

REQUEST FOR PROPOSALS

Consulting and Engineering Design Services for Abandonment/Removal of Dike Penetrations and Encroachments at the former MIRA Waste to Energy Facility

**South Meadows
Hartford, Connecticut**

Issued October 8, 2025

Key Dates:

October 14, 2025 - Submission of Letter of Interest
October 15, 2025 – **Mandatory** Pre Proposal Project Site Tour
October 22, 2025 – Questions from Proposers Due
November 5, 2025 - Proposals Due

CRDA RFP #26-010

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CAPITAL REGION DEVELOPMENT AUTHORITY**

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Business Enterprises are encouraged to apply.

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I. INTRODUCTION

Request for Proposal Consulting & Engineering Design Services

PROJECT: Abandonment/Removal of Dike Penetrations and Encroachments at
the Former MIRA Waste to Energy Facility
CRDA# 26-010
South Meadows, Hartford, CT 06120

PROPOSAL DUE DATE: **November 5, 2025**
TIME: 1:00 PM

The Capital Region Development Authority (“CRDA”) is undertaking Abandonment/Removal of Dike Penetrations and Encroachments at the Former MIRA Waste to Energy Facility. CRDA intends to enter into a contract with a qualified Engineering Consulting Firm to provide engineering services for this project.

Background

CRDA is a quasi-public agency of the State of Connecticut working to encourage the redevelopment and economic expansion of the Hartford region, including oversight of housing construction and other economic development projects. CRDA owns and/or manages various sports and entertainment venues and parking facilities. Effective June 30, 2025, Public Act 25-168 made CRDA the successor to the MIRA Dissolution Authority (“MDA”) with regards to MDA’s South Meadows Site.

II. PROJECT DESCRIPTION

As the new owner of the former MIRA Waste to Energy Facility located in the South Meadows section of Hartford, the CRDA now owns infrastructure within the Hartford Flood Protection System (“HFPS”) located on the site. Such infrastructure includes various penetrations of the HFPS. Until such time as the penetrations are either removed or properly abandoned, the CRDA is required to implement an Operation, Inspection and Maintenance Plan (“OIMP”) to ensure the continued integrity of the penetrations, and to make any repairs when any conditions that threaten the floodwall integrity are identified. Among the obligations within the OIMP are inspections required by the United States Army Corps of Engineers (“USACE”) of encroachments and penetrations through the floodwall and levee, including infrastructure associated with the historic operation of the South Meadows Power Plant dating back to its initial construction and start-up in 1921.

The HFPS was constructed in the mid-1940’s and includes a concrete floodwall and earthen dike along the eastern boundary of the Waste to Energy Facility property with the Connecticut River. Steel sheet piling is installed below the concrete floodwall and within the earthen dike. The sheet piling acts to minimize water flow through porous soils from the river side to the land side of the HFPS. The sheet-pile barrier beneath the concrete floodwall was installed around the pre-existing concrete intake and discharge tunnels for the historic power plant. For all other water intake, discharge and fuel conveyance pipes, the sheet-pile barrier was installed and then holes were cut to

install the piping through the sheet-pile barrier. There are twelve (12) such pipe penetrations of the sheet-pile barrier.

Other infrastructure encroaching on the river side of the HFPS includes but may not be limited to: three screen houses, a coal barge unloader, historic foundations for coal handling infrastructure, sheet piling associated with the cooling water discharge canal, fuel piping and supports, stormwater discharge piping, metal stairs, walkways and railings, utility wires, conduits, catwalks, fencing, railings and gates. Other infrastructure encroaching on the land side of the HFPS includes but may not be limited to: water tanks, historic coal handling structures, metal stairs, walkways and railings, lighting, and utility wire, conduits, ladders, and catwalks.

Documents Attached for Reference (Attachment 3)

- 1) May 10, 2022 letter from the Greater Hartford Flood Commission (“GHFC”) to Christopher R. Shepard, P.E. of the Materials Innovation and Recycling Authority.
- 2) January 23, 2025 letter report entitled “Abandonment and Removal of Penetrations and Encroachments, Former MIRA Facility, 100 Reserve Road and 300 Maxim Road, Hartford, CT.”
- 3) Draft January 23, 2025 Floodwall Penetration Operation, Inspection, and Maintenance Plan (“OIMP”) by SGH.
- 4) Draft January 2023 Emergency Preparedness Plan (“EPP”) by SGH.
- 5) April 14, 2025 comment letter from GHFC to MIRA Dissolution Authority.

III. SCOPE OF SERVICES

The purpose of this RFP is to identify and engage a qualified consultant to perform the following work scope:

- 1) Review referenced documents.
- 2) Determine locations of subsurface utilities;
- 3) Confirm and identify all penetrations and encroachments.
- 4) Survey the site area’s topography, as well as the locations of the subsurface utilities, penetrations, and encroachments;
- 5) Update and finalize the draft OIMP and draft EPP, incorporating comments from the GHFC.
- 6) Conduct and document a quarterly inspection of the penetrations in accordance with USACE EM 1110-2-2902;
- 7) Conduct and document an annual inspection of the penetrations in accordance with USACE EM 1110-2-2902;
- 8) Conduct and document a 5-year video or physical inspection / evaluation of the interior condition of the penetrations in accordance with USACE EM 1110-2-2902;
- 9) Evaluate the seepage rate of water around the concrete intake and discharge tunnels that date back to the original Power Plant construction;
- 10) Evaluate alternatives for the filling of the concrete discharge tunnel located on the river side of the floodwall;

- 11) Perform stormwater hydrologic analysis and develop schematic design for re-routing one active stormwater discharge (HD-36) away from the Connecticut River so that its associated penetration can be properly abandoned;
- 12) Generate engineering drawings and technical specifications for the proper abandonment of the HFCS penetrations and removal of encroaching infrastructure; these drawings and specifications will be developed to the level necessary to support the applications for all permits that will be required before the abandonment and removal work can proceed;
- 13) Drawings and specifications shall recognize the need to protect the existing toe drain on the land side of the HFCS.
- 14) Develop the probable cost of construction and construction schedule for the abandonment and removal work;
- 15) Prepare all applications and provide permitting support to CRDA necessary to obtain permits for the proposed work from the following authorities:
 - a. U.S. Army Corps of Engineers (USACE) – Section 408 Approval to perform work on a USACE Civil Works project;
 - b. USACE – Section 404 Approval for work within waterways or wetlands identified as “Waters of the United States;”
 - c. GHFC – permit to work on the floodwall required under its Rules and Regulations, and statement of no objection to USACE Section 408 Approval;
 - d. CT-DEEP Inland Wetlands and Watercourses Division for work within a wetland or watercourse;
 - e. CT-DEEP Office of Planning and Program Development for a Section 401 Water Quality Certification; and
 - f. CT-DEEP Dam Safety Division for work on a Class “C” (high hazard) dam.
- 16) Prepare construction level plans and specifications to meet CRDA requirements for public bidding of a project to remove/abandon dike penetrations and encroachments in compliance with issued permits. All penetrations and encroachments on the river side of the HFPS shall be properly removed or properly abandoned, and all penetrations and encroachments on the land side of the HFPS within the dike easement shall be properly removed or properly abandoned with the exception of the transfer tower, the RDF conveyor and air handling piping and their support structure.
- 17) Provide support to CRDA during the public bidding process to engage a qualified contractor to perform the abandonment/removal work, including evaluation of bids/proposals received from respondents.

Note: Consultant shall be aware that the scope of work detailed herein may not include all work tasks required to complete the project. Consultant will be expected to address all necessary tasks required to facilitate the completion of the project within the estimated costs provided by Consultant in Exhibit 3.

Allowances

- a. OIMP and EPP meeting allowance: two (2) two-hour meetings.
- b. Pre Permit Application Meeting Allowance: Provide an Allowance for eleven (11) two-hour meetings during the initial design and permit application phase of the project. Provide an Allowance for three (3) two-hour meetings during the final design phase and bidding phase of the project, one of which shall be the construction pre-proposal site meeting.

- c. Reimbursable Expense Allowance: Propose an Allowance for printing reimbursable expense and mileage reimbursable expense (including any travel time charges).

IV. GENERAL INFORMATION

A. Submission Key Dates

RFP Issue Date	Wed	10/8/2025	
Letter of Interest	Tues	10/14/2025	
Mandatory Site Tour	Wed	10/15/2025	10:00 AM
Last Day for Questions	Wed	10/22/2025	1:00 PM
Last Day for RFP Addenda	Wed	10/29/2025	
Proposals Due	Wed	11/5/2025	1:00 PM
Short List Presentations	Wed	11/12/2025	(TBD)
Expected Notice of Award	Wed	11/19/2025	

B. CRDA Contact Information

The official contact person for the purposes of this RFP is:

Mr. David Bodendorf, P.E.
Capital Region Development Authority
100 Columbus Boulevard, Suite 500
Hartford, Connecticut 06103
(860) 930-8657
E-mail: dbodendorf@crdact.net

All communications with CRDA regarding this RFP must be directed to Mr. Bodendorf. All communications with any other employee of CRDA is strictly prohibited, except as permitted by this RFP. Any violation of this prohibition by a proposer or its representatives may result in disqualification or other sanctions.

C. Letter of Interest

Interested firms are encouraged, but not required, to submit a letter of interest to Mr. Bodendorf by **Tuesday, October 14, 2025** acknowledging receipt of the RFP and informing CRDA of its intent to respond. Such letters should include the name, address, telephone and e-mail address of the individual who can address inquiries related to this RFP and the firm's proposal and receive clarifications or addenda from CRDA.

D. Pre Proposal Project Site Tour

CRDA will host a **mandatory** pre-proposal site tour on **Wednesday, October 15, 2025 at 10:00AM**. Visitors should arrive at the site entrance located at 300 Maxim Road, Hartford CT. Tour participants shall wear long pants, closed-toed shoes, a hard hat, safety glasses, and a high-visibility vest.

E. Questions and Addenda

All questions regarding this RFP and submission requirements must be directed, in writing, to Mr. Bodendorf by **1:00 PM on Wednesday, October 22, 2025**. Written responses to all questions will be posted

by **Wednesday, October 29, 2025** on the CRDA website at <https://crdact.net/rfps/>.

Any addenda to this RFP will be posted on this website and proposers are advised to periodically check the site.

F. Proposal Deadline

Proposals submitted in response to this RFP must be submitted to the address below by 1:00 p.m. Eastern time on Wednesday, November 5, 2025.

Mr. David Bodendorf, P.E.
Capital Region Development Authority
100 Columbus Boulevard, Suite 500
Hartford, CT 06103-2819

G. Short Lists; Presentation

CRDA may decide on the basis of the proposals to “short-list” one or more proposers and invite them to make individual presentations. For planning purposes, such presentations, if requested, would be expected to take place at CRDA’s office located on the 5th floor of the Connecticut Convention Center, 100 Columbus Boulevard, Suite 500 on Wednesday, November 12, 2025.

H. Draft Contract

See Attachment 2

V. SUBMITTAL REQUIREMENTS

The proposer shall complete and submit one (1) original and two (2) hard copies of its proposal and required attachments, together with one (1) copy in PDF electronic format on a USB flash drive. All submissions must follow the required format and address all requirements listed in the prescribed

order using the numbering system below. Failure to follow the required format may result in disqualification of a submission.

All submissions must be signed by the proposer. Unsigned submissions will be rejected. Submissions transmitted by facsimile may not be accepted or reviewed.

Part 1 – Cover Letter

The cover letter shall be signed by a person authorized to legally bind the proposer and must include the following items:

- The identity of the proposing or lead firm and any partners, consultants or subcontractors included as part of the response, and a description of its legal form and domicile.
- The names of the individuals involved in the preparation of the RFP response and of any individuals employed or compensated to develop or advocate or solicit for the proposal along with their relationship to the proposing firm. Identify any such individuals who are subject to the provisions of the Connecticut Code of Ethics for Lobbyists.
- A statement confirming that the proposer has sole and complete responsibility for performing the services as proposed.

Part 2 – Table of Contents

Proposers must include a Table of Contents that lists sections and subsections with page numbers that follow the organization and sequence for this submission as required.

Part 3 – Organizational Profile

In addition to the information requested below, the proposer is required to complete Exhibits 1A and 1B and include them in this section (Part 3).

1. Qualifications. Describe how your experience or special knowledge, skills or abilities meet CRDA's needs as outlined in this RFP.
2. Summary of Relevant Experience. Provide a listing of comparable projects, including those sponsored by State and municipal governments, for which the proposer and/or its proposed team currently provide these consulting services or have provided such services within the last three (3) years. Additionally, provide detailed information on the type and scope of the projects and scope of services provided. Include name, title, address, telephone, facsimile number and email address of the client contact or contract administrator.
3. Organization Chart. Data describing the proposer's and/or individual team members' current organization date of incorporation, ownership, corporate office, number of years in business, size of business, services offered, operating philosophy and financial performance. Provide a diagram showing the hierarchical structure of functions and positions within the organization.

4. Financial Condition. If the proposer is a firm or corporation, include the three (3) most recent annual financial statements prepared by an independent Certified Public Accountant, and reviewed or audited in accordance with Generally Accepted Accounting Principles (USA). If the proposer has been in business for less than three (3) years, such proposer must include any financial statements prepared by a Certified Public Accountant and reviewed or audited in accordance with Generally Accepted Accounting Principles (USA) for the entire existence of such firm or corporation. **Submit one (1) sealed confidential envelope separate from the main proposal package.**
5. Firm/team's affirmative action policy.

Part 4 – Partners

If the Proposal is submitted jointly by two (2) or more entities that will share responsibility for contract performance in any way, provide the same information required under Parts 3 and 5 for each such entity

Part 5 – Understanding of CRDA's Goals

This section should describe your firm's understanding of CRDA's goals for the engineering design services for the project entitled Consulting and Engineering Design Services for Abandonment/Removal of Dike Penetrations and Encroachments at the Former MIRA Waste to Energy Facility and how your firm will assist in achieving them.

Part 6 – Additional Data (optional)

Provide any additional information which the proposer wishes to bring to the attention of CRDA that is relevant to this RFP.

Part 7 – Required Certifications and Affidavits

Completed certifications and affidavits listed in Exhibit 2

Part 8 – Compensation

Completed Exhibit 3

Part 9 – Professional Registration

Completed Exhibit 4

Part 10 – RFP General Conditions Requirements Certification

Completed Exhibit 5

Part 11 – Acknowledgement of Receipt of Addenda

Completed Exhibit 6

Part 12 – Form of Contract Exceptions

Completed Exhibit 7

VI. SELECTION CRITERIA

The following criteria shall be among those utilized in the selection process. They are presented as a guide for the proposer in understanding CRDA's requirements and expectations for this project and are not necessarily exclusive or presented in order of importance.

- A. Firm/team's qualifications and experience
- B. Professional qualifications of key personnel assigned to project
- C. Proposed work plan
- D. Price and/or other financial terms of proposal
- E. References
- F. Firm/team's demonstrated commitment to affirmative action

VII. GENERAL REQUIREMENTS AND CONDITIONS

1. If you elect to respond to this RFP, submission of your proposal constitutes your acceptance of the following understandings:
 - a. Proposals must be signed by an authorized officer of the proposer. Proposals must also provide name, title, email address and telephone number for (i) individuals with authority to negotiate and contractually bind the entity, and (ii) those who may be contacted for the purpose of clarifying or supporting the information provided in the proposal.
 - b. This RFP is not an offer or commitment, and neither this RFP, the RFP process nor any subsequent negotiations shall give rise to any commitment or obligation on the part of CRDA or confer any rights on any proposer unless and until a binding written agreement is executed by CRDA and the proposer.
 - c. CRDA reserves the right, in its sole and absolute discretion, to (i) to reject any or all proposals received in response to this RFP for any reason and at any time; (ii) to waive any irregularities or deficiencies in any proposal; (iii) to discuss a proposal or enter into negotiations with any proposer without notice to other proposers; (iv) to suspend or discontinue any such discussions or negotiations at any time; (v) to extend, reopen, modify, cancel and/or reissue this RFP; (vi) to enter into discussions or negotiations with parties not responding to the RFP without first rejecting all proposals received in response to this RFP; (vii) to discuss, negotiate and enter into agreements with more than one proposer or any other party with respect to different responsibilities; and (viii) to use the proposals as a

basis for negotiation and to negotiate with one or more proposers on terms other than set forth in this RFP or in any proposal.

- d. Proposals should be submitted on the most favorable terms from a technical, qualifications and price standpoint. CRDA will select for negotiation the proposal(s) that best meet its needs. While cost will be a factor to be considered, CRDA is not required and reserves the right not to accept the lowest priced proposal.
- e. CRDA will not be responsible for any expenses incurred by any proposer in conjunction with the preparation or presentation of any proposal with respect to this RFP or proposer's participation in the RFP process, all of which shall be at the proposer's sole cost and risk.
- f. CRDA is a "public agency" for purposes of the Connecticut Freedom of Information Act ("FOIA"). Accordingly, upon receipt at the office of CRDA, your proposal will be considered a public record or file subject to disclosure under the FOIA. The FOIA includes an exemption for responses to a request for proposals in a contract award process until the contract is executed or negotiations for the award of such contract have ended, whichever occurs earlier. CRDA has determined that it is in the public interest to maintain the temporary confidentiality of proposals pursuant to this FOIA exemption.

The FOIA also includes exemptions for "trade secrets" and "commercial or financial information given in confidence, not required by statute." This exemption allows, but does not require, CRDA to withhold information that qualifies under these exemptions, which exceptions remain available so long as the information continues to be treated by the submitting party as confidential and is not readily available to the public from other sources. Only the particular information falling within one of these exemptions can be withheld by CRDA if made the subject of a public records request under FOIA. Therefore, a proposer must specifically identify those particular sentences, paragraphs, pages, sections or exhibits that it claims to be exempt, together with a convincing explanation and rationale sufficient to support the claim of confidentiality for purposes of Section 1-210(b) of the Connecticut General Statutes in terms of the prospective harm to the competitive position of the submitting party if such information were to be released. In the absence of such identification and explanation, any claim that particular information is exempt from FOIA disclosure will be deemed to have been waived. If a public records access request is made, CRDA is required to, and reserves the right to, determine (i) whether information included in a proposal qualifies under these exemptions, and (ii) whether to withhold the information.

Proposers should be aware that (x) CRDA has no obligation to initiate, prosecute or defend any legal proceeding or to seek to secure any protective order or other relief to prevent disclosure of any information pursuant to an FOIA request, (y) the proposer will have the burden of establishing the availability of any FOIA exemption in any such legal proceeding, and (z) in no event shall CRDA or any of its officers, directors or employees have any liability for disclosure of documents or information in the possession of CRDA which CRDA, or such officer, director or employee, in good faith, believes to be required pursuant to the FOIA or other requirements of law.

In the event of a public records request for a proposal, CRDA may provide a copy of the proposal with all or part of the information redacted for which an exemption has been claimed on the basis of confidentiality. For this purpose, CRDA may request, and each proposer by submission of a proposal agrees promptly to provide to CRDA, a version of such proposal from which all information has been redacted for which an FOIA exemption based on confidentiality has been made.

- g. Except as otherwise expressly provided in an agreement with CRDA, each proposal and any work product developed under a contract awarded as a result of this RFP shall be the sole property of CRDA.

This RFP, the RFP process, and any contract awarded pursuant to this RFP are subject to all other applicable legal requirements.

- 2. If you elect to respond to this RFP, you will be deemed to have certified the accuracy and completeness of the following representations and warranties:
 - a. Neither proposer nor any of its principals (i) has been convicted of bribery or attempting to bribe a public official of the State of Connecticut; (ii) has been found to have violated the State Code of Ethics for Public Officials or Lobbyists (the “Code of Ethics”); (iii) has been suspended or disqualified from bidding on contracts with the State of Connecticut or any department, agency or quasi-public agency of the State of Connecticut; (iv) has knowingly committed any violation of the Code of Ethics or of any other procurement requirement in connection with this RFP; or (v) is in default under any contract with any department, agency or quasi-public agency of the State of Connecticut.
 - b. Neither proposer nor any of its principals has received or paid, or agreed to receive or pay, any finders’ fee (Section 3-13j through 3-13l of the Connecticut General Statutes) or other compensation or benefit from or to any third party in connection with this solicitation, procurement or award of a contract with CRDA pursuant to this RFP.
 - c. Neither proposer nor any of its principals has provided anything of value to any officer, employee or board member of the CRDA, or any state public official or employee who may be involved with the RFP, for which full payment has not been made.
 - d. (i) The proposal is not made in connection with any competing proposer submitting a separate response to this RFP and is in all respects fair and without collusion or fraud; (ii) the proposer did not participate in the RFP development process and had no knowledge of the specific contents of the RFP prior to its issuance; (iii) no officer, employee or board member of CRDA participated directly or indirectly in the proposer’s proposal preparation; and (iv) the information contained in the proposal is true, accurate and complete and includes all information necessary to insure that the statements therein are not misleading.
- 3. A proposal will not be considered complete unless the proposer also submits the following:
 - Part 1 Cover Letter
 - Part 2 Table of Contents

- Part 3 Organizational Profile (Including Exhibits 1A and 1B)
- Part 4 Partners
- Part 5 Understanding of CRDA's goals for the engineering design services for the Abandonment/Removal of Dike Penetrations and Encroachments at the Former MIRA Waste to Energy Facility
- Part 6 Additional Data (Optional)
- Part 7 Required Forms and Affidavits listed in Exhibit 2.
- Part 8 Compensation (Exhibit 3)
- Part 9 Professional Registration (Exhibit 4).
- Part 10 RFP General Conditions Requirements Certification (Exhibit 5)
- Part 11 Acknowledgement of Receipt of Addenda
- Part 12 Form of Contract Exceptions (Exhibit 7)

Notwithstanding anything contained herein to the contrary, this RFP and the RFP process is solely for the benefit of CRDA. This RFP is not an offer susceptible to acceptance, but merely a request for proposals. CRDA shall have no liability or obligation of any kind as a result of this RFP or the RFP process, including as a result of any discussions or negotiations with a proposer, unless and until a binding agreement is entered into with a proposer. In making its selection of a successful proposer, the CRDA may consider any and all factors and considerations which the CRDA, in its sole discretion deems relevant, the relative importance of which shall be in the sole discretion of CRDA.

Exhibit 1A
Quality Based Selection
Engineering Team Questionnaire Part 1

CRDA Project Number: 26-010

Project Title: Consulting and Engineering Design Services for Abandonment/Removal of Dike Penetrations and Encroachments at the Former MIRA Waste to Energy Facility

Firm Name:
Firm Address:

Instructions: The Engineering Team Questionnaire contains questions that are not project-specific but are intended to provide the CRDA with information about the qualifications of the entire Team.

The Questionnaire must be answered as completely and concisely as possible.

No more than one (1) "Team" Questionnaire can be submitted. If necessary, use an attachment to answer any question and reference the question number.

- 1. Describe the nature of the entire Engineering Team. Response shall include the following:**
 - 1.1 Will your firm be providing sole services or be part of a team?**
 - 1.2 Name the principal who will be representing the entire team.**
- 2.0 What past experiences does this firm have in working with public agencies?**
- 3.0 Has your firm ever been involved in litigation with a governmental agency over a project you worked on or were not chosen for? If yes, explain.**
- 4.0 Briefly describe your firm's current workload and the status of each project. Submit a completed Project Information Form (last page of this questionnaire) with this "Team" Questionnaire for each project.**
- 5.0 List any recognition awards your firm has received.**

- 6.0 Describe innovative approaches in design that your firm has used relating to speed of completion, quality of construction, security, and/or cost containment and how it may apply to projects of similar size and scope to this contract.**
- 7.0 Which services will you perform in-house, and which services will you sub-contract?**
- 8.0 Will your firm and your subcontractors provide the owner with access to requested information regarding financial transactions, methods of operation and all other records, reports or information about this project? If no, which items will you exclude?**
- 9.0 Explain why the CRDA should select your team to provide services for this Project.**
- 10.0 Submit any other relevant information that will assist the reviewers in evaluating the team's qualifications to design the facility.**

Exhibit 1B
Quality Based Selection
Engineering Team Questionnaire Part 2

CRDA Project Number: 26-010

CRDA Project Title: Consulting and Engineering Design Services for Abandonment/Removal of Dike Penetrations and Encroachments at the Former MIRA Waste to Energy Facility

Firm Name:
Firm Address:

Instructions: The Engineering Team Questionnaire contains questions that are not project-specific but are intended to provide the CRDA with information about the qualifications of the entire Team.

The Questionnaire must be answered as completely and concisely as possible.

No more than one (1) "Team" Questionnaire can be submitted. If necessary, use an attachment to answer any question and reference the question number.

- 1.0 Provide information about the firm's size and financial capability to perform the project in a timely manner.
- 2.0 Who will be the Lead Engineer? Provide this person's experience in designing projects of similar size and scope to this contract.
- 3.0 Provide the following information about the other registered professionals employed by your organization who will be assigned to work on this project. The proposer may use attached resumes in response to parts 3.1, 3.2, and 3.3 of this question.
 - 3.1 Educational background
 - 3.2 Current registrations
 - 3.3 Professional experience, previous firms, and previous projects
 - 3.4 Responsibilities on this project
- 4.0 Provide a responsibility chart with written descriptions showing how the design professionals will interact with the Owner to deliver design services. Submit an Attachment with this Questionnaire for the responsibility chart for your firm.
- 5.0 How does your firm document quality assurance and quality control in the design process and in the issuance of bidding documents?
- 6.0 Please provide, in order of relevance, projects of similar size and scope as required for this contract, which were designed by your firm. Use the Project Information Form (last page of this questionnaire) we have provided. Use a separate form for each project.

Project Information and Reference Form

Required Attachment

Use one Attachment for each project as required by the "Team" Questionnaire. List Completed Projects that best represent your firm's ability to perform the Scope of Services Identified in Section III of this RFP.

Submitting Firm's Name

A-E "Team" Question Number

Project Name:

Project Description:
(Identify similarities to this RFP's
Scope of Services)

Total Design Cost:

Total Construction Cost:

Start/Completion Date:

Lead Engineer's Name:

Project References:

Owner Contact Info:

Name:

Title:

Entity Name:

Address:

Phone:

Email:

**End
"Team" Questionnaire**

Insert Additional Pages as Needed

Exhibit 2

Required Certifications & Affidavits (Attachment 1)

The following forms must be completed and submitted as part of the RFP Submission:

1. OPM Ethics Form 1 – Gift and Campaign Contribution Certification
2. Guide to the Code of Ethics for Current or Potential State Contractors
3. State Elections Enforcement Commission Form 10
4. Internal Revenue Service Form W-9
5. CRDA Disclosure Form A
6. State of CT Certificate of Compliance
7. Disclosure statement concerning any current business relationships (within the last three years) that pose a conflict of interest as defined by Connecticut General Statutes Section 1-85 & 1-86
8. State of CT Nondiscrimination Certification form D
9. OPM Ethics Form 5 – Consulting Agreement Affidavit
10. CHRO Contract Compliance Regulations & Report
11. State of CT Terms & Conditions
12. General Conditions Certification (Exhibit 5 of RFP)
13. Acknowledgement of Receipt of RFP Addenda (Exhibit 6 of RFP)

Name of Proposer: _____

Exhibit 3

Compensation and Project Schedule

The undersigned, having familiarized ourselves/myself with the project and this Request for Proposals, hereby propose to complete the Work identified in this RFP for the following Contract Prices:

Proposals shall include Lump Sum and T&M price to complete the work described herein. Tasks 1–5 shall be priced on a Lump Sum basis. Tasks 6–7 shall be priced on a Time and Materials basis, subject to Not-to-Exceed limits. Together these constitute the overall contract price. Proposers shall include a breakdown of the price into the following seven tasks, including estimated hours, billing rates, and all required materials or subcontracted expenses.

- 1) Update and finalize the Operation Inspection and Maintenance Plan (“OIMP”)
- 2) Update and finalize the Emergency Preparedness Plan (“EPP”)
- 3) One quarterly inspection
- 4) One annual inspection
- 5) One 5-Year inspection
- 6) All work required to complete, and submission of, permit applications and supporting documentation necessary to receive approved permits for the abandonment or removal of penetrations and encroachments of the HFPS.
- 7) All work required to prepare construction level plans and specifications for a project to properly abandon or remove the penetrations and encroachments described herein. Work shall include support during public bidding process to engage a qualified contractor to perform the abandonment/removal work.
- 8) Allowances

Proposers shall include an estimated schedule to complete the following tasks after receiving the notice to proceed:

- 1) Initial field work and inspections
- 2) Submission of updated and finalized OIMP and EPP
- 3) Submission of all Permit Applications
- 4) Preparation of construction level plans and specifications after permits are issued.

Task 1- Update and finalize the Operation Inspection and Maintenance Plan (Lump Sum)

(Dollars)

(\$ #####) LS

Task 2- Update and finalize the Emergency Preparedness Plan (Lump Sum)

(Dollars)

(\$ #####) LS

Task 3- One Quarterly Inspection (Lump Sum)

(Dollars)

(\$ #####) LS

Task 4 – One Annual Inspection (Lump Sum)

(Dollars)

(\$ #####) LS

Task 5 – One 5-Year Inspection (Lump Sum)

(Dollars)

(\$ #####) LS

Task 6 – All work required to complete, and submission of, permit applications and supporting documentation necessary to receive approved permits for the abandonment or removal of penetrations and encroachments of the HFPS (T&M not to Exceed)

(Dollars)

(\$ #####) NTE

Task 7 - All work required to prepare construction level plans and specifications for a project to properly abandon or remove the penetrations and encroachments described herein. Item shall include support during public bidding process to engage a qualified contractor to perform the abandonment/removal work. (T&M not to Exceed)

(Dollars)

(\$ #####) NTE

Total of Tasks 1 - 7

(Dollars)

(\$ #####) NTE

Allowances

Meeting Allowance (Not to Exceed, Invoiced Hourly)

(Dollars) _____ (\$ #####) NTE

For additional on-site meetings (2 hours with Project Manager) _____ each meeting
(\$ #####)

Reimbursable Expense Allowance (Printing)

(Dollars) _____ (\$ #####) NTE

Reimbursable Expense Allowance (Mileage and Travel Time)

(Dollars) _____ (\$ #####) NTE

Attach detailed breakdown in tabular form of cost assumptions for Tasks 1-7 and Allowances. At a minimum, include personnel assigned to each task, estimated number of hours for each person assigned to each task, and the hourly rates of personnel assigned to each task:

Name of Proposer: _____

Exhibit 4

Professional Registrations

ATTACH HERE: Provide written evidence that The Proposer, at the time when Proposal is submitted, possesses valid license(s) and professional registrations in the State of Connecticut.

Name of Proposer: _____

Exhibit 5

RFP General Conditions and Requirements Certification

The undersigned hereby affirms the Proposer shall adhere to the RFP Conditions as contained in the RFP for Consulting and Engineering Design Services for Abandonment/Removal of Dike Penetrations and Encroachments at the Former MIRA Waste to Energy Facility including Attachment 1, State of CT Standard Terms and Conditions.

Submitted:

Date: _____

(Signature of Official)

(Print Name and Title of Official)

Name of Proposer_____

Exhibit 6

Acknowledgement of Receipt of Addenda Certification

ADDENDA ACKNOWLEDGMENT

The undersigned acknowledges receipt of the following addenda:

ADDENDA NUMBER

DATE OF ADDENDA

Submitted:

Date: _____

(Signature of Official)

(Print Name and Title of Official)

Name of Proposer: _____

Exhibit 7

Form of Contract Exceptions

Proposers should identify below any exceptions to the Form of Contract or any issues/comments they have with the Form of Contract in Attachment 2.