



REQUEST FOR PROPOSALS

New Jersey Licensed Well Driller

All respondents to this Request for Proposals must be a currently licensed Well Driller in the State of New Jersey. All work must be performed in strict conformance with the requirements of N.J.A.C. 7:9D (*Well Construction; Maintenance and Sealing of Abandoned Wells*).

Harrison Avenue Landfill

E. State Street & Harrison Avenue, Camden, New Jersey

ISSUE DATE: Tuesday, October 17, 2017

**Issued by:
CAMDEN REDEVELOPMENT AGENCY**

**DUE DATE AND TIME
Thursday, November 16, 2017 at 2:00 P.M.**

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

REQUEST FOR PROPOSALS

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ADVERTISEMENT

NOTICE IS HEREBY GIVEN THAT SEALED PROPOSALS will be received at **2:00 P.M.** on **Thursday, November 16, 2017**, by Johanna S. Conyer, Director of Finance, Camden Redevelopment Agency, 520 Market Street Suite 1300, Camden CRA Hall, Camden, NJ 08101 and there publically opened and read aloud for the following project:

**New Jersey Licensed Well Driller
Harrison Avenue Landfill
E. State Street & Harrison Avenue, Camden, New Jersey**

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 bid opening.

The attachments to the Request for Proposals may include maps, workplans, drawing sheets, technical reports, permits and plan approvals. The attachments to the Request for Proposals may be accessed in the following ways:

- Download using the provided link: <https://spaces.hightail.com/space/cCdQQp5DLb>
- Request copies of the attachments on a CD for no charge.
- Printed copies of all of the attachments may be provided by request and a non-refundable fee payment of \$138.85.
- For more information regarding the attachments on CD or as printed copies, please contact: Susan Kolich, BRS, Inc., susan@brsinc.com, (856) 964-6456 (ext. 6852).

THE WORK: In general, the work consists of decommissioning/installation of monitoring wells and landfill gas vents by a New Jersey Licensed Well Driller in conformance with N.J.A.C. 7:9D (*Well Construction; Maintenance and Sealing of Abandoned Wells*).

PRE-BID MEETING: A non-mandatory, pre-bid meeting is scheduled at the Harrison Avenue Landfill at the corner of East State Street and Harrison Ave. in Camden, N.J. on **Thursday October 26, 2017 at 10:00 A.M.** Attendance at the Pre-Bid Meeting by prospective respondents is highly encouraged, but not mandatory. The purpose of the meeting is to provide access to the site so that existing conditions may be observed and taken into account when preparing proposals. Although the meeting is not mandatory, bidders will be held responsible for incorporation of existing conditions, which may be discoverable at the pre-bid meeting into their price proposals.

QUESTIONS: Inquiries regarding the project shall be sent by fax or email no later than **Tuesday, October 31, 2017 at 2:00 P.M.** 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 Thursday November 2, 2017.**

**BIDDERS ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF
N.J.S.A. 10:5-31 AND N.J.A.C. 17:27**

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GENERAL INFORMATION

Introduction and Summary

The Camden Redevelopment Agency (“CRA”) seeks proposals from a New Jersey Licensed Well Driller (hereafter referred to as the “well driller” or “contractor”) to decommission/install monitoring wells and/or landfill gas vents at the Harrison Ave. Landfill located in Camden City, New Jersey (hereafter referred to as the “landfill” or “site”). All work shall be performed in conformance with N.J.A.C. 7:9D (*Well Construction; Maintenance and Sealing of Abandoned Wells*). The work will be funded through the New Jersey Hazardous Discharge Site Remediation Fund (HDSRF) and will be conducted in close coordination with an active remediation/closure and reconstruction of the landfill into a public park by the New Jersey Department of Environmental Protection (NJDEP). The CRA anticipates entering into one contract with one New Jersey Licensed Well Driller as a result of this Request for Proposal (“RFP”). The term of the contract is one year.

Background

The Harrison Ave. Landfill is identified as tax parcels Lot 7 (58.9 acres) & Lot 13 (1.28 acres) on Tax Block 809 in the City of Camden, New Jersey (Camden County). The site is bounded to the northwest by the Back Channel of the Delaware River, to the west by the Cooper River, to the south by East State Street, and to the east by Harrison Avenue. Three parcels (23.95 acres) located to the northeast of the Harrison Ave. Landfill (Lots 4, 5 & 6 on Tax Block 810) were previously subdivided from the landfill and closed for the development of the Salvation Army Ray and Joan Kroc Corps Community Center.

The Harrison Ave. Landfill was owned and operated by the City of Camden as a municipal waste landfill from approximately 1952 to 1971. Waste materials at the site consist of municipal solid waste (MSW), construction and demolition debris, and chemical wastes. The site is owned by the CRA.

The landfill is currently being closed by the CRA and NJDEP. Closure activities include the environmental remediation of the site and the reconstruction of the landscape to transform the landfill into a public park. The closure activities are currently in a planning and design phase. Construction and permanent closure of the landfill will be managed by NJDEP and is anticipated to begin in March 2018.

Available Information

Maps, well permit records and environmental reports regarding the site are provided as attachments to this RFP. The documentation is provided for informational purposes only and for the sole use of the Respondent in preparing their proposal. The CRA makes no claims as to the correctness or accuracy of the data provided therein. The Respondent 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 proposal to the CRA. The Contractor will be held to have examined the site and the provided documentation before submitting their proposal to the CRA.

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No additional compensation will be considered for any conditions that were readily discoverable by the Respondent at the site or in the provided documents.

A. Site Location Map

B. Well Information

- a. Well decommissioning/reinstallation list: Up to 76 groundwater monitoring wells and/or landfill gas vents are known to have been installed at the site and still exist within the planned reconstruction area. All of these wells must be abandoned. Up to 17 of these wells may be reinstalled after site redevelopment. A summary list of these wells, all associated well permit records in the possession of the CRA, and a site plan showing approximate well locations are provided in the attachments to the RFP.
- b. The list of wells indicating those to be abandoned, and those to be reinstalled should be considered by the Respondents to be a preliminary list. The final list of wells to be abandoned and those to be reinstalled will be provided by CRA prior to mobilization by the Contractor. No exact number of wells to be abandoned or installed is implied or guaranteed by this RFP.

C. Environmental Reports

1. The existing environmental conditions at the landfill and the planned environmental remedial actions are documented in two principal environmental reports. The reports include detailed description of the site and environmental impacts of the contamination at the site to soil, groundwater and surface water from years of landfilling and illegal dumping.

The attachments to the RFP may be accessed in the following ways:

- Download using the provided link: <https://spaces.hightail.com/space/cCdQQp5DLb>
- Request copies of the attachments on a CD for no charge.
- Printed copies of all of the attachments may be provided by request and a non-refundable fee payment of \$138.85.
- For more information regarding the attachments on CD or as printed copies, please contact: Susan Kolich, BRS, Inc., susan@brsinc.com, (856) 964-6456 (ext. 6852).

Pre-Bid Meeting

A non-mandatory, pre-bid meeting is scheduled at the Harrison Avenue Landfill at the corner of East State Street and Harrison Ave. in Camden, N.J. on **Thursday October 26, 2017 at 10:00 A.M.** Attendance at the Pre-Bid Meeting by prospective respondents is highly encouraged, but not mandatory. The purpose of the meeting is to provide access to the site so that existing conditions may be observed and taken into account when preparing proposals. Although the meeting is not mandatory, bidders will be held responsible for incorporation of existing conditions, which may be discoverable at the pre-bid meeting into their price proposals.

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Questions

Inquiries regarding the project shall be sent by fax or email no later than **Tuesday October 31, 2017 at 2:00 P.M.** 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 Thursday November 2, 2017.**

Procurement Schedule

Activity	Date
RFP issued:	Tuesday, October 17, 2017
Pre-bid meeting:	Thursday, October 26, 2017
Questions due by:	Tuesday, October 31, 2017
Final addenda provided by	Thursday, November 2, 2017
Proposal submittal deadline:	Thursday, November 16, 2017

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General Requirements

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.
 2. 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.
 3. 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 Contractor shall cooperate with engineering and construction teams that are working at the site.

2. 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. Stipulated Sum Change Orders:
 1. Contractor 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 Contractor’s price quotation, or Contractor’s request for a Change Order as accepted by CRA Representative and CRA.
- C. Time and Material Change Orders:

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1. Submit itemized account and supporting data after completion of authorized change, within two (2) weeks.
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.

D. 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.

E. Change Directives:

1. CRA Representative, with prior written approval of CRA, may issue a document instructing Contractor 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. Contractor 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. (Contractor shall endeavor to not delay project as a result of requested changes.)
4. Promptly execute change in Work.

3. Payment Procedures

- A. Contractor applications for payment 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 Contractor's pay application shall be prepared consistent with format of AIA Document G702 & G703 or similar and the Schedule of Values shall follow the pay items in the Scope of Work and Form of Proposal Price Sheet.
- B. Each pay application shall be accompanied by a progress statement summarizing the progress made in the billing period and the progress completed to date. The Contractor shall be responsible to provide all necessary documentation as proof of performance of

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work completed during the payment period or any other proof of performance that may be required by the CRA Representative.

- C. Applications for payment shall be submitted to the CRA Representative for review. The CRA Representative will then either submit the application to the CRA for payment or will return the application to the Contractor indicating that corrections should be made or additional information or proof of performance may be required. The Contractor 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 Contractor, 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. The price form includes a line item for a contingency allowance defined as 10% of the Respondents base bid (the sum of all base bid items). If accepted by CRA, the contingency will be released as needed by CRA and used by the Contractor only as directed by CRA to address unknown or unforeseeable conditions.

4. 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.

5. 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.

6. NJDEP Regulated Areas and Required Land-Use Permits

- A. The work specified in this RFP (well decommissioning and installations) will be performed in areas at the site that are regulated by the NJDEP as follows:
 - Coastal zone management area (CZM): As per N.J.A.C. 7:7-1.2, portions of the site are located within 500’ of mean high water line associated with the back channel of the Delaware River where it meets Cooper River.

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- Flood hazard area (FHA): As per N.J.A.C. 7:13-3.4, portions of the site are located within a flood hazard area and/or floodway based on FEMA flood mapping of the 100-year flood elevations of the back channel of the Delaware River where it meets Cooper River.
 - Riparian zone: As per N.J.A.C. 7:13-4.1 (c)2, the riparian zone at the site is measured landward at the project site 150-feet from the top of bank.
 - Wetlands and transition areas: As per N.J.A.C. 7:7A – 2 and Freshwater Wetlands Letter of Interpretation (LOI) / Line Verification (LURP File No. 0408-06-0007.3 FWW090001), portions of the project site contain freshwater wetlands and transition areas of Exceptional Resource Value (with 150-foot buffer), Intermediate Resource Value (with 50-foot buffer), and Ordinary Resource Value (with zero foot buffer).
 - Documented habitat for threatened and endangered species (T&E): As per N.J.A.C. 7:13-11.6, portions of the project site contain documented habitat for threatened and endangered species. Specifically, habitat of the State Endangered Bald Eagle (*Haliaeetus leucocephalus*) is present on site.
- B. All required permits for the work will be provided by NJDEP prior to the commencement of the Scope of Work of this RFP. The Contractor shall be responsible for complying with all permit requirements as applicable to the Scope of Work.

7. Reliance on Prior Work

- A. The CRA may provide to the Contractor as part of this solicitation or at other times during the Project, documentation of prior work completed at the site 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 Contractor.
- B. The CRA makes no claims as to the correctness or accuracy of the data provided therein. The Contractor 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.

8. Schedule

- A. The Contractor 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's Representative and the Contractor prior to the commencement of the work.

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9. Site Security

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

10. Health and Safety Program

- A. The Contractor 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.
- B. Do not undertake any Work 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 Contractor 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.

11. NJ One-Call Damage Prevention System

- A. The Contractor 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 Contractor shall provide to the CRA Representative a copy of the confirmation of the One-Call

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System notification including information regarding any subsurface utilities that may be present and effect the work.

- C. The Contractor 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.

12. State Prevailing Wage Requirements

- A. The Contractor shall be solely responsible for compliance with all state and Prevailing Wage requirements for *non-professional* services performed by the Contractor 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 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.

13. Acceptance of RFP

- A. Respondent's submission in response to this RFP shall constitute acceptance by the Respondent of the terms and conditions of the RFP.

14. No Warranty

- A. Respondents are required to examine the RFP, specifications, and instructions pertaining to the services requested. Failure to do so will be at the Respondent's own risk. It is assumed that the Respondent has made full investigation so as to be fully informed of the extent and character of the services requested and of the requirements of the specifications. No warranty is made or implied as to the information contained in the RFP, specifications, or instructions.

15. 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.

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- 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.

16. 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.

2. General Liability Insurance

General liability insurance shall be provided with limits of not less than \$1,000,000 combined single limit and \$2,000,000 aggregate, and shall be maintained in force during the life of this contract by the Respondent.

3. Automobile Liability Insurance

Automotive liability insurance covering contractor for claims arising from owned, hired and non-owned vehicles with limits of not less than \$1,000,000. Limit shall be maintained in force during the life of this contract by the Respondent.

4. Contractor's Pollution Liability Insurance

Prior to the commencement of the work, the Contractor/ shall obtain and maintain throughout the life of the work, a broad form Contractor's Pollution Liability Insurance Policy. As a minimum, the Contractor's Pollution Liability

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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 Contractor.

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 City of Camden as an additional insured.

C. Indemnification

Successful Respondent will indemnify and hold harmless the Camden Redevelopment Agency and the City of Camden from all claims, suits or actions and damages or costs of every name and description, to which the Camden Redevelopment Agency and City 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 City 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.

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SCOPE OF WORK

Task 1: Well Decommissioning

According to NJDEP well records, up to 76 groundwater monitoring wells and/or landfill gas vents are known to have been installed at the site and still exist within the planned reconstruction area. All of these wells must be abandoned. Up to 17 of these wells may be reinstalled after site redevelopment. A summary list of these wells, all associated well permit records in the possession of the CRA, and a site plan showing approximate well locations are provided in the attachments to the RFP. The list of wells indicating those to be abandoned, and those to be reinstalled should be considered to be a preliminary list. The final list of wells to be abandoned and those to be reinstalled will be provided by CRA prior to mobilization by the Contractor. No exact number of wells to be abandoned or installed is implied or guaranteed by this RFP.

The well records indicate that all wells are of 2-inch or 4-inch diameter with sub-grade casing lengths from 5-feet to 135-feet. The approximate frequency of each well length is noted in Table 1, below. The table indicates that there are (assumed) thirty-four (34) wells measuring from 5-feet to 20-feet in length; thirty (30) wells measuring from 20-feet to 60-feet in length; ten (10) wells measuring from 60-feet to 100-feet in length, and two (2) wells measuring from 100-feet to 140-feet in length.

Table 1: Well Decommissioning Casing Lengths

<i>Well Depth (ft.)</i>	<i>No.</i>
5' - 20'	34
20' - 60'	30
60'- 100'	10
100' - 140'	2

The Contractor will locate and decommission these wells prior to the commencement of reconstruction activities, which are scheduled to begin in March 2018.

Following commencement of reconstruction activities by NJDEP, the Contractor shall be prepared to remobilize to the site as necessary and as directed by CRA within seven (7) working days to abandon one or more wells that may be discovered during reconstruction activities.

The location of the wells to be decommissioned are noted on a site plan included with the attachments to the RFP. The Contractor is solely responsible for providing their own access to these locations. Respondents to this solicitation should note that access to these locations may require clearing and grubbing on the part of the contractor and construction/maintenance of unpaved roads to accommodate equipment, supplies and personnel. The Contractor may require small motorized equipment such as skid-steer loader and field labor to complete clearing activities.

Detailed Scope of Work:

- A. Mobilization/demobilization prior to commencement of reconstruction activity.

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1. Respondents shall provide a single stipulated “lump sum” cost for mobilization/demobilization and remobilization without limit of all labor and equipment and all else necessary to access all listed well locations, clear all listed well locations for inspection and documentation, and complete listed well closures prior to commencement of reconstruction activity by NJDEP.
2. Provide the CRA Representative a brief workplan, schedule, and Health & Safety Plan prior to mobilization.
3. Locate and mark-out each well location as mapped. Clear and search area as necessary to confirm or deny existence of each listed well. All locations must be documented and photographed.

B. Well decommissioning

1. All field-located wells shall be closed as directed by the CRA representative. All well decommissioning shall be performed in conformance with N.J.A.C. 7:9D (Well Construction; Maintenance and Sealing of Abandoned Wells). The Contractor shall cut all well casings at minimum 1-foot below existing grade, seal the wells with a properly specified grout, and remove and properly dispose off-site of all protective above ground well casings, concrete pedestals, and any other incidental waste material associated with the well.
2. The Contractor shall flag each location for future identification by the NJDEP contractor.
3. Containerize and dispose off-site of any waste materials generated by the work.

C. Mobilization/demobilization after commencement of reconstruction activity for well decommissioning.

1. Following commencement of reconstruction activities by NJDEP, the Contractor shall be prepared to remobilize to the site as necessary and as directed by CRA within seven (7) working days to abandon one or more wells that may be discovered during reconstruction activities.
2. The Respondent shall provide a per-day mobilization/demobilization cost for each new mobilization as directed by CRA up to a total of four (4) mobilizations.

D. NJDEP Documentation & Well Search

1. The Contractor shall be responsible to prepare and submit all Well Abandonment Reports to NJDEP with copies to CRA. Electronic copies of all Well Abandonment Reports must be provided in PDF format to the CRA.
2. If permitted wells that are included on the Well List are not located, the Contractor must complete Well Abandonment Reports with NJDEP to document the missing wells.
3. CRA shall provide Well Records for each well to be decommissioned prior to initiation of field work. If no Well Record is available, the Contractor, as directed

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by the CRA Representative, shall perform a Well Search with NJDEP to acquire the proper well records.

Task 2: Well Installations

As work is completed on the reconstruction of the landfill, up to 17 new wells will be installed as directed by the CRA Representative throughout the site as noted on the plan in the attachments to the solicitation. The wells shall each be of 2-inch or 4-inch diameter with sub-grade casing lengths from 5-feet to 135-feet. The frequency of each well length is noted in Table 2, below. The table indicates that there are assumed to be one (1) well between 5-feet and 20-feet in length; ten (10) wells 20-feet to 60-feet in length; four (4) wells 60-feet to 100-feet in length, and two (2) wells 100-feet to 140-feet in length.

Table 2: Well Installation Casing Lengths

<i>Well Depth (ft.)</i>	<i>No.</i>
5' - 20'	1
20' - 60'	10
60' - 100'	4
100' - 140'	2

Detailed Scope of Work:

- A. Mobilization/demobilization prior to commencement of reconstruction activity.
 1. The Respondent shall provide a per-day mobilization/demobilization cost for each new mobilization to install wells as directed by CRA up to a total of four (4) mobilizations.
- B. Well installations.
 1. The exact locations of the well installations shall be approved by the CRA Representative.
 2. Provide all equipment, labor and materials necessary for the installation of 2-inch or 4-inch permanent monitoring wells in accordance with the requirements of N.J.A.C. 7:9D. Screen location and well construction details will be provided by CRA prior to mobilization.
 3. Each well shall be surveyed by a New Jersey licensed land surveyor and the necessary NJDEP Forms A and B to NJDEP with copies to the CRA. Electronic copies of all well permit and record documents and well construction logs must be provided in PDF format to the CRA.
 4. Containerize and dispose off-site of any waste materials generated by the work.

REQUEST FOR PROPOSALS

FORM OF PROPOSAL

Price Form

The stipulated (lump sum) offer price and unit prices for each item in this Price Form shall be all inclusive taking into consideration all associated costs and expenses necessary to properly perform and complete the work described in (or inferable from) the Scope of Work and General Requirements. The offer price should be comprehensive and no additional costs will be awarded to Contractor for its failure to properly determine the cost of the work.

Item	Unit	Est. Qty.	Cost	Total	
1A	Mobilization/demobilization prior to commencement of reconstruction activity.	Lump sum	1	\$	\$
1B	Decommissioning of wells (per foot).	Foot	2500	\$	\$
1C	Mobilization/demobilization after commencement of reconstruction activity	Day	4	\$	\$
1D	NJDEP Documentation & Well Search	Lump sum	1	\$	\$
2A	Mobilization/demobilization for well installations (per 8-hour day)	Day	4	\$	\$
2B	Well installations (per foot)	Foot	1500	\$	\$
Total Base Bid:				\$	
Contingency (10%):				\$	
Total (including 10% contingency):				\$	

The undersigned, having examined these documents, and having full knowledge of the condition under which work described herein must be performed, hereby proposes to fulfill the obligations contained herein in accordance with all terms, conditions, and specifications set forth; and to furnish all required products and pay all incidental costs in strict conformity with these documents for the stated price as payment in full.

Submitting Firm

Address

Signature of Authorized Agent

Print Name

Title

Date

Telephone Number

E-mail Address

REQUEST FOR PROPOSALS

Proposal Format

Respondents shall provide a written proposal demonstrating the required experience and expertise to perform the required services of this RFP. Proposals must include details of the Respondent firm's relevant experience and competence to perform the required work, particularly as it relates to the stated goals of this project. Respondents shall demonstrate experience working on similar projects for public entities. The Respondent shall demonstrate successful experience on at least three (3) projects of similar size and scope of work completed within the past five (5) years.

The written proposal shall be no more than five (5) pages in length. The Respondent shall provide two (2) copies of the printed proposal and an electronic cover-to-cover copy of the proposal in PDF format on a professionally labeled CD. The proposal must be accompanied by a completed and signed Form of Proposal and Price Form as included in this solicitation providing the Respondent's offer price to complete the entire scope of work as presented.

Proposals must include a company price schedule listing all personnel, equipment and material categories that may be used on the Project indicating a description of the item, the units of delivery and cost per unit item. The price schedule must be provided on the Respondent firm's letterhead and be signed and dated by a Manager authorized to provide such information.

Provide with the proposal 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.

Selection and Evaluation Criteria

The criteria considered in the evaluation of each proposal is described below along with the weight applied to each criteria. All criteria will be used to select the successful Respondent:

1. Understanding of the Requested Work (25%) - The proposals will be evaluated for compliance with instructions and requests issued in the RFP. Non-compliance with significant instructions shall be grounds for disqualification of proposals.
2. Knowledge and Technical Competence (15%) - This includes the ability of the Respondent to perform all of the tasks and fulfill adequately the stated requirements.
3. Management, Experience and Personnel Qualifications (15%) - Expertise of the firm shall be demonstrated by past contract successes providing government or other agencies with similar services. The Respondent will be evaluated on knowledge, experience, prior collaboration and successful completion of projects/services similar to that requested in this RFP. In addition to relevant experience, Respondents shall provide personnel qualifications in the Proposal.
4. Ability to Complete the Services in a Timely Manner (10%) - This is based on the estimated duration of the tasks and the Respondent's ability to accomplish these tasks as stated.
5. Price (35%) - Price shall be based on the Price Form submitted with the proposal.

REQUEST FOR PROPOSALS

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.

- State of New Jersey Business Registration Certificate
- Executed Stockholder Disclosure Statement (see Appendix)
- Executed Hold Harmless Agreement (see Appendix)
- Executed Certificate of Compliance with Pay-to-Play Executive Order (see Appendix)
- Executed Political Contribution Disclosure Form (see Appendix)
- Executed Non-Collusion Affidavit (see Appendix)
- Disclosure Statement (See Appendix)
- Debarment Certification Form (See Appendix)

APPENDIX

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 City of Camden 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 the City, based upon a prior conviction, shall not take place unless and until there has been a responsibility hearing held by the City. 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 the City.

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

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

HOLD HARMLESS AGREEMENT

The Contractor, shall defend, indemnify and hold harmless the City of Camden, its agents, servants and administrators from and against any and all claims or actions at law, whether for personal injury, property damage or liability, including any cost of defense incurred by the City of Camden and any payments, recoveries and judgments against the City of Camden, which arise from actions or omissions of the Contractor, his agents or employees in the execution of the work and/or duties to be perform under the contract.

Costs shall be deemed to include, but not limited to attorney's fees, filing expenses, expert witness fees, reproductions costs, and long distance travel and phone expenses in connection with defense and shall bear the prevailing interest rate, where applicable.

The Contractor shall be responsible for all damage to persons or property caused or alleged to have been caused by or incident to the execution of this work, and shall defend claims or suits arising from or incident to the work under the aforementioned contract without expense to the City of Camden, its agent's servants and/or administrators.

By: _____ Date: _____
Name & Title:

On behalf of:

Name of Organization

POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from the City of Camden that are NOT publicly bid (known as No-Bid Contracts) are subject to the Camden Executive Order on Pay-to-Play Reform (MEO-07-0001). The Executive Order provides that prior to the award of such a contract, the contractor shall disclose contributions to:

- any Camden County, or City of Camden committee of a political party
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the City of Camden
 - of the County of Camden
 - of any other public entity within Camden County

The disclosure must list reportable contributions to any of the committees that exceed \$300 per year that were made during the 12 months prior to award of the contract. See ME0-07-0001 for more details on reportable contributions.

Executive Order MEO-07-0001 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, or officers of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

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 City of Camden 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 _____

DISCLOSURE STATEMENT

Bidder must specify whether bidding as an Individual, Partnership, or Corporation and fill in the appropriate section shown herein:

N.J.S.A. 52:25-24.2 requires corporations and partnerships bidding for city contracts to submit a list of names and addresses of all stockholders owning 10% or more of the stock of the corporation, or in case of a partnership, the names and addresses of those partners owning 10% or greater interest therein.

INDIVIDUAL: (If an individual, fill in the following):

Full Name: _____

Trading as: _____

PARTNERSHIP NAME: _____

Name and Address of each partner:

CORPORATION NAME: _____

Full name of Officer signing Bid: _____

Title of Office signing Bid: _____

NAME & ADDRESSES OF EACH STOCKHOLDER OWNING 10% OR MORE STOCK

Criminal conviction to serve as grounds for disqualification from award of contract: bidder must disclose whether any person (s) named above have a criminal conviction in any Municipal, County, State, or Federal Court in the State or any other State:

YES _____ NO: _____

Also, bidder 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, City of Camden.

(Any termination by the City, based upon a prior or subsequent conviction shall not take place unless and until there has been a responsibility hearing held by the City of Camden

Signature & Title

Date & Corporate Seal

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 receiving state or federal funds.

_____ **(signature)**

_____ **(print name)**

_____ **(title)**

_____ **(date)**

