

REQUEST FOR STATEMENT OF QUALIFICATIONS FOR CONDUCTING ENVIRONMENTAL ASSESSMENTS AND REUSE PLANNING

The City of Natchez ("City") hereby solicits written Statements of Qualifications (SOQ) from professional environmental consulting firms interested in contracting with the City to perform grant management activities, environmental assessments, site re-use planning, and related activities associated with brownfield assessment and redevelopment. The firm selected will be eligible to negotiate a contract with the City. Since no federal brownfield funding has been awarded to the City at this time, no minimum order or work is guaranteed. If the selected firm is unsuccessful in negotiating a contract or does not maintain the minimum requirements, the City, at its discretion, may select the next ranked firm for contract negotiation. All work will be ordered on an "as-needed" basis. Though federal brownfield grant funding would for a three year period, the selected firm will be eligible for contract negotiation for five (5) years, with optional years at the City's discretion.

The minimum requirements, which must be satisfied on or before May 31, 2018 and maintained for the duration of a contract with the City, for an applicant to be considered, are:

- (1) the applicant must be a "Brownfield Consulting Firm" that has been approved by the Mississippi Commission on Environmental Quality (MCEQ);
- (2) the applicant must submit six (6) copies, signed by an authorized representative of the applicant, of the SOQ on or before the time and date specified below; and
- (3) the applicant must not submit an SOQ that exceeds twenty (20) pages (includes every printed page except front and back cover and transmittal letter); and
- (4) the applicant must submit on a CD and in PDF format examples of final work product which includes:
 - a. One (1) Phase I Environmental Site Assessment (ASTM E1527-13) that meets EPA's "All Appropriate Inquiry" Standard and has been completed by the firm within the last two (2) years; and
 - b. One Quality Assurance Project Plan (QAPP) that has been approved by the EPA for a brownfield site and has been completed by the firm within the last two (2) years.

Applicants that do not comply with these minimum requirements and/or do not satisfactorily document in the SOQ that they meet the minimum requirements will not be considered. Selection of the firm, in addition to the minimum requirements, will be based on the following rating criteria:

- (1) Environmental Assessment and site re-use planning experience of key personnel that involved hazardous/toxic substances, pollutant, or contaminant;
- (2) EPA Brownfield Grant management experience.

Information for Preparation of Statement of Qualifications may be obtained by contacting James Johnston at Natchez City Hall via email at jjohnston@natchez.ms.us or by telephone at (601) 445-7518.

Applicants are responsible for ensuring that the SOQs are received by Ms. Megan Edmonds, City Clerk, 124 South Pearl Street, Natchez, MS 39121 (601.445.7507) by the required date and time and assume all risks of delivery.

The City must receive six (6) copies of the SOQ on or before 10:00 A.M. Tuesday, June 19, 2018.

Darryl V. Grennell, Mayor

Megan Edmonds, City Clerk