City of Saco
Request for Proposals
Saco Island Multimodal Bridge Concept Plan

The City of Saco ("City") seeks proposals from qualified firms to create a feasibility and concept plan for a multimodal bridge across the Saco River and its scenic falls parallel to the railroad tracks between Saco and Biddeford. This bridge would be an extension of the Saco/Biddeford RiverWalk Trail connecting the Saco Transportation Center to the planned Pearl Street Riverfront District in Biddeford, and will accommodate pedestrians and bicyclists, and possibly support transit shuttle service between Saco and Biddeford. Completing this bridge is a major step in creating a Transit Oriented Development hub in Saco and Biddeford as part of regional efforts supported by PACTS, BSOOB Transit, NNEPRA and private development partners. The proposed bridge is intended to be an iconic destination for the region, supporting transportation and recreation in the robust downtowns and mill districts in Saco and Biddeford.

Proposals will be accepted until 11:00 AM on Monday August 24, 2020. Any questions regarding the project specifications should be directed to Jessa Berna, Economic Development Specialist, by emailing jberna@sacomaine.org. Deadline for questions is Friday, August 7, 2020 at 4:00 PM.

The attached response form must be completed and included with your proposal. Failure to submit a complete package will nullify your proposal. The City of Saco reserves the right to accept or reject any or all proposals or negotiate with a proposer following the public opening without right or recourse by vendors, if it is in the best interest of the City to do so.

The City of Saco is sales tax exempt.

Reviewed and approved by:

[Signature]
Bryan Kaenrath, City Administrator

[Stamp] 7/20/2020
City of Saco
Request for Proposals
Saco Island Multimodal Bridge Concept Plan

RFP Circulation Date: July 20, 2020
Proposal Submission Due Date: August 24, 2020

Introduction
The City of Saco (“City”) seeks proposals from qualified firms to create a feasibility and concept plan for a multimodal bridge across the Saco River and its scenic falls parallel to the railroad tracks between Saco and Biddeford. This bridge would be an extension of the Saco/Biddeford RiverWalk Trail connecting the Saco Transportation Center to the planned Pearl Street Riverfront District in Biddeford, and will accommodate pedestrians and bicyclists, and possibly support transit shuttle service between Saco and Biddeford. Completing this bridge is a major step in creating a Transit Oriented Development hub in Saco and Biddeford as part of regional efforts supported by PACTS, BSOOB Transit, NNEPRA and private development partners. The proposed bridge is intended to be an iconic destination for the region, supporting transportation and recreation in the robust downtowns and mill districts in Saco and Biddeford.

The conceptual bridge design will help illustrate the benefits of a new link over the river and provide a roadmap to final construction. This concept plan will help design a construction-ready multimodal crossing at this location and help leverage matching state, regional and federal funding for construction, including Federal Transit Authority funding, and other sources of transportation funding that may be accessible through PACTS and MaineDOT.

Background
Creating a multimodal connection between Saco and Biddeford parallel to the railroad tracks between the Saco Transportation Center and Lincoln Street in Biddeford has been a long-term goal for both cities. Saco’s 2011 Comprehensive Plan and 2018 Comprehensive Plan Update both identify this connection as a priority for economic development in the community. Long-term project goals include creating a safe, affordable, and sustainable means of recreation and transportation, promoting a thriving economy, and supporting smart growth and transit ridership.
The Pearl Street Riverfront District immediately across the river from the Saco Transportation Center is the site of approximately $125 million in development that commenced in 2020. This mixed-use transit-oriented development will include a new riverfront park, with an extension of the RiverWalk, terminating at the location of this proposed multimodal bridge. Currently, this new development has no safe way to cross the river at this location, and this problem will be further exacerbated as the area grows. Designing and constructing a multimodal bridge across the Saco River parallel to the railroad tracks is a top priority for Saco Main Street, and the Cities of Saco and Biddeford because it is an essential connection between the two downtowns, encouraging community-based sustainable economic development. The proposed bridge is an essential part of our larger goal of ensuring safe and equitable connections within and between Saco and Biddeford for both recreation and transportation.

Project Management and Responsibilities
The City of Saco’s Planning & Economic Development Department seeks assistance to collaboratively manage and create a concept plan for this multimodal crossing. This work will occur in coordination with City staff, boards and commissions, and the City Council as needed. The consultant will work with an inter-agency working group, including representation from the cities of Saco and Biddeford, BSOOB Transit, Saco Main Street, private developers, and other stakeholders.

The Consultant is expected to manage the project, deliverables and timelines. The Economic Development Specialist will serve as the primary contact and coordinator between the City of Saco, the inter-agency working group, and the successful firm.

The Planning & Economic Development Department will be responsible for:
- Administering the project and overseeing the consultant’s work on this project;
- Providing relevant studies, plans, and initiatives;
- Assisting with coordinating public meetings;
- Assisting with other community outreach.

Scope of Work and Deliverables
The selected consultant will complete a conceptual design for a multimodal bridge between Saco and Biddeford. It is anticipated that this project will require the following tasks. Scope of work is not limited to these tasks, which are meant only to be illustrative in nature. As part of the response, proposals should identify any additional items not indicated below.

Project Coordination and Meetings
The Consultant will work closely with the project team throughout all phases of the project and the completion of the scope of services. The consultant will conduct 3-5 meetings with the inter-agency working group. At a minimum, the kick-off meeting should accomplish the following:
- Identify and understand local issues, relevant state, and local regulatory requirements;
- Finalize the project schedule and scope of work;
- Identify data needs and gaps, and previous related study efforts;
- Conduct a site walk along the corridor;

The consultant team’s proposal should include an approach to effectively inform and solicit feedback from the public and other stakeholders throughout the process. The consultant should
plan for at least two (2) opportunities for public input, either virtually or in person, and conduct regular project team meetings to keep the team informed throughout the project.

**Feasibility and Conceptual Design Recommendations**
The consultant will review the proposed corridor to evaluate engineering, environmental impacts, and permitting feasibility and construction costs. The consultant will prepare a detailed feasibility study evaluating the potential for multimodal bridge development. The report will investigate existing and necessary infrastructure needs along the corridor and the feasibility of constructing a bridge near this location and identify two possible design concepts. The conceptual bridge design will include the following:

- Two conceptual designs that will satisfy the goals and constraints of the project;
- Schematic plans, section and elevations to scale;
- 3D renderings/photomontages from several vantage viewpoints to illustrate the scale, proportions and context integration;
- Preliminary structural analysis to confirm feasibility, preliminary material quantities and completion of structural report;
- Proposed cost estimate, including possible permitting, full design, engineering, construction, and right-of-way acquisition costs;
- An analysis of potential funding options.

**Project Costs and Schedule**
The consultants will develop a preliminary cost estimate and schedule for the preferred scenario, including construction and right-of-way costs. Potential funding sources will also be identified.

**Final Report**
The tasks discussed above will be combined into a final report documenting the project. At a minimum the report will include a narrative of the study process, a description of the various alternatives considered, documentation of the evaluation criteria, and illustrations of conceptual designs and cross sections. The final report will incorporate all applicable technical memorandums and provide a roadmap to construction including potential funding sources.

**Timeline**
The Planning & Economic Development Department anticipates that this project will be completed within five (5) months of project award.

**Budget**
All Proposers shall provide a fixed price fee, as a “not to exceed” quotation for the total project.

**Evaluation Criteria**
The City will only review complete proposals received by the specified deadline and per the listed requirements. Finalists may be selected to present their respective proposals to the selection committee for review. Finalists shall be scored and ranked based on criteria that include but are not limited to:

- Technical approach to the project
- Professional qualifications, expertise, quality and depth of key personnel with similar projects
- Previous experience, and successful record with similar projects
- Resumes of personnel assigned to this project, including relevant experience
- Proposed approach to soliciting meaningful public input and public participation methods
- Timeliness of the proposed schedule and the ability of the consultant team to complete the work as scheduled based on current and projected workload
- A competitive and reasonable fee, estimated costs and the flexibility to adjust the proposed work program to meet budget constraints
- Other factors deemed relevant by the selection committee

Selection
The City of Saco reserves the right to accept or reject any or all proposals, and at its discretion, may select a firm outright or select a finalist(s) for interviews.

Schedule
- Release RFP: July 20, 2020
- Proposals Due: August 24, 2020
- Optional Interviews: August 31 – September 4, 2020

Respondents shall provide a proposed project schedule that may be subject to modifications during negotiation of the contract. It is expected that completion of the project and delivery of the concept plan should take no longer than 5 months.

Submission
Submissions must be received hard copy/electronically by **Monday, August 24, 2020 at 11:00 AM.**

Submit one (1) printed proposals in a sealed package clearly labeled with the consultant’s name and address and “RFP – Multimodal Bridge Concept Plan” to the Finance Department, ATTN: Jessa Berna, 300 Main Street, Saco, ME 04072; and submit an electronic version in PDF format to jberna@sacomaine.org, with the subject line “RFP – Multimodal Bridge Concept Plan”. Proposals shall not be returned and will become property of the City of Saco.

Proposals shall not be returned and will become property of the City of Saco. Your proposal must include responses to all requirements contained within this RFP. By submitting a proposal, your firm agrees to all applicable provisions, terms and conditions associated with this RFP. This RFP, your submitted proposal, all appendices and attachments (if applicable), and stated terms and conditions may become part of the resulting contract.

Your proposal must include responses to all requirements contained within this RFP. By submitting a proposal, your firm agrees to all applicable provisions, terms and conditions associated with this RFP. This RFP, your submitted proposal, all appendices and attachments (if applicable), and stated terms and conditions may become part of the resulting contract.

Questions regarding the proposal specifications should be directed to Jessa Berna at jberna@sacomaine.org. All questions must be submitted in writing no later than Friday, August 7, 2020 at 4:00 PM. Questions and answers regarding the RFP may be shared with all consultants known to be interested in submitting a proposal.
City of Saco
Saco Island Multimodal Bridge Concept Plan
RFP Response Form

Please complete the following response form. Amounts are to be shown in both words and figures. In the case of a discrepancy, the written word shall apply.

**Total Contract Sum:**

$____________________________

**Total Contract Sum (in words):**

______________________________________________________________ Dollars

Quotes shall be honored for ninety (90) days.
### Vendor Information Form

City of Saco  
Saco Island Multimodal Bridge Concept Plan  
Vendor Information Form

Please complete the following. Attach additional sheets as necessary.

<table>
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<th>Our Company is:</th>
<th>A corporation ______</th>
<th>A partnership ______</th>
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<td></td>
<td>Individually Owned</td>
<td>Other:</td>
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<th>SS or Fed I.D. No: (Submission is voluntary)</th>
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<th>Company Name and Address:</th>
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<th>Name of Principal:</th>
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| Telephone Number:  
Facsimile Number:  
E-mail Address: |
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<tr>
<th>References (List Three References, with names, address and telephone numbers)</th>
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<th>Date of Delivery</th>
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All sections above must be completed. All deviations from the specifications must be fully explained in writing on the following Statement of Compliance/Deviations Form.

Proposers understand that the City reserves the right to reject any or all proposals, reject any or all items, and delete any item or parts of items.
City of Saco
Saco Island Multimodal Bridge Concept Plan
Statement of Compliance/Deviation

The proposal includes the following deviations from the Specifications, which the vendor represents and warrants as being fully equal or superior to the requirements of the Specifications, for the reason(s) set forth fully below. If there are no deviations, please state so below.
City of Saco  
Saco Island Multimodal Bridge Concept Plan  
Proposal Agreement

The undersigned, by submitting a proposal, declares as follows:
1. The only parties interested in the RFP are the principals named herein.
2. This proposal is made without collusion with any other person, firm, or corporation.
3. No officer, agent, or employee of the City of Saco is directly or indirectly involved with the proposal.
4. All deviations from the specifications must be fully explained in writing and included on the Statement of Compliance/Deviations Form provided.

Proposers understand that the City reserves the right to reject any or all proposals, reject any or all items, and further, reserves the right to delete any item or parts of items.

DATE: ________________________  PROPOSER: ____________________  
(Company Name)

BY: ____________________  
(Authorized Company Representative)

ATTEST: ____________________  Its: ____________________  
(Title)

Signature below by the City of Saco represents acceptance of the above Proposal Agreement in accordance with the contract specifications. Upon execution by the city, this official RFP form, any attached documents and such other documents (instructions, general specifications, technical specifications) shall serve as the contract.

DATE: ________________________  BY: ____________________  
Bryan Kaenrath  
City Administrator

[SEAL]  
ATTEST: ____________________