

Request for Proposals (RFP)

Yukon River Inter-Tribal Watershed Council, Alaska

RFP

Description: Contaminated Soil Removal & Remediation Services

Proposal Open: April 25, 2025

Questions Period: April 25, 2025

Answers Posted By: May 9, 2025

Proposal Deadline: May 27, 2025

Submission Person: Jordan Finney, jfinney@yritwc.org

[Subject to the right of YRITWC to reject any and all proposals.](#)



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Introduction

The Yukon River Inter-Tribal Watershed Council (YRITWC) requests proposals for environmental remediation services for the YRITWC Brownfields program. This RFP seeks an experienced contractor to support the remediation of eligible contaminated properties on Alaska Native Claims Settlement Act (ANCSA) lands, USS 2754 A&B, Lot 7, Block 11, Section 17, Township 4 North Range 22 West, Fairbanks Meridian at Tanana, Alaska (Site).

The Contractor will provide technical services in compliance with all EPA regulations. Compliance will also include, but not be limited to, 2 CFR 200 and 1500, 40 CFR 33, and any other applicable federal, state, and local laws and regulations. The Contractor will be chosen based on the selection/evaluation criteria detailed in this RFP.

The Contractor's responsibilities will include:

1. This RFP provides specifications and requirements for prospective firms to submit a proposal. Proposals are to be submitted via mail, hand-delivered, or electronically by **5 p.m. (AKDT) on May 27, 2025**; late proposals to the RFP will not be accepted and/or considered.
2. Engaging with the Tanana community through public meetings and informational updates, ensuring that residents are informed and that local perspectives are considered throughout the remediation process.
3. Developing and implementing a Quality Assurance Project Plan (QAPP) that aligns with federal and state regulatory standards, including EPA's requirements for brownfields projects; and
4. Clean up or contamination removal by shipping off-site to a burn facility.
5. Preparing a comprehensive remediation plan that complies with ADEC cleanup levels and includes all necessary permits and regulatory approvals; Conducting thermal desorption or equivalent treatment methods to eliminate petroleum and hazardous substance contaminants, ensuring remediation efficacy

PROJECT DESCRIPTION

Offsite Thermal Remediation was selected by the community and property owners as the preferred cleanup method. This process involves excavating the majority of contaminated soil, which is then transported off-site for treatment through thermal desorption at Organic Incineration Technology, Inc. (OIT) in North Pole, Alaska. Additional information will be found at the bottom.

Site Description

The Tanana Community Hall site is comprised of a vacant lot at the intersection of First Avenue



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and Koyukuk Street, USS 2754 A&B, Lot 7, Block 11, Section 17, Township 4 North Range 22 West, Fairbanks Meridian Fort Gibbon Recording District, Fourth Judicial District. The lot is owned by Tozitna, Ltd, and is currently used as a parking lot and for outdoor community events.

Scope of Work

1. Technical Assistance and Community Engagement

To support YRITWC and the local community throughout the remediation process, ensuring clear communication, transparency, and responsiveness to questions and concerns. Ongoing Status Reports: The Contractor will submit written status reports summarizing project progress, timelines, and milestones.

2. Cleanup Planning and Remedial Action Plans

To develop detailed, site-specific remedial action plans that meet all state and federal regulatory standards and incorporate sustainable practices. The Contractor will develop a comprehensive Remedial Action Plan (RAP) to address contamination at the Tanana Community Hall site. The Contractor will submit a Scope of Work (SOW) and cost estimate for YRITWC's review and approval. This document will detail the estimated costs for each major task and the schedule for project milestones.

3. Remedial Activities

To execute remediation activities in accordance with the approved RAP, ensuring thorough oversight and adherence to ADEC and EPA standards. The Contractor will prepare a Quality Assurance Project Plan (QAPP) and will excavate estimated 18 cubic yards (CY) of contaminated soil. In addition to the 18 CY please add an estimate if excavation will be more than that by 25%. Tanana has already selected the site to be cleaned up with Offsite Thermal Remediation.

4. Closure Reporting and Regulatory Compliance

To compile and submit comprehensive closure reports that document the completed remedial activities, confirm compliance with regulatory standards, and close out the project.

Deliverables

All deliverables will be submitted to **the YRITWC's Brownfield Program Coordinator, Jordan Finney**. Submitted proposals should include a description of all documents to be produced as part of the project's deliverables. At a minimum, the following items are required:

- Community Meetings
 - Participate in two community meetings as part of the project outreach and



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- engagement activities.
- Cleanup Plan
 - The contractor will prepare a cleanup plan that complies with state regulations. A draft of the plan will be submitted to the Alaska Department of Environmental Conservation (ADEC) for review, and the contractor will address any comments from ADEC.
- Cleanup Report
 - The contractor will prepare a cleanup report consistent with state regulations. The draft report will be submitted to ADEC for review, and the contractor will address any ADEC comments.
- Electronic Submission to Jordan Finney
 - Provide an electronic copy of the final deliverables via email to Jordan Finney.
- Final Reports
 - Provide electronic copies of the final reports, along with two hard copies and a USB containing the digital files.

Submission Requirements

- Please make sure you address the Selection Criteria (below).
- Provide a proposed timeline and fee schedule.
- Interview with YRITWC (if applicable)
- Key team member resumes (Please tell us which team members have the following responsibilities: (1) project manager and point-of-contact (2) key personnel outlining specific duties, and (3) who exactly will be authoring and reviewing the deliverables.
- Give the company/firm/team history, background, and relevant experience.
- The background, education, and relevant experience of all team members proposed to participate in all tasks identified in the scope of work. The principal in charge and project manager shall be identified along with the roles of other significant project participants
- Experience with remediation planning and remedial activities.
- Experience with reuse scoping/planning and community outreach.
- Quality Assurance Methods: Give a description of the quality assurance methods implemented by the Contractor. Also, please state whether the firm has prepared an EPA-approved generic QAPP.
- References & Sample Projects: Provide at least three references and two sample projects. Include point of contact, telephone number, and a brief description of services provided.

Selection Criteria

Criteria	Points
Demonstrated experience in addressing contaminated properties	25 points
Demonstrated experience in successfully completing tasks/projects	20 points



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Demonstrated experience in effectively engaging with community members and federal and state agencies	10 points
Experience, location, and capacity of project team/personnel	15 points
Reasonableness of cost/price proposal (e.g. rates) based on a comparison of prices among competing offerors and other available information on market rates for consulting services	25 points
References & Sample Projects	5 points
Total	100 points

Directions for Submitting Proposals

Responders should submit a PDF copy of their proposal, resumes, up to three professional references, and two sample projects via email to Jordan Finney at jfinney@yritwc.org. Proposals may also be submitted in person or by mail at the following address by the submittal deadline:

Yukon River Inter-Tribal Watershed Council
Brownfield Tribal Response
201 E 3rd St
Anchorage, AK 99501

Any questions should be emailed to Jordan Finney at jfinney@yritwc.org during the Question Period, and all responses will be posted within 10 business days from when the Question Period closes on YRITWC's webpage (where the RFP will be posted).

All associate proposal costs will be borne by the proposers

Respondent shall certify that to the best of its knowledge, all information provided in its response to this RFP is accurate and complete. Any misrepresentation by a respondent may result in disqualification.

YRITWC may amend or extend this contract beyond the initial notice to proceed to accommodate the terms and conditions of the award or future EPA grants awarded to YRITWC within this period, provided a market survey conducted by YRITWC indicates that the prices the contractor proposes are reasonable.

YRITWC reserves the right to terminate the contract early if all required deliverables are completed satisfactorily in advance of the deadline or if performance standards are not met, in accordance with **2 CFR § 200.339** (Termination).



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Additionally Information

Timeframe, Contract Terms, Proposal Review, and Compliance Requirements

1. Contract Timeframe and Completion of Deliverables

The Contractor shall work in close coordination with YRITWC for the entirety of this contract, fulfilling all deliverables and project requirements.

- **Duration of Agreement:** The agreement will be by the mutual written agreement of the YRITWC and the Contractor.
- **Project Termination and Milestones:** All project milestones, schedules, and deliverables must comply with the EPA's Cooperative Agreement guidelines to ensure continued funding and adherence to federal timelines.

1. Budget and Project-Related Expenses

- **Comprehensive Budget:** The proposal must provide a detailed, itemized budget that includes all projected costs for the duration of the project.
- **Travel Expenses:** The Contractor must include all expected travel expenses, including airfare, lodging, meals, and incidentals. The proposed budget should reflect current federal per diem rates for travel-related expenses. YRITWC will not arrange travel or provide advance funding for travel costs. All travel arrangements, including booking and payment, are the responsibility of the Contractor

Proposed Subcontractors

The **successful Contractor** shall assume full responsibility for the complete execution of all project requirements as outlined in this RFP. YRITWC will recognize and engage only a single entity—the awarded Contractor—as the sole point of contact for all contractual matters, whether or not the Contractor elects to subcontract portions of the project. This primary responsibility includes ensuring that all aspects of the project comply with applicable federal, state, and local regulations, as well as the terms and conditions of the EPA Cooperative Agreement and applicable cross-cutting federal authorities.

If the Contractor intends to engage subcontractors for specific project elements, these subcontracted elements, as well as the respective firms or individuals performing them, must be clearly identified within the proposal. This includes providing relevant qualifications, past performance data, and Disadvantaged Business Enterprise (DBE) certifications of the proposed subcontractors, as required by **EPA's Subcontractor Management Requirements under 40 CFR Part 33** (see further explanation below regarding DBE)



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To maintain accountability and continuity, the following conditions shall apply:

- **Pre-Approval of Subcontractors:** All proposed subcontractors must be pre-approved by YRITWC based on their inclusion in the Contractor's statement of qualifications. Subcontractor qualifications should demonstrate compliance with project-specific regulatory requirements and applicable federal standards. Subcontractors may require EPA prior approval.
- **Restrictions on Substitution or Assignment:** Following contract award, no substitutions of subcontractors or assignment of contract portions to other parties may occur without the **prior written consent** of YRITWC, in accordance with **2 CFR 200.318(h)**, which mandates oversight and approval processes for subcontracting under federal grants. This provision is intended to ensure continuity, regulatory compliance, and adherence to YRITWC's project goals.
- **Compliance and Oversight:** The Contractor will be responsible for ensuring that all subcontractors adhere to applicable standards, including **EPA's Good Faith Efforts** under **40 CFR 33.301** to ensure diversity and inclusion in federal procurement. The Contractor must also establish internal controls to oversee subcontractor performance, documentation, and adherence to project timelines and specifications.

The successful bidder will assume sole responsibility for the complete project as required in this RFP. The YRITWC will consider only one individual/firm/company as the sole point of contact with regard to contract matters, whether or not subcontractors are used for one or more parts of this project. Respondents who intend to subcontract one or more elements of this project to other firms/individuals shall identify those work elements to be subcontracted and the firm/individual subcontractor. All subcontractors shall be included in the respondent's statement of qualifications. Subcontractors may not be substituted, nor any portions of the contract assigned to other parties, after contract award without the written consent of the YRITWC.

Insurance Documents (Not scored. All responders must provide proof of meeting or exceeding these requirements)

The contractor must maintain and provide current proof of the following insurance coverage:

- Worker's Compensation and Disability Insurance
- Commercial General Liability Insurance
- Comprehensive Automobile Insurance
- Excess/Umbrella Liability Insurance
- Errors and Omissions (Professional Liability) Insurance
- Contractor's Pollution Liability Insurance

Documentation of each insurance coverage is required.

Disadvantaged Business Enterprise (DBE) Requirements



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Per 40 CFR 33, state the firm's status as a DBE or non-DBE and if a DBE subcontractor is being included as a part of the response. If the firm is claiming DBE status for itself or a subcontractor, valid certifications must be included in the response. Neither the respondent nor a subcontractor will be considered a DBE without valid certification submitted as a part of the response. If subcontracted services were solicited as a part of the response, describe and document the firm's compliance with 40 CFR 33. Attach a completed US EPA Form 6100-3 and 6100-4, as applicable.

Additionally, the contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

The objectives of EPA's DBE program are:

- to ensure nondiscrimination in the award of contracts under EPA financial assistance agreements;
- to operate harmoniously with the U.S. Supreme Court's decision in *Adarand Constructors, Inc. v. Peña*, 515 U.S. 200 (1995);
- to help remove barriers to the participation of DBEs in the award of contracts under EPA financial assistance agreements; and
- to provide appropriate flexibility to recipients of EPA financial assistance in establishing and providing contracting opportunities for DBEs.

Recipients are required to make the following good faith efforts whenever procuring construction, equipment, services, and supplies under an EPA financial assistance agreement. A Native American recipient or prime contractor must follow the six good faith efforts only if doing so would not conflict with existing Tribal or Federal law, including but not limited to the Indian Self-Determination and Education Assistance Act.

1. Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State, and Local Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
2. Make information on forthcoming opportunities available to DBEs, arrange time frames for contracts, and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.



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3. Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State, and Local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
4. Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
5. Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.

If the prime contractor awards subcontracts, require the prime contractor to take the steps in items 1 through 5.

Previous Investigations and Site Description

ADEC CS File No. 780.38.017: Site History and Previous Investigations

2015: Property Assessment and Cleanup Plan (PACP)

ADEC contracted Shannon & Wilson, Inc. (S&W) to develop a Property Assessment and Cleanup Plan (PACP) for the site. The PACP included:

- **Historical research, records review, and local interviews**
- **Limited field investigation** to delineate contamination
- **Identified Recognized Environmental Conditions:**
 - Visible **Bunker C** contamination layer
 - **Leaks, drips, and spills** from vehicles on-site

2016: Follow-Up Site Assessment by Ahtna Engineering Services, LLC

Ahtna conducted further site assessments, which included:

- **Soil Contamination Assessment:**
 - Excavation of **14 shallow test pits**
 - Installation of **three temporary groundwater wells** at 25 feet below the ground surface
- **Sampling and Analysis:**
 - **Soil samples** analyzed for contaminants, including:
 - Benzene, Toluene, Ethylbenzene, and Xylenes (BTEX)
 - Diesel Range Organics (DRO) and Residual Range Organics (RRO)
 - Polycyclic Aromatic Hydrocarbons (PAHs)
 - Polychlorinated Biphenyls (PCBs)
 - RCRA Metals
 - **Groundwater samples** tested for DRO, RRO, BTEX, and PAHs
- **Key Findings:**
 - **Bunker C fuel oil contamination** observed in the southern portion of Lot 7,

- Block 11 at depths of 0.5 to 1.5 feet below the ground surface.
- **DRO concentrations** ranged from 12,400 to 99,500 mg/kg and **RRO concentrations** from 31,400 to 70,700 mg/kg in contaminated soil.
 - **No detections of PCBs or RCRA metals** above background levels.
 - Groundwater is largely unaffected by Bunker C contamination, with **DRO detected** in one sample at 0.190 mg/L (below ADEC groundwater cleanup levels).

2018: Additional Sampling and Disposal Assessment by Ahtna

In October 2018, Ahtna conducted further sampling and analysis to evaluate contamination for potential disposal. This assessment included:

- **Leachability Testing:**
 - **Toxicity Characteristic Leaching Procedure (TCLP)** and **Synthetic Precipitation Leaching Procedure (SPLP)** for contaminants of potential concern (COPCs)
- **Expanded Soil and Wood Sampling:**
 - **Nine test pits** in the Bunker C-contaminated area and **13 test pits** in the area of unknown hydrocarbon contamination
 - Wood debris in the contaminated area was analyzed for DRO and RRO
- **Analytical Results:**
 - **DRO and RRO concentrations** in soil and wood exceeded ADEC **Solid Waste Disposal Criteria** (18 AAC 60.025).
 - **TCLP and SPLP results** indicated DRO levels exceeding ADEC groundwater cleanup levels and Alaska Water Quality Standards (18 AAC 70).

Contaminated Volume Estimation

Based on assessment findings, Ahtna estimated the following volumes of contaminated materials requiring removal:

- **Bunker C-contaminated soil:** 830 cubic yards (CY)
- **Hydraulic oil-contaminated soil:** 105 CY
- **Bunker C-coated wood timbers:** 68 CY

Data Gaps and Recommendations

- A data gap remains in the **eastern extent of hydraulic oil contamination**. However, further delineation was not recommended as additional investigation costs would likely outweigh the potential cost savings from more precise boundaries.

<https://dec.alaska.gov/Applications/SPAR/PublicMVC/CSP/SiteReport/26250>



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