

ALLEGHENY COUNTY AIRPORT AUTHORITY
LETTERS-OF-INTEREST FOR PROFESSIONAL ON-CALL ENVIRONMENTAL SERVICES
August 13, 2021

Letters-of-Interest (LOI) with current Form SF330, for professional on-call environmental services, will be received through the platform Submittable at www.aacaacapitalprograms.submittable.com. The Letter of Interest (LOI) must be uploaded to Submittable by 12:00 PM (Noon) on September 17, 2021 (late submissions will not be accepted), for the following:

Professional On-Call Environmental Services:

The Allegheny county Airport Authority (ACAA) will typically utilize a professional environmental firm on the projects listed below at Pittsburgh International Airport (PIT) and Allegheny County Airport (AGC) which requires environmental services. Specific responsibilities will include all aspects of sampling, analysis, data collection, technical report preparation, permitting, inspecting, and environmental auditing. Environmental firms will be required to provide the following including, but not limited to, an understanding of the Environmental Protection Agency (EPA), Pennsylvania Department of Environmental Protection (PADEP), Allegheny County Health Department (ACHD) rules and regulations.

1. Air Quality Permitting, Reporting, and Compliance
The selected firm will be responsible for assisting with permitting, reporting and recordkeeping activities. Must be familiar with Title V Permitting, Allegheny County Health Department rules/regulation/reporting, and Greenhouse Gas Reporting.
2. Hazard and Residual Waste Reporting and Recordkeeping
The selected firm will be responsible for assisting with all reporting and recordkeeping activities, as well as updating compliance programs.
3. Integrated Contingency Planning and Spill Response Planning
The selected firm must be competent at preparing and modifying emergency response plans.
4. Phase I and II Site Assessments
The selected firm must be competent at conducting and preparing Site Assessments
5. Storage Tank Compliance
The selected firm must be knowledgeable of aboveground and underground storage permitting requirements, closure requirements, and coordinating/conducting inspections.
6. Stormwater Planning
The selected firm must be competent at stormwater management/planning/inspections and other Stormwater Pollution Prevention Planning activities
7. Sustainability
The selected firm will be available to provide ACAA with assistance in our sustainability efforts, including Plan Enhancement, Grant Writing, and sustainability reporting under the 2030 Pittsburgh District Challenge. This firm will help us to identify and implement actions to reduce Greenhouse Gas Emissions, Energy Usage, Water Usage, and Ground Transportation Emissions.
8. Waterways and Wetlands
The selected firm will be competent at Sections 105 and 404 permitting, negotiating permits, identifying/delineating wetland and waterways, and conducting/preparing monitoring reports.

If interested in providing any of the aforementioned services, environmental firms are required to submit a LOI, **identify which of the seven categories they are interested in**, and current Form SF330. The ACAA encourages responses from small, minority, and women owned firms, as well as firms that have not previously worked for the ACAA. The ACAA will use Form SF330 to evaluate and prequalify firms to be part of a highly qualified short-list, which will then be requested to submit comprehensive proposals. Comprehensive proposals will include the following at a minimum: Project understanding; project experience; project team identification; organization chart and resumes; approach to major tasks such as scope and schedule management; techniques for cost control; and identification of Disadvantaged Business Enterprise (DBE) Firms with description and quantity of work they will perform to meet or exceed FAA and ACAA DBE requirements, which is currently 14%. Note: Do not include company brochures and limit the LOI to no more than three typewritten pages (8.5" x 11", 11 pt. font) in addition to Standard Form 330. A link to obtain SF330 can be found by going to the following website: [Standard Form \(SF330\)](#)

<https://www.gsa.gov/Forms/TrackForm/32994>

Submissions will be received in PDF format as one complete file only through the platform Submittable at www.aacaacapitalprograms.submittable.com. Do **NOT** mail, email, or deliver hard copies as they will be considered rejected and will be returned to the respondent unopened. Please note that Submittable does not support Internet Explorer 11. Submittable recommends the following browsers: Microsoft Edge, Google Chrome, Mozilla Firefox, or Apple Safari.

Submissions should be made to:

Mr. Kevin A. Gurchak
Director, Environmental & Workplace Safety
Allegheny County Airport Authority
Pittsburgh International Airport
Landside Terminal, 4th Floor Mezz.
PO Box 12370
Pittsburgh, PA 15231-0370

Questions should be directed to Mr. Kevin A. Gurchak at 412-472-3575 or email to kgurchak@flypittsburgh.com

Final on-call environmental services selections (following short-listing, proposal evaluation, and interviews) will be based on, but not limited to, the following criteria: Staff qualifications; experience and local office bench strength; demonstrated interest in the projects; organization, clarity, cohesiveness, quality and completeness of both the written proposal and oral presentation; sensitivity to ACAA requirements; indicated ability to manage projects, produce required results, meeting project schedule and controlling costs; demonstrated knowledge of EPA, PADEP, ACHD, and ACAA applicable standards and requirements; monitoring DBE goals, mentoring DBE firms, impacts to airport operations and other areas of environmental services.