

**Squaxin Island Tribe –Shelton, WA**  
**REQUEST FOR PROPOSALS FOR ENVIRONMENTAL SERVICES FOR**  
**ASSESSMENT OF POTENTIAL RELEASES OF HAZARDOUS SUBSTANCES,**  
**POLLUTANTS AND CONTAMINANTS; PETROLEUM OR CONTROLLED**  
**SUBSTANCES**

**Date of RFP Request April 8, 2024**, Proposals are due no later than **April 26, 2024 by 4:00 PM Pacific Time**. To obtain background information and site photos, please contact: Leila Whitener, [lwhitener@squaxin.us](mailto:lwhitener@squaxin.us), 360-432-3822

**U.S. Mail or Email Proposals To:**  
*Leila Whitener,*  
*200 SE Billy Frank Jr Way Shelton, WA 98584*  
[lwhitener@squaxin.us](mailto:lwhitener@squaxin.us)  
360-432-3822

**Hand Deliver Proposals To:**  
*Leila Whitener*  
*Squaxin Natural Resources Department*  
*200 SE Billy Frank Jr. Way Shelton, WA 98584*

### **Section 1.0: Introduction**

*Squaxin Island Tribe Natural Resources* is soliciting bids in for Phase I Environmental Site Assessment of 1 property designated as Brownfield Sites. The Site is located in **Shelton**, Washington

This property site is listed in Section 2 and is eligible as a Brownfield by the U.S. EPA The "Small Business Liability Relief and Brownfields Revitalization Act" (Pub. L. No. 107-118, 115 stat. 2356), which is an amendment to "CERCLA" or "Superfund" providing funds to investigate and clean "Brownfields". Proposed work must meet federal requirements for work funded by a U.S. EPA Grant. All work must be conducted in accordance with the applicable Federal, United States Environmental Protection Agency (EPA), State of **Washington** and Tribal Laws, Regulations and Codes. Copies of the applicable Tribal Codes are available upon request. This Request for Proposal (RFP) provides the specifications and requirements for prospective applicants to complete a proposal with cost estimates for services. A tour of the sites may be arranged by calling **Leila Whitener**, whose contact information is located above and in Section 13.0.

The RFP is open to all qualified environmental professionals (QEPs), as defined by the U.S. EPA, capable and qualified to meet the objectives and requirements described in this document. Qualified Woman-owned businesses (WBE) Minority-owned businesses (MBE) and/or Veteran-owned businesses (VBE) organizations are encouraged to respond. The specifications and requirements for this project are outlined below.

### **Section 2.0: Background/Sites Description**

*Mason County Parcel Number 31915-13-000000*

The property is an irregularly shaped property, approximately 66 acres located west of the intersections of Dahman Rd SE and SE Bloomfield Rd in Shelton (Section 15, Township 19N, and Range 3W). The property was allegedly used as an unsanctioned mixed-use landfill and gravels mine. Mason County Department of Health Services (MCDHS) records include photographs, dated as circa 1994 and 1995, which showed piles of household garbage, construction debris, plastic bags, Styrofoam, oyster shells, smoldering/burning fiberglass, tires, and other unknown debris at the project site.

Evidence accumulated since 1993 that the previous owner of the subject site, Earl Dahman, had burned and buried materials that included plastics, household garbage, a fiberglass boat, and construction debris on the subject site. Additionally, a person with firsthand knowledge reported that in the mid-1990s several truckloads of drums containing some type of chemical were dumped and buried on-site. We suspect a mix of petroleum and other contaminants on this site based on the site's history as an unsanctioned landfill.

### **Section 3.0: Project Objectives/Scope of Work/Deliverables**

The overall goal of the Tribal Brownfield effort is to ensure that contamination does not threaten public health and the environment during and after cleanup and reuse or redevelopment of the site. The objective of this project is to assess the potential contamination that exists at the designated site. Potential options exist for amending the Agreement that will be signed with a contractor/ consultant who will conduct the tasks listed below to address weather delays, include additional site assessments and related tasks. Additionally, the time-period of the Agreement may be extended to accommodate additional work through a change order. The final Scope of Work may be negotiated and modified as site conditions warrant.

**Scope-of-Work:** Separate costs need to be estimated for the Tasks and Sub Tasks as well as for all work items in this RFP. Estimated average unit rates on which costs are based should be included with the proposal. Deliverables should be submitted in both electronic and hard copy forms. The work efforts for this project will fall into the following tasks:

#### **Task 1.0: Conduct Phase I Environmental Site Assessment**

**Methodology for Environmental Site Assessment:** Squaxin Island Tribe Natural Resources will review all environmental assessment proposals and subsequent work plans to determine if activities will meet the objectives of the Brownfields project before the start of assessment activities. The final scope of services will be negotiated and modified as site conditions warrant.

The Phase I assessment will document previous as well as contemporary uses of the site and the potential for contamination due to site uses and/or migration from surrounding properties. Findings from a Phase I assessment typically include observations made on the property, interviews with people familiar with the property, and a review of public documents relevant to the property. Soil, air, or water sampling are not performed in a Phase I assessment. A Report of Findings, Opinions and Conclusions will be provided in digital format.

#### **Deliverables: Draft and Final Phase I Environmental Site Assessment Reports and Professional Recommendations**

#### **Task 2.0:**

**Deliverables: Draft and Final recommendations.**

**Section 4.0 Progress Reports/Invoice Submittals:** Progress reports need to be monthly, or as agreed upon, and contain short summaries of progress for all phases of work, data, costs and findings. Information will be reported in a timely manner.

#### **Deliverable: Progress Reports/Invoice submittals**

#### **Section 4.0: Indian Preference.**

Indian preference may be used in the purchase of goods or services. Indian preference is preferential treatment in securing goods and services from Alaska Natives and Indians, or Indian owned businesses, as provided in Public Law 93-638, Section 7(b) Indian Self Determination and Education Assistance Act, January 1975.

Unless federal law or the source of funds requires a different consideration, an enrolled member of the Squaxin Island Tribe or business majority owned by an enrolled member of the Squaxin Island Tribe shall be considered first among all Preference Applicants.

- In circumstances where cost is the determining factor in decision making, Indian Preference will apply to bids that are within ten percent (10%) of the lowest bid submitted by a qualified bidder not claiming Indian Preference, provided that the successful Indian applicant agrees to perform the work at the cost of the lowest bid submitted by a qualified bidder not claiming Indian Preference.
- In circumstances where issues in addition to cost form a part of the decision making, for example design, experience, and/or timeliness, Indian Preference will be considered in the cost element only. In such circumstances, the bid documents will identify the relevant elements and the scoring methodology to be used. The Tribe shall offer a contract to a qualified Indian applicant provided the qualified Indian applicant agrees to perform the work at the cost of the lowest bid submitted by a qualified bidder not claiming Indian preference; provided further that, the qualified Indian applicant scores equal to or higher than all other applicants for all non-cost elements.
- Indian Preference will apply to subcontracts where the subcontract is equal to or greater than ten percent (10%) of the total contract or Five Thousand Dollars (\$5,000), whichever is less. In such cases, when a subcontract or supplier bid offered by an Indian bidder is within ten percent (10%) of the low bid, and meets all other bid requirements, the Contractor shall select the Indian bidder, provided that the Indian bidder agrees to perform the work at the cost of the lowest bid of a qualified bidder not claiming Indian Preference.

### **Section 5.0: Qualifications**

- (a) Include descriptions of roles for key personnel/subcontractors expected to work on this project, their work experience and certifications.
- (b) Provide recent examples of conducting Brownfields Environmental Site Assessment.
- (c) Give examples of working with tribal, federal, state and local regulatory agencies.

### **Section 6.0: Claims History and Professional Integrity**

- (a) Provide an accurate summary of any claims initiated against your firm in the past five (5) years and any currently pending claims.
- (b) Provide a certified statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any federal or state agency.
- (c) The proposing entity must supply a statement that they and their firm presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the services contemplated by the agreement with the Squaxin Island Tribe, No person having such interest shall be employed by or associated with consultant during the term of this agreement.

### **Section 7.0: Submittal Procedures**

The proposal should include anticipated schedule and time/material cost estimates for the activities listed below to be completed as soon as possible or at a date to be later determined by the Squaxin Island Tribe. Time should be allowed in the schedule for the Tribe to review and revise draft deliverables and for preparation of final documents. Unit rates on which costs are based should be included with the proposal and a time line. Questions and arrangements for site tours should be directed to the contact listed at the beginning of this RFP and below.

- Proposals are due no later than April 26, 2024 at 4:00 pm Pacific Standard Time to the contact listed at the beginning of this RFP and below. Submit 1) an electronic copy, or 2) two hard copies by mail, or 3) hand deliver two hard copies.
- Tour and background information of the sites can be scheduled upon request by contacting Leila Whitener. To obtain an email packet on the sites containing background information, results from any previous site assessments and site photos, also please contact Leila Whitener.

- Submit the following information in response to this RFP:
  - ✓ Separate estimated costs for the Tasks and Sub Tasks as well as a total cost for all work items in this RFP. Estimated average unit rates on which costs are based should be included with the proposal.
  - ✓ Include a Timeline. (It is expected that field work can start in the Summer)
  - ✓ Include descriptions of roles for key personnel/subcontractors expected to work on this project, their work experience and certifications.
  - ✓ Provide recent examples of conducting Brownfields Environmental Site Assessments.
  - ✓ Give examples of working with tribal, federal, state and local regulatory agencies.
  - ✓ Provide an accurate summary of any claims initiated against your firm in the past five (5) years and any currently pending claims.
  - ✓ Provide a certified statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any federal or state agency.
  - ✓ The proposing entity must supply a statement that they and their firm presently have no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the services contemplated by the agreement with the Squaxin Island Tribe. No person having such interest shall be employed by or associated with consultant during the term of this agreement.

**Section 8.0: Selection Process**

An Evaluation Committee comprised of Environmental Programs Division staff and/or other programs will review each proposal. The Squaxin Island Tribe reserves the right to ask questions of clarification of any or all firms as part of its evaluation. Criteria for rating firms will include the following:

**15%** The firm’s reputation for personal and professional integrity and competence; ability to work with and comply with other agencies and persons in official oversight/compliance capacities;

**25%** Professional and educational experience of key personnel to be assigned to the project and the firm’s experience with the type of contaminated properties and projects/processes as well as the project site;

**25%** Ability of the firm to provide required services and to perform the required work within the project period;

**25%** Costs associated with the scope of work. (Final costs will be negotiated with the selected firm upon submittal of a detailed work plan);

**10%** Any consideration that would be in the best interest of the Squaxin Island Tribe.

This RFP does not commit the Squaxin Island Tribe to award a contract nor pay any cost incurred in the preparation of the proposals. The Squaxin Island Tribe also reserves the right to reject any and all proposals because of non-conformance and to waive any irregularities and informalities and to re-advertise when it is in the best interest of the Tribe.

**Section 9.0: Notice of Award**

After the Evaluation Committee has reviewed and scored the submitted proposals, an announcement shall be issued to all parties that submitted proposals. The estimated date of selecting a contractor/consultant is May 3, 2024.

**Questions or to schedule a site visit please contact:** *Leila Whitener, Brownfield Tribal Response Coordinator, 360-432-3822, lwhitener@squaxin.us and M-F 7:30-4:00*