ADVERTISEMENT FOR BIDS

1. Proposals will be received by the Township of Lower Merion for the following:

   Design Development and Construction Documents for the Barmouth Trail Head
   Contract Number: 4499-20-02

2. Proposals shall be submitted via Email to DHeller@lowermerion.org Donna Heller,
   Director Parks & Recreation.

3. Proposals will be received until 3 pm, prevailing time, Tuesday, February 18, 2020.

4. Email must be titled: “Proposals for Landscape Architectural Services – Barmouth
   Trailhead Design & Construction”.

5. Technical proposals should be efficiently designed, with information targeted to selection
   criteria.

6. Faxed proposals will not be accepted.

7. All proposals will be treated confidentially by the Township during the pre-award period.

8. A pre-proposal conference will be held for interested architects for the purpose of
   answering any questions with respect to the RFP. The pre proposal conference will take
   place on Monday, January 27, 2020 at 3:30 p.m. in the Board Room, 2nd Floor, Township
   Administration Building, 75 E. Lancaster Avenue, Ardmore. Any amendments to the RFP
   and responses to questions shall be sent to all attendees.

9. Architectural firms interested in submitting questions to be answered in the pre-proposal
   conference may send them, by email, no later than Tuesday, January 21, 2020 to: Donna
   L. Heller, Director of Parks & Recreation, 75 East Lancaster Avenue, Ardmore, PA 19003,
   at: dheller@lowermerion.org. Receiving questions in advance of the pre-proposal
   conference will allow us to respond with more specificity to concerns.

10. A complete proposal packet may be obtained from:

    Township of Lower Merion
    Finance Department
    Attn: Cydnee Baffa
    Mail to: cbaffa@lowermerion.org
11. **Scope of Work**
   Design Development (DD) document should address the overall strategy for the site while also identifying opportunities for the re-use of available material. Based on the Board of Commissioners (BOC) received DD, the Construction Documents (DC) will be developed in a Phasing Strategy to prioritize development of discreet projects as identified in a logical sequence of installations.

   Design Development for the Trailhead must include all elements, including but not limited to, layout of the trail, paths, parking lots, stormwater collection, restrooms with potable water, shade structures, plantings and FOCHT storage and meeting space needs.

   The Scope of Work should be sensitive to the planning process to date and should seek to refine the design of the project.

12. **ALL CONTRACTORS MUST ENSURE THAT EMPLOYEES AND APPLICANTS FOR THE EMPLOYMENT ARE NOT DISCRIMINATED AGAINST BECAUSE OF THEIR, RACE, COLOR, RELIGIOUS CREED, ANCESTRY, AGE, SEX, NATIONAL ORIGIN, PHYSICAL OR MENTAL DISABILITY, OR BECAUSE OF A PERSON’S SEXUAL ORIENTATION, GENDER IDENTITY OR GENDER EXPRESSION.**

13. The Board of Commissioners reserves the right to reject any or all bids or parts thereof or to waive any informality or irregularity as deemed to the best interest of the Township.

   Jody L. Kelley  
   Township Secretary