

REQUEST FOR PROPOSAL

BID # 2022-16

WEST HAVEN BOARDWALK RESILIENCE AND ECO-RESTORATION PROJECT

ALTSCHULER BLVD, WEST HAVEN, CT 06516

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1. LEGAL NOTICE

**CITY OF WEST HAVEN
REQUEST FOR PROPOSALS**

**WEST HAVEN BOARDWALK RESILIENCE
AND ECO-RESTORATION PROJECT**

BID # 2022-16

The City of West Haven (here after referred to as the City) is soliciting a Request for Proposals for the West Haven Boardwalk Resilience and Eco-Restoration project. We are seeking qualified firms to perform site analysis and design work leading to a Nature-Based Coastal Resilience plan to address necessary coastal resilience and ecological restoration of a 1.5 acre central portion of West Haven's 3 mile public shoreline.

Responses to this RFP shall be submitted to the City of West Haven's Finance Director's Office, due not later than Thursday, June 6, 2022 at 2:00pm. All proposals must be clearly marked **RFP – WEST HAVEN BOARDWALK RESILIENCE**. No oral, telephonic, emailed, or faxed responses shall be considered. No oral, telephonic, emailed, or faxed corrections, deletions, or additions to any response shall be accepted. The City reserves the right to reject any or all responses, and to waive any or all formalities in connection with this request. Any responses received after the above scheduled due date and time shall not be accepted or considered.

A mandatory pre-proposal walk through will be held on May 24, 2022 at 10:00am at Old Grove Park, Altschuler Blvd, West Haven, CT 06516.

Respondents are required to submit three (3) double sided copies and one electronic copy of a sealed proposal by no later than June 6, 2022 at 2:00pm at West Haven City Hall, Office of the Finance Director, 3rd floor, 355 Main Street, West Haven, CT 06516, clearly marked "RFP – WEST HAVEN BOARDWALK RESILIENCE". Proposals received after this time and date will be rejected.

The City reserves the right to reject any or all proposals if it deems such to be in the best interest of the City of West Haven. Questions regarding the Request for Proposals should be directed to Rick Spreyer, Director of Procurement, by e-mail at rspreyer@westhaven-ct.gov.

Rick Spreyer
Director of Procurement

2. PROJECT OVERVIEW

The City seeking qualified firms to perform site analysis and design work leading to a Nature-Based Coastal Resilience plan to address necessary coastal resilience and ecological restoration of a 1.5 acre central portion of West Haven's 3 mile public shoreline.

3. SCOPE

This preliminary work will produce data for a cost-benefit analysis as well as generate additional data to support future applications for funding for implementation of this project as well as for developing a comprehensive plan for a larger area of shoreline. The subject area was included in previous surveys and plans, including the SCRCOG multi-jurisdiction hazard mitigation plan (2014), the SCRCOG Regional Framework for Coastal Resilience (2017), and the West Haven Harbor Management Plan (2018). The property lies within FEMA's Special Flood Hazard Areas with a base flood level of 12 and North Atlantic Coast Comprehensive Study calculated storm levels of 10.3 to 11.4 feet in the 50 to 100 year RI range. The subject area is also part of the 39-acre property (from roughly Altschuler Plaza to the Cove River) over which the Land Trust of West Haven (WHLT) holds a conservation easement.

This parcel has been selected as a pilot project due to its scale, location and features. In particular, as to scale, this 1.5 acres area presents us with a manageable size project that can be completed within a relatively short time frame. As to location and features, the property forms the eastern border of the City's most heavily frequented public park. The beach and the Boardwalk here function as the City's "front yard". Old Grove Park (the "Park") is the site of many events and festivals and includes part of a continuous walkway that extends from Sandy Point Bird Sanctuary to Bradley Point. The Park and the Boardwalk form a key recreational resource for the City's highly diverse demographic as well as providing some of the State's most important public access to the coast. The Boardwalk is used by walkers year-round. As part of the Harborside Trail, the Boardwalk is also part of the East Coast Greenway and accessible to bicyclists. The parcel's prominence provides a unique opportunity to engage the City, park users, and visitors with the WHLT in education on climate change, coastal resilience, and a healthy coastal ecosystem while also contributing to health, safety, and non-automobile transportation options. In addition, the site needs urgent attention due to recent removal of storm-damaged invasive *Ailanthus* and *Robinia pseudoacacia* trees, leaving that stretch of beach more vulnerable to extreme weather than before.

Drawing and aerial photo of the selected parcel are located at the end of this document.

The goals of this RFP are to achieve the following:

- Site analysis, including reconnaissance survey, desktop analysis of current data on storm surge, wind/wave climatology, tidal fluctuation/elevation, shoreline and nearshore/offshore water data, and threatened and endangered species, etc.
- Site assessment report including natural/green infrastructure opportunities.
- Preparation of at least two draft concept plans for the project.
- Ongoing community involvement up to and including collecting community input on draft plans.
- Preparation of a final Nature-based Coastal Resilience Plan suitable for pre-application permit meetings and preparation of draft engineering plans.

The awarded firm will be expected to work closely with the Team members of this project from various City agencies, councils and commissions. The members of the team are:

Renny Loisel – President, Land Trust of West Haven
Marilyn Wilkes, Vice-President and Project Coordinator, Land Trust of West Haven
Gary Donovan – City Councilman At-Large, City of West Haven
Mark Paine – Director of Parks and Recreation, Project Coordinator for City of West Haven
Treneé McGee – State Representative 116th District
Leo Kelly -- City of West Haven Tree Warden
Robin Parsons -- Resident and sustainability advocate
Ron Walters -- Resident and Senior Environmental Analyst at the Regional Water Authority
Dabar Ratupenu – Resident and sustainability advocate

4. RFP TIMELINE

- RFP Published – May 19, 2022
- Mandatory Site Visit – May 24, 2022, 10:00am at Old Grove Park, Altschuler Blvd, West Haven, CT 06516.
- RFP Due Date – June 6, 2022
- Review of Proposals – June 6-8, 2022
- Proposal Awarded – June 9, 2022
- Project Start Date - TBD

5. SUBMISSION OF PROPOSALS

General Requirements:

Proposals must include a concise description of the Company's ability to meet the requirements of this Proposal. Submittals shall be double-sided, include a Table of Contents, clearly tabbed for each section of the provided technical specifications and Required Components in the bid package, as well as the requirements listed below. Include a letter of interest providing a brief background of the Company. Respondents shall submit Three (3) double-sided copies and one (1) electronic copy (1 compiled PDF file) of their proposals.

Tabbed sections should also include the sections as follows:

Company Information -- The respondent shall provide a brief summary of its company, including the following information:

- Name of company and parent company, if any.
- Any prior name(s) by which the company was known and the corresponding years.
- Name(s) of any subsidiary companies owned or controlled by responding company.
- Legal form of ownership. If a corporation, where incorporated and when.
- Indicate the years engaged in construction services under the present name.
- Names, titles, and contact information for the principal members of the company, including officers. Indicate which individuals are authorized to bind the company in negotiations with The City of West Haven
- Address of principal office from which the Project will be managed.

- Name, address, telephone number and email address of key personnel contact, to receive notifications and to reply to inquiries from the Town. Sub-Contractors
- Names, titles, and contact information for the principal members of the company, including officers. Indicate which individuals are authorized to bind the company in negotiations with The City of West Haven
- Name, address, telephone number and email address of key personnel contact, to receive notifications and to reply to inquiries from the City.

Estimating/Cost Management

- Discuss company's ability to perform project and to accurately estimate costs associated with "Scope of Work" section of this RFP.
- Provide final cost and relevant methods to stay at or below your estimated budget. The City of West Haven is exempt from Federal Excise Taxes and Connecticut Sales and Use Tax.

Schedule and Phase Management

- Provide a preliminary schedule that identifies each phase of the above "Scope of Work" and projected time to complete.
- Identify potential issues that could negatively or positively affect the proposed completion date.

Related Experiences and References

- List correlating projects completed by your company for a minimum of the past two years.
- Include contact information (Name, phone number, email) of a key individual associated with each project. Note if any claims, disputes or litigation has occurred on any of these projects, including the parties involved, and the current status of each.
- Identify any prior projects performed for the City of West Haven.

6. METHOD OF SELECTION

The City will evaluate each proposal based on the following criteria:

- The respondent's ability to develop accurate cost estimates.
- The respondent's proven record of satisfactory completion of previous similarly scoped projects.
- The respondent's ability to submit cost-effective solutions.
- The respondent's key personnel assignment.
- The respondent's provided references.

Telephone, Fax, or electronically transmitted submittals will not be accepted, and no proposals received after the closing date and time will be considered. Failure to comply with these instructions will result in the rejection of your proposal.

The City of West Haven reserves the right to accept and bid or part of bids, to reject any, all or any part of the bids, to waive formalities or informalities in the bidding process and to award the bid deemed to be in the best interest of the Board.

7. PROPRIETARY INFORMATION

This RFP and one copy of each original proposal received, together with copies of all documents pertaining to the award of a contract, shall be retained by the City of West Haven and made part of a file or record which shall be open to public inspection after contract is awarded.

West Haven Boardwalk Resilience and Eco-Restoration Project

