

What EPA Brownfields
Grantees Should Know:

Procurement

August 20th, 2024 | 1:00pm | Virtual

with speaker

Jennifer Taylor



Made possible with funding by the US EPA

Register
Here!



<https://bit.ly/GranteeProcurement>



Thank you for joining us today!

This webinar will be starting soon.

This webinar is for informational purposes only.

But first, some helpful information:



Today's session will be recorded.



The recording for this session will be available on our website: <https://www.njit.edu/tab/>



Thank you for joining us today!

This webinar will be starting soon.

But first, some helpful information:



Use the Q&A box to queue up questions. Use the chat to share your thoughts.



We want to know your thoughts! Fill out our feedback survey after today's session.



Continue the conversation on our LinkedIn page! <https://bit.ly/Grantee-Procurement>



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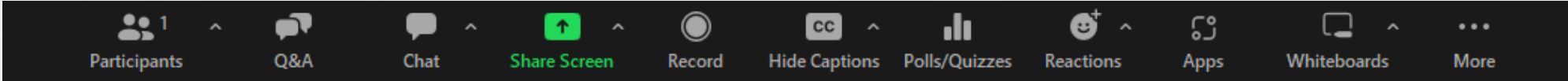
But first, some helpful information:



Experiencing technical issues? Know someone who is having trouble hopping on?

Reach out to me via email at fm392@njit.edu

Need some assistance?



Ask questions here!

Need captions?
Captions can be live translated as well! Just select your preferred language.

Share your thoughts here!

The image shows a Zoom meeting toolbar with the following items from left to right: Participants (1), Q&A, Chat, Share Screen (highlighted in green), Record, Hide Captions (CC), Polls/Quizzes, Reactions, Apps, Whiteboards, and More. Three callout lines point to the Q&A, Hide Captions, and Chat icons with explanatory text.

Today's Speaker:



Jennifer Taylor

Brownfield Redevelopment
Solutions, Inc.

Email: jtaylor@brsinc.com

EPA Brownfields Grantees: Procurement Webinar

How To... And How Not To

Jennifer Taylor

Director of Environmental/Construction Management



In Partnership with

NJIT



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Agenda

Applicability of EPA Grants

- Types of Contracts
- Determine Method for Securing Contract
- Establish Procurement Schedule

Preparing a Solicitation

- EPA Cooperative Agreement Requirements
- Restrictions, Limits and Advantages
- Setting up for Success

Evaluate Criteria

Compliance with BABA

Q&A / Discussion

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Applicability of EPA Grants

Assessment



Cleanup

RLF



Multi-Purpose

Types of Contracts



Professional Services



Equipment/
Supplies



Construction



Disclaimer!

- ❑ This presentation is no substitute for legal advice!
- ❑ The presentation is focused on FEDERAL procurement requirements.

Determine Method for Securing Contract

- **RFP**
- **IFB**
- **RFQ**

Finding the right fit for the project...

Determine Method for Securing Contract

- Micro-Purchases (<\$10,000)
- Small Purchases (<\$250,000)
- Competitive Sealed Bids (>\$250,000)
- Competitive Proposals (>\$250,000)
- States follow their own procurement procedures. 2 CFR 200.317

Review Local Procurement Requirements!

Determine Method for Securing Contract

- Request for Quotes
- Open Public Bid
- Contractor Pool – Request for Qualifications (RFQ)
- Sole Source (Non-Competitive)
- State Contract

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Establish Procurement Schedule

- Roadmap for Project
- Sequence of Work
- Timelines for Advertisement
- Account for Holidays
- Allow Time to Evaluate Proposals
- Consider Dates for Board Approvals
- Good faith efforts to solicit proposals from DBEs



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Preparing a Solicitation

EPA Cooperative Agreement Requirements

#1 Read it!

#2 Understand It

EPA Cooperative Agreement Requirements

- Davis Bacon Act (vs Prevailing Wage)
- Build America Buy America (BABA)
- Debarment Certification (check SAM)

Recommendation: Include “options” in the RFP/RFQ to allow you to potentially use the same contractor to conduct work under this grant and/or future grants.

Restrictions, Limits and Advantages

- Do not seek or accept any assistance from a contractor in preparing an RFP/RFQ if that same contractor plans to submit an offer in response to that RFP/RFQ
- Do not include the workplan in the RFP/RFQ if you received assistance from a contractor in developing the workplan and that contractor plans to submit a bid
- Do not mention other contractors in the RFP/RFQ
- Stating that you only seek firms with experience with EPA Brownfields Grants limits the competition
- Do not specify only a “brand name”, allow for an “or equal” option

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Setting Up For Success

- Community Engagement
- Stakeholder Engagement
- Multiple Funding Sources
- Contract Administration
- Format for Payment Requests



Evaluation Criteria

- RFP/RFQ must include weighted factors against which responses will be evaluated (% or points)
- Price must be a selection factor in the evaluation of proposals or quotes (2 CFR 200.320(b)(2)(iii))
- EPA recommends that the cost/price reasonableness criterion is weighted at least 25%
- Other Factors: Experience, Capacity and References

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Build America Buy America (BABA)

Requires all of the iron and steel, manufactured products, and construction materials used in the project to be produced in the United States

- Include language in solicitation and contract
- Waivers may be granted:
 - Small Project Waiver
 - De Minimus Waiver

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BABA: Responsibilities of Grantee

Procurement

- Include regulations in bid documents including requirements for Contractor documentation
- Be aware of materials required for project and request waivers in advance if applicable

Construction Management

- Ensure proper documentation is provided by Contractor
- Retain documentation – potential audits

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How The Community Wins!

For communities involved in redevelopment, a well-prepared procurement process will save time and money.

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TAB TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES



References:

- ▶ [Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#)
- ▶ [Brownfields Grants: Guidance on Competitively Procuring a Contractor](#)

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TAB TECHNICAL
ASSISTANCE TO
BROWNFIELD
COMMUNITIES

Q&A/Discussion



Jennifer Taylor
JTaylor@BRSinc.com
BRSinc.com



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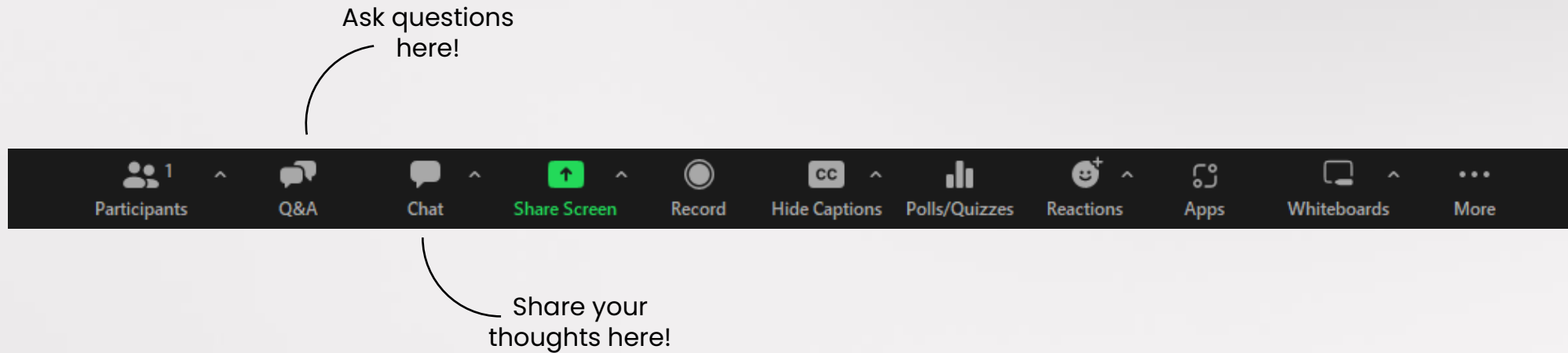
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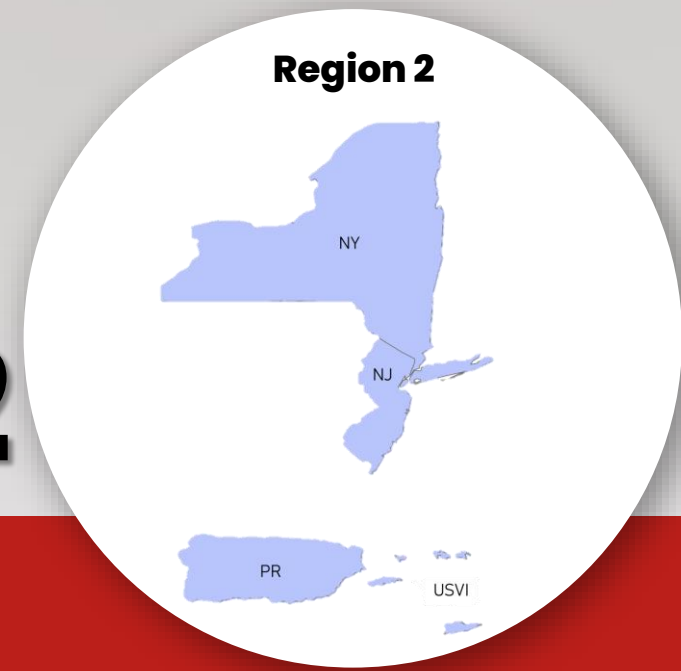
Thank you for attending today's webinar!

Questions and Comments?





NJIT TAB EPA REGION 2



NJIT has served as an EPA designated technical assistance provider since 2008

NJIT TAB serves as an independent resources to state, territory, regional, county, tribal, and local government entities, and nonprofits attempting to learn about, identify, assess, cleanup and redevelop brownfields.

Assistance is *free!*



NJIT TAB EPA REGION 4

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The NJIT TAB Team

We are planners, engineers,
environmental scientists, hydrogeologists, geologists, and social scientists
who have engaged with thousands of communities
throughout the country

We provide assistance through our:

- ▶ Brownfields Academy
- ▶ Brownfield Community Engagement and Educational Forums
- ▶ One-on-one Technical Assistance



NJIT TAB Brownfield Community Engagement and Educational Forums

- **Brownfield Basics Workshops:** brownfield redevelopment process.
- **Grant Writing Workshops:** getting started on your MAC grant applications; tips and tricks for preparing an EPA brownfields grant application.
- **Community Workshops:** on brownfield-specific topics.
- **Webinars:** on brownfield-specific topics.
- **Breaking Brownfields:** an event where a government entity or nonprofit presents their specific brownfields redevelopment challenge to an audience of private sector representatives and obtains feedback on how to overcome those challenges.
- **IAWG:** an event where a government entity or nonprofit presents their specific brownfields redevelopment challenge to an audience of state and federal government representatives and obtains feedback on how to overcome those challenges.
- **Brownfield Summits:** Full day event that may include an IAWG segment, peer-to-peer sessions, success stories, and sessions on brownfield-related topics relevant to the specific locations, their needs, and their challenges.
- **Conferences:** pre-conference workshops, learning labs, panel sessions, office hours

NJIT TAB One-on-One Technical Assistance

*Examples of one-on-one Technical Assistance
tailored to fit specific community's needs*

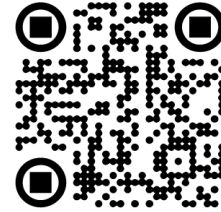
- Answer your brownfield questions
- Develop redevelopment strategy
- Review draft EPA grant applications
- Explain the regulatory programs
- Develop your redevelopment roadmap
- Identify funding sources
- Explain clean-up technologies
- Guidance on developing brownfield inventories
- Create site prioritization processes
- Develop strategies on marketing brownfield sites
- Develop Assets and Needs Studies
- Design and conduct community redevelopment vision workshops

And Much More!

NJIT TAB Brownfields Academy

www.njit.edu/tab

- How-To Videos
- Infographics
- Success Stories
- News and Upcoming Events
- Federal and State Funding Sources
- EPA And State Contacts
- Previously Recorded Webinars
- Downloads of Workshop and Seminar Presentations
- Successful Grant Applications



**Scan the QR Code to
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(973) 642-4165



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[company/njit-tab](https://www.linkedin.com/company/njit-tab)



bit.ly/zoom-njit-tab

Upcoming Events 2024

Virtual Events

TAB Talks

If you'd like NJIT TAB to host a webinar for you, feel free to contact us!



LUNCH AND LEARN
LUNCH AND LEARN
BROWNFIELDS & REVITALIZATION
LUNCH AND LEARN
LUNCH AND LEARN

Join Pattern and NJIT to lunch and learn about:
How federal and state brownfield programs can remediate and revive population centers

August 21, 2024

Hudson Valley Pattern for Progress
Brownfields and Revitalization
Lunch and Learn

Webinar

What EPA Brownfields
Grantees Should Know:
**Davis Bacon Act /
Build America, Buy America**

August 27th, 2024 | 11:00am | Virtual

with speaker

Alicia Flammia 



Register
Here!

<https://bit.ly/DBAandBABA>



August 27, 2024

What EPA Brownfields Grantees
Should Know: DBA/BABA

Webinar

What EPA Brownfields
Grantees Should Know:
Grant Management

September 5th, 2024 | 11:00am | Virtual

with speaker

Laura Burnham 



Register
Here!

<https://bit.ly/GranteeGrantManagement>



September 5, 2024

What EPA Brownfields Grantees
Should Know: Grant Management

Webinar

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ASSISTANCE TO
BROWNFIELD
COMMUNITIES

Upcoming Events 2024

TAB On Tour

TAB On Tour
If you'd like NJIT TAB to visit your area, feel free to contact us!



August 21 – 23, 2024

2024 Georgia Environmental Conference

“Climate Smart for Brownfields
Redevelopment: What You Need to
Know”

Jekyll Island, GA



September 3 – 6, 2024

2024 Florida Planning Conference “Resilient Reuse-Green Infrastructure & Brownfields”

Tampa, FL

FUND COMMUNITY REVITALIZATION

GRANT STRATEGIES FOR ABANDONED OR UNDERUSED CONTAMINATED PROPERTIES

Do you have abandoned, idled, or underused industrial and commercial properties that might have potential contamination, also known as brownfields? Have you identified brownfields in your community, but don't have the technical expertise and/or resources to assess, clean up, and redevelop? Then, this workshop is for you!

Join us for a workshop on brownfield basics and how to develop competitive EPA Brownfield Program grant applications.

with guest speaker
Carrie Martin, AICP
Environmental Sustainability Planner, NJIT TAB

September 5, 2024
10AM-12PM ET

UNIVERSITY OF SOUTH FLORIDA
TAMPA, FL

NJIT TAB

For questions or assistance
Carrie Martin
carrie.martin@njit.edu
(973) 942-7044

Made possible with funding from the US EPA.

September 5, 2024

Grant Strategies for Abandoned or Underused Contaminated Properties

Tampa, FL

Upcoming Events 2024

TAB On Tour

TAB On Tour
If you'd like NJIT TAB to visit your area, feel free to contact us!



GADSDEN COUNTY
**ECONOMIC
DEVELOPMENT**

September 18, 2024

**Brownfields:
From Vacant to Vibrant**

Quincy, FL



September 19, 2024

**2024 Alabama Brownfields
Conference**

Pelham, AL

**Northeast
SUSTAINABLE
Communities
Workshop**



September 24 - 25, 2024

**Brownfield Coalition
of the Northeast:
Northeast Sustainable
Communities Workshop**

Morristown, NJ

In Case You Missed It

NJIT
TAB TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES
presents
Carrie Martin, AICP
Environmental Sustainability Planner, Center for Community Systems

Climate Change and Brownfields 101

Thursday, March 7, 2024
12:00pm - 1:00pm EST

Made possible with funding from the US EPA.

Climate Change and Brownfields 101

NJIT
TAB TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES
presents
Elise Molleur
Brownfield Redevelopment Specialist

Brownfields: A Story to Tell

Thursday, March 21, 2024
1:00pm - 2:00pm EST

Made possible with funding from the US EPA.

Brownfields: A Story to Tell

NJIT | **TAB** TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES
presents
Joseph M. Reiner
Brownfield Redevelopment Specialist

Brownfield Contaminants and Human Health

Thursday, February 29, 2024
1:00pm - 2:00pm EST

Made possible with funding from the US EPA.

Brownfield Contaminants and Human Health

These webinars with associated presentations and resource links can be found on our website!

www.njit.edu/tab/webinars

What is



NJIT provides free technical assistance to state, regional, county, tribal, and local government entities and nonprofit organizations interested in learning about, identifying, assessing, cleaning up, and redeveloping brownfield sites in EPA Regions 2 & 4.

Contact Us



tab@njit.edu



(973) 642-4165



www.njit.edu/tab



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<https://bit.ly/zoom-njit-tab>