**State of Maine**

**Department of Environmental Protection**

**2019 GRANT APPLICATION FORM – Round 1**

**RFP#201903060**

**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 extent to which there is a stated benefit to fish, including sea run fish, native brook trout, Atlantic salmon, and wildlife; statewide prioritization for aquatic connectivity and presence of Atlantic salmon, alewives, diadromous fish species, and wild brook trout; and stream crossing design criteria incorporated for resiliency and habitat improvement.

**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 2019. Maximum of 16 pages.

1. **Photos, Diagram, and Location Map**

Provide photos of the existing culvert crossing, photos and a diagram of the longitudinal profile of the stream and cross section reference reach used to determine the bankfull width, and a map of the project location clearly showing the water body(s), town(s), and location of each stream crossing.

If the stream crossing is registered under the Maine Stream Habitat Viewer database, provide a screen capture of Maine Stream Habitat Viewer map showing the stream crossing and its HUC 12 subwatershed boundary (<https://webapps2.cgis-solutions.com/MaineStreamViewer>). HUC 12 Subwatersheds layer is under the Base Layers folder of the Stream Habitat Viewer.

Do not include oversized drawings. Pages must be 8.5” by 11” paper size. Note – All photos should be dated. Maximum of 10 pages.

Required Maps and Photos: Include the following photos and maps (in color where possible).

a. Map marking culvert/crossing location and showing road names.

b. Map showing satellite view with culvert/crossing location marked.

c. Optional - Map showing culvert/crossing location and its HUC 12 subwatershed on Maine Stream Habitat Viewer.

d. Photo(s) showing condition of culvert/crossing.

e. Photo(s) showing downstream side of culvert/crossing (including water level at end of culvert).

f. Photo(s) showing inlet side of culvert/crossing (including water level at end of culvert/crossing).

g. Photo(s) showing safety conditions such as sinkholes, collapsing structures, erosion undermining, etc.

h. Photo(s) and a diagram showing the longitudinal profile of the stream and cross section of the reference reach used in determining the stream’s bankfull width.

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| **Maine Department of Environmental Protection**  **Grant for Stream Crossing Public Infrastructure Improvement Projects**  **2019 Grant Application Form – Round 1**  **RFP#201903060** | | | | | | | | | | | | |
| 1. **Applicant Information** | | | | | | | | | | | | |
| Applicant Name | | | | | | | | | | | | |
| Applicant Mailing Address | | City | | | | | | | State | | | Zip |
| Applicant Phone # | | Applicant Email Address | | | | | | | | | | |
| 1. **Agent/Consultant Information, if 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 replaced 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 Location (please attach a map(s) of the project location and a photo(s) of the existing culvert/crossing to this application:** | | | | | | | | | | | | |
| Municipality or Unorganized territory where project will take place: | | | | | GPS Location in Digital Format:  ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ -\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Available on google maps by clicking the location on the map) | | | | | | | |
| Culvert/crossing location. Name of the road on which the culvert/crossing is located and distances to the nearest road intersections. | | | | | | | | | | | | |
| Watershed Location: List the name of the stream, brook, or the water body the culvert is located on, and the downstream, brooks streams, rivers, lakes, ponds, bays, etc. | | | | | | | | | | | | |
| Required Maps and Photos: Include the following photos and maps (in color if possible).  Map marking culvert/crossing location and showing road names.  Map showing satellite view with culvert/crossing location marked.  Optional - Map showing culvert/crossing location and its HUC 12 subwatershed on Maine Stream Habitat Viewer.  Note – All photos should be dated.  Photo(s) showing condition of culvert/crossing.  Photo(s) showing downstream side of culvert/crossing (including water level at end of culvert).  Photo(s) showing inlet side of culvert/crossing (including water level at end of culvert/crossing).  Photo(s) showing safety conditions such as sinkholes, collapsing structures, erosion undermining, etc.  Photo(s) and a diagram showing the longitudinal profile of the stream and cross section of the reference  reach used in determining the stream’s bankfull width | | | | | | | | | | | | |
| 1. **Scoring Criteria for Public Infrastructure Information (25 Points total):** | | | | | | | | | | | | |
| Has the culvert/crossing washed out, flooded, overtopped the road, or failed in the past 20 years due to storm events? If yes, please describe how often, and the approximate dates of culvert/crossing failure. (Include pictures if available.) | | | | | | | | | | | | |
| What is the current condition of the culvert/crossing? | | | | | | | | | | | | |
| Discuss current safety concerns of the existing culvert/crossing? | | | | | | | | | | | | |
| In how many years from now do you estimate the culvert/crossing would likely have a complete failure, a complete collapse, or total washout?  1 year 3 years 5 years 10 years 15 years 20 years 25 years | | | | | | | | | | | | |
| Has the culvert/crossing been inspected by the Maine Department of Transportation? If so, what is the date of the last inspection and condition classification by Maine DOT? | | | | | | | | | | | | |
| Discuss what sort of 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? | | | | | | | | | | | | |
| If the culvert/crossing fails, how many homes, businesses, or infrastructure would be cut off?  #Cut off: \_\_\_\_\_\_ year-round homes  #Cut off: \_\_\_\_\_\_ seasonal homes  #Cut off: \_\_\_\_\_\_ businesses (list type and size)  #Cut off: \_\_\_\_\_\_ infrastructure (list type)  #Cut off: \_\_\_\_\_\_ other (list)  How many homes, businesses, or infrastructure would be required to detour and how many miles would they need to travel?  # \_\_\_\_\_\_ year-round homes required to detour \_\_\_\_\_ miles  # \_\_\_\_\_\_ seasonal homes required to detour \_\_\_\_\_\_ miles  # \_\_\_\_\_\_ businesses (list type and size) required to detour \_\_\_\_\_ miles  # \_\_\_\_\_\_ infrastructure (list type) required to detour \_\_\_\_\_\_ miles  # \_\_\_\_\_\_ other (list) required to detour \_\_\_\_\_\_ miles | | | | | | | | | | | | |
| 1. **Environmental Scoring Criteria for Proposed Culvert/Crossing Information (50 Points total):** | | | | | | | | | | | | |
| **Design & Resiliency (20 Points)** Explain how the new culvert/crossing has been sized appropriately for the watershed. Discuss any watershed studies or hydrology studies that have been conducted, if any. | | | | | | | | | | | | |
| Please describe what provisions for addressing climate resiliency were used/will be used in designing the replacement culvert/crossing. Describe the degree to which the design meet or exceed the Maine DOT 100-year flood standard. Explain the rationale for not meeting this standard, if applicable. Discuss any watershed studies or hydrology studies that have been conducted, if any. | | | | | | | | | | | | |
| Describe the condition of the stream bed through the crossing following construction. Describe the degree to which the new structure will contain a natural bottom. If a culvert, describe the amount of embedment, if and how a natural bottom and/or banks will be maintained within the structure. | | | | | | | | | | | | |
| **Benefits to Fish & Wildlife Habitat (30 Points)** If the existing culvert/crossing was to be replaced, how much habitat (i.e., miles of stream, or acres of wetland habitat) would be opened up to fish passage and other aquatic life? | | | | | | | | | | | | |
| List the type of fish, aquatic life, or wildlife affected by the project.  Brook Trout  Alewives  Landlocked Atlantic Salmon Atlantic Salmon (present today) Atlantic Salmon (potential modeled habitat)  Rainbow Smelt  American Eel Sea-run Brook Trout  Sea-run Brown Trout  Other:  Has the presence of these fish been confirmed by Maine IF&W, Maine DMR, or US FWS? Yes No  Please list agency confirming and the species they have identified:  Has the crossing and/or barrier been identified by Maine IF&W or Maine DMR Biologists as a priority for restoration?  Yes No If yes, include any information provided | | | | | | | | | | | | |
| 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. | | | | | | | | | | | | |
| Is the existing habitat active or historical spawning habitat? If so, discuss. | | | | | | | | | | | | |
| Describe any identified habitats or species that could benefit from the project, such as Significant Wildlife Habitats, documented presence of state or federal endangered species within the project area, Species of Greatest Conservation Need (SGCN) identified in Maine’s 2015-2025 Wildlife Action Plan, or other habitats identified in the Maine Beginning with Habitat Map Viewer. | | | | | | | | | | | | |
| Provide information on any documented invasive fish species within the project drainage (Reference the Maine Stream Habitat Viewer for preliminary information or the appropriate Maine IF&W Regional Fishery Office for a more complete assessment of the site for invasive species): | | | | | | | | | | | | |
| Is the culvert identified by the Maine Stream Habitat Viewer or by an Agency as a Barrier?  Yes No | | | Barrier Identification # | | | Type of Barrier | | | | Estimate how many months per year is Barrier a Full Barrier preventing any fish passage? | | |
| Is the Culvert undersized?  Yes No | | | Width of Culvert: | | | | | Width of natural stream (not pool at culvert): | | | | |
| Is the new crossing/culvert at least 1.2 times the stream bank full width? Explain how bank full width was determined (If not, please explain the rationale for a smaller size. Explain the rationale for not meeting this standard, if applicable. | | | | | | | | | | | | |
| How many miles would open upstream to the next crossing? Is that crossing a barrier to fish passage? | | | | How many miles downstream to the next crossing? Is that crossing a barrier to fish passage? | | | | | | | | |
| What is the nearest barrier upstream of this crossing? | | | | What is the nearest barrier downstream of this crossing? | | | | | | | | |
| Connectivity: Describe significant adjacent fisheries or habitats such as heritage waters impacted by this project. Include distances from the project to these other areas. | | | | | | | | | | | | |
| Provide other information about importance or design of the proposed project that benefits fish and/or wildlife: | | | | | | | | | | | | |
| 1. **Scoring Criteria for Proposed Culvert/Crossing Cost & Budget Information (25 Points total):** | | | | | | | | | | | | |
| Existing culvert/crossing material: Circle One (Plastic pipe, concrete pipe, corrugated metal pipe, concrete box culvert, stone/granite culvert, pipe arch, bridge, or Other type (describe): | | | | | | | | | | | | |
| Length: | Diameter: | | Width: | | | | Height: | | | | Approximate Age: | |
| Proposed culvert/crossing material: Circle One (Plastic pipe, concrete pipe, corrugated metal pipe, concrete box culvert, stone/granite culvert, pipe arch, bridge, or Other type (describe): | | | | | | | | | | | | |
| Length: | Diameter: | | Width: | | | | | | Height: | | | |
| Population of municipality funding project: | | | | | | | | | | | | |
| Discuss approximate funds spent on physical repairs within the last 10 years on the culvert/crossing (exclude normal maintenance costs such as painting). | | | | | | | | | | | | |
| Discuss any avoided costs associated with the upgrade of the structure. | | | | | | | | | | | | |
| What are the estimated construction costs for the culvert/crossing replacement? Include estimated items for mobilization of equipment, erosion control and stream diversion, existing culvert removal, installation of the new culvert, permanent stabilization, and engineering design costs. Indicate the total amount of local matching funds that will be provided. | | | | | | | | | | | | |
| Do you have engineered design plans and construction specifications for the replacement culvert/crossing? If yes, describe who designed the plans, and when the plans were completed. | | | | | | | | | | | | |
| If the new crossing will be over 20 feet in width, are you planning to request that the Maine Department of Transportation (MDOT) take responsibility for the structure? Yes No  If yes, have you had the design reviewed by MDOT’s Bridge Maintenance Program? Yes No | | | | | | | | | | | | |
| Describe how the project design contributes to the overall efficiency and cost-effectiveness of the structure. | | | | | | | | | | | | |
| What is the estimated construction schedule for the proposed project? Include estimated start and completion dates, and include any time of year restrictions from state or federal permitting agencies. Have you contacted the Army Corps of Engineers (USACE)? Yes, No, or Application Submitted | | | | | | | | | | | | |

**State of Maine**

**Department of Environmental Protection**

**2019 COST PROPOSAL FORM – Round 1**

**RFP#201903060**

**Grants for Stream Crossing Public Infrastructure Improvements**

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

Instructions: The cost proposal must include, at a minimum: 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.

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| **Total Amount of Funds being Requested** | **$** |
| **Total Local Matching Funds Committed to Project** | **$** |
| **Total Cost to Complete Proposed Project**  **(total of items 1&2 above)** | **$** |

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| **Sources of Matching Funds (list):** |  |
| **Anticipated Construction Timeline: (if awarded)** |  |

**State of Maine**

**Department of Environmental Protection**

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

**RFP#201903060**

**Grants for Stream Crossing Public Infrastructure Improvements**

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| **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.**

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