



## ANNOUNCEMENT

### REQUEST FOR PROPOSAL (RFP) September 30, 2021

**Project Title:**

Baltimore Blueway Master Plan

The Waterfront Partnership of Baltimore is accepting proposals for a one-time contract to perform certain professional (consulting) services involving a Water Trail Plan (the Baltimore Blueway) for the Baltimore Harbor. Proposal submission instructions, requirements, and evaluation criteria, is attached.

Proposals must be received by Adam Lindquist, Director, Healthy Harbor Initiative no later than October 22, 2021 at 4:00pm.

Questions about the RFP must be submitted to [Adam@WaterfrontPartnership.org](mailto:Adam@WaterfrontPartnership.org) no later than Friday, October 12, 2021. All questions and responses will be sent to all parties no later than October 15, 2021.

The Waterfront Partnership of Baltimore encourages responses from Baltimore City Woman and Minority-owned firms and non-profit social enterprises.

If additional information is needed, please contact Adam Lindquist, Director, Healthy Harbor Initiative at 443-827-9581 or email at [Adam@waterfrontpartnership.org](mailto:Adam@waterfrontpartnership.org).

Adam Lindquist

Director, Healthy Harbor Initiative  
Waterfront Partnership of Baltimore  
[adam@waterfrontpartnership.org](mailto:adam@waterfrontpartnership.org)  
(443) 827-9581

## SECTION 1. BACKGROUND

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Waterfront Partnership of Baltimore is 501(c)(3) nonprofit and Business Improvement District for the Baltimore Waterfront including the Inner Harbor, Harbor East, Harbor Point, and Fells Point neighborhoods. The Waterfront Partnership mission is to work, in collaboration with government, businesses, and community partners, to create a clean, green, safe, sustainable, and thriving urban waterfront for all the enjoy.

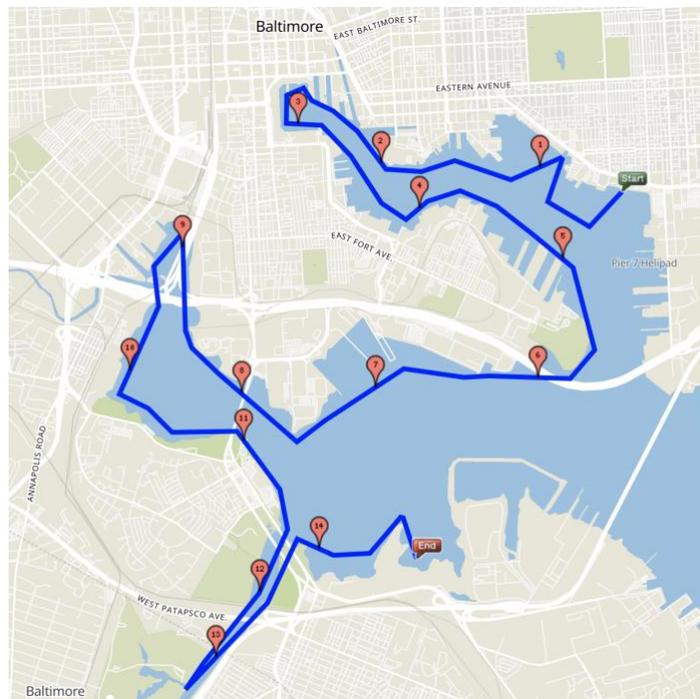
In 2010, Waterfront Partnership launched the Healthy Harbor Initiative with the goal of making the Baltimore Harbor safe for recreation. Since that time, the organization has installed floating wetlands, grown over 1 million oysters, and built the world-famous Mr. Trash Wheel, a sustainably-powered trash interceptor. Water quality testing over the last ten years have shown that levels of harmful bacteria in the Baltimore Harbor are declining, to the point where the Harbor can begin to be managed as a recreational resource for the region and the State.

To increase recreational paddling access to the Baltimore Waterfront, the organization partners with Baltimore City Recreation and Parks to offer kayak tours of the Inner Harbor and to host an annual paddling rally known as the Baltimore Floatilla. There are also plans to organize a Harbor swim event in the years ahead.

### Project Vision

The Baltimore Blueway vision is a water trail system that follows the shoreline of the Baltimore Harbor (Inner Harbor and Middle Branch) with crossing areas identified as appropriate. The Water Trail is interconnected with trails, parks, and open spaces and encompasses significant natural resources and diverse communities.

Water Trail users will be connected to the Baltimore Harbor, to local historical and cultural sites, and enjoy healthy outdoor activities while creating economic opportunities for the local business community.



Map: 15-mile waterfront study area

Specifically, this project seeks to evaluate approximately 15-miles of the Baltimore Waterfront for its potential to become an outdoor recreation and tourism asset for paddlers in the region and the State of Maryland.

The study area begins at Canton Waterfront Park, follows the north shore into the Inner Harbor and then follows the south shore to Fort McHenry. The area then continues along the north shore of the Middle Branch into Ridgley's Cove and then follows the south shore to the mouth of the non-tidal portion of the Patapsco River. The study area extends up the river to Cherry Hill Park, Reed Bird Island, and Southwest Area Park. It then continues to follow the south shore of the Middle Branch, ending at Masonville Cove.

The Plan will review all aspects of the possible construction of the Baltimore Blueway. Specifically, the Plan will review existing public water access points as well as opportunities for new public access points, including a review of property ownership and existing land development ordinances which may have an impact on construction of a Water Trail. The Plan will include existing water trails and propose new routes to engage the public in outdoor recreation at all skill levels and ages as appropriate. It will address obstacles and offer potential alternatives. The Plan is expected to have extensive public involvement, which will include a formal Project Advisory Team as well as partnering with entities currently undertaking other planning processes in the Study Area, specifically the South Baltimore Gateway Partnership (in the Middle Branch) and Baltimore City Recreation and Parks (at Canton Waterfront Park).

The final product should include development of preliminary cost estimates for the Water Trail, including the improvement of existing access points and the creation of new access points, and permits that may be required. The final document will include maps, cost estimates, and all findings. It shall also include an Executive Summary for public dissemination. The final document will be considered a draft that the Waterfront Partnership and Project Advisory Team will share with stakeholder communities for further feedback on the specific ideas set forth in the plan. Incorporation of community feedback may be included in this RFP or proposed as a future phase.

### **Project Management**

The Baltimore Blueway Water Trail Study will be led by the selected Consultant under the direction of the Waterfront Partnership of Baltimore Staff and with the input and oversight of the Project Advisory Team.

In the response to the RFP, the Consultant will submit a proposed Baltimore Blueway Plan timeline of activity (the Timeline) that outlines a project schedule leading to the Task 1 and Task 2 deliverables defined below.

The response to the RFP will include a plan for Task 2 that addresses the interests of the relevant communities, property owners, and other key stakeholders with specific emphasis on traditionally underserved communities in the City of Baltimore.

The Consultant will meet, in person or virtually, with the Project Advisory Team monthly, or as necessary as determined by Staff, to review progress toward completion of the Study.

**Project Advisory Team**

The following individuals comprise the Project Advisory Team:

B'MORE SUP	Jessie Benson
Baltimore City Recreation and Parks	Jamison Holtz
Baltimore City Recreation and Parks	Nicole MacDaniels
Baltimore Community Rowing	Jordan Mueller
Baltimore Community Rowing	Karyn Shackelford
Canton Kayak Club	Ray Scurr
Chesapeake Conservancy	Gabrielle Roffe
Downtown Sailing Center	Stuart Proctor
National Park Service	Natalia Sanchez
Rails-to-Trails Conservancy	Ethan Abbott
Ultimate Watersports	Hal Ashman
Waterfront Partnership of Baltimore	Adam Lindquist
Waterfront Partnership of Baltimore	Chelsea Anspach
Waterfront Partnership of Baltimore	Leanna Wetmore
Waterfront Partnership of Baltimore	Micah Miles
Community Member	Valerie Bloom
Community Member	Eddie Chabot
Community Member	Molly Gallant
Community Member	Jared Lyles

## SECTION 02. SCOPE OF WORK

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### **Task 1 – Baltimore Blueway Technical Report on Existing Conditions**

In Task 1, the Consultant will collect and harmonize documentation and evidence of existing conditions in the Study Area, including existing and planned water and terrestrial trails, geography, ecology, history, land use and development patterns, regulator boundaries and frameworks, and infrastructure in order to assist in the work of Task 2.

The Consultant will conduct an existing conditions evaluation of the Study Area, ground-truthing the collected documentation with site reviews and photo documentation.

Through the process, the Consultant will develop a technical report on existing conditions, which will serve as the core document as the Baltimore Harbor Water Trail Plan is translated into vision and reality. For example, the technical report on existing conditions should answer questions such as:

- What is the condition of existing points of ingress and egress in the study area? What amenities are available?
- Is the Study Area navigable by kayak or canoe year-round? If not, what are the approximate times of the year that segments are navigable by kayak or canoe?
- How do tidal changes impact the accessibility of the study area?
- What natural and man-made conditions dangerous to kayakers or canoeists, or other outdoor recreation participants, exist in the Study Area, and how can these dangers be eliminated or mitigated?
- What publicly accessible ingress and egress opportunities currently exist in the Study Area?
- What private landowners and/or properties in the Study Area currently allow water access (through contracts, agreements, etc.)?
- What are the best potential future ingress and egress opportunities located in the Study Area, considering topography and proximity to roads, parking, and other amenities?
- What publicly owned properties are contiguous to the Study Area?
- What restrooms, boat ramps, parking/public transportation, vessel storage/lockers, etc., facilities are contiguous to the Study Area?
- Are there developments, or plans for development, currently underway contiguous to the Study Area of relevance?
- What natural areas of significance exist in the Study Area?
- What historical areas of significance exist in the Study Area?
- What archaeologically sensitive areas of significance exist in the Study Area?
- What environmentally sensitive resources exist in the Study Area? What role will environmental protection/impact play in the project?

- Considering the area’s location in the Chesapeake Bay, what Chesapeake-specific design regulations need to be addressed (i.e. no new development on the shoreline, green infrastructure elements, etc.)?
- What opportunities for fishing exist in the Study Area?
- What birding opportunities exist in the Study Area?
- What plants, animals, and aquatic creatures are of significance to the Study Area?

Prior to the initiation of Task 1, Staff will facilitate a virtual meeting with the Project Advisory Team to further refine questions to be answered by the technical report on existing conditions.

***Task 1 Deliverable***

Baltimore Blueway Technical Report on Existing Conditions. The date for the delivery of the Technical Report on Existing Conditions should be laid out in the Timeline.

**Task 2 – Baltimore Blueway Water Trail Plan**

In Task 2, the Consultant will use the technical report on existing conditions, along with community input, to analyze the potential of the Study Area for the development of a Water Trail to support outdoor recreation and tourism and produce the Draft Baltimore Blueway Water Trail Plan (the Plan).

**1. EXECUTIVE SUMMARY**

The Consultant shall prepare a short summary of the Trail Study findings to illustrate the vision, goals, and findings of the Study. The Executive Summary will include a graphic that can be used in marketing, social media, and public outreach for future trail efforts.

**2. INTRODUCTION AND CONTEXT**

The Plan will be the connecting spine for future initiatives in the Study Area by articulating the potential for, but not limited to: water access and use (kayaking, canoeing, paddle boarding, rowing, etc.), connectivity for greenways and public access, conservation and parks, historical and archaeological education, ecological and environmental education and stewardship, and other ideas generated by community input.

The Draft Baltimore Blueway Water Trail Plan should include a visual and written component clearly communicating potential opportunities for improving outdoor recreation and tourism within the Study Area through the improvement of existing water access points and the creation of new access points.

***Vision Statement***

The Plan will include a strong vision statement for water trails in the Baltimore Harbor.

***Study Purpose and Goals***

The Plan shall define the purpose and goals of the water trail.

***Proposed Trail compatibility with federal, state, county, and local planning efforts***

The Plan shall identify and support connections with other water and terrestrial trails including the Star-Spangled Banner Trail, the Captain John Smith Trail, the Jones Falls Trail, the Gwynns Falls Trail, Chesapeake Bay Gateways Network, and others as identified.

The Plan shall identify connections and compatibility with the Baltimore City Land Preservation, Parks and Recreation Plan and make recommendations for how the Plan can be incorporated into future updates of the City's plan.

**3. PUBLIC PARTICIPATION**

The Consultant shall arrange all meetings and prepare and submit emailed minutes within two (2) weeks after meetings occur.

***Project Advisory Team Meetings***

Based on the size and complexity of the project, there will be between four (4) and eight (8) Project Advisory Team meetings to review key person interviews, survey results, and the collaboration with South Baltimore Gateway Partnership and Baltimore City Recreation and Parks.

***Public Meetings***

Five (5) public presentations shall be planned for identified stakeholder groups to solicit ideas and input for the Plan:

- a. Waterfront Partnership's Healthy Harbor Steering Committee
- b. South Baltimore Gateway Partnership
- c. Baltimore City Recreation and Parks
- d. Baltimore City Planning Department
- e. Maryland Port Administration

One (1) virtual meeting must be held for the general public.

***Key Person Interviews***

Key Person interviews shall be conducted by Consultant with approximately 5-10 people as determined by the Consultant and the Project Advisory Team.

***Public Online Survey***

Consultant will develop, release, gather, and analyze feedback from the public through a public online survey to assess public interest, desirable Water Trail uses, desired amenities, as well as concerns and potential obstacles for the

project. A copy of the survey should be included as an Appendix in the final report.

#### **4. LEGAL FEASIBILITY**

The Baltimore Waterfront is a combination of a public waterway bordered by publicly and privately-owned land. The Consultant will be required to satisfy the following:

- a. Determine the ownership status of existing and proposed water access points.
  - i. Identify current property owners
  - ii. Develop a strategy for approaching property owners
- b. Identify property owners adjacent to existing and proposed water access points and develop a strategy for gaining support
- c. When necessary, determine preferred method for establishing public access points such as acquisition by Baltimore City, long-term easement or lease, cooperative agreement, etc.

#### **5. TRAIL CONCEPT PLAN**

Consultant shall prepare a conceptual trail plan that illustrates the vision for the trail and builds upon the Existing Conditions Report. Concept plans should include:

- a. Base Map (Existing Conditions)
  - i. Overall Study Area
  - ii. Existing access points
  - iii. Existing amenities at access points
  - iv. Wetlands
  - v. Shipping Channel
  - vi. Hazard Areas
  - vii. Existing structures and manmade features: piers, docks, bridges, etc.
- b. Access Points
  - i. Existing and Proposed Access Points
  - ii. Existing and Proposed Amenities at each Access Point (boat launch, restrooms, water, lighting, parking, etc.).
  - iii. Recommend infrastructure for safely launching kayaks, canoes, or other paddle craft.
- c. Proposed Route Maps
  - i. Proposed Trail location and proposed routes. Routes should be assigned difficulty levels and include a written evaluation highlighting both the positive and negative points.
  - ii. Proposed channel crossings for paddlers

- iii. Areas for emergency access points.
- iv. Areas that users should avoid (e.g. the Shipping Channel).
- v. Linkages to existing public facilities in parks, neighborhoods, tourist attractions, other trails, etc.
- vi. Significant natural and cultural resources and opportunities for their interpretation
- vii. Areas requiring significant effort or large dollar figures to complete the trail
- viii. Areas of potential user conflicts
- ix. Constraints and opportunities related to ADA access

## **6. TRAIL MANAGEMENT, OPERATION, MAINTENANCE, AND FISCAL FEASIBILITY**

The Plan shall provide cost estimates for development of the Water Trail. Cost estimates should include engineering and other professional services costs, construction and material costs, project administration costs, and a contingency of at least 10% of the construction cost estimate. Consultant will also recommend ownership/maintenance/management options for access points. This may include identifying roles of government, private trail organizations, or the creation of a new entity, identifying the organizational structure and developing a business plan.

## **7. IMPLEMENTATION MATRIX**

This portion of the Study should summarize the recommendations and implementation strategies into specific action steps. Each step should identify responsible parties, time frame for beginning implementation, associated costs, and any additional notes. Consultant should also identify potential funding sources for the implementation stages.

## **8. WATER TRAIL LOGO**

Based on input from public survey/feedback, Consultant will offer recommendations on a Water Trail logo and/or sign type to identify the trail. A consistent sign will help users to easily identify the trail, and should help tie in with the long-distance trail network being developed in the region.

### ***Task 2 Deliverable***

The Baltimore Blueway Water Trail Plan. The date for the delivery of the Baltimore Harbor Water Trail Plan should be laid out in the Timeline.

### **SECTION 3. CONSULTANT QUALIFICATIONS**

The Consultant and/or Consultant Team must have documented experience developing and implementing public participation techniques, such as holding public and study committee meetings, conducting key person interviews, developing citizen surveys, etc. At least one member of the consulting team must have documented, prior experience conducting studies of the project type being undertaken. The Consultant should have documented experience with the planning, design, general operation, and maintenance of recreation and park areas and facilities. Also, Consultant shall have documented experience in developing and recommending to local government officials and non-profit organizations the policies and procedures related to providing public recreation and park services and/or facilities, as well as the management and operation of these facilities and amenities. The team should be able to set goals, analyze problems, generate alternative solutions, and provide recommendations and implementation strategies.

A consultant or consulting team with documented expertise in water and/or terrestrial trail planning is required.

## SECTION 4. REQUIRED SUBMITTALS

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### A. Letter of Interest:

This letter must include the following:

- A statement demonstrating your understanding of the work to be performed.
- A statement confirming that the firm meets the Waterfront Partnership's Consultant Qualifications (Sec. 3.).
- The firm's contact person, email, and telephone number

### B. Profile of Firm

This consists of the following:

- A statement of the firm's experience in conducting work of the nature sought by the RFP; advertising brochures may be included in support of this statement.
- The location of the firm's office that will perform the work.
- Resumes of individuals (consultants, employees, etc.) proposed to conduct the work and the specific duties of each in relation to the work. The project consulting team must meet the Waterfront Partnership's Consultant Qualifications (Sec. 3).
- A reference list of other clients of the firm with contact information.
- Any other informing relating to the capabilities and expertise of the firm in doing comparable work.

### C. Methods and Procedures

The proposal must include a detailed description of the methods and procedures the firm will use to perform the work. Inclusion of examples of similar work is encouraged.

### D. Work Timeline

The timeline must include time frames for each major work element, target dates for public meetings, and dates for completion of draft and final documents.

### E. Cost

For each major work element, the costs must be itemized and indicate:

- For each person assigned to the work, the title/rank (organizational level) of the person in the organization, the hour rate, and the number of hours to be worked.
- The reimbursable expenses to be claimed.

The itemized costs must be totaled to produce a contract price. If awarded a contract, a proposer is bound by this price in performing the work. The contract

price may not be exceeded unless the contract is amended to allow for additional costs.

If awarded a contract, the proposer may not change the project manager assigned to the project without approval by the Waterfront Partnership. However, approval will not be denied if the staff replacement is determined by the Waterfront Partnership to be of equal experience to the predecessor.

The method of billing must be stated. The preferred practice of Waterfront Partnership is to pay upon completion of the work and receipt of required reports. However, Waterfront Partnership will consider paying on a periodic basis as substantial portions of the work are completed. Regardless of the billing method used, 10% of the funds available under the contract will be withheld until the final product is approved by the Waterfront Partnership of Baltimore.

## **SECTION 5. EVALUATION CRITERIA**

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It is the intent that a contract will be awarded to the Consultant offering the best combination of quality and price. Waterfront Partnership reserves the right to identify the best responsive offer in any way determined to be in the best interests of the overall project.

The Project Advisory Team and Staff will review each Proposal for completeness and content. Each Proposal will be evaluated based upon the relevant qualifications and experiences of the Consultant. The Project Advisory Team and Staff may conduct interviews if necessary, or may complete its evaluation based on the Proposal alone. References will also be verified.

The Waterfront Partnership of Baltimore encourages responses from Baltimore City Woman and Minority-owned firms and non-profit social enterprises.

Proposals shall be evaluated based on the following criteria:

**A. Technical Expertise and Experience**

The following factors will be considered:

- The firm's experience in performing similar work
- The level of expertise of the individuals assigned to conduct the work
- The clarity and completeness of the proposal and the firm's demonstrated understanding of the work to be performed

**B. Procedures and Methods**

The following factors will be considered:

- A strong outreach plan for engaging underserved communities near the Study Area
- The techniques for collected and analyzing data
- The sequence and relationships of major steps
- The methods for managing the work to ensure timely and orderly completion

**C. Cost**

The following factors will be considered:

- The number of hours of work to be performed
- The level of expertise of the individuals assigned to conduct the work