**Competitive Design Bid Request**

**Subject:** Competitive Design Bid Request: Chesapeake Bay Watershed Assistance Grant Program

**Project Name:**  Govans Presbyterian Church Green Infrastructure

**Date Issued:** 02/09/2023

Proposals Due: 03/01/2023

**Contact Information:** Jody Morris (jodyomorris@gmail.com)

**Deadline for Questions:** 02/21/2023

**Award Notification:** 03/15/2023



**INTRODUCTION**

Govan Presbyterian Church is a theologically progressive community empowering people to make the world better. Environmental justice and equality in our community represent some of the primary concerns of our congregation.

Govans Presbyterian Church has received funding through the Chesapeake Bay Trust (CBT) Watershed Assistance Grant Program (WAGP) for the design of green infrastructure improvements at 5828 York Road Baltimore, MD 21212. The improvements will provide water retention of thousands of gallons of water that currently flow into city drainage, down stream and into the Chesapeake Bay. Co-benefits include education and social engagement with the community with placards, tours and voluntary maintenance.

Govans Presbyterian Church is seeking qualified consultants to develop construction-ready (100%) designs and obtain permits for the project based on the site assessment outlined in this Request and in the attached Site Concept/DA Map.

**SCOPE OF WORK**

**Project Overview:**

The proposed green infrastructure improvements are illustrated in the attached Site Concept/DA Map and include:

* 11 Urban Tree Plantings
* 1 Rain Barrel for passive irrigation
* 2 Rain Gardens
* 1 Underground Cistern for Rainwater Harvesting and Irrigation
* Permeable Pavement Parking w/ Underground Infiltration

The project limit of disturbance is expected to exceed 5,000 square feet of disturbance, therefore stormwater management (SWM)/erosion and sediment control (ESC) and Forest Conservation reviews and permits are anticipated for the project. The project does not include work within the public right of way, therefore right-of-way use permits are not anticipated. The project is not expected to impact the floodplain or other natural resource areas. There is an existing bioretention facility and permeable pavement patio on the property, which was completed in 2016. The proposed drainage areas would capture currently untreated runoff.

**Technical Needs:**

* Topographic survey (most of the property was surveyed in 2016, but supplemental survey is needed to fully cover the proposed work).
* Utility identification/Private utility contractor is recommended to identify underground electrical lines to the north of the church
* Soil testing/geotechnical investigations
* Landscape design work
* Forest stand delineation
* Plan/Construction document development and review for schematic design phase (30%), design development phase (65%), and final design phase (100%)
* Design report/grant reporting memorandum
* Stormwater Management and Erosion & Sediment Control Plans Review facilitation
* Construction Bid package development, including cost estimates and specifications
* Maintenance plan to be developed by Govans Presbyterian Church

**Project Management**

* Meetings, scheduling, documentation of feedback and notes
* Community/stakeholder engagement
* 3 -5 meetings should be expected with one third held in person.

**PROPOSED TIMELINE**

The period of work is expected to be from [March, 2023 August 2025 Consultants should provide a detailed schedule and timeline for when they propose to complete the scope of work.

**BUDGET**

Consultants should provide a total lump sum fee to complete the proposed scope of work, including all time, subcontractor fees, direct expenses, plans review fees, and material costs necessary to perform the services.

Govans Presbyterian Church requests that the proposed estimates do not exceed $75,000

.**PROPOSAL FORMAT/REQUIREMENTS**

Proposal should include the following:

1. Project understanding
2. Scope of Work with project schedule and deliverables
3. Firm/Staff Descriptions
4. Demonstrated Experience with Baltimore City rules and regulations, preferred
5. Cost proposal
6. Optional: Description of any Minority Business Enterprise (MBE) or Women-owned Business Enterprise (WBE) participation anticipated (preferred but not required)

**EVALUATION CONSIDERATIONS**

Our team will take into consideration each bidding company’s qualifications, reputation in the community and compatibility with them. Work experience, timeline and pricing will be taken into account as well.

**ADDITIONAL SERVICES**

Govans Presbyterian Church may request ancillary or additional services within the capacity of the contractor as may be useful or necessary. Contingent upon funding availability, the timeline may be extended to support an additional two years of training work. We will notify the contractor by the end of the period of performance if additional services in subsequent years will be requested as part of this contract. Approval of any additional services and extended timeline provided under this agreement must be made in writing in the form of an amendment to this Agreement, prior to the start of any work that is performed.

If you have any questions or concerns, please do not hesitate to contact me at (717)-713-9840. I appreciate the opportunity to collaborate on this exciting project and look forward to working with you!

Sincerely,

Jody Morris (he, him)

Project Leader