



**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 **Fort Point State Park Pier Replacement** (BGS# 3844) at Fort Point State Park in Stockton Springs, Maine.

Project Description

Located about three miles off U.S. Route 1 in Stockton Springs, Fort Point State Park occupies a long peninsula with panoramic views of the Penobscot River and Penobscot Bay. On its 120 acres, the park features more than a mile of rocky shore, a tidal sandbar and a diverse habitat for a variety of plants and animals. Opened in 1974, the park also includes Fort Pownall State Historic Site and the Fort Point Light Station. With waterfront picnic sites and charcoal grills, a pier and floats for fishing and boating, and access to a scenic bicycling loop, Fort Point State Park, owned and managed by the Bureau of Parks and Lands, is a popular destination.

In January 2024, an intense storm severely damaged the pier and supporting structure rendering it unsafe and unusable.

This project includes complete engineering services for the removal and disposal of the existing ~195-foot pier and five rock filled timber cribs and the design of a replacement ~195-foot pier and supporting structure. The goal of this project is to restore safe public access to the float system with infrastructure improvements that are low maintenance and will withstand harsh natural forces for decades to come. This project is receiving federal and state disaster assistance through FEMA and MEMA.

Scope of Services

The scope of services for the Fort Point State Park Pier Replacement 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, contract documents, project administration and construction administration. The AE Consultant may be required to coordinate this work or additional work with other consultants contracted by the Owner.



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

- Develop and administer a demolition and disposal plan for the existing pier and rock filled timber cribs. Debris disposal must conform to FEMA requirements.
- Provide an estimated cost of an in-kind replacement of the 195-foot pier and five rock-filled timber cribs based on plans for the existing pier dated January, 1972.
- Preliminary design and estimated cost for an improved pier with the following design attributes:
 - Resilient to intense winter storm surge.
 - Ability to connect to the existing seasonal ramp and float system.
- Final design of the 195-foot pier and supporting structure after owner and FEMA review.

Project Budget

The construction budget is approximately \$1,250,000, with an overall project budget not to exceed \$2,000,000.

Anticipated Schedule

RFQ responses due	5/23/2025
Short-listed firms notified	by 5/30/2025
A/E firm interviews.....	6/11/2025 to 6/13/2025
A/E firm selection	6/20/2025
Agreement approved	by 7/25/2025
Design completed.....	by 12/31/2025
Permitting completed.....	by 2/28/2026
Bids received.....	by 3/15/2026
Construction completed	by 11/15/2026
Project duration.....	7/28/2025 – 12/31/2026



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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 Ron Shaw, Assistant Regional Manager, 106 Hogan Road, Suite 7, Bangor, ME 04401, so as to be received no later than **1:00 PM on May 23, 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 and ronald.c.shaw@maine.gov so as to meet the deadline noted above. Alternate methods of providing electronic copies, such as website links to file sharing sites, 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 client contact information for each. Note the involvement of the particular personnel who are proposed for this project.



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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.
4. The Selection Committee interviews the firms. Second interviews may be scheduled. References are checked.



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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.