

The Town of Upper Marlboro
Request for Proposals
Design of the Church Street Parking Lot Improvements
RFP # UM 2023-03

Project Overview: The Town of Upper Marlboro is seeking proposals from engineering / design firms to improve the Church Street Public Parking lot below at 14525 Church Street, Upper Marlboro, MD 20772. Improvements include lighting, stormwater, and paving upgrades, and preparing for the future installation of charging stations and parking kiosks.

Existing Conditions: The lot currently has 30 spaces, no electrical access, and is approximately 16,510 square feet, with a gravel base.

Scope of Work: Below are the improvements the Town is looking to make to the parking lot. These improvements are made up of three phased elements. The Town wishes to pursue a one-dig policy for the work on the lot.

Electric & Lighting:

- Integration of LED pole lighting with motion light dimmers
- Pepco electrical drop to power lighting and future charging stations.
- Integration of concrete pads and conduits for vehicle charging stations (four vehicles) and up to two IPS MS3™ Pay Station kiosks.
- Planning for the future installation of solar canopies.

Stormwater Management:

- Design of stormwater management with regard to nearby watershed.
- Design of a rain garden in the center of the lot between parking rows.

Paving:

- Design the layout of Paving the existing gravel parking lot with asphalt, permeable pavement/pavers, or a combination that maximizes vehicle parking spaces.
- Space stripping and integration of new rubber parking stops.

Budget: The Town's budget for each section of this project is \$100,000, All bids should be itemized based on the level of completion that your firm can provide.

Deadline: Responses to this RFP are to be submitted by _____

By Mail: Town of Upper Marlboro P.O. Box 280 Upper Marlboro MD 20773.

By Email: Info@UpperMarlboroMD.gov.

In-Person: Upper Marlboro Town Hall 14211 School Lane Upper Marlboro MD 20772.

Selection Process and Criteria: Town Elected Officials will participate in the process of selecting the appropriate firm.

Point of Contact: Darnell Bond, Director of Public Works, can be reached at 301-627-6905 or dbond@UpperMarlboroMD.gov with any questions.

Thank you for your interest in this Request for Proposals from the Town of Upper Marlboro