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| **RFP NUMBER AND TITLE:** | RFP # 202505074, Brownfields Environmental Contractor Services |
| **RFP ISSUED BY:** | Department of Environmental Protection |
| **SUBMITTED QUESTIONS DUE DATE:** | June 19, 2025 |
| **QUESTION & ANSWER SUMMARY ISSUED:** | June 23, 2025 |
| **PROPOSAL DUE DATE:** | July 9, 2025, no later than 11:59 p.m., local time |
| **PROPOSALS DUE TO:** | [Proposals@maine.gov](mailto:Proposals@maine.gov) |
| **Unless specifically addressed below, all other provisions and clauses of the RFP remain unchanged.** | |
| **DESCRIPTION OF CHANGES IN RFP:**   1. **Part IV, Section II is amended.** | |
| **REVISED LANGUAGE IN RFP:**   1. **In Part IV, Section II (5) of the RFP, the “Financial Viability” section is removed. Bidders are not required to submit the Balance Sheets and Profit/Loss Statements as originally required in that section.** | |

**Provided below are submitted written questions received and the Department’s answer.**

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| **1** | **RFP Section & Page Number** | **Question** |
| **Part IV, Section II (5), Page 14** | I have never seen any entity ask for profit and loss statements and balance sheet data. I suspect supplying this data will not be something most companies will want to do. Is this a method to reduce who bids on this project? |
| **Answer** | |
| The intent behind asking for financial data is certainly not to reduce the number of Bidders, it is standard language in state RFPs above a certain dollar amount. The intent is to allow for a comprehensive evaluation of the Bidder’s qualifications and experience. After further consideration, the requirement to submit the profit/loss/balance sheet information has been removed through Amendment #1 to the RFP, which is detailed above. | |

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| **2** | **RFP Section & Page Number** | **Question** |
| Part II (A)(4), Page 8 | Can a subcontractor satisfy the requirement for a Maine Licensed Geologist? |
| **Answer** | |
| The awarded Bidders must have a Maine Licensed Geologist (LG) on staff. | |

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| **3** | **RFP Section & Page Number** | **Question** |
| Part II (A)(9), Page 9 | Does the Bidder have to submit an approved Region 1 EPA QAPP as part of the proposal or does the bidder need to have an approved QAPP prior to bidding on any specific projects under this contract? |
| **Answer** | |
| Having a DEP and Region 1 EPA approved QAPP is not a requirement to be eligible to bid, but Bidders would need to develop one prior to working on projects that require creation of SSQAPPs. Preference may be given to Bidders who have an approved DEP and Region 1 EPA approved QAPP. | |

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| **4** | **RFP Section & Page Number** | **Question** |
| Appendix C, Page 22 | The RFP states: “Provide a description of three (3) projects that occurred within the past five (5) years which reflect experience and expertise needed in performing the functions described in Part II – Scope of Services to be Provided of the RFP.” Can respondents include projects that started before 2020, but had components (e.g., outreach, monitoring) that extended beyond 2020? |
| **Answer** | |
| Yes, but preference may be given to Bidders where the majority of the functions described in Part II occurred within the last five years. | |

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| **5** | **RFP Section & Page Number** | **Question** |
| Part IV, Section II.1, Page 13 | Can the requested figures be11x17 inches in size? |
| **Answer** | |
| Yes. | |

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| **6** | **RFP Section & Page Number** | **Question** |
| Part IV, Section IV (1)(b), Page 15 | Should the rate sheet provide estimated costs for each scope of service task as described in Part II, Section B? |
| **Answer** | |
| You are not required to include that information. | |

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| **7** | **RFP Section & Page Number** | **Question** |
| Appendix D, Page 24 | Should the Proposed Cost at the top of the page be the total cost to complete the entire scope of services as described in Part II, Section B? If so, can the Department provide how many of each task will be performed by a single vendor (for example how many Phase I, Phase II ESAs will be needed, number of projects that will go to cleanup, etc.)? |
| **Answer** | |
| No. Provide the proposed cost for the scenario presented in Appendix D. | |

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| **8** | **RFP Section & Page Number** | **Question** |
| Part IV, Section II (1), Page 13 | Are you looking for resumes of key staff to be included within Section II - 1 Overview of Organization? If yes, do the resumes count towards the 18-page limit? |
| **Answer** | |
| Resumes are not explicitly required. If included, they would count toward the 18-page limit. | |

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| **9** | **RFP Section & Page Number** | **Question** |
| Part IV, Section II (5), Page 14 | Do the required Balance Sheets and Income Statements for each of the past three years (in the Financial Viability section) count towards the 18-page limit? |
| **Answer** | |
| Per Amendment #1 to the RFP, the financial viability section has been removed, so you do not need to include this information. | |

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| **10** | **RFP Section & Page Number** | **Question** |
| Part I (E), Page 7 | The State has noted that up to 5 vendors will be selected. Can the State describe or detail how opportunities will be distributed to the selected vendors? Will it be via a rotation? Additional RFPs for the vendors? Price sheets? Other? |
| **Answer** | |
| The Department generally anticipates this will be done via rotation, although multiple factors will be considered when assigning work. See also Part I (A), page 5. | |

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| **11** | **RFP Section & Page Number** | **Question** |
| Part IV, Section II (5), Page 14 | Item numbers 2 through 4 and 6 through 7 state “This does not count toward the page limit in #1 above.” However, Item 5 Financial Viability does not include that statement. Do the answer to this item and the balance sheets and income (profit/loss) statements count toward the 18-page limit? |
| **Answer** | |
| Per Amendment #1 to the RFP, the financial viability section has been removed, so you do not need to include this information. | |

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| **12** | **RFP Section & Page Number** | **Question** |
| Table of Contents, Part III (A), Page 2 | Clarification on TOC Part III A – Bidder Conference:  We were unable to locate a Part III, A., referencing the Bidder Conference in the Table of Contents or within the proposal document itself. Could you kindly confirm whether this is a typographical error, or if a Bidder Conference is scheduled? |
| **Answer** | |
| There is no bidders conference. | |

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| **13** | **RFP Section & Page Number** | **Question** |
| Appendix D, Page 25 | Clarification on Core Team and PE Requirements in Cost Proposal:  Could you please clarify whether the term “Core Team” requires a licensed Professional Engineer (PE), or if it refers to a Project Engineer who may not be licensed? Specifically, in the Cost Proposal, is the listed lead Project Engineer expected to be a licensed PE? |
| **Answer** | |
| A Maine Licensed Professional Engineer is required. | |

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| **14** | **RFP Section & Page Number** | **Question** |
| Part II (3), Page 8 | Confirmation on HAZWOPER Certification Requirements for Subcontractors:  We would appreciate confirmation on whether it is sufficient to provide OSHA HAZWOPER training certifications for the prime firm only, or if current certifications are also required for all proposed subcontractors, such as drillers, surveyors, and utility clearance contractors. |
| **Answer** | |
| It is sufficient to provide copies of training certificates for the prime firm only (i.e., Bidder). You do not need to provide copies of certificates for subcontractors, such as drilling companies, but you can reference in your proposal whether that company is OSHA HAZWOPER certified. | |