



**REQUEST FOR PROPOSALS
PROFESSIONAL ENVIRONMENTAL SERVICES
SITE / REMEDIAL INVESTIGATION**

**Former CWS Industries Site
726 Kaighn Avenue
Camden, New Jersey**

ISSUE DATE: October 2, 2018

**ISSUED BY:
CAMDEN REDEVELOPMENT AGENCY**

**DUE DATE AND TIME
Tuesday, October 23, 2018 – 12:00 P.M.**

Attn: Johanna S. Conyer, Director of Finance
Camden Redevelopment Agency
Camden CRA Hall, 520 Market Street, Suite 1300
Camden, NJ 08101

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FORMER CWS INDUSTRIES SITE – 726 KAIGHN AVENUE**

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FIGURES - (ATTACHEMENT #1)

Figure 1 – Site Location Map

Figure 2 – City of Camen Tax Block Map

Figure 3 – AOC Map

APPENDIX

Form I - Stockholder Disclosure Statement

Form II - Non-Collusion Affidavit

Form III - Business Entity Disclosure Certification Form

Form IV - Debarment Certification Form

Form V – Price Form

ADVERTISEMENT

NOTICE IS HEREBY GIVEN THAT SEALED PROPOSALS will be received at 12:00 P.M. on Tuesday, October 23, 2018, by Johanna S. Conyer, Director of Finance, Camden Redevelopment Agency, 520 Market Street, Suite 1300, Camden City Hall, Camden, NJ 08101 for the following project:

REQUEST FOR PROPOSALS

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The Request for Proposals may be downloaded from the Camden Redevelopment Agency website <http://camdenredevelopment.org/>. It is the responsibility of prospective Respondents to check the Camden Redevelopment Agency website for any addenda to the Request for Proposals that may be issued prior to the proposal submittal date.

Inquiries regarding the RFP shall be sent by fax or email no later than 12:00 PM Tuesday, October 9, 2018 to Johanna Conyer, Email: joconyer@ci.camden.nj.us. Fax: 856-968-3541. No oral response to any question by any Camden Redevelopment Agency employee or agent shall be binding on the Camden Redevelopment Agency or in any way considered to be a commitment by the Camden Redevelopment Agency.

During the RFP preparation of response period, CRA may issue addenda, including amendments or answers to written inquiries. Those addenda will be noticed by CRA and will constitute a part of the RFP. All responses to the RFP shall be prepared with full consideration of the addenda issued prior to the Proposal Submission Date. Addenda shall be issued no later than October 12, 2018.

Proposals shall be submitted to the CRA in sealed envelopes with two (2) printed copies of the narrative proposal in one sealed envelope and two printed copies of the price proposal in a separate sealed envelope, prepared as described in the RFP. A professionally labeled CD containing an electronic cover-to-cover copy of the narrative proposal in Acrobat PDF format shall be included in the envelope containing the narrative proposal and a professionally labeled CD containing an electronic copy of the price proposal in Acrobat PDF format shall be included in the envelope containing the price proposal.

The sealed envelopes containing the proposal documents and CDs shall be marked clearly on the outside of the envelopes with the following words: "Request for Proposals, Professional Environmental Services, Narrative Proposal or Price Proposal" (as appropriate). The Respondent's name, address and telephone number shall be clearly marked on the envelope. The sealed envelopes containing the proposal documents/ CDs shall be delivered to the following address:

Attn: Johanna S. Conyer, Director of Finance
Camden Redevelopment Agency
Camden City Hall
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Camden, NJ 08101

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REQUEST FOR PROPOSALS

The Camden Redevelopment Agency (CRA) is requesting proposals and qualification statements from qualified individuals and firms (Consultants) to provide Professional Environmental Services to perform a Site / Remedial Investigation at the former CWS Industries Site at 726 Kaighn Avenue, Camden, New Jersey. Proposals will be evaluated in accordance with the criteria set forth in this Request for Proposals (RFP). If selected, the CRA Board of Commissioners will approve a resolution awarding a “fair and open” contract, pursuant to N.J.S.A. 19:44A-20.4 et seq., for professional services for a sum not to exceed a specified amount to be determined by CRA based on the submissions associated with this solicitation. Work will be funded by a grant from the US Environmental Protection Agency (EPA).

Questions

Inquiries regarding the RFP shall be sent by fax or email no later than 12:00 PM on Tuesday, October 9, 2018 to Johanna Conyer, Email: joconyer@ci.camden.nj.us. Fax: 856-968-3541. No oral response to any question by any Camden Redevelopment Agency employee or agent shall be binding on the Camden Redevelopment Agency or in any way considered to be a commitment by the Camden Redevelopment Agency.

Addenda

During the RFP preparation of response period, CRA may issue addenda, including amendments or answers to written inquiries. Those addenda will be noticed by CRA and will constitute a part of the RFP. All responses to the RFP shall be prepared with full consideration of the addenda issued prior to the Proposal Submission Date. Addenda shall be issued no later than Friday, October 12, 2018.

Submission of Proposals

Proposals are due no later than 12:00 p.m. local time on Tuesday, October 23, 2018 by mail or hand delivery to the following address:

Attn: Johanna S. Conyer, Director of Finance
Camden Redevelopment Agency
Camden City Hall
520 Market Street, Suite 1300
Camden, NJ 08101

Proposals shall be submitted to the CRA in sealed envelopes with two (2) printed copies of the narrative proposal in one sealed envelope and two printed copies of the price proposal in another sealed envelope, prepared as described in this RFP. A professionally labeled CD containing an electronic cover-to-cover copy of the narrative proposal in PDF format shall be included in the envelope containing the narrative proposal. A professionally labeled CD containing an electronic copy of the price proposal in PDF format shall be included in the envelope containing the price proposal.

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The sealed envelopes containing the proposal documents and CDs shall be marked clearly on the outside of the envelope with the following words: “Request for Proposals, Professional Environmental Services, Narrative Proposal or Price Proposal” (as appropriate) with the Respondent's name, address and telephone number.

SELECTION AND EVALUATION CRITERIA

All Respondents will be judged as whether they are responsive to the RFP as well as qualified to perform the Scope of Services. The complete Form of Proposal as specified must be submitted for a firm to be considered responsive. If any of the items are missing, a firm will be considered non-responsive. Proposals will be evaluated using the following criteria:

1. Responsiveness to the RFP (20%)
2. Demonstrated understanding of the project and scope of work to be performed (30%)
3. Relevant experience and qualifications (25%)
4. Schedule for the project (8%)
5. Pricing (15%)
6. MBE/ WBE goal attainment and / or local hiring efforts (2%).

SITE BACKGROUND

The 4.55 acre site is located at 726 Kaighn Avenue, Camden, New Jersey. The site was acquired by the City of Camden in November 2017, via In Rem Foreclosure. It should be noted that the In Rem Foreclosure documentation indicates the property as City of Camden Tax Block 405, Lots 1, 7, 8 and 11. However, the lots were consolidated in 1999 into Block 405, Lot 1 on the City of Camden Tax map. The property is currently vacant with the exception of several self-erected tents for the homeless. A site location map can be found as **Figure 1**. A tax block / lot map of the site can be found as **Figure 2**.

A Preliminary Assessment (PA) Report for the property known as Former CWS Industries was completed in May 2018 by Environmental Resolutions, Inc. (ERI) and can be downloaded here: <https://spaces.hightail.com/space/zIOG1GKEt9>. This assessment, along with an EPA-approved Site Investigation Workplan (SIW) serves as the basis for the Site / Remedial Investigation work described in the Scope of Services. The SIW can be downloaded here: <https://spaces.hightail.com/space/zIOG1GKEt9>. Pertinent information contained in that report is summarized below.

CWS Industries was operating an electroplating facility on portions of this site from 1952 to 2004. In addition to CWS Industries, the site also housed the National Electric Supply Company, an electric supplier, and the Avellino Corporation, a corporate real estate management firm. Prior to CWS Industries occupancy, the property housed linoleum and oil cloth manufacturing under various business names, dating back to 1891.

Environmental investigations were initiated by the EPA on July 22, 1992. The investigation by the EPA indicated rows of plating vats, spills of various solutions and

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solid materials on the floor, and "clouds" of acids within the buildings. As directed by the EPA and the New Jersey Division of Criminal Justice as well as local authorities, manufacturing operations ceased on July 22, 1992.

On July 22, 1992, the owners of CWS Industries were issued a Field Directive from EPA to take immediate actions to mitigate risks. Cleanup and containerization activities were conducted by S&D Environmental on July 23, 1992. Operational activities were re-started after completion of the cleanup and containerization efforts.

In 2004, CWS Industries declared bankruptcy. In July 2011, the New Jersey Department of Environmental Protection (NJDEP) contacted EPA to assist with the management of 75 drums of acids and other drums that had been on the premises for over 10 years. Between August 2011 and September 2011, EPA oversaw the disposal of 25,000 pounds of heavy metals, plating wastes, acids, and hexavalent chromium from the site. By this time, the property was non-operational. In addition, EPA oversaw the disposal of approximately 30,000 pounds of cadmium contaminated sand. EPA identified an underground storage tank of approximately 8,000 gallons. The tank was sampled and determined to contain gasoline. Approximately 3,730 gallons of acids, caustics, and other hazardous liquids and 1,200 pounds of hazardous solids were sent offsite for disposal on September 11, 2011. All buildings were emptied of contents at this time.

In April 2017, the City of Camden demolished the existing buildings and all material was taken offsite for disposal.

*The following 28 Areas of Concern (AOCs) were identified at the Site. **Figure 3** is the Area of Concern Map.*

- *AOC-1: Historic Fill*
- *AOC-2: Former 8,000 gallon gasoline underground storage tank*
- *AOC-3: Former Benzene Storage Area*
- *AOC-4: Former Naphtha Tank*
- *AOC-5: Former Structures*
- *AOC-6: Debris Piles*
- *AOC-7: Cadmium Sludge -Former CWS Industries*
- *AOC-8: Cadmium Contaminated Sand - Former CWS Industries*
- *AOC-9: Polymer Substance in Basement - Former CWS Industries*
- *AOC-10: Hazardous Acids, Caustics and other Hazardous Liquids*
- *AOC-11: Hazardous Solid Wastes - Former CWS Industries*
- *AOC 12: Former Machine Shop/Carpenter Shop*
- *AOC 13: Former Print Magazine Area*
- *AOC 14: Former Printing Shop*
- *AOC 15: Former Drying Stoves/Printing Area*
- *AOC 16: Former Manufacturing Area*
- *AOC 17: Former Engine Room*
- *AOC 18: Former Engine Pad*
- *AOC 19: Former Varnishing House/Drying House*
- *AOC 20: Former Storage Areas*

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- *AOC 21: Former Underground Piping associated with Cooling and Production Water*
- *AOC 22: Former 100,000 gallon Water Tank*
- *AOC 23: Former Transformer*
- *AOC 24: Former Production Well*
- *AOC 25: Former Coal Bin*
- *AOC 26: Former Rail Lines/Rail Spur*
- *AOC 27: Urban Fill*
- *AOC 28: Former Oil Tanks in Bermed Area (offsite)*

SCOPE OF SERVICES

The following section presents the specific tasks, which shall be performed as part of this Scope of Services. The Consultant shall provide all required labor, equipment, materials and services and all else necessary to perform the tasks presented in the Scope of Services.

Certain assumptions have been made in preparing this Scope of Services. To the extent possible, these assumptions are stated herein. If the work tasks required are different from the assumptions presented herein or if the CRA desires additional services, the resultant changes in scope and budget may serve as a basis for modifying this Scope of Services as agreed to by both the CRA and Consultant.

IT IS ASSUMED THAT ANY INFORMATION AND/OR DATA PROVIDED TO THE RESPONDENTS AS PART OF THIS SOLICITATION HAS BEEN FOUND TO BE ACCEPTABLE AND USABLE BY THE RESPONDENTS UNLESS INDICATED OTHERWISE BY THE RESPONDENTS IN THEIR PROPOSAL.

All work undertaken as part of this Scope of Services will be performed in accordance with all local, state and federal laws and regulations. It is not the intent of the following description of the specific tasks to outline those technical requirements adequately covered by referenced law, regulations, and standards. The Consultant shall furnish high quality work meeting all requirements of this RFP, industry standards, and applicable local, state and federal regulation.

Task 1: Project Meetings

- A. The Consultant shall promote good communication and coordination of all relevant parties throughout the project.
- B. The Consultant shall provide regular updates and progress reports to the CRA and the CRA's Representative throughout the project. Upon request by the CRA's Representative, the Consultant shall provide summary letter reports on field work, including preliminary sample analysis results, prior to the completion of remedial phase reports.
- C. Project Meetings:

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1. Kick-off Meeting: Upon receipt of written Notice to Proceed, the Consultant shall prepare for and attend one (1) kick-off meeting prior to the commencement of work with the CRA and other parties as required. The kick-off meeting shall be used to review the Consultant Scope of Services, determine project goals and requirements, update project schedule, coordinate efforts, review payment procedures and set communication protocols.
 2. Progress Meetings: The CRA’s Representative will schedule and administer meetings throughout progress of the Work as needed. The Consultant shall attend up to two (2) Progress Meetings (in addition to the kick-off meeting) during the course of work.
- D. The Consultant shall provide to the CRA, prior to initial kick-off meeting, a schedule describing actions to be taken by the Consultant to complete the work required by this Scope of Services. The project schedule shall be updated periodically as necessary and to the satisfaction of the CRA without additional cost to the CRA.
- E. Within one week after each meeting, the Consultant shall provide to the CRA a written summary of the meeting to serve as the meeting record. The CRA reserves the right to provide comments and corrections to the meeting record.
- F. Basis of Payment_- Payment shall be made at the corresponding lump sum bid price on a per meeting basis upon completion of each meeting.

Task 2: Case Inventory Document Update

- A. The Consultant shall complete reviews of all necessary environmental case files and reports and on-line data pertaining to the Property (collectively referred to as the “Environmental Case Files”) of the CRA/City, NJDEP, EPA and any other potential source of environmental information.
- B. Using the Environmental Case Files assembled by the Consultant, the LSRP shall update an existing Case Inventory Document (CID) per NJDEP requirements. The updated CID must be provided to the CRA in draft and final form and to NJDEP (as necessary) in CRA-approved final form as per the submittal requirements of the Consultant Scope of Services. A copy of the draft CID can be downloaded here: <https://spaces.hightail.com/space/zIOG1GKEt9>.
- C. Basis of Payment - Payment will be made on a lump sum basis upon final completion of an updated CID and shall constitute full compensation for completion of all requirements of this Task Item.

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Task 3: SRRA Forms and Certifications

- I. At the execution of the Contract, the Consultant shall designate a New Jersey Licensed Site Remediation Professional (LSRP) to provide services to the CRA as the entity responsible for remediating the Property as per NJDEP regulation.
- II. The CRA reserves the right to reject any LSRP designee and to retain and dismiss the LSRP at its sole discretion. If the CRA rejects or dismisses an LSRP selected by the Consultant, the Consultant shall propose a replacement LSRP within ten (10) days of notification by the CRA.
- III. Upon written approval by the CRA, the LSRP must prepare and submit a LSRP Notification of Retention or Dismissal Form to NJDEP along with any other required SRRA forms.
- IV. LSRP Scope of Work: The LSRP shall provide oversight, certification, and observation services for all Work at the Property and certify and approve all reports and submittals as required by the Consultant Scope of Services.
- V. The LSRP shall complete all obligations to the CRA as per the requirements of the New Jersey Site Remediation Reform Act (SRRA). It is the responsibility of the designated LSRP to inform the CRA of its obligations per all NJDEP regulations including applicable fees and oversight costs, required permits, and mandatory remediation timeframes. When necessary, in the opinion of the LSRP or at the request of the CRA Representative, the LSRP must coordinate with NJDEP through email and telephone communications or in-person meetings.
- VI. Complete, certify and submit all necessary NJDEP Site Remediation Reform Act (SRRA) forms and certifications required to comply with the Administrative Requirements for the Remediation of Contaminated Sites (N.J.A.C. 7:26C). These forms may include any of the forms listed at the NJDEP SRRA forms web site: <http://www.nj.gov/dep/srp/srra/forms/>. Acquire all information, data, and everything else necessary to complete the forms from the environmental case files and surveys, remedial investigations and interim and final remedial actions that may be completed under this Scope of Services or any other means required to accurately and totally complete the forms. The requirement to complete SRRA Forms includes the preparation of any required exhibits, attachments, certifications or all else required to complete the form to the satisfaction of the NJDEP.
 1. If necessary, the LSRP shall provide required oversight to prepare and certify any and all required underground storage tank (UST) registration and closure permits for the work including, but not limited to NJDEP Storage Tank Registration, Notice of Intent to Remove a UST, and UST Facility Certification Questionnaires, if warranted.

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2. Copies of all SRRA Forms together with all exhibits and attachments must be provided to the CRA in draft and final form and to NJDEP (as necessary) in CRA-approved final form as per the submittal requirements of the Scope of Services.
- VII. The Consultant shall identify all required permits, forms, and other approvals for all work included in this Scope of Services and identify all such permit, forms, and approvals in their Proposal. The Consultant shall complete and submit all permit applications and pay all required permit and remediation fees at no extra cost to the CRA.
- VIII. Basis of Payment_- Payment shall be made on a time and materials basis at cost not to exceed the bid price listed on the bid form.

Task 4: Quality Assurance Project Plan (QAPP)

- A. The Consultant shall complete and the LSRP shall certify a Site-Specific Quality Assurance Project Plan (QAPP) performed in accordance with both the most recent version of the NJDEP Quality Assurance Project Plan Technical Guidance documents (N.J.A.C. 7:26E) and the EPA Region 2 Brownfields Planning Document for Site-Specific Quality Assurance Project Plans. A draft QAPP was developed for the site and can be downloaded from the following link: <https://spaces.hightail.com/space/zIOG1GKEt9>. The Consultant will be expected to update and tailor the draft QAPP for purposes of implementing the Scope of Work.
- B. All soil, sediment, and groundwater samples will be submitted to a NJDEP-certified analytical laboratory for analysis. All samples will be analyzed on a standard turn-around-time of fifteen (15) business days unless otherwise noted. QA/QC samples shall be collected and analyzed as necessary.
- C. A copy of the QAPP together with all exhibits and attachments must be provided to the CRA in draft and final form as per the submittal requirements of the Scope of Services. It should be noted that more than one round of review and comment may be required to receive approval of the QAPP by the CRA and EPA.
- D. The QAPP shall be updated and revised as required by project conditions and at all phases of investigation and remediation throughout the project at no additional cost to the CRA. The QAPP must be reviewed and approved by the EPA prior to commencement of any field work at the Property.
- E. Basis of Payment - Payment will be made at the corresponding lump sum bid price. Half of the task will be payable upon receipt of a draft deliverable. The balance of the payment for the deliverable developed for this task will be payable upon acceptance of the final deliverable.

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Task 5: Health and Safety Program

- A. The Consultant shall prepare a Site-Specific Health and Safety Program including a Health and Safety Plan (HASP) that outlines procedures to protect on-site workers and the general public; respond to emergencies; comply with environmental regulations, and prevent pollution as a result of work operations.
- B. Basis of Payment - Payment will be made at the corresponding lump sum bid price upon acceptance of the final deliverable.

Task 6: Public Notification

- A. The Consultant shall take all necessary actions to complete all public notification requirements per N.J.A.C. 7:26C-1.7 (a) – (n) throughout the length of the project using information obtained from the environmental case files and work completed under this Scope of Services and any other research and documentation necessary to obtain sufficient information to properly complete all required deliverables.
- B. The Consultant shall coordinate with the CRA’s representative to identify the required means of notification(e.g. distributions letters, fact sheets, signage, etc.), prepare the necessary notification(s), and submit the required forms and confirmation of submittals to the local health officer, municipal clerk, NJDEP case manager (if applicable) and NJDEP Office of Community Relations.
- C. If required to complete public notification requirements per N.J.A.C. 7:26C-1.7 (a) – (n) throughout the length of the project, the Consultant shall provide the CRA a mock-up of the signage prior to posting and/or draft versions of notification letters and fact sheets prior to public distribution and shall modify the signage and/or letters and fact sheets as per the direction of the CRA without additional cost to the CRA. The Consultant shall not post the sign or publicly distribute letters or fact sheets or complete any other public notification action until having received approval by the CRA’s Representative in writing.
- D. This task item does not include “additional community outreach”, or the establishment of an associated local information repository, nor the scheduling or participation at public meetings as described in N.J.A.C. 7:26C-1.7 (o).
- E. Basis of Payment - Payment will be made at the corresponding lump sum bid price upon acceptance of the final deliverable.

Task 7: Update Receptor Evaluation

- A. The Consultant shall take all necessary actions to complete all receptor evaluation reporting requirements per N.J.A.C. 7:26E-1.12 - 16, including the preparation and submittal of an updated Receptor Evaluation Form for land, groundwater, vapor intrusion and ecological receptors with all required exhibits and attachments and for each phase of

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investigation and remediation completed under this Scope of Services. An initial Receptor Evaluation was completed on March 23, 2015.

- B. The Consultant shall use information obtained from the environmental case files and remedial investigation and interim and final remedial actions completed under this Scope of Services and any other research and documentation necessary to obtain sufficient information to properly complete all required deliverables including well searches, forms, maps and reports under this task item.
- C. Except for media sample collection and analysis included as part of the Scope of Services, no additional sampling and analysis shall be completed for this task.
- D. The Receptor Evaluation Forms together with all exhibits and attachments shall be presented to the CRA in draft and final forms as per the submittal requirements of this Scope of Services.
- E. Basis of Payment - Payment will be made at the corresponding lump sum bid price upon acceptance of the final deliverable.

Task 8: Site / Remedial Investigation

A. While there is no analytical data to confirm the presence of contamination associated with many of the 28 AOCs, given the data collected for the prior EPA removal actions and evaluations, this assessment is viewed as a hybrid assessment. The Consultant shall complete a Site / Remedial hybrid investigation at the Property consistent with N.J.A.C. 7:26E. The purpose of the Site / Remedial Investigation shall be to assess and characterize all environmental Areas of Concern at the Property sufficiently to subsequently develop a Remedial Action Workplan. It is understood that additional delineation activities beyond the current scope of work may be warranted in the future.

- 1. **Task 8a: Site Clearing:** The execution of the Site/Remedial Investigation may require some site clearance to remove vegetation, strategic areas of remnant pavement, concrete and masonry structures and debris, etc. so as to access the underlying areas.
 - i. The Consultant will be responsible for creating access for inspection, sampling, drilling, installation of test pits, and other investigation activities as required. It is not the intent of the site clearance to remove significant volumes of materials. The Consultant may need to conduct limited clearing to accessing areas beneath pavement, concrete and masonry structures, waste piles and debris.
 - ii. The Consultant shall be responsible for utility clearance to include Utility One-Call efforts. Prior to invasive work, a one-call utility mark-out must be completed in accordance with local laws to locate buried electric, natural gas, telecommunication utilities, etc.

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- iii. Basis of Payment – Payment will be made at the corresponding lump sum bid price upon completion of activities.
2. **Task 8b: Soil Investigation:** The Consultant shall conduct the soil investigation per the activities set forth in the SI Workplan. For purposes of responding to this solicitation, the following bid quantities are assumed. Should there be any anticipated deviations, Respondents should propose such activities as alternate approaches.
- i. Bid Quantities for the soil investigation are as follows:
1. Ten (10) days of Geoprobe and operator for the installation of soil borings.
 2. Ten (10) days of sample collection. Costs should include personnel and other direct costs needed to perform sample collection activities.
 3. Laboratory analytical tests for soil samples during the Site and Remedial Investigation are as follows:
 - a. 130 samples of soil analyzed for TCL/TAL + 30 parameters.
 - b. 100 soil samples analyzed for Extractable Petroleum Hydrocarbons (EPH) Category I analysis with contingent analysis for 2-methylnaphthalene and naphthalene.
 - c. Twenty-five (25) soil samples analyzed for PCBs and TAL.
 - d. Forty (40) soil samples analyzed for VO+15.
 - e. Five (5) RCRA TCLP waste characterization samples including: TCLP VOCs, TCLP SVOCs, TCLP metals (including mercury), TCLP Pesticides, TCLP Herbicides, Ignitability, Sulfide Reactivity, Cyanide Reactivity, and Corrosivity.
- ii. Basis of Payment – Payment shall be made on a time and materials basis at cost not to exceed the total task bid price listed on the bid form.
3. **Task 8c: Groundwater Investigation:** The Consultant shall conduct the groundwater investigation per the activities set forth in the SI Workplan. For purposes of responding to this solicitation, the following bid quantities are assumed. Should there be any anticipated deviations, Respondents should propose such activities as alternate approaches.

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- i. Bid Quantities for the groundwater investigation are as follows:
 1. Temporary Wells - Installation, sampling and removal of up to ten (10) temporary groundwater sampling points up to 35 feet below grade (500 feet total). Note: The level of groundwater at the Property has not previously been reported. However, regional groundwater is typically encountered within 15 to 75 feet bgs.
 2. Laboratory analytical tests for groundwater samples collected from temporary groundwater sampling points are as follows:
 - a. Fifteen (15) samples of groundwater analyzed for VO+TICs,
 - b. Fourteen (14) samples of groundwater analyzed for SVO+TICs
 - c. Fourteen (14) samples of groundwater analyzed for TAL.
 3. Permanent Monitoring Wells - Installation and development of up to five (5) 2-inch permanent monitoring wells up to 35 feet below grade. The exact locations of the wells shall be proposed by the Consultant. The location of the monitoring wells will be decided by the LSRP and approved by the EPA/CRA Representative.
 4. Two (2) groundwater sampling events shall be conducted at each permanent well. Laboratory analytical tests for groundwater samples collected from the permanent monitoring wells are as follows:
 - a. Fifteen (15) samples of groundwater analyzed for VO+TICs,
 - b. Fourteen (14) samples of groundwater analyzed for SVO+TICs
 - c. Fourteen (14) samples of groundwater analyzed for TAL.
- ii. Basis of Payment – Payment shall be made on a time and materials basis at cost not to exceed the total task bid price listed on the bid form.

- 4. Task 8d: Handling and Disposal of Investigation Derived Waste (IDW):** The Consultant shall include the cost of the containerization, characterization and off-

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site disposal of all investigation derived waste (IDW) including, but not necessarily limited to, PPE, drill cuttings, purge water, and development water.

- i. Basis of Payment – Payment shall be made on a time and materials basis at cost not to exceed the total task bid price listed on the bid form.

Task 9: SI/RI Report

- A. Upon completion of the Site / Remedial Investigation and within thirty (30) calendar days of receipt of the final laboratory analytical reports, the Consultant shall present the results of the Investigation, and make recommendation towards final environmental closure of the Property in a Site/Remedial Investigation Report (SI/RIR) consistent with N.J.A.C. 7:26E. The associated SRRA Forms, together with all required exhibits and attachments, shall be provided to the CRA in draft and final form and to NJDEP in CRA-approved final form.
- B. Basis of Payment - Payment will be made at the corresponding lump sum bid price. Half of the task will be payable upon receipt of a draft deliverable. The balance of the payment for the deliverable developed for this task will be payable upon acceptance of the final deliverable.

Task 10: Remedial Action Workplan

- A. Following final approval of the SI/RIR by the CRA Representative and provision of written Notice to Proceed, the Consultant shall provide to the CRA a Remedial Action Workplan and cost estimate as per the requirements of N.J.A.C. 7:26E to complete final remedial actions at the Property as directed by the CRA Representative.
- B. For purposes of responding to this RFP, it can be anticipated that the final remediation of the Property will include select excavation and disposal of soil “hot spots” where necessary, coupled with engineering and institutional controls to address areas of Historic Fill at the Property. The engineering controls are anticipated to be various cap constructions including permeable layers of clean fill in landscaped areas, and impermeable caps under building and structures or as surfaces in parking areas and plazas. Institutional controls may include a Deed Notice and Groundwater Classification Exception Area.
- C. The Consultant shall work in close coordination with other Architecture/Engineering teams that are working on the planning, design and construction of the Property, should any be identified. The Consultant will be responsible for ensuring that the RAW is coordinated with the drawings and specifications for the project created by other Architecture/Engineering teams.
- D. The Consultant is encouraged to close out AOCs, where practical, as part of the SI/RI effort. The Consultant shall issue RAOs for those AOCs which can be closed out for

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unrestricted use as they do not require any additional remediation activities. For purposes of responding to this RFP, assume issuance of three RAOs.

- C. Basis of Payment: Payment will be made at the corresponding lump sum bid price for the RAW. Half will be payable upon receipt of a draft deliverable. The balance of the payment for the deliverable will be payable upon acceptance of the final deliverable. Payment for the RAOs will be made on a lump sum price per RAO upon issuance of a final RAO.

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FORM OF PROPOSAL

Consultants must demonstrate the ability to complete the required Scope of Services through superior competence, skill and experience in the planning and execution of environmental investigations and remedial actions; compliance with New Jersey Department of Environment Protection (NJDEP) statutory programs and U.S. Environmental Protection Agency (EPA) Brownfield Assessment and Cleanup programs. In addition, the Consultant shall demonstrate that they possess the professional, financial and administrative capabilities to provide the described services; and a willingness to work under the compensation terms and conditions determined by CRA.

Narrative Proposal Submission

Respondents shall provide to the CRA a written narrative proposal containing the following elements in the order listed and as described below:

1. Cover Letter

Provide a cover letter on the Respondent company letterhead and signed by the Principal-in-Charge or other company official authorized to provide proposals and make agreements on behalf of the Respondent firm. The letter shall certify that the Respondent firm possesses the professional, financial and administrative capabilities to provide the required services; and confirm willingness to work under the compensation terms and conditions determined by CRA. The contact information including phone number and email address for the Respondent's contact for the proposal shall be included.

2. Table of Contents

3. Professional Information

Respondents shall provide a demonstration of the required experience and expertise to perform the required services of this RFP. Include details of the Respondent firm's relevant experience and competence to perform the required work. This section of the proposal shall contain a detailed description of the following items:

A. Company Profile

B. Qualifications & Experience for similar work previously performed (Limited length of six pages for this information)

C. Methodology for Scope of Work

The Respondent shall take special care to describe the proposed activities to complete the Scope of Services included with the Respondents proposal. This description should detail all activities necessary to complete the work, a tentative schedule for the number of days expected to be required to complete all requirements of the Scope of Work.

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The Consultant may also provide separate alternative proposals to this scope of work in addition to responding to the scope of work presented in the RFP. Proposals that do not address the scope of work provided will be considered non-responsive.

Provide any economies of scale that may reduce the total project Scope of Services. The Consultant shall provide justification for all Work at the Property and indicate any reductions in scope as it pertains to economies of scale during investigation activities for all AOCs.

D. MBE/WBE Utilization / Local Hiring

List any MBE/WBE team members that will be used for implementation of the scope of work. MBE/WBE certification documentation must be provided in the proposal. The Consultant awarded the contract will be required to provide information pertaining to MBE/WBE utilization to include contract / fee amounts.

The CRA encourages the hiring of Camden residents. Please provide information regarding the use of Camden residents, if applicable, for the implementation of the scope of work.

E. Client References

List public sector entities for which the Respondent firm provided services of similar nature than contained in this RFP in the past four years. Provide three recent client references and their telephone numbers.

F. Key Personnel, Certifications and Qualifications

Provide the name of all key personnel assigned to the project. Include qualifications and copies of all relevant licenses and certifications of all specially licensed and/or certified professionals to include documentation of the designated LSRP.

4. Required Submittals

Consistent with the Pay-to-Play Law, N.J.S.A. 19:44-20.4 et seq. and the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. the following documents are required to be completed and submitted with the Proposal.

- A.** State of New Jersey Business Registration Certificate
- B.** Insurance Certificates: Provide specimen certificates of insurance for all insurance coverage requirements of the RFP (see *General Requirements*).
- C.** Form I - Stockholder Disclosure Statement (see Appendix)
- D.** Form II - Non-Collusion Affidavit (see Appendix)
- E.** Form III - Business Entity Disclosure Certification Form (See Appendix)

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- F. Form IV - Debarment Certification Form (See Appendix)
- G. State of New Jersey Certificate of Employee Information Report (Form AA302)

Price Proposal Submission

Respondents shall provide to the CRA a written completed price proposal containing the following elements in the order listed and as described below:

1. Completed price form

Completed Form IV – Price Form (See Appendix)

2. Labor Rates

Identify hourly billing rates for all personnel and subcontractors.

3. Subcontractor Management Fees

Indicate any management fees as a percentage markup that is applied to subcontracted or outsourced work including laboratory analysis.

4. Equipment Rates

Indicate usage fees of commonly used equipment expected to be utilized.

5. Laboratory and Analytical Fees

Indicate unit analytical costs from the Respondent’s preferred laboratory for soil and water samples.

GENERAL REQUIREMENTS

The following items represent general requirements for the contracted services to be performed by the Consultant selected as part of this RFP process.

1. Project Coordination

- A. The CRA will designate a Project Manager (referred to as the “CRA Representative”), who shall have the authority to inspect all work and materials, and to stop work when it appears to the CRA Representative that the requirements of the Scope of Work are not being met.
 - 1. The CRA Representative shall have the authority to reject any work or deliverables which do not meet the requirements of the Scope of Work in the judgment of the CRA Representative. Any such rejected work shall be redone in a professional manner conforming to the requirements of the Scope of Work.

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2. The CRA Representative shall have the authority to decide questions and make interpretations in regard to issues which arise under the Contract.
- B. Immediately report to the CRA Representative any questionable or obvious error or omission that may be contained in the Scope of Work. Do not proceed with work until the CRA Representative has resolved the error or omission.
- C. Cooperate with CRA Representative in allocation of mobilization areas at the site, access, traffic, and parking facilities.
- D. Comply with CRA Representative's procedures for communications, submittals of reports, records, schedules, drawings, and recommendations; and resolution of ambiguities and conflicts.
- E. The Consultant shall cooperate with engineering and construction teams that are working at the site.

2. Submittal Requirements

- A. All deliverables required by CRA shall be submitted to CRA in draft for review and comment prior to finalizing. The Consultant shall then incorporate comments from CRA into the documents and resubmit them to CRA for the CRA to provide to EPA for review and comment. The Consultant shall satisfactorily address all comments prior to approval to finalize. Deliverables shall include:
 - For draft documents provide:
 - Electronic file in Acrobat PDF format containing “cover-to-cover” copy of the draft reports in correct page order including all text, tables, figures, photos, and appendices.
 - Electronic files containing all source files (e.g. Word, Excel, AutoCAD, GIS, jpeg or other photograph files, etc.) including text, tables, calculations, figures, maps, photographs, and other materials used to generate the deliverables.
 - For final documents provide:
 - One (1) set of the final large scale plans/maps. Hard copies of the final reports are NOT to be provided.
 - Electronic file in Acrobat PDF format containing “cover-to-cover” copy of the final reports in correct page order including all text, tables, figures, photos, and appendices.
 - Electronic files containing all source files (e.g. Word, Excel, AutoCAD, GIS, jpeg or other photograph files, etc.) including text, tables,

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calculations, figures, maps, photographs, and other materials used to generate the deliverables.

- Electronic Data Deliverables (EDD) compliant with all NJDEP SRP submittal requirements for all final analytical laboratory data packages,
- B. Electronic files shall be made available to CRA by e-mail or via FTP download. Otherwise, all electronic files shall be provided on CD-ROM and shall be professionally labeled on both the container and disk.

3. Ownership of Work Product

- A. All work products produced by the Consultant, the CRA, or by any third-party working for the Consultant or the CRA resulting from this RFP are the sole property of the CRA and the EPA.
- B. The CRA and the EPA shall be the owners of all digital data, graphics and documents, as well as all hardcopy and publishable documentation.
- A. The CRA and the EPA have the right to sue, distribute, or dispose of the work products without the consent of the Consultant.

4. Contract Modification Procedures

- A. Minor Changes to The Work: Supplemental instructions authorizing minor changes in the Scope of Work, not involving an adjustment to Contract Sum or Contract Time, may be issued by the CRA Representative.
- B. The CRA reserves the right to reject any LSRP designee and to retain and dismiss the LSRP at its sole discretion. If the CRA rejects or dismisses an LSRP selected by the Consultant, the Consultant shall propose a replacement LSRP within ten (10) days of notification by the CRA.
- C. Stipulated Sum Change Orders:
 - 1. Consultant may propose a change by submitting a request for change to CRA Representative, describing proposed change and full effect on Work, with a statement describing reason for change, and effect on Contract Sum and Contract Time with full documentation. Document each quotation for a change in cost or time with sufficient data to allow evaluation of quotation.
 - 2. Change shall be based on Consultant's price quotation, or Consultant's request for a Change Order as accepted by CRA Representative and CRA.
- D. Time and Material Change Orders:
 - 1. Submit itemized account and supporting data after completion of authorized change, within two (2) weeks.

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2. Maintain detailed records of work done on a time and material basis. Provide full information needed for evaluation of proposed changes, and to substantiate costs of changes in Work. Provide data to support computations.

E. Unit Price Change Orders:

1. For pre-determined unit prices and quantities, Change Order will be executed on a fixed unit price basis.
2. For unit costs or quantities of units of work that are not pre-determined, execute Work under a Construction Change Directive.
3. Changes in Contract Sum or Contract Time shall be computed as specified for Time and Material Change Order.

F. Change Directives:

1. CRA Representative, with prior written approval of CRA, may issue a document instructing Consultant to proceed with a change in work, for subsequent inclusion in a Change Order.
2. Document will describe changes in Work and will designate method of determining change in Contract Sum or Contract Time.
3. CRA Representative, with prior written approval of CRA, may issue a Proposal Request that includes a detailed description of a proposed change. Consultant shall prepare and submit an estimate within ten (10) days, including a proposed change in Contract Time for executing change and period of time during which requested price will be considered valid. (Consultant shall endeavor to not delay project as a result of requested changes.)
4. Promptly execute change in Work.

5. Payment Procedures

- A. Consultant invoices may be submitted not more than once every thirty (30) days. Invoicing shall be on a lump sum / percentage completed or unit cost basis as per the task schedule in the proposal price form. The Consultant's invoices shall follow the pay items in the Scope of Work and Form of Proposal Price Sheet or other as directed by the CRA.
- B. Each invoice shall be accompanied by a progress report summarizing the progress and the activities completed made in the billing period. The Consultant shall be responsible to provide all necessary documentation as proof of performance of work completed during the payment period or any other proof of performance that may be required by the CRA Representative.

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- C. Invoices shall be submitted to the CRA Representative for review. The CRA Representative will then either submit the invoice to the CRA for payment or will return the invoice to the Consultant indicating that corrections should be made or additional information or proof of performance may be required. The Consultant shall then resubmit the invoice to the CRA Representative for review and approval.
- D. Invoices will be evaluated and paid on a “percent complete” basis of the lump sum offer price or per-unit price. After consultation with the Consultant, the CRA will solely decide the percentage of completeness of the work under each lump sum Pay Item. Sufficient backup documentation as required by the Scope of Work and the CRA Representative will be required to establish measurement of completion for each item within a particular pay period and the work overall.
- E. If the contract includes a line item for a contingency allowance, the contingency will be released as needed by CRA and used by the Consultant only as directed by CRA to address unknown or unforeseeable conditions.

6. Professional Licensure

- A. Provide to the CRA the name, qualifications and copies of all relevant licenses and certifications of all specially licensed and/or certified professionals who shall work on the project.

7. LSRP Duty to Report:

- A. The LSRP is charged under the SRRA at N.J.S.A. 58:10C-16j to report conditions of Immediate Environmental Concern (IEC) at the Property as follows: 1) Immediately verbally advise the CRA Representative of that person's duty to notify NJDEP of the condition; and 2) Immediately notify NJDEP of the condition by calling the NJDEP's telephone hotline. The LSRP shall take all required actions to comply with immediate regulatory timeframes for responding to the IEC's at the Property per NJDEP regulation with verbal or written approval from the CRA Representative.

8. Codes, Regulations and Standards

- A. Verify and comply with all applicable federal, state and local codes, regulations, standards and guidance relating to buildings, employment, the preservation of public health and safety, environmental compliance, use or closure of streets and sidewalks, and the performance of the Scope of Work. Ensure that such requirements are fully understood, and they are fully and faithfully implemented and/or enforced.

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9. Reliance on Prior Work

- A. The CRA may provide to the Consultant documentation of prior work completed by others including environmental reports, drawings, specifications or other documents either printed or in electronic format. The documentation shall be provided for informational purposes only for the sole use of the Consultant.
- B. The CRA makes no claims as to the correctness or accuracy of the data provided therein. The Consultant shall review and determine for themselves the correctness and accuracy of the information before incorporating and relying on the prior work as part of their work product to the CRA. IT IS ASSUMED THAT ANY INFORMATION AND/OR DATA PROVIDED TO THE RESPONDENTS AS PART OF THIS SOLICITATION HAS BEEN FOUND TO BE ACCEPTABLE AND USABLE BY THE RESPONDENTS UNLESS INDICATED OTHERWISE BY THE RESPONDENTS IN THEIR PROPOSAL.

10. Schedule

- A. The Consultant shall agree to commence work immediately upon receipt of Notice to Proceed from the CRA and diligently pursue the work as per a schedule to be determined by the CRA Representative and the Consultant prior to the commencement of the work.

11. Site Security

- A. Site security and safety is the responsibility of the Consultant when mobilized to the site(s). The Consultant shall secure the site(s) during non-working hours to prevent pedestrian and vehicular access. The Consultant is responsible for the safety and security of their employees and the general public as well as their materials and equipment. The Consultant shall assume responsibility for costs associated with damage by vandalism to their material and equipment.

12. Health and Safety Program

- A. The Consultant shall prepare a Site-Specific Health and Safety Program including a Site-Specific Health and Safety Plan (HASP) that outlines procedures to protect on-site workers and the general public; respond to emergencies; comply with environmental regulations and prevent pollution as a result of work operations. The HASP must comply with Occupational Safety and Health Administration (OSHA) requirements set forth at 29 CFR 1910.120, Hazardous Waste Operations and Emergency Response and NJDEP requirements for Health and Safety and set forth in the NJDEP Field Sampling Procedures Manual.

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- B. No work shall be undertaken until the CRA Representative has received the HASP. Provide, at the request of the CRA Representative, certificates for each worker to demonstrate compliance with training requirements.
- C. The Consultant is solely responsible for exercising reasonable precaution to protect the health and safety of all on-Site personnel, the general public, and the environment during the course of the Work. Comply with all applicable provisions of State, local, and Federal health and safety and occupational health and safety statutes and codes.
- D. The HASP shall be promptly updated as necessary to address new or previously unknown site conditions at no additional costs to the CRA.

13. NJ One-Call Damage Prevention System

- A. The Consultant and their subcontractors are solely responsible for compliance with the NJ One-Call Damage Prevention System (N.J.A.C. 14:2-1.1 (2014)). The One-Call System receives information from excavators that plan to perform excavation or demolition, and relays that information to those persons that own, operate, or control the operation of underground facilities, and have registered with the One-Call System operator. Information regarding the requirements of the One-Call system may be found at <http://www.nj1-call.org/nj-law/>
- B. Prior to initiation of any excavation, installation of soil borings or any other subsurface work that requires notification of the One-Call System, the Consultant shall provide to the CRA Representative a copy of the confirmation of the One-Call System notification including information regarding any subsurface utilities that may be present and effect the work.
- C. The Consultant or their sub-contractor shall confirm that all required mark-outs by the registered utilities have been completed prior to the initiation of the subsurface work.

14. State Prevailing Wage Requirements

- A. The Consultant shall be solely responsible for compliance with all state and Prevailing Wage requirements for *non-professional* services performed by the Consultant or subcontractors as follows:
- B. **New Jersey Prevailing Wage Act.** Pursuant to N.J.S.A. 34:11-56.25, et seq., contractors on projects for public work shall adhere to all requirements of the New Jersey Prevailing Wage Act. The contractor shall be required to submit a certified payroll record to the Agency within ten (10) days of the payment of the wages. The contractor is also responsible for obtaining and submitting all subcontractors certified payroll records within the aforementioned time period. The contractor shall submit

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said certified payrolls in the form set forth in N.J.A.C. 12:60-6.1. It is the contractor's responsibility to obtain any additional copies of the certified payroll form to be submitted by contacting the New Jersey Department of Labor and Workforce Development, Division of Workplace Standards.

15. No Warranty

- A. The Consultant is required to examine specifications and instructions pertaining to the services requested. Failure to do so will be at the Consultant's own risk.

16. Equal Employment Opportunity Provisions

- A. Companies and their subcontractors will not discriminate on the basis of race, color, national origin, or sex in the award and performance of this contract.
- B. All the potential companies must demonstrate a commitment to the effective implementation of an affirmative action plan or policy on equal employment opportunity.
- C. The potential company must insure equal employment opportunity to all persons and not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical disability, mental disorder, ancestry, marital status, criminal record, or political beliefs. The company must uphold and operate in compliance with Executive Order I 1 246 and as amended in Executive Order I 1 375, Title VI and VII of Civil Rights Act of 1964, the Equal Employment Opportunity Act of 1972, the Fair Employment Practices Act, and the American with Disabilities Act of 1990.
- D. In response to this RFP, companies should furnish detailed statement relative to their Equal Employment Opportunity practices and any statistical employment information that it deems appropriate, relative to the composition of its work force or its subcontractors.

17. Insurance and Indemnification Requirements

A. Insurance Requirements

1. Worker's Compensation and Employer's Liability Insurance

Workers Compensation insurance shall be maintained in full force during the life of the contract, covering all employees engaged in performance of the contract pursuant to N.J.S.A. 34:15-12(a) and N.J.A.C. 12:235-1.6.

Minimum Employer's Liability \$500,000.

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2. General Liability Insurance (bodily injury, personal injury, and property damage liability) including company's contingent Completed operations and contractual liability with a minimum:
 - a. \$1,000,000 each occurrence;
 - b. \$1,000,000 personal and advertising injury;
 - c. \$2,000,000 general aggregate; and
 - d. \$1,000,000 products/completed operations aggregate.

3. Automobile Liability Insurance. Covering all owned, hired, and rented vehicles and equipment, with limits of liability of not less than \$1,000,000 for injuries to, or death of one or more persons resulting from any one occurrence and property damage limit of liability of not less than \$500,000 per occurrence

4. Professional liability and errors & omissions insurance in the amount of \$1,000,000. In lieu of the insurance coverage listed under 2. above, the contractor fulfills the insurance requirements by having and maintaining umbrella liability insurance with a minimum:
 - a. \$1,000,000 per occurrence;
 - b. \$1,000,000 aggregate of other than products/completed operations and auto liability; and
 - c. \$1,000,000 products/completed operations aggregate

5. Consultant's Pollution Liability Insurance

Prior to the commencement of the work, the Consultant/ shall obtain and maintain throughout the life of the work, a broad form Consultant's Pollution Liability Insurance Policy. As a minimum, the Consultant's Pollution Liability Insurance policy shall include policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate. The coverage shall:

- (a) Apply, without limitation, to bodily injury, property damage (including loss of use of damaged property or of property which has not been physically injured or destroyed) and clean-up costs.
- (b) Provide coverage for pollution conditions which arise from encountering pre-existing environmental conditions at the project site.
- (c) Provide coverage for liability resulting from the transportation of hazardous wastes.
- (d) Be written on a "project specific" basis.
- (e) Not carry a deductible greater than \$10,000. All deductibles applicable to the insurance coverage shall be borne by the Consultant.

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- B. Certificates of the Required Insurance: Certificates of Insurance for those policies required above shall be submitted with the contract. Such coverage shall be with an insurance company authorized to do business in the State of New Jersey and shall name the Camden Redevelopment Agency and CRA of Camden as an additional insured. Should the work be funded by EPA, EPA shall be named as an additional insured on all insurance certificates.
- C. Indemnification: Successful Respondent will indemnify and hold harmless the Camden Redevelopment Agency and the CRA of Camden from all claims, suits or actions and damages or costs of every name and description, to which the Camden Redevelopment Agency and CRA of Camden may be subjected or put by reason of injury to the person or property of another, or the property of the Camden Redevelopment Agency and CRA of Camden, resulting from negligent acts or omissions on the part of the Respondent, the Respondent's agents, servants or subcontractors in the delivery of materials and supplies, or in the performance of the work under this contract.

FEDERAL REQUIREMENTS

If a specific project is funded in whole or part with funds provided by US EPA Brownfield Cleanup or Assessment Grants, the Consultant must adhere to all applicable Federal requirements and the Terms and Conditions of the Cooperative Agreement of the applicable EPA Grant. Federal requirements include, but are not limited to the following:

- A. All Consultants shall have an active registration in the federal System for Award Management (SAM). Such registration can be set up via www.Sam.gov.
- B. All Consultants must verify that they are not debarred from receiving Federal funds using the form provided in the Appendix. The "Debarment Certification" form provided in the Appendix shall be completed and signed and returned with the proposal as required.
- C. The contract will be subject to those conditions of the Cooperative Agreement that relate to eligibility of costs and to contracts, including the administrative cost prohibition.
- D. The contract is subject to regulations that govern contracts under cooperative agreements (such as, but not limited to, 40 CFR Part 31 requirements for accounting and record keeping, 40 CFR Part 30 requirements for financial reporting, and 40 CFR Part 35 Sub Part O).
- E. The contract will be subject to general Federal requirements for contracts under cooperative agreements, including mandatory steps for Contractors to follow such as the Davis-Bacon Act and utilization of Disadvantaged Business Enterprise (DBE).
- F. Contractors and their Subcontractors will not discriminate on the basis of race, color, national origin, or sex in the award and performance of this contract. All the potential companies must demonstrate a commitment to the effective implementation of an affirmative action plan or policy on equal employment opportunity.

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- G. The Consultant must insure equal employment opportunity to all persons and not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical disability, mental disorder, ancestry, marital status, criminal record, or political beliefs. The company must uphold and operate in compliance with Executive Order I 1 246 and as amended in Executive Order I 1 375, Title VI and VII of Civil Rights Act of 1964, the Equal Employment Opportunity Act of 1972, the Fair Employment Practices Act, and the American with Disabilities Act of 1990.
- H. Quality Assurance (QA) Requirements: Should environmental samples be collected as part of the work and be funded by EPA, the Consultant shall comply with 40 CFR Part 31.45 requirements to develop and implement quality assurance practices sufficient to produce data adequate to meet project objectives and to minimize data loss. State law may impose additional QA requirements. To comply with the stated QA Requirements, Consultant shall complete a Site-Specific EPA Brownfields Quality Assurance Project Plan (QAPP). The QAPP must be approved by the EPA Project Officer and CRA in writing prior to commencement of any collection, testing, and use of environmental samples at the site. A copy of the EPA template for completion of the QAPP shall be provided to the Consultant by CRA.
- I. Davis Bacon Act Prevailing Wage Requirements. The Consultant shall comply with all applicable sections of the following specifications as they relate to The Davis-Bacon Act (40 U.S.C. §§ 3141-3148, formerly 40 U.S.C. §§276a to a-7) as supplemented by Department of Labor Regulation (29 CFR Part 3) (DBA). The Davis-Bacon Act requires that all Contractors and subcontractors performing on Federal contracts (and contractors or subcontractors performing on federally assisted contracts under the related Acts) in excess of \$2,000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits listed in the contract's Davis-Bacon wage determination for corresponding classes of laborers and mechanics employed on similar projects in the area. Davis-Bacon labor standards clauses must be included in covered contracts. Pursuant to 40 U.S.C. § 3142, the minimum wages to be paid various classes of laborers and mechanic under the Contract of this project shall be based on the wages the Secretary of Labor determines to be prevailing for the corresponding classes of laborers and mechanics employed on Projects of a character similar to the contract work in the civil subdivision of the State in which the work is to be performed.

FIGURES

APPENDIX

FORM I - STOCKHOLDER DISCLOSURE CERTIFICATE

(To be Completed by For Profit Business Entities Only)

Pursuant to the laws of the State of New Jersey as set forth in laws of 1977, Chapter 33, the undersigned does herewith certify to the CRA of Camden Redevelopment Agency (CRA) that the following is a statement with names and addresses of all stockholders, partners, members or owner ("Owner") in the corporation, partnership, limited liability company or other business entity ("Entity") who own a 10% or greater interest therein, as the case may be. If one or more such Owner is in itself an Entity, the Owner holding 10% or more or greater interest in that Entity, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every Owner exceeding the 10% ownership criteria established above have been listed.

NAME

HOME ADDRESS

(Attach another sheet if necessary)

Note: No post office box number accepted, full street address only.

Criminal Conviction to Serve As Grounds for Disqualification from Award of Contract:

Vendor must disclose whether any person(s) named above have a criminal conviction in any Municipal, County, State or Federal Court, in this State or any other State. Yes [] No []

Any rejection by CRA, based upon a prior conviction, shall not take place unless and until there has been a responsibility hearing held by CRA. Also, vendor must report any conviction of any person(s) named above in any Municipal, County, State or Federal Court during the contract or agreement period to the Corporation Counsel of CRA.

Any termination by CRA, based upon subsequent conviction, shall not take place unless and until there has been a responsibility hearing held by CRA.

IN WITNESS WHEREOF, the undersigned has caused this Certificate to be executed this _____ day of _____, 20__.

Sworn and Subscribed before me this _____ day of _____ 20__.

(Notary Public)

Affiant (Authorized Agent of Corporation)

Print Name and Title of Affiant

FORM II - NON-COLLUSION AFFIDAVIT

State of New Jersey

SS:

County of _____

I, _____ residing in _____

(name of affiant)

(name of municipality)

in the County of _____ and State of _____ of full age,
being duly sworn according to law on my oath depose and say that:

I am _____ of the firm of _____,

(title or position)

(name of firm)

the bidder making this Proposal for the bid entitled _____,

(title of bid proposal)

and that I executed the said proposal with full authority to do so that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the CRA of Camden Redevelopment Agency relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

_____.

(name of firm)

BY:

(Signature of Authorized Representative)

PRINT NAME & TITLE:

COMPANY:

DATE:

Subscribed and sworn to before me this ____ day of _____, 20__

(Seal)

(Type or print name of affiant under signature)

(Notary public of _____)

My Commission expires _____

FORM IV - DEBARMENT CERTIFICATION FORM

This statement must be reproduced on company letterhead and signed by an authorized representative of the firm.

I, _____ an authorized representative of _____ (company) certify that _____ (company) is not debarred from transacting business in the State of New Jersey and and is not debarred from receiving state or federal funds. In addition, _____ (company) has an active registration in good standing in the federal System for Award Management (SAM) which can be found at www.SAM.gov.

(signature)

(print name)

(title)

(date)

Form V – Former CWS Industries Site (726 Kaighn Ave)
PRICE FORM

Complete and submit the following price form:

PAY ITEM		BID QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Project Meetings	3	Meeting	\$	\$
2	Case Inventory Document Update	1	LS	\$	\$
3	SRRA Forms and Certifications	1	T&M		\$
4	QAPP	1	LS	\$	\$
5	Health and Safety Program	1	LS	\$	\$
6	Public Notification	1	LS	\$	\$
7	Update Receptor Evaluation	1	LS	\$	\$
8	Site / Remedial Investigation				
8a	Site Clearing	1	LS	\$	\$
8b	Soil Investigation				
	Geoprobe	10	Day	\$	\$
	Sample Collection	10	Day	\$	\$
	Laboratory analysis				
	Soil - TCL/TAL + 30 parameters	130	Each	\$	\$
	Soil – EPH Category I and contingency analysis	100	Each	\$	\$
	Soil –PCBs	25	Each	\$	\$
	Soil –TAL	25	Each	\$	\$
	Soil – VO+15	40	Each	\$	\$
	Soil – RCRA TCLP	5	Each	\$	\$
8c	Groundwater Investigation				

PAY ITEM		BID QUANTITY	UNIT	UNIT PRICE	TOTAL
	Temporary Well Installation, Sampling and Removal	10	Each	\$	\$
	Laboratory Analysis				
	Groundwater – VO+TICs	15	Each	\$	\$
	Groundwater – SVO+TICs	14	Each	\$	\$
	Groundwater – TAL	14	Each	\$	\$
	Permanent Well Installation	5	Each	\$	\$
	Groundwater Sampling Events	2	Each	\$	\$
	Laboratory Analysis				
	Groundwater – VO+TICs	15	Each	\$	\$
	Groundwater – SVO+TICs	14	Each	\$	\$
	Groundwater – TAL	14	Each	\$	\$
8d	Handling and Disposal of IDW	1	Each	\$	\$
9	SI/RI Report	1	LS	\$	\$
10a	Remedial Action Workplan and Cost Estimate	1	LS	\$	\$
10b	AOC RAO	3	Each	\$	\$
SUBTOTAL (TASKS 1-10):					\$
CONTINGENCY (CALCULATE AS 10% OF TOTAL OF TASKS 1-10)					\$
TOTAL INCLUDING CONTINGENCY					\$

Authorized Representative:

Respondent's Firm:

Signature:

Date:
