



Angie M. Carpenter
Supervisor



Robert A. Schneider
Commissioner

May 11, 2026

**Re: Request for Qualifications- Environmental Services
Long Island MacArthur Airport (ISP)**

The Town of Islip hereby requests statements from qualified consulting firms detailing their qualifications to provide consulting for On-call Environmental Services for a term of 5-years at Long Island MacArthur Airport (ISP) 100 Arrival Avenue, Ronkonkoma, NY 11779 and the Bayport Aerodrome (23N). ISP is designated as a Class 2 State Superfund Site by the New York State Department of Environmental Conservation (NYSDEC). As a result, any work that involves disturbing the grounds such as excavation, trenching, grading, backfilling, soil removal for off-site transportation and disposal, or soil imports adhere to soil management protocols outlined under the Interim Soil Management Plan.

Scope of Work

- Take groundwater samples associated with outfall 002 and 2 (quantity) monitoring wells monthly and deliver the samples to the lab for analysis. In addition, samples should be drawn from the processed stormwater tank(s) when notification is provided by Swissport and deliver them to lab for analysis on an as-needed basis.
- Provide staff to take samples of nutrient and glycol levels associated with the glycol treatment plant.
- Receive lab reports and billing from New York State Department of Health (NYSDOH) approved analytical laboratory.
- Prepare and submit the Monthly Discharge Report and all applicable documents and submit it for signature and transmittal to the Region 1 Office of NYSDEC, SUNY @ Stony Brook, 50 Circle Road, Stony Brook, New York 11790-2356
- Conduct annual New York State Department of Environment Control (NYSDEC) Inspection at ISP.
- Provide the annual State Pollution Discharge Elimination System (SPDES) Inspection Certification report for signature and submittal to NYSDEC on behalf of ISP.
- Provide environmental project management and administration.

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- Apply for any necessary permits on behalf of the airport to all regulating agencies.
- Engage Inspectors and test laboratories for ground water sampling.
- Conduct environmental inspection(s), guidance, services on an on-call basis.
- Coordinate environmental inspections with Federal, State, and Local agencies to ensure continued compliance of all regulatory guidelines.
- Coordinate and oversee the operation of the airport's glycol treatment plant.
- Conduct Periodic Review Report (PRR) as per the Site Management Plan (SMP) for the parcel formerly known as Central Aviation Marine Company (CAMCO) at ISP as well assist the airport in maintaining compliance with the SMP.
- Provide on-call environmental services as needed in conjunction with the NYS Order on Consent for Perfluorinated Compounds.
- The consultant will be responsible for review, submission, and notification to NYSDEC for the following as it pertains to the designation of ISP as a Class 2 State Superfund Site:
 - Summary description of work, including location, and nature of work activities.
 - Expected environmental conditions including any previously documented impacts to soil or groundwater
 - Project schedule.
 - Review approximate dimensions of excavation and plan for soil/materials loadout/trucking/transport.
 - Review plans needed to identify disposal facility information (as applicable).
 - Review Health & Safety Plan (HASP) that complies with 29 CFR 1910.120.
 - Review for compliance that contractors have obtained the required 40-hour hazardous waste operations (HAZWOPER) training and annual 8-hour refresher. Certificates as evidence will be reviewed by the consultant.
 - Consultant will be responsible for reviewing the Community Air Monitoring Plan (CAMP).
 - Consultant will be responsible to review contingency plans – produced at the appropriate time to address unexpectedly encountered unknown conditions (e.g., USTs, grossly impacted soil)
 - Consultant will assist in the oversight plan to handle/dispose of excavation waters (surface water, groundwater, rainwater).
 - Consultant will be responsible for reviewing plans for reuse/import of soil.
 - Consultant will be responsible for reviewing all plans and documentation pertaining to the airport's Interim Site Management Plan (ISMP) with NYSDEC.
 - If soil sampling is needed, and a separate work plan must be prepared and submitted to NYSDEC with the method of sampling, number and location of samples, and proposed lab analysis, the consultant will be responsible for reviewing and submitting documentation.
 - Soil disturbance work must be overseen and documented by a NYS Qualified Environmental Professional (QEP) or Professional Engineer (PE) or designee provided by the consultant.
 - Tenants will hire their own QEP, but ISP's consultant will be afforded the opportunity to review plans and reports, inspect the work as it progresses to ensure it conforms to plan, and receive copies of all

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documents prior to NYSDEC submission to ensure consistent completeness and quality. This is a responsibility of the consultant.

- Following the completion of work, the QEP or PE should prepare a letter report to the NYSDEC with summary of work, data, and a site figure, and supporting information, as applicable (e.g., waste manifests, CAMP data, sampling logs, lab reports, and site photos). This is a responsibility of the consultant.

Selection Procedure for Consulting Engineer

The consulting firm will be selected by the Department of Aviation & Transportation based upon review of qualifications provided in response to this RFQ.

An official written contract or agreement will be prepared for the consulting services. The consultant will scope, negotiate, and enter into agreement for the services with the Town of Islip.

Qualification statements submitted by the established deadline will be reviewed and a consultant will be selected in accordance with the following criteria:

- Capability to perform all or most aspects of the Environmental Services.
- Recent experience comparable to the proposed services.
- Relevant experience with submerged wetlands – glycol treatment processing.
- Key personnel’s professional background, caliber and availability for the proposed scope of work.
- Current workload of the firm and ability to commit their time to the scope of work.
- Recent experience in special areas such as Environmental Consultation.
- Demonstrated ability to meet schedules and deadlines.
- Qualifications and experience of outside consultants regularly engaged by the consultant under consideration.
- Familiarity with the geographic location of the project.
- Knowledge of SPDES compliance, NYSDEC, and Suffolk County Department of Health Services (SCDHS) regulations, policies, and procedures.
- Record of having furnished qualified inspectors and laboratories for the scope of work.

Submission Requirements

Statements of Qualification must be received on or before June 26, 2022 at Long Island MacArthur Airport, 100 Arrival Avenue, Suite 100, Ronkonkoma, NY 11779 - Office of the Commissioner.

Statements of qualifications shall include the following:

1. Contact Information: Name, address, phone, fax number, and e-mail address of consulting firm.

2. Key personnel: Names of key personnel, their respective titles, experience and periods of service with the firm.
3. An executive briefing including:
 - The firm's strategic approach to delivery of its consultant services.
 - A narrative describing the firm's qualifications to provide services for the respective listed projects.
4. Experience: List recent Environmental Services completed by the firm including:
 - Location.
 - Scope of work, start and end date of project.
 - Name, address and telephone number of the project owner.
 - Name of the firm's project manager.
5. Names and telephone numbers of the other persons the airport can call for references regarding the firm's past performance, preferably on consultant services similar to those listed above.
6. Resumes for the principals and staff who would be providing the aforementioned scope of services and organizational chart of the professional team including all sub-consultants and roles of key participants.
7. Provide an estimated cost proposal for a not to exceed amount for each year of a 5-year term.

Statements submitted in response to the Request for On-Call Environmental Services shall become the property of the Town of Islip and will not be returned.

Include (3) three copies of your Statement of Qualifications.

Any questions in connection with this Request for Statements of Qualifications are due on or before June 12, and should be directed to Brianna Saladino, Assistant Airport Operations Supervisor, Long Island MacArthur Airport, 100 Arrival Avenue, Suite 100, Ronkonkoma NY 11779; telephone 631-467-3300; fax 631-467-3348; email bsaladino@islipny.gov.