

**Request for Proposals
Qualified Environmental Professional (QEP) Services
EPA Brownfields Cleanup Project
Former Olneyville Colonial Knife Factory Site**



Responses Due:
Friday, March 22, 2024
emailed by 5:00 p.m.
Late Responses Will Be Rejected

Electronic submission only to:
Shannon Brawley,
Executive Director
What Cheer Flower Farm
director@whatcheerfarm.org

What Cheer Flower Farm Request for Proposals Qualified Environmental Professional (QEP) Services EPA Brownfields Cleanup Project Former Colonial Knife Factory

Introduction

The U.S. Environmental Protection Agency (“EPA”) has awarded What Cheer Flower Farm (“WCFF”) a Brownfields Cleanup Grant of \$500,000 for the purpose of conducting remedial activities at the former Colonial Knife Factory site (“Site”). As a result, the WCFF is soliciting proposals, in accordance with the provision of Rhode Island General Laws, from Qualified Environmental Professionals (“QEPs”) with proven expertise in environmental site and risk assessment, management plans, quality assurance project plans, groundwater and soil sampling, remediation strategies and cleanup including expertise in contaminated site assessment, remediation, engineered controls and environmental land use restrictions (ELURs), cost estimates and cost control, and community outreach and public presentations. Proposers must be licensed to provide engineering services in the state of Rhode Island and present verifiable qualifications, experience, and knowledge regarding all aspects of site assessment, remediation, re-use planning, and redevelopment, including, but not limited to relevant Federal and Rhode Island General Law, policies, and guidelines, CERCLA, and EPA standards and practices, including EPA Quality Assurance Project Plan (QAPP) requirements.

The QEP will work under the direction of the board of directors and staff of What Cheer Flower Farm.

Site Description

The 2.7-acre Colonial Knife Company Factory site (Site) is bordered by Agnes, Atwood, Dike, and Magnolia Streets – 63 Magnolia Street, Providence 02909 / lot #105-0481-0000, #105-0482-0000 and #105-0483-0000. Just one block from busy Olneyville Square, the Site was dominated by a 64,000 square-foot (SF) derelict factory in dangerously decrepit condition, with collapsing roofs and floors containing toxins such as asbestos and lead. Built mostly of brick and concrete block over a period from 1918-1965, this factory complex initially housed a knife manufacturer, but after the business left, the buildings decayed for nearly 20 years until the nonprofit WCFF purchased the property in 2018. WCFF has demolished all factory buildings and backfilled the basements. WCFF has remediated and redeveloped 31,000 SF of the Site’s former parking lot into arable fields to grow flowers for charity using organic methods.

The Site is located within an area of mixed residential, commercial, and industrial use. Woonasquatucket River and its watershed are located approximately 500 feet north of the Site and U.S. Route 6 highway is 30 to 80 feet to the south and southwest. Historical industrial operations have resulted in releases of contaminants, with evidence of metals to surficial soils (likely from waste disposal), petroleum hydrocarbons (from former underground storage tanks (USTs), and chlorinated solvents (from cleaning practices). A release of hazardous materials was reported to the Rhode Island Department of Environmental Management (RIDEM) on June 4, 2018. Three former fuel oil USTs (ranging from 1,100-gallon to 10,000-gallon capacity) were removed from the Site in 2008. However, there is no documentation addressing proper regulatory closure or confirmatory sampling of the USTs; there is also evidence of an additional UST. The Farm has performed asbestos abatement (using RIDEM and RI Foundation private donor funds), during demolition of the buildings.

Site Environmental Conditions

Primary investigations that document the extent of current environmental concerns including a Phase I ESA, Limited Site Investigation, Soil and Groundwater Management Plan, Hazardous Materials Survey Report, Site Investigation Report, and cleanup planning were completed under the oversight of the Rhode Island Department of Environmental Management (RIDEM). WCFF staff will provide copies of these documents upon request. The Site is enrolled in the RIDEM voluntary cleanup program under the Rules and Regulations for the investigation and Remediation of Hazardous Material Releases (Remediation Regulations). All documents prepared on behalf of the Farm have been and will be submitted to the RIDEM

under File No. SR-28-1890. As of the date of this RFP, contaminants of concern on the Site include petroleum-impacted soil with concentrations of TPH and arsenic in exceedance of the RIDEM Industrial / Commercial Direct Exposure Criteria (I/C-DEC). In addition, the presence of an 1,100-gallon #2 heating oil UST, and the potential for vapor intrusion into planned renovated buildings or new structures exists.

Site Access Restrictions

Site access is restricted by a fenced enclosure that surrounds the 2.7-acre site, with a locked gate, along the southern portion of the Site. WCFF installed fencing in 2018, which restricts access to trespassers as a safety measure and mitigates potential risks of exposure to Site contaminants.

Scope of Work

The Scope of Work for the QEP involves fulfilling many of the regulatory and programmatic responsibilities on behalf of the WCFF and performing technical activities to oversee and direct remediation activities and document site cleanup. The project period is anticipated to be no more than four years.

Note that the remediation contractor, hereafter referred to as the “Contractor”, has already been retained by WCFF in compliance with the fair and open competition requirements in 2 CFR Part 200 and 2 CFR Part 1500. Therefore, it is not anticipated that the QEP will assist in the procurement of a contractor; however, the QEP will review and assess the reasonableness of the Contractor’s cost estimates to implement construction of the Remedial Action Work Plan (RAWP) and report the findings of this review to WCFF.

The major QEP tasks of this Scope of Work are summarized below. Successfully delivering each task may require completing activities not explicitly described herein; proposers are instructed to carefully review the attached EPA Cooperative Agreement (Appendix A) and available Site environmental reports to ensure that all elements of the project scope are fully understood.

Task 1: Cooperative Agreement Oversight

The QEP will assist in performing program management and communication with regulatory personnel, community officials, and the public. This task shall be performed throughout the project period and shall include annual reporting (assume 4 reports), submission of the FFR and MBE/WBE to EPA, and ACRES reporting (assume 16 quarterly reports), and other project reporting required to be conducted in accordance with the Cooperative Agreement.

Task 2: Public Outreach and Community Engagement

The QEP shall assist the WCFF board and staff with project briefings to City officials, development of outreach materials for public dissemination, and public outreach presentations. This shall include developing the site-specific Community Involvement Plan (CIP), establishing an Information Repository, implementing a public comment period on the Analysis of Brownfield Cleanup Alternatives (ABCA), and holding additional public meetings as necessary. The QEP shall also assist personnel with social media outreach and project updates. This shall include a minimum of two project briefings, including one prior to the commencement of sitework and another at the conclusion of sitework, once the final site cleanup report is completed.

Task 3: Remediation Planning, Permitting and Reporting

The QEP shall perform the following project planning and permitting tasks:

- Prior to initiating site preparation and remedial activities, the QEP shall prepare a Site-Specific Quality Assurance Project Plan (QAPP) and an updated Analysis of Brownfield Cleanup Alternatives (ABCA) in accordance with applicable state and federal regulations and guidance. The QAPP and ABCA will be prepared in a timely manner and submitted to EPA for review/approval.
- Prior to preparation of a Remedial Action Work Plan (RAWP), the QEP will review available site investigation reports and identify any significant data gaps that might affect the implementation, cost, or effectiveness of the selected remedial plan. If any significant data gaps exist, the QEP shall prepare a written Supplemental Investigation Plan that will describe the scope and estimated cost of investigative tasks that will be used to resolve these data gaps and submit this plan and budget to EPA for approval.
- If Supplemental Investigations are needed to resolve any significant data gaps, upon EPA’s approval of the scope and budget and WCFF’s authorization to proceed, the QEP shall conduct the approved Supplemental Investigations.

The QEP shall document the findings, conclusions, and recommendations of the Supplemental Investigations within the Remedial Action Work Plan (RAWP).

- The QEP will prepare a RAWP in accordance with applicable State and federal rules, regulations, and guidance. The RAWP will set out the methods to be used to remove, treat, or otherwise limit exposure to contamination, prescribe the best management practices (BMPs) that will be used to prevent exposure to harmful levels of substances, and minimize and manage runoff during the cleanup, and specify the procedures for emergencies, operational logs, security, closure, public notice, and land use controls.
- The QEP shall communicate the RAWP to the Contractor and review the Contractor's cost proposal to conduct the recommended cleanup activities; the QEP shall provide to WCFF a written opinion as to the reasonableness of the Contractor's cost proposal.
- The QEP shall work with the selected remedial contractor to efficiently obtain all necessary federal, state, and local permits, as required to complete cleanup activities associated with the site. This shall include, but not be limited to preparing, filing, and obtaining all necessary regulatory approvals for proposed work within the 2.7-acre site.
- Cleanup plans will be discussed and integrated into the Community Involvement Plan (CIP). The cleanup plan will incorporate EPA Principles for Greener Cleanups.
- Subsequent to completion of cleanup activities, the QEP shall prepare and submit Final Inspection Report and other reports as required by the state and EPA. The Final Inspection Report must follow the requirements specified in the Rules and Regulations for the Investigation and Remediation of Hazardous Material Releases the "Remediation Regulations:" DEM-DSR-01-93).

Task 4: Remediation Oversight and Documentation

The QEP shall manage & oversee remedial activities in compliance with the EPA Cooperative Agreement (Appendix A), state cleanup standards (The Rules and Regulations for the Investigation and Remediation of Hazardous Material Releases (the "Remediation Regulations:" DEM-DSR-01-93), including management and oversight for all contractors, ensuring proper wage rates comply with the Davis-Bacon Act, complying with Build America, Buy America (BABA) requirements, and submitting cleanup documentation as required by the state and EPA.

In accordance with the preliminary Analysis of Brownfields Cleanup Alternatives (ABCA) and local, state, and federal laws/regulations, the cleanup plan to mitigate these environmental health risks is anticipated to consist of the tasks described below; note, however, that this cleanup plan may be changed, based on the final EPA-approved ABCA and RAWP.

- a. Site Security and Stormwater Controls: Construction fencing with filter fabric will be installed and maintained during cleanup activities. Erosion and sedimentation controls will be installed. (Responsibility of Contractor; with QEP oversight and documentation)
- b. Dust Suppression: In addition to the placement of filter fabric at the security fence, clean water will be obtained from hydrant at the Site under a DPW permit. A water mist will be applied to soils during cleanup activities, to mitigate dust impacts to the surrounding neighborhood. (Responsibility of Contractor; with QEP oversight and documentation).
- c. Waste characterization: To supplement past data and meet disposal facility requirements (i.e., data collected within 6 months), soil samples will be collected for a suite of disposal characteristics analytes. (Responsibility of QEP)
- d. UST Identification/Removal/Soil Excavation/Dewatering: The primary purpose will be to locate any remaining USTs and interconnected piping, remove the contaminant source(s) and leachable impacted media, and thus eliminate potential migration risks. Tank removal includes the recovery of containerized waste and the physical removal of the tanks and associated piping. Excavation will involve the removal of leachable impacted soil that presents a potential continuing source of contaminant impacts to groundwater. Dewatering may be performed to lower the water table to excavate "in the dry". The impacted media will be removed from its current setting and transported off-Site to a licensed recycling facility or landfill. Clean backfill will be installed. (Responsibility of Contractor; with QEP oversight and documentation).
- e. Engineered Controls: The purpose of the containment technologies will be to isolate impacted media. Controls will include installation of a geotextile fabric and 12" capping over an approximate 10,000 SF area. The capping consists of an estimated 250 CY of 8" clean common borrow and 4" of loam for the earthen barrier. A 4" permeable

hardscaping barrier estimated at 155 tons will be installed to accommodate parking at the Site and a 4” permeable hardscaping walk estimated at 10 CY will be installed. The permeable hardscaping barriers will require approximately 130 CY of 6” gravel borrow as sub-base. In addition, a passive vapor mitigation system will be installed to protect against indoor air vapor intrusion in the proposed new building. Materials consist of an estimated 300’ of sub-surface screened pipe, 3” process piping, fittings, valves, and a wind driven turbine generator. (Engineered Control design and permitting are the responsibility of the QEP; construction is responsibility of Contractor, with QEP oversight and documentation).

- f. Confirmatory sampling: Post excavation sampling will be conducted, and samples will be collected for known contaminants of concern. (Responsibility of QEP).
- g. Institutional Controls: An Environmental Land Use Restriction (ELUR) in the form of deed restriction will be instituted to provide an effective, low cost means of reducing exposure potential, and ensure engineering controls are maintained to mitigate potential risk. (Responsibility of QEP)

Submittal Details and Process

Important Dates:

| | |
|-----------------------------|--------------------------------------|
| Thursday, February 22, 2024 | Advertisement/Posting |
| Monday, March 4, 2024 | Mandatory Site Visit – 4:00 p.m. |
| Friday, March 22, 2024 | Email Submittal deadline – 5:00 p.m. |
| Monday, April 1, 2024 | Notice of Award of Contract |

Process:

WCFF will host one mandatory site visit on Monday, March 4, 2024 at 4 p.m. Shortlisted firms will be invited for interviews, which will be conducted via zoom.

Proposals are due no later than Friday, March 22, 2024 at 5:00 PM. Proposals received after the time set in this request or in an addendum shall be rejected. Submittals will be reviewed and evaluated based on the qualifications and criteria listed in this RFP by the organization’s board, staff, and members of the Farm’s Steering Committee (“Review Panel”), reserving the right to request additional information or clarification from any submitting firm, or to allow corrections of errors or omissions.

What Cheer Flower Farm is the Awarding Authority. The Awarding Authority reserves the right to waive any informalities and to reject any or all General Bids not deemed to be in the best interest of the organization. All proposals shall remain in effect for ninety (90) days, Saturdays, Sundays, and legal holidays excluded. The Awarding Authority will consider only responsive proposals from responsible individuals/firms for contract award.

A responsive proposal is a proposal that complies with the requirements stated in this Request for Proposals. A responsible individual/firm is an individual/firm that demonstrably possesses the skill, ability, and integrity necessary to faithfully perform the work called for in this procurement. The Awarding Authority also reserves the right to terminate negotiations in the event it deems progress toward a contract to be insufficient and select an alternate proposer. The consideration of all submissions and subsequent selection shall be made without regard to race, color, sex, age, handicap, religion, political affiliation, or natural origin.

The Review Panel will rank the submittals, document the reasons for the rankings, and determine which finalist individual/firm has submitted the most advantageous proposal to WCFF, taking into consideration the qualifications and criteria listed in this RFP. The terms of the contract will be negotiated with the top ranked individual/firm based on the qualifications criteria to the satisfaction of the review panel, at WCFF’s sole discretion.

If the Review Panel is unable to reach a satisfactory agreement with the first recommended individual/firm, the Review Panel may at their discretion decide to terminate negotiations with that individual/firm and may begin negotiations with the second-ranked individual/firm.

Evaluation Criteria:

Criteria for selection shall include consideration of the criteria as outlined in the following table. Failure to submit any required information may be cause for rejection. Respondents may submit any other information they deem relevant; however, short, concise proposals are encouraged.

RFPs are evaluated by the following criteria:

- **Highly advantageous (4 pts.):** Proposal demonstrates outstanding experience and references for similar projects; Personnel knowledge, skills, and abilities; approach and methodology to remediation; reasonable costs; and overall submission.
- **Advantageous (3 Points):** Proposal demonstrates some experience based on the outlined criteria.
- **Not Advantageous (2 Points):** Proposal demonstrates limited ability to complete scope of work as outlined in the criteria for evaluation.
- **Unacceptable (0 Points):** Proposal does not demonstrate ability to complete scope of work as outlined in this RFP.

| Evaluation Categories | Unacceptable (0 pts) | Not Advantageous (2 pts) | Advantageous (3 pts) | Highly Advantageous (4 pts) |
|---|-------------------------|-----------------------------|-------------------------|--------------------------------|
| <p><u>Experience & References: Similar Cleanup Projects</u></p> <ul style="list-style-type: none"> ○ Project examples and/or references provide basic level of information about previous contaminated site assessment and remediation projects, demonstrate professionalism, and achievement of project objectives/goals ○ Experience managing cleanup/remediation activities ○ Experience remediating industrial sites ○ Employment of green technologies in previous projects is highly advantageous ○ Experience with public outreach via multimedia and social media tools | | | | |
| <p><u>Personnel: Knowledge, Skills, & Abilities</u></p> <ul style="list-style-type: none"> ○ Staff and/or sub-contractor resumes demonstrate appropriate project experience, trainings/certifications, etc. | | | | |
| <ul style="list-style-type: none"> ○ Experience with cleanup activities, especially is highly desirable ○ Experience with industrial sites that are complex in nature ○ Knowledgeable and/or | | | | |

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| <p>trained in green practices (i.e., LEED certification)</p> <ul style="list-style-type: none"> ○ Experience with public outreach via multimedia and social media tools | | | | |
| <p><u>Approaches & Methodologies:</u></p> <ul style="list-style-type: none"> ○ Alignment with scope of work set forth in RFP and EPA Brownfields Cooperative Agreement ○ Achieves objectives as outlined in the RFP ○ Addresses public outreach aspects | | | | |
| <p><u>Reasonableness of Cost Proposal:</u></p> <ul style="list-style-type: none"> ○ Completeness and detail of cost proposal ○ Reasonableness of unit costs and overall cost estimates ○ Demonstrated system to work closely with WCCFF to adhere to cost allowances within EPA budget allocations | | | | |
| <p><u>Overall Submittal:</u></p> <ul style="list-style-type: none"> ○ Well-organized, thorough yet succinct and targeted submittal ○ Demonstrates clear understanding of project objectives and deliverables ○ Clearly connects objectives with approaches and methodologies and final reporting ○ All proposals must be electronic submissions | | | | |

Electronic Submittal Requirements

Electronic submissions to:

Shannon Brawley, Executive Director
What Cheer Flower Farm
director@whatcheerfarm.org

1. Proposals are due via email at the address listed above **on Friday March 22, 2024 at 5 p.m.** Late responses will be rejected.
2. What Cheer Flower Farm will not be held responsible for mishandled, late or lost submittals.
3. Questions related to this RFP should be emailed to Shannon Brawley, Executive Director (director@whatcheerfarm.org), no later than Wednesday March 6, 2024 at 5:00 p.m. No oral responses shall be provided. All questions submitted by proposers will be compiled and written responses will be provided to all parties that have requested this RFP. Questions received after the above date and time will not be answered.
4. Respondents shall certify that to the best of their knowledge, all information in their response to the RFP is accurate and complete. Any misrepresentation by a respondent may result in disqualification.

Minimum Qualifications Required of Proposers:

- There shall be at least one RI-licensed professional engineer on the team.
- Experience with similar projects and satisfactory performance record as noted previously.
- Equal Opportunity Employer.
- Otherwise, qualified and eligible for such award under applicable laws and regulations.

Qualifying firms with a strong background in environmental cleanup activities should submit a proposal package containing the information outlined in the next section. Proposals shall be a maximum of **30 pages** in length, including attachments. Electronic submissions only to: Shannon Brawley, Executive Director, What Cheer Flower Farm, director@whatcheerflowerfarm.org.

Submittal Content

Proposers are required to submit two separate sealed proposals. One sealed envelope labeled “**YOUR FIRM’S NAME: Price Proposal**” and the second sealed envelope labeled “**YOUR FIRM’S NAME: Non-Price (Technical) Proposal.**” Both sealed envelopes should be placed into an envelope labeled “**YOUR FIRM’S NAME: EPA Brownfield Cleanup Grant, Colonial Knife Factory Site.**”

Please include the following information in your “**Non-Price Proposal**” package:

1. **Letter of Transmittal:** The respondent shall include a letter not to exceed two (2) pages on company letterhead and signed by an individual authorized to bind contractually the prospective QEP. The letter must state that the proposal will remain valid from the date of submission through the date of the submission of the RFP response, and thereafter until the prospective QEP withdraws it, a contract is executed, or the procurement is terminated by What Cheer Flower Farm, whichever occurs first.
2. **Firm Background:** The respondent shall include the firm name, address, and phone number along with a brief description of services.
3. **Approaches and Methodologies:** The proposal must describe the prospective respondent’s general understanding of the scope of work and a description of how the allotted grant funds will be utilized, including approaches and methodologies that are specific and appropriate to this site.
4. **Experience:** A brief resume of similar cleanup projects. At least five (5) examples shall be provided, including project dates, budget, scope of work and contact information for the agency or municipality.
5. **References:** Provide three (3) references for projects performed within the last five (5) years. References must include name, title, employer, address, telephone number(s), and email address.
6. **Staffing:** Outline proposed staff and/or subcontractors for this project, including the designated project manager/primary point of contact with WCFF with an alternate project manager. Attach resumes for up to 5 key staff and/or subcontractors and describe the specific roles each will play in this project. Please include means of contact for the designated project manager as well as subcontractors, including name, title, employer, address, phone number, and email.
7. **Certificate of Insurance:** Provide a certificate of insurance specifying the insurance requirements outlined below, naming the EPA and What Cheer Flower Farm as additional insured.
 - a) Worker’s Compensation and Disability: Statutory requirements
 - b) Employer’s Liability: \$500,000 each accident
 - c) Commercial General Liability-General Aggregate: \$1,000,000
 - d) Comprehensive Automobile: \$1,000,000
 - e) Excess/Umbrella Liability: \$1,000,000
 - f) Errors and Omissions Professional Liability: \$1,000,000
 - g) Contractor’s Pollution Liability: \$2,000,000
8. **EPA Fair Share Goals:** The respondent must demonstrate its ability to assure that minority business enterprises (MBE) and woman business enterprises (WBE) are given the opportunity to participate in contract and procurement for supplies, construction, equipment, and services pursuant to 40 CFR, Part 33, Subpart D.
9. Please include the following information in your “**Cost Proposal**” package:

Cost Proposal: The Cost Proposal should be provided as a separate digital submission labeled in the subject line: Firm name, Qualified Environmental Professional WCFF Cost Proposal. The Cost Proposal shall provide staff and/or subcontractor fee estimate for all items/tasks for the project described as the responsibility of the QEP and should be provided on the Cost Estimate form provided in Appendix B.

Note that proposers are instructed to provide total estimated costs for project tasks as indicated. However, we recognize that the level of effort to complete certain activities and expenses cannot be estimated until the RAWP is finalized; therefore, proposers are asked to provide hourly rates and unit costs for all activities and expenses associated with tasks whose scope cannot be estimated at this time. Regardless of whether a proposer is estimating the cost for completing an entire activity, or providing unit costs, proposers are instructed to provide complete explanations of all assumptions and to attach any necessary backup that will allow WCFF to fully understand the cost proposal.

Also note that, although Supplemental Investigations are anticipated, a cost estimate for any Supplemental Investigation is not requested at this time. A portion of the EPA grant budget is reserved for Supplemental Investigation and a budget for Supplemental Investigations (if necessary) will be negotiated with the QEP once the scope of work for such investigations is prepared and approved.

Terms and Conditions

1. What Cheer Flower Farm shall not discriminate with respect to the hire, tenure, terms, conditions, or privileges of employment or any other matter directly or indirectly related to employment, because of race, color, religion, sex, sexual orientation, disability, national origin, or ancestry.
2. Interviews with some prospective QEP's may be scheduled. What Cheer Flower Farm reserves the right to select or not select, at its sole discretion, based on its assessment of each firm's strengths and qualifications and the objective of best meeting the needs of the EPA grant projects and What Cheer Flower Farm's site-specific goals and objectives.
3. By submitting a response to the RFP, each respondent waives all rights to protest or seek remedies whatsoever regarding any aspect of this RFP, the selection of a respondent or respondents with whom to negotiate, the rejection of any or all offers to negotiate, or a decision to terminate negotiations.
4. The respondent shall hold the What Cheer Flower Farm free and harmless from the payment of any and all damages, costs, expenses, royalties, patent fees, attorney's fees, or a sum of money whatsoever, by reason of actions, claims, demands or proceedings, arising out of any infringement or alleged infringement, or use of any patented device, article, system, or arrangement that may be used by the consultant in the execution of its work. The respondent will be required to indemnify and hold harmless the What Cheer Flower Farm from all claims or actions of any kind or description brought against WCFF for or on account of negligence or misconduct or any act of commission or omission of the contractor or his agents or employees.
5. What Cheer Flower Farm shall not assume any responsibility or liability for any new expenses incurred by a respondent, in connection with the preparation or delivery of a response, requested interview, or any action related to the process of completing and submitting a response to this RFP.
6. The selected QEP must adhere to all applicable administrative and programmatic terms and conditions and requirements of the Cooperative Agreement between EPA and WCFF, presented in Appendix A of this RFP.
7. The selected QEP must adhere to the EPA's General Terms and Conditions, which may be accessed at: https://www.epa.gov/system/files/documents/2023-09/fy_2023_epa_general_terms_and_conditions_effective_october_1_2023_or_later.pdf
8. The selected QEP must adhere to the Davis Bacon Act as applicable to prevailing wages and fringe benefits. EPA Guidance on the Davis Bacon Act may be accessed at: <https://www.epa.gov/grants/interim-davis-bacon-act-guidance>
9. The selected QEP must adhere to provisions of the Build America, Buy America Act (BABA), which are outlined in EPA's General Terms and Conditions starting on Page 38, and can be accessed at: https://www.epa.gov/system/files/documents/2023-09/fy_2023_epa_general_terms_and_conditions_effective_october_1_2023_or_later.pdf. More information can also be accessed at EPA's Frequently Asked Questions for BABA: https://www.epa.gov/system/files/documents/2023-02/OLEM_BABA_FAQs_Final-Feb_15_2023.pdf

Appendix A: EPA Cooperative Agreement



WCFF Cooperative Agreement OMB Form 00A01301-0 (1).pdf

[WCFF Cooperative Agreement OMB Form
00A01301-0.pdf](#)

Appendix B: Cost Proposal Form

**QEP CONSULTANT COST PROPOSAL
Request for Proposals
Qualified Environmental Professional (QEP) Services
EPA Brownfields Cleanup Project
Former Olneyville Colonial Knife Factory Site**

| Task No. | Task Description | Cost | Comments: Provide any notes regarding significant assumptions, conditions or limitations that may affect the cost proposal amounts. Attach backup, if needed to explain costs. |
|----------|--|------|--|
| 1 | Cooperative Agreement Oversight | \$ | |
| 2 | Public Outreach and Community Engagement | \$ | |
| 3 | Remediation Planning, Permitting and Reporting | \$ | |
| 4 | Remediation Oversight and Documentation | \$ | |

In addition to the Tasks listed above, attach a rate schedule for anticipated costs to be incurred for performing all other project activities, which will be performed on a time and materials basis upon approval by WCFF and EPA. This rate schedule should:

- a) Identify key staff members and subcontractors that are expected to work on the project (not including the Remediation Contractor)
- b) Identify the percent of time each staff member and subcontractor is expected to work on each task
- c) Provide the hourly rate for these individuals
- d) Describe and provide a unit cost for expected expenses (materials, travel, etc.)
- e) Identify any overhead and/or profit that will be charged on this contract
- f) Provide an itemized breakdown of any unit costs and expenses that may be anticipated but which are not specifically included in the described scope of services (e.g., environmental drilling, equipment rental, laboratory costs, geophysical contractors, etc.)