

Environmental Compliance (Soil/Groundwater) Services: CSO Solicitation No. 2130 – 2131
THIS SOLICITATION IS BEING EXTENDED TO PREQUALIFIED FIRMS AND IS POSTED HERE FOR INFORMATION ONLY.

The Connecticut Department of Transportation (Department) is seeking to engage two professional engineering firms to perform task-based services that include: regulatory compliance; environmental site evaluations; subsurface environmental investigations; water quality monitoring; design of soil and groundwater remediation systems; preparation of plans, specifications and estimates; and construction inspection and compliance services.

A three-year contract with up to 250 assignments is anticipated for each consultant with an expected commencement date of July, 2011. Please be advised that two firms are currently under contract with the Department for these services until 2013 and will not be eligible for this solicitation.

License requirements include CT Professional Engineering and CT Licensed Environmental Professional. Certification requirements include Industrial Hygienist or Hazardous Materials Manager. One person can hold all of the above noted requirements.

If your firm desires to be considered for this assignment, your submittal should consist of a one page letter of interest and ConnDOT Form CSO 255 with a maximum of five (5) resumes. One of the resumes must be that of the proposed Engineer-in-Charge of the assignment, with assurance that this individual will be available for work when required. This resume should identify the individual's expertise as it pertains to this type of work and his or her ability to manage on-call assignments. The resumes should further indicate that the individuals proposed have the appropriate training, certifications and licenses, including OSHA Health and Safety. (The CSO 255 Form can be found online at www.ct.gov/dot/consultant). Included in the submittal must be a brief narrative summarizing your current workload; a narrative description of proposed staff, qualifications, discipline experience and expertise in: (1) Regulatory Compliance; (2) Environmental Site Evaluations; (3) Subsurface Environmental Investigations; (4) Water Quality Monitoring; (5) Design of Soil and Groundwater Remediation Systems; (6) Preparation of Plans, Specifications and Estimates; (7) Construction Inspection and Compliance Services; and (8) State and Federal Regulatory Knowledge. The location of the office where the work will be performed and the staff size of that office should also be indicated. **Responding firms must also provide copies of the required licenses and certifications for the proposed personnel that indicate they are in current standing.**

Do not send additional documentation other than what is requested. The Consultant Selection Panel may reject your submittal, and your firm may not be considered for this project if you provide additional documentation such as corporate brochures, background information, and histories.

You are advised that a disadvantaged business sub-consultant goal applies to this project. This goal will be no less than two (2) percent of the agreement value. Within the letter of interest submittal, you must include the designated certified Disadvantaged Business Enterprise (DBE) sub-consultant(s) which you plan to use. The DBE sub-consultant(s) must be currently certified by the Department. All firms are advised that the prime consultant must perform the major part of the work with employees of the firm. Sub-consultants may be used to comply with DBE requirements or perform specialized work. Joint venturing assignments will not be allowed. The selected firms will be required to document their good faith efforts to provide opportunities for DBE firms to participate.

Prior to the negotiation process, the selected firms will be required to have a Department-approved audit and affirmative action plan, as well as current corporate registration with the Secretary of State (partnerships excluded). The selected firms will also be required to maintain insurance coverage from a firm licensed to do business in the State of Connecticut. Proof of coverage must be submitted on Department Forms CON-32 (revised 11/07) and DOC-001 (revised 3/08) prior to the start of the negotiations process.

Please be advised that the Office of Policy and Management has updated its contracting affidavits and certifications, as well as the timeline of when these documents are required to be completed, signed and returned. For the purpose of Form 1 (Gift and Campaign Contribution Certification), the planning date is defined as the date when the Commissioner granted approval to hire a consultant. For this project, the planning date is March 9, 2011. This is the date the selected firm must use when completing Form 1 at the time the agreement/contract is executed in accordance with the Connecticut General Statute (CGS) 4-252 and Executive Order No. 7C, paragraph 10. Please be advised that Form 5 (Consulting Agreement Affidavit), in its revised format (Rev. 2-1-10), **must** be completed and **one copy** should be submitted with your letter of interest package. Please do not staple or bind the affidavit in your submittal package. Forms 1 and 5 apply to all consulting agreements/contracts which have a total value to the State of fifty thousand dollars (\$50,000) or more in a calendar or fiscal year. Any consultant that does not make the certifications required under Subsection c of CGS 4-252 or refuses to submit the affidavit required under Subsection (b) or CGS 4a-81 shall be disqualified and the Department shall award the agreement/contract to the next highest ranked consultant or seek new submittals in accordance with Subsection (d) of CGS-4-252 and Subsection (d) of CGS 4a-81. Further information on these requirements can be obtained on line at <http://www.ct.gov/opm> via the Ethics Affidavits link.

For all State contracts, as defined in P.A. 10-1 having a value in a calendar year of \$50,000 or more, or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's (SEEC) notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. The SEEC *Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations* is enclosed herewith and hereby made a part of this solicitation.

Circumstances may require the rescheduling or cancellation of projects. Should this action be necessary, the Department would be under no obligation to provide supplementary work for the firms selected for this agreement.

The Department reserves the right to add additional projects of a similar nature for a separate selection, should additional projects become available prior to the interview phase of the selection process.

Please be advised that firms must also be prequalified in the particular year a shortlist is finalized and/or a selection is made.

All inquiries regarding this request for letters of interest must be directed to the Consultant Selection Office at (860) 594-3017.