



FORT ORD REUSE AUTHORITY

920 2nd Avenue, Suite A, Marina, CA 93933

Phone: (831) 883-3672 | Fax: (831) 883-3675 | www.fora.org



November 14, 2016

RE: Professional Industrial Hygienist services

Fort Ord Reuse Authority ("FORA") is seeking proposals for Professional Industrial Hygienist Services for the City of Marina Stockade. These services may include general hazmat assessments regarding the identification of toxic and hazardous substances, preparation of reports, site assessments, and preliminary plans, preparation of cost estimates for future hazardous material abatement; and, remediation and disposal.

FORA has allotted two (2) days for a Mandatory Site Inspection of the Stockade for all Professional Industrial Hygienist to view the site prior to proposal submittal. Attached is the draft agenda for the Site Inspection. Please RSVP by Wednesday 11/23/16. Bring your company specified safety equipment for inspection of these abandoned and vandalized buildings. Once the Mandatory Site walk has been completed the buildings will be secured and admittance will not be permitted.

Please assemble between 7:30 and 8:00am at the Stockade (GPS & Map Provided) on November 28th. Provided is the sample Rights of Entry document each Respondent is required to sign prior to site entry.

Please review the attached information and the Request for Proposal and provide a confirmation of receipt to:

Stan Cook
Senior Program Manager
Fort Ord Reuse Authority
920 2nd Ave., Suite A
Marina, CA 93933
Tel: 831-883-3672
Email: stan@FORA.org - Subject Line: RFP1-S202 Stockade-RSVP

Best Regards,

Peter Said
Project Manager
Email: peter@FORA.org
Telephone: (831)883-3672 ext 123

DRAFT AGENDA - MANDATORY SITE INSPECTION

City of Marina, Stockade

November 28, 2016 8:00am

November 28, 2016 - Day 1

1. 7:30-8:00: Assemble at the FORA Offices (920 2nd Ave. Suite A, Marina, CA 93933)
2. 8:00: Sign in (Bring clip board/pen/pre-printed list/RFP Packets)
3. 8:10: Housekeeping items:
 - i. Use of Personal Protective Equipment Required
 - ii. Provide FORA with names and cell phone numbers (Use sign-in sheet)
 - iii. Map of area
 - iv. Schedule
 - v. Restrooms
 - vi. Water
 - vii. Check in and check out of site with FORA
 - viii. Boundaries - Map review & road names
 - ix.
4. 8:30: Briefing, RFP Packets and review key RFP sections
 - i. Schedule of Events
 - ii. Stockade History & Overview
 1. Building Origins
 2. Previous plans building use
 3. History of buildings since the Army left
 4. Current Plans for building
 - iii. Review RFP Report needs
 - iv. Review RFP Estimate needs
5. 8:45: Informal Group Questions (must be submitted in writing to be official information)
6. 9:00: Site Walk as a group
7. 9:30: Informal Group Questions (must be submitted in writing to be official information)
8. 10:00 End Group meeting and allow access to buildings for inspection
9. 12:00: Lunch – Checkout from site with FORA
10. 1:00: Check into site with FORA
11. 5:00 Checkout from site with FORA

October 16, 2015 - Day 2

1. 7:30-8:00: Assemble at FORA Offices
 - a. 8:00: Sign in (Bring clip board/pen/pre-printed list/RFP Packets)
 - b. 8:10: Housekeeping items:
 - i. Check into site with FORA
 - ii. Use of Personal Protective Equipment Required
 - iii. Provide FORA with names and cell phone numbers (Use sign-in sheet)
2. 8:20: Informal Group Questions (must be submitted in writing to be official information)
3. 8:30: End Group meeting and allow access to buildings for inspection
4. 12:00: Lunch – Checkout from site with FORA
5. 1:00: Check into site with FORA
6. 5:00 Checkout from site with FORA

Temporary Right of Entry

November 28 & 29, 2016 Site Inspection

Your organization agrees to the following terms and conditions by executing this Right of Entry:

FORA makes no representation as to the condition of these properties/facilities. Your organization, its Directors, agents and assigns accept responsibility to inspect the facilities for the proposed activities and agrees to defend, indemnify, and hold FORA and the City of Marina, their officers, employees, contractors, and agents harmless from and against any and all liability, loss, torts, and expense, including reasonable attorneys' fees, or claims for injury or damages arising from your organization's activities.

Please indicate your agreement to the terms and conditions of this Right of Entry by signing in the space provided below.

Respondents may e-mail an executed copy to stan@fora.org by Wednesday, November 23, 2016

Sincerely,

Stan Cook
Real Property and Facilities Manager

Acceptance by Authorized Representative

_____ Print Name: _____
Signature

Print Title and Name of Organization

Date: _____, 2016

Meeting Location:

Marina, Stockade

GPS: 36.661955, -121.796134

Map

