YORK COUNTY
SOIL & WATER CONSERVATION DISTRICT

Request for Proposal (RFP) – Nature-Based Approach Conceptual Design

York County Soil & Water Conservation District is seeking proposals from qualified consultants to develop conceptual designs for Nature-Based Approaches to address erosion and flooding hazards at ***two*** locations in Southern Maine.

ORGANIZATIONAL INFORMATION:

Name: York County Soil & Water Conservation District (YCSWCD)

Address: 21 Bradeen St Suite #104, Springvale, ME 04083

Point of Contact: James Kelley, Conservation Technician

Phone: 585-690-3296

Email: jkelley@yorkswcd.org

The total budget for consultant services is not to exceed $45,000. Tasks, deliverables, and timeframes for requested services are outlined below.

Questions about this RFP must be submitted by Friday April 18th, 2025 5:00 pm (ET)

A list of questions and responses to will be sent to applicants by Wednesday April 23rd 5:00 pm (ET)

Proposals are due by Friday May 2nd, 2025 5:00 pm (ET)

INTRODUCTION:

The York County Soil & Water Conservation District (YCSWCD), in collaboration with the Wells National Estuarine Research Reserve (WNERR) and the Southern Maine Planning and Development Commission (SMPDC), is working on a grant-funded project aimed at advancing nature-based approaches to protect the people, property, and environment of southern Maine from coastal climate hazards. To achieve this objective, the team has identified potential sites suitable for implementing nature-based approaches to address erosion and flooding risks along the tidal shoreline of southern Maine.

BACKGROUND:

In southern Maine, the most significant natural assets include the coastal systems and iconic sandy beaches. These publicly accessible areas serve as valuable cultural and recreational resources, driving local economies and encompassing critical natural habitats. However, development, storms, and climate change pose substantial risks to the coastline of southern Maine. Utilizing a new Decision Support Tool and analyzing both quantitative and qualitative metrics, along with insights from the Climate Ready Coast - Southern Maine (CRCSM) project, the team has identified **two** locations for Nature-Based Approaches: Gilbert Boucher Memorial Park- Biddeford, ME and Steedman Woods- York, ME.

Site #1:Gilbert Boucher Memorial Park- Biddeford

The public beach at Gilbert Boucher Memorial Park is a vital asset for the City of Biddeford and the surrounding region, attracting upwards of 1,000 visitors daily during the summer. In January 2024, the Park suffered severe damage due to a coastal storm, which destroyed both the bathhouse and the lifeguard station and caused significant erosion of the frontal dune. There is significant public interest and support for restoring natural protection afforded by the dune, rebuilding the structures, and enhancing the area's resilience against storm surges and erosion through nature-based approaches.

Site #2: Steedman Woods- York

Home to the self-proclaimed "shortest suspension bridge in the world." This area features a spit protected by riprap that leads to the Wiggly Bridge and encompasses roughly 17 acres of wooded property. Steedman Woods is a popular tourist attraction and draws many visitors. Currently owned and managed by the Old York Historical Society and soon to be owned by the Town of York with an easement held by the York Land Trust, there is local interest in nature-based strategies to enhance the area's resilience to erosion and flooding.

CONSULTANT SCOPE OF WORK:

The selected consultant will be responsible for the tasks outlined below. Project deliverables will include reports, memos, and conceptual designs. Final deliverables will be provided to YCSWCD as electronic files.

Site Assessment

The selected consultant will conduct site assessment(s) of Gilbert Boucher Memorial Park, and Steedman Woods in conjunction with the Project Team, and applicable municipal personnel. Site assessments will examine overall conditions, including stormwater management, locations of runoff and erosion, and severity of runoff and erosion issues, and evaluate associated environmental threats to the area. The consultant will also evaluate the impacts of climate change (sea level rise, storm surge, and precipitation) on-site conditions and assess how stormwater runoff and erosion impacts may change as a result. In addition to in-situ data collection, the site assessment should consider information from municipal staff

and relevant local entities and existing data sources, including, but not limited to,the Climate Ready Coast – Southern Maine Resilience Plan, Economic Resilience Assessment and Plan for Coastal York County, Maine Geological Survey Maine Beach Mapping Program, and sea level rise and storm surge modeling. The consultant will produce a written report summarizing the methodology and findings of the site assessment. Once the site assessment is complete, the consultant will work with the Project team and Municipalities to share an overview of the project and present the site assessment results. The consultant will be responsible for presenting the results of the site assessment and describing some potential NBS strategies that could be employed at the site to address stormwater, erosion, water quality, and flood issues.

Timeframe: May - June 2025

Identification of Suitable Nature-Based Strategies and Feasibility Assessment

Utilizing findings from the site assessment, the consultant will evaluate potential nature-based strategies (NBS) that could be suitable for addressing erosion, stormwater runoff, flooding, erosion, and enhancing the resilience of Steedman Woods and Gilbert Boucher Memorial Park. The consultant will conduct a feasibility assessment of the strategies deemed suitable. The feasibility assessment should include information about site conditions, benefits and limitations of strategies, regulatory and permitting considerations, maintenance requirements, financial feasibility, and the specific goals relevant to each site. Based on the results of the feasibility assessment, the consultant will provide recommendations to the Project team regarding which strategy(ies) should be advanced to a conceptual design. Anticipated deliverables for this task are a memo listing suitable NBS and a written feasibility assessment report.

Timeframe: June - July 2025

Conceptual Design of Nature-Based Strategies(s) for Sites

The consultant will work with the Project team, and municipalities to determine which NBS outlined in the feasibility assessment should be chosen for developing a conceptual design. The team will select the appropriate strategies based on the results from the site and feasibility assessments. Once the strategies are selected, the consultant will create a draft conceptual design in collaboration with the Project team and the municipalities. This draft design will then be presented to the municipal staff and the Project team during a meeting. The Project Team will provide feedback to the consultant in the form of a written list regarding the draft design. Taking into account the feedback and input from both municipal staff and the Project team, the consultant will develop a final NBS conceptual design for the site. Additionally, the consultant will provide a written summary of the responses and changes made to the final design based on the feedback received.

Timeframe: July - August 2025

Project Meetings

The selected consultant will participate in periodic meetings (2 site visits and 8 follow-up meetings anticipated) with the project team and municipalities to discuss timely project tasks, share updates

about progress, collaborate on relevant tasks, and resolve questions and issues that may arise throughout the project. It is expected that the consultant will provide regular written and/or verbal updates about work progress.

Anticipated meetings (for each site):

-In-person site visit with the Project team and municipality

-Overview of Project, specific goals of the site, and results of the site assessment

-Present the results of the feasibility assessment, and discuss suitable Nature Based Strategies

-Present draft designs, and discuss which designs will be advanced to the final stage

-Present final design after incorporating feedback

BID SUBMISSION:

Please submit proposals via email to James Kelley, Conservation Technician at Jkelley@yorkswcd.org no later than Friday, May 2nd 5:00 pm (ET). Email subject lines should include "Proposal for Nature-Based Approach Conceptual Design". Proposals should be submitted as a single PDF file.

Proposals should be limited to 5 (five) pages (not including resumes) and include the following information:

- Brief outline of proposed work, specific tasks, deliverables, timeline, and budget, based on the information contained in the Project Summary and Scope of Work sections above.

- Suggestions and creative ideas for modifying and/or expanding the scope of work to improve the process, outcomes, and outputs of the project.

- Brief explanation of how you will interact with the project team throughout this phase of the project and communicate results and findings to the project team and community members.

- Brief summary of relevant experience.

- List of personnel who will be completing each portion of project work and their qualifications (resumes do not count toward the 5-page limit).

TIMELINE

Proposals must be received by **May 2nd, 2025 by 5 PM**

Selection will be made by **May 9th, 2025**

Final deliverables shall be completed by **August 15th, 2025** at the latest.