**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFP SUBMITTED QUESTIONS & ANSWERS SUMMARY**

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| **RFP NUMBER AND TITLE:** | RFP# 202411202 Fairfield and Benton Area Per- and Polyfluoroalkyl Substances (PFAS)  Ongoing Filter Monitoring |
| **RFP ISSUED BY:** | Department of Environmental Protection |
| **SUBMITTED QUESTIONS DUE DATE:** | January 20, 2025, no later than 11:59 p.m., local time |
| **QUESTION & ANSWER SUMMARY ISSUED:** | January 24, 2025 |
| **PROPOSAL DUE DATE:** | February 3, 2025, no later than 11:59 p.m., local time. |
| **PROPOSALS DUE TO:** | [Proposals@maine.gov](mailto:Proposals@maine.gov) |

**Provided below are submitted written questions received and the Department’s answer.**

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| **1** | **RFP Section & Page Number** | **Question** |
|  | Are laboratory analytical costs required as part of this bid or will those costs determined after approval of the SAP? |
| **Answer** | |
| Laboratory analytical costs are required as part of this bid. | |

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| **2** | **RFP Section & Page Number** | **Question** |
|  | If laboratory costs are required in this bid, how many field blanks and duplicates should be assumed per event so total number of samples are equivalent between bidders? |
| **Answer** | |
| The Department requires that for every 20 homes sampled, Providers must collect one duplicate sample per sampling team and one field blank per day per sampling team. | |

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| **3** | **RFP Section & Page Number** | **Question** |
|  | Are there specific months or dates that filters are currently scheduled maintenance for that need to be maintained (i.e. Is the annual event in June every year)? |
| **Answer** | |
| Maintenance is currently conducted on an as needed basis and not on a specified schedule. | |

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| **4** | **RFP Section & Page Number** | **Question** |
|  | What is the department’s anticipated budget for this contract? |
| **Answer** | |
| The Department is looking for the Bidders to provide their estimated cost. | |

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| **5** | **RFP Section & Page Number** | **Question** |
|  | Is the bidder expected to preemptively acquire the sediment filters and 40-lb bags of water softener salt, and if so how many should be on hand at the beginning of the contract? Is there a date these sediment filters need to be acquired by? |
| **Answer** | |
| Bidders should preemptively acquire sediment filters and 40lb bags of salt and should plan on having 20 sediment filters and 20 bags of salt on hand at the beginning of the contract. Supplies will need to be acquired and on hand 1 week prior to the first round of scheduled sampling. | |

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| **6** | **RFP Section & Page Number** | **Question** |
|  | Historically the MEDEP has required the sampling teams consist of at least two people to sample each residence, is this RFP consistent with that requirement? |
| **Answer** | |
| MEDEP does require all sampling teams consist of two people to sample at each residence. | |

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| **7** | **RFP Section & Page Number** | **Question** |
| Appendix D, page 26  And  Part II, Scope of Services to Be Provided, Section B Project Implementation, Paragraph 4, Additional Responsibilities, page 11 | Please confirm the cost type of this project, Appendix D states, “The proposed cost must be presented as fixed amount”, is the requirement to submit a total Firm Fixed Price for the effort? If so Part II, Scope of Services to Be Provided, Section B, Project Implementation, Paragraph 4, Additional Responsibilities, lists 6 items that may be required. Should the contractor make assumptions on the level of effort of the additional responsibilities to be anticipated and include them as part of the total “fixed amount” cost of the project? |
| **Answer** | |
| Do not include the costs to conduct the tasks listed under Additional Responsibilities in the ‘fixed amount,’ in Proposed Cost on Appendix D. Section IV Cost Proposal (File #4), Section 2 specifies that “the Proposed Cost should only reflect tasks listed in Part II-Scope of Services to be provided.” In Part II-Scope of Services, tasks listed under Section 4.0 “Additional Responsibilities” may be requested on an as-needed basis, and in accordance with Part V.A.4., “...Bidders must submit proposals that present their rates and other requested information as clearly and completely as possible.” Therefore, pricing for “Additional Responsibilities” does not need to be included in Appendix D, Proposed Cost, but the Department asks the Bidder to include rates to conduct the “Additional Responsibilities.” | |

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| **8** | **RFP Section & Page Number** | **Question** |
| Part II, Scope of Services to Be Provided, Section B Project Implementation, Paragraph 3, Routine Monitoring, subsection g, page 10 | Please confirm the cost of the work to be completed by the installer of the filter systems and associated O&M materials is not to be included in the proposed cost. |
| **Answer** | |
| Cost of the work to be completed by the installer of the filter systems and associated O&M materials should not be included in the proposed costs. | |

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| **9** | **RFP Section & Page Number** | **Question** |
| Part II, Scope of Services to Be Provided, Section B Project Implementation, Paragraph 3, Routine Monitoring, subsection g, page 10 | Please confirm the cost of filter system media disposal is not to be included in the proposed cost. |
| **Answer** | |
| Cost of the filter system media disposal should not be included in the proposed cost. | |

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| **10** | **RFP Section & Page Number** | **Question** |
| Section B.2, Page 8 | What assumptions should be made when pricing Section B.2 Sampling  Requirements? |
| **Answer** | |
| Assume a SAP and HASP must be developed for each site investigation, follow the tasks outlined in B.2.d, and estimate the time it would take to send results to homeowners or the DEP, and to contact filtration installers if maintenance is needed. | |

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| **11** | **RFP Section & Page Number** | **Question** |
| Section 4, Page 11 | What assumptions should be made when pricing section 4 additional  responsibilities? |
| **Answer** | |
| Section IV Cost Proposal (File #4), Section 2 specifies that “the Proposed Cost should only reflect tasks listed in Part II-Scope of Services to be provided.” In Part II-Scope of Services, tasks listed under Section 4.0 “Additional Responsibilities” may be requested on an as-needed basis, and in accordance with Part V.A.4., “...Bidders must submit proposals that present their rates and other requested information as clearly and completely as possible.” Therefore, pricing for “Additional Responsibilities” does not need to be included in Appendix D, Proposed Cost, but the Department asks the Bidder to include rates to conduct the “Additional Responsibilities.” | |

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| **12** | **RFP Section & Page Number** | **Question** |
| Section IV, Page 15 | Could the Department please clarify what the total cost needs to include? |
| **Answer** | |
| Section IV, Page 15 does not mention ‘total cost.’ Assuming you are asking the question to clarify ‘the Proposed Cost’. The Proposed Cost should be included on Appendix D, and reflect tasks listed in Part II-Scope of Services, Sections A and B, Sections 1-3 (Section B.4 does not need to be included in Proposed Cost of Appendix D, but the Department asks the Bidder to include rates to conduct “Additional Responsibilities”). | |

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| **13** | **RFP Section & Page Number** | **Question** |
| Section A Page 8 | Is the Department going to require the Provider have Samplers work in teams  of two for Private Well Sampling? |
| **Answer** | |
| The Department requires that Providers have sampling teams work in teams of two at all times for private drinking water sampling. | |

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| **14** | **RFP Section & Page Number** | **Question** |
| Section 3, Page 10 | Can you clarify the number of duplicates and field blanks that are going to be  required? |
| **Answer** | |
| The Department requires that for every 20 homes sampled, Providers must collect one duplicate sample per sampling team and one field blank per day per sampling team. | |