



City of *Princeton, Minnesota*

A GROWING COMMUNITY ON THE RUM RIVER

REQUEST FOR PROPOSALS FOR PERMANENT CLOSURE AND REMOVAL OF TWO UNDERGROUND STORAGE TANKS

**CITY OF PRINCETON
705 2ND STREET NORTH
PRINCETON, MN 55371**

The City of Princeton is a small and vibrant City located in the heart of Central Minnesota along the Rum River, just 50 miles north of the Twin Cities and 30 miles east of St. Cloud at the intersection of Highways 169 and 95. Princeton is a community that embraces its rich and full history while welcoming growth opportunities. The Princeton Community Development Department works in partnership with residents, businesses and organizations to facilitate development opportunities. It provides staffing for the City of Princeton Economic Development Authority (Princeton EDA) which serves as an advisory board to the City Council on economic development matters. Together, the Princeton Community Development Department and the Princeton EDA work with its partners to create opportunities within the City that enhance the quality of life of all Princeton area residents.

PROJECT LOCATION

903 9TH Ave North, Princeton, MN 55371
PID # 24-040-1910

Legal Description: Lot 5, Block 50, Princeton Original Town site, and Lot 6, Block 50, Except the North 30 Feet of the West 28 Feet and Excluding Hwy and including Vacancy 9th St Adjacent.

See map in Phase II Environmental Site Assessment attached as Exhibit A.

PROJECT OVERVIEW

The Princeton EDA is accepting proposals from Minnesota Pollution Control Agency (MPCA) Certified, bonded, and insured contractors for the permanent closure and removal of two buried underground storage tanks (UST) located at 903 9th Avenue North, Princeton, MN. The Project involves a site assessment along with any remediation required, removal and disposal of the USTs, and preparation of the site for development.

All activities must comply with MPCA rules, Environmental Protection Agency (EPA) regulations, Minnesota Housing Finance Agency (Minnesota Housing) policies, Minnesota State Fire Codes (MSFC), and other local, state, and federal regulations as applicable.

CONTRACTOR QUALIFICATIONS

The selected contractor must be an MPCA certified UST contractor and bonded and insured. The Contractor shall be insured for all claims with commercial general liability insurance in an amount not

less than \$1,500,000 and worker's compensation insurance in amounts in accordance with Minnesota statutes. The selected contractor will be required to provide a Certificate of Insurance naming the City of Princeton and the Princeton EDA as additional insureds prior to entering the Property for this work. A copy of the current Certificate of Insurance must be provided with the proposal.

The selected contractor must enter into a contract with the City of Princeton and Princeton EDA. The contractor must retain documents related to the removal and disposal of the two USTs for a period of no less than three years following the final closure report.

The selected contractor must be registered and in good standing in the System for Award Management (SAM). Contractors who are debarred, suspended, or ineligible to receive federal funding will not be considered. Contractors not already registered in SAM may register online at www.sam.gov.

SELECTION CRITERIA

Proposals are being publicly solicited, requesting a firm-fixed price contract (lump sum or unit price). The contract will be awarded to the most responsive proposal. Extra consideration will be given to Section 3 contractors.

PROJECT BACKGROUND

The property is the site of a former gas station that was purchased with federal Neighborhood Stabilization Program (NSP) funds provided by Minnesota Housing.

In July 2013, a Phase II Environmental Site Assessment (ESA) was conducted by West Central Environmental Consultants, Inc. (WCEC). The Phase II ESA results and findings are attached as Exhibit A.

In August 2014, the Princeton EDA contracted with the Javelin Group to prepare a Construction Contingency Plan (CCP) to address unforeseen environmental conditions and oversee the implementation of the CCP. A copy of the CCP is attached as Exhibit B.

With oversight from the Javelin Group, the West Branch Construction Company demolished the former gas station building in August 2014. Demolition included the dismantling of the building, removal of the concrete basement walls and concrete slab, excavation of an adjacent cesspool, abandonment/sealing of a water supply well, backfilling and compacting the basement area, and removal and disposal of associated demolition debris.

During removal of the basement's northeastern wall, a UST vent pipe was discovered. The presence of the buried tank was verified using a hand probe. The second UST was discovered adjacent to the first UST when the building's concrete slab was being removed. The tanks were not uncovered and the exact size of the tanks was not determined. The USTs were left in place and marked with wooden stakes along the south side of the USTs. Clean backfill soil was used to grade the site.

ENVIRONMENTAL SUMMARY

Phase II Environmental Site Assessment:

Samples of soil gas detected Volatile Organic Compounds (VOCs), including Benzene, Naphthalene, and 1, 2, 4-Trimethylbenzene (compounds commonly found in petroleum mixtures, including gasoline and diesel fuel) that were above the MPCA Intrusion Screening Values (ISV). Benzene and Naphthalene compounds were present at concentrations greater than ten times the ISV. The presence of soil gas contaminants above the risk-based regulatory levels indicates that a contaminant source, however

localized, must exist on the site and warrants additional investigation of vapor intrusion and risk evaluation.

Soil and groundwater samples were also collected from the site and no target compounds were detected. See Exhibit A for a detailed explanation of the Phase II ESA and laboratory reports.

Environmental Findings during Demolition:

The two USTs were screened with a photoionization detector (PID) equipped with a 10.6 eV lamp. The fill pipe of the first UST had a PID reading of 42 parts per million (ppm). The PID reading of the second UST was obtained through a small hole at the top of the UST and had a PID reading of 0 ppm. No evidence of contaminated soil was observed adjacent to or overlying the tanks. However, the underlying soil and the USTs were not exposed so were not observed or tested.

Soil samples collected from the sidewalls of the basement had PID headspace readings of 0 ppm. No soil samples were collected for analysis.

SCOPE OF WORK:

The selected contractor must permanently close two USTs by method of removal. The project includes a site assessment, removal and disposal of the two USTs, preparation of the site for development, and environmental oversight of the permanent closure.

The Contractor will provide the labor, equipment and materials required to complete the project. The Contractor is responsible for obtaining all required permits prior to starting the work. The Contractor will secure the site during and after work hours to ensure public safety. The Contractor will consult with the Princeton EDA throughout the project to address any unforeseen conditions.

Notifications & Reporting

- Notify the MPCA of the permanent UST closure work at least 10 days prior to starting the work using the MPCA's "Ten-day Advance Notice" form. Provide a copy of the completed form to the Princeton EDA. Notify the MPCA should the start date change.
- Notify the Princeton Fire Official prior to starting work.
- Complete and submit the MPCA's "UST Notification of Installation or Change in Status" form to the MPCA within 30 days of completing permanent UST closure. Provide a copy of the completed form to the Princeton EDA.

Site Assessment: Complete field screening, soil sampling, and laboratory analysis.

- Should contamination be found, the selected contractor must
 - Notify the Minnesota Duty Officer,
 - Notify the Princeton EDA,
 - Follow a separate sampling protocol to determine extent of contamination and cleanup required, and
 - Complete soil remediation, clean up, storage, and reporting as required.

If there is still a presence of petroleum in the ground, an Operating and Management plan (O&M) will need to be provided for post construction guidance.

Tank Removal:

- Empty and clean the USTs, piping, and vent lines.

- Purge all vapors from the USTs.
- Remove and dispose or recycle all liquids and sludge.
- Excavate and dispose of the two USTs, piping, and vent lines.
- Backfill site with clean infill soil and grade site.

Other

- A certified UST Supervisor must be on site to oversee permanent closure process.
- Remove and dispose of all trash and debris.

All work related to the permanent closure of the USTs must comply with MPCA rules, EPA regulations, Minnesota Housing policies, MSFC, and other local, state, and federal regulations as applicable.

RFP SUBMITTAL REQUIREMENTS

Please submit the following information for consideration:

- Scope of Work.
- Timeline for completion of the project.
- Itemized cost estimate.
- Qualifications and relevant experience of the contractor and personnel who will perform and supervise the project.
 - Provide contact information and qualifications of subcontractors, if applicable.
- Three Professional Business References.
- Federal ID Number or Social Security Number.
- Copy of Contractor's State License.
- Copy of Contractor's MPCA Certification and the UST Supervisor Certification.
- Copy of Certificate of Insurance
- Section 3 documentation, if applicable.
- Contact person's name, title, phone number, address, fax number and e-mail address.

SUBMITTAL DATE

Proposals are due to the Princeton EDA on **June 1st, 2015 by 3:00pm**. Submit proposals by mail to:

Princeton EDA
Attn: Jolene Foss
705 2nd Street North
Princeton, MN 55371

Proposals may also be emailed to jfoss@princetonmn.org.

Proposals received after the deadline will not be accepted. It is not the City or the Princeton EDA's practice to acknowledge receipt of proposals. Contractors are responsible for ensuring that their proposals have been received by the Princeton EDA.

Questions? Call City Hall at 763-389-2040