



**Friends of Northern Lake Champlain
Request for Proposals
February 17, 2020**

Georgia Shore Stormwater and Shoreline Erosion Assessment

A. Introduction

The town of Georgia has approximately 7 miles of shoreline along Lake Champlain that is accessed by Georgia Shore Road. This area of Georgia has a high concentration of seasonal vacation homes, and an increasing number of year-round residences that are located within a half mile of Lake Champlain. Residential and agricultural runoff from this area drains into Saint Albans Bay via direct stormwater discharge, or the impaired Mill River close to the town boundary with St. Albans Town.

FNLC has received grant funding from the Lake Champlain Basin Program and is requesting proposals to partner with an environmental engineering consultant to conduct a comprehensive desktop analysis and field investigation of the stormwater runoff and shoreline erosion patterns along the Georgia Shoreline. The purpose of the study is to first, provide a base of accurate mapping information for the community that can be used as a resource for this project as well as other future studies, second, to identify specific problem areas where unfavorable or deteriorated conditions are resulting in water quality impact to Lake Champlain, and finally, prepare basic conceptual plans that may be used for repair or for developing a scope for a full engineering design solution. The project will involve performing a GIS analysis to filter likely problem locations, field mapping of drainage systems using GPS, identifying problem areas, developing a matrix to prioritize the problem areas, drafting a minimum of three conceptual plans, and summarizing the project in a final report including the nutrient loading reductions achieved by implementing these projects. This project will build off data summarized in the 2013 Stormwater Management Plan for the Town of Georgia, and help FNLC provide educational opportunities for private landowners and HOAs in properly maintaining stormwater infrastructure to limit or eliminate shoreline erosion.

B. Scope of Work

The purpose of this project is to identify and prioritize problem areas associated with stormwater runoff and shoreline erosion on the lakeshore in the Town of Georgia, using a combination of desktop analysis and field investigation. Once identified, the problem areas will be cataloged and prioritized with a suite of up to 3 conceptual design improvements prepared for the most critical identified locations. These designs will be utilized to repair straightforward problem areas and/or prepare final design solutions.

Task #	Task Title	Objective	Deliverable	Timeline	Personnel
1	Develop Quality Assurance Plan	Work with FNLC and LCBP to produce a QAPP for data collection	LCBP Approved QAPP	April 2020	FNLC Staff and Consultants
2	Desktop Assessment	Assessment using available data to identify areas of known conflict	Map of project area with focus areas highlighted	August 2020	Consultants
3	Field Data Collection	Collect field data on stormwater infrastructure along Georgia Shore Rd and signs of erosion along the lakeshore	Map of field data locations and details (including photos)	September 2020	Consultants
4	Modeling & Ranking	Flow and pollutant loading estimates with associated ranking based on severity of problem	Modeling outputs, and ranked list of problem areas	November 2020	Consultants
5	Community Outreach & Education	Community meeting(s) to present findings, receive feedback, & discuss ranking and proposed solutions	Presentation and questions addressed	January 2021	FNLC Staff and Consultants
6	30% Designs	Top 3 ranked projects advance to 30% design	Design details and implementation cost estimate for 3 sites (30% designs)	April 2021	Consultants
7	Final Report	Compile project summary, photographs, articles, and 30% designs for presentation	Approved final report	July, 2021	FNLC Staff and Consultants

C. Content of Proposals

Responses to this request for proposals (RFP) should consist of the following:

- A statement identifying individuals who were involved in the preparation of the proposal as well as a single point of contact.
- A list of individuals that will be committed to this project and their professional qualifications. The names and qualifications of any sub-consultants shall be included in this list.

- A scope of work and project budget. The budget should provide hourly rate information. The effort will be reimbursed on a time and materials basis.

D. Project Budget

Friends of Northern Lake Champlain has a grant through Lake Champlain Basin Program of \$22,700 to complete this project to identify and prioritize problem areas and create up to 3 – 30% conceptual designs.

E. Submissions

Consultants wishing to be considered for this project should submit a complete proposal including a detailed project budget *via email only* to:

Patrick Daunais
Project Coordinator
Friends of Northern Lake Champlain
pdaunais@friendsofnorthernlakechamplain.org

Please put “Proposal for Georgia Shore Assessment” in subject line.

We must receive all proposals no later than **5 PM on Feb 28th, 2020**.

Proposals and/or modifications received after this time will not be accepted or reviewed.

F. Contract Time Period

Contractors may begin work as soon as the selection process is complete. The project is expected to be completed by **July 30, 2021**.