

**REQUEST FOR PROPOSAL  
(RFP)**

**FOR ENGINEERING SERVICES PERTAINING TO MONITORING THE SOIL  
REMEDICATION ON 20 LOTS LOCATED WITHIN THE  
CARVER SQUARE SUBDIVISION, DELRAY BEACH**



**Sealed proposals must be filed with the CRA at 20 North Swinton Avenue, Delray Beach,  
Florida 33444 by 2:00 PM, Thursday, October 25, 2007**

## **REQUEST FOR PROPOSALS**

The Delray Beach Community Redevelopment Agency (CRA) hereby requests proposals from interested parties to provide engineering services pertaining to monitoring soil remediation of twenty (20) vacant lots owned by the CRA.

The CRA is authorized pursuant Florida Statutes, Chapter 163, Article III, The Community Redevelopment Act of 1969, as amended, to request proposals for contractor services, and to enter into agreements with contractors for such services.

A geotechnical report was prepared in 2004 for the subject properties. This report indicated a fill layer consisting of dumped trash and other debris mixed with sand was located within the subject properties. This fill layer was observed to range in thickness from 2 to 4 feet and was encountered at depths ranging from 2 to 8 feet below land surface. The observed trash included decomposed paper, glass and plastic bottles, hoses, glass fragments, rubber, wood and steel fragments and rubbish.

At its meeting of April 3, 2007, the City Commission of Delray Beach approved Resolution No. 20-07 designating properties identified in Appendix "A" as a Brownfield Area. The soil remediation will be implemented in accordance with the provisions of the Brownfield Site Rehabilitation Agreement (BSRA), pursuant to Florida Statutes 376.80(5), between the CRA and the Florida Department of Environmental Protection. The selected respondent to the RFP will monitor the remediation work conducted by a separate contractor.

### **1. Location and Legal Description:**

See Appendix "A"

### **2. Scope of Work**

#### **SITE MONITORING**

- Provide site monitoring by engineering technician of excavation and backfilling tasks to be performed by separate contractor to ensure that organic material and debris material are satisfactorily removed.
- Perform density tests of replaced soil material required for suitable building foundation.

#### **LABORATORY WORK**

- Coordinate with remediation contractor and perform density tests on an as needed basis on each lift of suitable tuck-in fill within each lot to ensure the required density is achieved. Laboratory work is to include:
  - Proctor Compaction Test
  - Sieve Analysis

#### **CERTIFICATION**

- Certify soil removal is completed
- Produce Certification Letter for suitable building foundation

### **3. Proposal Requirements:**

The following factors will be considered by the CRA and the proposals submitted should address each of these requirements.

- a. Applicant must provide full name, address and phone number of the entity that will be performing the work.
- b. Applicant should provide at least three (3) references pertaining to work being performed in the form of the name, address, phone number and contact person.
- c. Applicant must provide proof of insurance as follows:
  - Worker's compensation (statutory limits)
  - Commercial general liability insurance with limits of no less than \$1 million including CRA as additional insured
  - Business auto liability coverage to include bodily injury and property damage arising out of operation, maintenance or use of vehicles with limits of not less than \$1 million per occurrence
- d. Applicant must include the fee schedule details and areas of responsibility for administrative, technical and professional staff support involved in the monitoring process including testing and laboratory work. All work must be based on an hourly rate.
- e. In addition to the above requirements, all respondents must coordinate with selected site remediation contractor performing under the Brownfield Site Rehabilitation Agreement (BSRA), which is available for review at the Delray Beach CRA.
- f. In addition to the above requirements, all respondents must comply with applicable Federal, State and Local laws and regulations, as well as the provisions outlined in the Brownfield Site Rehabilitation Agreement (BSRA), which is available for review at the Delray Beach CRA.

### **4. Submittal Requirements**

Each proposer must submit eight (8) copies of their proposal. The proposals are to be in an 8½" x 11" format and submitted in a sealed container clearly bearing the name and address of the proposer as well as identifying the submission as "Carver Square Monitoring for Soil Remediation." Proposals are to be delivered to the CRA office located at 20 North Swinton Avenue, Delray Beach, Florida by **2:00 PM on Thursday, October 25, 2007.** Proposals submitted after that time will not be accepted.

### **5. Surveys**

The CRA will provide a survey for the identified properties.

### **6. Site Visits**

Any interested party may arrange by appointment, to visit the site. Please call the CRA office at (561) 276-8640 for an appointment.

## **7. Environmental Studies**

A Report of Geotechnical Exploration prepared by Nutting Engineers of Florida, Inc. was in May, 2004 for the properties identified in Appendix "A". In addition, a Combined Site Screening Investigation Work Plan was prepared by Post, Buckley, Schuh & Jernigan, Inc. in July 2004 with an Expanded Screening Evaluation Report prepared in May 2005. The reports referenced above are available for review at the CRA offices.

## **8. Interpretations**

Questions and inquiries concerning the proposal and specifications of the solicitation shall be submitted in writing and directed to Walt Gerhard, Project Manager, Delray Beach CRA, 20 North Swinton Avenue, Delray Beach, Florida, 33444 for receipt no later than ten (10) calendar days prior to the date set for receiving proposals. Oral explanations, information and instructions shall not be considered binding on the CRA. All prospective Proposers are encouraged to independently verify the accuracy of any information provided. Neither the CRA nor any of its agents or employees shall be responsible for the accuracy of any oral information provided to any proposer.

## **9. CRA Offices**

The Delray Beach Community Redevelopment Agency (CRA) is located at 20 North Swinton Avenue, Delray Beach, Florida, 33444. The telephone number is (561) 276-8640. The fax number is (561) 276-8558.

## **10. Proposals and Disposition Process**

Sealed proposals may be filed with the CRA at the address listed above until 2:00 PM Thursday October 25, 2007 following which the CRA intends to open all such proposals for the purposes of making a determination of eligibility for consideration. No assurance may be given to applicants that the CRA will accept any of the proposals made.

## **11. Selection Process**

CRA staff will review all proposals for completeness of information, qualifications, and price. Incomplete proposals will be disqualified from further consideration. Following the review staff will make a recommendation to the CRA Board at the earliest available board meeting. All respondents will be notified as to the results. The proposer who is selected will be required to enter into an agreement with the CRA. A sample contractor agreement is available upon request; however the CRA reserves the right to provide a contract with additional terms and conditions related to this RFP.

**APPENDIX "A"**  
**PROPERTY CONTROL NUMBER, LOCATION AND LEGAL DESCRIPTION**

PCN 12-43-46-17-31-000-0110  
700 SW 2<sup>nd</sup> Court, Delray Beach, Florida 33444  
Carver Square, Lot 11

PCN 12-43-46-17-31-000-0210  
702 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 21

PCN 12-43-46-17-31-000-0120  
SW 2<sup>nd</sup> Court, Delray Beach, Florida  
Carver Square, Lot 12

PCN 12-43-46-17-31-000-0220  
704 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 22

PCN 12-43-46-17-31-000-0130  
SW 2<sup>nd</sup> Court, Delray Beach, Florida  
Carver Square, Lot 13

PCN 12-43-46-17-31-000-0230  
SW 2<sup>nd</sup> Terrace, Delray Beach, Florida  
Carver Square, Lot 23

PCN 12-43-46-17-31-000-0140  
SW 2<sup>nd</sup> Court, Delray Beach, Florida  
Carver Square, Lot 14

PCN 12-43-46-17-31-000-0240  
712 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 24

PCN 12-43-46-17-31-000-0150  
716 SW 2<sup>nd</sup> Court, Delray Beach, Florida 33444  
Carver Square, Lot 15

PCN 12-43-46-17-31-000-0250  
716 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 25

PCN 12-43-46-17-31-000-0160  
SW 2<sup>nd</sup> Court, Delray Beach, Florida  
Carver Square, Lot 16

PCN 12-43-46-17-31-000-0260  
717 SW 3<sup>rd</sup> Street, Delray Beach, Florida 33444  
Carver Square, Lots 26 & 27

PCN 12-43-46-17-31-000-0170  
713 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 17

PCN 12-43-46-17-31-000-0280  
709 SW 3<sup>rd</sup> Street, Delray Beach, Florida 33444  
Carver Square, Lot 28

PCN 12-43-46-17-31-000-0180  
709 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 18

PCN 12-43-46-17-31-000-0290  
705 SW 3<sup>rd</sup> Street, Delray Beach, Florida 33444  
Carver Square, Lot 29

PCN 12-43-46-17-31-000-0190  
705 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 19

PCN 12-43-46-17-31-000-0300  
701 SW 3<sup>rd</sup> Street, Delray Beach, Florida 33444  
Carver Square, Lot 30

PCN 12-43-46-17-31-000-0200  
703 SW 2<sup>nd</sup> Terrace, Delray Beach, Florida 33444  
Carver Square, Lot 20