



Capital Area Council of Governments

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Request for Proposals (RFP)

Ambient Air Quality Monitoring Services

Questions and Answers

Posted on 11/16/18

1. **Question:** Previously the contract included monitoring for fine particulate matter (PM_{2.5}). Will there be any future PM_{2.5} monitoring added to this RFP?

Answer: No

2. **Question:** The RFP stated that the successful bidder is required to provide an Ozone Transfer Standard (OTS). Can a primary ozone standard be used instead?

Answer: The RFP uses the term “ozone transfer standard” in a general sense to describe the equipment that the contractor would use to calibrate the ozone equipment, and CAPCOG desires to ensure that data quality in 2019 is at least as good as it was in 2018 and prior years. The work plan should provide details about the equipment that the vendor is proposing to use, including equipment type, the age of the equipment, the last date that that it was checked against a higher-level reference standard and its performance against that standard, and other information that would enable CAPCOG to understand and evaluate this aspect of the contractor’s ability to perform the scope of work satisfactorily. CAPCOG encourages the vendor to reference EPA’s guidance and terminology in the following document:
<https://www3.epa.gov/ttnamti1/files/ambient/qaqc/OzoneTransferStandardGuidance.pdf>

3. **Question:** Can you detail what is involved in a site setup? For example: is it similar to the TCEQ site setup with the contractor building a pad, driveway, 200 amp service and 7 ft. chain link fence around the compound?

Answer: We are assuming that this is referencing what would be needed for tasks 1, 2, and 4, which would require “establishing” new sites. These tasks would not require building a pad, drive way, or a chain-link fence. CAPCOG expects the work to entail the following, at a minimum:

- Picking up the trailer, ozone analyzer, wind direction/wind speed sensor, relative humidity/temperature sensor, data logger, modem, and battery backup for each site from CAPCOG’s offices and transporting them to the location (CAPCOG is posting a copy of the specifications for the three new trailers that CAPCOG has ordered for these sites)
- Acquiring any other supplies needed to outfit the station in order to enable the contractor to initiate and conduct monitoring throughout the ozone season (for the last site set-up CAPCOG completed in 2015, this included: a 6’ table, 2 chairs, a fire extinguisher, a trash can, a broom, a dustpan, a door mat, and a wall thermometer)
- Physically installing the trailer and other equipment at the agreed-upon location
- Electrical installation

- Taking nine photos of the site needed for LEADS, including an overall site view and photos from the site in each direction (north, northeast, east, southeast, south, southwest, west, and northwest)
- Completing a TCEQ siting criteria form (an example is being added to the backup/reference materials for this RFP)
- Completing a site set-up form for TCEQ's LEADS system (an example of the CAMS 6602 form is being added to the backup/reference materials for this RFP)

If there are other activities that the applicant thinks should be included or itemized that they would expect to bill CAPCOG for under this task, they should identify those activities in the work plan. Please keep in mind that CAPCOG will need to limit the maximum that can be charged for each of these tasks in the contract to whatever was included in the proposal, so it is in the contractor's interest to be as comprehensive as possible in describing the activities that would need to be completed and the charges for those activities.

4. **Question:** Last year this contract was awarded to the incumbent, was the vendor's performance acceptable throughout the contract period?

Answer: As stated in the RFP, CAPCOG will be posting a performance review for its current contractor at least one week prior to the close date for this RFP as a reference for potential proposers.

5. **Question:** In Task 5, a reporting system acquisition quote is requested. Is CAPCOG looking to transition to a zero data logging system similar to TCEQ?

Answer: It is not clear to staff exactly what this question is asking. As indicated in our inventory, we have several zero data loggers already and use them at each of our stations to log and report data to TCEQ's LEADS system. We intend to continue to report data to the LEADS system and will be renewing collateral licenses with Sutron to cover all of our sites. However, since CAPCOG would also like the data to be reported to EPA's AirNow system, CAPCOG is seeking an alternative method for reporting data that enables both continued reporting of data to TCEQ's LEADS system and independent reporting of data to EPA's AirNow system. Proposers should describe how they propose to accomplish this.