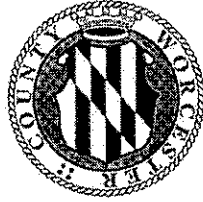


REQUEST FOR PROPOSALS

Design of Selsey Road Resiliency Project West Ocean City, Worcester County, Maryland

The Worcester County Commissioners are currently seeking proposals for design engineering services for the Selsey Road Resiliency Project. Proposals for Design Engineering Services shall also include a Statement of Qualifications and a Concept Plan. The project goal is to design a climate-resilient living shoreline and marsh restoration project to protect residential infrastructure and reduce road flooding. The project is located at the end of Selsey Road on the Isle of Wight Bay in West Ocean City. We anticipate hiring a firm that has significant experience in designing successful living shoreline projects and can provide quality work in a timely fashion for a reasonable cost. Proposal specification packages and bid forms may be picked up from the Office of the County Commissioners, Worcester County Government Center, One West Market Street - Room 1103, Snow Hill, Maryland 21863, obtained online at www.co.worcester.md.us or by calling the Commissioners' Office at 410-632-1194 to request a package by mail. Interested professionals are required to attend a **MANDATORY Pre-bid Meeting on site at 10:00 AM on Wednesday, January 9, 2019**, at the east end of Selsey Road in the Cape Isle of Wight subdivision in West Ocean City. In the event of inclement weather the meeting will be moved to January 16, 2019 at the same time and location. **Sealed proposals will be accepted until 1:00 PM, Monday, January 28, 2019** in the Office of the County Commissioners at the above address, at which time they will be opened and publicly read aloud. Envelopes shall be marked "**Proposal for Selsey Road Resiliency Project Design**" in the lower left-hand corner. After opening, proposals will be forwarded to the Department of Environmental Programs for tabulation, review and recommendation to the County Commissioners for their consideration at a future meeting. In awarding the proposal, the Commissioners reserve the right to reject any and all proposals, waive formalities, informalities and technicalities therein, and to take whatever proposal they determine to be in the best interest of the County considering lowest or best proposal, quality of goods and work, time of delivery or completion, responsibility of bidders being considered, previous experience of bidders with County contracts, or any other factors they deem appropriate. All inquiries shall be directed to Katherine Munson, Planner V, at 410-632-1220, ext. 1302 or by email at kmunson@co.worcester.md.us.



DEPARTMENT OF
ENVIRONMENTAL PROGRAMS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1306
SNOW HILL, MARYLAND 21863
TEL: 410.632.1220 / FAX: 410.632.2012

AGRICULTURAL PRESERVATION
CONSERVATION PROGRAM
WATER & SEWER PLANNING
SHORELINE CONSTRUCTION

WELL & SEPTIC
NATURAL RESOURCES
PLUMBING & GAS
COMMUNITY HYGIENE

December 18, 2018

RE: Selsey Road Resiliency Project
Worcester County
Project No.: CRP 05-19
REQUEST FOR DESIGN PROPOSAL

To Whom It May Concern:

Worcester County is seeking proposals for design engineering services, for the above-referenced project. We hope that your firm will submit a price proposal for this work.

It is our goal to design a climate-resilient living shoreline and marsh restoration project to protect residential infrastructure and reduce road flooding. The project is located at the end of Selsey Road on the Isle of Wight Bay as shown on the attached aerial photo. We anticipate hiring a firm that has significant experience in designing successful living shoreline projects and can provide quality work in a timely fashion for a reasonable cost. A copy of the "Scope of Work for Coastal Resiliency Project" is enclosed detailing the requirements of the project including the proposed performance schedule and the proposed project start date.

To help facilitate the preparation of your firm's proposal, a **MANDATORY** site meeting has been scheduled at the end of Selsey Road on: **Wednesday, January 9, 2019 at 10 a.m. (In the event of inclement weather the meeting will be moved to Jan 16, 2019).**

Your firm's proposal will be due on **January 28, 2019 at 1 p.m.**

Please note that you must provide a **statement of qualifications** and a **Concept Plan**, along with the "*Proposal for Design Engineering Services*" when you submit your proposal. The successful bid will be awarded based on cost, innovation, feasibility, firm experience.

Thank you for your cooperation in this matter. If you have any questions or concerns, please contact me by telephone (410.632.1220 ext 1302) or email (kmunson@co.worcester.md.us).

Sincerely,

Katherine Munson
Planner V

PROJECT SPECIFICS and CONSIDERATIONS:

The conditions below may be modified as part of the contract for the purpose of providing a complete and functional project.

1. An investigation of opportunities to identify and treat stormwater runoff at the site is recommended for this project.
2. Topography and bathymetry survey have been completed for this project. However, it is the responsibility of the Design Firm to verify the accuracy of those surveys.
3. Standard soil borings, as necessary, will be required channelward of the mean high water.
4. The Design Firm's evaluation of the existing project site should include consideration of, but not be limited to, the following factors: fetch, seasonal wind patterns, wave climate, tidal range, storms frequency, storm tides and surges, near-shore and off-shore depths, sea level rise predictions for the area, erosion history and patterns, natural shoreline profiles, and access.
5. The shoreline should be largely vegetated with the appropriate species of native vegetation.
6. The dredged sand for this project shall conform to the following minimum specification:

Sand material shall contain less than 10% passing the number 100 sieve, not more than 10% by weight retained on a number 4 sieve, with no stone having a diameter greater than one-half inch. The material shall consist of rounded or semi-rounded grains with a median diameter of 0.6 mm (+/- 0.25 mm). No frozen material, trash, roots or other organic material will be permitted in the fill.
7. The Design Firm shall determine the finished grade elevations and appropriate slope for the sand fill placement. In general, sand fill should be placed on a gentle slope, such as a 10-ft. horizontal to 1-ft. vertical slope (10:1), and no slope shall be steeper than an 8-ft. horizontal to 1-ft. vertical (8:1) unless otherwise the Firm could provide sound reasoning to the project partners.
8. The Design Firm shall investigate the project area for construction access, staging and stockpile areas, which will minimize the need for disturbance of existing vegetation and other improvements.
9. The Design Firm shall provide "Key Project Data" from the plan on the first (Title) page (i.e.: sq. ft. of marsh created, area of disturbance, etc).
10. The Design Firm shall also provide details on their plans as to how they have incorporated Climate Resiliency within the proposed project. The project design shall incorporate scientifically-accepted sea-level rise and storm predictions for Maryland

11. The Design Firm shall provide an overlay of the most recent SAV's map on the design plan (*if SAVs are present in the project area*)
12. Property lines, right-of-ways, easements and community boundaries shall be shown on the Project Drawings for orientation only. A complete property line survey is not required.
13. The Design Firm shall coordinate all phases of this project with the Worcester County Department of Environmental Programs and the project partners.
14. Prior to submitting the Joint Federal/State Permit Application, a pre-application meeting shall be held on-site with the MDE Tidal Wetlands Division Agent, US Army Corps of Engineers, MD Department of Natural Resources, State Critical Area Commission, and Worcester County Department of Environmental Programs to discuss the proposed project.
15. Community feedback on a preliminary design shall be obtained through a community meeting convened by Worcester County Department of Environmental Programs. Community feedback will be integrated into the project design as deemed reasonable and possible.
16. The Design Firm shall provide the necessary design computations for the proposed project and a detailed construction cost estimate, which quantitatively breaks-out labor and material costs for the individual items of work being proposed.
17. All other conditions that may become evident during the course of the work shall also be considered. Any proposed changes to the overall intent of the project shall be discussed with the project partners.

Guidelines for Project Drawings and Specifications

For living shoreline projects, it is required that a topographic survey in sufficient detail be conducted so that cross sections of the shoreline can be plotted at approximately 50 foot intervals. The survey notes will be plotted and project Drawings developed to include:

- a) The location of all surveyed elevations in feet relative to 0' Mean Low Water (MLW). The Mean High Water (MHW) line will be shown on the Drawings. The survey will locate any property lines within 50 feet of the site.
- b) The proposed work shall be drawn to scale and shown in the plan view labeled to show: limit of contract; top and bottom of existing bank; existing vegetated areas; area to be vegetated; limit of planting; area of contractor's access; area for stockpiling fill, timber and brush; offshore bottom contours; areas of cut and fill; and location of any proposed fill containment measures, other protective devices, and sediment control practices.
- c) The Drawings (2' x 3' standard size sheets) shall also include the following information: the mean tidal range in feet; the method used to establish horizontal control; the method used to establish vertical control; and the date on which topographic and hydrographic information was collected.
- d) Cross sectional views and profiles, drawn to scale (same scale horizontally and vertically), of any proposed fill containment measures, other protective devices, and sediment control practices.
- e) Typical shoreline cross sections, drawn to scale (same scale horizontally and vertically), showing existing ground and shoreline; limit of fill and grading; limits of proposed marsh plantings; limits of tree clearing and pruning; reseeding and/or stabilization of disturbed areas; any sediment control and stormwater management practices; and the limit of contract.

ENDORSEMENTS: Approvals and concurrence must be obtained from the following entities:

| | |
|------------------------------------|---|
| U.S. Army Corps of Engineers | X |
| MDE Tidal Wetlands Division | X |
| MDE Non-Tidal Wetlands Division | |
| MDE-Water Quality Certification | X |
| MDE-Sediment & Stormwater Admin. | X |
| State Critical Area Comm. Approval | X |
| Maryland Historical Trust | |
| DNR-Shoreline Conservation Service | X |
| DNR-Heritage Service | |
| DOT-Maryland Port Administration | |
| Soil Conservation District | X |
| County Permit (s) | X |
| Local Critical Area Certification | |
| City/Town Permit Division | |
| Community Association | |
| Project Property Owners | X |
| Adjacent Property Owner (s) | X |
| Other: Selsey Road Community | X |

LOCATION MAP



**ISLE OF WIGHT BAY
WORCESTER COUNTY
MARYLAND**

GENERAL WORK SCHEDULE

The following items of work shall be accomplished within the assigned time periods. Based on this general timeframe, a formal work plan and schedule showing exact dates for completing work items will be developed for the project by the Design Firm.

This schedule will be subject to the approval of the Worcester County Department of Environmental Programs

- | | | |
|----|-----------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 1. | Design Contract issued | February 2019 |
| 2. | Verify survey, perform geotechnical work, prepare preliminary plans and specs; hold Pre-App meeting, hold preliminary community meeting | April 2019 |
| 3. | Submit for State license, Federal permit and Shoreline Approvals /Critical Areas Buffer Management Plan | June 2019 |
| 4. | Obtain State and Federal permits | June 2020 |
| 5. | Submit for Local permits and approvals | June 2020 |
| 6. | Obtain Local permits and approvals | July 2020 |

**BID FORM
PROPOSAL FOR DESIGN ENGINEERING SERVICES**

DATE: _____, 201_

RE: NAME: Selsey Road Resiliency Project

COUNTY: Worcester

PROJECT NO: CRP 05-19

Worcester County Department of Environmental Programs
Attn: Katherine Munson, Project Manager
1 West Market St, Suite 1306,
Worcester County Government Center,
Snow Hill, MD 21863;

Dear Ms. Munson:

We hereby submit our **Design Engineering Services proposal** for the following:

Proposed **CLIMATE RESILIENCY PROJECT at Selsey Road, Worcester County, Maryland**, along approximately 900 linear feet (L.F.) of shoreline, involving the construction of a living shoreline type project.

In accordance with your written request, we are pleased to submit a proposal in connection with the design of the necessary climate resiliency project for the above-referenced property.

Based on an inspection of the project site, having carefully reviewed the Scope of Work together with the General Work Schedule, and other supporting documents, and having received clarification on any conflicting item, it is proposed to provide the required design/build services for the stipulated sum of...

BID MUST BE SIGNED TO BE VALID

DESIGN/BUILD LUMP SUM FEE

_____ DOLLARS (\$ _____)
(Words) (Numbers)

(Sign for Identification)

Printed Name

Other conditions of this Proposal are as follows:

1. This Proposal does not include construction stakeout.
2. Formal progress reports will be made to Worcester County Department of Environmental Programs on a monthly basis up to the Final Submittal.
3. The Design Firm will be required to provide a formal presentation to the Worcester County Department of Environmental Programs and the adjacent Community on the proposed preliminary plans, specifications and permits application submittal, as well as submitting for local, state and federal permits.
4. Performance bond is required.

It is understood that the bid price will be firm for a time period of ninety (90) calendar days from the bid opening date and that if the undersigned is notified of the acceptance of this proposal within this time period, he/she agrees to execute a contract for the above stated compensation and supply all required documents within ten (10) calendar days of notification, and to guarantee the completion of this work in _____ calendar days.

Professional Engineer's License Number

Date Issued

Place of Issuance

Construction Firm License Number

Date Issued

Place of Issuance

Identification: (Enter Applicable Number)

Federal Employer Identification Number: _____

or if not an employer, Social Security Number: _____

Contract Representative: (List individual with authority to act for firm)

Name: _____ Telephone No. (____) _____

Address: _____

(Sign for Identification)

Printed Name

Key Personnel: (List two individuals essential to the design/build services)

1. _____
2. _____
3. _____
4. _____

INDIVIDUAL PRINCIPAL

NAME: _____

FIRM: _____

SIGNED: _____

In Presence of Witness:

ADDRESS: _____

TELEPHONE: _____

CO-PARTNERSHIP PRINCIPAL (as necessary)

NAME: _____

FIRM: _____

SIGNED: _____

In Presence of Witness:

ADDRESS: _____

TELEPHONE: _____
