Request for Qualifications
for Environmental Consultant Services

2026 EPA Brownfields Assessment Coalition Grant

Grow America

Formerly NDC | Partners in Community Development

Release Date: November 6, 2026

Deadline for Submission of Intent to Submit Statement of Qualifications (SOQ): November 19, 2026

Deadline for Submission of Statement of Qualifications: December 7, 2026

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INTRODUCTION

Grow America is requesting Statements of Qualifications (SOQs) from qualified environmental consulting firms to provide professional environmental assessment and related technical services in support of the U.S. Environmental Protection Agency (EPA) Brownfields Assessment Coalition Cooperative Agreement No. BF-97T69201-0. Under this award, Grow America serves as the lead coalition member and grant recipient in partnership with the Association of Bay Area Governments (ABAG) and the Sacramento Area Council of Governments (SACOG). The Coalition was awarded approximately $1.5 million to support environmental assessment, community engagement, cleanup planning, and redevelopment planning activities at eligible brownfield sites throughout the Coalition service area.

Grow America intends to establish one or more on-call professional services contracts with qualified environmental consulting firms to provide environmental assessment, cleanup planning, redevelopment planning, and related technical services in support of the EPA Brownfields Assessment Coalition Cooperative Agreement. Services will be authorized on a task-order basis throughout the grant period, and shall be performed in accordance with applicable EPA Brownfields Program requirements, federal regulations, and the terms and conditions of the Cooperative Agreement. Grow America may amend or extend contracts beyond its initial grant period to accommodate the terms and conditions of the FY26 Brownfields Assessment Grant or future EPA grants awarded provided a market survey indicates that the prices the contractor proposes are reasonable.

BACKGROUND

Brownfields are real properties where the expansion, redevelopment, or reuse of a site may be complicated by the presence or potential presence of hazardous substances, pollutants, contaminants, or petroleum products. Through its Brownfields Assessment Coalition Cooperative Agreement, Grow America and its coalition partners seek to identify, assess, and advance the redevelopment of brownfield properties that present environmental, economic, or community revitalization challenges in Northern California.

The Coalition service area includes the nine-county ABAG region, the six-county SACOG region, Humboldt County, and the City of Tulelake. Through implementation of the EPA-funded work program, the Coalition will support local governments, property owners, nonprofit organizations, economic development agencies, tribal entities where appropriate, and community stakeholders in evaluating sites for redevelopment and investment opportunities. Consistent with the EPA-approved Work Plan, activities may include property inventories, site eligibility determinations, Phase I Environmental Site Assessments (ESAs), Phase II Environmental Site Assessments, cleanup planning, reuse planning, and community engagement activities. A brownfield inventory will also be developed to identify and evaluate candidate sites within the SACOG region

The environmental assessment information generated through this program will assist communities in understanding environmental conditions, identifying redevelopment

constraints, evaluating cleanup alternatives, leveraging additional public and private investment, and positioning sites for productive reuse. The Coalition's overall objective is to support environmental protection, economic development, housing production, infrastructure investment, environmental justice, and community revitalization through the assessment and redevelopment of brownfield properties.

SCOPE OF SERVICES

All services funded through this procurement shall be performed in accordance with the EPA Brownfields Assessment Cooperative Agreement, EPA Assessment Grant Terms and Conditions, applicable federal regulations, and the Coalition's EPA-approved Work Plan. Grow America will serve as the lead coalition member and contract administrator and will coordinate closely with ABAG and SACOG to identify and prioritize assessment opportunities throughout the Coalition service area.

The selected consultant(s) may be requested to provide some or all of the following services on an as-needed basis during the term of the Cooperative Agreement.

TASK 1. Project Management and Technical Coordination

The consultant shall provide project management and technical support necessary to assist Grow America in implementing the EPA Brownfields Assessment Cooperative Agreement. Services may include project coordination, participation in coalition meetings, preparation of technical memoranda, support for EPA reporting requirements, assistance with project scheduling and budgeting, coordination with regulatory agencies, maintenance of assessment records, and support for required EPA reporting systems. The consultant may also assist Grow America with compiling technical information necessary for ACRES reporting, preparation of technical information needed for quarterly reports, annual reports, and final grant closeout documentation.

The consultant may also assist Grow America and coalition partners with community engagement and stakeholder outreach activities, including support for implementation of the Community Involvement Plan (CIP), preparation of outreach materials, participation in community meetings, stakeholder briefings, Brownfields Advisory Committee meetings, public presentations, and documentation of community input related to site assessment, cleanup planning, and redevelopment strategies.

Deliverables: Meeting summaries, technical memoranda, Community Involvement Plan (CIP), outreach materials, website and StoryMap content, assessment tracking documentation, ACRES reporting support, technical support for EPA progress reports, and other project management documentation as requested.

TASK 2. Site Identification, Eligibility, Inventory, and Assessment Activities

The consultant shall assist Grow America, ABAG, SACOG, local jurisdictions,

property owners, and community stakeholders in identifying and evaluating potential brownfield sites. Services may include site screening, site prioritization, brownfield inventory, environmental database reviews, site eligibility determinations, preparation of EPA site eligibility documentation, coordination with EPA Region 9, and preparation of materials supporting site selection decisions.

The consultant may conduct Phase I Environmental Site Assessments in accordance with current ASTM standards and EPA's All Appropriate Inquiries (AAI) requirements. The consultant may conduct Phase II Environmental Site Assessments as authorized by Grow America and EPA. Services may include preparation of Quality Assurance Project Plans (QAPPs), Sampling and Analysis Plans (SAPs), and Health and Safety Plans (HASPs); coordination of drilling and sampling activities; laboratory analysis and data validation; preparation of technical reports; and evaluation of environmental conditions to support cleanup and redevelopment planning.

Deliverables: Site screening and prioritization materials, eligibility documentation, brownfield inventory, Phase I ESA reports, QAPPs, SAPs, HASPs, Phase II ESA reports, laboratory data summaries, and technical assessment reports.

TASK 3. Cleanup Planning and Reuse Planning

The consultant may assist in evaluating assessment findings and developing strategies to facilitate site cleanup and redevelopment. Services may include development of conceptual cleanup approaches, analysis of regulatory pathways, redevelopment feasibility evaluations, reuse planning, infrastructure considerations, preparation of Brownfields Cleanup Plans, and identification of potential funding and implementation opportunities.

Deliverables: Cleanup planning documents, redevelopment analyses, conceptual reuse strategies, funding opportunity assessments, and related technical memoranda.

SUBMITTAL FORMAT AND CONTENT

Firms responding to this RFQ shall submit a concise Statement of Qualifications (SOQ) that demonstrates the firm's experience, technical capabilities, capacity, and understanding of EPA Brownfields Assessment Grant requirements. The SOQ shall be organized in the format outlined below and shall not exceed **fifteen (15) pages**, excluding resumes.

1. Cover Letter (1 page maximum)

Provide a cover letter signed by an individual authorized to bind the firm contractually. The cover letter shall include:

- Firm name, address, and primary contact information;

- A brief statement of the firm's interest in the project;
- Identification of any subconsultants proposed as part of the team;
- A statement confirming the firm's ability to comply with applicable federal procurement requirements and EPA Brownfields Program requirements; and
- Confirmation that the proposal shall remain valid for at least 120 days following submission.

2. Firm Qualifications and Experience

Provide an overview of the firm's organization, history, areas of expertise, office locations, and experience relevant to the requested services. Describe the firm's experience providing environmental assessment, brownfields consulting, and redevelopment support services for local governments, public agencies, regional planning organizations, nonprofit organizations, and state or federal grant recipients. Firms should describe their experience developing Community Involvement Plans, facilitating public meetings, engaging underserved communities, and incorporating stakeholder feedback into project decision-making.

Include a discussion of the firm's experience with:

- EPA Brownfields Assessment Grants;
- Phase I Environmental Site Assessments;
- Phase II Environmental Site Assessments;
- Hazardous substances and petroleum sites;
- EPA site eligibility determinations;
- Quality Assurance Project Plans (QAPPs);
- Sampling and Analysis Plans (SAPs);
- Community engagement, public participation, and stakeholder outreach;
- Cleanup planning and redevelopment planning; and
- Coordination with federal, state, and local regulatory agencies.

3. Project Team and Key Personnel

Identify the proposed project manager and key personnel who will be assigned to the contract. Include a description of each individual's role, relevant qualifications, professional registrations, certifications, licenses, and experience with brownfields assessment and redevelopment projects. Firms should specifically identify personnel with expertise in:

- Brownfields program management;
- Brownfield inventory;
- Environmental site assessments;
- Environmental sampling and analysis;
- Geology and hydrogeology;
- Environmental engineering;
- Geographic information systems (GIS);
- Community engagement and public outreach;
- Meeting facilitation and stakeholder coordination;

- Cleanup planning;
- Regulatory compliance and agency coordination; and
- Redevelopment and reuse planning.

Resumes may be included as an appendix and will not count toward the page limit.

4. Relevant Project Experience

Provide descriptions of up to five (5) projects completed within the last ten years that demonstrate the firm's experience performing services similar to those requested under this RFQ.

For each project, provide:

- Client name;
- Project location;
- Project description;
- Scope of services provided;
- Project budget, if applicable;
- Completion date; and
- Name and contact information for a client reference.

Preference will be given to projects involving EPA Brownfields funding, Phase I and Phase II Environmental Site Assessments, site eligibility determinations, QAPP development, environmental sampling and analysis, cleanup planning, redevelopment planning, and coordination with federal, state, and local regulatory agencies.

5. Technical Approach

Describe the firm's understanding of the Coalition's objectives and its approach to delivering the requested services. Describe the firm's methodology for completing environmental assessments, supporting site selection and eligibility reviews, coordinating with stakeholders, conducting meaningful community engagement, facilitating public participation, incorporating community feedback into project activities, maintaining quality control, and ensuring compliance with EPA requirements.

The firm should also discuss its ability to manage multiple assignments concurrently and provide services throughout the Coalition service area. Describe the firm's current workload, available staffing resources, and ability to respond to task orders on a timely basis. Firms should identify any anticipated constraints that could affect timely completion of assignments during the contract period.

6. Federal Compliance and Disadvantaged Business Enterprises Participation

Provide a statement acknowledging familiarity with applicable federal

requirements, including EPA Brownfields Assessment Grant requirements and federal procurement standards. Firms are encouraged to describe their approach to utilizing Disadvantaged Business Enterprises (DBEs) and advancing EPA's fair-share objectives where appropriate.

7. Schedule of Rates (1 page)

The respondent shall provide a Schedule of Rates. The cost breakdown shall identify:

- Hourly rates and titles for professional and administrative staff committed to this project.
- All other direct costs, such as materials and reproduction costs.
- Sub-consultant services, if needed.
- The percentage mark-up of reimbursable expenses, if any, shall also be specified.

8. Example of Basic Costs and Services (1 page)

The respondent shall briefly detail the services and costs associated with performing the following tasks:

- Brownfield Inventory
- Phase I Environmental Site Assessment (per ASTM guidelines)
- Phase II Environmental Site Assessment
- Programmatic and site-specific Quality Assurance Project Plan (QAPP)
- Site-specific Sampling and Analysis Plan (SAP)
- Analyses of Brownfields Cleanup Alternatives (ABCA)
- Remedial Action Plans (RAP)
- Reuse plans
- Cleanup plans
- Community Involvement Plan (CIP)

Examples must identify:

- Typical preparation time.
- Estimated cost of preparation.
- Description of work involved.

INTENT TO SUBMIT

Any firm that plans to submit a Statement of Qualification (SOQ) should send a statement of intent to vflores@growamerica.org by **Thursday, November 19, 2026 at 4:00 PM PT.** The statement should include the firm name, contact person, email contact, and phone number. No calls will be accepted.

QUESTIONS AND CLARIFICATIONS

Questions pertaining to this RFQ should be sent by email to vflores@growamerica.org. Email responses to inquiries will be sent to all firms that submit a statement of intent. The last day to submit inquiries is **Monday, November 16, 2026 at 4:00 PM PT.**

DEADLINE FOR SUBMISSION

The SOQ submittal shall be emailed to vflores@growamerica.org by **Monday, December 7, 2026 at 4:00 PM PT**. The email subject line should be clearly marked as "EPA Brownfields Assessment Coalition Grant Statement of Qualifications" and should be a single PDF document. Late submissions will not be evaluated.

EVALUATION CRITERIA

Statements of Qualifications will be evaluated by a review committee composed of representatives of Grow America and, as appropriate, Coalition partners. Firms will be evaluated based on their demonstrated qualifications, technical expertise, experience, past performance, personnel, and ability to successfully perform the requested services in accordance with EPA Brownfields program requirements.

Evaluation Criteria	Maximum Points
Firm Qualifications, Relevant Experience, Past Performance and References	25
Reasonableness of Cost/Price Proposal	15
Technical Expertise with the Assessment, Cleanup, and Reuse of Contaminated Properties	15
Project Team and Key Personnel	15
Technical Approach and Understanding of the Project	15
Capacity, Schedule Management, and Local Familiarity	10
Total Possible Points	**100**

SUBMITTAL SELECTION PROCESS

The highest-ranked firms may be invited to participate in interviews or provide additional information at the discretion of Grow America. Following the evaluation process, Grow America may select one or more qualified firms for contract negotiations. Selection will be based on the firm's qualifications, experience, technical capabilities, demonstrated performance on similar projects, and ability to successfully support implementation of the EPA Brownfields Assessment Coalition Cooperative Agreement.

DETERMINATION OF SELECTION

Grow America will inform all firms that submit a SOQ of the selected firm(s) by email. Grow America will negotiate with the selected firm(s) on each project.

SCHEDULE SUMMARY

Grow America reserves the right to modify this schedule at its sole discretion. Any changes will be communicated to all firms that have expressed interest in the RFQ.

RFQ Released	November 6, 2026

Deadline for Written Questions	November 16, 2026
Intent to Submit SOQ	November 19, 2026
SOQ Deadline	December 7, 2026
Evaluation of SOQs	December 2026
Interviews (if needed)	Mid-December 2026
Anticipated Selection Notification	Late December 2026
Contract Negotiations and Award	January 2027 – December 2030

TERMS AND CONDITIONS

Grow America reserves the right to reject any or all Statements of Qualifications (SOQs), waive minor irregularities, request additional information, negotiate with one or more respondents, cancel this RFQ, or reissue the solicitation if determined to be in the best interest of the Brownfields Assessment Coalition. Issuance of this RFQ does not obligate Grow America to award a contract or reimburse any costs incurred in the preparation or submission of an SOQ. All costs associated with responding to this RFQ shall be borne solely by the respondent. Grow America reserves the right to award a contract to one or more qualified firms. Final scope, schedule, staffing, and compensation shall be subject to contract negotiations.

Any contract awarded pursuant to this RFQ shall be funded, in whole or in part, through U.S. Environmental Protection Agency Cooperative Agreement No. BF-97T69201-0. The selected consultant(s) shall comply with all applicable federal, state, and local requirements, including EPA procurement requirements and EPA Disadvantaged Business Enterprise (DBE) requirements, as applicable.

Respondents shall disclose any actual or potential conflicts of interest that may arise from performing the requested services. Grow America reserves the right to determine whether a conflict of interest may affect a firm's eligibility for selection.

Submission of an SOQ shall constitute acknowledgment and acceptance of the requirements and conditions contained in this RFQ.