

CITY OF SHERWOOD
TANNERY SITE CLEANUP & SITE PRE-DEVELOPMENT
PROJECT DELIVERY SERVICES
Proposals Due 2:00 pm, September 8, 2023
REQUEST FOR PROPOSALS

The City of Sherwood is seeking a qualified full-service consulting firm to help lead the efforts to apply for EPA Brownfields Program grants, to complete additional site characteristic investigations, prepare environmental assessments, remediation plans, contaminated media management plan, and complete other work necessary to obtain a 1200-C grading permit and ultimately hire a contractor to complete the site cleanup & remediation of the former Frontier Leather tannery site. Concurrently with the site cleanup & remediation project, the consultant will lead the efforts to adjust & consolidate the property lines, dedicate ROW, establish public easements, and produce approved engineering plans for the initial site grading, public improvements, and environmental enhancements required to receive land-use approval of the initial site plan for a future public works facility. The selected consultant would then provide full construction management & inspection services following the selection of a general contractor using the traditional design-bid-build process, including implementation & management of the contaminated media management plan, including daily monitoring of construction activities, sampling & laboratory test results prior to haul-off or on-site containment, and finally to develop & manage the post-construction site monitoring plan.

Only one consultant will be selected for this project. Proposals will be received until 2:00 p.m. local time (PDT) on Friday, September 8, 2023, at Sherwood City Hall's Community Development Counter at 22560 SW Pine Street (2nd Floor), Sherwood, OR 97140. One (1) original and four (4) hardcopies plus a PDF of the consultant's proposal on a CD or USB jump-drive shall be submitted in a sealed envelope titled: PROPOSAL FOR TANNERY SITE CLEANUP & SITE PRE-DEVELOPMENT, ATTN: JASON WATERS, ENGINEERING DEPARTMENT. **Proposals received after the time and date set for closing will not be accepted.**

No proposal will be considered unless fully completed in a manner provided in the RFP packet. Facsimile and electronic (email) proposals will not be accepted nor will any proposal be accepted after the stated due date and time. The document, "Request for Proposals for Tannery Site Cleanup & Site Pre-Development" is available from the city's website at www.sherwoodoregon.gov/bids. This document provides further details and specific submittal requirements for the consultant's proposal.

The City may reject any proposal not in compliance with all prescribed public bidding procedures and requirements and may reject for good cause any or all proposals upon a finding of the City if it is in the public interest to do so. The City will be the sole judge in determining the selection of consultants and subsequent award of contract and reserves the right to reject any or all proposals and waive any minor informalities or discrepancies. The City reserves the right to cancel this RFP at any time if in the City's best interest.

Any clarification or interpretation of the RFP must be submitted by e-mail to Jason Waters, at watersj@sherwoodoregon.gov not later than 4:00 p.m. on Thursday, August 31, 2023. Answers to emailed questions will be posted on the RFP page as a separate .pdf file by 5:00 p.m. on Friday, September 1, 2023 with personal information redacted from the question & answer document posted to the RFP webpage.

Consultants responding to this RFP do so solely at their expense, and the City is not responsible for any consultant expenses associated with responding to this RFP.

The City of Sherwood is an Equal Employment Opportunity/Affirmative Action Employer.
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