

REQUEST FOR PROPOSALS

Technical Advisor Consultant Former NuHart Plastic Manufacturing Site, Brooklyn, New York NYS DEC Technical Assistance Grant

North Brooklyn Neighbors (NBN or "TAG recipient") is seeking the services of a Qualified Environmental Professional (QEP) to serve as a Technical Advisor to review technical documents and information generated during the State Superfund Program remedial process for the Former NuHart Plastic Manufacturing Site located in north Greenpoint in Brooklyn, New York ("NuHart Site"). The Technical Advisor would also summarize and interpret this information for the TAG recipient and the affected community. The technical assistance provided by the Technical Advisor is intended to help NBN and the community to understand the nature and extent of contamination at the NuHart Site and the development and implementation of the remedy for the remediation of the NuHart Site. The services described in this request will be funded by the TAG recipient under a TAG provided by the New York State Department of Environmental Conservation (DEC).

About NBN

North Brooklyn Neighbors (NBN, formerly Neighbors Allied for Good Growth) developed out of our neighborhood's desire to recapture its waterfront, reduce local environmental hazards, and advocate for public policies promoting healthy mixed-use communities. We advocate with and for the people who live and work in the North Brooklyn neighborhoods of Greenpoint and Williamsburg. Our approach to these issues is guided by the principle that our entire community is entitled to participate in decision-making and negotiation processes affecting our neighborhood, leadership of local mobilization efforts, and the design of a future vision for our community.

NBN does not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status, and will undertake or continue to ensure that minority group members and women are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority and group members and women in its work force.

Former NuHart Plastic Manufacturing Superfund Site

The Former NuHart Plastic Manufacturing site is located on the block bounded by Franklin Street, Commercial Street and Dupont Street in north Greenpoint, adjacent to the developing Greenpoint waterfront and across the street from an existing public park, playground and a proposed public school. According to the draft Remedial Investigation (RI) report, there is an estimated 40,000-60,000 gallons of phthalates underneath the site, which has also migrated offsite beneath the street into the surrounding intersection and towards the surrounding community. These are chemicals that are endocrine disruptors, hazardous at low levels of exposure, and linked to reproductive and developmental problems in children. Additionally, there are other contaminants including the carcinogens tetrachloroethylene (PCE), trichloroethylene (TCE) and petroleum compounds present on and off site.

The NuHart site and many nearby sites are slated for residential development and are planned for thousands of new residents within a few-block radius in the next 10 years. The plume of chemicals under the NuHart site has been documented as reaching near the border of the public park and into the street

bed adjacent to a proposed and needed public K-8 school and potential additional development sites. Area residents are concerned the NuHart site could potentially impact users of the park and students at proposed school, as well as future building occupants of the NuHart site itself, especially given that there is a credible threat of vapor intrusion due to the presence of TCE underneath the site.

Status of the Site

A RI, Feasibility Study, and PRAP for the site have been completed, and we are awaiting the ROD and response to the public comment period for the PRAP. NBN had a Technical Advisor working with us on this for the past few years until now. Our advisor is retiring so we are looking for a new Advisor to work with us as the clean-up proposal is finalized and the clean-up begins.

Basic Qualifications Needed for Technical Advisor Applicants

Per Section 4.3 of the Technical Assistance Grant (TAG) Guidance Handbook (DER-14):

Qualified environmental professional means a person, including a firm headed by such a person, who possesses enough specific education, training, and experience necessary to exercise professional judgment to develop opinions and conclusions regarding the presence of releases or threatened releases to the surface or subsurface of a property or off-site areas.

A. Such a person must:

1. Hold a current Professional Engineer's or a Professional Geologist's license or registration and have the equivalent of three (3) years of full-time relevant experience; or

2. Be a site remediation professional licensed or certified by the federal government, a state or a recognized accrediting agency, to perform investigation or remediation tasks, and have the equivalent of three (3) years of full-time relevant experience.

Examples of such license or certification include, but are not limited to, the following titles:

a. Licensed Site Professional, by the State of Massachusetts;

b. Licensed Environmental Professional, by the State of Connecticut;

c. Certified Hazardous Materials Manager, by the Institute of Hazardous Materials Management;

d. Qualified Environmental Professional by the Institute of Professional Environmental Practice.

1. The definition of qualified environmental professional provided above does not preempt state professional licensing or registration requirements, such as those for a professional geologist, engineer, or site remediation professional. Before commencing work, a person should determine the applicability of state professional licensing or registration laws to the activities to be undertaken.

2. A person who does not meet the above definition of a qualified environmental professional under the foregoing definition may assist in the conduct of all appropriate activities if such person is under the supervision or responsible charge of a person meeting the definition provided above.

Mandatory Qualifications for a QEP

Minimum qualifications for a QEP include experience in the investigation and remediation of contaminated state or federal Superfund sites with Light Nonaqueous Phase Liquids (LNAPL) contamination. The QEP must have been involved in at least three remedial projects. The QEP serving as the Technical Advisor would need to have expertise both in understanding and analyzing the technical information available about the Site and in communicating such information verbally and in writing to the community in the plain language

needed to make the information accessible, understandable and interpretable. The Technical Advisor would be expected to coordinate effectively with the TAG recipient and this coordination would include assisting the TAG recipient to communicate with DEC regarding technical issues about the site. See the "Scope of Work" section for more details.

Technical Advisor Proposals

The Technical Advisor Proposal will be evaluated based on required experience and cost.

Proposals must include the following:

1. Cover letter expressing your interest in responding to the RFP;
2. Proposed key project personnel by name and title;
3. Resume of technical advisor and any other relevant personnel your firm may employ;
4. Description of at least three qualifying remedial projects that the advisor served as a consultant for; samples of plain language written materials developed; and discussion of participation in public meetings, as described in the section "Minimum Qualifications for a QEP";
5. Copies of licenses/certifications mentioned in the section "Definition of a Qualified Environmental Professional (QEP)";
6. Cost breakdown listing estimated expected hours multiplied by hourly rate for each project phase as described in the "Scope of Work" section;
7. A statement
 - a) certifying that the proposer is not currently employed by or affiliated with NBN, is not performing work at the Site for the Federal or New York State government or site responsible parties, and does not otherwise have a conflict of interest in relation to the Site;
 - b) stating that the proposer shall immediately disclose any such information discovered after submission of the proposal; and
 - c) stating that the proposer will provide proof of insurance at the time of contract execution which holds NBN harmless during the contract period.

RFP Evaluation Criteria

The following criteria will be used to evaluate and score the Technical Advisor Proposals. Scoring will be on a point system. Thirty (30) points will be the highest achievable score. In submitting a Proposal, the Proposer is acknowledging that evaluation and scoring of the Proposal is at the sole discretion of the TAG recipient. The components of the evaluation criteria and the points associated with them are identified below:

- A. Professional experience (15 points maximum) as follows: educational background, experience, involved in at least three (3) remedial projects
- B. Communications skills (10 points maximum) as follows:
 - 0 - 5 points for verbal skills
 - 0 - 5 points for written skills
- C. Quality of the Proposal (0 - 5 points)

Scope of Work

NBN is seeking requests for proposals for an expert Technical Advisor. The expert Technical Advisor should be very familiar with phthalates, soil and groundwater contamination issues at State or federal Superfund sites, and remedial strategies for addressing LNAPL on and off-site contamination, petroleum contaminated sites, and vapor intrusion. The Advisor must have previous experience as a Technical Advisor for a community-based group.

The expert Technical Advisor would be responsible for:

- Reviewing the Remedial Design (“RD”) report, developing public comments and fact-sheets summarizing it and key issues which the Technical Advisor, in coordination with NBN, will post and share publicly; and
- Remaining as an advisor for at least the first year (and possibly longer) of the remedial action, to review reports and answer questions from concerned neighbors as they come up.

A broad range of work product is proposed in order to reach the broadest range of interested parties in the community. The work products to be produced are as follows:

- Detailed memorandums/comments to be prepared by the Technical Advisor analyzing the RD reports generated under the State Superfund Program, which would be sent to DEC and public officials during the public comment process;
- Plain-language factsheets (translated into Polish and Spanish) and short presentations that will be distributed at community meetings and hosted on NBN's website;
- Meetings and educational events at which the Technical Advisor would present information to community members.

Applicants please consider the following when creating the part of their proposals relating to public outreach and education activities:

Per Section 5.1 of the Technical Assistance Grant (TAG) Guidance Handbook (DER-14), “If public outreach is a component of the TAG recipient's scope of work, it may expedite the procurement process and reduce administrative costs and effort to solicit potential technical advisors with appropriate skills and expertise to perform public outreach/education activities. If technical advisors do not have the expertise or do not want to perform the outreach, then they can subcontract these outreach activities.”

Project Timeline

Work on this project will start immediately. The site’s PRAP was released in September 2018 and comment period ended in November 2018. The ROD’s release is imminent.

Month 1:

- Technical Advisor review existing materials (factsheets and recent comments from NBN and our Technical Advisor) and publicly available resources, spending no more than 4 hours in doing so.
- DEC issues ROD on the NuHart site. Technical Advisor reviews ROD and develops a brief summary of the ROD and how it compares with the PRAP.

Months 2-12+

- Technical Advisor reviews RD report, develops and submits public comments on behalf of NBN, and develops fact-sheets summarizing it and key issues which NBN will post and share publicly.
- Technical Advisor will remain as an advisor for at least the first year (and possibly longer) of the remedial action, to review reports and answer questions from concerned neighbors as they come up.

Project Budget

The budget allotted for this expert Technical Advisor position shall not exceed ~\$12,000 including addition to modest cost allocations for travel and outreach materials and supplies.

Restrictions on Who May Apply

Per Section 5.2 of the Technical Assistance Grant (TAG) Guidance Handbook (DER-14), *“the TAG recipient cannot use TAG funds to hire anyone who is an employee or member of the community group or who is performing work at the eligible site for the Federal or State government, the responsible party, the participant/volunteer, or who otherwise has a conflict of interest in relation to the site as defined in Appendix B of the SAC.”*

HOW TO APPLY

Please submit proposals via email to anthony@northbrooklynneighbors.org by Friday, March 22, 2019.