commerce.wi.gov
Wisconsin
Department of Commerce

ENVIRONMENTAL & REGULATORY SERVICES DIVISION
BUREAU OF PECFA
P.O. Box 8044
Madison, Wisconsin 53708-8044
TDD #: (608) 264-8777

Jim Doyle, Governor
Mary P. Burke, Secretary

Wisconsin Department of Commerce, Bureau of PECFA
Bid Document

SECTION 1 - Scope of Work

The Bureau of PECFA is seeking competitive bids to perform remedial services for a petroleum release from a regulated petroleum product storage tank system. This bid is for a specified work scope. The site upon which bids are being solicited is:

Bid Round: **51**

Comm #: **53934-9735-85-A**
BRRTS #: **03-01-000861**
Site Name: **Country Deli & Grocery**
Site Address: **1385 State Hwy 13, Friendship, 53934**

Site Manager: **Tom Hvizdak**
Address: **473 Griffith Ave**
City, State Zip: **Wisconsin Rapids, WI 54494-7859**
Phone: **715-421-7850**
e-mail: **tom.hvizdak@wisconsin.gov**

Bid Manager: **Brian F. Taylor**
Address: **P.O. Box 8044**
City, State Zip: **Madison, Wisconsin 53708-8044**
Phone: **(608) 266-0593**
e-mail: **Brian.Taylor@Wisconsin.Gov**

Bid-Start Date:	**October 01, 2007**
Questions must be received by (See Section 2 (B))**:**	**October 15, 2007, 4:00 PM**
Responses will be posted by (See Section 2 (B))**:**	**November 02, 2007**
Bid-End Date and Time:	**November 16, 2007, 4:00 PM**

The case file, including report(s) and other pertinent information upon which bids are being sought, are available for review at the Site Manager's location listed above. Please contact the Site Manager for an appointment to review the file.

Copies of report(s) and other pertinent information are available for purchase at the location listed below. If pertinent information is not available, please contact the Site Manager.

Digicopy-Stevens Point, 257 Division St, Stevens Point, WI 54481
Phone: (715) 295-9606 Fax: (715) 295-9609

SECTION 2 – Site-Specific Bid Requirements

General Comments

Water sampling at a number of neighboring potable wells is required as part of this bid. Please be aware that gaining access to some of these wells has been difficult in the past due to access denials and the fact that some of these wells serve vacation properties. However, the potable wells listed below must be sampled and it is up to the consultant to accomplish this task. Please note that DNR will assist the consultant in matters where the property owners deny access.

The entire case-file will not be directly available through Digicopy. Only the case summary, soil & vapor tables, and figures from the case closure request dated June 1, 2004, groundwater tables from the most-recent status report dated May 25, 2007, and the Grain Size Distribution Reports from the 1996 site investigation report will be directly available through Digicopy. All other file information will only be made available upon request.

Minimum Remedial Requirements

A soil vapor extraction system must be designed and operated such that sufficient contaminant mass is removed so that natural attenuation will effectively address the remaining groundwater contamination. The system must be designed such that the quantities of contaminant mass can be measured. The system must be installed to remedy contamination over the source area circumscribed by MW-1, MW-2, RW-1 and MW-3 (e.g., sufficient recovery well spacing). For the purposes of the bid, bidders shall assume the system will be operational for 18 months.

The lowest cost bidder will be asked to provide on short notice (fax or email) during the bid evaluation process, a diagram depicting the system construction and layout details, location of extraction wells, and the estimated radius of influence for the wells to be ultimately considered compliant.

Appropriate system monitoring and measurements shall be conducted during system startup, at the end of the first week, and monthly after that.

An as-built report must be submitted to the DNR Project Manager within six months of system startup.

Groundwater Sampling

During system operation, conduct groundwater sampling and analysis according to the following schedule. Also document free product status. Otherwise, analyze groundwater for petroleum volatile organic compounds (PVOCs) + naphthalene in all wells.

Wells	At Startup & Semi-Annually Thereafter (4 rounds total)	At Startup & Annually Thereafter (2 rounds total)
MW-1, MW-2, MW-3	**X**	
MW-5, MW-6, MW-7		**X**
On-site Potable Well		**X**
Danowski Potable Well		**X**

Starting 6 months after system shutdown, conduct two years of groundwater sampling and analysis according to the following schedule. The potable well must

be sampled and analyzed for VOCs, and in the case of the potable wells serving the vacation property, the well must have been in use at least one week immediately prior to sampling. Analyze groundwater samples collected from the monitoring wells and piezometers for petroleum volatile organic compounds (PVOCs) + naphthalene in all wells.

Wells	Semi-Annually	Annually
MW-1, MW-2, MW-3, MW-6, MW-7, MW-7B, MW-10, MW-10B, MW-11B, MW-12B, MW-12C	**X**	
MW-3B, MW-4, MW-4B, MW-5A, MW-7B, MW-8, MW-9		**X**
On-site Potable Well		**X**
Danowski Potable Well		**X**

Groundwater elevations must be measured in all monitoring wells and reported in tabular form, and groundwater flow diagrams prepared for each sampling round. Horizontal and vertical gradients must be calculated. If free product is encountered in a monitoring well during a groundwater sampling event, the product shall be documented/removed (as indicated below), and a groundwater sample should still be collected.

Free Product Removal

Remove any free product that is present while on-site conducting work under the scope of this bid (including site visits for system monitoring and maintenance). Document the presence of free product in each affected well and tabulate the groundwater and product surface elevations, the thickness of product measured, and the volume of product removed. Documentation should include the date, amount of product in each well (inches), product/water removed (gallons), and estimate/actual product removed (gallons). Compile all historical information on free product removal into a table that includes the information discussed above.

The bid shall include costs for disposal of all investigative/remediation wastes.

Reporting

During system operation, brief quarterly reports must be submitted to the DNR Project Manager and copy to Commerce. These reports should include: free product levels; groundwater levels; total contaminant mass extracted to date; system operation details; system effectiveness evaluation; groundwater sampling results.

Semi-annual reports summarizing post-system shutdown groundwater sampling and free product status updates (if applicable) must be submitted to the DNR and Commerce project managers.

Closure

Upon completion of the first year of post-remediation groundwater monitoring, evaluate site conditions and all historical soil and groundwater analytical data, and evaluate the potential for closure consistent with the requirements of ch. NR 726, Wis. Adm. Code and indicate the results of this evaluation in the final annual report. If appropriate, and after DNR concurrence, prepare and submit a complete closure report and GIS Registry packet for closure consideration by the Department of Natural Resources. The report must include all historical data, document all historical activities, and include the data results and documentation of the work activities completed in accordance with this bid. If closure is not available upon completion of the work scope discussed above, then a final report of data results and documentation of the work activities completed in accordance with this bid shall be submitted to the DNR (and copied to Commerce).

Bidders shall provide costs for the items in the Bid Response table. If table is not completed, the Bid Response will be determined to be non-responsive. The winning bidder will not be allowed to move costs between the scope of work items without prior Commerce approval.

SECTION 3 - Reporting Timeframes

Within *60 days* of the Commerce notification of the maximum reimbursement amount, the responsible party (RP) must execute a written contract with one of the firms that submitted a bid. Failure to execute the written contract within this time will result in ineligibility of interest expenses incurred from the date of the reimbursement cap letter until a contract is executed and work commences at the site. Work must commence within *45 days* of signing a contract. There are specific reporting requirements in Comm 47.70 to monitor the progress of activities at each bid site and there may be additional reporting requirements outlined above. The consulting firm that is contracted to complete the scope of work is required to report the progress of this site to Commerce electronically on the web site at each of the following points:

1. Within fourteen days of executing or terminating a contract with the RP.
2. Three months after entering into the contract with the RP.
3. Twelve months after beginning the work in the successful bid, unless the project is completed before that time (point 6 applies).
4. Twelve months after submitting the previous report (point 3), unless the project is completed before that time (point 6 applies).
5. No later than 10 days after encountering a change in circumstances (the list of circumstances is in Comm 47.70 (3)).
6. No later than 30 days after completing the work.
7. As directed by Commerce.

If Commerce determines that the consulting firm is failing to make adequate progress to complete the scope of work, Commerce will notify the RP and may reduce the reimbursement to accurately reflect the work completed.

Claim Submittal

A claim must be submitted to Commerce within 120 days of submitting the report described in *Reporting Timeframe, point #6*. If a claim is not submitted by the deadline

described above, interest costs from the date the report (point #6) is submitted to the date the claim is received will not be reimbursed to the claimant. The claim preparation cost must be included in the Total Bid Amount and is considered within the reimbursement cap.

Questions and Answers

Questions, answers and interpretations will be considered an amendment of this solicitation. All questions must be submitted in writing (fax and electronic mail submittals are acceptable) to the Bid Manager identified in Section 1 of this solicitation. All answers and interpretations shall be in writing from the Bid Manager. Neither the PECFA program nor Commerce shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid End Date. No further questions will be addressed after the deadline for submitting questions identified in Section 1.

SECTION 4 - Conditions of Bid

The successful bidder will be the entity that complies with all provisions of the bid and provides the lowest total cost, excluding interest, for the site-specific bid requirements described in Section 2. In preparing the bid, the bidder must assume compliance with all applicable codes, including, but not limited to, §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The bid Commerce selects to determine the least costly method of remedial action will be the least costly qualified bid. Commerce will rank the bids solely on the basis of cost. Evaluation of bids will continue until the least costly qualified bid is identified. Submittals from an individual or firm during their period of disqualification from bidding, submittals received late and for submittals without a certified commitment (performance assurance and/or signature) will not be considered as bids. Commerce may disqualify a bid for the following reasons:

- Requirements of the bid specifications have not been met.
- The remedial strategy is not appropriate to the geologic setting.
- A Total Bid Amount is insufficient to fund the activities described in the bid specifications.

Commerce reserves the right to reject any and all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the agency with jurisdiction (Natural Resources or Commerce).

The bidder Commerce intends to select may be required to provide input to and attend a meeting with the PECFA program and the claimant to explain the bid and remedial approach.

If a bid is disqualified, Commerce will provide written notification to any individual or firm that submitted a disqualified bid. The notification shall specify the reasons for the disqualification, and inform the individual or firm of their right to protest or appeal the decision. If a bid is more costly than the bid Commerce intends to select, the bid will not be reviewed.

The *Notice of Intent* will identify the least costly bid, disqualified bid(s) and bid(s) not reviewed. The *Notice of Intent* will be sent to the RP and will be posted on PECFA's Internet Web site.

SECTION 5 - Instructions to Bidders

Between the bid start and end dates, bidders shall not discuss or attempt to negotiate any aspects of the bid with the RP, other potential bidders or program staff without prior approval of the Bid Manager identified in Section 1. Infractions will result in rejection of the violator's bid and may result in a formal complaint being filed with the Department of Regulation and Licensing.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Bid Manager. If the Bid Manager is not able to arrange site access, this will not delay the bid process nor negate the comparison and selection from among the bids submitted. All costs associated with a site visit or preparation of a bid will be the bidder's responsibility.

The Bidding Process must conform to the following:

1. The Bid Response shall address all the site-specific bid requirements identified in Section 2.
2. The total bid amount to accomplish the stated goal must include all fees, reporting costs, pre- and post-closure costs and costs for establishing restrictions or institutional controls, when applicable (interest costs are excluded).
3. The submittal must include a copy of the Bid Response document signed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. The appropriate registration number of the professional license must be included. Registration requirements are listed in Comm 5.
4. Bids *cannot* be faxed or sent electronically (email) to the program. Documents received by fax or email will not be considered.
5. Bids, amendments thereto or withdrawal requests must be received by 4 pm on the bid end date.
6. The consulting firm's name must be included and all pages of the Bid Response.
7. All costs must be printed (ink, typewritten or computer). Errors must be crossed out, corrections entered and initialed by the person signing the bid. Correction fluid is not allowed. No bid shall be altered or amended after the time specified for the bid end date.
8. Each bidder shall fully acquaint themselves with conditions relating to the scope and restrictions attending to the execution of the work under the conditions of this bid. The failure of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
9. All amendments to and interpretations of this bid shall be in writing from the Bid Manager. Neither Commerce nor the program shall be legally bound by any amendment or interpretation that is not in writing.
10. This bid is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this bid to a single source, it shall be the responsibility of the interested bidders to

notify the program in writing so as to be received five days prior to the opening date. The bid may or may not be changed; however a review of such notification will be made prior to award.

SECTION 6 - Bidder Disqualification

Commerce may disqualify from public bidding any individual or firm that has committed any of the following (Comm 47.67 (1) (a)):

1. Failed to complete the scope of work within the reimbursement cost cap established through public bidding.
2. Failed to complete the scope of work in a bid in a timely manner.
3. Failed to follow DNR rules on the bid project.
4. Received one or more notices from Commerce under s. Comm 47.62 (2) that assess the financial management of an investigation as unacceptable.
5. In any prior occurrence that has been publicly bid, failed to do either of the following:
   a. Pay subcontractors after receiving payment for them.
   b. Obtain lien waivers on or before the date of the final payment by the RP or the PECFA program, from all subcontractors paid under subd. 5. a.
6. Failed to execute a contract with the RP as required in s. Comm 47.69 (1).
7. Failed to commence work within 45 days after executing a contract, as required in s. Comm 47.69 (3).

Commerce may disqualify any individual or firm from performing further work on a project if the individual or firm has not completed any of the six reporting points required in Comm 47.70 and outlined in Section 2 of this bid document. Commerce will review and address the issue as stated in Comm 47.70 (4).

BID RESPONSE

(1st Page)

Department of Commerce PECFA Program

SITE NAME: Country Deli & Grocery

COMMERCE #: 53934-9735-85

BRRTS #: 03-01-000861

Submit Bid Response To: Cathy Voges
Public Bid Response
Department of Commerce PECFA Bureau
201 W Washington Ave, Madison WI 53703-2790 or
PO Box 8044, Madison WI 53708-8044

Consulting Firm Name: _____

Complete Mailing Address: _____

_____

Telephone: ( ) - _____

Fax Number: ( ) - _____

E-mail Address: _____

Bidder (check one that applies):

☐	Professional Engineer	License # _____
☐	Professional Geologist	License # _____
☐	Hydrologist	License # _____
☐	Soil Scientist	License # _____

Total Bid Amount: $ _____

Print Name: _____

Title: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Signature: _____

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE

(2nd Page)

Department of Commerce PECFA Program

SITE NAME: Country Deli & Grocery

COMMERCE #: 53934-9735-85

BRRTS #: 03-01-000861

Consulting Firm Name: _____

A bid will be considered non-compliant if the bid response does not include a separate tabulation of costs for each activity.

1	System Installation and start-up	$	
2	System Operation (including required groundwater monitoring) for 18 months (do not include utility costs)		
3	First Year of Groundwater Monitoring (include analytical cost) per event	$	
4	Second Year of Groundwater Monitoring (include analytical cost) per event	$	
5	Free product abatement		
6	Reporting	$	
7	Closure Costs (including well abandonment and GIS Packets)	$	
8	Other (If necessary), specify	$	
	Bid Total	$	

BID RESPONSE

(3rd Page)

Department of Commerce PECFA Program

SITE NAME: Country Deli & Grocery

COMMERCE #: 53934-9735-85

BRRTS #: 03-01-000861

Consulting Firm Name: _____

This response must address all of the site-specific requirements identified in Section 2, and shall support in detail the remedial strategy. Attach additional pages if necessary. *The Commerce Number and Consulting Firm name must be included on all additional pages*. The pages of each Bid Response must be *stapled* together. No paper clips or spiral bindings please.

Questions & Answers
Country Deli
COMM # 53934-9735-85
BRRTS # 03-01-000861

Question: In the bid spec, it says "(and all other closure related costs)". Does this include well abandonment?

Answer: Yes “all other closure related costs” pertains to well abandonment as well.

ENVIRONMENTAL & REGULATORY SERVICES DIVISION
BUREAU OF PECFA
P.O. Box 8044
Madison, Wisconsin 53708-8044
TDD #: (608) 264-8777
Fax #: (608) 267-1381
Jim Doyle, Governor
Mary P. Burke, Secretary

commerce.wi.gov
Wisconsin
Department of Commerce

September 26, 2007

Charles Lund
C & B Lund Inc
115 S Red Pine Tr
Black River Falls, WI 54615

RE: **Assignment to Public Bidding – Round 51**

Commerce # 53934-9735-85-A DNR BRRTS # 03-01-000861
Country Deli & Grocery, 1385 State Hwy 13, Friendship

Dear Mr. Lund:

The Wisconsin Department of Commerce (Commerce) has determined that additional activities must be conducted for the site referenced above. A cost cap for the activities will be established through the PECFA public bidding process.

An explanation of the bidding process and a copy of the bid document are enclosed. A copy of the bid document will be available on the Wisconsin Department of Commerce website at http://www.commerce.wi.gov/ER/ER-PECFA-SiteBidding.html during the bidding process.

The site will be listed in public bid round 51, scheduled to begin on October 1, 2007. Until a cost cap is established through the bidding process, Commerce will not reimburse costs, including interest, for any work performed more than five business days after the date of this letter (except for an emergency action as defined in Comm 47.015).

If there are any outstanding eligible costs, including loan interest, that have been incurred to date, **a PECFA claim must be submitted no later than 120 days after the date of this letter**. Failure to file a claim prior to the deadline will result in ineligibility of interest expenses incurred between the date of this letter and the date a claim is filed.

This site is under the regulatory jurisdiction of the DNR. Please direct any questions about the remedial activities at this site to the DNR project manager, Tom Hvizdak, at 715-421-7850. The bidding process is the responsibility of Commerce and all correspondence throughout the bidding process will originate from Commerce.

Thank you for your continuing efforts to protect Wisconsin's environment. If you have any questions, please contact me in writing at the letterhead address or by telephone at (608) 266-0593.

Sincerely,

Brian F. Taylor
Senior Hydrogeologist
Site Review Section

Enclosures: PECFA Public Bidding Process
Public Bid Document

cc: Jason Powell, Metco
Tom Hvizdak, DNR (via e-mail)
U.S. Bank N.A., PECFA Department, PO BOX 1210, Manitowoc WI 54221

ENVIRONMENTAL & REGULATORY SERVICES DIVISION
BUREAU OF PECFA
P.O. Box 8044
Madison, Wisconsin 53708-8044
TDD #: (608) 264-8777
Fax #: (608) 267-1381

Jim Doyle, Governor
Jack L. Fischer, A.I.A., Secretary

commerce.wi.gov
Wisconsin
Department of Commerce

November 21, 2007

Charles Lund
C & B Lund Inc
115 S Red Pine Tr
Black River Falls, WI 54615

RE: **Notice of Intent to Select Least Costly Qualified Bid – Round 51**

Commerce # 53934-9735-85-A DNR BRRTS # 03-01-000861
Country Deli & Grocery, 1385 State Hwy 13, Friendship

Dear Mr. Lund:

The Wisconsin Department of Commerce (Commerce) has identified the least costly qualified bid for the site referenced above. Commerce intends to establish a reimbursement cap based on the bid submitted by REI Engineering, Inc for **$53,560.00**. The bid response is enclosed for your reference.

Per Comm 47.68 (3), Commerce reviews the bids, starting with the least costly, to determine if all the requirements of the bid specification are met. Listed below is the review status of each firm that submitted a competitive bid.

Status	Bid Amount	Consultant Name
Intent	$53,560.00	REI Engineering, Inc
Not Reviewed	$58,763.00	Metco
Not Reviewed	$66,723.40	Bt2 Inc

Per Comm 47.68 (6), a responsible party or bidder may protest Commerce's selection of the least costly qualified bid. If you wish to protest, refer to the enclosed PECFA Public Bidding Protest document for guidance on the process. If a written protest is not received within 10 business days from the date of this letter, Commerce will approve the selected cost cap for completion of the scope of work.

If you have any questions, please contact me in writing at the letterhead address or by telephone at (608) 266-0593.

Sincerely,

Brian F. Taylor
Senior Hydrogeologist
Site Review Section

Enclosures: Least costly qualified Bid Response
PECFA Public Bidding Protest

cc: Dave Larson, REI Engineering, Inc

ENVIRONMENTAL & REGULATORY SERVICES DIVISION
BUREAU OF PECFA
P.O. Box 8044
Madison, Wisconsin 53708-8044
TDD #: (608) 264-8777
Fax #: (608) 267-1381
Jim Doyle, Governor
Jack L. Fischer, A.I.A., Secretary

commerce.wi.gov
Wisconsin
Department of Commerce

December 4, 2007

Charles Lund
C & B Lund Inc
115 S Red Pine Tr
Black River Falls, WI 54615

RE: **Cost Cap Approval – Bid Round 51**

Commerce # 53934-9735-85-A DNR BRRTS # 03-01-000861
Country Deli & Grocery, 1385 State Hwy 13, Friendship

PUBLIC BID END DATE: November 16, 2007

The Wisconsin Department of Commerce (Commerce) has established a PECFA reimbursement cost cap (cost cap) using the bid responses from the Commerce bid process. The cost cap is effective from the date of this letter forward.

Approved cost cap to complete a scope of work: $53,560.00

In compliance with the invitation to bid, *REI Engineering, Inc* provided a compliant bid response with the lowest total cost to complete the prescribed scope of work and has agreed to contract with the responsible party (RP) to furnish the items/services quoted. This consulting firm is considered the successful bidder and can be contacted at:

REI Engineering, Inc *Dave Larson*	Phone: (715) 675-9784
4080 North 20th Ave.	Fax:
Wausau, WI 54401	E-Mail: dlarson@reiengineering.com

You must execute a written contract with one of the firms that submitted a bid listed in the table below. Regardless of the firm you select, the cost cap is established by the least costly qualified bid. Failure to execute a written contract within 60 days of the date of this letter will result in the ineligibility of any interest expenses incurred from the date of this letter until a contract is executed. The consulting firm must notify Commerce of the written contract within 14 days of selection using Commerce's website.

Status	Bid Amount	Consultant Name
Awarded	$53,560.00	REI Engineering, Inc
Not Reviewed	$58,763.00	Metco
Not Reviewed	$66,723.40	Bt2 Inc

This site is under the regulatory jurisdiction of the Department of Natural Resources (DNR). Please direct any questions about the remedial activities at this site to Tom Hvizdak, DNR Project Manager (715-421-7850). The competitive public bidding process and PECFA funding are the responsibility of Commerce. Correspondence regarding the bidding process and/or PECFA funding should be directed to Commerce.

The PECFA fund does not relieve the RP from liability. The availability or unavailability of PECFA funding shall not be the determining factor as to whether a remediation is completed. This approval does not guarantee the reimbursement of costs. Eligibility of costs will be determined at the time of claim review.

If you have any questions, please contact me in writing at the letterhead address or by telephone at (608) 266-0593.

Sincerely,

Brian F. Taylor
Senior Hydrogeologist
Site Review Section

cc: Dave Larson, REI Engineering, Inc
Tom Hvizdak, DNR (via e-mail)
U.S. Bank N.A., PECFA Department, PO Box 1210, Manitowoc WI 54221