



Request for Proposals (RFP)

Website: <https://bluewaterbaltimore.org/green-stormwater-infrastructure/>

Saint Gabriel's Catholic Church
6950 Dogwood Rd, Windsor Mill, MD 21244
Watershed Public Charter School Voluntary Stormwater Restoration Site Plan

Owner: c/o Edward Randell
ensrandel@comcast.net

Owner's Representative: Patrick McMahon, Blue Water Baltimore,
(410) 662-2459
pmcmahon@bluewaterbaltimore.org

Project Engineer: Nick Lindow, CityScape Engineering Inc.
nick@baltimorecityscape.com

Key Dates:

RFP Issuance: March 14th, 2025
Optional Pre-Bid Meeting: March 19th, 2025 @ 1pm
Final Date for RFI Questions: March 28th, 2025
Final Bid Submission Date: April 4th, 2025
Notice of Award: April 18th, 2025

Goal:

The purpose of this project is to further the mission of Blue Water Baltimore (BWB) to restore the quality of Baltimore's rivers, streams, and harbor to foster a healthy environment, a strong economy, and thriving communities.

These projects will also support the mission Saint Gabriel's Catholic Church by improving their facility/community and implementing features for the church's Green Infrastructure Master Plan. Blue Water Baltimore has received grant funding to construct 1) WATERSHED PUBLIC CHARTER SCHOOL VOLUNTARY STORMWATER RESTORATION SITE PLAN funded by the National Fish and Wildlife Foundation, respectfully. *Bids shall be prepared based on the Bid Set CDs (provided herein). The Owner's Representative will coordinate with the selected Contractor to finalize the construction price based on any revisions/updates to approved Final CDs.*

Saint Gabriel's Mission Statement

Through Baptism, Confirmation, and Eucharist we are called to be a community of faith. We share in the priestly, prophetic, and royal mission of Christ. Recognizing our rich diversity in ethnicity, age and culture; we commit ourselves to building the Kingdom of God. We are called to take responsibility for fulfilling the mission of the Church in the world. We reach out to the larger community in prayer and service, meeting their physical, social and spiritual needs.

Reverend: Canisius Tah (canisius.tah@archbalt.org)

BLUE WATER BALTIMORE
CLEAN WATER. STRONG COMMUNITIES.

1801 Oliver Street • Baltimore, MD 21213 • 410.254.1577 • www.bluewaterbaltimore.org

Project Overview:

Saint Gabriel's Catholic Church (SGCC) is seeking to construct up to five (5) micro-bioretenion cells, as a subset of a larger restoration plan of the parking lot (three micro-bioretenion cells are currently installed). The goal is to reduce stormwater runoff from a drainage area (DA) of 1.24 acres (ac), of which 0.58 ac are impervious, through the construction of a series of five micro-bioretenions, totaling ~140LF and 984SF. BWB is requesting proposals for the project, landscaping for the infrastructures is not required as these systems will be planted by church and BWB volunteers.

Scope of Work:

All work shall be performed in accordance with the WATERSHED PUBLIC CHARTER SCHOOL VOLUNTARY STORMWATER RESTORATION SITE PLAN, hereby referred to as the Construction Drawings (CDs), which include: *Grading Plan, SWM Plan, and Erosion & Sediment Control Plan*. The contract shall include all materials and installation for construction of the project components: bioretention(s), drainage utilities, and required demolition and hauling in compliance with Baltimore City/County rules and regulations. The Contractor is responsible for delivering as-built information as a set of redlines of all the elevations and specifications shown in the CDs, as well as field-run topographic survey of the final, as-built SWM Retrofits to be delivered to the Project Engineer within 30 days of approval of final site stabilization. The contractor will be liable and under contract until (a) *the as-built survey has been delivered to the Project Engineer, (b) proof of performance has been adequately shown for the SWM facilities: the full area of drainage is delivered to the facilities and the facilities adequately drain within 24 to 48-hours after rain events.* Contractor will be expected to sign a one year Partnership Contract indicating:

- Proof of performance has been adequately shown for the SWM facilities: the full area of drainage is delivered to the facilities and the facilities adequately drain within 24 to 48-hours after rain events
 - Proof will be in-field verified by both BWB and the design engineer
 - Contractor agrees to rectify the SWM facilities to reach the performance standards.

Project Bid Instructions:

All Contractor's bid proposals must include, at a minimum:

1. Contact information

- a. Organizational Name
- b. Mailing address
- c. Point of Contact and Title
- d. Contact email and phone number
- e. Certificate of Commercial Insurance
 - i. Commercial Liability at a limit of not less than \$1,000,000
 - ii. Automobile Liability
 - iii. Umbrella / Excess Liability
 - iv. Workers Compensation, exceeding or equal to the minimum as require by state law

- v. Leased/Rented Equipment
- 2. **Total lump sum price: itemized breakdown with materials and quantities** associated with the necessary **grading, soil preparation, landscaping establishment, erosion and sediment control, structural installations, and as-built survey** as shown in the CDs and per this Contract;
 - a. **Mircro - Biorentions**
 - i. Materials
 - ii. ESC
 - iii. Tree Transplanting
 - iv. Grading
 - v. Soil Removal
 - vi. Concrete Plugs
 - vii. Cast-in-place Concrete Check Dams
 - viii. Piping and Tie-in to Existing County Stormdrain
 - ix. Bioretention Mix
 - x. Structural Installations
 - xi. Concrete Work
 - xii. As-Built Survey
 - xiii. ETC.
- 3. **A written schedule, including:**
 - a. Calendar Date when contractor intends to begin construction,
 - b. When contractor intends to install stormwater management utilities, and
 - c. Calendar Date of Contractor's tentative closing date
 - i. Contractor will be expected to adhere to schedule determined between owners reptersentative and contractor or liquidated damages will be deducted from final payment for each day after deadline
- 4. **Portfolio of three (3) examples:** similar work the organization has done while in a similar capacity as a Prime Contractor. Project examples should include client name and contact information, location, and approximate construction cost.

List of Qualified Assumptions and Corrections to the CDs:

1. This is a Lump Sum project to construct the design parameters, and the Contractor assumes all risk for price and cost control. The Contractor will be responsible for facilitating compliance inspections once the project begins. Any questions about the scope of work should be clarified before a bid is submitted.
2. The Project Engineer will produce a set of as-built drawings for reporting to the County. The Contractor shall provide an independently certified post-construction topographic survey as a certified as-built drawing for the Owner's use.
3. The Contractor shall attend a pre-construction meeting with Saint Gabriel's Catholic Church with the Owner, Owners Rep., Project Engineer, and City Regulating Agency prior to the start of construction.
4. The Contractor must assign and employ a Responsible Personnel with an active green card for ESC for the duration of the project. The Contractor's Responsible Personnel must attend the pre-construction meeting.

5. Contractor shall provide material tickets and cut sheets in accordance with the specifications included in the CDs, including:
 - a. **Material Submittals (all incoming materials)**
 - b. Delivery tickets
 - c. Photo documentation
 - d. Lab reports
6. It is the Contractor's responsibility to contact miss utility at 1-800-257-7777 at least 5 days prior to beginning excavation to determine the location of existing utilities.
7. Contractor shall mark and notify the Project Engineer and Owner's Representative at least 24-hours prior to removing any trees.
8. The contractor will give regular progress reports, via email to the Project Engineer and Owners Representative after the notice to proceed (NTP) is issued. Special notification of anticipated completion of all milestones and/or inspections requiring the Project Engineer or Owners Representative, and/or government regulatory agency staff sign off must be submitted within 72 hours of the event.
9. Milestones requiring Owner's Representative's Inspection:
 - a. BMP Layout
 - b. ESC Installation
 - c. Excavation to Subgrade
 - d. Drainage Aggregate and Underdrain placement
 - e. Stone/Boulder Placement (when needed)
 - f. Bioretention/Raingarden Soil Media Placement
 - g. Pre-treatment and Mulch Placement
10. Prior to project completion, the contractor shall contact the Owner, Owner's Representative, and Project Engineer to perform a pre-final site inspection to develop a punch-list. A Final walkthrough and approval of mutually agreed-upon punch-list items is required before project completion is achieved.
11. The selected contractor shall warranty the SWM Retrofits for one (1) year after substantial completion of the project, excluding any volunteer-installed landscaping.
12. The Contractor shall engage a Geotechnical Engineer for questions and onsite inspections during construction.
13. Contractor will provide a draft Maintenance of Traffic Plan (if needed) to the owner's representative and project engineer for approval prior to starting any work within the county right-of-way.
14. It is the Contractor's responsibility to hold all necessary building and right-of-way permits for construction prior to the start date.

Bid Process:

Pre-bid Meeting and Questions:

A voluntary Pre-bid site meeting will be held on **WEDNESDAY March 19th**; we will meet in the SGCC parking lot (6950 Dogwood Rd, Windsor Mill, MD 21244). Pre-bid questions should be sent to the Owner's Representative and Project Engineer email address below. **If additional site visits are required, please contact pmcmahon@bluewaterbaltimore.org**

Any questions or requests for information (RFIs) during the RFP process can be directed to Patrick McMahon and Nick Lindow. All RFIs must be submitted by 03/28/25.

Email: pmcmahon@bluewaterbaltimore.org & nick@baltimorecityscape.com

Questions will be addressed sufficiently prior to the Bid Submission due date, as determined by Owner's Representative. Responses will be communicated either privately or publicly, at the Owner's Representative's discretion.

Bid Selection:

Bids are due no later than **5 PM on April 4th 2025**. Please reach out if you are in need of additional days to complete the bidding.

Email bids to: Patrick McMahon, pmcmahon@bluewaterbaltimore.org

Blue Water Baltimore understands that to create meaningful and impactful change, we must do this work together: as a community, a city, and an organization. This belief is woven into our programs, projects, and initiatives; in turn, BWB is committed towards upholding Justice, Equity, Diversity, and Inclusion in the contractor selection process. Although there is no required MBE (sub)contractor participation goal, proposal submissions will be ranked according to best-value-cost and total percentage of MBE participation percentage. Please submit documentation indicating: an overall MBE (sub)contractor participation of (MBE goal percentage)% of the total contract dollar amount. Only qualified bids from demonstrably capable bidders will be considered. Please see *ATTACHMENT A* to indicate the percentage of MBE/WBE involved in the construction process.

SGCC reserves the right to set and revise their timeline to meet its needs during the RFP process, as well as to withdraw and re-issue this RFP at any time, with notice to registered and qualified respondents.

Contractual Awards:

Award of the contract will be announced to the successful bidder on **April 18th 2025**. All other bidders will be notified of their non-selection by **April 25th**.

The successful bidder is expected to enter into a formal contract with the Owner's Representative.

Bids shall remain fixed for a period of 12 months following the receipt of bids.

END

**Attachment A
BLUE WATER BALTIMORE MBE/WBE SUBCONTRACTOR COMMITMENT FORM**

DUE DATE:

TOTAL BID AMOUNT:

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
Company Name:		Contact Person:	
Address:		E-mail:	
Sub-Contract Amount (for percentage validation purposes):		Telephone Number: ()	Fax Number: ()
Sub-Contract Percentage of Total Bid		<u>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</u>	
Provide approximate dates when Sub-Contractor will perform on this project:			

<input type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
Company Name:		Contact Person:	
Address:		E-mail:	
Sub-Contract Amount (for percentage validation purposes):		Telephone Number: ()	Fax Number: ()
Sub-Contract Percentage of Total Bid		<u>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</u>	
Provide approximate dates when Sub-Contractor will perform on this project:			

Respondent Firm

Address

City/State/Zip Code

Representative

Date

Telephone Number

Fax Number

Email Address

Authorizing Signature

Printed Name and Title