



**To:** Zero Waste Advisory Commission  
**From:** Bob Gedert, Department Director, Austin Resource Recovery  
**Date:** **November 12, 2014**  
**Subject:** **Brownfields Professional Services Agreement**

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The purpose of this item is to obtain a favorable ZWAC recommendation for the City Council to approve a professional services agreement for environmental consulting services for the Brownfields Program.

***Purpose and Background***

The City was awarded \$200,000 to undertake hazardous substances assessments and \$200,000 to undertake petroleum assessments to promote property redevelopment and community revitalization. The grant performance period will be October 1, 2014 through September 30, 2017. The Project will be implemented through a series of Subproject Work Authorizations (“Work Authorizations”) which shall govern the performance of services for which the City has federal funding. An additional \$150,000 is available from previous federal funding and is in ARR’s operating budget.

The selected firm shall provide environmental assessment services; coordinate assessment and remediation planning activities with City staff, site owners, stakeholders and Brownfields Program staff as necessary; attend and facilitate public meetings regarding site activities; evaluate available technical information to develop site-specific scopes of work for City and EPA approval; conduct all necessary technical activities to complete environmental assessment activities and cleanup planning to achieve site closure in accordance with site-specific scopes of work, including but not limited to: project management; communication with Brownfields Program staff regarding project progress, scheduling of field work and budget updates; project-specific health and safety plan development and implementation; remedial/corrective action work plan development; Quality Assurance Project Plan development; soil, groundwater, and vapor sampling; confirmation sampling, contaminant identification, delineation, and fate and transport modeling; monitoring well installation and groundwater gauging; site and monitoring well surveying; containerization, characterization, and appropriate disposal of investigation and remediation derived wastes; and conduct asbestos/lead-based paint inspections and surveys and develop cost estimates for asbestos and/or lead-based paint abatement.

Notification of issuance of a Request for Qualifications (RFQ) for the subject services was sent to 444 firms on July 3, 2014. The RFQ was obtained by 78 firms and eight submitted qualification statements. One of the firms was certified MBE/WBE approved. Of the eight firms evaluated, three firms were short-listed and interviewed. Interviewing of the short-listed firms results in the following recommendation.

***Staff Recommendation***

The staff recommendation is **Intera Inc.**, which was the most qualified firm out of eight firms evaluated through the City’s qualification-based selection process. ARR is seeking Council approval to negotiate and execute a contract not to exceed \$550,000.