



July 27, 2020

Commissioners of Barnesville
Montgomery County, Maryland

Request for Proposal – Green Stormwater Management Conceptual Plan – Barnesville MD

The Town of Barnesville, MD has received a grant from the Chesapeake Bay Trust, US EPA Region 3, and Maryland Department of Natural Resources for the design of a green infrastructure concept plan to address stormwater run-off at a location in the center of our small town. A copy of relevant portions of the grant application is attached as Exhibit A to this RFP.

The Commissioners (Town) of Barnesville are requesting a proposal for a green infrastructure concept plan to address stormwater run-off at the approximate latitude and longitude of 39 degrees 13'16"N (latitude) and 77 degrees 22' 52" W (longitude). This is roughly at St. Mary's Church located at 18230 Barnesville Road, and the intersection of Barnesville Road and West Harris Road. The proposed green infrastructure will provide treatment to up to one inch of rainfall. The Town envisions but is not limited to or committed to the use of several green infrastructure elements: 1) Rain Gardens and other conservation elements at the church and other locations along Barnesville Road 2) Increased tree canopy along Barnesville Road 3) convert ditches to vegetated bioretention swales and 4) use pervious pavement.

The engagement will include:

1. Two to three conceptual layouts at 1" = 30'
2. A cost estimate for the design and construction of each of the proposed layouts per impervious cover acre treated.
3. The contract will require commitment to the dates outlined in the grant application.
4. The contract will contain language that puts conditions on the contractor's use of this project in any promotional efforts.
5. An assessment and timeline of the next steps necessary for implementation of the concept plan.
6. The contract amount is not to exceed \$13,500. The contractor will be required to submit a monthly invoice for payment.

The proposal should include:

1. Two or three examples of similar local projects or designs that have recently been designed by your firm and have been constructed.
2. The resumes of the key staff or sub-contractors involved in the concept plan design.



July 27, 2020

Request for Proposal-Green Stormwater Management Conceptual Plan-Barnesville, MD

Page Two

3. Price for the services described above not to exceed \$13,500.
4. List of local and state agencies that would be required to approve the plan.

There will be a mandatory pre-proposal information meeting on Wednesday, August 5, 2020. Town representatives will be available at St. Mary's Church Parking lot at 6:30 pm. Attendance is required. The meeting will provide an opportunity to view the site and ask questions of town representatives. If you plan on attending, please notify the Town at clerk.bmd@gmail.com. Masks and social distancing required.

Please submit your written proposal by 5:00 PM on Wednesday, August 19, 2020 to clerk.bmd@gmail.com. Physical materials, if any, should be postmarked by the same date and mailed to: Commissioners of Barnesville, PO Box 95, Barnesville, MD, 20838.

Evaluation Factors:

The Commissioners will award the contract based upon the following factors.

1. Experience with Similar Projects - Demonstrate successful performance on projects of similar size, scope, and expertise in green infrastructure approaches.
2. Design Methodology and Approach - Describe project approach and approach for creating cost-effective solutions and sustainable design.
3. Qualifications and Experience - Describe relevant experience of team lead and sub- consultants and experience with stormwater management.
4. Price - As a small municipality, the town has limited resources to devote to this project. The price is not to exceed \$13,500.
5. As this is federal funding, the contractor, any subcontractor or any supplier must not have been suspended, debarred, excluded, or disqualified by the federal government, as verified by SAM.

Successful Bidder will be required to execute the Barnesville Standard Contract for Services.

If you have any questions, please contact Douglas Lohmeyer at 301 908 3220.



**REQUEST FOR PROPOSAL
GREEN STORMWATER MANAGEMENT CONCEPT PLAN
BARNESVILLE MARYLAND**

EXHIBIT A REQUIREMENTS

I. Scope of Work:

Listed below is the scope of work to be performed according to the grant requirements. While the grant application assigned a certain number of hours to each task, bidders may adjust those hours based on their experience with similar projects.

Tasks	Hours Associated with Tasks	Task Costs
1. Conduct Site Inspection and review topographical information and other data as necessary	12	
2. Conduct meetings with landowners, town commissioners, government agencies and public meetings for input from town residents and other interested parties to gather information and preliminary concepts.	4	
3. Incorporate input from landowners, residents, commissioners, county officials and other interested parties as appropriate into a preliminary concept design and submit for review.	40	
4. Preliminary concept design review	4	
5. Final Concept Design	24	
6. Submit Final Concept Design for Review	4	
7. Submit Final Concept Design to Trust	8	

II. KEY DATES

Upon Selection	- Begin Site Inspection and Data Review
10/02/20	- Begin Community meetings (at least two)
11/10/20	- Provide Progress Report
12/31/20	- Submit Preliminary Concept Design
01/29/21	- Submit Final Concept Design subject for review
02/08/21	- Submit Final Concept Design and Final Report to Trust

