

REQUEST FOR PROPOSALS (RFP)

Surveying Services – Hazel-Atlas Brownfield Cleanup Project West Virginia Land Stewardship Corporation (WVLSC)

RFP Release Date: 05/27/2026

Proposal Deadline: 06/12/2026

Contact: Patricia Porter, pporter@wvlsc.org

I. Overview

The West Virginia Land Stewardship Corporation (WVLSC) is soliciting proposals from qualified surveying firms to conduct professional surveying services at the Hazel-Atlas Brownfield site in Grafton, West Virginia. This project is supported by a U.S. EPA Brownfields Cleanup Cooperative Agreement under CERCLA Section 104(k).

WVLSC seeks a firm with experience supporting environmental remediation, familiarity with state and federal environmental standards, and the capacity to meet the schedule and technical requirements of the project.

II. Project Background

The Hazel-Atlas site is a 6.26-acre former glass manufacturing facility located along the Tygart River and adjacent to Fetterman Park. The site has been intended to be identified for remediation and redevelopment under the WV Department of Environmental Protection's (WV DEP) Voluntary Remediation Program (VRP).

The site has undergone prior Environmental Site Assessments (ESAs) that identified contaminants of concern (COCs) in soil and groundwater. The surveying work will inform remediation planning, engineering controls, and reuse design.

III. Scope of Work

Surveying services are anticipated to include, but are not limited to:

- **Boundary Survey:** Confirm and delineate site boundaries.
- **Topographic Survey:** Identify elevation, surface features, and infrastructure.
- **Utilities and Obstructions Survey:** Identify all visible utilities and subsurface features where applicable.
- **Legal Descriptions:** Prepare legal descriptions as needed for permitting, site access, or land use covenants.
- **GIS-Compatible Data:** Deliver data in formats usable for integration into site planning and remediation systems.
- **Coordination with QEP:** Work closely with the Qualified Environmental Professional (QEP) to align survey outputs with the Supplemental Site Assessment Work Plan (SAWP) and Remedial Action Work Plan (RAWP).

- **Compliance:** Ensure all survey deliverables meet EPA, WV DEP, and professional standards for accuracy and completeness.

IV. Timeline

Work is expected to begin **as early as Q3 2025**. All field work must be completed and deliverables submitted within **60 days** of contract award to ensure alignment with the broader project schedule.

V. Proposal Requirements

Proposals should include the following:

- 1. Firm Background and Qualifications**
 - Experience with brownfield or environmental remediation sites.
 - Familiarity with CERCLA and WV DEP VRP compliance.
- 2. Project Team**
 - Key personnel and their roles.
 - Resumes and relevant certifications.
- 3. Project Approach and Timeline**
 - Description of tasks, deliverables, and schedule.
 - Proposed coordination plan with QEP and WVLSC.
- 4. Cost Proposal**
 - Detailed breakdown of proposed costs (labor, travel, equipment, etc.).
 - Not-to-exceed total amount.
- 5. References**
 - At least 2 examples of similar projects completed in the last 5 years.

VI. Selection Criteria

Proposals will be evaluated based on:

- Relevant experience and technical expertise.
- Proposed methodology and understanding of project goals.
- Cost reasonableness.
- Ability to meet deadlines.
- References and past performance.

VII. Submission Instructions

All proposals must be submitted electronically in PDF format to: **pporter@wvlsc.org**

Deadline for submission: June 12, 2026 via email to

Late proposals may not be considered. Questions regarding this RFP may be submitted in writing to the contact above no later than