

NEWBURYPORT REDEVELOPMENT AUTHORITY
Draft Meeting Minutes
Special Pre-Bid Meeting
January 28, 2009

Call to order
6:10 PM

Present

Nat Norton, Rick Taintor, James Shanley, Patty Dorfman

Contractors Present

EnviroSense, Inc.	Robert Francis	603-437-8227	rfrancis@envirosense.com
Weston & Sampson	Eric Nelson	978-532-1900	nelsone@wscinc.com
GeoInsight	Jarod Yoder	978-692-1114	jpyoder@geoinc.com
Test America Labs	Chris Marcogliese	401-662-9391	chris.marcogliese@testamericainc.com

Site History and Discussion of RFP

The NRA provided an overview of the history of the site and referenced the history of the site found on page 5 of the Tier II extension provided as part of the bid package. The NRA explained that VHB has been retained by the NRA to negotiate the ACO with the DEP, file a Tier II extension, and assist with the hiring of an LSP to meet the obligations found in the ACO. The NRA also explained that they have hired a planner that has been working to develop concept plans for the reuse of the property. The concept plan includes converting approximately 50% of the northerly portion of the property to a park, and the remaining property will be developed into a paved parking lot. Early concept plans can be found on the NRA web page <http://www.nbpt.us/Planning/NRAPage.html>

The NRA requested that the respondents include with their bid response, any recommendations they may have for public funding of the response action.

Questions Posed by Contractors

- Request for clarification of deliverables. The NRA is looking for a Phase II and Phase III report to the DEP with recommendations and estimate of cost for next steps.
- When will the contract be awarded? A contract award will take place in mid-March. Mr. Norton asked the contractors present if they felt that they had reasonable time to respond. All present stated that mid-March was a reasonable response period.
- Is there a budget for the project? The NRA has not determined a budget. The NRA was given an estimate in the range of \$25,000-\$30,000 early in the process.
- The NRA asked what the obligation of the NRA would be if further testing uncovers higher or more concentrated levels of lead. There is potential for

additional responsibility if neighboring property is “down-gradient” from the NRA property.

- Are the wells still present on the property? A well at the southeast corner of the property was present. The NRA members have not looked for the other wells.
- Has the NRA considered attaching an AUL to the property? No, the NRA has not considered an AUL.

The NRA thanked the respondents for coming, looked forward to receiving proposals, and has budgeted the time, if necessary, for interviewing respondents prior to awarding a contract.

Meeting adjourned 6:40PM

Questions asked via phone or email by Contractors

- Do the three attachments contained in the Request for Proposals, which are to be included in the proposal document, count against the 24 page limit? No. The required three attachments do not count towards the total page length.