



**City of Fairview Park
Eileen Ann Patton, Mayor
20777 Lorain Road
Fairview Park, Ohio 44126
www.fairviewpark.org**

Request for Proposals for Tier 1 Investigation Services

**Issue Date: January 27, 2016
Closing Date & Time: February 15 at 4 PM**

This communication serves to apprise you and your firm of the above mentioned Request for Proposals (RFP). The City of Fairview Park invites you and your firm to respond to this RFP. Please review carefully all sections of the RFP, paying particular attention to the closing date and time listed above and within the body of the RFP.

For additional information or questions, contact:

**Bridget Hinkel
Administrative Assistant
City of Fairview Park
(440) 356-4411
bridget.hinkel@fairviewpark.org**

I. BACKGROUND

The City of Fairview Park (City) is seeking proposals for Tier 1 investigation services from firms experienced with the corrective action policies and procedures mandated by the Bureau of Underground Storage Tank Regulations (BUSTR).

In 2015, the City removed a set of underground storage tanks. The area affected measures approximately 40' x 26' and is located directly behind city hall, 20777 Lorain Road, Fairview Park, Ohio (attached.) In a letter dated November 30, 2015 (attached), BUSTR instructed the City to perform a Tier 1 Source Investigation as prescribed in Ohio Administrative Code 1301:7-9-13(H) and explained in BUSTR's *Technical Guidance Manual (2012)*.

II. SCOPE OF SERVICES

Services to include at a minimum:

- Tier 1 source investigation
- Action level determination
- Tier 1 source investigation reporting

III. PROPOSAL REQUIREMENTS

All proposals should be concise and include:

1. A discussion of the firm's ability and capacity to perform the scope of services.
2. Any recommended additions to the scope of services.
3. An itemized list of proposed activities with corresponding schedule.
4. A minimum of three references for projects firm has completed with a similar scope of services.
5. A list of professional licenses held by the firm and any subcontractors.
6. A conflict of interest statement indicating that the firm and all associated firms and individuals do not have and shall not have for the duration of the contract any other interests in or business association with the City of Fairview Park.

Pursuant to Section 149.43 of the Ohio Revised Code, applications may be considered a public record and released upon request.

IV. SUBMISSION REQUIREMENTS

Completed applications will be accepted at the following location until 4:00 pm EST on Monday, February 15, 2015:

**City of Fairview Park
c/o Mayor's Office
20777 Lorain Road
Fairview Park, Ohio 44126**

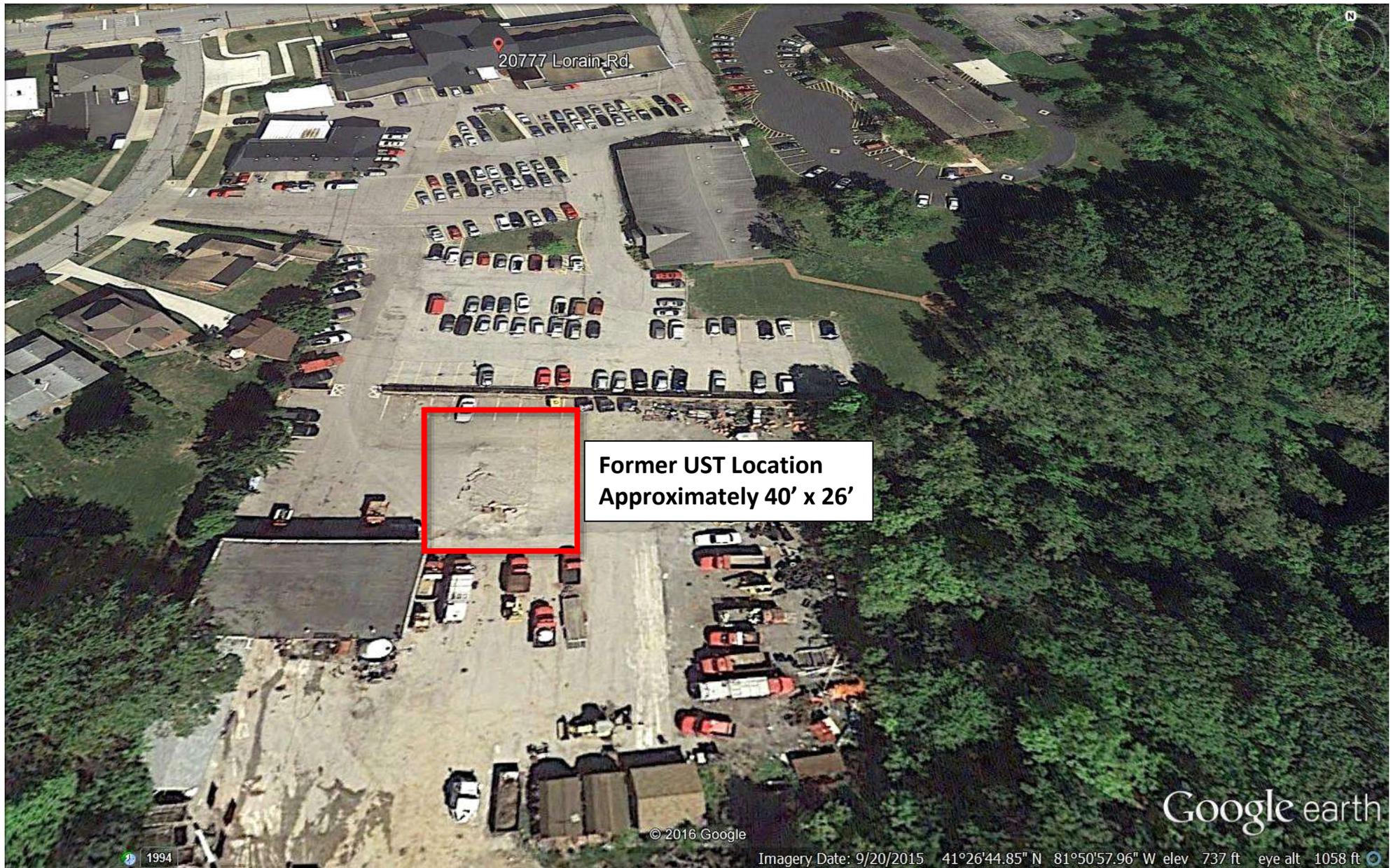
Complete application packets must include one original paper copy and one electronic PDF copy.

Per Section 9.24(A) of the Ohio Revised Code, the City cannot award contracts over \$50,000 to a contractor against whom a finding for recovery has been issued by the Auditor of the State of Ohio. Before a contract will be executed, the selected consultant will be required to provide proof that no unresolved finding for recovery has been issued.

V. SELECTION PROCEDURES

Upon completion of review and, if applicable, interviews, the City shall enter into negotiations with the top consultant as determined by a review panel. If successful negotiations are not completed within a reasonable time period, then negotiations shall commence with the next best consultant. A reasonable time period is determined at the City's discretion.

The City reserves the right to accept or reject any and all proposals. The City also reserves the right to elect not to award a contract based on this Request for Proposals for any reason.



20777 Lorain Rd.

**Former UST Location
Approximately 40' x 26'**

Google earth

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Imagery Date: 9/20/2015 41°26'44.85" N 81°50'57.96" W elev 737 ft eye alt 1058 ft

1994



Department of Commerce

Division of State Fire Marshal
John R. Kasich, Governor
Jacqueline T. Williams, Director

November 30, 2015

KEN PIERSON
CITY OF FAIRVIEW PARK
20777 LORAIN RD
FAIRVIEW PARK, OHIO 44126

SITE: CITY OF FAIRVIEW PARK
20777 LORAIN RD
FAIRVIEW PARK OH
CUYAHOGA COUNTY
RELEASE #18004452-N00002

RE: TIER 1 SOURCE INVESTIGATION REQUIRED

Dear Mr. Pierson:

The Bureau of Underground Storage Tank Regulations (BUSTR) has reviewed your report titled "Closure Assessment" dated September 15, 2015. BUSTR has determined that soil contamination exists in excess of the action levels applicable to this site. You are required to perform a Tier 1 Source Investigation as prescribed in Ohio Administrative Code 1301:7-9-13(H), effective July 1, 2012, and explained in BUSTR's *Technical Guidance Manual (2012)*. These documents describe the activities that must be performed during the tier evaluation and the information that is to be submitted to BUSTR. Please note that the Tier 1 Evaluation or the Tier 1 Notification report was due on or before November 12, 2015.

You may be also eligible to receive reimbursement for the costs of corrective action from the Petroleum Underground Storage Tank Release Compensation Board. Please contact that office at 614-752-8963 for more information.

Publications that may help you to understand the requirements for compliance with BUSTR's rules and regulations may be found on the Internet at <http://www.com.ohio.gov/fire/> or by calling our office.

Thank you for your cooperation. If you have any questions, please contact me at (614) 752-7093.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles E. Zepp".

Charles E. Zepp
Environmental Specialist

xc: Site File