



REQUEST FOR PROPOSAL (RFP)
FOR
PHASE I
ENVIRONMENTAL SITE ASSESSMENT
(ESA)

OWNER: City of Georgetown
2377 Maybank Drive
Georgetown, SC 29440
Contact: Orlando Arteaga, PE
Email: oarteaga@georgetownsc.gov
Phone: 843.545. 4501

PROJECT: Cleland Street Parking Lot
ESA Phase I – 113 Cleland Street, Georgetown, SC

PROJECT No.: 2402

DATE OF ISSUE: January 12, 2023

DUE: **On or before 3:00 PM EST (local time) January, 19, 2023**

Submit proposals by email only to:

Orlando Arteaga, PE email: oarteaga@georgetownsc.gov

Scope of Services

The City of Georgetown is seeking proposals from qualified environmental consulting firms to conduct a Phase I Environmental Site Assessment (ESA) at 113 Cleland Street, Georgetown, SC 29440; parcel TMS #05-0026-085-01-00. The purpose of the Phase I ESA is to evaluate the site to determine the presence or likely presence of hazardous substances and petroleum products to comply with CDBG grant guidelines. The City received a CDBG grant to construct a 39-parking space public parking lot.

The assessment shall follow industry- approved standards per *ASTM E1527 Standard Practice for Environmental Site Assessment: Phase I Environmental Site Assessment Process*, latest edition.

The consulting firm shall provide a written report with findings, conclusions, and recommendations to the Owner within 21 calendar days from the Owner's Notice to Proceed.

Site Address:

See Exhibit A-Area Map

Schedule of Events

The following is the schedule of events listed in the order of occurrence, showing the major milestones from the issuance of this RFP:

No.	Activity	Date
1	Issue RFP	1/11/2023
2	Receive Proposals	1/19/2023
3	Award	1/23/2023
4	Start Work	2/6/2023
5	Finish Work and Submit Final Report	2/28/2023

The City reserves the right to change the project schedule as necessary. In the event of a significant date change, the City will notify the proposers. The City reserves the right to issue addenda to this RFP up to 2 days before the proposal due date as needed to clarify or to make corrections or changes to the RFP document.

The City reserves the right to request additional information at any time from prospective firms or individuals deemed necessary by the City to evaluate the proposals. However, this process may not be an opportunity to submit missing documentation or make substantive revisions to the original proposal.

The City reserves the right to cancel or reissue the RFP and/or revise the project schedule at any time.

The City also reserves the right to reject any proposals deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

Submittal Instructions

Submit the following documents:

1. This RFP initialed on each page by an authorized company representative.
2. Proposal on company's letterhead.

Proposal due Date: On or before January 19, 2023, 3:00 PM

Submit lump sum proposal and this initialed RFP by email: to oartega@georgetownsc.gov

Bond, Insurance, and Business License Requirements:

Liability, Auto, Workers' Comp Insurance:

- Commercial General Liability:
Each Occurrence \$1,000,000
General Aggregate \$2,000,000
- Automobile Liability:
Combined Single Limit \$1,000,000
- Workers' Compensation:
Statutory Limits

The City is to be named as "Additional Insured" on the above insurance coverage. Certificates showing proof of insurance shall be submitted to the City before the commencement of services

Indemnity Provisions

The selected consultant agrees to indemnify and hold the Owner harmless from and against all liability, loss, damages, or injury. All costs and expenses (Including attorney fees and charges related to a suit) suffered or incurred by the City arising from or related to the terms of this RFP's Scope of Work.

City Business License

The selected consultant shall be required to obtain a City of Georgetown permanent or a per-job business license **prior to work commencing**. Contact Finance Department at 843.545.4048 for business license information.

Questions

No answers will be given over the phone.

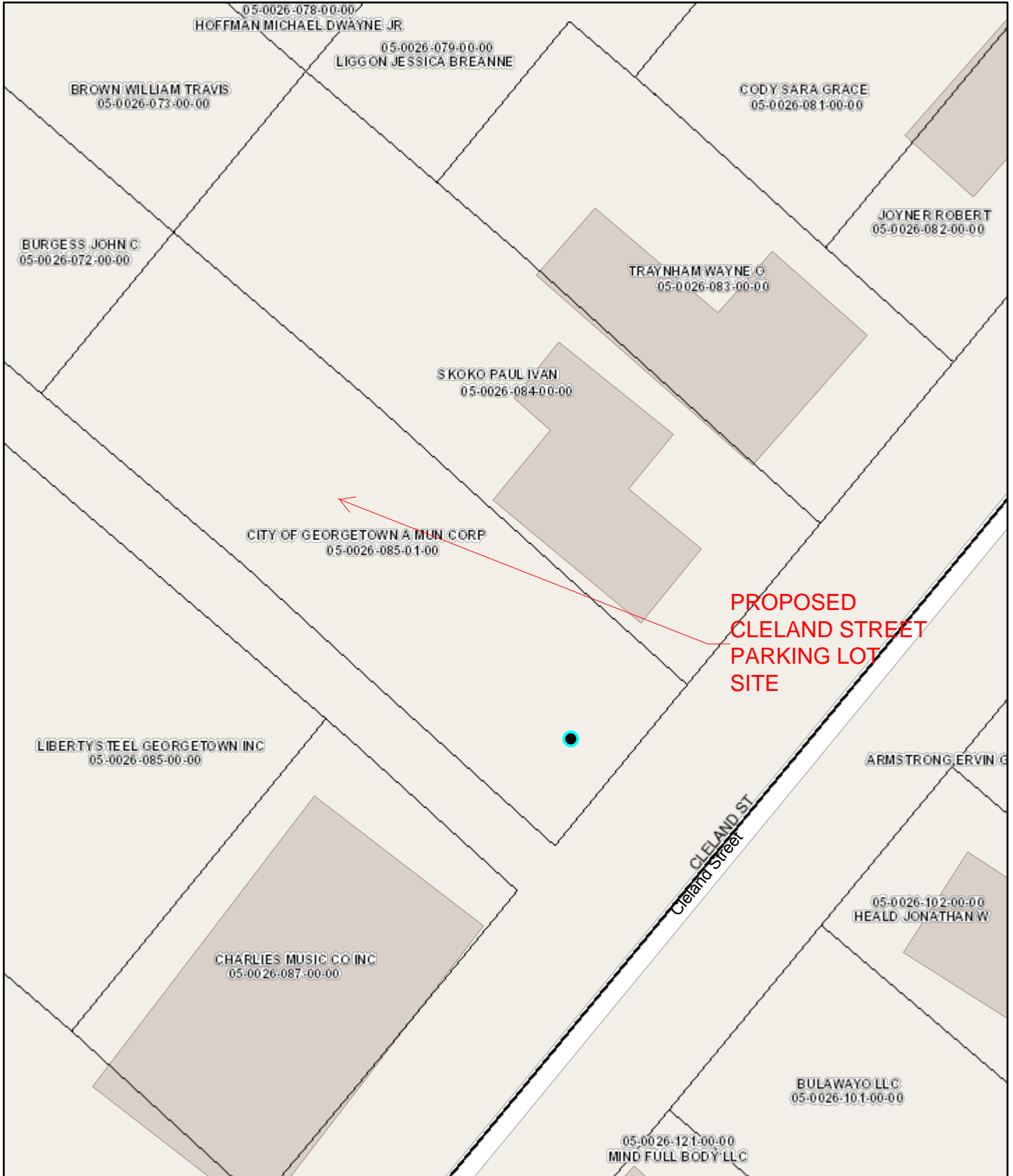
Questions regarding this RFP should be submitted to oartega@georgetownsc.gov no later than 3:00 PM EST (local time), Tuesday, January 17, 2023. No questions will be accepted after the deadline above. All submittals shall include the following in the subject line:

Cleland Street Parking Lot-Phase I ESA

Exhibits Available

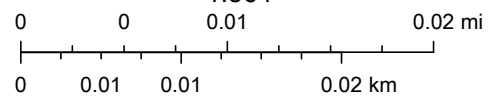
Exhibit A: Site Map

113 CLELAND STREET



9/15/2022, 1:42:39 PM

1:564



- Lot Lines with TMS No
- Lots with Ownership
- Streets
- County Road
- Private Road
- State Road
- Other

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