific project proposal/task order based on our understanding of the site-specific needs. If subcontractors are only required to be listed in the specific project proposals and not in the proposal response to RFP Contract No. #NAT-15374, how should we provide responses to #1 and #2 of Attachment 7 under "If subcontractors are to be used:"?

ANSWER: The subcontractors must be identified on a project specific basis, however, state law requires that a "reasonable, good-faith determination" to provide the requested information. As such, DNREC- SIRS recommends including a brief statement acknowledging that subcontractors are determined on a project specific basis. DNREC-SIRS would consider this a complete response to the required questions.

QUESTION SUBMITTAL #6

QUESTION: Please confirm that pricing is not required as part of this RFP, that pricing will be required if XXXX is short listed and asked to provide a proposal for specific scopes of work.

ANSWER: Submittal of rates and costing are not required at this point. The submittal of rates is considered to be part of the contract negotiation process with the selected vendors. Please disregard the text.

QUESTION SUBMITTAL #7

QUESTION: Appendix A: Minimum Mandatory Submission Requirements
Item 2 (at the bottom of the page)

Text: Copy of electronic price file shall be a separate file from all other files on the electronic copy.

Question: Do we need to include pricing information with our proposals?

ANSWER: Submittal of rates and costing are not required at this point. The submittal of rates is considered to be part of the contract negotiation process with the selected vendors. Please disregard the text.

QUESTION SUBMITTAL #8

QUESTION: Due to the importance and significant effort required to complete this Environmental Investigation and Remediation Services RFP would the State of Delaware consider extending the deadline for submittal of proposals one week to August 21, 2015?

ANSWER: The deadlines outlined within the RFP are not subject to change.

QUESTION SUBMITTAL #9

QUESTION: Section IV, Part D, Part 7

Paragraph E: Indemnification

Question: The General Indemnification provision states that the vendor will indemnify and hold harmless the State of Delaware regardless if the State is at fault or attributable. Can this wording be changed so that the Vendor is only liable for actions caused by its own negligence?

ANSWER: The General Indemnification provision is standard language for all professional Requests for Proposal documents and is not subject to revision.

QUESTION: Section I- Overview

Question: How many contracts are expected to be awarded? Will the awarded vendors compete against each other for specific projects or how will projects be distributed? Who are the incumbents?

ANSWER: Per Section I Overview, DNREC-SIRS intends to select multiple qualified vendors to enter into contracts. However, the exact numbers of vendors has not been determined. Projects awarded through the contract will be distributed based on the needs of DNREC-SIRS and the specific project needs. Contract #NAT-15374 will replace Contract #NAT-10374. Consultants that were previously contracted under Contract #10374 include: Black and Veatch; BrightFields, Inc.; EA Engineering, Science and Technology; Environmental Alliance, Inc.; and Tetra Tech.

QUESTION SUBMITTAL #10

QUESTION: Section I

Paragraph Number 3

Page Number 2

Text: Once selected, the vendor will be asked to submit a list of prices which will become part of the contract and apply during the contract period.

Question: This phrase conflicts with the following line in Appendix A, last paragraph, page 44 which says "Copy of electronic price file shall be a separate file from all other files on the electronic copy". I assume we are not providing pricing at this point. Please clarify.

ANSWER: Submittal of rates and costing are not required at this point. The submittal of rates is considered to be part of the contract negotiation process with the selected vendors. Please disregard the text.

QUESTION: Section III, A.1.
Paragraph Number 2
Page Number 5
Text: Provide Delaware license(s) and/or certification(s) necessary to perform services as identified in the scope of work.
Question: Other than DE PG and DE PE, what other licenses or certifications does the DNREC envision are necessary?

ANSWER: Delaware PE and PG licenses are required to be a HSCA Certified Consultant. In order to conduct business within the State of Delaware, a Delaware business license is required. Any other licenses or certifications would be determined on a project specific basis.

QUESTION: Section III, B
Paragraph Number 5
Page Number 5
Question: How much of this experience needs to be in Delaware? For example, in the evaluation criteria IV.C.2. on page 16, "Delaware" is only mentioned in the first criteria "Experience in the investigation of hazardous substance sites." It doesn't seem to be required. Please confirm.

ANSWER: The text within the first criteria of "detail your experience handling any sites in Delaware" is not a requirement.

QUESTION: Section IV, B, 21
Paragraph Number 5
Page 14
Text: The State of Delaware has the sole right to select the successful vendor(s) for award.
Question: How many vendors does the DNREC expect to award with contracts? How many vendors are currently under contract, and is the list of those vendors available?

ANSWER: Per Section I Overview, DNREC-SIRS intends to select multiple qualified vendors to enter into contracts. However, the exact numbers of vendors has not been determined. Contract #NAT-15374 will replace Contract #NAT-10374. A total of five (5) vendors were contracted under Contract #NAT-10374 and include: Black and Veatch; BrightFields, Inc.; EA Engineering, Science and Technology; Environmental Alliance, Inc.; and Tetra Tech

Thank you for the question submittals and DNREC-SIRS hopes this has answered the questions.

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