

**RFP #2015-008 DECD Brownfield Assessment Program
Pre-Bid Meeting Minutes – 03/16/2015**

Meeting Location: Municipal Building, Council Chamber, 245 deKoven Dr.,
Middletown, CT-followed by a site visit to Metro Square
Project Name: DECD Brownfield Assessment Program
Re: Pre-Bid Meeting
Meeting Date/Time: March 16, 2015 at 10:00 am
Attendees: Michiel Wackers, AICP, Director of Planning, Conservation and
Development **See Attendees list**

Please note the following information:

- The deadline for all questions shall be submitted in writing and addressed to michiel.wackers@middletownct.gov no later than **Wednesday, March 18, 2015 by Noon.**
- Any addenda and/or additional information will be posted on the city's website at www.middletownct.gov. It is the responsibility of all interested vendors to visit and check the website prior to submitting their RFP.
- RFP submittals are due by Wednesday, March 25, 2015 by 3:00 PM EST.

The following questions were asked and addressed during the prebid meeting:

Q. What are the addresses of the three parcels?

- 60 Dingwall Drive- Parking Arcade
- 195 DeKoven Drive- Attention To Detail
- 130 Main Street- Metro Square

Q. Are there site plans available for the sites?

Yes, you can locate and view the various site plans indicated below:

130 Main Street-

http://www.middletownplanning.com/documents/130MainStreet_Siteplan.pdf

60 Dingwall Drive-

http://www.middletownplanning.com/documents/60DingwallDrive_SitePlan.pdf

195 DeKoven Drive-

http://www.middletownplanning.com/documents/195DeKovenDr_SitePlan.pdf

Q. Will a title search be performed by the City or the consultant?

By the consultant

Q. Are the property owners on board with the Phase II investigation?

The City is working with the property owners of 195 DeKoven Drive and 130 Main Street. As of yet we do not have permission to perform a Phase II assessment on their sites.

Q. Clarification was requested as to how to submit proposal pricing.

Please submit pricing on the "Proposal Pages" provided below". Also provided and required is "vendor information" and "non-collusive" forms to be completed and included at time of submittal

***SEE PAGES 3-7 BELOW FOR "BID PROPOSAL PAGES" TO BE INCLUDED WITH YOUR PROPOSAL SUBMITTAL.

BID PROPOSAL PAGES
RFP # 2015-008
DECD BROWNFIELD ASSESSMENT PROGRAM
PLANNING, CONSERVATION AND DEVELOPMENT DEPARTMENT

Issue Date: 03/18/2015 Reply Date: Wednesday, March 25, 2015 at 3:00 PM

To: Supervisor of Purchase
City of Middletown
Municipal Building, Room 112
245 DeKoven Drive
Middletown, CT 06457

We the undersigned have examined the above RFP document and agree to provide and complete the scope of work as stated in the above RFP document

The bid is made with the understanding that it cannot be withdrawn for a period of ninety (90) days after the date set for opening of the bids.

THE BID MUST BE SIGNED BY THE BIDDER TO BE ACCEPTED	
_____ COMPANY NAME	_____ SIGNATURE AND TITLE

#	QTY.	UNIT OF MEASURE	ITEM DESCRIPTION-SPECIFICATION NUMBER UNIT PRICE WORDS AND FIGURES	EXTENSION IN FIGURES
1	Lump Sum	1	Lump Sum price for 3 Phase 1 Site Assessments and participation in meetings with City, property owners, developers and public _____ (\$ _____) Written Figures	\$ _____

UNIT PRICING FOR EACH COMPONENTS – PHASE II SITE ASSESSMENT AND QAPP

#	QTY.	UNIT OF MEASURE	ITEM DESCRIPTION-SPECIFICATION NUMBER UNIT PRICE WORDS AND FIGURES	EXTENSION IN FIGURES
2	1	Each	Daily Unit pricing for Drill Rig (indicate size and type) (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
3	1	Each	Daily Unit pricing for Direct push Drill Rig (indicate size and type) (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
4	1	Each	Unit pricing for asbestos testing (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
5	1	Each	Unit pricing for lead paint testing (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
6	1	Each	Unit pricing for PCB testing (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
7	1	Each	Unit pricing for Mercury testing (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____

UNIT PRICING FOR EACH COMPONENTS – PHASE II SITE ASSESSMENT AND QAPP Continued

#	QTY.	UNIT OF MEASURE	ITEM DESCRIPTION-SPECIFICATION NUMBER UNIT PRICE WORDS AND FIGURES	EXTENSION IN FIGURES
8	1	Each	Unit pricing for CFCs testing (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
9	1	Each	Unit pricing for Other hazardous materials testing (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
10	1	Each	Unit pricing for lab analysis (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
11	1	Each	Unit pricing for Project Manager (hourly rate) (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
12	1	Each	Unit pricing for Licensed Environmental Professional (hourly rate) (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____
13	1	Each	Unit pricing for Technician (hourly rate) (component) – Phase II Site Assessment and QAPP _____ (\$ _____) Written Figures	\$ _____

TOTAL COST
ITEMS 1-13 INCLUSIVE

(\$ _____)

WRITTEN FIGURES

PLEASE NOTE: All of the information below is REQUIRED. Please do not leave any information blank.

Date: _____

Corporation Name (if applicable)

Company Name

Mailing Address:

Payment Address (If different from mailing addr.):

Address

Address

City, State and Zip

City, State and Zip

FEIN NUMBER: _____ -- _____

Type of Organization: _____ Individual / Sole Proprietor
(Please Check One)

_____ Limited Liability Company / Partnership

_____ Corporation

Contact Information

Contact Name: _____ Title: _____

Additional Contact: _____ Title: _____

Phone Number: _____ Fax: _____

Email Address: _____

Website: _____

SIGN HERE: I hereby certify that the above information is correct.

Print or Type Name & Title

Signature

Date

WITH EACH PROPOSAL, THE BIDDER SHALL SUBMIT A SIGNED NON-COLLUSIVE STATEMENT ON THE FORM ENCLOSED HERE-IN

CITY OF MIDDLETOWN CONNECTICUT

NON-COLLUSIVE BID STATEMENT

All bidders are required to sign a Non-Collusive Statement with all public bids as follows:

1. The bid has been arrived at by the bidder, independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other bidder of materials, supplies, equipment, or services described in the Invitation to Bid, designed to limit independent bidding or competition; and
2. The contents of the bid have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any person prior to the official opening of the bid.

Date _____

Signed

Company

Address

Telephone Number

RFP #2015-008
DECD DOWNTOWN BROWNFIELD ASSESSMENT PROGRAM
Sign-In Sheet

Print Name	Company	Phone	Email
Robert Carr	Zuvic, Carr & Assoc, Inc	860-436-4901	rcarr@zuvic.com
Frank Defeo	Advantage Engineers, LLC	856-231-0500	fdefeo@advantageengineers.com
GARY CLUBB	GZA GEOTECHNICAL	810-838-3137	GARY.CLUBB@GZA.COM GJ@GZA.COM
Jim Hutton	GZA	800-858-3135	james.hutton@gza.com
Mark Franson	CHARTER OAK ENV.	(260) 423-2670	mfranson@charteroak.net
Adria Fichter	BETA Group	401-333-2382	AFichter@Beta-inc.com
Zoe Belcher	HRP Assoc.	860-874-9570	zoe.belcher@hrpassociates.com
Michael Susca	LBG	860 678 0404	msusca@LBGCT.com
Sam Haydock	BL Companies	(203) 314-7369	shaydock@blcompanies.com



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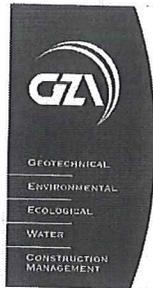
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