

# BID INFORMATION MEMORANDUM

**Fixed Price Competitive Bid Solicitation**  
**Bruceton Farm Services, Inc. / BFS Foods Uniontown**  
456 Morgantown Road, Uniontown, Fayette County, PA  
PADEP Facility ID #26-31136; USTIF Claim #2002-0198(F)

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USTIF understands and appreciates the effort necessary to prepare a well-conceived response to a bid solicitation. As a courtesy, the following summary information is being provided to the bidders.

Number of firms attending pre-bid meeting: 9

Number of bids received: 8

List of firms submitting bids:

1. Compliance Environmental Services
2. Converse Consultants
3. Core Environmental Services, Inc.
4. DHI Engineering and Environmental Services, Inc.
5. Envirotrac LTD
6. Letterle & Associates, LLC
7. Mountain Research, LLC
8. United Environmental Group, Inc.

This was a defined Scope of Work bid so price was the most heavily weighted evaluation criteria. The range in cost quotes for the eight bids received was \$46,201.14 to \$90,298.46. Based on the numerical scoring, two of the eight bids were determined to meet the "Reasonable and Necessary" criteria established by the Regulations and were deemed acceptable by the evaluation committee for USTIF funding. The claimant reviewed both these bids and selected one for award of the assignment. **The selected bidder was Letterle & Associates, LLC: Bid Price - \$46,201.14.**

The attached sheet lists some general comments regarding evaluation of the bids received in response to this solicitation. These comments are intended to provide general evaluative information based on the bids received in response to this solicitation and to assist you in preparing bids for future solicitations.

## GENERAL COMMENTS REGARDING EVALUATED BIDS

- When task descriptions presented in a bid response simply reference or copy the Request for Bid (RFB) task descriptions verbatim, it is not clear whether the bidder's technical personnel actually reviewed the RFB and historical site documents, understood the technical requirements, and developed task content that the bidder regarded as necessary and appropriate to accomplish the project objectives. Furthermore, the RFB clearly stated that simply referencing the RFB specifications / requirements or repeating the RFB text verbatim would not be considered a sufficient description of the bidder's proposed scope of work in full and in detail.
- Some bid responses failed to or inadequately addressed one or more of the six key considerations specified in the RFB. For example, each bid needed to provide enough information so that the bid evaluation committee could determine whether the bidder reviewed the historical documentation associated with the site and fully understood the data gaps that needed to be addressed.
- Some bid responses failed to incorporate language that provided assurance to the evaluation committee that the bidder would conduct all work in accordance with PADEP guidance documents and accepted industry standards. For example, some bids: (a) omitted language that QA/QC samples would be collected and analyzed for all media of concern; and (b) omitted language that the photoionization detector would be calibrated daily before the start of work and would be used to guide where additional samples should be collected, if necessary.
- Some bidders failed to recognize that access agreements would be required to conduct off-property groundwater monitoring well installations or that a Right of Entry Agreement would be required by the Pennsylvania Department of Transportation (PADOT) should monitoring well installation occur within the PADOT right of way.
- Most bidders failed to recognize that the 20 soil boring locations specified in Task 6, Source Soil Delineation, would be guided at least in part by the findings of all the prior tasks. Similarly, some bidders failed to discuss in their bids that the results of the Soil Gas Survey (Task 4) shall be used to: (a) aid in depicting zones of elevated MTBE soil vapor concentrations surrounding the UST systems on a scaled site map; (b) combine with utility clearance activities (e.g., PA One Call, geophysical survey, etc.) to locate proposed soil borings (Task 6) and monitoring wells (Task 7); and (c) assist with determining the need for and scope of soil vapor intrusion sampling (Task 5).
- Some bidders failed to design a complete project approach and schedule that periodically takes stock of whether the remedial goal of demonstrating attainment with the residential used aquifer SHS-MSCs for soil and groundwater can be reasonably achieved at this site.