



Request For Proposal
Harbor Toxics Regional Monitoring & Reporting
Questions and Answers
March 22, 2018

Question – Please clarify the format in which the Proposal needs to be submitted, specifically regarding sections 3b and 4g.

Answer – Please follow the format as listed below --

1. Legal name of Consultant, address of principal place of business including e-mail, telephone, fax, and website.
2. Consultant's Tax Identification Number
3. Key Personal:
 - a. Provide qualifications and responsibilities of each member assigned to this project and the amount of each individual's time to be allocated. Identification of the primary representative (Project Manager) and an alternate to perform the services described in the Scope of Work. Identification of the project team, including organizational chart and resumes of each team member. Specific responsibilities of each team member, telephone numbers and email of the representative and alternate to whom correspondence should be directed.
4. List of sub-consultants, if any, who will be a part of the project team, including their specific areas of responsibilities.
5. Scope of Work - Provide a detailed description and understanding of the project, as well as the scope of services being provided.
6. Project Management System (Please respond to items check marked below)
 - Components of the project management system that demonstrates the capability in management of projects of this scope. Include a sample monthly report.
 - Procedure for monitoring progress and providing cost control.
 - Steps to maintain the project on schedule and budget.
7. Three References that the Gateway Water Management Authority may contact concerning your performance on similar projects, two of which must have knowledge of Project Manager's service to a public entity.
8. General information concerning the Consultant's ability to perform work of this nature.

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9. Proposal fee – the proposal shall include a full description and cost breakdown of each task of all fees proposed by the Consultant for all services to be provided as outlined in the Scope of Work. Cost breakdown must include hourly rates of each of the individuals who will perform services, all expenses, and a “not to exceed” annual amount.
10. Project Schedule.
11. Any other information that the Consultant deems relevant. This includes any requested changes to the Professional Services Agreement. Any recommended changes to the Professional Services Agreement would need to be reviewed and approved by the Gateway Water Management Authority.

Question -- Please confirm the reporting time for sediment and fish tissue monitoring results is the following year. For example, fish collected in the summer of 2020 (between June and September) are not to be reported until the following September or 2021.

Answer -- Yes, fish collected and analyzed in summer of 2020 would not be reported until the following year, or in the 2020/2021 Report.

Question – I believe the reporting limits have been modified since the publication of the CCMRP that was included with the proposal. Can you confirm the following updated RLs are correct?

Answer – Yes, the revised reporting limits in the table below are correct.
(Please see table on the following page)

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Media	Parameter	CCMRP RL	Revised RL
Water	Cadmium	0.01	0.03
	Chromium	0.1	0.5
	Copper	0.01	0.03
	Lead	0.01	0.03
	Mercury	0.0002	0.0005
	Zinc	0.1	0.5
	PCB congeners	0.1	2
	Toxaphene	2	25
	alpha-Chlordane (cis-chlordane)	0.5	2
	gamma-Chlordane (trans-chlordane)	0.5	2
	Oxychlordane	0.5	2
	cis-Nonachlor	0.5	2
	trans-Nonachlor	0.5	2
	2,4'-DDD	0.5	2
	2,4'-DDE	0.5	2
	2,4'-DDT	0.5	2
	4,4'-DDD	0.5	2
	4,4'-DDE	0.5	2
	4,4'-DDT	0.5	2
	Dieldrin	0.1	2
Toxaphene	2	25	
Sediment	TOC	0.01% OC	0.0005
	Cadmium	0.01	0.1
	Copper	0.01	0.2
	Lead	0.01	0.1
	Zinc	0.1	1
	Dieldrin	0.02	0.2
	Toxaphene	0.1	5
Fish Tissue	Dieldrin	0.46	2
	Toxaphene	6.1	50

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