

**Request for Proposals:
Oil Region Alliance PA –
Cleanup of the Kraft Dahlstrom Site
Oil City, Pennsylvania**

Prepared By:

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Due Date: October 17, 2025**

Cleanup of the Kraft Dahlstrom Site

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Attachments:

EPA-Approved Cleanup Grant Workplan

EPA-Approved Analysis of Brownfield Cleanup Alternatives (ABCA)

Section A - Overview

1. Summary

The EPA has awarded the Oil Region Alliance of Business, Industry, and Tourism (ORA) a Brownfield Cleanup grant for remediation activities. This Request for Proposal is to procure a Qualified Environmental Professional to implement the activities outlined in ORA's EPA-Approved workplan. ORA's EPA-Approved Workplan is attached for more details on project and grant funding.

The activities of this grant comprise the following tasks.:

1. Cooperative Agreement Oversight/Programmatic Management
2. Preparation of a Health and Safety Plan
3. Procurement and Management of a Remediation Contractor
4. Brownfield Remediation Activities – Removal of Soil & Other Debris
5. Project Closure Report/Regulatory Coordination

This Request for Proposals (RFP) has been issued to determine the eligibility of responding QEP individuals or organizations ("Applicants") to assist in the development and management of this Project. The RFP and its attached exhibits describe the terms and conditions under which the ORA will select a contractor ("Contractor"). The ORA will then enter negotiations with the Contractor to formalize a Contractor Agreement. An executed contract is anticipated by October 31, 2025. The estimated contract term will take place over the EPA's project period, which ends September 30, 2026.

Proposals shall describe the Applicant's qualifications, a description of past projects which are similar in nature to this Project, an explanation of how the Applicant would perform task services, and fee schedule(s).

Proposals are due no later than **4pm EST on Friday, October 17, 2025**. See Section C for details regarding submission instructions.

2. General Site Information

The Kraft Dahlstrom site is located at 58 Spruce Street and is a combined parcel. ORA purchased and combined the Gil E Dahlstrom Iron & Metal site with the Kraft Concrete Products site to create a continuous 3.79-acre brownfield property. A recently completed Phase II ESA found a heavy concentration of metals in soils on the Dahlstrom parcel, including antimony, arsenic, copper, lead, nickel, zinc, and mercury, in addition to arsenic on the Kraft parcel. The property also has remnants of scrap yard operations and two vacant buildings. The first is a former dry-cleaning building, and the second is the former scrapyards office and scale house.

An Analysis of Brownfield Cleanup Alternatives (ABCA) was developed under a previous EPA Brownfield Assessment grant and has been approved by EPA. A public meeting was held prior to EPA's approval of the ABCA. The ABCA identifies the preferred cleanup alternative and is included as an attachment to this RFP. ORA desires to remediate the site according to the preferred alternative by demolishing and removing or capping all contaminated materials, while monitoring air and water quality throughout the process. The remedial cap will be either clean soil or asphalt, depending on the reuse in particular areas of the site. Project activities will include the development of a health and safety plan, project oversight during remediation, revegetation, and storm water improvements for the site following removal. Contaminated media to be removed include tires, soil contaminated with antimony, arsenic, copper, lead, nickel, and zinc, and other yet-to-be-identified substances. Where levels of metals current do not exceed regulatory action levels, the project will address metals through qualitative risk assessment since direct contact will not have unacceptable risk to future users of the site. This will effectively address the heavy concentration of metals in soils found during a Phase II Environmental Assessment. The intent to complete the remediation and receive approval of the cleanup from PADEP.

3. Scope of Services

ORA's EPA-Approved Workplan is attached for more details on project and grant funding. The workplan should be reviewed for more details on each task described below: Under the work plan and budget approved by the EPA, a total of \$949,750 is reserved for Contractors to perform the following services. Please note that \$79,750 is allocated for the QEP Professional Services and \$870,000 is allocated for Remediation which is considered "Construction" under ORA's EPA Cooperative Agreement.

Task 1: Provide Cooperative Agreement Oversight/Programmatic Management: With the assistance of the ORA Project Manager, complete and submit quarterly progress reports, disadvantaged business enterprise reports, federal financial reports, ACRES reports, and a final performance report.

Task 2: Prepare a Health & Safety Plan in accordance with OSHA requirements and prepare the EPA-required Quality Management Plan, Quality Assurance Project Plan and Field Sampling Plan (if necessary) .

Task 3: Procurement of Remediation Contractor including:

- Hold a public meeting to explain and accept public input on the preferred remedial alternative in order to finalize the ABCA;
- Prepare project-specific bid specifications and bid documents for remediation contractor (s) for ORA's publication;
- Oversee a mandatory pre-bid site meeting and provide written answers to written questions provided by the bidders;
- Evaluate and rank bids received, and present professional opinions regarding

bid scopes and costs to the Project Manager for consideration and selection of the Remediation Contractor.

Task 4: Removal of Soil & Other Debris including:

- Oversee cleanup activities to be conducted by the remediation contractor;
- Ensure implementation of the HASP by the remediation contractor;
- QEP will act as the Owner Representative in oversight of remediation contractor to ensure all bid requirements are satisfied;
- QEP will collect and analyze post-remediation samples;
- QEP will prepare all required cleanup documentation and submit closeout documentation to PADEP to receive final approval letter;
- QEP will submit all required cleanup documentation including PADEP approval letter to EPA.

4. RFP Process

The RFP process consists of three phases: a) Proposals, b) Selection of Contractor, and c) Execution of Required Legal Documents. Deadlines and other important dates are as follows:

September 26, 2025 (9am EST)	- RFP available for review
October 3, 2025 (4pm EST)	- Submission of written inquiries
October 17, 2025 (4pm EST)	- Proposal due date
October 24, 2025 (4pm EST)	- Anticipated award date

a. Proposals

Applicants must submit their Proposals in accordance with the instructions in Section C.

- An application must include all information requested in the RFP and demonstrate that the Applicant possesses relevant experience.
- An Applicant's submission of qualifications will be considered as permission for the ORA to make inquiries concerning the Applicant's prior performance as staff deems necessary.

b. Selection of Contractor

An evaluation panel ("Panel") will review applications. The Panel may, at its discretion, notify an Applicant that additional information or clarification is necessary. The selection process may involve interviews, contacts with references, and review of other information.

An Applicant may be rejected at any time if adverse findings are made

regarding the Applicant or any of its principals or related entities.

The ORA further reserves the right, in its sole discretion, to reject at any time any or all applications, to withdraw the RFP, to negotiate with one or more Applicants, and/or to terminate negotiations without cause.

c. Execution of Required Legal Documents

Upon selection of the Contractor, the ORA and the Contractor will negotiate a Contractor Agreement. The terms of the Agreement, after execution, shall govern the relationship between the ORA and the Contractor. In the event of any variance between the terms of this RFP and the Agreement, the terms of the Agreement will govern.

5. Inquiries

Requests for clarifications and/or questions related to this RFP must be submitted in writing, via electronic mail, and received **no later than 4pm EST on Friday, October 3, 2025**. Questions received after that time will not receive a response and no interpretations of the RFP will be made orally. All responses will be published to <https://oilregion.org/the-alliance/rfps/>. All questions should be addressed to:

John R. Phillips II, President/CEO/ORR Redevelopment /Cleanup Project Manager
jphillips@oilregion.org

Section B – Standard Terms and Conditions

1. Contractor's Agreement

If deemed the most responsive firm to this RFP, the Contractor shall enter into a contract agreement with the ORA. The Contractor, as well as any of its subcontractors or affiliates providing goods or performing work or services under the contract, must meet the mandatory compliance requirements of the Commonwealth of Pennsylvania as set forth by law.

The Scope of Services for this Agreement shall conclude no later than September 30, 2026. The agreement may be terminated at an earlier date upon 30 days written notice by either party. The agreement may be extended upon mutual agreement of the parties and approval by the EPA of a request for a No Cost Time Extension.

NOTE: The resulting contract will currently end on 9/30/2026. However, ORA may amend or extend this contract beyond the initial term to accommodate the terms and conditions of future EPA grant awards to ORA within the next 4 years provided a

market survey be conducted by ORA indicating that the prices the contractor proposed are reasonable.

2. Insurance

Prior to award, the Contractor must provide evidence of a current, valid professional insurance, including General Liability, Auto Liability, Professional Liability and Errors and Omissions, and Workers' Compensation. Prior to commencement of work, the proper insurance certificates shall be provided to and approved by the ORA.

3. Compensation

The Contractor, as well as any of its subcontractors or affiliates providing goods or performing work or services under the contract, will receive compensation within 30 days of submitting a valid invoice in line with the approved Fee Schedule as described in Section C below.

4. Compliance - Laws

For any contract for the subject project and to any goods delivered, services rendered, or work performed in accordance with the same, the Contractor and any subcontractor or affiliate must comply with all local, state, and federal laws, rules, regulations, and executive orders pertaining to unlawful discrimination based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, marital status, family/parental status, income derived from public assistance, disability, or age. The Contractor must agree to support the EPA's disadvantaged business enterprise contract procurement program.

The ORA must comply with Davis-Bacon Act prevailing wage requirements and associated U.S. Department of Labor (DOL) regulations for all construction, alteration, and repair contracts and subcontracts awarded with funds provided under this agreement by operation of CERCLA § 104(g). Remediation contractor services are likely subject to the Davis-Bacon Act and should be procured as such.

ORA must also comply with the General Term & Conditions for Buy America Sourcing requirements under the Build America, Buy America (BABA) provisions of the Infrastructure Investment and Jobs Act (IIJA; also known as Bipartisan Infrastructure Law or BIL) (P.L. 117-58, §§70911-70917). Contractors will be expected to comply with BABA as well.

5. Causes for Rejection

Submittals pursuant to this Request for Proposals may be rejected for any or all of

the following reasons:

- a. Applicant is not authorized to do business in the Commonwealth of Pennsylvania;
- b. Submission is not responsive to the requirements set forth in this Request for Proposals document;
- c. Submission contains false or misleading statements; or
- d. Any other parameter that the ORA deems appropriate cause for rejection.

Section C – Instructions for Preparation and Submission of Proposals

1. Form and Content of Submission Documents

Contractors shall submit their Proposals in Portable Document Format (PDF) attached to electronic mail with the following information in the subject line: name of Applicant – ORA EPA Brownfields Cleanup Proposal. The body of the electronic mail message must include the name, address, and telephone number of the Applicant and the title, “ORA EPA Brownfields Cleanup Proposal.”

Each submission must consist of a PDF document including the Applicant’s qualifications and all documentation requested as described below. Applicants will receive a confirmation message documenting when their electronic submission was received.

The following submission items are required:

a. Cover Letter

The first page of the proposal shall be a cover letter identifying the overall project as the “ORA EPA Brownfields Cleanup Proposal.”

If the proposal is submitted by a corporation (joint venture, associated firms, etc.), the cover letter shall be signed by a corporate officer authorized to do so. If made by an individual, that individual shall sign the cover letter. One or more of the partners shall sign if the Applicant is a company or partnership.

b. Qualifications Statement

Each Applicant shall submit a statement of qualifications that demonstrates the Applicant’s ability to perform the work proposed. The statement should be cognizant of the Evaluation Criteria in Subsection 2 and include the following:

Remediation Team Description

The qualifications statement shall identify a lead firm, project manager, and members of the remediation team, including addresses, telephone numbers,

fax numbers, and e-mail addresses for each. Resumes for key personnel and an explanation of their anticipated roles as members of the remediation team for the subject project shall be included.

The ORA encourages the participation of Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) for this project.

Relevant Experiences

The statement shall also describe the Applicant's capabilities in performing the type of work that will be required by this RFP. Please address experience with each specific task outlined in this RFP.

The Applicant shall provide a description of at least three relevant projects demonstrating experience with the services requested. Include the project name, a short description (i.e., location, size, current and prior land uses, remediation activities conducted, etc.), the member's role in the remediation process, entity for which the project was performed, and a contact name and telephone number. Any experience with "inclusive public processes" such as stakeholder involvement and/or visioning, should be noted.

c. Technical Proposal

The Applicant will provide a description of how the services under each task are intended to be performed.

d. Fee Structure

The Applicant will provide a detailed breakdown of the costs included in the proposal, such as hourly rates, equipment fees, or subcontractor fees.

2. Evaluation Criteria

The following table shall be used to evaluate all proposals submitted as part of this RFP:

Evaluation Criteria	Maximum Point Value
Knowledge of regulations, standards, and techniques for remediation of brownfields in the Commonwealth of Pennsylvania	15
Experience with brownfield remediation activities	15
Experience with environmental investigations assisted with EPA brownfield assessment grants and/or other projects of a similar type, especially projects assisted with public funds	15
Experience with innovative brownfield technologies and techniques, including the Triad approach and GIS mapping techniques	15
Experience with interdisciplinary, team-oriented projects	5
Demonstrated ability to complete assigned tasks on time and within budget	10
Competitive fee structure	25
Maximum Points	100

3. Time and Place for Submitting Responses

Applicants shall electronically submit the complete submission package as one PDF document no later than **4pm EST on Friday, October 17, 2025** to:

John R. Phillips II, President/CEO/ORR Redevelopment / Cleanup Project Manager
jphillips@oilregion.org

Submissions will **NOT** be accepted after the above-specified date and time. A submission may be withdrawn prior to the time of receipt of proposals specified herein.