

AZALEA PARK & RIVERWALK

CONTOOCOOK RIVER, HENNIKER



TOWN OF HENNIKER
Azalea Park/ Riverwalk Committee Meeting
Request for Qualifications

**For: Design, Permitting & Implementation Oversight Services for
Restoration of a Riverfront Park
Azalea Park, Henniker, NH**

**Town of Henniker – Azalea Park /Riverwalk Committee
18 Depot St, Henniker, NH 03242**

PURPOSE:

The purpose of this REQUEST for QUALIFICATIONS is to select a design team for the Town of Henniker for the Design of a Riverfront Park. The design is to include coordination with a current design for controlling riverfront fluvial geomorphology, storm water management, wetlands permitting, shore land permitting, coordinating with the Henniker Community School, Town Library, New England College, and Town and neighboring interests.

Short listed Firms will be asked to present a concept plan for the work. The concept plan is to include no more than three 24" by 36" sheets demonstrating the vision of the designer. Physical and computer models will not be accepted at the initial presentation.

A recent Boundary Line Survey and a draft of the River Works Plan prepared by an ACOE Engineer is included with this RFQ.

The boundary survey includes all easements, the average high water of the Contoocook River, topographical survey and wetlands mapping.

The Riverworks Plan includes a plan of diversion techniques to reduce the impact of erosion on the riverbank. A schematic plan of local trails is also included.

PROJECT SUMMARY:

- *The Town of Henniker Azalea Park Committee is tasked with providing and implementing a design for the restoration of Azalea Park.*
- *Azalea Park is an Historic Park dating from the early 1900's on the bank of the Contoocook River in downtown Henniker*
- *It is bordered by private property, the Henniker Community School, with grades K thru 8, the Town Library, a Town owned historical building, and New England College.*
- *Issues of riverbank instability, site drainage, non point source sedimentation, storm water drainage and coordination of design components with wetland and shoreland protection constraints need to be addressed*
- *The design is to include elements for public use, with strong attention to public safety. These include design elements for:*
 - *Middle and elementary school uses*
 - *Small scale public gatherings*
 - *Site design for public use, displays and beneficial uses for the business community.*

SCOPE OF SERVICES:

Work of the design team is to provide a coordinated design, construction cost estimate, and a supervisory role in the implementation of a plan for the most beneficial use of the area. Participation in public presentations and funding efforts will also be included in the scope.

Deliverables to include a schematic and final design, design report, cost estimate, and oversight services when full funding is secured.

ADDITIONAL PROJECT REQUIREMENTS:

SITE VISITATION: *Site visits may be scheduled directly with Town Administration and the Azalea Park Committee and can be scheduled through the Town of Henniker executive secretary at (603) 428-3221.*

ADDITIONAL INFORMATION: *Technical questions regarding the bid are to be asked in writing and sent no later than September 2 to the Henniker Town Administrator at townadministrator@henniker.org. Include Azalea Park Design RFP in the header for the email. All questions will be answered in writing and forwarded to all who provide notification of intend to submit.*

PREQUALIFICATIONS: *All the respondents must Submit 7 seven copies of a bound document which provides: a description of the firm, personnel and subcontractors who would be assigned to the project, relevant project experience, and recent references.*

Designer must be a licensed Professional Engineer in New Hampshire and provide certified wetlands scientists and professional landscape architects as contracted members of the team. The firm is to provide a designer experienced in waterfront areas and one experienced in providing educational components for the public elementary and middle school students.

The Town reserves the right to make a written request for additional information in writing from a contractor/Vendor to assist in understanding or clarifying the proposal.

The Town reserves the right to accept or reject any or all of the proposals.

The award will be based on the proposal that best meets the needs of the Town. Factors included will be the experience of both the firm and the professionals assigned to the work, completeness of the proposal, quality of the technology provided for the design, and experience of the professional.

Required MSDS's for material brought on site by the successful bidder must be available on site at all times.

All local, state and federal regulations are to be followed. Any fines assessed Town of Henniker due to the lack of these regulations being followed will be the responsibility of the successful bidder.

The Professional awarded the work is also to submit information as required under RSA-21 I section 81. This requires the Professional provide timely information on subcontractor identity and workers compensation insurance coverage for all subcontractors, all tiers, including the General Contractor and for the Town to post this information on a publicly accessible website.

VENDOR CERTIFICATIONS

Proposal must include a licensed New Hampshire Professional Engineer, Certified Wetland Scientist and Professional Landscape architect

CONTRACT TERM:

The term of any resulting contract shall end on November 1, 2016, including complete as built documents.

The Town of Henniker shall have the right to terminate the contract at any time by giving the Contractor a thirty (30) day written notice.

PAYMENT AND COMPENSATION:

Payment terms: Due within 30 days after satisfactory completion of work invoiced, receipt of the invoice, approval, and acceptance by the Town of Henniker or progress payments on a monthly basis.

INSURANCE:

The vendor awarded the contract will need to furnish an insurance certificate per the following: The Professional shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, both for the benefit of the State, the following insurance: Comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$1,000,000 per incident.

The Town of Henniker shall be listed as additionally insured.

The policies described above shall be the standard form employed in the State of New Hampshire,

Issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire.

SUBMISSION OF RFP RESPONSE:

*Proposals are due on **Wednesday, September 10, 2014 at 3:00 pm**, and must be submitted on the Proposals Form (Exhibit A). Seven (7) copies of the Qualifications package, including one electronic copy, are to be mailed to the Town Administrator Town of Henniker, 18 Depot Hill Henniker, New Hampshire 03242. Attention: Tom Yennerall. The Town is not responsible for proposals not received due to equipment failure, mail delays, etc. If you want to insure your proposal was received please verify by calling the Town Executive Secretary at (603) 428-3221. The Town of Henniker reserves the right to accept and reject any or all of the proposals.*

AWARD:

- *This contract will be awarded on the basis of the qualifications and experience of the designers with this type of work.*

END OF SECTION

EXHIBIT A

PROPOSAL FORM
Azalea Park, Design and Construction Oversight

Company Name:

Address:

Telephone Number:

Contact Person:

E Mail:

Design Professionals:

Professional Engineer _____

Landscape Architect _____

Riverworks Specialist _____

Wetlands Scientist

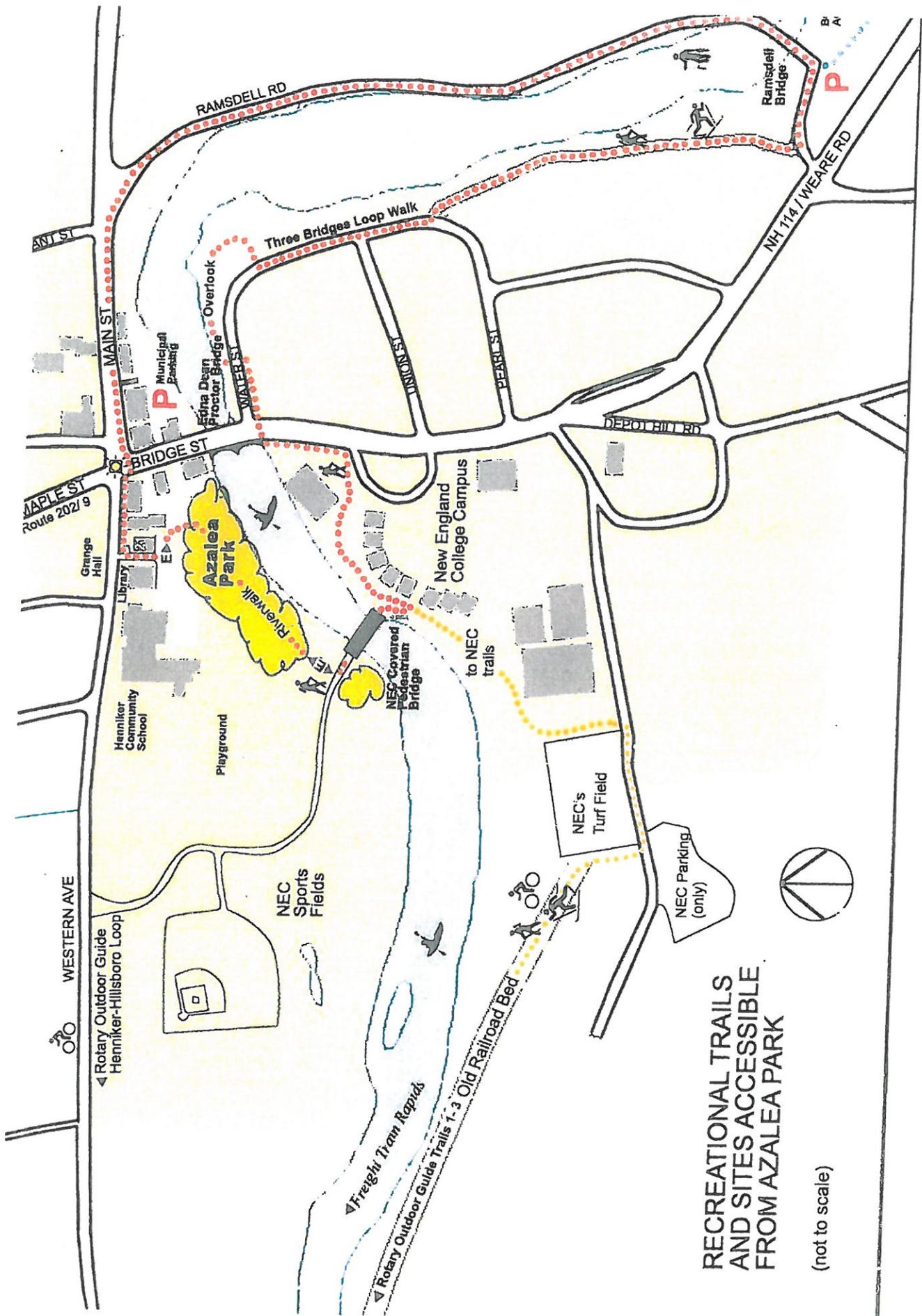
Signature:

Printed Name:

Date:

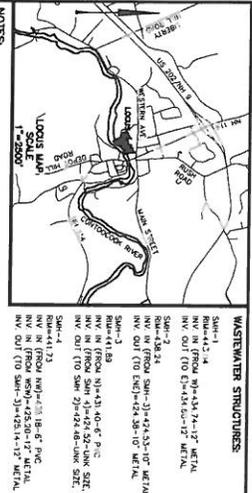
This bid must be signed by a person authorized to legally bind the bidder.

END OF EXHIBIT A



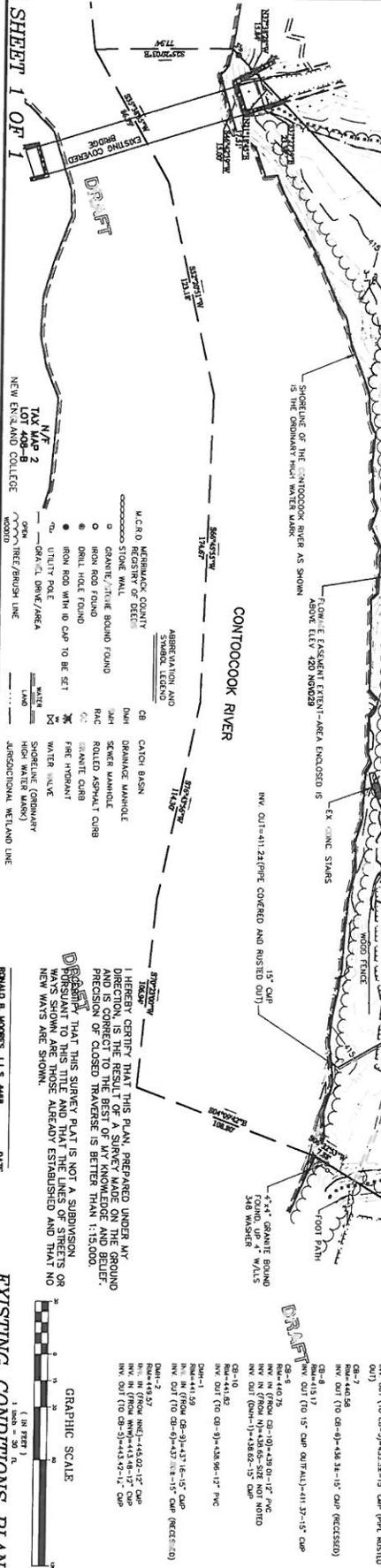
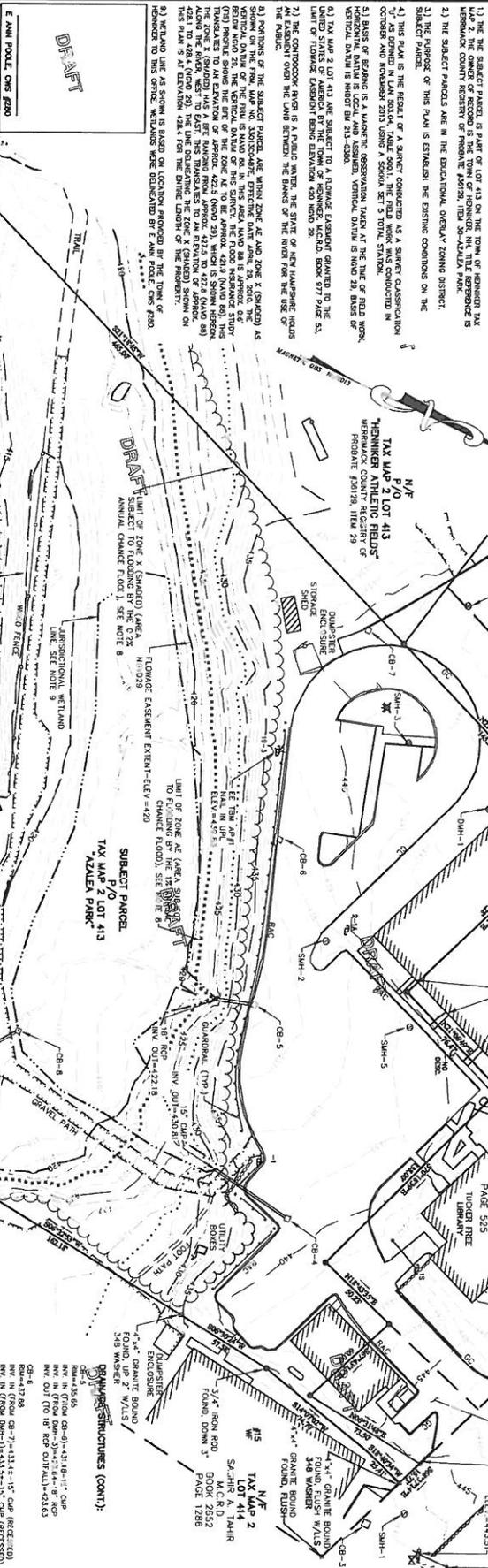
**RECREATIONAL TRAILS
AND SITES ACCESSIBLE
FROM AZALEA PARK**

(not to scale)



NOTES

- 1) THE SUBJECT PARCELS ARE PART OF LOT 413 ON THE TOWN OF HENNIKER TAX MAP 2, 2013. THE SUBJECT PARCELS ARE IN THE COUNTY RESERVY OF HENNIKER, NEW HAMPSHIRE.
- 2) THE SUBJECT PARCELS ARE IN THE EDUCATIONAL OVERLAY ZONING DISTRICT.
- 3) THE PURPOSE OF THIS PLAN IS ESTABLISH THE EXISTING CONDITIONS ON THE SUBJECT PARCELS.
- 4) THIS PLAN IS THE RESULT OF A SURVEY CONDUCTED AS A SURVEY CLASSIFICATION 'V' AS DEFINED IN N.H.S.A. TITLE 2001. THE FIELD WORK WAS CONDUCTED IN OCTOBER AND NOVEMBER 2013 USING A SURVEY SET 3 TOTAL STATION.
- 5) BLUES OF BEARING IS A MAGNETIC OBSERVATION TAKEN AT THE TIME OF FIELD WORK. THE MAGNETIC DECLINATION FOR THE DATE OF SURVEY IS 10' 00" WEST. THE VERTICAL DATUM IS NAD 83. VERTICAL DATUM IS NAD 83. VERTICAL DATUM IS NAD 83. VERTICAL DATUM IS NAD 83.
- 6) TAX MAP 2 LOT 413 ARE SUBJECT TO A FUTURE EASEMENT GRANTED TO THE UNITED STATES OF AMERICA BY THE TOWN OF HENNIKER, EXCERPT GRANTED TO THE LIMIT OF FUTURE EASEMENT BOUND 400 BOUND 29.
- 7) THE CONTOOCOOK RIVER IS A PUBLIC WATER. THE STATE OF NEW HAMPSHIRE OWNS THE PUBLIC WATER. THE OWNERSHIP OF THE RIVER FOR THE DE OF THE RIVER.
- 8) PORTIONS OF THE SUBJECT PARCELS ARE WITHIN ZONE AE AND ZONE X (SHOUD) AS SHOWN ON THE TOWN MAP NO. 2013-0001, EFFECTIVE DATE JUNE 29, 2010. THE ZONING REGULATIONS FOR ZONE AE AND ZONE X ARE AS FOLLOWS: ZONE AE: (1) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (2) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (3) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (4) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (5) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS. ZONE X: (1) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (2) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (3) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (4) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS, (5) PERMITTED USES ARE RESIDENTIAL SINGLE-FAMILY DWELLINGS.
- 9) METERS USED AS SHOWN IN LOCATION PROVIDED BY THE TOWN OF HENNIKER TO THIS OFFICE. METERS WERE DELINEATED BY E. AMY POOL, CINS 2200.



LEGEND

U.C.R.D. HENNIKER COUNTY
 O CANTON/TICINE BOUND FOUND
 O RON ROD FOUND
 O DRILL HOLE FOUND
 O RON ROD WITH ID CAP TO BE SET
 O UTILITY POLE
 O CHAIN DRIVE/AREA
 O CHAIN DRIVE/AREA

U.C.R.D. HENNIKER COUNTY
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ECKMAN Engineering, LLC
 1950 Lafayette Road, Suite 301
 Portsmouth, New Hampshire 03802
 Phone: (603) 433-1354

STANDARD TOPOGRAPHIC SURVEY
 OF
 TOWN OF HENNIKER
 WESTERN AVENUE
 TOWN OF HENNIKER
 MERRIMACK COUNTY, NEW HAMPSHIRE

DATE: DECEMBER 18, 2013
 SCALE: AS SHOWN
 DESIGNED BY: PAD
 DRAWN BY: PAD
 APPROVED BY: RBM
 PROJECT NO: 13-172
 FILE NO: 13-172-TOPO

No.	Description	Appd	Date
1	ADD WETLANDS	RBM	12/19/13