**State of Maine**

**Department of Environmental Protection**

**2019R2 GRANT APPLICATION FORM**

**RFP# 201903060**

**2019 Grants for Stream Crossing Public Infrastructure Improvements**

The Maine Department of Environmental Protection is inviting submittals for projects to implement public infrastructure improvements at stream crossings on municipal roads to upgrade culverts, in order to improve fish and wildlife habitat and increase community safety.

Please refer to the full RFP instructions before completing this application. Applicants must submit a separate proposal for each project.

For the current RFP version, current year Application, Question & Answer Summary and revisions related to this RFP, can be obtained at the following website:

<https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants>

Grants are awarded based on the following evaluation criteria:

**Public Infrastructure Information**

The organization qualifications and public infrastructure information will be scored based on the applicant’s ability to demonstrate the following: the degree of urgency of the proposed project, including whether a culvert is at high risk of failure due to age, location within a watershed or reach with high flood risk or severe flood history; the expected contribution to reducing the frequency or severity of flooding to upstream and downstream communities and improving storm water management within the proposed project area; and the impact to community safety.

**Environmental Benefit**

The environmental benefit will be scored based on the applicant’s ability to demonstrate the following: 1) the extent to which there is a stated benefit to fish, including sea run fish, wild brook trout, Atlantic salmon, and wildlife; 2) the statewide prioritization for aquatic connectivity and presence of Atlantic salmon, alewives, diadromous fish species, and wild brook trout; and 3) stream crossing design criteria incorporated for resiliency and habitat improvement, including the extent to which the project is considered “Stream Smart” (*see Part II. B. of RFP 201903060*).

**Proposed Culvert/Crossing Cost & Budget Information**

The funding request will be scored on the degree to which the project represents an efficient and cost-effective investment including: the total proportion of funding from other sources (Local Matching Funds); avoided costs associated with the project; and project efficiency demonstrated by the engineering design or other factors.

**Application Submittal Content**

1. **Cover Letter**

The Bidder is to submit a cover letter (on applicant letterhead) signed by an official authorized to submit a proposal on behalf of the applicant. This letter should include a basic description of the proposed project, confirm the structure proposed for replacement is located on a municipally-owned road, and an estimate of the amount of time needed to complete the replacement stream crossing, if awarded. *Maximum of 2 pages.*

1. **Application**

Applicants must submit a completed Proposal Application Form 2019R2. Be as concise as possible with all answers. If additional space is needed, include a separate sheet noting the section and question number.

1. **Supplemental materials**

Do not include oversized drawings. Pages must be 8.5” by 11” paper size. Note – All photos should be dated. *Maximum of 20 pages.*

Include the following documents (in color where possible):

1. Photos of the existing culvert crossing:
	1. Photos showing condition of culvert/crossing.
	2. Photos showing downstream side of culvert/crossing looking at the crossing and downstream from the crossing (including water level at end of culvert). If possible, include photos of the inside of the crossing structure
	3. Photos showing inlet side of culvert/crossing looking at the crossing and downstream from the crossing (including water level at end of culvert/crossing).
	4. Photos showing safety conditions such as failures, flooding, sinkholes, collapsing structures, erosion undermining, etc., if available.
2. Maps:
	1. A location map with the project location clearly marked, including the water body(s), town(s), and road names
	2. An aerial photo showing the location of the crossing with bankfull width reference locations within the stream noted
3. Diagrams, plans, and attachments
	1. A plan view sketch or plan of the existing and proposed crossings showing, at a minimum: the roadway, culvert location, and stream to show the alignment of the stream and culvert with respect to the roadway (include arrows showing the direction of stream flow), and the proposed location of any cofferdams and dewatering areas;
	2. **OPTIONAL**: A longitudinal profile of the stream with stream slope (%);
	3. **OPTIONAL**: A cross section along the length of the proposed culvert showing the roadway, embedment amount, location of any footings, and amount of road cover; or any conceptual or engineering plans developed.
4. Other submissions
	1. Attach a copy of the StreamStats (<https://streamstats.usgs.gov/ss/>) Basin Characteristics Report for “Bankfull Statistics” and “Peak-Flow Statistics” at the crossing location (*See Figure 1*)
	2. Provide a document containing the “Layer details” for the crossing from Maine Stream Habitat Viewer (<http://webapps2.cgis-solutions.com/MaineStreamViewer/> (*See Figure 2*)
	3. **OPTIONAL:** Any letters of support from Natural Resource Agencies or Organizations, public safety, or other notable supporting organizations

**Figure 1:**

**How to Create a Basin Characteristics Report using Stream Stats**

**Step 1:** Go to <https://streamstats.usgs.gov/ss/>

**Step 2:** Use the map to find your stream crossing of interest or use the search tool by typing the location in the left hand search bar. Zoom to the location of the stream crossing.

**Step 3:** Select the State for your Study Area. Click “Maine” in the blue button/

**Step 4**: Zoom to the location of the stream crossing, click the blue “Delineate” button

**Step 5**: Click the location of the stream crossing on the map and wait for the basin delineation, then click “continue”

**Step 6**: Under “Regression Based Scenarios” select “Bankfull Statistics” and “Peak-Flow Statistics”, then click “Continue”

**Step 7**: Select “Basin Characteristics Report” and click “Continue”

**Step 8**: Print the Stream Stats Report

**Figure 2:**

**How to Create a Maine Stream Habitat Viewer Site ID Report**

**Step 1:** Go to <http://webapps2.cgis-solutions.com/MaineStreamViewer/>

**Step 2**: Zoom into the stream crossing of interest.

**Step 3:** In the Layers tab in the left-hand toolbar, make sure all “Crossings and Barriers” boxes are checked.

**Step 4:** Click on the shape closest to the stream crossing of interest

**Step 5:** Select the “Identify” tab, then click the location of the stream crossing

**Step 6:** Select all the text under “Layer Details” on the left side of the screen (without the photos).

**Step 7**: Copy and paste the data into a separate document to attach with the application

|  |
| --- |
| **Maine Department of Environmental Protection****Request for Proposals for Stream Crossing Public Infrastructure Improvement Projects****Proposal Application Form – 2019R2****RFP# 201903060** |
| 1. **Applicant Information**
 |
| Applicant Name |
| Applicant Mailing Address | City | State | Zip |
| Applicant Phone # | Email Address  |
| 1. **Agent/Consultant Information** [ ]  Check if not applicable
 |
| Agent Name |
| Agent Mailing Address | City | State | Zip |
| Agent Phone # | Agent Email Address |
| 1. **Applicability**
 |
| Please indicate the ability to demonstrate the following:🞎 The proposed structure to be upgraded is a culvert located on a municipal road and is not owned by a private or state  entity.🞎 The proposed project includes matching funds from local or other sources |
| 1. **Culvert/Stream Crossing Information**
 |
| 1. **Municipality or Unorganized territory where project will take place:**
 |  |
| 1. **GPS Location of crossing (**Decimal degrees preferred)

­­­­­­­­­­­­­­­­­(Available on google maps by clicking the location on the map)  | North | West |
|  |  |  - |
| 1. **Culvert/crossing location**

Name of the road on which the culvert/crossing is located and distance to the nearest intersection. |  |
| 1. **Watershed Location:**

List the HUC12 Watershed (can be found in Maine Stream Habitat Viewer), name of the stream, brook, or the water body the culvert is located on, and the downstream waterbodies it drains to. | **HUC12 Watershed:** |  |
|  | **A. Waterbody name at project location** *(“Waterbody A”)***:** |  |
|  | **B. “Waterbody A” drains to:** |  |
|  | **C. “Waterbody B” drains to:** |  |
| 1. **Existing crossing information**
 |
| Existing culvert/crossing material: [ ]  plastic pipe [ ]  concrete pipe [ ]  corrugated metal pipe  [ ]  concrete box culvert [ ]  stone/granite culvert [ ]  pipe arch  [ ]  bridge or span [ ]  Other type (describe): |
| Length: | Diameter(if round) | Width of crossing opening (span) | Height: | Approximate age of structure to be upgraded: |
|  |  |  |  |  |
| **6. Proposed crossing information** |
| Proposed culvert/crossing material: [ ]  plastic pipe [ ]  concrete pipe [ ]  corrugated metal pipe  [ ]  concrete box culvert [ ]  stone/granite culvert [ ]  pipe arch  [ ]  bridge or span [ ]  Other type (describe): |
| Length: | Diameter(*if round*) | Width of crossing opening (span) | Height: | *If proposing a bridge/span*  |
|  |  |  |  | Clear Span | Total Span |
|  |  |  |  |  |  |
| 1. **Scoring for Public Infrastructure Information (25 Points total):**
 |  |  |
|  | **Yes** | **No** |
| **1. Has the crossing caused flooding or overtopping of the road in the last 10 years?** |[ ] [ ]
| **2. How many times in the last 10 years?** (indicate if approximate) |  |
| 1. **Does this crossing regularly become obstructed by debris or require cleaning?**
 |[ ] [ ]
| **How often?** |  |
| 1. **Has the crossing been damaged by flooding in the last 10 years?**
 |[ ] [ ]
| 1. **Do you have any photos of the flooding or damage? Please provide if available**
 |[ ] [ ]
| 1. **Has the crossing ever partially or fully failed in the last 10 years?**
 |[ ] [ ]
| 1. **List any dates and describe the severity of flooding/damage associated with the crossing. Include the duration of any full or partial road closures.**
 |  |
| 1. **Describe any issues with the current condition of the crossing**
 |  |
| 1. **In how many years from now do you estimate the culvert/crossing would have a complete failure, a complete collapse, or total washout?**
 | **Less than 1 year** | **1-3 years** | **3-5 years** | **5-10 years** | **10+ years** |
|  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 1. **Would any homes, businesses, or critical infrastructure be completely cut-off from access if the crossing were to completely fail?**
 | **Yes** | **No** |
|  | [ ]  | [ ]  |
| 1. **If the culvert/crossing fails, how many businesses, or other critical infrastructure would be completely cut off or require a detour?**

(Note: see definition of “cut off” in RFP#201903060) | **Homes** | **Businesses** | **Critical Infrastructure** |
|  | Detour | Cut-off | Detour | Cut-off | Detour | Cut-off |
|  |  |  |  |  |  |  |
| **12. Using the space below, discuss what impacts would occur if the culvert/crossing were to fail.** For instance, are there critical public services (fire or police station, hospital, school, public works facility) located on this road that would be cutoff or required to detour?  |
|  |
| **13. Approximately how many vehicles per day travel this road (if known)?** |  |
| **14. If an alternate route exists, what is the minimum distance to travel from one side of the crossing along a detour to access the other side of the crossing?** |  |
| **15. Using the space below, discuss any other safety concerns about the existing culvert/crossing.**  |
|  |
| 1. **Environmental Scoring Criteria (50 Points total):**
 |
|  | **Yes** | **No** |
| **1. Are fish present in the stream?** |[ ] [ ]
| **Source(s) of Information:**  [ ]  MDIFW [ ]  MDMR [ ]  Maine Stream Habitat Viewer [ ]  Other (describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **2. Has this crossing been identified by the Maine Stream Habitat Viewer, MDIFW, MDMR, or another qualified entity as a barrier to fish passage?** |[ ] [ ]
|  **Provide source of barrier information** |  |
| **3. Is the existing culvert/crossing surveyed on Maine Stream Habitat Viewer?** <http://webapps2.cgis-solutions.com/MaineStreamViewer/> |[ ] [ ]
|  **If yes, what is the Maine Stream Habitat Viewer Crossing ID# for the crossing proposed for upgrade?** |  |
| **4. What is the Maine Stream Habitat Viewer Crossing ID# for the crossings upstream and downstream of the proposed upgrade?** | Upstream Crossing ID# | Downstream Crossing ID# |
|  |  |  |
|  **Are these considered to be a barrier to fish passage?** | [ ]  Barrier[ ]  Partial/Potential Barrier[ ]  Not a Barrier | [ ]  Barrier[ ]  Partial/Potential Barrier[ ]  Not a Barrier |
| **5. Distance to the next barrier identified by the Maine Stream Habitat Viewer (miles)?** | Upstream | Downstream |
|  |  |  |
| **6. Indicate if any of the following species have been identified above or just below the crossing.** |
| [ ]  **Wild brook trout** [ ]  **Sea-run brook trout** [ ]  **Atlantic salmon (sea-run)** [ ]  **Atlantic salmon (landlocked)** [ ]  **Alewives** [ ]  **Blueback herring** [ ]  **American eels** [ ]  **Sea-run rainbow smelt** [ ]  **other diadromous species (list): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | **Yes** | **No** |
| **7. Have you contacted MDMR regarding this stream and crossing?** |[ ] [ ]
|  **If yes, please include any relevant information they provided or attach letter of support** |  |
| **8. Have you contacted MDIFW regarding this stream and crossing?** |[ ] [ ]
|  **If yes, please include any relevant information they provided or attach letter of support** |  |
| **9. Are there any state or federal Threatened or Endangered species (aquatic or terrestrial) according to Beginning with Habitat Map Viewer within 1 mile of this crossing?** |[ ] [ ]
|  **If yes, list identified presence or habitat(s):** |  |
| **10. Is the project adjacent to other significant resources (e.g. Significant Wildlife Habitat, significant fisheries, “Heritage” waters, alewife ponds, etc.) according to the Maine Stream Habitat Viewer or Beginning with Habitat Map Viewer?** |[ ] [ ]
|  **If yes, list identified resource(s):** |  |
|  | **Yes** | **No** |
| **11. Have any priority habitats such as spawning areas been identified by the Maine Habitat Stream Viewer, MDIFW, or MDMR?** |[ ] [ ]
|  **If yes**, **List habitats identified and source of information:** |  |
| **12. Is the current crossing undersized?** |[ ] [ ]
|  **If yes, how was this determined and what was the metric used?** |  |
| **13. Will the new crossing be sized to be greater than 1.2 times the bankfull width of the stream?** |[ ] [ ]
| **14. What is the bankfull width of the stream? (**enter values from each method used below**)** |
| **Maine Stream Habitat Viewer** (estimated value)<http://webapps2.cgis-solutions.com/MaineStreamViewer/> | **Stream Stats**(estimated value)<https://streamstats.usgs.gov/ss/> | **Other Hydraulic & Hydrologic analysis**(if performed) | **Measured Bankfull Width** |
|  |  |  |  |
| **15. Will the new crossing contain an open bottom?** |[ ] [ ]
| **16. Will the new crossing be embedded below the stream bed?** |[ ] [ ]
| **17. If the new crossing will be embedded, is stream bed backfill proposed?** |[ ] [ ]
|  **If yes, how will material used for streambed backfill be determined?** |  |
| **18. Will the new crossing contain constructed stream banks within the structure?** |[ ] [ ]
| **19. Will this new crossing meet Maine DOT 100-yr flood criteria?** |[ ] [ ]
| **20.Is the upstream or downstream habitat degraded due to this crossing’s orientation, slope, or sizing?** (e.g. large scour pool, instability or stream bank erosion, significant downstream sedimentation, etc.) |[ ] [ ]
|  **Describe:** |  |
| **21. Is the crossing located on a stream or reach where other culvert/crossing upgrades have been performed within the last 5 years leading to improved fish passage?** |[ ] [ ]
|  **If yes, describe any additional biological, ecological, or cost-saving benefits that could result from the current project:** |  |
| **22. Describe any reasons the crossing or the waterbody should be considered a priority for restoration, including any input from Maine DMR or Maine IF&W Biologists:** |
|  |
| **23. Provide other information about the design or importance of the proposed project that benefits fish and/or wildlife such as terrestrial passage, stream banks within the structure, stream simulation design, or other factors:** |
|  |
| 1. **Cost & Budget Information Scoring Criteria (25 Points total):**
 |
|  |
| **1. How much money has been spent on physical repairs within the last 10 years on the culvert/crossing (exclude normal maintenance costs such as painting).** |  |
| **2. Describe the types of expenditures made on repairs** |  |
|  | **Yes** | **No** |
| **3. Do you have engineered design plans and construction specifications for the replacement culvert/crossing?**  |[ ] [ ]
| **If yes, identify who designed the plans, and when the plans were completed.**  |  |
| **NOTE: If the new crossing will be greater than 10 feet in width**, State Law requires MaineDOT inspect and stream crossing structures. **If the new crossing will be over 20 feet in width** (measured from abutment to abutment along the centerline of the road), you must request that the Maine Department of Transportation (MDOT) take responsibility for the structure. **Contact MaineDOT Bridge Maintenance Engineer Ben Foster at (207) 624-3000.** |
| **4(a). Is the structure over 10 feet in width measured along the center line of the road?**  |[ ] [ ]
| **4(b). Have you contacted MaineDOT’s Bridge Program?**  |[ ] [ ]
| **5. This project will likely require a permit from the Army Corps of Engineers. Have you contacted Army Corps regarding this project?** |[ ] [ ]
| **6. Have you submitted an application to Army Corps of Engineers?** |[ ] [ ]
| **7. Do you already have a permit in-hand from Army Corps of Engineers?** |[ ] [ ]
| **8. What is the anticipated construction duration?** |  |
| **9. If awarded, when is construction anticipated to begin?** (Keep in mind that the typical window for in-water work is July 15-October 1) | **Start Date:** | **Completion Date:** |
|  |  |  |
| **10. Provide any additional information regarding the efficiency and cost-effectiveness of the project in the space below:** |
|  |
| **11. Provide any additional information as to why this project should be funded by a public infrastructure grant in the space below:** |
|  |
| **VIII. Checklist for attachments and supplemental materials** |
| **1. Photos of the existing culvert crossing:** |
| * + Photos showing condition of culvert/crossing.
	+ Photos showing downstream side of culvert/crossing looking at the crossing and downstream from the crossing (including water level at end of culvert). If possible, include photos of the inside of the crossing structure
	+ Photos showing inlet side of culvert/crossing looking at the crossing and downstream from the crossing (including water level at end of culvert/crossing).
	+ Photos showing safety conditions such as failures, flooding, sinkholes, collapsing structures, erosion undermining, etc. (if available)
 |
| **2. Maps** |
| * + A location map with the project location clearly marked, including the water body(s), town(s), and road names
	+ An aerial photo showing the location of the crossing with bankfull width reference locations within the stream noted
 |
| **3. Diagrams, plans, and attachments** |
| * + A plan view sketch or plan of the existing and proposed crossings showing, at a minimum: the roadway, culvert location, and stream showing the alignment of the stream and crossing with respect to the roadway (include arrows showing the direction of stream flow), and the proposed location of any cofferdams and dewatering areas. This does not have to be professionally prepared;
	+ **OPTIONAL:** A longitudinal profile of the stream with stream slope (%);
	+ **OPTIONAL**: A cross section along the length of the proposed culvert showing the roadway, embedment amount, location of any footings, and amount of road cover; or any conceptual or engineering plans developed.
 |
| **4. Other submissions** |
| * Attach a copy of the StreamStats (<https://streamstats.usgs.gov/ss/>) Basin Characteristics Report for “Bankfull Statistics” and “Peak-Flow Statistics” at the crossing location.
* Attach a document containing the “Layer details” for the crossing from Maine Stream Habitat Viewer (<http://webapps2.cgis-solutions.com/MaineStreamViewer/>)
* **OPTIONAL:** Any letters of support from natural resource agencies or organizations, public safety, or other notable supporting organizations
 |

**State of Maine**

**Department of Environmental Protection**

**COST PROPOSAL FORM**

**RFP# 201903060**

**2019 Grants for Stream Crossing Public Infrastructure Improvements**

|  |  |
| --- | --- |
| **Bidder’s Organization Name:** |  |

Instructions: The cost proposal must include: the total amount of funds requested under this RFP, the total cost of the project to completion, and the amount of local matching funds dedicated to the project.

The cost proposal may not exceed $95,000. Local matching funds must be included. The Department cannot fund 100% of any project.

|  |  |
| --- | --- |
| **1. Total Amount of Funds being Requested** | **$** |
| **2. Total Matching Funds Committed to Project** | **$**  |
| **3. Total Cost to Complete Proposed Project****(total of items 1&2 above)** | **$** |
| **4. All Sources of Matching Funds (list):** |  |

|  |
| --- |
| **Budget Items** |
| **5. Total Engineering Costs** |  |
| **6. Permitting and Bidding** |  |
| **7. Erosion & sediment controls (including de-watering, stream bypass, cofferdams, temporary and permanent stabilization measures)** |  |
| **8. All other items** |  |

**State of Maine**

**Department of Environmental Protection**

**DEBARMENT, PERFORMANCE and NON-COLLUSION CERTIFICATION**

**RFP# 201903060**

**2019 Grants for Stream Crossing Public Infrastructure Improvements**

|  |  |
| --- | --- |
| **Bidder’s Organization Name:** |  |

*By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this proposal:*

1. *Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
2. *Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:*
	1. *Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract.*
	2. *Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;*
	3. *Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and*
	4. *Have not within a three (3) year period preceding this proposal had one or more federal, state or local government transactions terminated for cause or default*.
3. *Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

**Failure to provide this certification may result in the disqualification of the Bidder’s proposal, at the discretion of the Department.**

|  |  |
| --- | --- |
| Name (Print): | Title: |
| Authorized Signature: | Date: |