

## Request for Proposals

### Church Street Parking Lot Improvements

RFP # UM 2023-03

**Project Overview:** The Town of Upper Marlboro is seeking proposals from construction firms to improve the Church Street Public Parking lot below at 14525 Church Street, Upper Marlboro, MD 20772. Improvements include lighting, paving stormwater upgrades, and preparing for the 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:

- Paving the existing gravel parking lot with asphalt, permeable pavement/pavers, or a combination that maximizes vehicle parking spaces.
- Space stripping and installation of new rubber parking stops.
- Installation of sidewalks, curbs, and gutters as needed.
- Installation of a rain garden in the center of the lot between parking rows.
- Installation of LED pole lighting with motion light dimmers
- Pepco electrical drop to power lighting and future charging stations.
- Installation of concrete pads and conduits for vehicle charging stations (four vehicles) and up to two IPS MS3™ Pay Station kiosks. This proposal does not include the installation of the charging stations and pay kiosks.
- Replacement of white picket fence & light landscaping
- Planning and light site preparation for the future installation of solar canopies.

**Budget:** The Town's budget for this project is not to exceed \$260,000, the Town understands that this budget may not cover all requested items.

**Deadline:** Responses to this RFP are to be submitted by Thursday, September 7<sup>th</sup>, 2023, at 5pm. By Mail: Town of Upper Marlboro P.O. Box 280 Upper Marlboro MD 20773. By Email: [Info@UpperMarlboroMD.gov](mailto: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](mailto:dbond@UpperMarlboroMD.gov) with any questions.

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