



*Elevating the voices of those impacted by the Duwamish River pollution and other environmental injustices to advocate for a clean, healthy, and equitable environment for people and wildlife. Promoting place-keeping and prioritizing community capacity and resilience.*

## **REQUEST FOR PROPOSALS**

### **DUWAMISH RIVER COMMUNITY COALITION/ TECHNICAL ADVISORY GROUP**

#### **LOWER DUWAMISH WATERWAY SUPERFUND SITE**

The Duwamish River Community Coalition/Technical Advisory Group (DRCC/TAG) is seeking proposals from qualified consultants to serve as Technical Advisor.

Following inclusion on the National Priorities List and completion of a Remedial Investigation/Feasibility Study, EPA selected a remedy for the site in 2014. Several early actions have been completed to date. The remedy will be implemented in phases from upstream to downstream. The waterway flows past two residential communities, both with environmental justice characteristics, and a concentration of industrial facilities in Tukwila and Seattle.

DRCC/TAG was established in 2001 and is a coalition of non-profit organizations, including community and environmental groups and the Duwamish Tribe. The Duwamish River Community Coalition (DRCC) is involved in all aspects of the cleanup of the Duwamish River. We are working to ensure the cleanup meets community standards by restoring environmental health and protecting the fishers and families who use the river as well as reflecting the priorities, values, and will of the people who live and work in the region. DRCC serves as EPA's official Community Advisory Group (CAG) for the Lower Duwamish Waterway Superfund Site.

We seek to elevate the voices of those impacted by Duwamish River pollution and other environmental injustices for a clean, healthy, equitable environment for people and wildlife. We promote place-keeping and prioritize community capacity and resilience.

## 1 Services Needed

Qualified consultant(s) (see qualification requirements in Section 2) are being sought to review technical documents and information related to the remediation of the [Lower Duwamish Waterway Superfund Site \(LDW site\)](#) and provide technical assessment and advice to DRCC, EPA's Community Advisory Group (CAG) for the LDW site. The selected Technical Advisor(s) will be responsible for appropriate project management, invoicing, and reporting and for the following tasks

- Task 1: Technical review and written comments on documents provided by DRCC, including but not limited to: sediment sampling plans, QAPPS, engineering designs, data evaluation reports, monitoring plans, and pollution source control plans;
- Task 2: Attending meetings as requested by DRCC to provide technical support to DRCC and the affected community. In its role as Community Advisory Group (CAG) for the Superfund Site, DRCC meets with EPA, community members, its board of directors, other groups convened by EPA, such as the Roundtable, Stakeholders, and the Tribes, Trustees and Communities (TTC) group. DRCC will determine how best to involve the Technical Advisor at such meetings, which may include technical meetings, community meetings, or community events at DRCC's request;
- Task 3: Assisting in the development of fact sheets to interpret technical information on the LDW site for the community and the general public. DRCC prepares fact sheets as necessary, but at least annually to provide updates at the yearly River Festival. DRCC webpage updates and Facebook posts are also used to keep the community up to date on activities and progress at the site. DRCC may ask the Technical Advisor to prepare or review draft material intended for use in these outreach efforts; and
- Task 4: Making periodic presentations to, and answering questions from, community users of the waterway (such as fishers, recreational boaters, water-dependent small businesses, and other stakeholders).

## 2 Qualifications

Applicants shall provide documentation of expertise in environmental engineering and/or experience in marine sediment remedial design and remediation, sediment sampling and water monitoring, water quality/pollution source control, and public involvement and communications. Applicants shall demonstrate experience providing services to community-based and/or non-profit organizations.

Applicants should detail their qualifications and experience in the following areas:

- Experience working on hazardous or toxic waste remediation, specifically sediment cleanup site remedial design and cleanup under Superfund;
- Academic training and professional experience in the fields listed above, as well as other applicable areas of expertise, such as statistics and risk assessment;
- Technical qualifications and experience to successfully carry out the requested tasks;
- Demonstrated ability to explain technical information in terms understandable by the public;
- Superior performance record for completing work on time and on budget;
- Accounting or auditing procedures to control funds properly;
- Demonstrated plain English writing skills;
- Experience making technical presentations to a general audience including environmental justice communities and communities who do not speak English as a first language;
- Experience in working with community organizations;
- Foreign language skills or capacity, esp. Spanish

**Racial Equity.** The Consultant must demonstrate their experience centering the voices and needs of those most affected by the combined impacts of racial inequities, health disparities, and climate change (i.e., Black, Indigenous, people of color, and individuals with low-incomes) to achieve racial equity outcomes. Preferably, this includes: • Decision-making processes • Power structures and frameworks • Projects and programs delivery and/or policy development • Equitable distribution of benefits

**Co-Creation.** The Consultant must demonstrate their experience successfully convening diverse stakeholder interests) in co-designing and co-developing all aspects of the project

The Technical Advisor will be responsible for maintaining and providing to DRCC detailed monthly billings with complete descriptions of time expended on the project tasks and any expenses incurred.

Minority/BIPOC and Women Owned Businesses (MWOB) are encouraged to apply.

### 3 Evaluation Criteria

DRCC will evaluate proposals based on applicant qualifications, as follows:

- technical degree and experience,
- number of years of relevant experience in the field of environmental cleanup,
- number of years of experience working with community-based organizations,
- experience working with environmental justice populations, and
- demonstrated organizational capacity.

DRCC will consider the proposals and submitted information, as well as publicly available information and client references.

### 4 Submission Deadline and Location

Proposals should include a copy of each of the following prepared by applicant, if available:

- Fact sheet
- Presentation of technical information to a non-technical audience
- An example of comments on technical documents for a community-based or non-profit client organization.
- Sample progress report and monthly invoice.

### Preliminary Draft Budget

Task 1: Technical review and written comments	\$12,000
Task 2: Attending meetings as requested by DRCC to provide technical support	\$2,000
Task 3: Assisting in the development of fact sheets to interpret technical information	\$2,000
Task 4: Making periodic presentations to, and answering questions from, community	\$2,000
TOTAL BUDGET	\$18,000

Proposals shall include two references from non-profit or community organization representatives, including contact information.

*DRCC/TAG is an Equal Opportunity employer. We do not discriminate on the basis of race, color, national origin, disability, age, sex, political affiliation, or religion.*

Proposals shall be submitted by email to:

Technical Advisor Search

To Jamie Hearn, Superfund Manager

Duwamish River Community Coalition/Technical Advisory Group

[jamie@drcc.org](mailto:jamie@drcc.org)

Priority consideration will be given to proposals submitted by April 30, 2023.