

REQUEST FOR QUALIFICATIONS
CITY OF HURON – CONAGRA REDEVELOPMENT PROJECT

Request for Qualifications Released on Friday, June 4, 2010
Qualifications due by 4:00 p.m. on Friday, June 25, 2010

The City of Huron, a municipality located in the County of Erie, Ohio, is soliciting qualified firms for the provision of professional services in connection with the ConAgra Redevelopment Project. The project site is located at the former ConAgra property located at 41 East Cleveland Road in Huron, Ohio.

The project will be funded by various local, state and private sources. The primary objective of this RFQ is to select a consultant to serve as the Ohio Voluntary Action Program (“VAP”) Certified Professional (“CP”) and to assist with the execution of the City’s Clean Ohio Revitalization Fund (“CORF”) Round 8 contract for demolition and remediation activities at the site. The City is the property owner and will select a firm to manage the specific objectives of its CORF grant award. The selected contractor(s) will, therefore, be required to work closely with the City to meet project objectives.

The City will award one or more contracts for Professional Services related to the demolition and remediation needed to recruit new investment necessary to complete an appropriate redevelopment of the entire site. The City will direct and manage this work and reserves the right to negotiate additional services as needed for the successful implementation of its objectives. The selected contractor(s) will contract directly with the City and the City will determine the project schedule and process for achieving project goals.

PROJECT OVERVIEW

The City of Huron will receive a \$2 million Clean Ohio Revitalization Fund grant to complete remediation and demolition activities at the former ConAgra facility on Cleveland Road East. The property was originally built for grain milling and shipping in the 1950s and vacated by ConAgra in 2006. The City acquired the property that same year and completed a public boat launch, in conjunction with the State of Ohio, on the southern half of the property earlier this year. Upon completion of remediation and demolition of all buildings on the site, the City of Huron will endeavor to transform the property into a mixed-use commercial development to feature commercial, retail, green space, residential and public access. The site is prime land for redevelopment because of its location on the Huron River and Lake Erie.

Asbestos abatement of the entire site is ongoing and is not anticipated to be part of the project; a modest demolition project has been awarded for several outlay buildings on the site. The CORF project includes the demolition of a 35,640 square foot brick grain warehouse and grain silos, soil remediation activities, grading, and site preparation. The soil remediation activities are anticipated to include

The selected firm(s) will guide and advise the City on options available for adjusting the remedial design to coordinate with the master plan and develop strategies to implement the CORF grant cost effectively. The selected firm(s) will be expected to coordinate with the the City Administration, the project's General Contractor , various City departments, various regulatory and/or funding agencies, and other consultants as may be deemed necessary by the selected engineering firm and the City's direction.

SCOPE OF SERVICES

The project is time-critical. All deliverables are expected to be expedited, as practical. Work under the anticipated contract or contracts may include, but is not limited to, the following:

Certified Professional Services

The selected firm(s) will:

- provide Certified Professional services necessary to issue a No Further Action letter and request a Covenant Not to Sue under the Ohio VAP;
- provide the City of Huron with alternative solutions to resolving VAP/NFA requirements;
- provide the City of Huron with risk analysis and mitigation planning in support of redevelopment activities;
- assist the City of Huron in discussions with Ohio EPA, Ohio Department of Development, and other regulatory or funding agencies; and
- consult with the City of Huron on the 'best available' methods for addressing environmental concerns.

Environmental

The selected firm(s) will:

- function as the City of Huron's agent for the oversight and inspection of asbestos abatement and hazardous materials removal and disposal;
- provide field and laboratory services in support of the demolition, remediation and redevelopment of the site;

- provide time-critical assessments and/or remediation of discovered environmental conditions;
- Assist with the procurement of qualified demolition and remediation contractors; and
- provide field supervision of contractors.

- work the City of Huron's engineers to establish final grade for the site in preparation for redevelopment; and
- work with City of Huron to coordinate demolition or remediation activities with surface and subsurface infrastructure projects.

REQUIREMENTS FOR CONSIDERATION

Please submit the following:

1. A letter of interest describing the types of professional services being offered.
2. A Statement of Qualifications (SOQ) following the format outlined below.
3. Qualifications will be measured against the SCORING CRITERIA following the STATEMENT OF QUALIFICATIONS section. Interested firms are encouraged to provide documentation addressing elements of the scoring criteria as it complements their statement of qualifications.

STATEMENT OF QUALIFICATIONS

Please submit the following information:

I. Firm Identification and Background Information

1. Firm's name, email address, postal address, contact name, telephone and fax numbers.
2. Federal I.D. number
3. Ohio Tax I.D. number
4. Ohio BWC and TIN number
5. The firm's legal formation and state of incorporation, if applicable.

II. Qualifications and Experience of the Firm

1. Provide a concise history of the firm,
2. Provide an overview of the firm's general capabilities.
3. Include a description of the firm's resources, including staff, equipment and capital available for project use and deployment.
4. Demonstrate experience in working with the Clean Ohio Revitalization Fund.
5. Describe experience with administration of State or Federal grants.
6. Demonstrate experience working in or near the City of Huron

III. Personnel

1. Identify the Certified Professional and Project Manager (if different) who will be assigned to the contract.
2. Provide a summary of the project organization structure and qualifications for the firm's personnel who will be responsible for the success of the project.
3. Supply concise resumes of the personnel identified in 1 and 2 above.
4. Supply the firm's billing rate schedule for personnel that will be involved in the project.

IV. References

1. Please provide up to three references of clients whose projects reflect a similar scope and complexity. Provide the name, telephone number, and e-mail address of a contact for each client and a brief description of the services provided.

V. Required Attachments

1. Certified Professional's name and certificate number
2. Current certificate of professional liability, malpractice and errors and omissions insurance (If awarded must name the City of Huron and the State of Ohio as additional insured)
3. W-9 (Attached)

SCORING CRITERIA

Firms' proposals will be judged on the following criteria and the respective weightings. Interested firms are encouraged to provide documentation addressing elements of the scoring criteria as it complements their statement of qualifications.

Background and Related Project Experience	10 points
Experience with Ohio VAP and Clean Ohio Revitalization Fund	20 points
Experience with Coordinating Environmental and Demolition Activities	15 points
Understanding of the Project	15 points
Experience in the City of Huron	10 points
Performance on Other Projects	15 points
Staffing and Billing Rate Schedule	10 points
Current Workload/Capacity	5 points
TOTAL	100 points

SUBMISSION DEADLINES

All materials shall be submitted no later than June 25, 2010 at 4:00 pm. Submitting firms should send information by reliable means which include proof of receipt.

FOR ADDITIONAL INFORMATION & SCHEDULING

Questions and requests for site visits are to be e-mailed to Andrew D. White, City Manager at citymanager@cityofhuron.org.

