

**REQUEST FOR QUALIFICATIONS**  
**for**  
**PROFESSIONAL SERVICES**  
**for**  
**PHASE II ENVIRONMENTAL SITE ASSESSMENTS**  
**and**  
**ENVIRONMENTAL REMEDIATION CONSULTING**  
**for the**  
**Theisen East and West Redevelopment Projects**

1. Project Title: Phase II – Environmental Site Assessments  
Theisen East and West Redevelopment Projects  
Athens, Ohio
2. Issuing Agency: Athens County Port Authority
3. Contact Person: Todd Shelton, Director  
Athens County Economic Development Council  
Phone: 740-597-1420  
Fax: 740-597-1548  
Email: [todd@businessremixed.com](mailto:todd@businessremixed.com)
4. Proposal Due: **Monday, March 15, 2010**  
**12:00 PM Local Time.**
5. Questions: All questions must be received by the Athens County Port Authority no later than 3:00 PM, March 8, 2010. Responses to questions will be issued no later than March 10, 2010. Potential bidders should reply with their primary contact e-mail address to: Todd Shelton at: [\*\*todd@businessremixed.com\*\*](mailto:todd@businessremixed.com) as soon as they know they will be bidding on the project, so that a distribution list for responses to questions can be generated in advance. The subject line of all e-mails should read: **Theisen East and West RFQ.**
6. Submit Qualifications To: Athens County Economic Development Council  
340 W State St. Unit #26  
Athens, Ohio 45701  
Phone: 740-597-1420

7. Required Submittal: Copy of the transmittal letter and one paper and one electronic copy in PDF Format on CD of Statement of Qualifications submitted in an envelope sealed and marked "SOQ for Phase II: Theisen East and West Redevelopment Projects"

## **REQUEST**

Athens County Port Authority is requesting *Statements of Qualifications* from professional engineering and environmental consulting firms to conduct and prepare Phase II Environmental Site Assessments and other remediation consulting that may be required for the Theisen East and Theisen West Redevelopment Projects located in Athens County, Ohio. The Phase IIs will be funded through two separate Clean Ohio Assistance Fund Assessment grants received by Athens County Port Authority. The selected firm will also perform subsequent environmental remediation consulting as necessary should remediation of the properties be required and pending future funding. The Port Authority will select one firm pursuant to Sections 153.65 through 153.71 of the Ohio Revised Code. Work shall be performed in accordance with the guidelines of the Clean Ohio Revitalization Fund, and Ohio Voluntary Action Program.

## **BACKGROUND – Theisen East Redevelopment Project**

The Athens County Port Authority has requested a grant from the Clean Ohio Assistance Fund for an Ohio Voluntary Action Program (VAP) compliant Phase II Site Assessment on the Theisen East Redevelopment Project property located at 0 Industrial Drive in Athens, Athens County, Ohio. The Property consists of three parcels of land (Athens County Parcels P010010000118, P010010000119, and G010010052405) totaling 13.95 acres in size, and is currently owned by the Athens County Port Authority. The property is not occupied at the present time and is void of structures.

History: The Property was owned and operated by Columbus and Southern Ohio Electric Power from February 1948 through October 1993 and was vacant land adjacent to the facility known as the Poston Generating Station. The former Poston Generating Station consisted of four coal-fired electric generating units with a combined capacity of 222 MW. No buildings were ever located on the Property; it was reportedly used for coal ash disposal and also included rail spurs and foundations for two new generators that were never installed. The former Poston Station Plant operated from October 1949 until the plant was shut down in October 1987. Plant demolition and site restoration activities were conducted between March 1988 and July 1990. In 1993, the site, including the subject Property, was purchased by the Community Improvement Corporation of Athens.

The Phase I Property Assessment Update has recommended a Phase II Property Assessment be performed in order to evaluate the following identified areas: Coal Ash Disposal Area, Fuel Oil Tank, Former Rail Spurs, Former Roadway and Wastewater Tanks. Chemicals of concern for the Property include volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), polychlorinated biphenyls (PCBs), total petroleum hydrocarbons (TPH) and metals.

## **BACKGROUND – Theisen West Redevelopment Project**

The Athens County Port Authority is requesting a grant from the Clean Ohio Assistance Fund for an Ohio Voluntary Action Program (VAP) compliant Phase II Site Assessment on property located at 0 Poston Station Road in Athens, Athens County, Ohio. The Property, consisting of one parcel of land (Athens County Parcel P01-001-00001-04) totaling 22.29 acres in size, is currently owned by the Athens County Port Authority.

History: The Property was owned and operated by Columbus and Southern Ohio Electric Power from February 1948 through October 1993 and was part of the facility known as the Poston Generating Station. The former Poston Generating Station consisted of four coal-fired electric generating units with a combined capacity of 222 MW. The Property was used primarily for coal storage. A conveyor brought coal from the north and another conveyor system moved the coal from the coal piles to the power plant. In addition, the Property included two structures, the “Crusher House” and “Coal Preparation Building,” two ponds/basins, and four fuel oil tanks, which were used for the peak demand power generators located on the property. The first units at former Poston Station Plant went into operations in October 1949 and the plant was shut down in October 1987. Plant demolition and site restoration activities were conducted between March 1988 and July 1990. In 1993, the site was purchased by the Community Improvement Corporation of Athens.

The Phase I Property Assessment Update has recommended a Phase II Property Assessment be performed in order to evaluate the following identified areas: Coal Processing Area, Fuel Oil Tanks, Surface Water Drain, and Stream. Chemicals of concern for the Property include volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), polychlorinated biphenyls (PCBs) and metals.

Both the Theisen East and Theisen West Projects are located at the Bill Theisen Industrial Park, conveniently located close to rail and highway access. It is anticipated that this 14-acre redevelopment project will yield a commercial/industrial use that is consistent with the existing industrial entities located near the Property.

*to terminate consultant's services at any point in the contract with compensation due the consultant only for services performed.*

## **REQUIRED MINIMUM QUALIFICATION**

Individuals or Firms with an Ohio Environmental Protection Agency (OEPA) Voluntary Action Program (VAP) Certified Professional (CP) on staff, who meet the qualifications under Ohio Administrative Code 3745-300-05 and have a current certificate issued by the Director of the Ohio EPA, and who have documented prior work experience with the State of Ohio's VAP (Ohio Revised Code 3746 and the rules promulgated thereunder) may submit. The firm may not subcontract or partner with other firms for personnel with qualifications and experience. To be evaluated for consideration under this RFQ the Required Minimum Qualifications are mandatory.

### **Tentative Timeline**

|                   |  |
|-------------------|--|
| February 22, 2009 | Announcement of Request for Qualifications   |
| March 15, 2010    | Submissions due by 12:00 PM  |
| March 30, 2010    | Athens EDC staff review submissions, selects consulting firm, negotiates agreements with selected consultant |

## **USE OF SUB-CONSULTANTS**

Other than the Required Minimum Qualifications listed above, Athens County Port Authority recognizes the project may require specialized expertise. Any outside firm proposed for this project shall be listed in the *Statement of Qualifications* as part of the project team, and their role on the project shall be clearly stated. The consulting firm selected for this project shall direct and coordinate the activities of the sub-consultants. As stated above, the firm may not subcontract for Certified Professional Services.

## **QUESTIONS**

**Questions concerning any aspect of this RFQ may only be submitted via electronic mail to Todd Shelton, Director, Athens County Economic Development council at: [todd@businessremixed.com](mailto:todd@businessremixed.com) . The subject line of all communications should read: Theisen East and West RFQ.**

**All questions must be received by the Port Authority no later than 3:00 PM, March 8, 2010. Potential bidders should reply with their primary contact e-mail address to Todd Shelton at [todd@businessremixed.com](mailto:todd@businessremixed.com) as soon as they know they will be bidding on the project so that a distribution list for responses to questions can be generated in advance.**

## **REQUIREMENTS FOR STATEMENT OF QUALIFICATIONS AND REQUESTED FORMAT**

The following Statement of Qualifications (SOQ) information is required in the order listed below. Each SOQ should be submitted on letter-size (8.5" x 11") paper, with typing on one side. Applicants who do not follow these guidelines or do not provide comprehensive information will not be considered.

Beyond the required minimum qualifications, the Primary Criteria for evaluating the Statement of Qualifications are:

### **I. Firm Identification and Background Information**

1. Firm's name, email address, business postal address, contact name, telephone and fax numbers. Identify Certified Professional identified for the project.
2. Federal I.D. number
3. Ohio Tax I.D. number
4. The firm's legal formation (e.g. corporation, sole proprietor, etc.) and state of incorporation, if applicable.

### **II. Qualifications and Experience of the Firm**

1. Provide a concise history of the firm, its main partners/officers and largest shareholder.
2. Provide a detailed list of similar Phase II Clean Ohio Assistance Fund grant projects and Ohio VAP Phase II projects completed by the firm in the previous five years. Include project dates, project titles, community located, employees involved, and original estimated and final costs. Please limit project summaries to two pages each, and no more than 5 similar projects.
3. Include a description of the firm's resources, including staff, equipment and capital available for project use and deployment. Detail efforts made on previous projects to control costs.
4. Demonstrate experience in preparing Remedial Action Plans (RAP) and Project Assumptions and Cost Estimates for the Clean Ohio Revitalization Fund. Include experience if applicable where Clean Ohio Assistance Fund Phase II work resulted in Clean Ohio Revitalization Fund requests for funding.

5. Demonstrate experience in remediation consulting and detail Ohio VAP cleanup project experience where the CP/firm has successfully completed No Further Action Letters and obtained a Covenant Not to Sue in the last 3 years. Please limit project summaries to 2 pages each, no more than 5 similar projects.
6. Demonstrate experience in public outreach and grant writing on Brownfield projects.
7. Detail previous experience in providing service to Athens County.

### **III. Personnel**

1. Identify the Certified Professional and Project Manager (if different) who will be assigned to the project under contract.
2. Provide a description of the firm's personnel with the qualifications necessary to complete the work in the contract program. The firm may not subcontract or partner with other firms for personnel with qualifications and experience. Include personnel name, title, years of experience, education, billable rate and the number and title of projects assigned to the individual in the last three years.
3. Supply resumes of personnel including the Certified Professional, who will be key to the success of the project. Please provide eight (8) or fewer resumes.

### **IV. References**

1. Include two (2) clients for whom the firm has provided Ohio VAP Phase II Assessment and/or remediation consulting in the past two years. Provide the name, telephone number, and e-mail address of a contact for each client and a brief description of the services provided.

### **V. Required Attachments**

1. Certified Professional's name and certificate number
2. Current certificate of professional liability, malpractice and errors and omissions insurance (If awarded must name Athens County as an additional insured)
3. Current certificate of general liability insurance

## **Request for Qualifications Submission Deadline:**

**In order to be considered for this contract, prospective firms or individuals must submit one (1) original and (1) electronic copy on CD in PDF form of the Request for Qualifications to by 12:00 p.m. on March 15, 2010.**

## **AWARD OF THE PROFESIONAL SERVICES CONTRACT**

Athens County Port Authority will rank the firms based upon the information contained in the *Statement of Qualifications* submitted and according to the Evaluation Form located at the end of this document. The Port Authority may, at its option, interview those consulting firms determined to be deemed the most qualified to further explore the firm's *Statement of Qualifications* before making a final selection.

Athens County Port Authority intends to award one contract for all necessary services through the bidding process. However, the Port Authority reserves the right to cancel or otherwise modify the scope of services at any at time after the completion of Phase II Assessment. **The Port Authority's selection of the most qualified firm is final and not subject to appeal.**

The Port Authority will begin negotiations on a contract with the firm ranked most qualified to perform the required services at a compensation determined in writing to be fair and reasonable to the Port Authority. Contract negotiations shall be directed toward:

1. Ensuring that the consulting design firm and the Port Authority have a mutual understanding of the essential requirements involved in providing the required services;
  2. Determining that the firm will make available the necessary personnel, equipment, and facilities to perform the services within the required time;
  3. Agreeing upon compensation which is fair and reasonable, taking into account the estimated value, scope, complexity, and nature of the services.
- If a contract is negotiated with the firm ranked to perform the required services most qualified, the Port Authority will take those actions necessary to enter into a contract. Upon failure to negotiate a contract with the firm ranked most qualified, the Port Authority will inform the firm in writing of the termination of negotiations and enter into negotiations with the firm ranked next most qualified. If negotiations again fail, the same procedure will be followed with each next most qualified firm selected and ranked, in order of ranking, until a contract is negotiated. Should the Port Authority fail to negotiate a contract with any of the firms selected pursuant to this section, the Port Authority will select and rank additional firms, based on their qualifications, and negotiations shall continue as with the firms selected and ranked initially until a contract is negotiated.

**Evaluation Form for Statement of Qualifications**

**Name of Project:** Theisen East and West Redevelopment Project Phase II  
Assessment and Remediation Consulting Services RFQ

**Name of Individual/Firm:** \_\_\_\_\_

**Name of Evaluator:** \_\_\_\_\_

| <b>Criteria</b> | <b>Rating (1-5)</b> |
|-----------------|---------------------|
|-----------------|---------------------|

**Firm and/or individual qualifications**

**Firm's background and experience on similar projects**

**Experience of firm's current personnel on similar projects**

**Capacity to perform work**

**Availability to meet schedule**

**Client References**

**Ability to controlling costs/meeting budgets**

**Previous experience with Athens County**

**Previous COA Phase II Experience**

**Previous Clean Ohio Remediation Experience**

**Previous Public Involvement with Athens County**

**Total Score =**

**Rating: 1=Poor, 2=Fair, 3=Good, 4=Excellent, 5=Superior**