

TOWN OF DENTON 4 N. 2nd STREET, DENTON, MD 21629

CROUSE PARK BULKHEAD REPLACEMENT ENGINEERING SERVICES RFP

ADDENDUM 01

September 23, 2024

PURPOSE

Please be advised that the Town of Denton has issued an addendum for the Crouse Park Bulkhead Replacement Engineering Services RFP.

The bid due date remains Friday, October 11th, 2024, at 10:00am.

The attention of prospective bidders is directed to the following revisions, additions, and/or deletions to the Request for Proposal. The Consultant is responsible for notifying their Subcontractors regarding items covered by all Addenda.

RFP REVISIONS

- 1. The Specifications (D0) have been updated to D0R: Geotechnical Services has been separated from the "Engineering plan and design of the replacement bulkhead" line item and added as its own line item.
- 2. The Standard Sealed Bid Form (E1) has been updated to E1R: Letter "c" has been added as a line item on the bid form for costs associated with Geotechnical Services.

ATTACHMENTS

The following documents are included as attachments to this addendum.

- 1. Updated Specifications D0R.
- 2. Updated "Standard Sealed Bid Form" E1R.
- 3. Crouse Park Existing Drawings (for reference).
- 4. Pre-bid presentation slides, sign-in sheet, and meeting minutes, and associated attachments to the minutes.

* END OF ADDENDUM NO. 1 *

SPECIFICATIONS - Addendum 01

CROUSE PARK BULKHEAD REPLACEMENT ENGINEERING SERVICES

The Town of Denton is accepting sealed bid proposals for the Crouse Park Bulkhead Replacement Engineering Services project, according to the specifications listed below.

<u>Description</u>: The original bulkhead located at Crouse Park was constructed in the 1960s and has been repaired multiple times. The existing structure is worn causing frequent washouts, which create sinkholes that cause tripping hazards for boaters and people fishing. The Town of Denton will be replacing approximately 240 feet of the existing bulkhead located at the boat ramp in its entirety; reference Attachment G.1. The selected engineering firm will be responsible for planning, design, and engineer of record services during construction of the project.

Scope of Work: The scope of work for this project includes the following:

- (a) Engineering plan and design of the replacement bulkhead
 - o Improvements are to include all phases of demolition and construction.
 - The project shall be designed using the latest nationally accepted industry standards.
 - The Engineer shall consider climate change impacts (i.e. sea level rise and nuisance flooding) as part of the project's design and make recommendations accordingly.
 - The firm shall provide a topographic survey of the project area, including the boat ramp, adjacent structures, and bulkheads.
 - No property survey is required, as the Town of Denton owns the property.
 - Make recommendations and suggest alternatives that may reduce project costs, improve function, expedite project timeline or other considerations.
 - Prepare construction drawings in conformance with professional drafting practices and engineering standards. Drawings shall include borders, title blocks, signature approval boxes, vicinity maps, general notes, traverse and benchmark information, scaled typical sections and details, site plans, cross sections, sediment and erosion control notes and details, and other pertinent information as required by the permitting agencies.
 - Prepare specifications that include specific instructions for the contractor detailing all aspects of the proposed work.
 - Design submittals shall be made at the following intervals:
 - Preliminary (30%)
 - Pre-Final (90%)
 - Final (100%)

The firm shall submit to the Town four (4) copies of drawings and specifications, as well as a PDF format copy at the Preliminary and Pre-Final stages of design for review and approval prior to proceeding to the next phase. Also provide four (4) original copies of the Final contract documents, in addition to a digital copy in PDF format.

- Provide (1) construction cost estimate at the Pre-Final stage of design to the Town for review. The cost estimate can be an engineer's cost estimate.
- o Prepare permit applications, submit and acquire permits as necessary for work

required.

- (b) Engineer of Record Services during construction
 - Attend Pre-Construction Conference Attend (1) pre-construction conference with representatives including but not limited to the Town, MDE, and the Contractor.
 - Attend Progress Meetings and Site Visits- Include an estimated four (4) site visits and provide field reports. Coordinate site visits with progress meetings. Observe and ensure that the work is being completed per Contract plans and specifications.
 - Submittal, Shop Drawings Review Review submittals, shop drawings, cut sheets and other documents as provided by the Contractor.
 - RFI Review and Response Provide interpretation and/or clarification of Contract Documents in a timely manner when requested by the Contractor.
 - Review and Comment on Design Changes Review and comment on design changes during construction when requested by the Contractor.
 - Punchlist Inspection Once the Contractor has reached Substantial Completion, perform one (1) punch list inspection of the project.
 - Prepare Record "As-Built" Drawings Furnish to the Town a complete set of record drawings at the conclusion of the project. Provide four (4) original copies, in addition to a digital copy in PDF format.
- (c) Geotechnical Services
 - The firm shall provide soil borings and geotechnical evaluations of collected soil samples as necessary to support the structural design.

<u>Design / Contractor Bidding Schedule</u>: The design and contractor bidding schedule for this project are tentatively planned as follows, but are subject to change:

- Project Planning & Design: November 2024 April 2025
- Contractor Bidding: May 2025 June 2025
- Contractor Award / Start Submittals and Procurement: July 2025 (pending approval of FY26 grant funding)
- Construction Start: November 2025
- Construction Substantial Completion: April 2026

<u>Funding</u>: This project will be funded through a grant from the Maryland Department of Natural Resources Waterway Improvement Funds (WIF).

BID FORM - Addendum 01

CROUSE PARK BULKHEAD REPLACEMENT ENGINEERING SERVICES

We hereby submit for your review the following proposal requested by the Invitation to Bid. This Bid Form shall include and incorporate all information and specifications which are contained in the Contract Documents, as described in Section C.21, the same as if specifically written herein.

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BID PRICE FOR ENGINEERING SERVICES

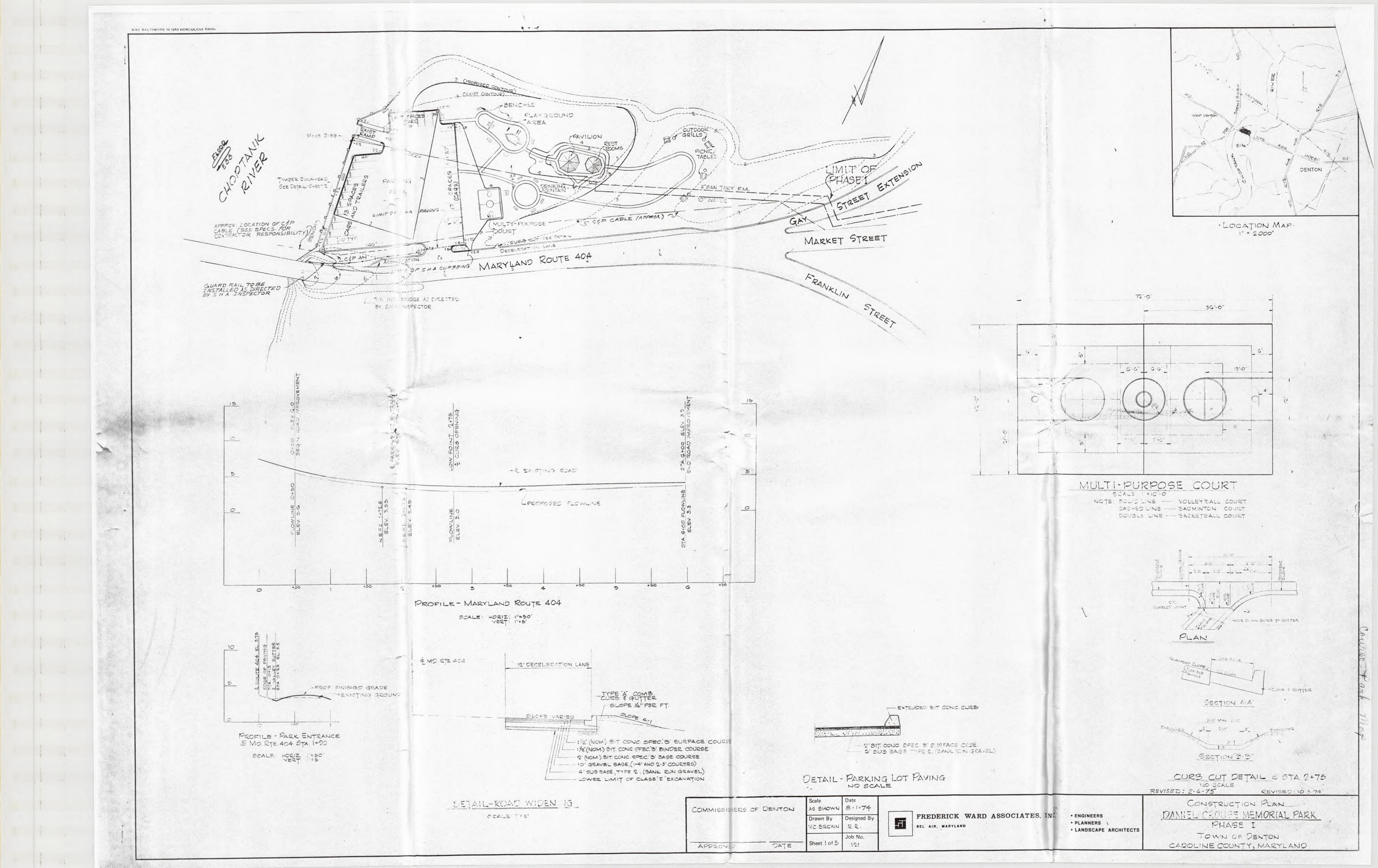
DESCRIPTION	COST
a) Fee for Plan & Design of the Replacement Bulkhead	
b) Fee for Engineer of Record Services during Construction	
c) Fee for Geotechnical Services	
TOTAL FEE (a + b + c)	

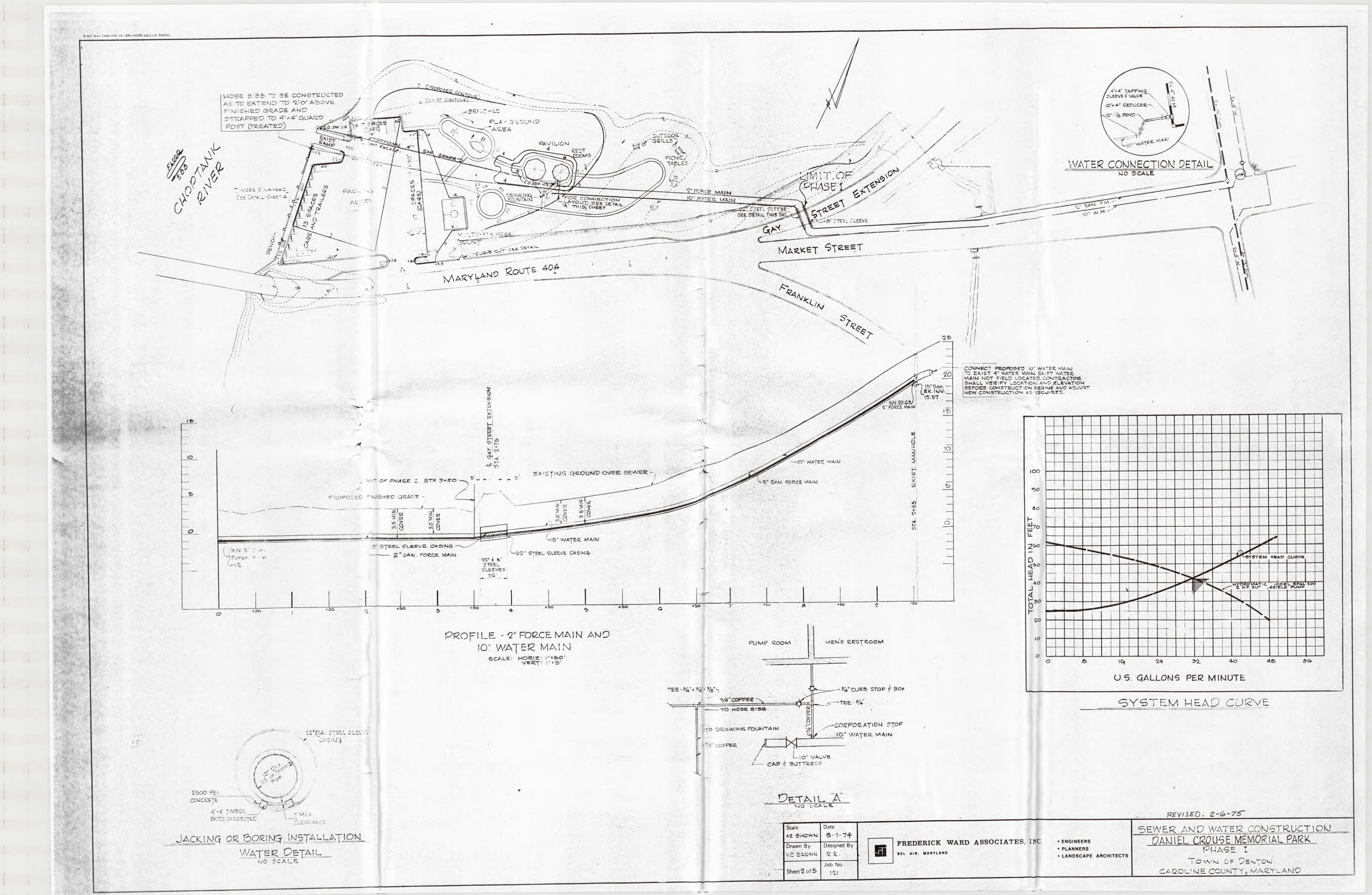
To be considered to be eligible to submit a Proposal, Bidder must be legally licensed under applicable law in the State of Maryland.

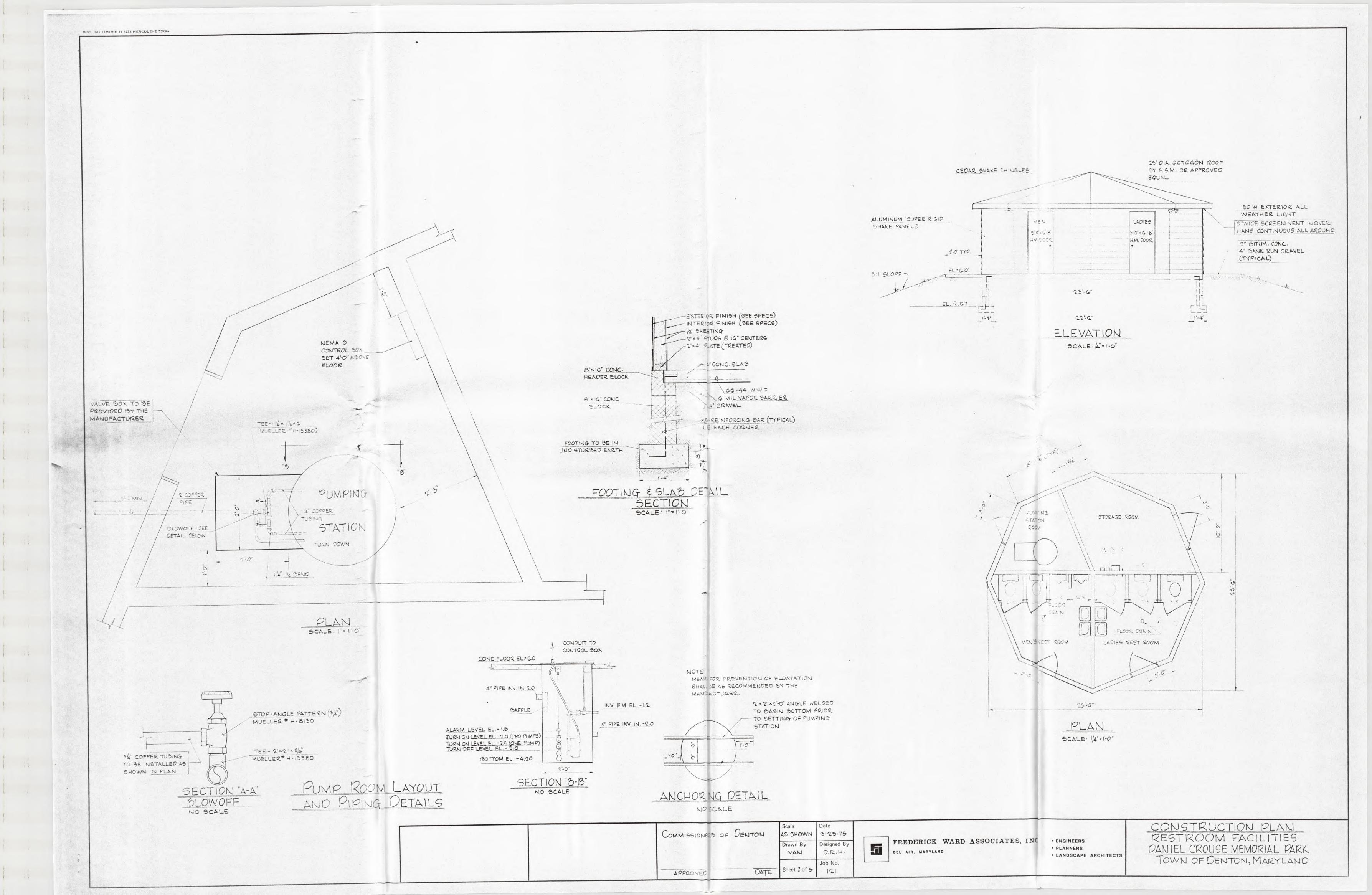
The Total Fee should be the total cost of the itemized bid information.

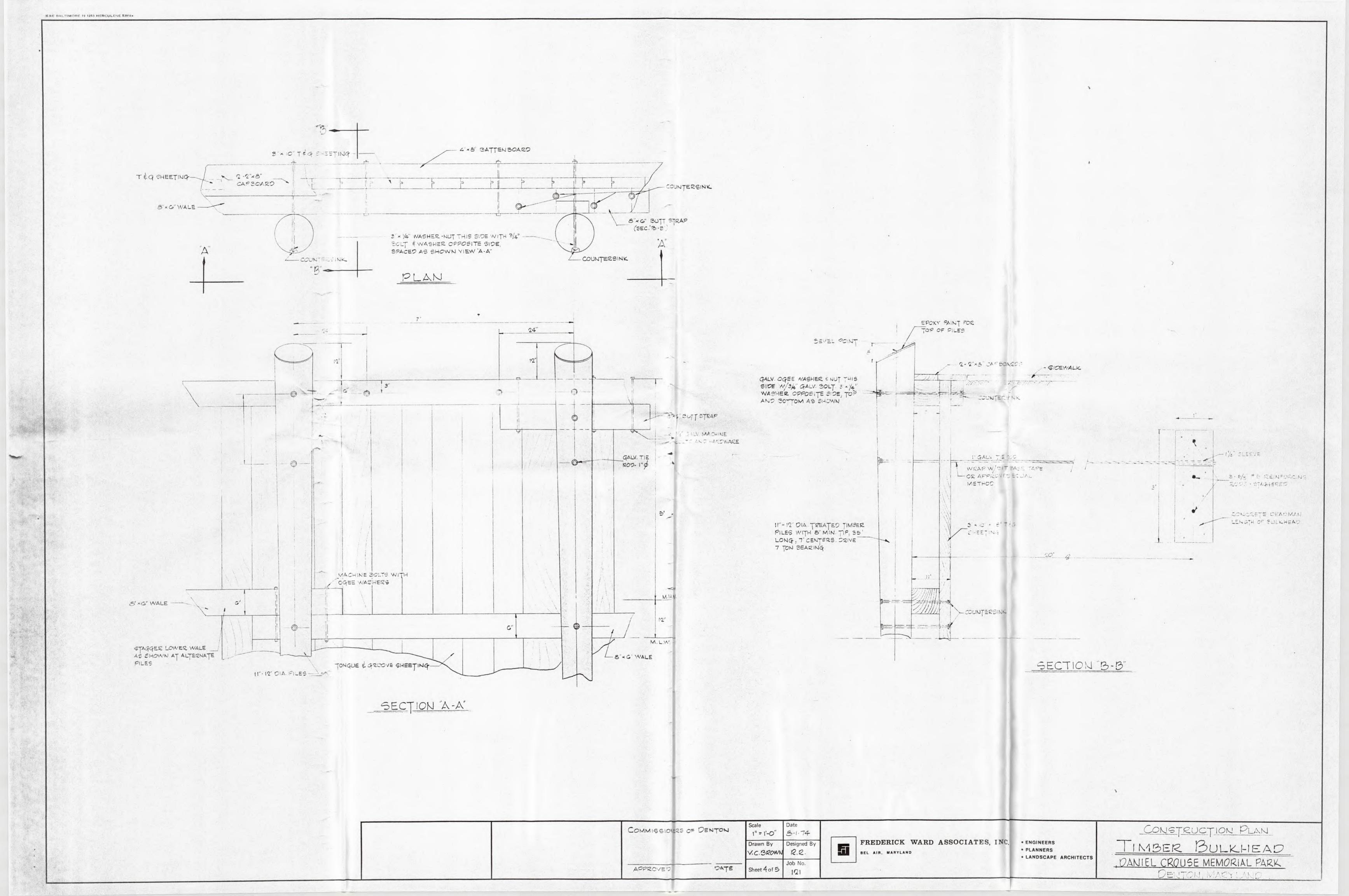
The bid items listed above are intended to include all work items associated with a complete project. Some work components of the project may not be specifically listed and as such, it is the contractor's responsibility to include all work required within an appropriate bid item listed above.

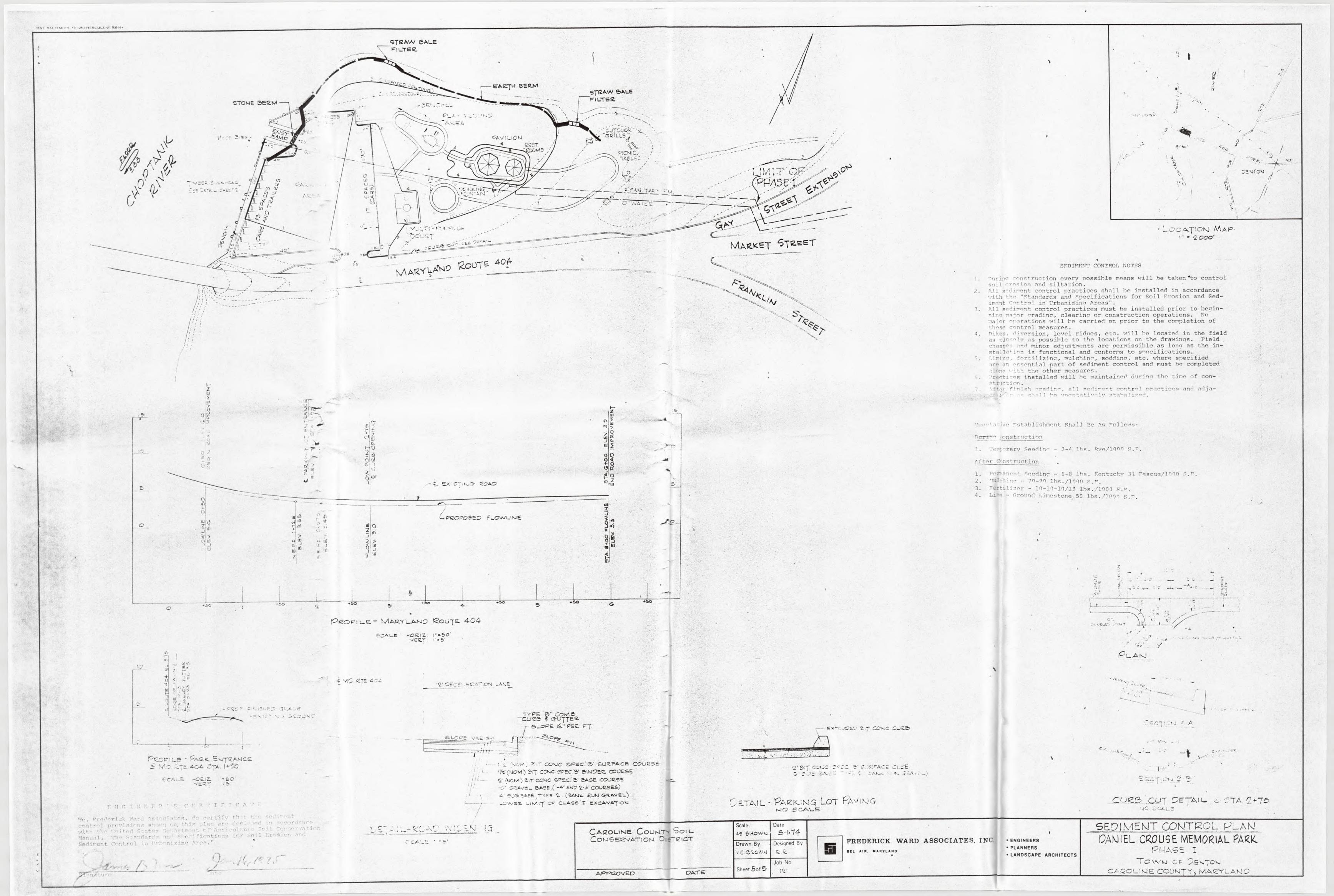
BIDDERS:		
AGENT (typed):		
FIRM NAME:		
ADDRESS:		
TELEPHONE:		
E-MAIL ADDRESS:		
FAX #:		
SUBMITTED BY:		
TITLE:		
	(Signature)	
This	day of	, 2024
Receipt of Addenda:		
Date:		
Date:		
Date:		













RE: Crouse Park Bulkhead Replacement- Engineering Services RFP Pre-Bid Meeting Minutes

Date: Wednesday, September 18, 2024

Time: 10:00 am - 10:30 am

Location: Town Office, 4 N. Second Street, Denton, MD 21629

Attendees: Reference attached sign-in sheet.

Discussion Topics: Reference attached slides included in the presentation.

Question & Answer:

1. **Question:** Are the review criteria and associated weights reviewed during the presentation included in the RFP?

Response: Yes, reference Section C.13 Basis of Award.

- Question: Will the boat ramp be required to stay in service during construction?
 Response: We are planning for construction to occur during the off-season, when boat activity should be minimal. If needed, the boat ramp can be shut down and boaters redirected to another ramp location. There will be a coordinated effort to minimize shutdowns.
- 3. **Question:** The RFP indicates the engineer shall consider climate change impacts. Does this include raising the bulkhead?

Response: Raising the bulkhead may be one of the considerations. There may be others as well. We are relying on the selected firm to identify impacts and appropriate recommendations.

- Question: What is the construction budget for the project?
 Response: We are currently estimating a construction budget of \$200,000 and have applied for grant funding accordingly. Funding for engineering services has already been secured.
- 5. **Question:** What is the extent of survey required? Should the parking lot and pavement be included?

Response: Survey will only be required as it relates to the current bulkhead replacement project. We do not expect the parking areas to be included.

6. **Question:** Have alternative materials been considered for the design? For example, fiberglass sheeting or FRP in lieu of timber?

Response: Material selection will be discussed and reviewed with the selected firm and their input / direction.

- 7. **Question:** Should Landscaping be included as a design component? **Response:** No, landscaping has not been discussed at this point. Do not include associated costs in proposals.
- 8. **Question:** Is the project area considered to be in an IDA zone? **Response:** No, however it is in the Modified Buffer Area (MBA). Reference Town Code Chapter 128 Zoning Attachment 11 Critical Area Map included.
- 9. **Question:** Is a bathymetric survey required as part of the project? **Response:** No, a current bathymetric survey is not required. A bathymetric survey provided by DNR in April 2021 is attached for reference.
- 10. **Question:** What is the current condition of the bulkhead? The site was inaccessible prior to the meeting due to the tide.

Response: The existing pilings are not in great condition and do not have caps. Much of the horizontal wood sheeting has rotted away and has holes along the edge. We installed a "cap" along the entire edge to curb erosion. Reference attached pictures.

- 11. **Question:** Is permitting associated with tidal wetlands required? **Response:** We are relying on the selected firm to help determine required permitting.
- 12. **Question:** Are there plans to replace the boat ramp in the future that should be accounted for in this design?

Response: No, at one point there were conversations about a floating dock, but this should not be incorporated into the project. The project should only account for replacing the bulkhead.

13. **Question:** Can the geotechnical portion of the scope of work be added as a separate line item on the price proposal?

Response: The Bid Form will be updated accordingly to separate geotechnical pricing.

If anyone takes exception to these minutes, please contact our department within **ten (10) days** from the recent of this document.

Respectfully submitted,

Katie Northam, LEED AP BD+C Project Manager Department of Planning & Codes

KN/swg

cc: All Attendees



Crouse Park Bulkhead Replacement Engineering Services RFP: Pre-Bid Meeting Wednesday, September 18, 2024 at 10:00am Sign-In Sheet

Name	Company	Email	Phone Number
Katie Northam	Town of Denton	knortham@dentonmaryland.com	410-479-3625
Andrew	Davis, Bowen Friek	aew adbfinc, com	410 543 9091
Cosey Karch	Rawh In	Casey Stauthong.com	410-170-4081
James Bulicki	Remineton & Vernich Enjage	Vernich Enjury James Bulick: Euro com	0589-0h8-516
Soil Grenes	TOWN OF DEATON	SCETCHELL POPENTOUMARY LAND, COM 4/10.479, 2050	1/10.479.2050
Jeannie Haddaway-Riccio (virtual)	Rauch Inc	jeannie@raucheng.com	
Julie Bauer (virtual)	Century Engineering	jbauer@kleinfelder.com	
Jonathan Blasco (virtual)	AMT	jblasco@amtengineering.com	
Reggie Mariner (virtual)	GMB	RMariner@gmbnet.com	
Michael Pieranunzi (virtual)	Century Engineering	mpieranunzi@kleinfelder.com	



Crouse Park Bulkhead Replacement Engineering Services RFP: Pre-Bid Meeting Wednesday, September 18, 2024 at 10:00am Sign-In Sheet

Name	Company	Email	Phone Number
Tim Glass (virtual)	Lane Engineering, LLC	tglass@leinc.com	



Crouse Park Bulkhead Replacement

Engineering Services RFP Pre-Bid Meeting: Sept. 18, 2024

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Town of Denton Project Contact:

Katie Northam, LEEP AP BD+C

Project Manager

4 N 2^{nd} Street, Denton, MD 21619

Phone: (410) 479 - 3625

Email: knortham@dentonmaryland.com

Project Description

- Original bulkhead at Crouse Park was constructed in the 1960s and has been repaired multiple times.
- Replacing approximately 240 feet of the existing bulkhead located at the boat ramp.
- Selected firm will be responsible for planning, design, and engineer of record services during construction.



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Scope of Work - Plan and Design

- Provide topographic survey of the project area.
- Provide soil borings and geotechnical evaluations for structural design.
- Prepare construction drawings and specifications in conformance with professional drafting practices and engineering standards.
- Design submittals at the following intervals:
 - Preliminary (30%)
 - ▶ Pre-Final (90%)
 - Final (100%)
- Provide (1) construction cost estimate at Pre-Final design stage.
- Prepare permit applications, submit and acquire required permits.

Scope of Work - Engineer of Record during Construction

- Attend pre-construction conference.
- Attend Progress Meetings and Site Visits estimated (4) visits with field reports.
- Submittal, shop drawings review.
- RFI review and response.
- ▶ Review and comment on proposed design changes.
- Punchlist Inspection.
- Prepare record "as-built" drawings.

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Design / Contractor Bidding Schedule

- ▶ Tentative Date for Award by Town Council: November 7, 2024
- Project Planning & Design: November 2024 April 2025
- Contractor Bidding: May 2025 June 2025
- Contractor Award / Start Submittals & Procurement: July 2025
 *pending approval of FY26 grant funding
- Construction Start: November 2025
- Construction Substantial Completion: April 2026

Bid Questions

- ► All questions should be forwarded to Katie Northam by email at knortham@dentonmaryland.com.
- ▶ Deadline for Questions: Wednesday, October 2nd at 4:00pm.
- Final Addendum: Friday, October 4th.

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Funding

- ▶ Primary Source: Maryland Department of Natural Resources Waterway Improvement Funds (WIF).
- Local Share as well.

Bid Submission

- ▶ BIDS DUE: Friday, October 11th, 2024 at 10:00am
 - Bid opening will be <u>private</u>.
- ▶ Bids can be mailed, shipped, or delivered to:

Town of Denton

Attn: Katie Northam

4 N Second Street

Denton, MD 21629

- ▶ Bids can also be submitted electronically to: knortham@dentonmaryland.com
- ▶ Reference RFP for directions on how to label envelope / email.

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Index of Bid Forms

- ▶ E1. Standard Sealed Bid Form
- ▶ E2. Affidavit of Qualifications to Bid
- ▶ E3. Non-Collusion Certificate
- ► E4. Subcontractor's Declaration (Listing of subcontractors)
- ▶ E5. Background Questionnaire
- ▶ E6. Hourly Rates Information
- ▶ E7. Project Team Resumes
- ► E8. Project Examples

Bid Form - Pricing Information

BID PRICE FOR ENGINEERING SERVICES

DESCRIPTION	COST
a) Fee for Plan & Design of the Replacement Bulkhead	
b) Fee Associated with Engineer of Record Services during Construction	
TOTAL FEE (a + b)	

11

Bid Review Criteria / Basis of Award

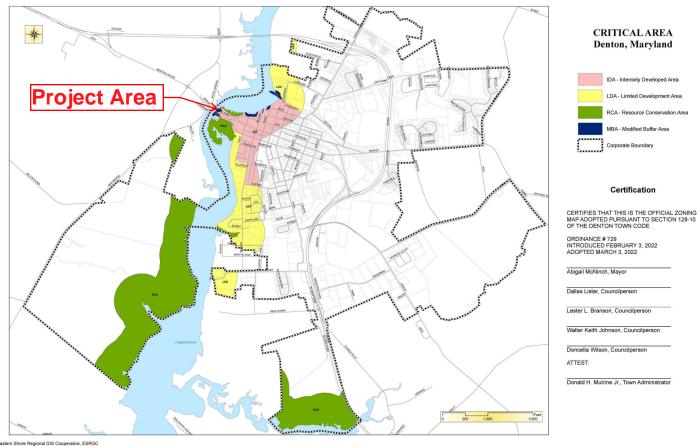
- ▶ Lowest responsive, responsible price as indicated by the price on the bid form. (25%)
- Compliance with specifications and terms of the Bid Package. (20%)
- ▶ Demonstrated skill and experience with similar projects. (20%)
- Ability to perform or deliver quality work on time. (15%)
- Proposed project team and availability. (15%)
- ► Local business. (5%)



ZONING

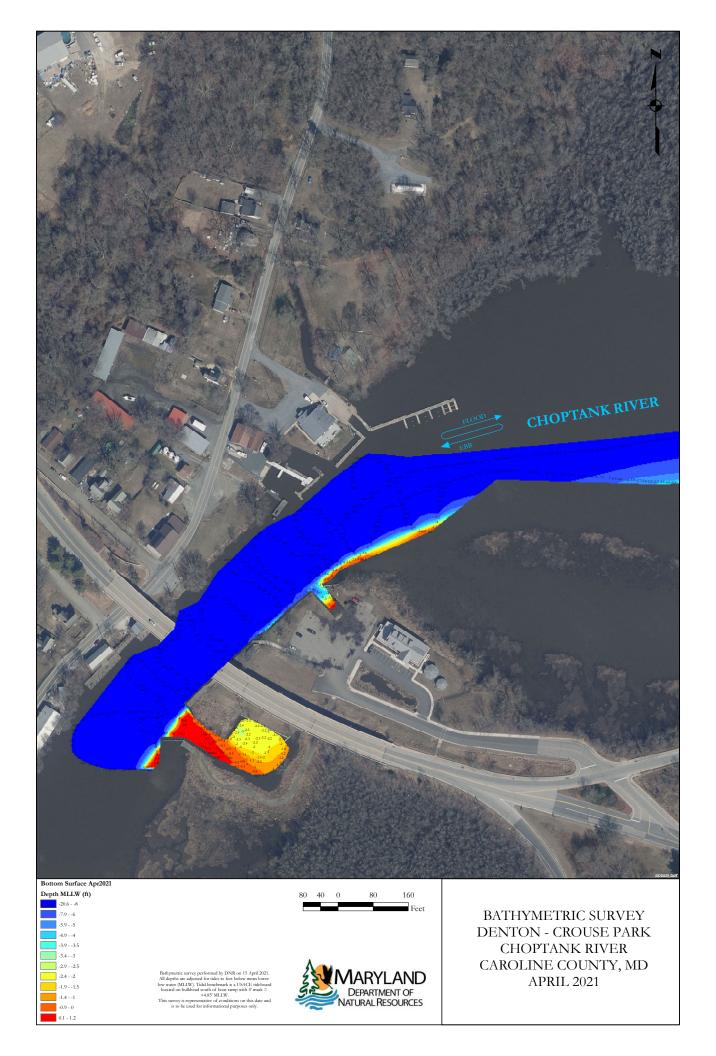
128 Attachment 11

Town of Denton Critical Area Map [Amended 3-3-2022 by Ord. No. 729, effective 3-10-2022]



Eastern Shore Regional GIS Cooperative, ESRGC Maryland Dept Natural Resources, DNR Critical Area Commission

128 Attachment 11:1



Town of Denton

Crouse Park Bulkhead Project



