

MEMORANDUM

FROM: Chris Skaggs, Northeast Maryland Waste Disposal Authority

TO: Interested Parties

DATE: July 25, 2019

RE: RFP for Construction Management, Construction Inspection, and Support Services for the Gude Landfill Remediation Project

The Northeast Maryland Waste Disposal Authority (the “Authority”), a multi-jurisdictional agency, will soon issue a request for proposals (“RFP”) from engineering firms or engineering teams that are qualified to provide construction management, construction inspection, and support services for permitting and construction related activities for solid waste facilities, specifically the implementation of the MDE-approved corrective measures at the Gude Landfill (for the “Construction Management Engineer”).

The services required include, but are not limited to: constructability and budget review of design documents, construction management, full-time on-site construction inspection services, procurement support and contract document review, processing/logging of all project correspondence and submittals, performing QA/QC materials testing, conducting bi-weekly progress meetings, providing meeting minutes for all project meetings, preparing construction certifications and as-built record documentation, and other tasks required for the successful completion of the project. Construction will be accomplished under phased contracts with the future Construction Contractor that will overlap and be executed in sequence based upon the design and fiscal year budgeting constraints.

The Authority plans to release the RFP on or about Friday, August 9, 2019. A pre-proposal conference and site visit will be held on Monday, August 19, 2019 (“Pre-Proposal Conference Date”) at 10:00 AM, Local Time. The pre-proposal conference will begin at the Montgomery County Shady Grove Processing Facility and Transfer Station located at 16101 Frederick Road Derwood, MD 20855. Following this conference, the site visit of the closed Gude Landfill will be conducted. Proper personal protective equipment (e.g., hard hats, safety shoes, safety vests, and glasses) is required for the site visit of the Landfill. Participants are encouraged to attend the pre-proposal conference, but not required to attend in order to respond to this RFP. Potential attendees must RSVP to procurement@nmwda.org no later than 4:00 PM, Local Time, on Friday, August 16, 2019. The tentative procurement schedule is below for informational purposes only.

Interested vendors should complete a vendor contact information form and return by email to procurement@nmwda.org, with the subject heading “Construction Management Engineer,” or fax the form to 410.333.2721.

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	CME RFP	Estimated	Responsible	Revised	7/24/2019	Rev					
	Time (days)	Start Date	Entity	Due Date							
Issue CME RFP	0	8/9/2019	NEA	Friday, August 9, 2019	Issue CME RFP						
Pre-Proposal Meeting and Site Visit	10	8/19/2019	NEA/County Team	Monday, August 19, 2019	Pre-Proposal Meeting at Shady Grove TFS and Gude LF Site Visit						
RFP Comments/Questions from Vendors	14	8/23/2019	Vendors	Friday, August 23, 2019	RFP Comments/Questions from Vendors						
Responses to Vendor RFP Comments/Questions	11	9/3/2019	NEA/County Team	Tuesday, September 3, 2019	Responses to Vendor RFP Comments/Questions						
Vendor Proposals for RFP Due	7	9/10/2019	Vendors	Tuesday, September 10, 2019	2 weeks to review questions/provide responses. Vendors 1 week to finalize proposal. Vendors Proposals due.						
Vendor Proposal Reviews	7	9/17/2019	NEA/County Team	Tuesday, September 17, 2019	NEA/County analyze, discuss, provide clarification questions.						
Vendor Proposal Interviews	7	9/24/2019	NEA/County Team	Tuesday, September 24, 2019	NEA/County schedule, conduct interviews, and request BAFOs for Susceptible for Award						
Clarifications and BAFOs Due	7	10/1/2019	Vendors	Tuesday, October 1, 2019	BAFOs received.						
Begin Contract Finalization	7	10/8/2019	NEA/County Team	Tuesday, October 8, 2019	With County staff (procurement and legal) and selected vendor(s) for BAFO						
Final Contract/Task Order to County	7	10/15/2019	NEA/County Team	Tuesday, October 15, 2019	Presumes meeting with contractor within 10 business days of proposals						
NEA Board	7	10/22/2019	NEA/County Team	Tuesday, October 22, 2019	Place Holder, can have approval earlier than County's with a "subject to" provision						
Contract Execution	7	10/29/2019	NEA/County Team	Tuesday, October 29, 2019	routing for signatures, including COIs and other CP's may take sometime						
Total Days	152										