



State of Maine
Bureau of General Services
Division of Planning, Design & Construction

Request for Qualifications
Information for Architects and Engineers

The Department of Agriculture, Conservation, and Forestry, Bureau of Parks and Lands wishes to procure architectural/engineering services for the **Campground Improvements** (BGS 3477 and 3478) at Bradbury Mountain State Park in Pownal, Maine.

Project Description

The proposed project is a large replacement and enhancement of camping facilities and services to better utilize the site and provide a better fit for modern camping equipment and vehicles. The goal is to create a park that is efficient, sustainable, and provides a great experience for the visitors.

Bradbury Mountain State Park is one of the original five Maine State Parks in the early 1940s. The park was expanded across Route 9 with the addition of the Knights Woods parcels in the 1990s and 2000s, and is now over 700 acres.

Today Bradbury Mountain State Park is one of the most popular destinations for mountain bikers in New England. It features 21 miles of trails that can be used year-round for hiking, biking, and horseback riding. The park holds annual events such as Feathers over Freeport, 12 Hours of Bradbury Mountain Bike Race, Summer Race Series, and Snowshoe Race Series.

Project Scope

The scope of this project includes, but is not limited to, preliminary design, design development, schedule and cost estimating, complete construction documents, contractor procurement, and construction administration for a new, replacement campground at Bradbury Mountain State Park

Notable design and engineering tasks in the project include the following:

- Paved park loop roads with gravel campsites
- New campground with 42 campsites w/ water and electric hookups
- New 2-lane entrance booth
- New central bath house with 8 single-user restrooms
- New drinking water system
- New 2-station trailer/motorhome sanitary dump area



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- New wastewater disposal systems
- Reconfigure distribution of existing well and water systems
- Two common kitchen areas
- Wireless connectivity throughout the park
- Reconfigure the Link Trail away from the new campground location
- Reconfigure the decommissioned camping area as an open events area
- Removal of existing shower buildings and associated gray water system

Project Budget

The construction budget is approximately \$2,500,000, with an overall project budget not to exceed \$3,200,000.

Anticipated Schedule

RFQ responses due	12/23/2022
Short-listed firms notified.....	by 1/6/2023
A/E firm interviews.....	1/23/2023 to 1/27/2023
A/E firm selection	2/3/2023
Agreement approved.....	by 2/24/2023
Project duration.....	2/27/2023 to 6/30/2025

Submission Requirements

Interested firms should submit *five paper copies* and *one electronic copy* of a Letter of Interest with a Statement of Qualifications which includes the firm's response to each of the following criteria.

- A. qualifications to undertake this project;
- B. documented experience with budgets, estimating, and project cost control;
- C. list of projects that demonstrate the firm's capabilities;
- D. list of recently completed work of similar type and size projects, with client contact information for each project;
- E. organization of team and profiles of key personnel who would be involved in the project;



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- F. statement of current workload and ability to absorb the project; and
- G. list of business references other than those listed above, including contact information.

The *paper copies* of the Letter of Interest and Statement of Qualifications should be sent to Ryan Kerr, Senior Planner (Acting), Bureau of Parks and Lands, 106 Hogan Rd. Suite #7, Bangor, ME 04401 so as to be received not later than **1:00 PM on December 23, 2022**. The *electronic copy* of the Letter of Interest and Statement of Qualifications should be sent as an attachment to Ryan.Kerr@Maine.gov and Joseph.Ostwald@Maine.gov so as to meet the deadline noted above.

Firms responding will be screened and interviewed on the basis of qualifications only. Project fees and specific design solutions for this project will not be discussed at the interview. Specific program information will not be available before the screening of qualification packages. The selection committee will rank all firms and negotiate fees with the highest-ranked firm.



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Architect-Engineer Procurement Process

The standard procurement process of Architect and Engineer design services for public improvements is a Qualification Based Selection (QBS) process per statute (Title 5, §1742 subsection 6), described briefly here.

1. The advertisement of this Request for Qualifications is the initial step in the process after the Agency assures that the project itself is approved and funded. A clear scope of services statement is an essential component of the advertisement.
2. Interested firms respond to the Request for Qualifications (RFQ) as described below, submitting the Letter of Interest and Statement of Qualifications to the Selection Committee.
3. The Selection Committee screens all submissions and invites the most qualified firms to interview for the project, typically three to five firms.
4. The Selection Committee interviews the firms. Second interviews may be scheduled. References are checked.
5. The Selection Committee ranks all of the interviewed firms. The Committee negotiates an agreement with the highest ranked firm based on the scope of professional services identified in the RFQ and interview.
6. A BGS Architect/Engineer Agreement is drafted.
7. The agreement must be approved by BGS before work commences.