

Department/Agency	DEQ Division of Waste Management
DEQ Number	16-101039-001
Project Title	Inactive Hazardous Sites Branch Environmental Engineering Services Contract
Design Services	Environmental Engineering Services for Pre-Qualified Vendors with no minimum or maximum guarantee of work.
Scope of Work	See Attachment 1: Scope of Work.
Contact	Vincent Antrilli
Telephone	919-707-8353
Email	Vincent.Antrilli@deq.nc.gov
Total Project Budget	Estimated \$2,500,000.00 over the Three (3) Year Term
Source of Funds	State and Federal Funds
Approved OC-25 #	N/A
Publish Date	August 5, 2026
Closing Date	August 31, 2026 @ 2:00pm ET
Submit an electronic copy of Letter of Interest and SF-254	Vincent.Antrilli@deq.nc.gov Subject line must say: IHSB LOI Note: Email attachment limit is 25 MB
Physical Location for Fed Ex/UPS Delivery (Delivery Address)	Must be submitted electronically.
NC Licensing Statement	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: 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)

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 ONE (1) Electronic Copy of the Letter of Interest and ONE (1) Electronic Copy 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.

Fax submittals will not be accepted.

**SCOPE OF WORK
INACTIVE HAZARDOUS SITES BRANCH
ENVIRONMENTAL ENGINEERING SERVICES CONTRACTS**

Each of the selected contractors must provide, in a manner satisfactory to the Department, and as authorized on a task order/not-to-exceed basis, technical services to assess and mitigate Inactive Hazardous Sites and, where necessary, to provide potable water at various sites. Services may include, but are not limited to the following:

- A. Preparing site-specific work plans (including technical proposals and cost estimates) for specific technical tasks.
- B. Reviewing site files and conducting site reconnaissance, property ownership determination, right-of-entry acquisition, and receptor surveys.
- C. Conducting various hydrogeologic and contaminant assessment activities, including well installation, groundwater sampling, surface water and sediment sampling, soil gas sampling, indoor air sampling, soil sampling, buried waste sampling, aquifer testing, human exposure assessments (evaluation of site-specific risks to potential receptor populations from site-related contamination), and other tasks related to comprehensive assessment of groundwater, surface water, sediment, soil, soil gas, and indoor air at designated sites.
- D. Conducting various geophysical assessment activities.
- E. Conducting various land surveying activities.
- F. Preparing notices for DEPARTMENT approval and recording notices and land use restriction documents.
- G. Preparing site-specific mitigation plans providing an evaluation of various mitigation alternatives for groundwater, surface water (including wetlands), sediment, soil and/or vapor, and the preparation of design drawings and bid documents for various mitigation systems.
- H. Conducting an evaluation of the technical feasibility and cost-effectiveness of preferred water supply alternatives; said alternatives to include the provision of alternate water supply systems (point-of-entry carbon treatment systems, bottled water, and extension of public water lines).
- I. Coordinating and overseeing demolition of structures, including the disposal of demolition debris.
- J. Managing and overseeing specialty and engineering subcontractors, vendors or CONTRACTOR personnel involved in the installation, operation, and maintenance of various mitigation systems 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. The DEPARTMENT and the CONTRACTOR shall jointly review all remediation subcontractor qualifications and quotes and jointly select all remediation subcontractors. All subcontracts exceeding \$500,000.00, or lesser amount if so established by directive of the DEPARTMENT, shall comply with Article 8 of Chapter 143 of the North Carolina General Statutes for formal sealed competitive bids.

ATTACHMENT 1

- K. Preparing and submitting all required permit applications for the construction and operation of various mitigation systems at designated sites, including NPDES, non-discharge, and air quality permit applications as may be required by the DEPARTMENT or other governmental agency; development and implementation of procedures designed to expedite acquisition of such permits so that site cleanups may proceed as quickly and effectively as possible.
- L. Implementing site-specific mitigation plans, including management/oversight of all phases of site remediation.
- M. Preparing and implementing site-specific health and safety plans, under the supervision of a qualified health and safety officer, 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 and remediation.
- N. Preparing and submitting 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.
- O. Providing as-needed technical and administrative support, as needed, at public hearings or public meetings to discuss elements of proposed mitigation plans. Also, as needed, technical and administrative support in providing expert testimony at hearings, meetings, depositions, and in litigation involving the DEPARTMENT related to the Inactive Hazardous Sites Cleanup Fund expenditures at Inactive Hazardous Sites.
- P. Preparing and submitting documents in portable document format (PDF) and/or digital format (TIFF, minimum 300 DPI) as directed by the DEPARTMENT.
- Q. Vendor to complete the following table:

2026-2029 CONTRACT AGREEMENT FEE SCHEDULE

Personnel Level	Hourly Rate
Principal	\$
Senior	\$
Project	\$
Staff	\$
Technician	\$
Draftsperson/CAD	\$
Word Processor/Clerical	\$

If the DEPARTMENT determines that a site-specific scope of work exceeds what is outlined in the November 2024 Reasonable Rate Document (RRD), it may be augmented on a time and materials (T&M) basis. These would be exceptional cases, and do not imply that routine reimbursement is the fee schedule plus T&M.

ATTACHMENT 1

Bid Quotes

Bid quotes in accordance with the November 2024 RRD may be required for activities that exceed \$5,000.00. At a minimum, the CONTRACTOR shall comply with the requirements of paragraph J of this AGREEMENT in relation to competitive bidding and all other aspects of Article 8 when hiring subcontractors for subcontracted activities exceeding \$5,000.00.

Subcontractor Fees

Where established in the November 2024 RRD, subcontractors' costs are not to exceed the established rate and will be reimbursed at the lesser of the actual invoiced amount or maximum rate.

Laboratory Fees

The CONTRACTOR is free to use whatever lab that they choose if there is no increase in cost to the DEPARTMENT, i.e., out of state labs with increased shipping costs. The CONTRACTOR is responsible for the QA/QC of the lab data and any lab errors that are made.

Due Dates

It is the responsibility of the CONTRACTOR to communicate with your Hazardous Waste Section Contact about deliverable dates or extensions. The DEPARTMENT reserves the right to reduce payment for deliverables that are more than 10 business days late by five percent (5%) and an additional one percent (1%) each day thereafter against the total invoice for work that is late. For example, if your work is 15 business days late on a \$10,000 invoice, then the DEPARTMENT reserves the right to reduce payment by \$1,000.

Meeting Requests

From time to time the DEPARTMENT may request face-to-face meetings in our offices here in Green Square in Raleigh. Based upon the CONTRACTOR providing up to four (4) individuals for the meeting not to exceed two hours and travel to our office, such a meeting will be reimbursed at \$2,000.00 for in-person meetings and \$1200.00 for virtual meetings.