

REQUEST FOR PROPOSAL/ QUALIFICATIONS
Implementation of the EPA Brownfields Cleanup Grant
St. Philip's School & Community Center, Texas

Overview

The St. Philip's School and Community Center (St. Philip's) was awarded a United States Environmental Protection Agency ("USEPA") Brownfields Grant Cleanup Grant to implement cleanup activities for the Revitalization Project ("Project") along Martin Luther King Jr. Blvd. (MLK) in Dallas's "Forest District" (Target Area). This project will allow St. Philip's to clean up the site(s) and is a critical component of the multi-million planned redevelopment projects in the immediate surrounding area. The reuse strategy includes preservation of historic Site buildings and retrofitting for modern commercial use for small, local businesses and complementing a separate Site effort to expand public green spaces to seamlessly tie the St. Philip's athletic fields to the commercial frontage along MLK as designed in the Neighborhood Master Plan. This Request for Qualifications ("RFQ") will result in the selection of a consultant or consultant team to support this project as well as provide consulting support in assisting with general grant support activities, including the support in applying for a 2023 EPA Brownfields Multipurpose Grant, and implementation of the grant if awarded.

The St. Philip's School and Community Center (St. Philip's), an educational and community service nonprofit organization in Dallas, Texas that is leading community redevelopment efforts along Martin Luther King Jr. Blvd. (MLK) in Dallas's "Forest District" (Target Area). The Forest District is a 265-acre area of South Dallas/Fair Park centered along MLK bound by Botham Jean Blvd industrial properties to the west, Al Lipscomb Way to the north, the S.M. Wright Freeway (Hwy 175) to the east, and the intersection of Botham Jean Blvd and I-45 to the south. It is just 1.5 miles south of downtown Dallas but suffers from some of Dallas' highest poverty rates and from an array of environmental and socio-economic injustices. As the City's economic growth continued, the 1940s-1950s saw the rise of middle class African American families concentrated in the Target Area. Over the next several decades, however, discriminatory practices, legislation, disruptive transportation planning, and disinvestment triggered blight in the neighborhood that stripped away progress resulting in enduring, severe poverty and a high concentration of brownfields. This has lowered property values and allowed more than half of the District's tax lots to become vacant; with 20% of Target Area structures becoming vacant or appearing vacant; and nearly 60% of Target Area homes left in need of repairs¹. Community amenities like parks and treescapes, an adequate housing supply, and living wage jobs are lacking. These conditions caused many upwardly mobile residents to leave seeking better living conditions. While Dallas has grown overall by over 75% since 1970, the Forest District has decreased in population by 50%. Today, the City is home to over 1,300,122 "Dallasites" with just 3,000 residing in the Forest District.

Project Summary:

The planned primary use of grant funds will be for the remediation of sites including 1628 and 1632 Martin Luther King Jr. Blvd. (MLK) and 3016 Colonial Ave. (Colonial) property (the "Site"). These sites are located in the heart of the Forest District at the corner of MLK and Colonial Ave. (Colonial) one block from the St. Philip's School and Community Center and adjoining the St. Philip's athletic fields. These sites encompass three parcels with a commercial building on each parcel, totaling nearly 17,000 square feet (SF) of retail space on .93 acres. From west to east along MLK, 1628 MLK has two units, currently occupied by a barber shop and a gym; and 1632 MLK is a five-unit retail strip that is gutted and vacant and planned for immediate redevelopment. Along Colonial, 3016 Colonial recently opened as the WeCreation Community

¹ Cite EDP

Innovation and Design Center for St. Philip's students, local businesses, and community members to collaborate.

Background

As background, Phase I Environmental Site Assessments (ESAs) were completed for all Site parcels between 2014 – 2017, prior to St. Philip's acquisition of the Site. The Site dry cleaners were identified as recognized environmental conditions (RECs) for the 1632 MLK parcel. A Phase II ESA was conducted for 1632 MLK in 2018, which identified tetrachloroethylene (PCE – dry cleaning solvent) concentrations greater than the Texas Risk Reduction Program (TRRP) Tier 1 Residential Soil to Groundwater Ingestion Protective Concentration Levels (PCLs) in all soil borings and both PCE and its breakdown product trichloroethylene (TCE) in a temporary groundwater well. Supplemental Phase II ESAs were conducted in 2019 and 2021 that further delineated the extent of PCE in soil and PCE, TCE, and their daughter products of cis-1,2-dichloroethylene and vinyl chloride in groundwater above TRRP Tier 1 Residential Soil to Groundwater and Groundwater Ingestion PCLs. The findings demonstrate a possible source area from a pocket of soil contamination beneath 1632 MLK and migration pathway along the sanitary sewer at the rear of the 1632 MLK building. An area where PCE in groundwater is estimated to be 1,000x the PCL on the 1632 MLK parcel extends off-site to the neighboring right-of-ways (ROWs); concentrations 100x the PCE PCL extend to the 1628 MLK parcel and the ROWs; and exceedances of PCE PCL concentrations extend to the 3016 Colonial parcel as well as other properties owned by St. Philip's. A 2020 Vapor Intrusion Evaluation was conducted at the 1632 MLK building that found PCE and TCE in sub-slab soil vapor above the default EPA Vapor Intrusion Screening Levels. At 3016 Colonial, a preliminary Vapor Intrusion Evaluation was completed in 2020 that concluded PCE concentrations may exceed the Residential PCL for Air Inhalation at both parcels. A supplemental Phase II ESA has been conducted to delineate the degree and extent of soil and groundwater contamination by PCE, TCE, and related breakdown compounds at the Colonial parcel and a further evaluation of vapor intrusion and we are currently awaiting the final report.

These sites are not only physically central to several planning and redevelopment priorities but have also been identified as a catalyst site for neighborhood change. Beginning in 2010, a reuse vision for South Dallas was created by a workshop series where urban planners and community members engaged on a way to revitalize the MLK corridor as a connector for two of Dallas' biggest assets – the Trinity River and Fair Park. The outcome resulted in the MLK Corridor Plan, which identified priorities like walkability, creation of a cultural/historical walk/timeline, and enhancing streetscaping and business frontage. The MLK Corridor Plan was expanded on in the Forest District through the Dallas Catalyst Project (DCP) in 2017 and the Forest District Esplanade Project in 2020. St. Philip's, Cornerstone Baptist Church, Forest Forward and The Real Estate Council formalized a collaboration under the DCP to address the physical disrepair of the structures along MLK in the Forest District starting with 1632 MLK, the Forest Theater, and other facades, to catalyze further development. The Forest District Esplanade Project, in collaboration with the Urban Land Institute, is a component of the broader effort to connect the Trinity River to Fair Park by improving pedestrian and cyclist safety. Utilizing the canopy of the I-45 bridge, The vision is to create safe, positive, and creative outdoor environments in spaces now dividing the community by creating green spaces under the I-45 overpasses with the goal of providing residents access to high-quality parks/green space within a 10-minute walk, creating safe connections between neighborhoods, and catalyzing the historic neighborhood. These sites and their vicinity along MLK and Colonial will pilot redevelopment on a highly visible corner, with its reuse contributing to these community priorities of safety, connection, and access to green space and with a portion of the Site sharing a block with a future I-45 esplanade greenspace.

In Partnership with The Real Estate Council (TREC), a not-for-profit organization centered around creating local leaders and catalyzing neighborhood investment, the Target Area community developed an Equitable Development Plan for the Forest District in 2018. Residents, property owners, community leaders, subject matter experts, local government staff, and other interested stakeholders were engaged. 20+ meetings were held reaching more than 550 residents and stakeholders. Neighbors went door-to-door to bring the community together with experienced planning professionals for shared learning, culminating in an action plan that reflects the residents' desire for the neighborhood's future.

Running in parallel to the Equitable Development Plan was a process to refresh the District's Neighborhood Master Plan. The community provided important feedback on housing, green space, and the importance of investing in main neighborhood corridors. Design for MLK as the Forest District's "Main Street" was developed, including adaptive reuse of existing buildings and new construction for infill operators such as small (subsidized) grocers, restaurants, neighborhood services and retail, and placement of new parking, bike lanes, and streetscaping. The Site is in the "Southern Village" area of the Neighborhood Master Plan. Revitalization in the Southern Village revolves around St. Philip's and the creation of a new commons open space as a focal point. All Site buildings are identified as revitalized structures with infilled new commercial structures to the west along MLK. At the rear of the Site buildings, new green space, parking, and expanded athletic fields have been designed in the plan. The area of the Site is designed with mixed existing structures and infilled new commercial structures along Colonial and MLK. This block also features a service road realigned to gain developable land made possible through abandonment of excess I-45 right-of-way. The Site remediation and redevelopment will be one of the first revitalization projects implemented to achieve the community vision in the Neighborhood Master Plan.

Scope of Work

St. Philip's is seeking professional services of a consultant or consultant team to complete the following Scope of Work in compliance with USEPA Brownfield Cleanup grant and State and Federal cleanup requirements. The consultant will:

Part A: Assist with Cleanup Grant Implementation:

- 1) **Cleanup Planning:** Preparing the final ABCA, QAPP, and RAP/System Design.
- 2) **Cleanup and Cleanup Oversight:** Performing all cleanup, remediation and vapor mitigation activities detailed in the RAP, contractor selection, oversight and reporting; and air quality monitoring
- 3) **Grant Management:** Grant reporting activities including: assisting with the completion of quarterly grant reporting, stakeholder facilitation and documentation, annual DBE reporting, submission of the Property Profile Form, ACRES updates, and final reporting.

Part B: Assist with Multipurpose Grant Application:

Assistance with completing an application for a 2023 EPA Brownfield Multipurpose Grant

Part C: Assist with Multipurpose Grant Implementation (if awarded):

Assistance with Grant Management, Assessment Planning, Cleanup Planning, Performance of Assessment and Cleanup Activities and/or oversight of such activities.

The contract will be based upon a professional services agreement and is contingent upon receipt of EPA grant funding.

Services and Deliverables

PART A of this project should be conceived of in three phases 1) Cleanup Planning, 2) Cleanup Implementation and Oversight and 3) Grant management support for existing cleanup grant. It is anticipated that there will be some overlap of these activities. Administrative support for documentation, meeting notes, ACRES report completion, Texas Brownfields reports and requests, and other tasks are assumed to be included as part of this effort.

Cleanup Planning

Cleanup planning activities will include preparation of the final Analysis of Brownfield Cleanup Alternatives (ABCA) and Quality Assurance Project Plans (QAPPs), and the design of the Vapor Intrusion Mitigation System(s) and any other remediation or mitigation actions that are determined to be appropriate. It is anticipated that this planning will result in an implementable Remedial Action Plan that is consistent with USEPA requirements for relevant contaminants. Remediation and cleanup levels must be consistent with reuse objectives. The Cleanup Plan and Remedial Action Plan will guide the abatement, mitigation and remediation portion of this project.

Cleanup and Cleanup Oversight

Construction of the vapor mitigation system is a major component of this project. Consultant(s) shall address a strategy to allow for a substantial portion of the project budget to be utilized for the implementation of this system. This may involve the selection and oversight of specialized sub-contractors. Because the scope of this is not yet determined, the proposal shall allow for some flexibility in applying funds toward this scope item. Another component of the project will be the measurement and management of the air quality, including the implementation of an air quality monitoring process/system.

Grant Management Support:

Consulting support in all grant reporting activities is a major component of this project. St. Philip's is a first time awardee and does not have significant experience administering federal grant dollars. Consultant will assist St. Philip's in completing all required reports to successfully comply with all grant requirements. This will include quarterly grant reporting, annual DBE reporting, submission of the Property Profile Form, ACRES updates, final reporting, and other reporting support as required. The contractor will assist with stakeholder facilitation and community engagement, including documentation of community input, information gathering, communications, assisting with updating/posting electronic information to keep the community informed of current activities, providing technical information and developing community engagement materials and handouts.

PART B of this project will consist of the provision of consulting support for preparing an application for a 2023 EPA Brownfields Multi-purpose grant. Consultant will assist St. Philip's in all aspects of the application process including preparation support of the various reports included therein.

PART C of this project for the implementation of a 2023 EPA Brownfields Multi-purpose grant (if awarded) should also be conceived of in three phases 1) Assessment/Cleanup, 2) Assessment Cleanup Implementation and Oversight and 3) Grant management support. It is anticipated that there will be some overlap of these activities. Administrative support for documentation, meeting notes, ACRES report completion, Texas Brownfields reports and requests, and other tasks are assumed to be included as part of this effort.

Project Deliverables

The following are anticipated to be the minimum project deliverables for completion of this work. Additional tools, resources, and ideas that may provide added value to achieve the objectives outlined above are encouraged for submission:

PART A

- Final ABCA, QAPP, RAP/System Design preparation
- Design and implementation of the vapor mitigation system and any other cleanup activities outlined in the Remedial Action Plan
- Design and implementation of an air quality monitoring process/system.
- Completion of required reporting including EPA progress reports, ACRES data, MBE/WBE forms, the Administrative record, Davis-Bacon reporting, Final reports, and other reports that may be required.
- Stakeholder Facilitation and community engagement, including documentation of input, information, and communications, assisting with updating/posting electronic information to keep the community informed of current activities, providing technical information and developing community engagement materials and handouts.
- Project Administrative Support

PART B

- Assistance in all aspects of a 2023 EPA Brownfields Multi-purpose grant

PART C

- Assistance with Grant Management,
- Assessment Planning,
- Cleanup Planning,
- Performance of Assessment and Cleanup Activities and/or oversight of such activities.
- Preparation of Reports including ABCAs, QAPs, RAPs EPA progress reports, ACRES data, MBE/WBE forms, the Administrative record, Davis-Bacon reporting, Final reports, and other reports that may be required.
- Stakeholder Facilitation and community engagement, including documentation of input, information, and communications, assisting with updating/posting electronic information to keep the community informed of current activities, providing technical information and developing community engagement materials and handouts.
- Project Administrative Support

Consultant Criteria

Participating consultants shall demonstrate capacity to meet the following minimum requirements:

- Consultant has at least one (1) full-time Texas licensed professional geologist in good standing on staff.
- Consultant has at least one (1) full-time Texas professional engineer in good standing on staff.
- Consultant has at least one (1) full-time Environmental Professional as defined in current ASTM Standard.
- Consultant has a minimum of ten (10) years' professional engineering or professional geological experience.
- Consultant must have a minimum of \$1,000 in Professional Errors and Omissions Insurance and \$1,000,000 in General Liability Insurance.

- Consultant required to be knowledgeable in all applicable federal and State of Texas environmental regulations relating to environmental assessments and remediation.
- Consultant shall use properly accredited analytical laboratories capable of performing the required tests to support professionals engaged in environmental projects.
- Consultant shall have significant experience in revitalization and redevelopment projects for municipalities and institutions. The selected qualified firm may be retained to perform the specific project/tasks outlined below and/or other related tasks.
- Consultant shall illustrate an understanding of the project area, including stakeholders and other project participants.
- Consultant shall have planning and facilitation experience, ideally through USEPA funded projects, if possible.
- Consultant must have appropriate professional licensure, certifications, and experience to complete this work in the State of Texas
- Consultant must agree to comply with the current EPA general terms and conditions related to the grant award
- Consultant must agree to comply with requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities
- Consultant(s) must show ability to provide abatement and remediation services, as needed, with a particular demonstrated skillset in vapor intrusion mitigation.

RFQ Submission Requirements:

Cover Letter not to exceed one page, signed by an individual(s) authorized to bind the Respondent contractually. The cover letter must include the name, title, address, email address and telephone number of one or more individuals who can respond to requests for additional information. Limit Submission to 15 pages maximum (not including the Cover Letter).

1. Provide an organizational chart for the proposed project team. Include summaries and resumes of at least three (3) key project personnel, with emphasis being placed on experience that will be directly applicable to this contract. Attach one-page resumes of each personnel.
 - a. St. Philip's reserves the right to reject any key personnel proposed if it is determined in St. Philip's best interest. All key personnel must be committed to the project at all applicable times. Qualifications and experience of key personnel shall be factored into the evaluation process; therefore, key personnel shall not be replaced without the approval of the Town. Any approved substitutions for personnel shall be of equal or better qualifications.
2. Provide a summary (not to exceed two pages) describing your approach and experience with EPA Brownfields projects. Please include your experience in developing and maintaining the Administrative Record with respect to cleanup planning/remediation as well as complying with Davis-Bacon Prevailing Wage Terms associated with remediation of hazardous and petroleum contaminants.
 - a. Experience should include involvement with Environmental Protection Agency EPA, especially within Texas.
3. Include resources and staffing that your firm will provide directly and those to be subcontracted.
4. If subcontractors are known, include their role, contact name, business name, address, and contact phone number.
5. If your firm is a Minority or Women's Business Enterprise, please attach evidence of the certification. If Minority or Women's Business Enterprise firms (MBE/WBE) are to be included in

the project team, please attach a one-page letter from each firm indicating their desire to be included in the project team and a very general statement of the scope of service they will provide if the team is selected.

6. Provide a description of safety program and how it applies to the scope of work
7. Provide an estimated time schedule to address the types of tasks and the person(s) performing the tasks in the form of a Gant Chart or detailed timeline.
8. Provide one-page descriptions of three projects which best show the capability of the proposed team to provide the services required under this RFQ providing a reference, phone number, and email address for each project. Please clearly state the role of the people listed in the Organizational Management portion for each project listed in this RFQ. The work described must have been performed within the past five (5) years. None of the projects shall be for a confidential client and no more than one may be from the same client.
9. Please provide a minimum of three references for which the firm has conducted the required project deliverables outlined above in the scope of service and deliverables portion.
10. Provide a fee schedule and cost schedule of the services the Respondent would perform, clearly delineated between Parts A, B and C. Include a fee and rate schedule for all key personnel assigned to this project. Include standard billing rates for Certified or licensed professionals needed for this project. Be sure to include the average cost of the following:

PART A

- Total estimated staff hours/costs devoted to Cleanup Planning
- Total estimated staff hours/costs devoted to Cleanup and Cleanup Oversight
- Total estimated staff hours/costs devoted to General Brownfields Cleanup Grant Support
- Total estimated staff hours/costs devoted to General Brownfields Cleanup Grant Reporting

PART B

- Total estimated costs to assist in the preparation of a 2023 Multipurpose Grant Application

PART C

- Total estimated staff hours/costs devoted to Assessment/Cleanup Planning
- Total estimated staff hours/costs devoted to Assessment/Cleanup
- Total estimated staff hours/costs devoted to General Brownfields Multipurpose Grant Support
- Total estimated staff hours/costs devoted to General Brownfields Multipurpose Grant Reporting

Ensure average costs encompassing all travel related costs, assuming travel in and around Project Site as considered necessary.

Selection Criteria (100 points total)

- Documentation supports strong background of firm and personnel in environmental consulting, including background/knowledge of environmental consulting in the State of Texas – **10 points**

- Inclusion of Minority &/or Women’s Business Enterprises (MBE/WBE) and explanation of how MBE/WBEs will be utilized– **5 points**
- Documentation supports strong background, understanding, and experience firm and of key project personnel with EPA Brownfields projects, the Texas Brownfields Program projects, and the Texas Department of Environmental Quality, including evidence of an applicable safety program for scope of work – **10 points**
- Positive past performance based on provided references and description of three relevant previous projects that reflect the abilities and experience of proposed team to carry out the required services – **20 points**
- Documentation clearly supports competency necessary to conduct cleanup planning, implement vapor intrusion mitigation systems, and additional related services including supporting clients with grant reporting and grant applications– **20 points**
- Demonstration of reasonable cost estimates in performing scope of work identified in the RFQ - **25 points**
- Documentation clearly supports understanding of Brownfields, St. Philip’s Priorities, and is clearly reflected in approach to project - **10 points**

Solicitation Schedule: Important Dates

Listed below are key dates for this RFQ:

- Proposed Date of RFQ Issued: 9/12/2022
- Questions Due (by email only): 9/26/2022
- Submissions Due: 10/12/2022

Questions shall be submitted to Julie Saqueton, Director of Community Development at jsaqueton@stphilips.com with a copy to Dee Velvin at dvelvin@stphilips.com

Proposal Submission Requirements- Submission Requirements of RFQ

Number of Copies: Submit **one (1) electronic copy** of the RFQ by email to:

St. Philip’s School & Community Center
 Ms. Julie Saqueton, Director of Community Development
jsaqueton@stphilips.com
 with a copy to Dee Velvin, Community Development Coordinator
dvelvin@stphilips.com

St. Philip’s shall bear no responsibility for submitting responses on behalf of any respondent. Respondent(s) may submit their response to the Director of Community Development any time prior to the stated deadline.

Attachments:

- A) Draft Work Plan
- B) Draft ABCA
- C) Draft Supplemental Phase 2 ESA report dated 8/31/2022