

Request for Proposals
F o r
Design and Engineering Services
RiverWalk – Head of Falls

1. Introduction

The City of Waterville is seeking proposals for an architectural/landscape and engineering design for the construction of a walkway along the Kennebec River in an area of the City known as Head of Falls. For a short history of the Head of Falls area, please visit our website at waterville-me.gov/head-of-falls-2.

2. Scope of Services

The selected firm will assist the City of Waterville in developing a design and construction plan for a 900 ft. long riverfront walkway. The City has developed conceptual designs for the walkway which can be viewed at the link noted above.

Tentative plans are for a concrete walkway to be built upon an existing concrete foundation wall. This walkway/boardwalk would be lighted and have an architectural railing on the river side. Additional features may include historical interpretive panels along with a gazebo-like structure. There may be an opportunity(ies) for the addition of artwork or pieces of sculpture. The integration of the design within its urban and natural context is very important given its location and function in revitalizing the waterfront.

Consultant should plan on a minimum of 4 committee meetings and 1 public meeting to complete the design portion of the work.

Although the City may perform some aspects of the construction, the consultant shall prepare the specifications under the assumption that all work will be bid out.

At this point in time, prices are not requested for construction management/inspection services. The City will be responsible for any and all permitting.

3. Qualifications

The successful firm must have demonstrated experience in design of public spaces and facilities in sensitive landscape and urban contexts. The ability to present such plans and assist in the development of consensus to proceed is of primary importance.

The firm chosen for this work must have a licensed engineer as part of the team. Consultants must also have development experience related to a Maine DEP Voluntary Remedial Action Program (VRAP) Brownfield site.

4. Contract Period

The successful bidder will be chosen during the month of February 2016. Design

work is expected to begin immediately. Preliminary construction work is expected to begin in 2017, with a project completion date of July 1, 2018.

5. Submittals

Fifteen (15) hard copies (8.5" x 11") of the submittal and one (1) digital version (PDF) shall be included in the submittal package. The submittal shall include:

- A. References, experience with similar projects, and schedule availability.
- B. Statement regarding ability to meet the proposed project on schedule.
- C. A narrative of how the consultant will approach the project
- D. Team members with brief biographies
- E. List the company's billing structure, hourly rates, reimbursable expenses, and the rates of overhead.

6. Review of Proposals

All proposals will be reviewed by an advisory committee who will recommend a selection to the City Council. The Council reserves the right to accept/reject any and all proposals or parts thereof.

7. Contact Persons:

All communications with regard to this RFP must be directed to Greg Brown at the address below or by email: gbrown@waterville-me.gov. It is the responsibility of the bidder to inquire about any requirements of this RFP that are not understood. The City of Waterville will not be bound by oral statements made by any person, nor will it be bound by written statement or clarifications except those issued in writing by the contact person.

8. Submission Requirements:

To be considered, proposals must be received by **12:00 P.M. on Monday, February 1, 2016**. The proposals shall be submitted in a sealed envelope clearly marked, "**RiverWalk Proposal**." Late, faxed, or e-mail proposals will not be considered. The proposals shall be delivered to:

Mr. Greg Brown
City Engineer
One Common Street
Waterville, ME 04901