



Dissolution Authority

300 Maxim Road, Hartford, Connecticut 06114

Telephone (860) 757-7700 Fax (860) 757-7725

## MEMORANDUM

**TO:** South Meadows Transition Committee  
**FROM:** William P. Beccaro, Committee Chairperson  
**DATE:** October 6, 2023  
**RE:** Notice of Regular Meeting

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There will be a **regular meeting** of the **South Meadows Transition Committee** of the MIRA Dissolution Authority's Board of Directors on *Wednesday, October 11, 2023 at 11:00 a.m. in the Board Room at 300 Maxim Road, Hartford, CT. Members of the public may also attend the meeting telephonically by calling (929) 205-6099, entering Meeting ID: 848 3302 0302 and Passcode: 850638# when prompted. (NOTE - there is very limited physical space in the Board Room - consequently, virtual public attendance is encouraged).* The meeting is scheduled to conclude at 12:30 p.m. The purpose of this meeting will be:

1. Call to Order; Chair's Welcome
2. Public Comment (3 minutes per speaker)
3. Discussion of Draft Example Scope of Work for RFP to Identify Immediate Environmental Needs and Knowledge Necessary for Future Redevelopment of South Meadows Property (*Attachment 1*).
4. Discussion of Schedule for Solicitation and Outline of RFP to Identify Immediate Environmental Needs and Knowledge Necessary for Future Redevelopment of South Meadows Property (*Attachment 2*).
5. Discussion of South Meadows Remediation under the Transfer Act, and the Closure Plan for the CSWS Resource Recovery Facility (*Attachment 3*).
6. Such other items that may properly come before the Committee.

Cc: Bert Hunter  
Mark Daley  
Christopher Shepard  
Raymond Frigon (CT-DEEP)  
Claire Quinn (CT-DEEP)  
Jade Barber (CT-DEEP)  
Carl Stopper (TRC)

# **Attachment 1**

# MIRA DISSOLUTION AUTHORITY

SOUTH MEADOWS TRANSITION COMMITTEE – OCTOBER 11, 2023

## ATTACHMENT I

### Draft Example Scope of Work for RFP to Identify Immediate Environmental Needs and Knowledge Necessary for Future Redevelopment of South Meadows Property

- ▶ Statutory Requirements
- ▶ Draft Example Service Overview
  - ▶ RFP Subject Matters
- ▶ Draft Example RFP Scope of Work
- ▶ Draft Example Budget Structure

# Statutory Requirements

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- MIRA Dissolution Authority Statutory Requirement Under Public Act 23-170:
  - Sec. 9. (NEW) (Effective July 1, 2023) (a) In addition to the purposes, powers and responsibilities vested in the MIRA Dissolution Authority pursuant to chapter 446e of the general statutes, the MIRA Dissolution Authority shall:
    - (1) Identify the immediate environmental needs and knowledge necessary for future redevelopment of the authority's properties located at 300 Maxim Road in Hartford and 100 Reserve Road in Hartford,
    - (2) engage representatives of the city of Hartford and other stakeholders, as appropriate, with respect to the future of the properties identified in subdivision (1) of this subsection.
- By January 1, 2024, Under Public Act 23-170, Section 9(b), MIRA Dissolution Authority Must Submit a Report to Legislative Standing Committees with Plan and Timelines to Meet Obligations of Sections 9(a)(1) to (3)

# Draft Example Service Overview

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- Immediate Environmental Needs and Knowledge Requirements Vary with Alternative Future Uses.
- Subject Matter Studies May Be Used to Determine Alternative Future Uses for the Authority's South Meadows Property:
  - Economic
  - Environmental
  - Regulatory
- Direct Contracting Approach with Lead Consultant / Sub-Consultant Team
  - Multiple subject matter experts on team
  - Streamline execution of work
- Note – While there is no deadline specified in Public Act 23-170 for the MIRA Dissolution Authority to receive and/or transmit a final study report, DAS becomes the Authority successor, and the Authority's statutory powers are repealed July 1, 2025.

# RFP Subject Matters

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- Economic:
  - direct, indirect, quantitative and qualitative economic impacts to the state and to the region surrounding the property;
    - Current use
    - Alternative uses - including commercial, residential and recreational opportunities
- Environmental:
  - Environmental investigation - testing and remediation
  - Flood plain impacts
  - Costs to handle environmental issues and challenges
  - *Some Environmental Considerations Specific to MIRA Dissolution Authority South Meadows Property:*
    - Review of on-site buildings/structures and identification of environmental considerations for renovation and/or demolition of each
    - Summary and assessment of work completed under Transfer Act to meet industrial/commercial remediation standards
    - Identification of additional work required for properties to be used for “Residential Activity,” as defined under CT-DEEP’s Remediation Standard Regulations

# RFP Subject Matters

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- Regulatory:
  - Federal, state and local government obligations
    - permits
    - approvals
    - statutes
    - regulations
  - Obstacles for redevelopment
    - Solutions (avenues)
    - Costs

# Draft Example RFP Scope of Work

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- Perform the analysis/study
  - The entity will need to perform and manage the work of both the entity and any of its sub-consultants, coordinating between the MIRA Dissolution Authority and various stakeholders including the CT Department of Energy and Environmental Protection (DEEP), the City of Hartford, the Greater Hartford Flood Commission, Eversource, and the Capital Region Development Authority (CRDA) and enabling the preparation of a report and findings for the state/MIRA Dissolution Authority. Key project management activities will include:
    - Maintaining a detailed work plan with specific dates for interim milestones
    - Updating the MIRA Dissolution Authority regularly on project progress and completion of interim milestones
- Conduct community outreach strategy
  - The entity will conduct public meetings informing the community on the goals and process of the study. These meetings will also allow for public input into the strategic analysis.

# Draft Example RFP Scope of Work

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- Subcontract for subject matter experts.
  - The selected Contractor will identify all subcontracted consultants and/or entities to be utilized on the economic, environmental and regulatory analyses.
  - The entity must identify subcontracted consultants and entities in its proposal, and provide qualification summaries of the sub-contractors to demonstrate expertise that best lends itself to analyzing the specified subjects.
- Prepare a report of the findings of the analysis
  - The selected entity should be able to prepare a draft report in a timely manner to enable the final report to be submitted to the MIRA Dissolution Authority by \_\_\_\_\_. The entity will have to coordinate all comments from the public and stakeholders to finalize the report.
- Presentation of results of study
  - The selected entity will also have to be prepared to make a presentation to the MIRA Dissolution Authority Board of Directors at its regularly-scheduled \_\_\_\_\_ meeting and update the report based on comments as needed.
- Provide all data, information and reports

# Draft Example RFP Scope of Work

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- The most-qualified proposer to perform the required services based on the selection criteria while being cost-competitive will be selected to perform the services.
- Staffing Expectations:
  - The entity should have adequate staff to be able to deliver the report to the MIRA Dissolution Authority in a timely manner.
  - The entity should also have staff with appropriate credentials and experience to oversee their proposed subject matter experts/entities.
  - The entity should be able to assess alternative (highest and best) use of the property.
- Data and Technology Expectations:
  - The entity should have adequate technology capability to handle the work in a competent manner.
- Financial Expectations:
  - The entity will be required to agree to all the terms and conditions in the MIRA Dissolution Authority contract and carry required insurance.

# Draft Example Budget Structure

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- The proposed budget will need to cover the costs of the full project including, but not limited to, the costs of sub-consultants, subject matter experts, meetings, preparation of reports, presentations and other incidental expense. The submitted proposal should include:
  - a flat fee proposal that is based on hourly rate and expense schedule broken down by direct deliverables that selected entity is responsible for; and
  - a flat fee proposal that is based on hourly rate and expense schedule broken down by direct deliverables that each sub-consultant is responsible for, plus any proposed mark-up on sub-consultant costs. The markup charged for any sub-consultant work should not exceed five (5)% and should be included in the sub-consultant line item of the proposal. In no case will the total amount paid to the selected entity exceed the total proposed costs for all work without the prior written consent of the MIRA Dissolution Authority.
- The Authority's total funding level for its Study Report is \$\_\_\_\_\_.

## **Attachment 2**

# MIRA DISSOLUTION AUTHORITY

SOUTH MEADOWS TRANSITION COMMITTEE MEETING – OCTOBER 11, 2023

## ATTACHMENT 2

Request for Proposals to Identify Immediate Environmental Needs and Knowledge Necessary for Future Redevelopment of South Meadows Property

- ▶ Draft RFP Schedule
- ▶ Outline Contents of RFP
- ▶ Outline Contents of Agreement
- ▶ Discussion regarding spectrum of RFP

# Compressed draft RFP Schedule to achieve Dec 6 target

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Steps in RFP schedule	Day	Date	Notes
SMT October subcommittee	Wednesday	10/11/2023	Assumes scope finalized this day
RFP issued	Wednesday	10/18/2023	1 week after approved scope to finalize RFP and issue
Mandatory site tour	Wednesday	10/25/2023	Will email notice regarding availability of RFP to known firms but only allows firms 1 week to discover RFP, review and decide whether to participate.
Deadline for Firms to submit written questions	Monday	10/30/2023	Less than 1 week after site tour
Deadline for Authority to respond to submitted questions	Friday	11/3/2023	Less than 1 week
Proposal due date	Wednesday	11/8/2023	Gives firms less than 1 week after answers to finalize and submit proposals
Opening & review of initial proposals, Initial screening of proposals, reference checks, etc.		11/9-11/15	Less than 1 week to review proposals and schedule interviews
Interviews/Follow up questions with selected proposers	Wednesday	11/15/2023	Assumes all 1 day. Do we give firms additional days this week as options?
Final evaluation & write up of recommendation to Committee/Board		11/16-11/20	Less than one week to make final recommendation and prepare resolution
SMT package to subcommittee	Tuesday	11/21/2023	Assumes sent before Thanksgiving is prior week. If not after Thanksgiving would require by 11/21/23
SMT subcommittee	Wednesday	11/29/2023	Presumes past practice of subcommittee reviewing and recommending to full Board
Board meeting	Wednesday	12/6/2023	Approval of recommended proposer
Authority report to General Assembly and OPM		1/1/2024	

# Outline Contents of RFP

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- Overview of RFP Contents
  - Overview/Background.
  - Timeline.
  - Expression of interest (pathway to identify and communicate with potential proposers).
  - RFP details (timeline, submittal procedures, details about opening, evaluation criteria, etc.).
  - Required contents of a proposal (background narrative, pricing info, proposal details, etc.).
  - Notices regarding state requirements per 21-76 (e.g. nondiscrimination, gifts, campaign contribution limitations, etc.).
  - Legal contract terms (e.g. definitions, reserved rights, etc.).
  - Additional information for proposers if being included in RFP.
- Form of agreement attached to RFP:
  - Form of contract MIRA expects to sign with successful proposer attached to RFP.
  - Form of agreement provides all proposers same terms to propose to.
  - Details regarding pricing, scope, etc. to be added based on successful proposers proposal.
  - Attaching form of agreement saves time getting to executed contract after proposal selected and award made.
  - Process included in RFP to take exception to specific contract terms and propose alternate language.
  - Any of contractor's proposed exceptions become part of evaluation of their proposal rather than a surprise after an award is made.

# Outline Contents of Agreement

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- MIRA Template Consultant Engineer “On Call” Agreement
- Body of Agreement:
  - References attachments where applicable
  - Assembly, details and legal terms regarding contract
  - Insurance requirements historically included in body
- Scope of Service attachment:
  - Broad scope
  - Details nature of work – to be augmented by request for service (RFS)
- Pricing schedule attachment:
  - Establishes rate structure for future work (e.g. hourly rates, auxiliary fees, etc.)
  - Used in development of a request for service
- Request for Service (RFS)
  - Details acute service task and price to complete task
  - Based on broad scope of work and pricing schedule in agreement
  - Allows for multiple RFS’s as details evolve so all details regarding scope don’t need to be known at time contract signed (or even earlier when RFP issued)

# Spectrum of RFP

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- Spectrum of RFP meaning:
  - Depending on the amount of detail in the scope, the term RFP can have a broad spectrum of expectations and meanings.
  - It can range from something so broad that it borders on a Request For Information to something so acute that it borders on a bid .
- Detail in scope impacts RFP schedule:
  - A more acute scope typically requires more time in beginning of schedule before releasing the RFP.
  - A less acute scope typically generates more questions from proposers during the RFP process and requires more time after proposals are opened to negotiate a final contract.
  - Time is an issue in both cases.
- Authority Existing Consultant Engineer “On Call” Agreements:
  - Includes a broad scope of expertise (i.e. the nature of the work) and an hourly rate structure.
  - Throughout the term, a request for service (RFS) assignment specifies a scope of work and specific cost based on hourly rate structure agreed to in contract.
  - Allows for multiple RFS’s as details evolve so all details regarding scope don’t need to be known at time contract signed (or even earlier when RFP issued)

# **Attachment 3**

# MIRA DISSOLUTION AUTHORITY

SOUTH MEADOWS TRANSITION COMMITTEE – OCTOBER 11, 2023

## ATTACHMENT 3

South Meadows Remediation under the Transfer Act,  
and the Closure Plan for the CSWS Resource Recovery Facility

- ▶ South Meadows Remediation
  - Overview
  - ELURs
  - Area 3-3
- ▶ RRF Closure Plan
  - ▶ Discussion

Christopher R. Shepard, P.E.

*Environmental Compliance Manager, MIRA Dissolution Authority*

Carl N. Stopper, P.E., V.P.

*Principal Engineer, TRC Environmental Corporation*

# South Meadows Remediation - Overview

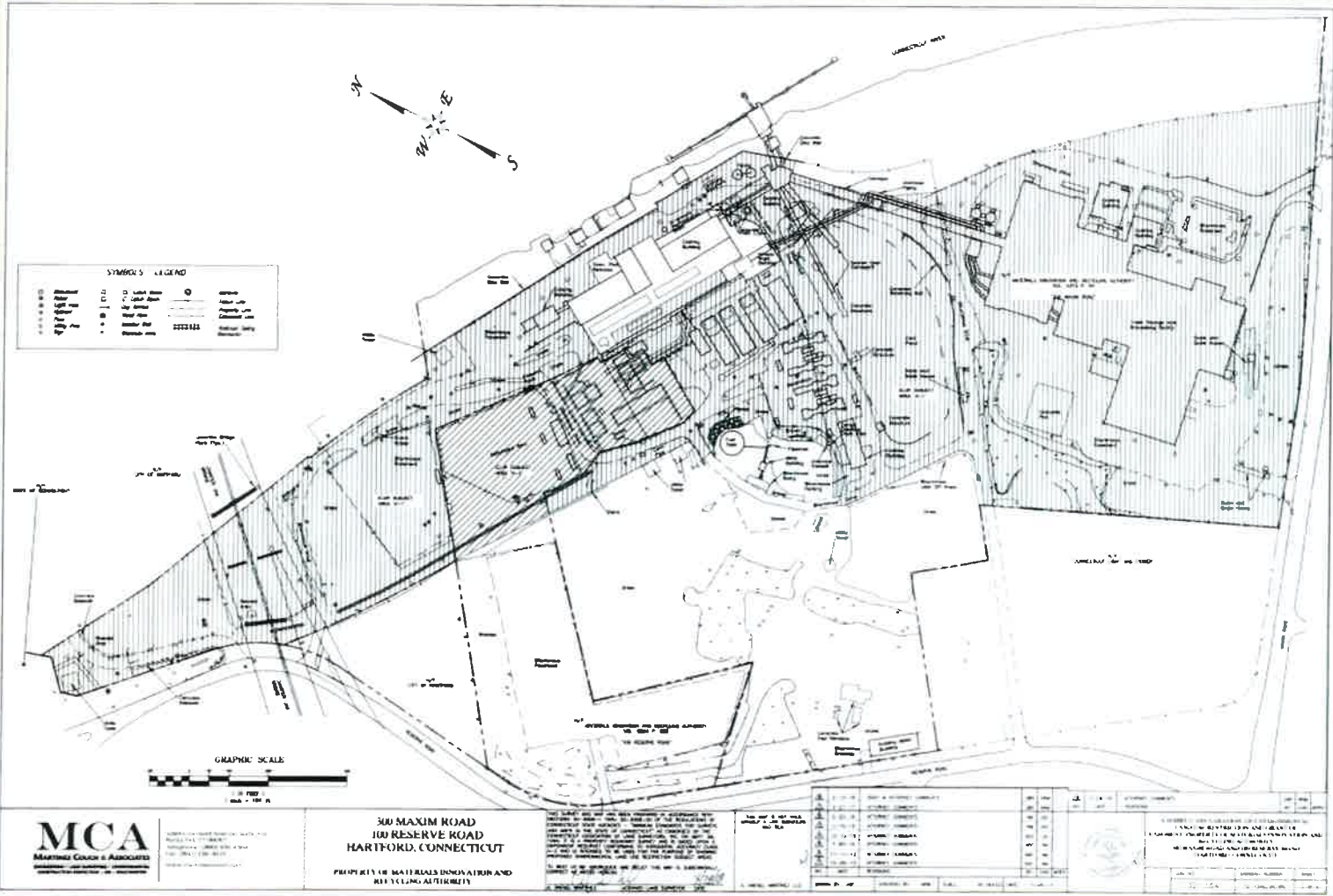
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- Site is an “Establishment” under Transfer Act
  - Transfer of an “Establishment” creates an obligation to investigate and remediate any pollution caused by releases on the property
  - Property transferred from CL&P to CRRRA in 2001
    - Real property (~80 acres) and personal property (Jet Turbine and Electric Generating Facilities)
    - Purchase price - \$10,000,000 (payable to CL&P)
- Exit Strategy™ Contract - transferred risk for all environmental remediation liability from CRRRA to TRC Environmental Corporation
- 44 identified Areas of Concern (AOCs), 12+ years of active investigation and remediation
  - Thousands of soil samples, ~100 GW monitoring wells
  - 60,000 tons of impacted soil removed
  - Groundwater pump & treat completed (former fuel farm)
  - Engineered Controls approved by DEEP/EPA in 8 Areas (soon to be 9)
  - Two Deed Restrictions recorded per EPA requirements (soon to be 3)
  - Environmental Land User Restrictions (ELURs) recorded in City Land Records – 4/20/2018



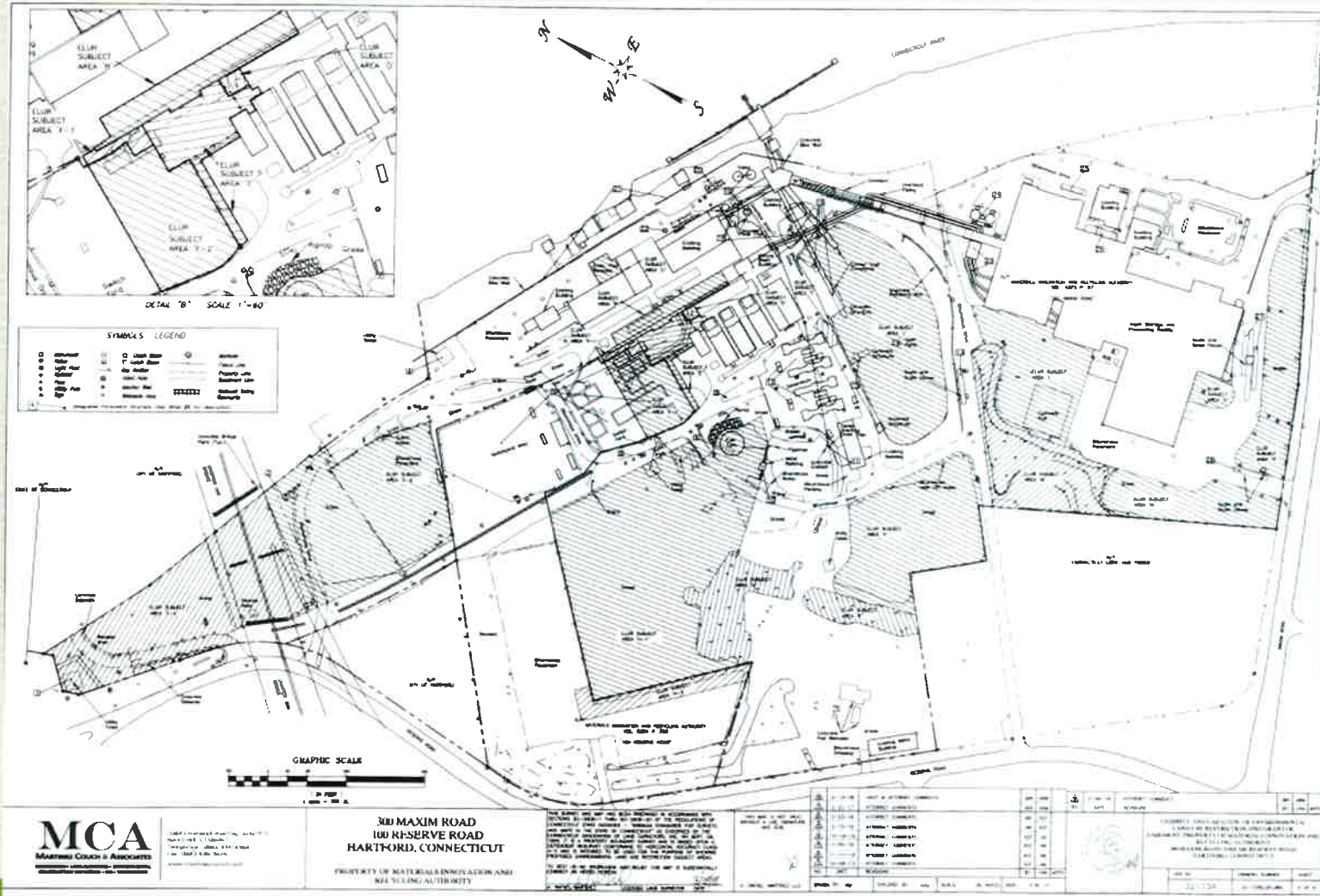
# South Meadows Remediation - ELURs

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# South Meadows Remediation - ELURs

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**MCA**  
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NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITTING	11/11/03
2	ISSUED FOR CONSTRUCTION	11/11/03
3	ISSUED FOR OPERATION	11/11/03
4	ISSUED FOR MAINTENANCE	11/11/03
5	ISSUED FOR REPAIR	11/11/03
6	ISSUED FOR REPLACEMENT	11/11/03
7	ISSUED FOR REMOVAL	11/11/03
8	ISSUED FOR DESTRUCTION	11/11/03
9	ISSUED FOR ABANDONMENT	11/11/03
10	ISSUED FOR REDEMPTION	11/11/03

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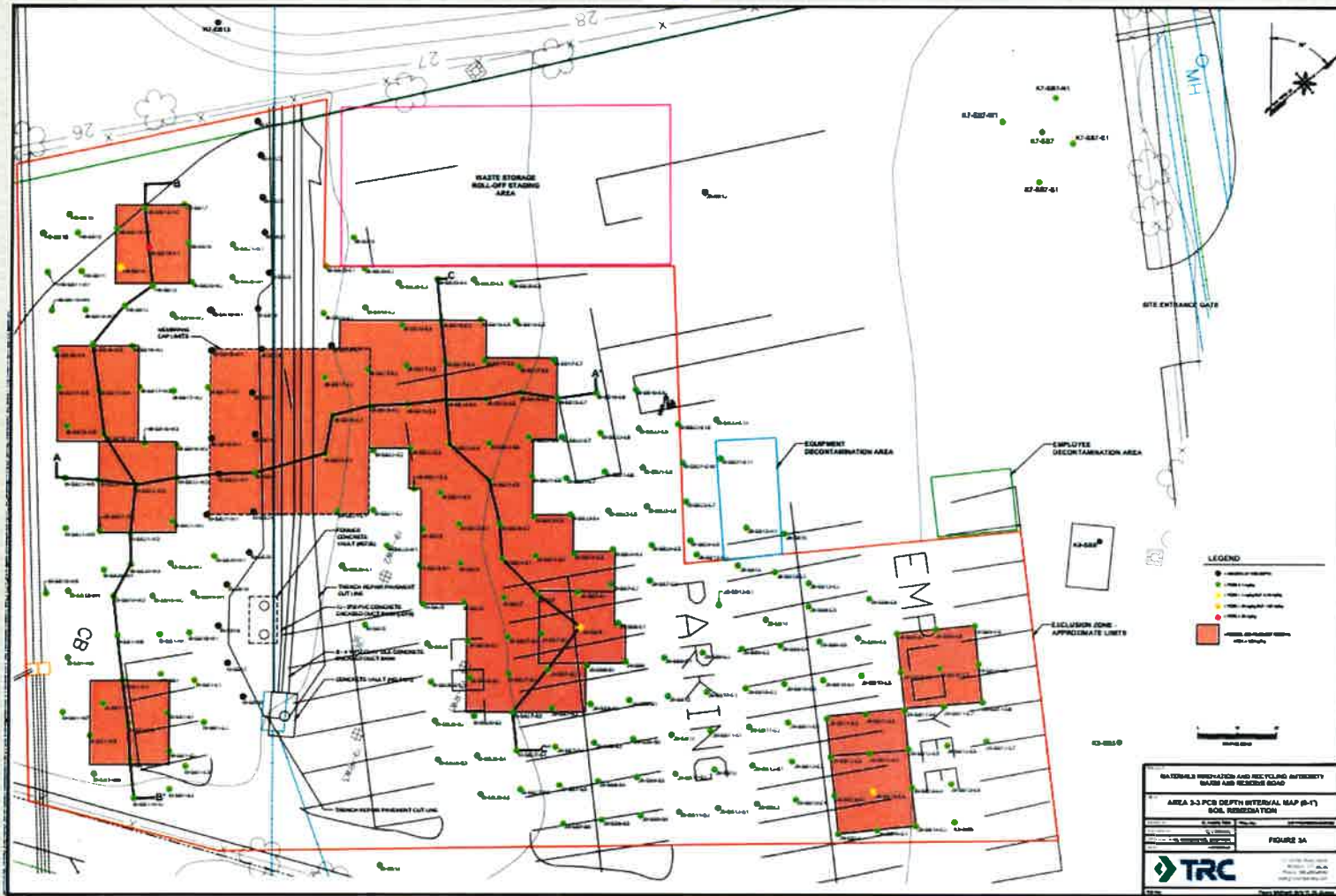
# South Meadows Remediation – Area 3-3

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- Previously Unknown Contamination Was Discovered in Area 3-3 in January 2019
  - Eversource Discovered PCBs While Installing a Replacement Duct Bank in One of Its Easements
  - DEEP Rejected the site-wide remediation Verification on June 24, 2019
- TRC Investigation Included 1,800+ Soil Samples Collected from 266 Soil Borings at 1-Foot Intervals
- Remediation Began in June 2023 – Will Complete By November 1, 2023
  - EPA Approved Remedial Action Plan in February 2023; DEEP Approved Engineered Control Variance in March 2023
  - Soil Excavation and Off-Site Disposal of Accessible PCB-Impacted Soil
  - Engineered Control to Isolate PCB-Impacted Soil Adjacent and Under Eversource Duct Banks
- ELUR Will Have to be Updated and Recorded on Land Records
- Verification Report Will Have to be Revised, Certified by a Licensed Environmental Professional (LEP) and Re-Submitted to DEEP

# South Meadows Remediation – Area 3-3

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# South Meadows Remediation – Area 3-3

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# RRF Closure Plan

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- Regulatory/Permit Requirements
  - Solid Waste Regulations

**Sec. 22a-209-13. Closing of solid waste facilities**  
(b) The Commissioner may require any action or the submission of any information which he deems necessary to insure the proper closing of any facility so as to preserve and protect the natural resources and environment of the State of Connecticut.
  - Wastewater Discharge Regulations

**Sec. 22a-430-4(p). Permit revocation, denial or modification.**  
(1) The commissioner may revoke or modify a permit on his or her own initiative or on request of the permittee... A permittee requesting revocation of a permit shall state the requested date of revocation and shall, prior to revocation, provide the commissioner with satisfactory evidence that the discharge has been permanently eliminated.
- Closure Plan Submitted to CT-DEEP by MIRA for Review and Approval in May 2022
- CT-DEEP Request for Additional Information in October 2022; MIRA Responded in January 2023

# RRF Closure Plan

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- Major Elements of Work
  - Properly Dispose of “Commercial Chemical Products,” Oils, Other Waste Materials and Residues
  - Drain and Seal Tanks and Vessels
  - Clean Equipment and Building Surfaces to Visually Remove Residues
  - Inspect and Clean Stormwater and Facility Drainage Systems – Including Piping, Catch Basins, Drainage Areas
  - Seal Floor Drains Within Facility Buildings
  - Remove Ash Sediments and Coal from “Coal Pond” for Proper Off-Site Disposal.
  - Dismantle/Clean/Scrap the MCAPS Duct Work
  - Seal Cooling Water Intake and Discharge Conduits
  - Remove and Dispose of Unneeded Lamps, Batteries and Smoke Detectors (Universal Wastes)
  - Closure Activities Shall be Overseen by a Licensed P.E. or L.E.P. That Is Independent of MIRA
  - Removal and Disposal of PCB Building Materials previously identified in the “NU Building”

# RRF Closure Plan

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- Unresolved Elements of Work to be Performed
  - Standard to demonstrate sufficient cleaning of building and equipment surfaces
    - MIRA proposed a visual standard (Free of Deposits and Substrate Is Visible)
    - CT-DEEP is calling for wipe testing of cleaned surfaces for chemical parameters
  - Potential Presence of Hazardous Building Materials (Asbestos, Lead-Based Paints, and PCBs)
    - CT-DEEP is calling for completion of surveys and remediation of hazardous building materials
    - Except for previously-identified PCBs in some building caulking, MIRA noted that such surveys and/or remediation are not required unless conducting building renovation and/or demolition.

# Discussion

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- Discuss Relevance to Task at Hand:
  - Sec. 9. (NEW) (Effective July 1, 2023) (a) In addition to the purposes, powers and responsibilities vested in the MIRA Dissolution Authority pursuant to chapter 446e of the general statutes, the MIRA Dissolution Authority shall: (1) Identify the immediate environmental needs and knowledge necessary for future redevelopment of the authority's properties located at 300 Maxim Road in Hartford and 100 Reserve Road in Hartford, (2) engage representatives of the city of Hartford and other stakeholders, as appropriate, with respect to the future of the properties identified in subdivision (1) of this subsection.
    - Verification Report
    - Closure Plan