



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 **Eagle Island Pier Design, Pier Replacement, and Masonry Repair** (BGS# 3817) at Eagle Island State Historic Site in Harpswell, Maine.

Project Description

Eagle Island State Historic Site is a rugged 17-acre offshore island that is exposed to the open ocean 2.5 miles from the peninsula of Harpswell, Maine. The early 20th century Arctic explorer, Admiral Robert E. Peary, built a summer home on the island in 1904. In 1968, the property was donated to the State of Maine by the Peary family and became a Maine Bureau of Parks and Lands State Historic Site in 1970. In 2014, the island was designated as a National Historic Landmark by the National Park Service. The property is owned and managed by the Maine Bureau of Parks and Lands and it is a popular seasonal destination for recreational boaters in Casco Bay.

Each year during the fall and winter the island is battered by immense natural forces. At times storms produce winds exceeding 70 mph and waves more than 20 feet tall that crash full force into the island.

In January 2024, an intense storm destroyed the island's pier and damaged multiple sections of cliffside masonry retaining walls.

This project includes complete engineering services for the design of a ~200-foot open ocean pier and seasonal dock system, and repair of 200 feet of elevated cliffside stone retaining walls. The goal of the project is to restore safe public access to the island with infrastructure improvements that are low maintenance and will withstand harsh natural forces for decades to come. The chosen firm and contractors will work closely with the Maine Historic Preservation Commission to ensure that masonry repairs meet standards for historic accuracy. Both projects are receiving federal and state disaster assistance through FEMA and MEMA.

Project Scope

The scope of the Eagle Island Pier Design, Pier Replacement, and Masonry Repair project includes but is not limited to all appropriate surveys and testing, preliminary design, design development, schedule and cost estimating, complete construction documents from all appropriate engineering disciplines, all required federal, state, and local permitting and approvals, contractor procurement, project administration, and construction administration. One A/E firm will be chosen by the owner for both projects. The selected firm will be responsible for creating separate bid packages and specifications for the masonry repairs and the pier replacement.



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

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

1. Open Ocean Pier:

- Estimated cost of an in-kind replacement of a 200-foot pier and gangway system based on existing plans of the former pier that was designed in 2003.
- Preliminary design and estimated cost for an improved pier and gangway design with the following design attributes:
 - Resilient to intense winter storm surge
 - Gangway lifting frame and gangway storage system that can be safely operated by one person
 - Sloped fire line with attachment hydrants
 - Seasonal docking system with a float ~17feet x 40 feet

2. Cliffside Masonry:

- Estimated cost of an in-kind replacement of 200 feet of stone masonry walls
- Estimated cost of an improved retaining wall design with the following design attributes:
 - Increased resistance to intense winter storm forces
 - Improved stone wall drainage system
 - Improved anchoring and wall stabilization system

Project Budget

The construction budget is approximately \$2,250,000, with an overall project budget not to exceed \$3,000,000.

Anticipated Schedule

RFQ responses due 1/31/2025
Short-listed firms notified by 2/5/2025
A/E firm interviews.....2/19/2025 to 2/21/2025
A/E firm selection 2/28/2025
Agreement approved by 3/28/2025
Design completed..... by 12/31/2025
Permitting completed by 2/28/2026
Bids received..... by 3/15/2026
Construction agreement approved 4/15/2026



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

Construction completed by 11/15/2026

Construction duration.....4/15/2026 – 11/15/2026

Submission Requirements

Interested firms should submit *three paper copies* and *one electronic copy* of a Letter of Interest with a Statement of Qualifications which includes their response to criteria A through G in the Selection Criteria table below.

The *paper copies* of the Letter of Interest and Statement of Qualifications should be sent to Owen Blease, 18 Elkins Lane, Augusta, Maine 04333 so as to be received no later than **1:00 PM on January 31, 2025**.

The *electronic copy* of the Letter of Interest and Statement of Qualifications should be sent as an attachment to an email addressed to BGS.Architect@Maine.gov so as to meet the deadline noted above. Alternate methods of providing electronic copies, such as website links to file sharing sites, or flash drives, or encrypted e-mails are unacceptable and may invalidate the entire submission.

Selection Criteria

A.	Qualifications to undertake this project	Professional experience in general. Quality of services. Relevant disciplines. Size of firm or firms. Understanding of this project. Responsiveness to project by virtue of proximity. Discuss each of the above especially as it relates to the work of this project.
B.	Cost control experience	Ability to manage project budgets, and design to budgets, to create accurate construction cost estimates, and to utilize project cost controls in design and construction.
C.	Project experience	List of projects that demonstrate capabilities, with services provided for each project. Provide project details, date of completion, and client contact information for each. Note the involvement of the particular personnel who are proposed for this project.
D.	Similar project experience	List of recently completed projects similar in type, size, and other elements. Provide project details, date of completion, and



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

		client contact information for each. Note the involvement of the particular personnel who are proposed for this project.
E.	Project team	Organization of project team, with profiles of key personnel who would be involved in the project. Provide education, special training, experience, and responsibilities of personnel, especially as it relates to the work of this project. Experience working together as a unit.
F.	Workload projection	General illustration or statement of the ability of the project team to respond to this project schedule.
G.	Business references	List of business references other than those listed above, including contact information.

Firms responding shall employ personnel who have current licensure in the State of Maine who will serve as Architects, Engineers, and Landscape Architects of Record on this project. This project will utilize the standard BGS contract forms, and conform to BGS guidelines and policies such as the Architectural and Engineering fee policy, available on the BGS website (<https://www.maine.gov/dafs/bgs/forms>).

Firms responding will be screened and interviewed on the basis of qualifications only. Project fees and specific design solutions for this project shall 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.

Architect-Engineer Procurement Process

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

1. This Request for Qualifications (RFQ) solicitation is the step in the process after the Owner entity allocates funding, and receives approval from BGS to conduct the procurement.
2. Interested firms respond to the 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.



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

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.