



**Request for Qualifications –
Qualified Environmental Professional
Brownfield Assessment Coalition Grant &
Revolving Loan Fund
for Northwest Oregon**

Professional Consulting Services

RFP#: FY25-29

February 20, 2026

Submit to:

Sarah Lu Heath

Columbia Pacific Economic Development District

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Phone: 971.328.2877

RFP DUE DATE: 4:00 PM, March 23, 2026

I. Introduction

The Columbia Pacific Economic Development District (ColPac) invites interested parties to submit statements of qualification and experience to provide services, including environmental and engineering consulting services, and reuse planning in association with the Northwest Oregon Economic Alliance's U.S. Environmental Protection Agency (EPA) Brownfield Assessment Coalition Grant and ColPac's EPA Brownfield Cleanup Revolving Loan Fund. The resulting contract will be for four years with an option to extend said contract for two additional three-year periods.

ColPac is looking for firms with documented experience assisting with state and federally funded Brownfield projects, including projects funded by EPA and Business Oregon. The selected consultant must have specific experience and capacity to conduct and prepare Phase I and Phase II Assessments, Remedial Action Plans, Quality Assurance Project Plans, and Sampling and Analysis Plans to provide environmental professional services to implement project tasks within our four-county area.

Background

Columbia, Clatsop, Tillamook and Washington Counties were home to numerous lumber mills that processed locally sourced timber and formed the cornerstone of the region's economy for the majority of the 19th and 20th centuries. However, in the 1970s and 1980s, the industry began to decline due to depletion of old growth forests, increasing environmental regulations, and global competition. This area is challenged with long-term economic decline, unemployment, reduced property values, diminished tax bases, disincentives to investment, and a proliferation of brownfields. The mill closures had ripple effects that caused other businesses to close or relocate, leaving vacant and underused brownfields including vacant downtown storefronts with lead paint and asbestos, gas stations, dry cleaners, and others.

Across the region, contaminated sites are hindering opportunities to develop much needed affordable housing and promote economic development. Over half the residents of the TAs are housing cost-burdened, spending more than 30% of income on housing.

There are at least seven vacant or underused former mill sites (over 100 acres combined) identified by the Oregon Department of Environmental Quality (DEQ) within the footprint of the four-county project area. There are likely many more than what are currently mapped, as the DEQ former mill mapping project is a work in progress, and at the height of the lumber industry, it was estimated that there were dozens of mills in Northwest Oregon. These sites are typically located in small town or rural communities and commonly contaminated with metals, petroleum, and wood treatment chemicals that are difficult to remediate. The Coalition has prioritized three TAs that include former lumber mills for brownfield revitalization that will help address a generation of pollution, environmental justice challenges, and disproportionate brownfield impacts.



The objectives of ColPac and this RFP are to complete the following:

- Participate in community involvement process for marketing the fund and educating the community about opportunities and relevant project updates
- Execute or facilitate the services outlined in the work plan including property assessment and characterization, redevelopment planning, cleanup oversight, ABCAs, health and safety plans
- Support developer outreach, site selection, and development of community involvement plan
- Programmatic support including monthly meetings, reporting and milestone management
- Identify and pursue other Brownfield and Economic Development-related funding opportunities

There will be no pre-bid meeting.

Questions regarding this RFP must be submitted in writing to Sarah Lu Heath at SarahLu@nworegon.org on February 27, 2026. All questions and answers will be published on nworegon.org no later than March 4, 2026.

One electronic copy of the Statements of Qualifications must be emailed to Ms. Heath at sarahlu@nworegon.org no later than 4:00 PM, March 23, 2026.

II. SCOPE OF WORK

All anticipated and future work performed by the selected firm must comply with EPA grant terms and conditions, as well as applicable laws and regulations. The consultant will be expected to perform the following tasks on an as-needed basis:

1. **Project Management:** Support ColPac in Project Management. The selected qualified environmental professional (QEP) will assist with general project setup and reporting including Quarterly Progress Reports (QPRs) and attend monthly meetings.
2. **Community Engagement:** Support ColPac in public involvement and community engagement activities.

Associated activities may include, but may not necessarily be limited to the following:

- Assist in developing a Community Involvement Plan to detail a strategy for engaging the community in brownfield activities and a strategy for developer outreach, site selection and marketing.

- Participate in the planning and execution of public meetings to solicit community interest and provide educational information.
 - Attend community visioning sessions, charrettes, and/or workshops to solicit input and generate redevelopment options.
 - Assist with the creation of marketing materials, media placements and other promotional items to increase awareness of the program.
3. **Site Selection, Assessment, & Cleanup Oversight:** Environmental Site Assessments (ESA) Phase I and Phase II (Hazardous Substance) implementation: Inventory, prioritization, and selection of sites. Preparation of site eligibility forms and access agreements for privately owned properties, environmental assessments for the priority sites including Phase I and Phase II ESAs. The QEP will develop eligibility forms and NEPA and ESA clearances and will perform the following:
- Site inventory, including on the ground investigation and GIS tools.
 - Phase I assessments including review of records, a site inspection, and interviews with owners, occupants, neighbors and local government officials.
 - Phase II assessments
 - As needed, prepare Quality Assurance Project Plan (QAPP) with supplemental Site-Specific Sampling and Analysis Plan and OSHA-compliant Health and Safety Plan.
4. **Planning:** Develop site appropriate remediation/ reuse plans to reduce health & environment risks for selected sites. Community vision and input will continue to be considered in planning.
- Determine specific feasible land reuses for the site based on the community priorities, existing conditions research, public comments, partner feedback.
 - Identify improvements that need to happen in the area that will help ensure successful assessment, cleanup, and reuse of the brownfield site.
 - Identify how to improve environmental conditions, including how to address solid and hazardous waste, improve air and water quality, and reduce exposure to environmental contaminants.
 - Research strategies to mitigate/adapt to extreme weather events.
 - Develop brownfield site-specific reuse drawings/schematics/renderings.

5. **Cleanup RLF Oversight:** Once loans or grants have been awarded, the consultant will assist ColPac in ensuring completion of project plans and documents and completing quarterly reports. Consultants will meet regularly with ColPac staff to review and assess projects. Additionally, the firm will:
 - Determine site and borrower eligibility
 - Develop Analysis of Brownfield Cleanup Alternatives (ABCA's) and Health & Safety Plans
 - Review and/or complete clean up decision documents
6. **Other Brownfield Related Duties:** The consultant will be available to provide grant discovery and writing services to ColPac; as well as other duties required to facilitate a successful program not specifically listed in this call for services.

III. Response Format/Evaluation Criteria

One electronic copy of the submission must be emailed to the address previously noted. The submittal shall be no longer than 20 pages (excluding a one-page cover letter, cover sheet, and table of contents). The narrative shall address/include the information outlined below. More specifically, to ensure fair and equitable evaluation, statements of qualification must be organized into the following separate sections.

1.0 Experience and Project Team

The response shall include a summary of the following:

- Firm history
- Description of the firm's organizational structure and the names and experience of key individuals
- Brownfields assessment and clean up programmatic experience
- Summary of the firm's experience providing Brownfield services as described herein
- Experience working with the EPA and ODEQ

2.0 Project Experience & References

The response shall include at least three (3) specific project descriptions with references for similar services provided by your firm. Provide dates of service, reference name, grantee/company, email address, and phone number.

3.0 Proposed Methodology

The response shall include a description of how the firm will complete the scope of work described herein.

4.0 Cost Considerations

The response shall include an hourly fee rate schedule or other cost structure and will specify a proposed mark-up for subcontractors. Further, please provide descriptions of cost optimization strategies.

Appropriate levels of funding for the firm's QEP services is provided by EPA Brownfield grants. The firm is expected to understand and conform to all EPA Brownfield Terms & Conditions of funding, as well as applicable laws and regulations.

IV. Selection Criteria

The responding firms will be evaluated on the following criteria, in addition to other criteria required by law or relevant to furthering the purpose of the Northwest Oregon Economic Alliance's EPA Brownfield Assessment Coalition Grant and ColPac's EPA Brownfield Cleanup Revolving Loan Fund program:

- Experience of key personnel
- Approach and understanding of the scope of work
- Evidence of related/similar project experience
- Performance on similar projects (references)
- Cost considerations
- Status as Disadvantaged Business Enterprise (DBE)

Oral presentations to ColPac may be requested. A request for an oral presentation shall in no way constitute acceptance or imply that an agreement is pending.

ColPac will select a single firm under this request for qualifications.

ColPac will not select an individual or firm that has been debarred, suspended, or is otherwise ineligible for participation in Federal assistance programs.

ColPac reserves the right to reject any and all responses and to make an award that is in the best interest of the program.

Firms not selected will be notified in writing by ColPac.