



TOWN OF BOONSBORO

21 NORTH MAIN STREET ♦ BOONSBORO, MARYLAND 21713

WWW.TOWN.BOONSBORO.MD.US ♦ 301-432-5141

TOWN OF BOONSBORO, MARYLAND PROFESSIONAL ENGINEERING SERVICES REQUEST FOR PROPOSALS – SHAFER PARK PATH, PHASE IV

The Town of Boonsboro is seeking proposals from qualified firms to provide engineering and design services for the fourth phase of the Shafer Park Walking Path Master Plan. Phase IV will join the path networks of the old and new sections of the park, on the north side of the creek.

PROJECT DESCRIPTION

The project includes the design and specifications for approximately 1,700 linear feet of 6-foot-wide pervious asphalt pedestrian trail in Shafer Park, connecting Path Phases I and II to the original path network, in the older section of the park. The project is located in a less developed portion of Shafer Park, requires the design/construction of a bridge to cross a tributary to the Little Antietam Creek, must comply with federal ADA accessibility standards, and lies adjacent to a forest conservation easement. The firm is responsible for drafting the project's site plan, design specifications, and completing any necessary permitting for the Phase IV path, as conceptually laid out in the Shafer Park Master Plan (Exhibit #1).

SCOPE OF WORK

The engineering firm will provide the following:

- 1) Site plan with a proposed project layout with grading plan, sediment and erosion control plan, restoration plan, and LOD.
- 2) Project specifications should detail 4-inch pervious HMA and be ADA compliant.
- 3) Construction Cost Estimate.
- 4) All necessary permitting applications/approvals.
- 5) In-progress and final construction inspections.

EVALUATION CRITERIA

The design firm shall submit the following with their proposal:

1. A statement detailing the firm's organizational capacity, experience and qualifications with performing design and construction management of similar projects.
2. A list of references detailing experience with similar projects to that specified in this Scope
3. Professional qualifications of the staff to be assigned to this project and any specialized experience with pervious asphalt design.
4. A Cost Proposal detailing the firm's total costs for this all work outlined in this scope. The proposed costs shall be delineated by project discipline, hourly rates, and tasks/deliverables to be submitted. The costs for any subcontractor consultants shall also be specified in the cost proposal.
5. Bidders should provide preference for the procurement and use of goods, products, and materials that are produced in the United States.

Project award shall be based on a review by the Boonsboro Park Board and the Boonsboro Mayor and Town Council of the qualifications and the submitted Cost Proposal.

INQUIRIES AND RECEIPT OF BID PROPOSALS

A pre-bid meeting, for all interested firms, is scheduled for _____, at the Boonsboro Community Center, 37 Park Drive, Boonsboro, MD 21713. Proposals must be received by the Town of Boonsboro, either by mail or hand delivery, no later than _____, in a Sealed Envelope marked "Professional Engineering Services – Shafer Park Path, Phase IV Design & Specs," at the following address. Any proposals received after the above time will not be accepted, under any circumstances.

Proposals shall remain valid for 90 days. All bidders are notified that regarding any contract pursuant to this advertisement, businesses will be afforded full opportunity to submit bids in response to this notice and will not be subject to discrimination on the basis of gender, race, color, creed, sex, age, physical disability or national origin in consideration for an award.

Town of Boonsboro
ATTN: Town Manager
21 North Main Street
Boonsboro, Maryland 21713

The proposals will be opened publicly and read aloud at _____ in the Town Hall Meeting Chambers, located at 21 North Main Street, Boonsboro, MD. Bid proposals will be presented to the Mayor and Council of Boonsboro for final review, and consideration for award of contract. Owner reserves the right to:

1. Reject any or all bids.
2. Waive any informality or irregularity in any bid received.
3. Accept the bid deemed by the Town of Boonsboro to be the most advantageous to its interests.

Paul Mantello, Town Manager
Town of Boonsboro

Date