

BID INFORMATION MEMORANDUM

Fixed-Price Competitive Bid Solicitation

United Refining Company of Pennsylvania Kwik Fill Facility S-124

106 State Street (State Route 61)

City of Sunbury, Northumberland County, Pennsylvania 17801

PADEP Facility ID # 49-70507 PAUSTIF Claim # 1998-0220(S)

The PAUSTIF understands and appreciates the effort necessary to prepare a well-conceived response to a bid solicitation. As a courtesy, the following summary information is being provided to the bidders.

Number of firms attending pre-bid meeting:	8
Number of bids received:	6
List of firms submitting bids:	Converse Consultants , Inc. Environmental Alliance, Inc. Groundwater & Env. Services, Inc. Letterle & Associates, LLC MEA, Inc. Synergy Environmental, Inc.

This was a Defined Scope of Work bid and so price was the most heavily weighted evaluation criteria. The range in cost between the six evaluated bids was \$59,812.20 to \$112,528.62. Based on the numerical scoring, two of the six bids were determined to meet the “Reasonable and Necessary” criteria established by the Regulations and were deemed acceptable by the evaluation committee for PAUSTIF funding. The claimant reviewed and selected the acceptable bid.

The selected bidder was Groundwater & Env. Services, Inc.: Bid Price \$60,923.70

The attached sheet lists some general comments regarding the evaluation of the bids that were received for this solicitation. These comments are intended to provide information regarding the bids that were received for this solicitation and to assist you in preparing bids for future solicitations.

GENERAL COMMENTS REGARDING EVALUATED BIDS

- Please include all requested information (insurance, qualifications, cost spreadsheets, milestone schedules, etc.) in the bid submittal.
- Copies of quotations from all major subcontractors (including drilling companies and analytical laboratories) should be included as attachments in the bid package.
- Bid responses should include enough "original" language and thought that the knowledge and approach of the firm can be evaluated. The reason for this is that the bidders are not pre-qualified and so the evaluation committee must be able to determine that the bidder has adequate understanding of the site conceptual model, the technical approach, and the scope of work.
- It is recommended that bidders carefully review their final bid costing spreadsheet before submitting it with their bid response. Bidders should double check formulas used to calculate milestone costs, total bid cost, etc., to confirm that the costs presented by the bidders are the correct costs. It is the bidders' responsibility to ensure that the bid costing spreadsheet submitted with their bid is correct.