

ADDENDUM 1

DATED: July 25, 2018

TOWN OF PERRYVILLE - REQUEST FOR PROPOSALS

Implementation of MS4 Permit

Addendum 1 consists of this cover page and of the following documents:

- 1. Minutes to the July 17, 2018 Pre-Proposal Meeting (3 pages)**
- 2. Sign-in Sheet for the Pre-Proposal Meeting (1 page)**
- 3. Questions and Answers* (4 pages)**
- 4. Town of Perryville-Request for Proposals-Implementation of MS4 Permit with a Revision Date of July 25, 2018 (6 pages – only Attachment C has been revised, the other attachments still apply but are not included here)**
- 5. Attachment C Revised (3 pages)**

***Please pay special attention to the paragraph at the top of this document**

Minutes

Town of Perryville – Request for Proposals

Implementation of MS4 Permit – Mandatory Pre-Proposal Meeting July 17, 2018

Denise Breder introduced Commissioner Reich and Ralph Ryan, P.E

Denise Breder went over some housekeeping related to the requirements of the Request for Proposals as follows:

- This meeting is Mandatory, so make sure that you sign-in. Signing-in will allow us to know which firms are represented and can submit proposals. The sign-in sheet is on the table in the back of the room.
- This meeting is being recorded to help us to prepare accurate minutes.
- There were a few errors in the RFP, which were corrected on July 12th and include some days of the week associated with the meeting date and question due date and the number of copies of the proposal to submit. Updated copies of the RFP are on the back table if you need one, please take it.
- Questions are due this Thursday at 10:00 a.m. and must be in writing via email to Denise.
- Responses to the Questions will be shared with all of the represented firms.
- Addenda related to this RFP will be posted on both the Town's website from the Bids & RFP's tab and on the Maryland Department of General Services website.

Denise Breder briefly went through the requirements of the RFP. She stated that there are 6 MCM's, and the Town will implement Public Education and Outreach and Public Involvement and Participation, Construction Site Stormwater Runoff is handled through Cecil Soil and MDE and Cecil County will handle Post Construction Stormwater Management through a contract with the Town. The Town is looking for a contractor to implement Illicit Discharge Detection and Elimination and Pollution Prevention and Good Housekeeping on our behalf. The other piece, TMDL, needs to be implemented on our behalf. A baseline assessment needs to be done. Ralph Ryan clarified that all of the outfalls need to be located and a base map shown, impervious area must be shown and a plan to mitigate the 10% impervious area must be set in place. This contract goes through a fiscal year of June 30, 2019 but if all goes well we anticipate renewing the contract with the successful firm. Commissioner Reich clarified that we don't need consulting help, we need actual work done, including a map of stormwater runoff areas, a baseline, the NOI to be written; we are new at this business and we are looking to you as experts. This is a major financial challenge to the town as far as the whole process is concerned. The baseline and mapping need to be done in the first year. The town will handle education in-house but some of the hard work we need someone to do for us. When we say consulting and implement we mean do the work. We know where some of the outfalls are for stormwater but not all of them. The meeting was opened up to questions.

Questions & Answers

1. Is the winning bidder expected to test and screen outfalls and follow up investigations?

Yes, up to a maximum of 100 outfalls. I will get back to you on the follow up investigations.

2. Does the Town use a GIS-based system?

Yes, the Town uses ArcGIS but has no experts in its use. The Town has made small additions to county created GIS files that the winning bidder can use for this MS4 project.

Ralph mentioned that you will also have to deal with other jurisdictions such as State Highway and the railroads whose runoff goes into the town's system. How that works out, is up to you to work with MDE.

3. Does the Town have any outfalls or MS4 / SWM structures in the GIS system or on a map?

No.

4. Does the Town want the winning bidder to map out the storm drain system?

Yes.

5. What is the Town's budget for this project?

\$50,000.

6. Under Pollution Prevention and Good Housekeeping #2, does the Town have staff to implement mitigations such as street sweeping?

The Town staff will implement the pollution prevention and good housekeeping tasks, but the winning bidder must create the appropriate procedures and forms for the Town staff to follow.

7. How many properties does the Town need MS4?

We can't say right now exactly which properties will fall under the good housekeeping requirements, however, the Town owns in excess of 15 specific properties.

8. What is the definition of a local bidder?

The definition of a local bidder is found in Purchasing Chapter 66 of the Town Code, which can be found on the Town's website.

9. Are there any potential sources of contamination list?

No,

10. Is there an MDE contact?

Deborah Cappuccitti

11. Could the potential bidders have a copy of the sign-in sheet?

Yes

12. In regard to the IDDE section, do you want written penalty procedures or enforcement of the IDDE? Will the Town be responsible for Illicit Discharge Enforcement?

We don't expect the consult to be an attorney but we want written guidelines on what works that we will send to our attorney that he can put into a legal format and help us to have an enforceable document. We have a Code Enforcement Officer and that will provide guidance for her as well. The Town will enforce the Illicit Discharge guidelines, but the Town requires written guidelines from the winning bidder to enforce.

13. What are the deliverable requirements, any special software? Is there any proprietary or special software purchases needed?

No special software is required, the Town engineer uses AutoCAD and the planners use Arc GIS software and Microsoft Word / Excel.

| Town of Perryville - Pre-Proposal Meeting - Implementation of MS4 Permit Tuesday, July 17, 2018 10:00 a.m. local time | | | |
|--|--------------------------------|--|----------------|
| Name | Firm that you are representing | Contact Email | Phone Number |
| Sanita Corum | EA Engineering | scorum@eaest.com | 410-584-7000 |
| Mark Herman | ARRO Consulting, Inc. | mark.herman@arroconsulting.com | (717) 520-6043 |
| Mary Searing | Budist Assoc. Inc. | msearing@budist.com | 410-884-3607 |
| RANDY COLE | KCT TECHNOLOGIES | RANDY.COLE@KCT-CON.COM | 302-318-1135 |
| JASON REINHARDT | Wallace Montgomery | jreinhardt@wallace-montgomery.com | 410-828-3076 |
| Nick Walls | Wallace Montgomery | nwalls@wallace-montgomery.com | 410-494-9093 |
| Graham Boardman | Stantec | graham.boardman@stantec.com | 443 632 3074 |
| Emily Palumbo | Stantec | emily.palumbo@stantec.com | 443 969 6274 |
| CRAIG SMITH | LANDMARK SCIENCE & ENGINEERING | craigsmith@landmark-se.com | 410-708-0150 |
| Chris Roser | AECOM | chris.rosers@aecom.com | 302 781-5945 |
| Richard DiMambro | Integrity Env. Strategy | rdimambro@integrityenvironmentalstrategy.com | 301-245-2659 |
| SAIFUDDIN AHMED | AB CONSULTANTS | SAIFU.AHMED@ABCONSULTANTS.COM | 443-729-2713 |
| THOMAS JONES | VERSAR | tjones@versar.com | 410 740 6023 |
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On This latest addendum, due to clarification of the permit the town has received from MDE some of the answers provided during the Mandatory Pre-Proposal Meeting held on July 17, 2019 are inaccurate. Due to the contradictions, these Q&A answers supersede any prior answers the town has made that may be contradictory. Some of the answers given at the mandatory meeting are incorrect based on the clarification acquired from MDE such as IDDE screening, testing and documentation.

Questions and Answers (Q&A)

Q1. Is there a Minority Business Enterprise (MBE) requirement?

A1. NO, not for this contract, but when we are seeking grants to do project, then those contracts will have MBE requirements

Q2. Please confirm that for IDDE work, Part 3.b, the Town is looking for **both** an SOP to do the screening **and also** for the actual screening of outfalls.

A2. During the initial term of the contract, the successful firm will not be required to create the SOP nor screen the outfalls. Should the contract for the successful firm be extended to years 2 and 3, the firm will create the SOP for IDDE work in year 2 and screen the outfalls beginning in year 3 of the permit.

Q3. The contract period per the RFP ends on June 30th, 2019. The NPDES Permit takes effect on October 31, 2018. Part VI of the NPDES Permit includes the schedule and deadlines for the various permit requirements. For example, per Part VI, the impervious area baseline mapping and Restoration Plan must be submitted by October 31, 2019; reporting on the 6 MCM's, must be submitted in years 2 and 4 of the Permit term. Understanding that the consultant's contract would be extended if services are satisfactory, could you please elaborate on the differences between the contract period and the Permit requirements schedule? For example, should we determine what we can accomplish by June 30th 2019 even if only a partial program requirement?

A3.

- The Town of Perryville requires the Notice of Intent (NOI), required under Part II of the MS4 Permit, to be completed by the successful firm and submitted to the Town of Perryville by **September 30, 2018** for review by Town prior to mandatory submission date to MDE. The Town of Perryville requires the NOI to be submitted to MDE by **October 31, 2018**.
- Although Minimum Control Measure (MCM) C, Illicit Discharge Detection and Elimination (IDDE), reporting is not due to MDE until year 2 of the permit, the Town of Perryville requires a map of the stormwater conveyances, outfalls, stormwater best management practices (BMP's), and waters of the U.S. receiving stormwater discharges to be submitted to the Town (NOT MDE) by **June 30, 2019**.
- Should the contract with the successful firm be extended, then by June 30, 2020, the Town of Perryville requires development of Standard Operating Procedures (SOP's) required in Section IV(C)(4) of the MS4 Permit.
- By **June 30, 2019**, the Town of Perryville will require the successful firm to provide eight (8) hours of technical assistance to the Town Attorney for preparing an ordinance or other regulatory means that prohibits illicit discharges into the MS4.

- By **June 30, 2019**, the Town of Perryville will require the successful firm to provide eight (8) hours of technical assistance to the Town Attorney to establish and document legal means for gaining access to private property to investigate and eliminate illicit discharges (E.G., ordinance, easements).
- The Town of Perryville requires development of Pollution Prevention and Good Housekeeping plans for Town-owned properties that fall under the requirements of the MS4 Permit. Part IV(F)(2) of the MS4 permit identifies which Town-owned properties need to have Pollution Prevention and Good Housekeeping Plans and what should be included in the procedures. We expect the following locations to need Good Housekeeping Plans prepared for them: The Department of Public Works (DPW) building & grounds, the Town Hall building & grounds, the Police Station building and grounds and the Perryville Community Park. The plans are required to be submitted to the Town of Perryville by **June 30, 2019**.
- The Town of Perryville requires development of a program to quantify and report pollution prevention efforts related to activities specified in Part IV(F)(3) of the permit to be submitted to the Town of Perryville by **June 30, 2019**.
- **Chesapeake Bay Restoration and Meeting Total Maximum Daily Loads:** The Town of Perryville requires all Year 1 Management Strategies and Goals shown in Part V(B) Table 1 of the MS4 Permit to be substantially complete and submitted to the Town of Perryville by **June 30, 2019** for future submission to MDE by October 31, 2019.

Q4. Is the \$50,000 budget you mentioned yesterday associated with the services to be provided to June 30th, 2019 or a longer period of time of the Permit?

A4. The \$50,000 is for the period ending June 30, 2019 budget. A new budget will go into effect July 1, 2020, as of yet, that budget amount has not been determined.

Q5. The cost of mapping of your storm sewer system is mainly a function of the number of structures (inlets, SD manholes, outfalls) and stormwater management facilities. Is it possible to provide a rough estimate of the number of structures and facilities?

A5. The Town of Perryville estimates that there are 300 storm drains in the Town of Perryville.

Q6. As a reminder, notwithstanding the questions above, you were going to follow-up on my question yesterday relative to how should we budget for follow-up screening, enforcement, coordination, etc., if an illicit discharge is discovered not knowing if and/or how many illicit discharges one would discover?

A6. During the initial contract year, the successful firm will not need to screen outfalls, so please do not include this activity in the initial proposal submitted on July 31, 2018. For future contracts, it is anticipated that the Perryville staff will follow up on enforcement, if we need assistance, we may ask for a contract amendment; hourly rates quoted for personnel would apply.

Q7. Is there any MBE goal on the project?

A7. No, see A1 above.

Q8. Can sub-consultant be with multiple prime teams if all the primes are ok with it? Just want to make sure Town of Perry is also ok with it?

A8. Yes, however, sub-consultants must keep their bids to each of the Prime's confidential so that they do not inadvertently violate the Non-Collusion requirements of the RFP. It is important that there is no agreement, understanding or action that would restrain free competitive pricing in the bid per the non-collusion statement.

Q9. Can any consultant go as a sub-consultant with one prime and also go as JV with another consultant if Prime is ok with it? Just want to make sure Town of Perry is also ok with it.

A9. Yes, however, the firm that submits a bid as the sub-consultant and is part of a Joint Venture (J.V.) must keep their bid pricing confidential from the other Prime and from their partner in the J.V. as needed so that they do not inadvertently violate the Non-Collusion requirements of the RFP. It is important that there is no agreement, understanding or action that would restrain free competitive pricing in the bid per the non-collusion statement.

Q10. Can any portions of this work be priced separately and potentially be performed under a separate contract, if any tasks cannot reasonably be expected to be completed for the budgeted funds available?

A10. No, please provide your best bid. We hope you supply a bid even if it exceeds the current budget.

Q11. Is GIS of the town limits available?

A11. Yes

Q12. How much, if any, Town staff support will be available/dedicated to assisting with completing the contracted portion of the work (e.g., provision of design plans for BMPs, existing stormwater facility mapping, location and operations of Town facilities)?

A12. Consultant may reach out to town staff for questions ex: to schedule meetings with department heads of the facilities to understand what work is conducted there, what SOP's are available or what processes are currently in use at the facilities in regard to pollution prevention and good housekeeping or any known locations of storm drains etc... **However, all of that being said, we expect the consultant to do the work of this contract, not just provide guidance to town staff on what needs to be done.**

Q13. Are there any stormwater BMPs located on privately owned land that the Town is responsible for?

A13. For mapping purposes, all BMP's, even those that are private, must be mapped. However, the Town of Perryville is not responsible for BMP inspection and enforcement. Cecil County is responsible for MCM E (Post Construction Stormwater Management) via a contract with the Town of Perryville. The Town of Perryville is responsible maintenance of BMP's that are located on Town-owned properties.

Q14. What GIS data are available for impervious cover and BMP locations, types, and drainage areas?

A14. Cecil County has impervious area LIDAR maps that are available through David Black, 410-996-8358, at Cecil County. Cecil County has partial BMP information within Town, but it is not complete and not up-to-date. There are no drainage area maps available.

Q15. What is the definition of a local bidder?

A15. The definition of a local bidder is found in Chapter 66 of the Town Code. "Local Bidder" means a business that maintains a place of business within the corporate limits of the Town of Perryville, or a business located within the greater Perryville area which is a member in good standing of the Greater Perryville Chamber of Commerce. In determining whether a bid submitted by a local bidder is the bid most advantageous to the Town, the Town shall award the bid to the local bidder if, all other factors being equal, the local bidder's price is not more than 6% higher than the price submitted by a non-local bidder.

Q16. Is there an MDE contact?

A16. Deborah Cappuccitti
Senior Regulatory Compliance Engineer
MD Department of Environment
Water and Science Administration
1800 Washington Blvd.
Baltimore, MD 21230
(410) 537-3533
Deborah.Cappuccitti@maryland.gov

TOWN OF PERRYVILLE - REQUEST FOR PROPOSALS

Implementation of MS4 Permit

Revised July 12, 2018 (revisions shown in red)

Revised July 25, 2018 (revisions shown in blue)

BACKGROUND

On April 28, 2018 the Town of Perryville received formal notice from Maryland Department of the Environment that it must comply with the National Pollutant Discharge Elimination System (NPDES) General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) (General Discharge Permit No. 13-IM-5500, General NPDES No. MDR055500) ("MS4"). The MS4 General Permit becomes effective on October 31, 2018 and the Town of Perryville must submit a Notice of Intent (NOI) to the Department by that effective date.

A copy of the permit is attached for the reader's convenience. **(Attachment A)**

CONTRACT PERIOD

This contract will run from the date of the award (approximately August 1, 2018) through June 30, 2019. The contract may be extended through mutual agreement on a fiscal year basis.

WORK COVERED BY CONTRACT

1. Notice of Intent

Complete the NOI and submit to [Town of Perryville by September 30, 2019](#) and to MDE by the October 31, 2018 deadline.

2. Minimum Control Measures

Part IV. of the permit requires permittees to comply with six Minimum Control Measures (MCMs). Those MCMs are as follows:

- a. Public Education and Outreach
- b. Public Involvement and Participation
- c. Illicit Discharge Detection and Elimination (IDDE)
- d. Construction Site Stormwater Runoff Control
- e. Post Construction Stormwater Management
- f. Pollution Prevention and Good Housekeeping

Of the six MCMs listed above, the Town of Perryville Staff will implement a and b. d is handled through mandatory review of construction plans by Cecil Soil Conservation District before the Cecil County Department of Land Use and Development Services will issue a permit and follow up inspections are handled by the MDE. e is administered and enforced by Cecil County by a contract between the Town of Perryville and Cecil County recorded April 11, 2003.

Perryville seeks a consulting to implement MCMs c and f for the ultimate submittal to MDE for approval in one year's time.

More specifically as follows:

Illicit Discharge Detection and Elimination (IDDE)

1. Develop and maintain an updated map of the MS4 that identifies all stormwater conveyances, outfalls, stormwater best management practices (BMPs), and waters of the U.S. receiving stormwater discharges for submittal to MDE for approval; (The Town of Perryville must have ownership of the MS4 map)
2. Provide [eight \(8\) hours](#) of technical assistance to [the Perryville Town Attorney](#) for preparing an ordinance or other regulatory means that prohibits illicit discharges into the MS4 for submittal to MDE for approval;
3. [Eight \(8\) hours of technical assistance to the Perryville Town Attorney to establish and document legal means for gaining access to private property to investigate and eliminate illicit discharges \(E.G., ordinance, easements\).](#)
4. ~~Develop and implement written standard operating procedures (SOPs) to be submitted to MDE that specify the following:~~
 - a. ~~An inspection checklist describing how outfalls are screened for dry weather flows~~
 - b. ~~Screening of 20% of total outfalls per year, up to 100 outfalls;~~
 - c. ~~Procedures for identifying the source, and eliminating spills, illegal dumping, and other suspected illicit discharges;~~
 - d. ~~Identification of priority areas for illicit discharge screening based on pollution potential;~~
 - e. ~~Enforcement and penalty procedures;~~
 - f. ~~Procedures to inform employees, businesses, and the general public of the issues relating to illegal discharges and improper waste disposal; and~~
 - g. ~~Coordination with adjacent/interconnected MS4 operator(s).~~
5. ~~Document results of illicit discharge screening efforts, including a description of how screening locations were prioritized and any necessary follow-up investigations, enforcement, and remediation measures implemented to address any suspected discharge. Submit to MDE in accordance with reporting requirements; and~~
6. ~~Maintain complete records of IDDE program investigations and make available to MDE during field reviews of the permittee's MS4 program.~~

Pollution Prevention and Good Housekeeping

1. Develop, implement, and maintain a good housekeeping plan for permittee owned or operated properties where any of the following activities is performed to be submitted to MDE:

Maintenance of vehicles or heavy equipment, and handling of any of the following materials: deicers, anti-icers, fertilizers, pesticides, road maintenance materials such as gravel and sand, or hazardous materials. A standard plan may be created to address multiple properties where similar activities are conducted, provided the below items are addressed. The plan must include:

 - a. A description of site activities;

- b. A list of potential pollutants including their sources and locations on the site. The plan must consider conveyance of stormwater entering, flowing across, and leaving the site;
 - c. Written good housekeeping procedures designed to prevent discharge of pollutants off site that include regular visual inspections to detect potential discharges;
 - d. Written procedures for corrective actions to address any release, spill, or leak on site; and
 - e. Documentation of any discharge, release, leak, or spill, including date, findings, and response actions.
- 2. [Develop a program to quantify](#) and report pollution prevention efforts related to the following activities to be submitted to MDE:
 - a. Number of miles swept and pounds of material collected from street sweeping and inlet cleaning programs, as applicable;
 - b. Good housekeeping methods for pesticide application such as integrated pest management plans or alternative techniques;
 - c. Good housekeeping methods for fertilizer application such as chemical storage, landscaping with low maintenance/native species, and application procedures;
 - d. Good housekeeping methods for snow and ice control such as use of pretreatment, truck calibration and storage, and salt dome storage and containment; and
 - e. Other good housekeeping methods performed by the permittee not listed above.
- 3. Submit in the NOI a list of properties owned or operated by the permittee where the activities listed in this MCM are performed and indicate which are covered under the Maryland General Permit for Stormwater Discharges Associated with Industrial Activity. Provide an update in annual reports if the status of industrial activity permit coverage changes for any property.
- 4. Database and Reporting
- 5. Create digital reports from Permit
- 6. Create databases as required (The Town of Perryville must have ownership of the databases)

3. Chesapeake Bay Restoration and Meeting Total Maximum Daily Loads

Part V. of the permit: Chesapeake Bay Restoration and Meeting Total Maximum Daily Loads

- a. This contract will include implementation of Year 1 “Management Strategies and Goals” of this Part V. of the Permit for submission to MDE and includes:
 - i. Develop impervious area baseline assessment (The Town of Perryville must have ownership of any baseline assessment map)
 - ii. Develop restoration work plan for MDE review and approval
 - iii. Assess opportunities and timelines for implementing water quality BMPs
 - iv. Assess opportunities to develop partnerships with other NPDES permittees
 - v. Determine funding needs and develop long term budget

MANDATORY PRE-PROPOSAL MEETING

A meeting will be held on **Tuesday, July 17, 2018 at 10:00 a.m.** in the Perryville Town Hall Meeting Room. The Meeting Room is located at 515 Broad Street, Perryville, MD 21903. Park behind the building and enter through the ADA ramp door.

INQUIRIES

Questions pertaining to the RFP and selection process should be submitted in writing to Denise Breder, Town Administrator at e-mail address dbreder@perryvillemd.org no later than **Thursday, July 19, 2018 at 10:00 a.m.**

PROPOSAL REQUIREMENTS

ALL PROPOSALS SHALL CONSIST OF:

1. **Information Page** – Include project name, name of firm submitting proposal, contract information for the person that will act as project leader, including name, title, address, permits needed, telephone and fax numbers and e-mail address.
2. **Scope of Work** – Detail with specific task descriptions that demonstrate the proposing firm understands the work to be done and that the firm is qualified to do the work.
3. **Qualifications** –
 - Provide a relevant project history of three (3) similar projects and include the related references for the projects. Include the contact name, address, phone number and email address for all references.
 - Provide information about your firm's key personnel to be assigned to this job including their qualifications, relevant work history and their proposed function on this job.
4. **Subcontractor / Subconsultant Or Other Information** - Any subcontractor / subconsultant that may be used shall be included in the submitted proposal. Following the award, no additional subcontracting will be allowed without the express prior written consent of the Town of Perryville.
5. **Insurance** - Proof of liability insurance certificate, automobile insurance, professional liability insurance and workers' compensation insurance certificate meeting Maryland statutory limits will be required of successful proposing firm per the attached requirements. **(Attachment B)**
6. **Price Proposal Form** – completed and signed
7. **Non-Collusion Statement** – completed and signed
8. **Standard Contract** – Provide a copy of your firm's contract for this work
9. **Timetable** – Establishment of a timetable with critical milestones and dates.
10. **Rates** – Include your firm's hourly rates for work that may go outside of the scope of work.

CONTENTS

Include one (1) original, and **four** (4) sealed copies of proposal, clearly marked as **“PROPOSAL FOR IMPLEMENTATION OF MS4 PERMIT”** to the above address with the proposer’s name and address on the outside.

SUBMISSION INFORMATION

Proposals shall be delivered to:

Town of Perryville
Attn: Denise Breder, Town Administrator
515 Broad Street
P.O. Box 773
Perryville, MD 21903

SUBMITTAL DATE

Proposals are due at Perryville Town Hall, 515 Broad Street, P.O. Box 773, Perryville, MD 21903 no later than **2:00 p.m. local time, on July 31, 2018** and must be received by that time and date. Proposal postmark dates and times will not be considered as meeting that deadline. Late proposals will not be considered.

EVALUATION OF PROPOSALS

- The review committee for all submitted proposals will be Everette “Pete” Reich, Elizabeth Charleton, Denise Breder and Ralph Ryan, P.E.
- Scoring for proposals will be on the following basis:
 - 30 - Qualifications
 - 30 - Price
 - 25 - Ability to complete work in the required time frame
 - 10 - Submission of a Complete Proposal
 - 5 - Conditions of Standard Contract

ATTACHMENTS

- A. MDE General Permit
- B. Insurance Requirements
- C. Price Proposal Form
- D. Non-Collusion Statement

GENERAL

The Town of Perryville reserve the right to reject any or all proposals, and to accept any or all proposals which in their judgment are in the best interest of the Town, or to re-advertise for new proposals. The Mayor and Commissioners support local purchasing by selecting a local firm if their proposal price does not exceed 6 % over and above the amount of proposal or quoted by a non-local vendor.

There shall be no discrimination against any employee who is employed in the work covered under this RFP, or against any applicant for such employment because of race, color, religion, creed, age, marital status, sex, sexual orientation, national origin, ancestry, or physical or mental disability unrelated in nature and extent so as reasonably to preclude the performance of such employment.

Consultant cannot use Town's tax-exempt certificate

The Town of Perryville reserves the right to seek clarification on any and all proposals submitted from any and all firms that provide proposals.

Qualified firms must be licensed to do business in the state of Maryland

PRICE PROSAL FORM - IMPLEMENTATION OF MS4 PERMIT

PROPOSING FIRM: _____

DATE: _____

TO: The Town of Perryville, Maryland
P.O. Box 773 (515 Broad Street)
Perryville, MD 21903

BASE PROPOSAL

The undersigned, having carefully examined all of the RFP Documents and understanding the requirements of the Work Covered by Request for Proposals issued July 11, 2018 (as revised on July 12, 2018 and then in Addendum 1) and addenda thereto (if any) including:

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

And having clarification on all items of conflict and ambiguity, or upon which any doubt arose, hereby propose to furnish all labor, materials and equipment and services necessary for the Implementation of the MS4 Permit in strict accordance with aforesaid documents for the proposal price specified below:

| Item | Description | Unit | Proposed unit price | Extended price |
|------|--|------|---------------------|----------------|
| | | | | |
| 1 | Preparation and submittal of the NOI | LS | | |
| 2 | Completion of the mapping required under the MCM for Illicit Discharge Detection and Elimination | LS | | |
| 3 | Eight (8) hours of technical assistance for ordinance preparation | Hr | | |
| 4 | Eight (8) hours of technical assistance for gaining access to private property | Hr | | |
| 5 | Development of Pollution Prevention and Good Housekeeping Plans for the four (4) sites | Ea | | |

| | | | | |
|---|---|----|--|--|
| 6 | Development of a program to quantify and report pollution prevention efforts under the Pollution Prevention and Good Housekeeping MCM | LS | | |
| 7 | Completion of the impervious area baseline assessment map | LS | | |
| 8 | Development of restoration work plan for MDE review and approval | LS | | |
| 9 | Assessment of opportunities and timeline for implementing water quality BMP's | LS | | |
| 10 | Assessment of opportunities to develop partnerships with other NPDES permittees | LS | | |
| 11 | Determination of funding needs and development of a long-term budget | LS | | |
| 12 | Other costs unspecified | LS | | |
| Total Cost which equals Base Proposal Price: | | | | |
| Legend: LS = lump sum, Hr = hour, Ea = Each | | | | |

IN SUBMITTING this proposal, the undersigned agrees:

1. To hold our proposal valid for a period of ninety (90) calendar days past the date for receipt of proposals.
2. To enter into and execute a contract, if awarded on the basis of this RFP.
3. To accomplish the work in accordance with the Contract Documents.
4. To complete the work in accordance with the required time frames for successful implementation of the MS4.

Respectfully submitted,

Signature when the Proposer is an individual:

Date

Firm Name

Owner

Signature when the Proposer is a partnership:

Date

Firm Name

Signature of Partner

Signature of Partner

Signature when Proposer is a corporation:

Date

Firm Name

By: _____
(Corporate seal)

Title