

Request for Qualifications

Remediation Specialist



Mineral County Development Authority
87 N Main Street
Keyser, WV 26726

Project Type: Remediation Specialist

Qualifications Due By: July 26, 2017

Executive Director: Kevin Clark

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Introduction

The Mineral County Development Authority is soliciting proposals from Qualified Environmental Professionals (QEP) that are Licensed Remediation Specialists (LRS) in the State of West Virginia. The QEP shall have experience in Brownfield assessment, remediation, and redevelopment with sites potentially contaminated by hazardous substances. Experience with management of previous projects under the West Virginia Voluntary Remediation Program (VRP) or other applicable experience is preferred.

In March of 2017 the MCDA purchased the Old Anchor Glass Building. The site is located at 598 Waxler Road, Keyser, West Virginia. MCDA would like to procure a LRS to guide us through any decisions that MCDA may consider that may impact any environmental aspects of this site. MCDA would also like to explore the benefits of entering this site into the Voluntary Remediation Programs as established by the West Virginia Voluntary Remediation and Redevelopment Act. MCDA's Board is hesitant and would like to take a step-by-step approach towards entering and administering this program. We would like to use our procured LRS to perform this work as determined by board decision.

Scope of Work:

The MCDA needs a qualified LRS to be available on an as needed basis at the convenience of the board. The LRS needs the ability to walk MCDA through the proper steps that need to be taken in the remediation process. As the process progresses, more detailed work will be voted on and approved by the MCDA board, as well as, cost estimating/negotiations prior to approval. The MCDA expects cost-effective technologies to be used during this process. The LRS will communicate effectively with the MCDA through the process. The LRS will also be asked to respond to general environmental requests periodically, as future projects dictate.

The following items are requested in the Request for Qualifications:

1. A letter of interest.
2. Experience (including list of previous West Virginia VRP projects) and references.
3. Personnel and/or subcontractors who may be assigned to the project.
4. Insurance requirements.

Project Timeline

Event/Activity	Date
Distribution of RFQ	6/26/17
Qualifications Due	7/26/17
MCDCA review and top 3 chosen for interview	8/8/17

Evaluation Criteria

The following criteria will be used to evaluate each submitted proposal and select the planning and/or development consultant:

1. *Staff Qualifications:* Experience and qualifications of key personnel assigned to the project.
2. *Prior Experience:* Quality of similar work completed in other communities as it specifically relates to Brownfield redevelopment.
3. The Quality Assurance and Quality Control requirements for conducting the work.
4. The QEP's insurance program, which will guarantee successful completion of the project.

Terms and Conditions

Contractor will comply with all State and Federal regulations. The MCDCA reserves the authority to reject any and all bids.

***The Mineral County Development Authority is an equal opportunity employer.**