

Town of Antrim Request for Proposals

Site Improvement and Land Construction Services

Gregg Lake Beach Park Public Boat Launch Improvement

March 18, 2024

The Town of Antrim requests proposals from qualified land and site contractors for repairs and improvements to the public boat launch area at Antrim's Gregg Lake Beach Park.

A. Introduction

The Town of Antrim Parks and Recreation Commission invites a qualified land and site contractor to undertake the renovation and improvement of the entrance, central ramp and six trailer parking spaces at Gregg Lake Beach Park public boat launch, including landscaping to control erosion. The improved site will be built as specified in and according to the site design prepared by Drew Aquilina, SLR Consulting.

B. General Information

General information and a landscape plan are available on the Town's website at [Parks & Recreation | Antrim, NH \(antrimnh.org\)](https://www.antrimnh.org/Parks-Recreation)

By submitting a response to this solicitation, the Proposer accepts the responsibility for downloading, reading and bidding by the terms and conditions set forth by the Town of Antrim.

C. Submission

To submit a response, return either:

- a. One hard copy and one electronic PDF submission by flash drive of the proposal in an envelope clearly marked "Proposal – Parks and Recreation Gregg Lake Beach Park Public Boat Launch Improvement." For in-person delivery, please deliver to Antrim Town Hall, 66 Main Street, Antrim, NH 03440, open Monday – Thursday from 8 am – 4 pm.
- b. OR a digital (PDF format) copy via email to: recdirector@antrimnh.gov referencing "Proposal – Parks and Recreation Gregg Lake Beach Park Public Boat Launch Improvement" in the subject line.

Proposals are due no later than 12 noon, Tuesday, April 9, 2024.

D. Pre-Bid Meeting and Site Visit

A Pre-Bid Meeting and Site Visit will be held at 4 pm on Friday, March 29, 2024, at Gregg Lake Beach Park, 220 Gregg Lake Road, Antrim, NH. Please check the Town's website for announcements regarding postponement due to inclement weather. Please contact recdirector@antrimnh.gov to arrange for a site visit at another time.

E. Questions

Any questions must be directed in writing to: recdirector@antrimnh.gov no later than 4:30 pm, Tuesday, April 2, 2024. The Town will issue a response on or before 4:30 pm, Friday, April 5, 2024.

F. Late Proposals

It is the responsibility of the Proposer(s) to see that their proposal has sufficient time to be received before the submittal deadline. No proposals or proposal revisions will be accepted after the deadline.

G. Withdrawal of Proposals

No Proposer may withdraw their proposal for a period of fourteen (14) days from the submission date.

H. Information for Proposers

Before submitting a proposal, all prospective proposers are encouraged to carefully examine the Scope of Services, visit the site, and fully inform themselves as to the existing conditions and limitations under which the work will be performed. Failure of the above will not release a successful proposer from the contract

documents for the requirements to complete the contemplated work for the consideration of the proposal. This project includes federal grant funds, and contractors must comply with CFR 200.322 (See below)

9.11. Domestic Preference for Procurement 2 CFR 200.322)

9.11.1. As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

9.11.2. For purposes of this section:

1. "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
2. "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

I. Background

Gregg Lake Beach Park, located at 220 Gregg Lake Road, comprises about 1.9 acres and includes a public swimming beach, a bathhouse, a picnic and recreation area, a parking lot and a public boat launch. In 2023, the Town of Antrim received funding from the State of New Hampshire to improve the public boat launch at Gregg Lake Beach Park. Matching funds were approved at the Antrim Town Meeting on Thursday, March 14, 2024. This project must be fully completed by July 31, 2024. We prefer the work to be completed before June 15, 2024, to reduce restrictions on public access to the lake.

J. Scope of Services and Description of Work

The goal of the Gregg Lake Public Boat Launch Improvement project is to stabilize the boat launch area to prevent further erosion of the ramp and parking areas and depositing of sediment in the lake using best management practices that make it easier for recreational users to safely access the lake, while blending in with the park's rural natural habitat.

The central boat ramp will be constructed of flexible plantable concrete mats, such as Drivable Grass, with gravel infill, starting at the road and reaching approximately 54 feet to within one foot of the high-water line. One section of chain-link fence by the road on the east side of the ramp will be removed to allow the central ramp to be shifted six feet to the east to facilitate use of the parking spaces on the west side.

For the parking areas and ramp edges, the flexible plantable concrete mats, which allow for water infiltration and root penetration while also providing a solid surface for vehicles to drive on will also be used, but planted with grasses and short native plants that can handle some traffic.

Bases will be prepared under the paving materials as required to allow maximum stormwater infiltration, and grading will direct stormwater away from the boat ramp.

Raised berms will be installed with native vegetation along the lakeshore on both sides of the ramp to limit further erosion, and the areas around the existing kayak/paddle craft racks will be revegetated.

Stormwater runoff from the road will be directed to a rain garden/retention basin in the northeast corner of the boat launch area.

The existing kiosk will be replaced and will include educational materials explaining the use of best management practices to protect the lake.

1. Specific Elements

- a. Stabilization of central ramp from Gregg Lake Road to 1 foot from shoreline at high-water mark: 12' w x 54' l (648 sq ft) — plantable concrete mat with gravel infill ramp and parking areas
- b. Stabilization of six parking spaces for vehicles with trailers, 3 on each side of the central ramp: 2 x 30' w x 52 ft l (3120 sq ft) — plantable concrete mat with vegetative infill
- c. Stabilization of sides of ramp stretching from road edge to parking spaces: 2 x 6' w x 15' l (90 sq ft) — plantable concrete mat with vegetative infill
- d. Portable toilet pad between ramp and rain garden: 6' w x 4' l (24 sq ft) — plantable concrete mat with vegetative infill
- e. Raised berms between parking spaces and shoreline at both sides of ramp, approximately 5' w x 55' l x 8" high at lake edge, vegetated with native plants and trees
- f. Rain garden/retention basin at NE corner of boat launch area, 5' w x 45' l, vegetated with native plants
- g. Kiosk

2. Project Schedule

The Town has identified the following schedule for the project:

RFP	March 18, 2024
Site Visit	March 29, 2024, 4 pm
Questions	April 2, 2024, 4:30 pm
Responses to Questions	April 5, 2024, 4:30 pm
Proposals Due	April 9, 2024, 12:00 noon
Notification of selection	April 16, 2024
Construction	May–June 2024

3. Process

The selected contractor will work with the Design Team, Recreation Department staff and the Beach Improvement Committee to develop the project based on the completed design and site plan.

- a. Review design
- b. Establish project budget
- c. Confirm NH DES permitting restrictions (permitting has been completed)

4. Other provisions and requirements

Construction to be completed between April 22 and June 30, 2024, as weather permits.

K. Submittal Recommendations

The following criteria will be used to evaluate the written submittal of the company's qualifications along with possible interviews and such other information as the Town deems necessary in order to responsibly evaluate proposals. The Proposer shall be required to comply with all federal, state, and local laws, rules and regulations applicable to its performance of any portion of work which it performs. Proposals shall indicate specific tasks and members of the construction team, along with identification of the responsible professional persons. Each task's time for completion shall be identified, along with any optional tasks that the consultant considers advantageous to the project.

1. Proposer Information

- a. Proposer name, business address and contact information.
- b. Type of organization. List owners of the company.

2. Project Experience

- a. Provide a brief list of projects that demonstrate your company's qualifications for this project.

3. Proposal of Fees

- a. Provide a fee proposal for services associated with this project.

L. Submission Process & Required Documents

1. Submissions must include a total of one hard copy and one electronic (pdf) copy OR a digital (pdf format) copy submitted by email.
2. Responses must be received no later than 12:00 noon, Tuesday, April 9, 2024.
3. All submittals become the property of the Town of Antrim.
4. All costs associated with the submission preparation will be the sole responsibility of the firm and no reimbursements will be provided by the Town.

M. Award of Contract

The Town will select the proposal deemed most advantageous, appropriate and beneficial to the Town and the project. The contract will be awarded by the Town to the Proposer best able to provide the services required. Firms, if awarded the contract, must be able to provide evidence of appropriate insurance, including workers' compensation.

N. Additional Specifications

1. With the intention of supporting the local community, during the selection process contractors based in Antrim and/or surrounding areas of Hillsborough and Cheshire Counties will be given merit based on their proximity.
2. Time is of the essence. Construction will take place to the greatest extent possible between April 22 and June 30, 2024, to limit boat launch closure to the public.

O. Contact

For further information, please contact Celeste Lunetta at recdirector@antrimnh.gov or 603-588-3121, or Joan Gorga at jgorga2@gorga.org or 603-588-2569.