



Town of Barnesville Commissioners

September 20, 2019

Re: Commissioners of Barnesville
Montgomery County, MD
Request for Proposal – Park Design

The Commissioners of Barnesville, Maryland are requesting a proposal for a Contractor to design a new passive park on the vacant lot located at the southwest corner of MD Route 109 and Barnesville Road, in the center of the Town (Tax Map CV63, Parcel P861). The property consists of 23,221 sq. ft or 0.5 acres. Enclosed is an aerial photograph at 1" = 30' of the property, which indicates the approximate boundary, vegetation, and topographic information.

The proposed park will, at a minimum, consist of park signage, historical markers, enhanced landscaping, a possible pollinator garden, walkways, and bench seating areas. The tall evergreen and the historic well will remain. The park design should be reflective of the cultural history of the town of Barnesville and the surrounding Agricultural Reserve, including use of native plants, structural or artistic elements that would give the park a local character and local sense of "place". An assessment of the health of the existing trees will be required. Electrical connections will be required from the existing, adjacent poles. The Montgomery County Department of Transportation is designing a walkway along the west side of MD Route 109, which will link to the internal park walkway.

The engagement will include:

1. At least two meetings with the public: one at the outset of the engagement for the Contractor to hear ideas from the community with regard to the park and one at presentation of the final concepts.

2. Two to three conceptual layouts at 1" = 30' of the proposed park and amenities.
3. A cost estimate for the design and construction of each of the proposed layouts.
4. An approximate timeline to include the park design, any agency approvals, and the park construction.

The proposal should include:

1. Two or three examples of similar local projects or open space designs that have recently been designed by your firm and have been constructed.
2. One or two conceptual sketches of a potential design for the park.
3. The resumes of the key staff involved in the park design. Proposed staff or sub-contractors to do any required evaluations of the existing site (e.g. arborist).
4. Price for the services described above. Provide separate prices for a) design phase 1-4 above, b) managing bid process for purchase of any materials and installation and c) supervision of park installation.

There will be an optional pre-proposal information meeting on Thursday, October 3, 2019. Town representatives will be available at the park site at 6:30 pm and at the Barnesville Town Hall (18001 Barnesville Rd, Barnesville, MD 20838) at 7:00 pm. Attendance is recommended but not required. The meeting will provide an opportunity to view the site and ask questions of town representatives. Parking is available at the Barnesville Baptist Church, 17917 Barnesville Rd, (one block walk to the site and very close to town hall).

Please submit your written proposal by 5:00 PM on Friday, October 18, 2019 to clerk.bmd@gmail.com. Physical materials, if any, should be postmarked by the same date and mailed to: Commissioners of Barnesville, PO Box 95, Barnesville, MD 20838.

Evaluation Factors:

The Commissioners will award the contract based upon the following factors.

- *Experience with Similar Projects* - Demonstrate successful performance on projects of similar size, scope, and expertise in public park design or similar privately-owned open space

- *Design Methodology and Approach* – Describe project approach, design management of multi- disciplinary consultants, and approach for creating cost-effective solutions and sustainable design
- *Qualifications and Experience* – Describe relevant experience of team lead and sub- consultants and experience with the Agricultural Reserve or similar rural or small town communities
- *Price* – The Commissioners may elect to hire Contractor for one or more of the work segments described in #4 above.

If you have any questions, please contact Douglas Lohmeyer at 301 908 3220.

