

**REQUEST FOR QUALIFICATIONS
PROFESSIONAL ENVIRONMENTAL CONSULTING SERVICES
FOR MISSISSIPPI STATE UNIVERSITY
Spill Prevention, Control, and Countermeasure (SPCC) Plan
RFQ No. MSU2026100**

MSU EH&S #

Spill Prevention, Control, and Countermeasure (SPCC) Plan Development

Mississippi State University seeks qualifications from qualified environmental consulting firms licensed in the State of Mississippi to provide professional environmental consulting services for the evaluation of oil storage facilities, containers, and associated oil-filled equipment, determination of Spill Prevention, Control, and Countermeasure (SPCC) applicability, and development of a comprehensive SPCC Plan in accordance with the requirements of 40 CFR Part 112.

The selected consultant will evaluate all existing oil storage containers and associated equipment located throughout the University and prepare an SPCC Plan that provides regulatory compliance while supporting the University's operational and environmental stewardship objectives.

The scope of services may include, but is not limited to, the following:

- Comprehensive inventory and assessment of all oil storage containers and associated equipment to determine facility applicability under 40 CFR Part 112, including identification of containers subject to SPCC requirements.
- Review of existing facility information, previous SPCC documentation, and available environmental records.
- Identification of facilities subject to EPA SPCC regulations.
- Identification of all aboveground and, where applicable, buried oil storage containers that contribute to SPCC applicability.
- Evaluation of secondary containment systems, transfer areas, loading and unloading operations, and spill prevention measures.
- Evaluation of drainage patterns, environmentally sensitive areas, and potential spill pathways.
- Development of facility maps identifying oil storage locations, drainage pathways, and spill control features.
- Preparation of a comprehensive SPCC Plan meeting the requirements of 40 CFR Part 112.
- Identify compliance deficiencies and provide prioritized corrective action recommendations necessary to achieve compliance with 40 CFR Part 112.
- Development of inspection procedures and inspection forms for routine compliance activities.
- Development of spill response procedures and emergency notification requirements.
- Coordination with University personnel during site visits and plan development.
- Conduct one on-site presentation of findings and recommendations to University personnel.
- Provide Professional Engineer certification of the SPCC Plan by a Professional Engineer licensed in the State of Mississippi when required under 40 CFR Part 112.
- Provide all final deliverables in searchable PDF, editable Microsoft Word, and one bound hard-copy final report.

The consultant shall evaluate alternatives that maximize regulatory compliance, operational efficiency, and environmental protection while minimizing impacts to University operations. Recommendations should provide practical, cost-effective solutions for implementation across the University's diverse facilities.

The Owner reserves the right to negotiate the final scope of services with the selected consultant and may authorize services in phases as funding becomes available. The Owner may authorize additional services through amendments or task orders.

The Submission Process

This invitation is limited to firms with at least one principal licensed in the State of Mississippi. If your firm wishes to be considered for this work, please submit a thumb drive (or other approved electronic format) containing the following:

1) Letter of Interest, specifically including the following:

- a) Name of principal in charge, project manager, project engineer, and key personnel assigned to the project (resumes attached in appendix).
- b) Name of the Professional Engineer licensed in Mississippi who will be responsible for certification of the SPCC Plan.
- c) Identification of all project team members and specialty consultants.
- d) Description of your firm's quality assurance and project management procedures.
- e) Documentation of experience preparing SPCC Plans and related environmental compliance projects.
- f) Description of your firm's approach to maintaining project schedules and controlling project costs.

2) Project-Specific Qualifications

- a) Documentation of experience developing SPCC Plans for universities, industrial facilities, municipalities, or comparable facilities.
- b) Documentation of at least three SPCC Plans completed within the past five years for universities, government agencies, healthcare campuses, military installations, or comparable industrial facilities, including client references.
- c) Description of the firm's technical approach for completing this project.

The Selection Process

A selection committee will review all proposals received and select the most qualified firm based upon qualifications. Interviews may be conducted with one or more of the highest-ranked firms prior to final selection. The selection process timetable will proceed as follows:

- Qualifications (40 points)
- Experience (40 points)
- Capacity for Performance (20 points)

To be evaluated properly, the following shall be addressed in detail:

Qualifications – Qualifications of personnel assigned to the project, including Professional Engineer registration, environmental certifications, and SPCC experience.

Experience – Experience preparing SPCC Plans and conducting SPCC applicability assessments for higher education institutions or comparable facilities.

Capacity for Performance – Availability of personnel, project schedule, and ability to complete the work within the University's required timeframe.

Submission Notice

Submissions **must be** received, at the address below, no later than **September 9, 2026, at 2:00 PM**. Submissions received after this date and time will not be accepted.

Office of Procurement & Contracts
Attn: RFQ No. MSU2026100
405 Garrard Road East
Starkville, MS 39759

Mississippi State University does not discriminate on the basis of race, color, ethnicity, sex, religion, national origin, disability, age, sexual orientation, genetic information, pregnancy, gender identity, status as a U.S. veteran, and/or any other status protected by applicable law.

END OF NOTICE