

CHESAPEAKE BAY BRIDGE and TUNNEL DISTRICT

REQUEST FOR QUALIFICATIONS

FOR

Environmental On-Call Services

PROPOSAL NUMBER: M-26-002

ISSUED: May 12, 2026

**Environmental On-Call Services
Request for Qualifications
Chesapeake Bay Bridge and Tunnel District**

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1. Introduction

The Chesapeake Bay Bridge and Tunnel District ("District") issues this request for qualifications for Environmental On-Call Services for the Chesapeake Bay Bridge and Tunnel District. The District is inviting proposals from individual Consulting Firms or Corporations having a nationwide and favorable reputation for skill and experience to perform comprehensive environmental consulting services to ensure the District complies with all applicable federal, state, and local environmental regulations.

2. General Facility Description

The Chesapeake Bay Bridge-Tunnel (CBBT) is a 20-mile-long vehicular toll crossing of the lower Chesapeake Bay. The facility carries US 13, the main north-south highway on Virginia's Eastern Shore, and provides the only direct link between Virginia's Eastern Shore and south Hampton Roads, Virginia. The crossing consists of a series of parallel, two lane, low-level trestles and bridges that are connected by two approximately one-mile-long two-lane tunnels beneath Thimble Shoal and Chesapeake navigation channels. The manmade islands, each approximately 5.25 acres in size at the surface, are located at each end of the two tunnels. There are also high-level bridges over two other navigation channels: North Channel Bridge and Fisherman Inlet Bridge. Finally, between North Channel and Fisherman Inlet, the facility crosses at-grade over Fisherman Island, a barrier island that includes the Fisherman Island National Wildlife Refuge administered by the U. S. Fish and Wildlife Service. Toll collection facilities are located at each end of the facility.

The Maintenance and Management Information Systems (MIS) Departments are responsible for maintenance of:

- Approach roads totaling eight lane miles.
- 12 low lying concrete bridges totaling 50 lane miles.
- Four high level steel bridges over navigation channels.
- Four manmade Islands totaling 20 acres.
- 13 buildings totaling approximately 100,000 square feet, including a Welcome Center/Rest Area.
- Approximately 100 fleet vehicles ranging from police units to heavy construction equipment to under bridge inspection vehicles with articulating work platforms.
- Electrical distribution system, complete with its own Transformer Station and four sets of double-ended switchgear to adequately power every aspect of the facility.
- State of the art fiber optic network utilizing "Next Generation" hardware, spanning 40 miles and providing high-speed connectivity for the District's communications, security, and control systems.
- Complex Electronic Toll Collection System providing 10 lanes for payment using E-ZPass, all major credit cards, cash or script.
- Drinking and domestic use wells, storm water, and sanitary systems.
- Water and sewer lines from Virginia Beach at South Plaza and Little Creek.
- A 37-acre commercial port, with bulkhead and finger pier, accommodating a 20-foot draft.

2.1. Environmental Program

The following provides an overview of the CBBT environmental program.

2.1.1. VPDES Permit:

Appendix A- Stormwater VPDES Permit Number: VA0006203

Appendix B- Discharge Monitoring Report (01/01/2026-03/31/2026)

Appendix C- Stormwater Pollution Prevention Plan (SWPPP)-Operation & Maintenance Manual

2.1.2. VDH Water Permit(s)

Appendix D- VDH Report of Analysis 4-3-2026

Appendix E- VDH Monthly Operating Report March 2026

3 Waterworks Operator Class 6 Licenses

2.1.3. VDH Wastewater Permit(s)

Appendix F- Administration Bldg. – Sewage Disposal System Operation Permit

Appendix G- Maintenance Bldg. – PE Sewage Disposal System Construction Permit Letter

Appendix H- North Toll Plaza – Drawing for NTP Sewage Permit

Appendix I- Welcome Center Non Residential AOSS Operation Permit – An AOSS (Alternative Onsite Sewage System) provides for commercial septic disposal at the Welcome Center.

1 Journeyman and 2 Master Plumber Licenses

2.1.4. RCRA Permit

Appendix J- EPA ID No. VAD009091620

The waste generated annually is collected by a licensed contractor and transported to an approved disposal facility. This waste primarily consists of used motor oil, contaminated fuel, antifreeze, and similar materials.

2.1.5. VDEQ UST & ASTs

| Location | Tank Name | Gallons | Product | UST | AST | DEQ |
|-------------|--------------------|---------|--------------|-----|-----|------------|
| South Plaza | SP-3C | 2,000 | Clear Diesel | Yes | | Registered |
| South Plaza | SP-4C | 2,000 | Unleaded | Yes | | Registered |
| South Plaza | | 1,000 | Dyed Diesel | Yes | | Exempt |
| #3 Island | Storage Tank | 1,500 | Dyed Diesel | Yes | | Required |
| #4 Island | Storage Tank | 1,500 | Dyed Diesel | Yes | | Required |
| Wise Point | Admin | 2,500 | Dyed Diesel | Yes | | Exempt |
| Wise Point | Autoshop | 2,000 | Dyed Diesel | Yes | | Exempt |
| Wise Point | NTP | 1,000 | Dyed Diesel | Yes | | Exempt |
| Wise Point | NP-1 | 10,000 | Unleaded | Yes | | Registered |
| Wise Point | NP-2 | 3,000 | Clear Diesel | Yes | | Registered |
| South Plaza | E. Generator | 275 | Dyed Diesel | | Yes | Exempt |
| #1 Island | CTJV-AST1 | 2,000 | Dyed Diesel | | Yes | Registered |
| #1 Island | Day Tank | 60 | Dyed Diesel | | Yes | Exempt |
| #2 Island | CTJV-AST2 | 2,000 | Dyed Diesel | | Yes | Registered |
| #2 Island | Day Tank | 60 | Dyed Diesel | | Yes | Exempt |
| #3 Island | Day Tank | 60 | Dyed Diesel | | Yes | Exempt |
| #4 Island | Day tank | 60 | Dyed Diesel | | Yes | Exempt |
| Wise Point | E. Generator 125KW | 275 | Dyed Diesel | | Yes | Exempt |
| Wise Point | E. Generator 175KW | 275 | Dyed Diesel | | Yes | Exempt |
| Wise Point | E. Generator 600kW | 1,000 | Dyed Diesel | | Yes | Exempt |

Table 1- CBBT UST and AST

As part of the new Parallel Thimble Shoal Tunnel Project (PTST), new 20,000 gallon tanks will be installed on Portal Islands One and Two. CBBT understands that the installation of these tanks will put the facility in a new compliance category for DEQ that will require an Oil Discharge Contingency Plan (ODCP). CBBT does not currently have an ODCP and will develop one over the next 12 months.

2.1.6. Air Permit

CBBT is not currently required to have an air permit; however, we expect to be required to maintain an air permit when new generators, part of the Parallel Thimble Shoal Tunnel Project, are put in service in 2027. Chesapeake Tunnel Joint Venture (CTJV) will be responsible for preparing and obtaining the air permit.

3. Scope of Services

The following scope of services is intended to be conceptual and each respondent is encouraged to tailor their scope of services to provide the best value to the District.

3.1. Facility Audit

The initial task order under this on-call contract shall be a facility-wide environmental compliance audit. The consultant shall provide a project approach and plan to complete a review of the existing CBBT operations.

The selected consultant shall, at a minimum:

- Review facility operations, permits, plans and records related to environmental compliance (e.g. air emissions, hazardous waste, stormwater, wastewater, storage tanks, and chemical storage)
- Conduct on-site inspections of relevant processes, storage areas and control systems.
- Evaluate compliance with applicable regulatory requirements, including but not limited to those under the Clean Air Act, Clean Water Act, Resource Conservation and Recovery Act (RCRA), and Environmental Planning and Community Right-to-Know Act (EPCRA)
- Identify any areas of non-compliance, potential risks, and best management practice (BMP) gaps.
- Provide practical, prioritized recommendations for corrective actions and compliance improvements
- Provide related services as directed by CBBT

Deliverables:

- Written report summarizing findings, including identified deficiencies and regulatory citations, where applicable
- Corrective action plan with recommended timelines
- Supporting documentation, such as inspection checklists, photographs and regulatory references
- Close-out meeting to review findings with the facility personnel.
- Other deliverables as may be directed by CBBT

Budget: \$50,000

3.2. On-Call Scope of Services

The on-call environmental consultants may be requested to provide environmental services related to any of the following:

1. Joint Permit Application
2. VDEQ Air permitting
3. VPDES Permitting
4. VDH Drinking Water Permitting
5. VDH Wastewater permitting – Septic and Alternative On-Site Septic Systems (AOSS)
6. Solid Waste Disposal, including RCRA activities
7. VDEQ AST/USTs

Services to be provided may include, but shall not be limited to the following:

1. Planning studies
2. Permitting services
3. Related testing and laboratory services
4. Design services related to environmental programs/permitted activities
5. Cost estimates
6. Plan/Report Development
7. Compliance visits with responsible agency

4. Submittal and Evaluation Criteria

Responses to this Request for Qualifications will be evaluated based on the following:

4.1. Organizational Capability (20 Points)

Provide a description of the firm's, or the team's, organizational capability and the proposed use of sub-consultants. The Consultant is expected to provide a core team with the appropriate mix of management abilities, technical expertise, and experience. The following information will need to be provided in describing the firm's organizational capabilities.

- Prime Firm
 - Location of Office that will be responsible for the Contract
 - Year the office was opened
 - Number of employees firm-wide
 - Total years in business
- Sub-Consultants (for each firm provide)
 - Years in business
 - Number of employees

4.2. Firm/Team's Experience Providing Similar Types of Services (30 points)

Describe the firm/team's cumulative experience, technical expertise, and qualifications in providing comparable services to those identified in Section 3.0. Provide a minimum of five (5) and a maximum of ten (10) project examples. At a minimum, provide the following information:

- Project Name
- Project Owner/Client
- Year(s) of the contract
- Description of services provided by the firm
- Contract value
- Point of Contact
- Phone Number for Point of Contact

4.3. Contract Scope, Project Understanding and Project Approach (30 Points)

Provide a Scope of Work for the services described in Section 3, including the following:

- Describe how your firm would approach the work.
- Include Key Personnel - Key Personnel are defined as those to whom the project will be assigned and those who will be performing the actual services.

Give a description of the Key Personnel's expertise, experience, and qualifications in providing services as related to the Scope of Work. Emphasis should be focused on boots on ground personnel, not office managers. Provide a matrix, table or list of relevant project examples where the Key Personnel have performed the noted services and describe the member's involvement in the project.

Provide resumes for each Key Personnel and include a list of relevant projects focused on the Key Personnel's experience, as well as project history. Resumes and certifications will not count toward the pages allowed.

4.4. Qualifications of Project Manager (20 Points)

Provide a description of the Project Manager's expertise, experience, and qualifications in providing services, as related to the services described in Section 3.0. Provide a matrix, table or list of relevant project examples where the Project Manager held leadership positions in providing the noted services and describe the involvement in the project.

5. Submittal Requirements

5.1. Pre-Proposal Conference

A **non-mandatory** pre-proposal conference will be held in the District's Maintenance Conference Room, located at 32386 Lankford Highway, Cape Charles, VA 23310, on June 4, 2026, starting promptly at 9:00 A.M.

5.2. Interpretation of Documents

Any comments or questions concerning this Request for Qualifications shall be directed to the Point of Contact, and be received at least ten (10) days prior to receipt of proposal. Answers will be provided at least five (5) days prior to the submittal date. The District is not responsible for any explanation, clarification or approval made or given in any manner except by addendum. A copy of each addendum will be posted on the CBBT website <https://www.cbbt.com/requests-for-proposals/> and it shall be the responsibility of each offeror to verify that all addendums have been received and incorporated into their respective SOQ. Any addenda so issued are to be considered part of the Request for Qualifications.

5.3. Submittal Format and Limitations

Proposals shall be prepared simply and economically, providing a straightforward, concise description of the firm’s (or the team’s) capabilities to satisfy the requirements of the RFQ. Emphasis should be on completeness and clarity of content. Elaborate brochures and other representations beyond that sufficient to present a complete and effective proposal are neither required nor desired. Under no circumstances shall the proposal exceed a total of fifty (50) pages.

All pages shall be 8 ½” X 11” and printed on one side, with single-spaced type no smaller than 12 pitch. Graphics, organizational charts and similar material may use 11” X 17” sheets folded to 8 ½” X 11”.

5.4. Submittal Deadline

All information must be submitted with one (1) digital and three (3) paper copies and received no later than June 26, 2026, at 4:00 pm. Responses received after this time will not be considered.

All questions, correspondence and submittals shall be directed to:

Point of Contact: Michael T. Crist, P.E.
 Deputy Executive Director, Infrastructure
 Chesapeake Bay Bridge and Tunnel District
 32386 Lankford Highway
 Cape Charles, Virginia 23310
 (757) 331-2960
mcrist@cbbt.com

6. Schedule

| Item | Description | Date |
|------|---------------------------------------|-------------------------|
| 1 | Issue Request for Qualifications | May 12, 2026 |
| 2 | Non-Mandatory Pre-proposal Conference | June 4, 2026 |
| 3 | Submittal of Qualifications | June 26, 2026 |
| 4 | Notification to Short-Listed Firms | July 15, 2026 |
| 5 | Short-List Interviews | August 17-21, 2026 |
| 6 | Negotiations | September-October, 2026 |

| | | |
|---|------------------------------|-------------------|
| 7 | Recommendation to Commission | November 10, 2026 |
|---|------------------------------|-------------------|

Table 2 – Schedule

7. Selection and Award of Contract

The District will evaluate SOQs in accordance with the criteria outlined in Section 4.0 and short-list the most qualified firms for interviews. At a minimum, short listed firms will be expected to have the proposed Project Manager present at the interview. The District will provide guidance to the interview requirements at the time of short-list notification. Based on the interviews, the District will select the best firm (or team) to provide the services outlined in the RFQ and will conduct negotiations with that firm for award of a contract.

8. Insurance Requirements

- a. The CE shall provide the District Certificates of Insurance providing the following:
 - i. Certification of insurance for a general liability policy, including products liability on an occurrence basis:
 - Combined Single Limit \$1,000,000
 - General Aggregate Limit \$2,000,000
 - ii. Certification of insurance for a Worker's Compensation Insurance policy, meeting the requirements of the Worker's Compensation Laws of the Commonwealth of Virginia.
 - iii. Errors and Omissions liability policy
 - Single Limit \$5,000,000
 - General Aggregate Limit \$5,000,000
 - iv. Certification of Insurance for an automobile liability policy for vehicles used by the Contractor in connection with the said Contract.
 - Combined Single Limit \$1,000,000
 - General Aggregate Limit \$2,000,000

9. Miscellaneous Provisions

9.1. Non-Discrimination

During the performance of this Contract, Consultant agrees as follows:

- a. Consultant will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin, except when religion, sex, or national origin in a bona fide occupational qualification reasonably necessary to the normal operation of the Consultant. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause.
- b. The Consultant, in all solicitations or advertisements for employees placed by or on behalf of the Firm, will state that such Firm is an equal opportunity employer.

- c. Notices, advertisements, and solicitations placed in accordance with Federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
- d. The Consultant shall include the provisions of the foregoing Paragraphs a, b, and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each Subcontractor vendor.

9.2. Drug-Free Workplace

The following shall apply for every Contract over \$10,000 in value:

- a. During the performance of this Contract, Consultant agrees to (i) provide a drug-free workplace for the Firm's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Firm's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of Consultant that Consultant maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each Sub-consultant or Vendor.
- b. For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific Contract awarded to Consultant in accordance with these General Provisions, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

9.3. Employee Identification

All employees that are required to access sensitive areas shall be required to sign a blanket release form provided by the District authorizing the District to conduct an in-depth background investigation on all personnel working on the project. Additionally, a photo ID and a social security card or proper immigration identification, as appropriate, shall be provided by all employees for examination upon request by the District.

9.4. Cost Proposals Not Accepted

The District will not consider for award any cost proposals submitted by any consultants and will not consent to subcontracting any portions of the contract to any sub-consultants in violation of the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of illegal aliens.

9.5. Accounting Controls to Meet FAR Audit Requirements

All firm's proposals must reference internal accounting systems that meet any applicable Federal requirements, including a transparent overhead calculation and acceptance of any required Federal audit requests.

9.6. Civil Rights Acts Compliance

The District assures compliance with Title VI of the Civil Rights Act of 1964, as amended. The consultant and all sub-consultants selected for this project will be required to submit a Title VI Evaluation Report (EEO-D2) within ten (10) work days of notification of selection when requested by the District. This requirement applies to all consulting firms when the contract amount equals or exceeds \$10,000.

9.7. Discrimination Disclaimer

The District does not discriminate against an offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

9.8. Lobbying

All firm's/team's proposals must acknowledge Federal lobbying restrictions in PL 101-121, Section 319, and associated laws and regulations.

9.9. Critical Infrastructure Information/Sensitive Security Information (CII/SSI):

1. Contract documents or project material containing CII/SSI in whole or in part are subject to the terms of this Section and comply with the requirements of CII/SSI Guide. This guide can be located at: <http://www.virginiadot.org/business/const/CII-CriticalStructureInformation.asp>.
2. Consultant shall be responsible for safeguarding Critical Infrastructure/Sensitive Security Information (CII/SSI) (as defined in the VDOT CII/SSI Policy) in their custody or under their control. Individuals are responsible for safeguarding CII/SSI entrusted to them. The extent of protection afforded CII/SSI shall be sufficient to reasonably foreclose the possibility of its loss or compromise.
3. Consultant shall ensure that all employees using this information are aware of the prohibition against disclosing CII/SSI in any manner (written, verbal, graphic, electronic, etc.) that permits interception by unauthorized persons.
4. Consultant shall protect CII/SSI at all times, either by appropriate storage or having it under the personal observation and control of a person authorized to receive it. Each person who works with protected CII/SSI is personally responsible for taking proper precautions to ensure that unauthorized persons do not gain access to it.
5. The use and storage of CII/SSI shall conform to the following guidelines: During working hours, reasonable steps shall be taken to minimize the risks of access to CII/SSI by unauthorized personnel. After working hours, CII/SSI shall be secured in a secure container, such as a locked desk, file cabinet or facility where contract security is provided.
6. The reproduction of CII/SSI documents or material containing CII/SSI shall be kept to the minimum extent necessary consistent with the need to carry out official duties. The reproduced CII/SSI material shall be marked and protected in the same manner as the original material.
7. Material containing CII/SSI shall be disposed of by any method that prevents unauthorized retrieval. (e.g. shredding, burning, returning to original source, etc.)

8. CII/SSI shall be transmitted only by US first class, express (US Postal, FedEx, UPS, etc.), certified or registered mail, or through secure electronic means.
9. The portions of the documents that are marked as CII/SSI are not subject to disclosure under Code of Virginia §2.2-3705.2, and may not be released except with written permission from the District. Unauthorized release or reproduction of these documents may result in civil penalty or other legal action.
10. By copying, downloading, or receiving a copy of any documentation containing CII/SSI, or any part thereof, the CM or any other recipient acknowledges and agrees to the terms of this Section and will advise any individual using these documents, or any part thereof, that they, too, shall be responsible for safeguarding the CII/SSI in their custody or under their control. All costs associated with performing these CII/SSI requirements are the responsibility of the prime Consultant.
11. In the event of loss, suspected loss or compromise of any District CII/SSI material, the Consultant having possession of the said CII/SSI material will immediately upon having knowledge of the loss, suspected loss or compromise of any District CII/SSI material, notify the District. If the loss is a result of a theft or suspected theft, of either the actual CII/SSI material or any device containing or storing CII/SSI material, the Consultant will immediately file a report with a law enforcement agency having jurisdiction and forward a copy of the report to the District.)
12. Consultant shall include the terms of this Section and comply with the CII/SSI Guide, in any further dissemination of any contract documents or project materials containing CII/SSI in whole or in part, and in all subcontracts awarded under this contract.

Appendix A

Stormwater VPDES Permit No. VA0006203

Appendix B
Discharge Monitoring Report
(01/01/2026-03/31/2026)

Appendix C

SWPPP Operation & Maintenance Manual

Appendix D

VDH Report of Analysis 4-3-2026

Appendix E

VDH Monthly Operating Report March 2026

Appendix F

**Administration Bldg.- Sewage Disposal System
Operation Permit**

Appendix G

Maintenance Bldg.- PE Sewage Disposal System

Construction Permit Letter

Appendix H

North Toll Plaza- Drawing for NTP Sewage Permit

Appendix I

**Welcome Center Non Residential AOSS Operation
Permit**

Appendix J
EPA ID No. VAD009091620