

REQUEST FOR PROPOSALS (RFP)

Environmental Business Specialist

Planning Activities – EPA Region 3 Thriving Communities / GHFI Tier II Planning Grant

1. Purpose of the RFP

Eastern WORCS is soliciting proposals from qualified contractors, environmental planners, ecological engineers, and remediation specialists to support all planning activities.

2. Background

This project addresses nitrogen pollution from poultry CAFOs in the Potomac Highlands and builds a scalable model for ecological restoration and economic revitalization. The work plan identifies responsibilities, including developing stream restoration models, supporting economic assessments of nitrogen remediation, and contributing to the planning of the circular food economy.

3. Scope of Work

A. Model Framework for Stream Restoration as Remediation

Contractor will :

1. Designing a model framework for stream restoration that documents and forecasts nitrogen reduction impacts.
2. Identifying restoration techniques suitable for poultry-impacted headwater systems.
3. Developing environmental baselines and projected outcomes for restored stream segments.
4. Integrating restoration modeling into pollution reduction planning.

B. Techno-Economic Analysis of Nitrogen Remediation Strategies

Scope includes:

1. Supporting the analysis of costs and benefits associated with stream, soil, and water remediation.
2. Modeling economic viability for long-term maintenance of remediation systems.
3. Providing environmental and economic input for the project.

C. Regional Eco-Food System Economic Modeling

Contractor tasks:

1. Contractor will develop planning analyses for a regional circular food economy, linking nitrogen reduction to market-based value.
2. Providing modeling inputs that reflect how improved ecological conditions can support premium pricing of eco-certified agricultural products.
3. Supplying ecosystem-services assessments used in “paid-for-performance” market design.

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D. Environmental Analytics & Evaluation Inputs

Contractor responsibilities include:

1. Providing ecological analytics for baseline and projected nitrogen reduction impacts tied to stream restoration.
2. Supplying indicators for water quality, soil impacts, and ecosystem function.
3. Delivering environmental data structures that will feed into the project's evaluation.

4. Deliverables

Contractor(s) are expected to provide:

1. Stream restoration planning frameworks
2. Baseline and projected nitrogen-reduction analytics
3. Remediation modeling documents (soil, stream, and water)
4. Techno-economic assessment materials
5. Circular food-economy ecological integration memos
6. Participation in meetings and technical reviews

Deliverables may be submitted as Word documents, PDFs, spreadsheets, modeling files, or environmental diagrams.

5. Proposal Requirements

Proposals must include:

1. Cover Letter, including:
 - o Summary of technical expertise
 - o Past performance in environmental, ecological, or restoration projects
2. CV/Resume of key personnel
3. Completed Proposal Form (attached to the RFP package)

6. Evaluation Criteria

Proposals will be evaluated on:

- Experience with stream restoration, environmental remediation, or watershed engineering
- Demonstrated expertise in nitrogen pollution, CAFO-impacted ecosystems, or related fields
- Understanding of ecological-economic modeling
- Methodological strength and feasibility
- Cost effectiveness
- Capacity to meet timelines

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7. Submission Instructions

Submit all proposals electronically to:

Robert Burns
Director of Non-Profits
Eastern Workforce Opportunity Regional Center and Services
Email: robert.burns@easternwv.edu

Deadline: 4 PM, December 18th, 2025

8. Project

Project-related scopes correspond to the work plan, depending on the specific task. Start dates will be coordinated following the award.

9. Questions

Submit questions via email. Responses will be provided to all interested applicants.

RFP for Environmental Business Specialist Required Form

Name of Organization:

Mailing Address:

RFP Checklist:

Cover Letter with a summary of expertise and past performance, if applicable.
Copies of Key Personnel's latest CVs or Resumes

I, the undersigned, attest to the organization's willingness to do the work described in the RFP for the cost of _____, with a breakout budget attached (understanding that this amount must cover all related personnel costs, travel, and other expenses related to my organization's participation in the described project).

Initial

I, the undersigned, attest to the organization's understanding that a Federal Grant funds this project and that the Federal Government has the right to cancel this grant. Such cancellations will not require EWORCS to pay for any unpaid work or work that occurs after the cancellation date.

Initial

Signature of the CEO or Director of the Organization

Print Name of CEO or Director of the Organization:

Date: