

Department/Agency	NCDEQ – Division of Waste Management
DEQ Number	16-101038-000
Project Title	Hurricane Helene Relief Brownfields Contract
Design Services	Environmental Engineering and Community Feasibility Planning Services for up to Five (5) Pre-Qualified Vendors with no minimum or maximum guarantee of work.
Scope of Work	See attached Scope of Work. Work to be performed within FEMA-4827-DR area, as assigned by the Brownfields Redevelopment Section (BRS).
Contact	Jordan Thompson
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Total Project Budget	Estimated \$4,030,683.00 over the Five (5) year term.
Source of Funds	66.801 Hazardous Waste Management State Program Support
Publish Date	October 1, 2025
Closing Date	October 30, 2025, at 2:00p ET
Submit electronic copy of Letter of Interest, OC-25 Form, and SF-254	Jordan.thompson@deg.nc.gov Subject line must say: Hurricane Helene Relief Brownfields Contract Note: Email attachment limit is 25 MB
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	Must be submitted electronically
NC Licensing Statement	<p>In order to offer architectural, engineering, or landscape architectural services in response to this solicitation, the proposing firm must be properly licensed to practice Architecture, Engineering, or Landscape Architecture in the State of North Carolina. More information on the North Carolina state boards may be found at the following websites:</p> <p>NC Board of Architecture: (http://www.ncbarch.org) NC Board of Examiners for Engineers & Surveyors: (http://www.ncbels.org) NC Board of Landscape Architects: (http://www.ncbola.org)</p>

STATE BUILDING COMMISSION - SELECTING CRITERIA

In selecting designers, the selection committee should take into consideration qualification information including such factors as:

1. Specialized or appropriate expertise in the type of project.
2. Past performance on similar projects.
3. Adequate staff and proposed design or consultant team for the project.
4. Current workload and State projects awarded.
5. Proposed design approach for the project including design team and consultants.
6. Recent experience with project costs and schedules.
7. Construction administration capabilities.
8. Proximity to and familiarity with the area where the project is located.
9. Record of successfully completed projects without major legal or technical problems.
10. Other factors which may be appropriate for the project.

STATE BUILDING COMMISSION - SUBMITTAL CRITERIA

Proposing firms must submit THREE (3) copies of the Letter of Interest and THREE (3) copies of your current Standard Form 254 (SF 254) with the information package. The current SF 254 template is located at <http://ncadmin.nc.gov/businesses/construction/forms-documents> which is the State Building Commission approved form.

In the interest of cost-savings to the designers, consistency of the submittals and more efficient use of time by the pre-selection committee, the submitted information package should not include any notebooks, binders, tab, clips, etc. The format should be 8-1/2" x 11" pages stapled in the upper left-hand corner. The Letter of Interest should not exceed ten (10) single-sided pages or five (5) double-sided pages plus the SF 254.

E-mail and Fax submittals will not be accepted.

**SCOPE OF WORK
BROWNFIELDS PROGRAM
ENVIRONMENTAL ENGINEERING SERVICES CONTRACTS**

The selected contractors must provide, in a manner satisfactory to the North Carolina Department of Environmental Quality (DEPARTMENT), and as authorized on a task order/not-to-exceed basis, technical services to assess and provide mitigation/remediation planning services to Brownfields Properties under the EPA Grant Number 05D52025. The State does not guarantee any minimum or maximum amount of work over the contract period.

Services may include, but are not limited to the following:

- A. Preparation of site-specific work plans (including technical proposals and cost estimates) for specific technical tasks.
- B. Review of site files, site reconnaissance, property ownership determination, right-of-entry acquisition, and receptor surveys.
- C. Various hydrogeologic and contaminant assessment activities, including monitoring installation, groundwater sampling, surface water and sediment sampling, landfill/soil gas sampling, crawl space sampling, indoor air sampling, soil sampling, human exposure assessments (evaluation of site-specific risks to potential receptor populations from site-related contamination), asbestos containing material (ACM) surveys, and other tasks related to comprehensive assessment of groundwater, surface water, sediment, soil, soil vapor, and indoor air at designated sites.
- D. Various land surveying activities and preparation of Brownfields plats.
- E. Prepare notices and record notices and land use restriction documents for DEPARTMENT approval.
- F. Preparation and implementation of site-specific mitigation/remediation recommendations (including ABCAs), providing an evaluation of various mitigation/remediation alternatives for soil, groundwater, surface water (including wetlands), sediment, and/or structural vapor intrusion contaminated sites.
- G. Various community planning services include outreach, feasibility assessments to evaluate redevelopment potential of target properties, community scans, establish priorities to inform potential strategies for reuse; community analysis (sales trends, vacancy, land use, ownership, and underutilization), market research, and financial feasibility analysis.
- H. Management and oversight of specialty and engineering subcontractors, vendors or CONTRACTOR personnel involved in assessment activities at designated sites. The CONTRACTOR shall select subcontractors based on qualifications and cost using a minimum of three quotes from different firms unless the work is known not to exceed \$3,000.00 or the contractor demonstrates there are not three firms available to provide quotes.
- I. Preparation and implementation of site-specific health and safety plans, under the supervision of a qualified health and safety officer, so as to ensure compliance with all applicable OSHA regulations for worker safety and for the health and safety of nearby residential and business communities during all phases of site assessment.

J. Preparation and submittal of all required reports and any miscellaneous documentation as requested by the DEPARTMENT or Contract Administrator according to schedule(s) agreed to by both parties; submittal of site-specific project status summaries (technical progress, identification of problems/delays, and cost updates) to the DEPARTMENT at the time of invoice submittal in accordance with applicable Brownfields Program requirements.

K. Technical and administrative support as needed at public hearings or public meetings to discuss elements of proposed investigation or intended reuse. Also, as needed technical and administrative support in providing expert testimony at hearings, meetings, depositions, and in litigation involving the DEPARTMENT related to work conducted under the funds provided in this contract.

L. Preparation and submittal of work in portable document format (PDF).

M. Contract administration (Including documentation of good faith efforts to subcontract DBEs), budget tracking, and invoicing.