**Request for Proposals**

**Phase I Environmental Site Assessment**

**Housing Authority of Texarkana TX**

The Housing Authority of the City of Texarkana, Texas (HATT) is requesting Proposals to provide a Phase I Environmental Site Assessment for each the following HATT Properties:

* Oaks at Rosehill 2100 W. 12th Street, Texarkana TX
* Pecan Ridge at Rosehill 2210 W. 15th Street, Texarkana TX
* Rosehill Ridge 1201 Stuckey Street, Texarkana TX

The required scope of services for the Phase I Environmental Site Assessment is as follows:

1. Conduct a literature, title and records review, including a review of historical aerial photography, to evaluate past land use on and near the site. Contact appropriate regulatory bodies to review applicable records and permits for the purpose of identifying any known adverse environmental conditions that exist or may have existed on or near the site.
2. Visually observe the site and those properties within a ¼-mile radius to identify sensitive receptors, natural features, and any visible adverse environmental conditions that may potentially affect the site. The survey may also involve contacts and interviews with adjacent property owners, unless otherwise instructed. Visual observations will include a preliminary survey to evaluate the potential for the presence of hazardous substances on the site.
3. Conduct the Environmental Site Assessment (ESA) in accordance with terms and provisions of the "Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process," ASTM Standard 1527-13 (the ASTM Standard) published by the American Society of Testing and Materials, and the current Texas Department of Housing and Community Affairs (TDHCA) Real Estate Analysis Rules and Guidelines (§1.35).

Respondents must submit the following:

1. Description of the firm’s capabilities and experience;
2. Resumes of the personnel that will be conducting the assessment and authoring the Phase I ESA;
3. A lump sum price per property to complete the Phase I ESA (consultant should guarantee the price for 60 days following the opening of proposals).
4. A projected schedule of how many days it will take to complete the ESAs upon receiving a Notice to Proceed from HATT.