

**CITY OF
ASHLAND**

**PUBLIC WORKS/ENGINEERING DIVISION
REQUEST FOR PROPOSALS
FOR**

**Determination of the Magnitude
and Extent of Contamination in
Soil and Groundwater at
1097 'B' Street**

PROJECT NO: 2006-26

TYPE OF PROPOSAL: Professional Services including soil and water sampling, testing and subsurface investigation

DISTRIBUTION DATE: November 22, 2010

BID OPENING DATE: December 22, 2010

PROJECT MANAGER: James Olson

PROJECT DURATION: 24 Months

CITY OF ASHLAND
20 E. MAIN STREET
ASHLAND OR 97520
541/488-5347



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**CITY OF ASHLAND
DEPARTMENT OF PUBLIC WORKS
REQUEST FOR PROPOSAL
FOR PROFESSIONAL SERVICES**

The City of Ashland is seeking proposals to provide professional services required for the review, evaluation and monitoring of soil and groundwater contamination due to petroleum related contamination at the 'B' Street Municipal Yard at 1097 'B' Street. The anticipated scope of services will include, but is not limited to:

- Review existing data and reports regarding the known environmental conditions at the site;
- Prepare a written Risk-Based Evaluation of the site requesting closure from the Oregon Department of Environmental Quality (ODEQ). Under the Risk-Based Evaluation, provide all required testing, monitoring and evaluation including:
 - Develop a final conceptual site model
 - Develop risk-based concentrations for contaminants of concern
 - Develop risk-based concentrations for the protection of the environment if contamination exceeds the acceptable risk levels for ecological receptors;
- Develop and implement an action plan for responding to contaminated soil and groundwater. Prior to implementation of the plan, it must first be reviewed and approved by ODEQ;
- Assist the City of Ashland in all required actions necessary to receive a ruling of "No Further Action" from ODEQ for the 'B' Street Municipal Yard.

Proposals must be received by *2:00 PM, December 22, 2010*, in the City of Ashland Engineering Office located at 51 Winburn Way, Ashland OR 97520; **Mailing Address: 20 E. Main Street Ashland OR 97520**. For further information, contact James Olson, Engineering Services Manager, at 541/552-2412 or olsonj@ashland.or.us. Consultant selection will be based on weighted criteria in the RFP, and may result in the award of a contract for professional services in the form provided in this RFP, for a period of up to 24 months, depending upon monitoring requirements imposed by ODEQ.

Proposal documents are available at the above address and the City of Ashland website @ ashland.or.us. Proposals may not be submitted electronically and must be in the same format as presented in this RFP. All proposers who intend to submit a proposal under this RFP, must register as a prospective proposer, and will be required to complete and return a "FAX" form that includes all current contact information. The FAX form should be completed and returned to the City of Ashland, Engineering Office (FAX #: 541-488-6006). Registration will ensure that potential proposers will be included on the RFP holders list, and will therefore receive any addendums that might be issued. The "FAX" form is on the following page. The City will not be responsible for providing addendums to prospective proposers that fail to register as a prospective proposer with the FAX form.

The proposal team must include an Oregon registered geologist or professional engineer who must have a current UST Soil Matrix Cleanup Service Provider License issued by ODEQ. All

work must be done under the direct supervision of the registered geologist or engineer. The contract, if awarded, shall be to the lowest and best responsible proposal. The City of Ashland reserves the right to reject any and all proposals, to waive formalities or to accept any proposal which appears to serve the best interest of the City of Ashland.

James H. Olson

Engineering Services Manager

CITY OF ASHLAND

PROPOSAL REGISTRATION FORM

All consultants intending to submit proposals must immediately complete this form and fax it to the City of Ashland, Public Works Engineering Office.

Consultants failing to comply with this requirement may not receive addendums that might be issued.

FAX TO: (541) 488-6006

Project Number	
Type of Proposal	
Firm Name	
Address	
City and State	
Phone	
Fax	
Email	
Contact Person Name and Title	
Date	

**CITY OF ASHLAND
DEPARTMENT OF PUBLIC WORKS
REQUEST FOR PROPOSAL
PROFESSIONAL SERVICES**

SECTION 1: SOLICITATION INFORMATION AND REQUIREMENTS

1.1 DEFINITIONS AND SUMMARY OVERVIEW

1.1.1 DEFINITIONS

For the purposes of this RFP:

- a) “calendar days” means any day appearing on the calendar, whether a weekday, weekend day, national holiday, State holiday or other day;
- b) “days” means calendar days; and
- c) “business days” means calendar days, excluding Saturdays, Sundays and all City recognized holidays.

“Agency” or “City” means City of Ashland.

“AST” means Above Ground Storage Tank.

“Council” means City of Ashland City Council.

“ODEQ” means Oregon Department of Environmental Quality.

“Proposers” – All firms submitting Proposals are referred to as Proposers in this document; after negotiations, an awarded Proposer will be designated as “Consultant.”

“PWD” means Public Works Director

“RFP” means Request for Proposal.

“Scope of Work” means the general character and range of services and supplies needed, the work’s purpose and objectives, and an overview of the performance outcomes expected by Agency.

“Services” means the services to be performed under the Contract.

“Statement of Work” means the specific provision in the final Contract which sets forth and defines in detail (within the identified Scope of Work) the agreed-upon objectives, expectations, performance standards, services, deliverables, schedule for delivery and other obligations.

“UST” means Underground Storage Tank.

1.1.2 SUMMARY OVERVIEW

The City of Ashland is seeking proposals to provide professional services required for the review, evaluation and monitoring of soil and groundwater conditions due to petroleum related contamination at the 'B' Street Municipal Yard located at 1097 'B' Street (Tax Lot Nos. 39 1E 09AA - 1900, 2500, 2600 and 2700).

It is the goal of the City to ultimately acquire from ODEQ a letter of "No Further Action" for a risk-based closure of this site. The consultant shall follow the guidelines as published by ODEQ in the "UST Cleanup Manual" and in the DEQ guidance document "Risk-Based Decision Making for the Remediation of Petroleum Contaminated Sites" to assist the City in reaching this goal.

General Background Information

The City of Ashland owns a maintenance and storage yard at 1097 B Street in Ashland, Oregon. The site has been primarily used over the years by the City for maintenance and storage of vehicles and equipment. On April 29, 1988, three single-walled, steel underground storage tanks (USTs) were decommissioned in-place at the site. Two of the USTs contained gasoline and were each 1,000 gallons in volume; the other UST contained diesel fuel and was 2,500 gallons in volume. At the time of decommissioning, the diesel fuel UST was approximately 10 years old, and the gasoline USTs were approximately 30 years old. No site assessment was conducted during decommissioning and no reported release of fuel to the subsurface from the UST was noted.

During the development of a new shop facility in May 2000, City contractors encountered petroleum-contaminated soil, which appeared to originate from the decommissioned USTs. The City contracted with Pump, Pipe, and Tank to excavate the USTs and collect soil samples. Several test pits and trenches were excavated in the area adjacent and down-gradient from the former location of the USTs.

On May 12, 2000, a soil sample was collected at 3.8 feet below ground surface (bgs), from an excavation approximately 50 feet down-gradient of the USTs. Analysis of the sample indicated the presence of gasoline range hydrocarbons at a concentration of 270 milligrams per kilogram (mg/kg) and diesel fuel range hydrocarbons were detected in subsurface soils at concentrations as high as at 440 mg/kg and 85 mg/kg in three additional surfaces investigations conducted by Pump, Pipe, and Tank in June 2000. On June 9, 2000, the Oregon Department of Environmental Quality (ODEQ) collected soil and groundwater samples from several excavations at the site. Benzene was detected in groundwater at 144 micrograms per liter, in the "North Trench", which was located approximately 60 feet down-gradient of the former USTs. In addition, two soil samples collected at depths of 9 and 10 feet bgs exhibited concentrations of gasoline-range hydrocarbons at 840 mg/kg and 610 mg/kg, in trenches 35 feet and 50 feet down-gradient of the former USTs.

As a result of the investigation conducted in May and June 2000, the site was placed on ODEQ's leaking underground storage tank (LUST) database and was identified as underground storage

tank cleanup (USTC) #15-00-0024. Since 2000, no subsurface investigations have occurred at the site. ODEQ asked the City to compile the work completed to date into a formal report and complete an investigation regarding the magnitude and extent of contamination at the site.

History

Based on a review of available Sanborn Fire Insurance Maps from the Multnomah County Library in Portland, Oregon, the site was developed by 1928 by the Standard Oil Company as a fuel storage facility. A review of the 1928 map indicates gasoline and kerosene above-ground storage tanks (AST) are visible on concrete bases on the western section of the site. Gasoline and distillate ASTs are depicted to the east on concrete piers. Oil pumps and an oil warehouse are visible on the northern portion of the site near a spur from the adjacent Southern Pacific Railroad (SPRR) line. The 1949 Sanborn Map depicts the site as a contractors' storage area, with warehouses, a storage building, and a railroad spur line.

The site was acquired by Jackson County, and later by the City for use as a storage area and maintenance and repair facility for vehicles. Improvements to the site in 2000 led to the discovery of petroleum-related contamination in soil and groundwater.

1.1.3 PREVIOUS INVESTIGATIONS AND REPORTS

In November of 2007, the City entered into a contract with Cascade Earth Sciences (CES) to conduct subsurface investigations at 1097 'B' Street in accordance with ODEQ USTC File 15-00-0024. The specific objectives of the investigation included:

- Review existing information about environmental conditions at the site;
- Prepare a work plan to fill in any data gaps;
- Prepare a preliminary Conceptual Site Model (CSM) for the site;
- Prepare a draft work plan to present a recommended course of action to determine the magnitude and extent of contamination at the site so that a risk-based assessment can be performed (if necessary) to achieve site closure;
- Following a review of the draft work plan by ODEQ, a final work plan will be prepared incorporating any comments and additional requirements identified by ODEQ.

The contract with CES culminated in a document entitled "Data Compilation and Work Plan for Investigation of the Magnitude and Extent of Contamination (at the) City of Ashland Maintenance Shop, 'B' Street Compound - Ashland, Oregon" dated February 22, 2008. A copy of this report is attached to this RFP as Appendix B.

1.1.4. SCOPE OF SERVICES

The prior work performed by CES listed three broad tasks to be completed by the consultant for closure of this site. Those tasks are listed below.

Task 1 - Soil and Groundwater Characterization

Based on an initial review of the background information, it appears that the source of contamination (USTs and contaminated soil) has been removed from the site. Furthermore, the ODEQ has agreed that the existing suite of compounds analyzed by the laboratory (TPH Dx and

TPH Gx for many samples, volatile organic compounds (VOCs) and poly-nuclear aromatic hydrocarbons (PAHs) for some samples) is adequate. Therefore, additional soil characterization should be limited.

Earlier results for groundwater contamination were based on one sample collected from pit water during excavation activities. The reported concentrations were higher than several of the risk-based guidelines. Additional groundwater assessment and sampling will likely be performed by the consultant to characterize the magnitude and extent of the groundwater impacts. ODEQ has suggested that the following actions will likely be required for a project closeout:

Bore Hole Drilling (if required by ODEQ)

A GeoProbe™ will be used to advance four soil borings at areas requiring further delineation. Actual locations will be made based on what is learned in the initial investigation. The borings will be continuously logged for lithology and photo-ionization detector (PID) headspace readings. A total of four (4) soil samples will be collected from the borings. The samples will receive a complete analysis for gasoline range hydrocarbons or diesel fuel range hydrocarbons. Additionally, the soil sample exhibiting the highest concentration of gasoline will receive follow-up analysis for VOCs and total lead. The sample exhibiting the highest concentration of diesel fuel will receive follow-up analysis for VOCs and PAHs. Vertical soil sample locations will be based on PID readings, odor, and visual signs. All sampling equipment will be decontaminated between each sampling event.

A) Four 1.5-inch diameter (or as directed by ODEQ) monitoring wells will be installed at the site using the GeoProbe™. The location of the wells will be determined in the field, but will likely include one upgradient well, one assumed 'worst-case' well near the area thought to be most impacted, and two down gradient wells. A licensed monitoring well installer will install the wells and start cards will be recorded with the Oregon Water Resources Department. Lithology will be logged during drilling under the direction of an Oregon Registered Geologist. The monitoring well top-of casing elevations will be surveyed by the consultant.

B) Wells will be developed by purging at least three well-bore volumes of groundwater. Purge water will be stored onsite in drums pending laboratory analysis. Field parameters (pH, conductivity, and temperature) will be monitored during purging to assure that groundwater samples are representative of aquifer conditions. Wells will be allowed to stand for 24 hours prior to collection of groundwater samples. Static water levels will be collected and groundwater flow direction will be established. Wells will be purged and sampled using a peristaltic pump, and dedicated tubing to prevent any cross contamination. Groundwater samples will be analyzed for gasoline and diesel fuel range hydrocarbons. The sample exhibiting the highest concentration of gasoline will receive follow-up analysis for VOCs and dissolved lead. The sample exhibiting the highest concentration of diesel fuel will receive follow-up analysis for VOCs and PAHs. All work described in Task 1 shall be performed by the consultant or the consultant's subcontractor.

Task 2 - Quarterly Groundwater Monitoring

The consultant will monitor for groundwater wells installed in Task 1 that will be monitored for three additional quarters (one full year). Static water levels will be collected and a figure showing

groundwater flow direction will be prepared. Three well volumes will be purged during each monitoring event. Samples will be analyzed for the same suite of analyses as in Task 1. One duplicate sample will be collected and submitted blind to the laboratory for quality control purposes. Laboratory results and the figure showing groundwater flow direction will be submitted to the City and to ODEQ with a brief cover letter.

Task 3 - Risk-Based Closure Report

The consultant will prepare a report of findings using the ODEQ's risk-based decision making guidelines for the remediation of petroleum-contaminated sites. This will include development of a conceptual model, identification of appropriate complete exposure pathways, and an assessment of risk. If the assessment shows that soil and groundwater at the site is not impacted greater than any applicable generic risk based concentrations, site closure will be requested. The risk-based report will also include a summary of figures, tables, results from all of the tasks performed earlier.

Task 4 - Decommissioning of Monitoring Wells and Final Cleanup

Although not a part of the CES 2008 recommendation, the final step or Task 4 must also be completed by the consultant if groundwater monitoring well construction is required by ODEQ. Following the ruling by ODEQ of "no further action" monitoring wells shall be permanently decommissioned in accordance with the guidance document entitled "Groundwater Monitoring Well Drilling, Construction and Decommissioning" published by ODEQ on August 24, 1992. Decommissioning must be performed under the direction of an Oregon registered geologist or engineer.

The consultant shall submit the required decommissioning report (in duplicate), signed and stamped by the registered geologist or engineer within thirty (30) days of the decommissioning.

The area disturbed by the well construction shall be returned to its preconstruction condition including any asphalt surface patching. All restoration work shall be done to the satisfaction of the City of Ashland.

1.1.5 SPECIFIC WORK PLAN

The February 22, 2008 report by CES identified a draft final plan consisting of six major activities necessary to gain a notice of "No Further Action" by ODEQ for this site. Those activities are listed in detail on Pages 7 through 11 of the CES report. A brief summary of those activities follow:

A. Utility Locates

Request a location of utilities through the Oregon Utility Notification Center at least 48 hour prior to any excavation at the site.

B. Site Specific Health and Safety Plan

Prior to commencement of field work, complete a Site Specific Health and Safety Plan (HASP).

C. Subsurface Investigation

As required by ODEQ, the areal and vertical extent of soil and groundwater contamination must be determined.

1. Borehole Drilling

Determination of groundwater contamination shall be facilitated by the installation of four monitoring wells, which installation must be overseen by an Oregon Registered Geologist or Oregon Registered Professional Engineer.

2. Monitoring Well Placement

The locations of four GeoPrope™ hydraulic push probes are shown on Figure 3 of the report.

D. Sampling and Analysis Plan

A summary of sample collection, preservation, and holding times is presented on Table 4.

1. Monitoring Well Sampling

Required test methods are defined on Table 4.

2. Soil

At least one soil sample during advancement of each boring shall be collected and analyzed for TPH, RBCA, total load and PAHs.

3. Chain-of-Custody

A chain of custody form must accompany all collected samples.

4. Quarterly Monitoring

Groundwater samples shall be collected from each of the monitoring wells on a quarterly basis.

E. Quality Assurance / Quality Control (QA/QC)

Standards should be maintained during sampling and analysis to ensure that the data generated meets appropriate data quality objectives for the following conditions:

1. Field QA/QC

2. Laboratory QA/QC

F. Investigation - Derived Waste Plan

All work generated as a result of the boring activities will be disposed of as follows:

1. Petroleum Contaminated Soil

Contaminated soil may be drummed in 55 gallon containers and stored on site.

2. Purge Water

Purge water may also be stored on site.

3. PPE and Miscellaneous Refuse

Miscellaneous waste may be disposed of as a solid waste.

1.1.6 PROPOSAL INSTRUCTIONS

Submittal

Submit six (6) copies of the Proposal in a sealed envelope clearly marked:

PROPOSAL FOR PROFESSIONAL SERVICES FOR
DETERMINATION OF THE MAGNITUDE AND EXTENT OF
CONTAMINATION IN SOIL AND GROUNDWATER AT
1097 'B' STREET

Mailing address: City of Ashland

20 East Main Street
Ashland, OR 97520

Proposals must be received no later than **2 p.m. on December 22, 2010** in the City of Ashland Engineering Office , 51 Winburn Way, Ashland, OR 97520. The City of Ashland assumes no responsibility for delayed or undelivered mail or express packages. Proposals which are not delivered to the City Engineering Office by the above specified time and date will not be considered.

All proposals will become part of the City's public record on this matter, without obligation to the City.

Requirements

Proposals shall include, as a minimum, the following items:

- a. The name of the person(s) authorized to represent the Proposer in negotiating and signing any agreement which may result from the proposal.
- b. Project description, including the firm's scope of services
- c. Firm's capabilities and resources
- d. Proposed staff and proposed time commitments for primary staff members. Include a current resume for each, with a description of qualifications, skills and responsibilities.
- e. References of two governmental clients for whom similar services have been recently provided, together with names and phone numbers of contacts.
- f. Proposal Form contained at Section 2.1.
- g. Page limitation – the proposal shall contain no more than 6 pages, excluding the proposal form, staff resume's and copies of addendum (if issued).

1.1.7 PROPOSAL EVALUATION

Review

Proposals will be reviewed and evaluated by an evaluation team consisting of City Public Works and Engineering Staff. Each proposal will be evaluated on content quality and completeness. Interviews may be conducted with the top ranking firms, if the City deems it necessary.

Evaluation Criteria

Each proposal will be judged as a demonstration of the Proposer's capabilities and understanding of the services requested. The criteria utilized are as follows:

	Maximum Points-100
A. Specialized experience of the Proposer in the type of work to be performed	10
B. Qualifications and experience of the staff assigned to perform the services	10
C. Project description and understanding of services to be performed	25
D. References	20

Reservation of Rights

The City reserves the right to: 1) seek clarifications of each proposal; 2) negotiate a final contract that is in the best interests of the City and the public; 3) reject any or all proposals; 4) cancel this RFP at anytime if doing so either would be in the public interest, as determined by the City in its sole discretion; 5) award the agreement to any Proposer based on the evaluation criteria set forth in this RFP; 6) waive minor informalities contained in any proposal when, in the City's sole judgment, it is in the City's best interest to do so; and 7) request any additional information City deems reasonably necessary to allow City to evaluate, rank and select the most qualified Proposer to perform these services described in this RFP.

Addenda to the RFP

The provisions of this RFP cannot be modified by oral interpretations or statements. If inquiries or comments raise issues that require clarification by the City, or the City decides to revise any part of this RFP, addenda will be provided to all persons who have submitted the Proposal Registration Form. Receipt of addenda must be acknowledged by signing and returning it with the proposal.

Protest

Any protest of the provisions of this RFP, the procurement process or of the award of any public contract shall strictly comply with the requirements set out in Ashland Municipal Code Section 2.50.140, including deadlines specified in the Code. Failure to file a protest will be deemed a waiver of any claim by that the procurement process violates any provision of the ORS.

1.1.8 CONTRACT FORM

The consultant selected by City will be expected to enter into a written contract in the form attached to this RFP in the Appendix. The proposal will imply acceptance of City's contract provisions. Suggested reasonable alternatives that do not substantially impair City's rights under the contract may be submitted no later than five (5) days prior to proposal due date.

Contract Duration

The contract is anticipated to be effective by January 2011 for a 24 month duration. Depending upon the consultant's performance, ODEQ's input and the City's need, the contract may be extended for an additional 12 months.

Contract Payment

Contingent upon City's need, consultant's performance and the availability of approved funding, City reserves the right to amend the contract (within the scope of the project described in this RFP) for additional tasks, project phases and compensation as necessary to complete a particular project. Proposers are advised that the award and potential dollar amount of the contract under this RFP may be contingent upon approval by the Ashland City Council acting as the Contract Review Board.

- Payment will be made for completion of, or acceptable monthly progress on, tasks and deliverables in conformance with contract requirements and all applicable standards. The method of compensation will be at the prices indicated per task.

Disadvantaged Business Enterprise (DBE) Participation

The utilization of federal funds is not anticipated in this contract and no DBE participation goals will be assigned.

Ashland Living Wage Requirements

Consultant's employees must be paid at least the living wage as established by the City of Ashland on June 30, 2010 (\$13.40 per hour):

- For all hours worked under a service contract between their employer and the City if the contract exceeds \$18,088 or more.
- For all hours worked in a month if the employee spends 50% or more of the employee's time in that month working on a project or portion of business of their employer, if the employer has ten or more employees and has received financial assistance for the project or business from the City in excess of \$18,088.

In calculating the living wage for full time employees, employers may add the value of health care, retirement, 401K and IRS eligible cafeteria plans, and other benefits to the employee's wages. The City of Ashland Living Wage Statement is appended to the sample contract included in the appendix.

1.1.9 BUSINESS LICENSE REQUIRED

The selected consultant must have or acquire a current City of Ashland business license prior to conducting any work under this contract.

1.1.10 INSURANCE REQUIREMENTS

Contractor shall at its own expense provide the following insurance:

- A. Worker's Compensation insurance in compliance with ORS 656.017, which requires subject employers to provide Oregon workers' compensation coverage for all their subject workers.
- B. General Liability insurance with a combined single limit, or the equivalent, of not less than **\$1,000,000** for each occurrence for Bodily Injury and Property Damage. It shall include contractual liability coverage for the indemnity provided under this contract.
- C. Automobile Liability insurance with a combined single limit, or the equivalent, of not less than **\$1,000,000** for each accident for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles, as applicable.
- D. Notice of cancellation or change. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without 30 days' written notice from the Contractor or its insurer(s) to the City.

Additional Insured/Certificates of Insurance. Contractor shall name The City of Ashland, Oregon, and its elected officials, officers and employees as Additional Insured on any insurance policies required herein but only with respect to Contractor's services to be provided under this

Contract. As evidence of the insurance coverages required by this Contract, the Contractor shall furnish acceptable insurance certificates prior to commencing work under this contract. The certificate will specify all of the parties who are Additional Insured. The consultant's insurance is primary and non-contributory. Insuring companies or entities are subject to the City's acceptance. If requested, complete copies of insurance policies; trust agreements, etc. shall be provided to the City. The Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions and/or self-insurance.

1.1.11 COORDINATION WITH ODEQ

Prior to submitting a proposal for the work outlined in this RFP it is recommended that the proposer receive an overview of USTC 15-00-0024, Facility 6280, Jackson from:

Joe Klemz
Cleanup Project Manager
Underground Storage Tank Program
Department of Environmental Quality
Eastern Region Bend Office
475 NE Bellevue Drive, Suite 110
Bend OR 97701-7415
Phone (541) 633-2015
Fax (541) 388-8283
Klemz.joe@deq.state.or.us

Upon award of contract, the consultant shall contact the above office at least two (2) weeks prior to the beginning of field work. The work plan to be developed by the consultant must first be reviewed by ODEQ prior to implementation.

During the course of investigation written updates shall be provided to ODEQ at regular intervals and/or upon reaching decision points or milestones.

Prior to submitting any reports, a draft version shall first be submitted to ODEQ for review and comments. Site investigation/assessment reports, groundwater monitoring reports, etc. must be submitted to ODEQ within forty-five (45) days of completion of field work or as otherwise specified by ODEQ.

1.1.12 WORK REQUIREMENTS

All work including well boring, soil and water sampling, report preparation and close-out documentation must be performed by or under the direct supervision of an Oregon Registered Geologist in accordance with OAR 809-001 through 809-060.

SECTION 2.0 PROPOSAL

2.1 PROPOSAL FORM

The undersigned proposer declares that they have received, read and understood the Request for Proposal document; received, read and understood all addenda that may have been issued; the proposer has taken no exceptions other than those clearly stated in this proposal; the proposer has examined the appended documents, has visited the site and made such investigations as is necessary to determine the character of the materials and conditions to be encountered at the site and that if this proposal is accepted will contract with the City of Ashland for the completion of the work described herein, will provide all equipment, materials, tools, apparatus and labor necessary to complete the following work at the prices stated.

Task No.	Description	Unit	Amount
1	Soil and Ground Water Characterization	Lump Sum	\$
2	Establishment of Monitoring Wells and Quarterly Ground Water Monitoring (if required)	Lump Sum	\$
3	Risk Based Closure Report	Lump Sum	\$
4	Decommissioning of Monitoring Wells and Final Cleanup (if required)	Lump Sum	\$
TOTAL COST			

Proposer received the following addenda: _____

The City reserves the right to reject any and all proposals, waive formalities, or accept any proposal which appears to serve the best interests of the City. See Section 1.1.7.

The foregoing prices shall include all labor, materials, equipment, overhead, profit, insurance, and all other incidental expenses to cover the finished work of the several kinds called for.

Upon receipt of written notice of the acceptance of this proposal, proposer shall execute the formal contract attached within ten days and deliver required proof of insurance.

Firm Name of Proposer

Signature of Proposer

Printed Name of Proposer

Official Title

Dated this _____ day of _____ 2010.

Name of Proposer _____

Address _____

Telephone No. _____

APPENDIX