

## Request for Qualifications – Professional Consulting Services

**Town of Honea Path**

**204 South Main Street**

**Honea Path, SC 29654**

<b>Request for Qualifications</b>	
Project Name:	Chiquola Mill Site Environmental and Engineering Consulting Services– Request for Qualifications
Description:	The Town of Honea Path invites interested parties to submit Statements of Qualification (SOQ) for a contract to provide grant writing, consulting, environmental, and engineering services for the Chiquola Mill Site. Project objectives include supporting the Town of Honea Path in the cleanup of the Chiquola Mill Site in preparation of development and in the development and implementation of an application for brownfields grant opportunities.
Date Issued:	<b>August 23, 2022</b>
Deadline:	<b>Qualifications is 1:00 p.m. on October 4, 2022</b>
Contact:	Mayor Christopher Burton, Town of Honea Path
Email:	<a href="mailto:mayor@honeapathsc.com">mayor@honeapathsc.com</a>

### **Chiquola Mill Site Environmental and Engineering Consulting Services**

#### **I. Introduction**

The Town of Honea Path owns a +/-21.6-acre parcel within its town limits that is the site of the now-defunct Chiquola Mill. The site was purchased by the Town in April 2018. The property is under a Non-Responsible Party VCC. Phase I and Phase II assessments have been completed on the site. The Town is currently in the process of addressing environmental and debris concerns on the site with the intent to redevelop the property. The Town invites interested parties to submit Statements of Qualification (SOQ) for a contract to provide grant writing, consulting, environmental, and engineering services for the development and repurposing of this site..

#### **II. Objectives**

The primary objectives for the project are as follows:

- Preparation of bid documents and related engineering services for a debris removal and related site development items for a bid to hire a contractor utilizing an approximate \$1,000,000 State grant at the direction of the Town to expedite first phase redevelopment options.
- Preparation of applications (separate from the \$1,000,000 State grant above) to the Environmental Protection Agency (EPA) for brownfield cleanup activities for

additional redevelopment phases of the Chiquola Mill site utilizing future successfully secured brownfield grant revenues to pay for these engineering services and grant application related to the costs for this brownfield grant.

- Administration support for federal/state grants related to the cleanup activities for the Chiquola Mill site as directed by the Town.
- Identify and pursue funding sources for brownfield projects
- Facilitate community involvement during through the grant writing process and implementation of any awarded grant funds.
- Implementation activities of designated cleanup activities as required by the Non-Responsible Party VCC
- Drafting of any necessary environmental reports for a successful grant application and cleanup process

### **III. Scope of Work**

Part 1: Bid Documents for existing \$1,000,000 State Grant Preparation and Administration: The selected environmental consultant will prepare bid documents as directed by the Town to remove debris and potentially add infrastructure to prepare the site for phase 1 redevelopment plans on a portion of this site. The Town's intent is to maximize this State grant to create a phase 1 redevelopment site on a portion of this Chiquola Mill Site where phase 1 redevelopment can occur at a near future date by a separate private developer. This work will be to create the bid documents, bid assistance, contractor assistance, and some construction oversight.

#### **PART 2: SEPARATE GRANT APPLICATION:**

Grant Preparation and Administration: The selected environmental consultant will be asked to take the lead in a cleanup grant application preparation with input from the Town and its community. Tasks will include the collection of data required for the cleanup grant application and management of all grant activities to ensure compliance with EPA or other funding source's requirements. The Town's intent is to maximize Federal and any other sources of funding that may be available to prepare additional portions of this site for Phase 2 and beyond redevelopment options by the Town and/or private developers.

Following the grant award, the consultant will aid in the Town's administration of the grant. The entire cost of this portion of the consultant's work will be paid for from the grant proceeds secured by the consultant.

Site Characterization and Cleanup Activities: The consultant may be asked to develop site-specific reports for the cleanup and to repurpose the property. Reports may include an Analysis of Brownfields Cleanup Alternatives (ABCA's), site remediation work plans, conceptual renderings of the repurposed trail, etc. The consultant may also be asked to conduct community visioning session and/or workshops to solicit input for repurposing the site with community and key stakeholders across South Carolina's trail system. The consultant may also assist in the

negotiation of the cleanup of the property with the South Carolina Department of Health and Environmental Control (SCDHEC) as activities pertain to the Non-Responsible Party VCC.

Other Brownfields Cleanup Related Duties: Other environmental consulting duties pertaining to the cleanup of the site may be required that have not been anticipated in this Request for Qualifications.

#### **IV. Response Format/Evaluation Criteria**

The submission should be no longer than 15 pages long (including organizational charts and resumes) and shall include the information outlined below. To ensure fairness in the evaluation of proposals received, the proposal should be organized in the following sections:

##### Experience and Capacity:

The following should be included in the SOQ:

- History of the firm's experience providing brownfields cleanup services;
- Brownfields grant application experience, capacity, and success;
- Brownfields cleanup project experience with prior EPA grant funded projects;
- Description of the firm's organizational structure including the names and experience of key team members, professional registrations, site investigation, and experience working with Region IV EPA and SCDHEC staff; and,
- Disclosure of any potential conflicts of interest.

##### References:

The SOQ shall include at least three (3) references for similar services/projects that have been provided by the consultant and the dates of service. Please include the reference name, company, email address, and phone number of references included in the SOQ.

##### Proposed Methodology:

The SOQ shall include an organization chart and a detailed description of how the firm plans to complete the scope of work described in this Request for Qualification. Include a description of the relevant services provided by the firm.

#### **V. Selection Criteria**

The responding firms will be evaluated on the following criteria:

- Experience and ability to successfully complete brownfields cleanup work;
- Demonstrated brownfields experience including successful grant administration along with a demonstrated ability to work with Region IV EPA and SCDHEC staff;
- Approach and understanding of the scope of work as stated in this Request for Qualifications;

- Proven track record of community involvement and stakeholder relations for brownfields projects;
- Substantial environmental cleanup experience and quality of performance on similar projects; and,
- Participation of small, minority, woman, and veteran owned businesses.

Oral presentations to the Town of Honea Path may be requested. However, the request for an oral presentation does not constitute the acceptance of the consulting firm, or imply that an agreement is pending. The Town of Honea Path reserves the right to award this opportunity based on the initial RFQ response without oral presentation.

The Town of Honea Path reserves the right to reject any and all responses, and to modify any contract with the environmental consulting firm if the grant application is not successful, and no award is made.

#### **VI. Address and Deadline**

Responses to this RFQ must be submitted **VIA EMAIL** to Mayor Christopher Burton, Town of Honea Path at [mayor@honeapathsc.com](mailto:mayor@honeapathsc.com). All questions regarding this request for qualifications must be submitted **VIA EMAIL** to Mayor Burton by **12:00 noon on September 30, 2022**. The submittal deadline for the Statement of **Qualifications is 1:00 p.m. on October 4, 2022**. The email subject line should read “Honea Path Chiquola Mill Site Consulting Services”.