Town of Wilton

REQUEST FOR PROPOSALS (RFP)

2019 – 002

To Provide:

Engineering/Landscaping Design Services for Wilson Lake Retaining Wall

Wilton, ME

Due: 4:00 PM, Thursday, September 5, 2019

Rhonda Irish
Town Manager
Town of Wilton
158 Weld Road
Wilton, ME 04294

I. General Information

A. INTRODUCTION

The purpose of this document is to provide information to enable interested firms to prepare and submit a proposal for engineering/landscaping design services for the Town of Wilton ("Town"). The Town's project consists of the design and replacement of the failing rock wall on the shore of Wilson Lake, Lake Street, Wilton on town owned property and all related site work. Services include engineering design, including landscaping and other options, consulting, promotion services and to represent the Town's interests during the concept validation, design development, construction documents, bidding, construction, and close out phases. The retaining project design and project may also include landscaping, a shoreline walking trail, seating and picnic area, parking lot improvements, and maintenance of the existing retaining wall.

The Town intends to use the results of this Request for Proposal (RFP) to award a contract for the above listed project.

B. DEFINITIONS

The following definitions are used throughout the RFP:
A/E means Architectural/Engineering.
Proposer/Vendor/Bidder means a company/individual submitting a proposal in response to this RFP.
RFP means Request for Proposal.
Firm means the company for which Engineer works for.
State means the State of Maine.
Town means the Town of Wilton.

C. PROJECT BACKGROUND

The property, located on the Lake Road at the foot of Wilson Lake, in Wilton, Maine, consists of a concrete retaining wall completed in 2000; 380 feet of the failing rock wall, parking area, grass area, a walkway along part of the wall, and a stair area for entrance into the lake, and is used for public use and enjoyment. Swimmers access the stair area or ladder for swimming in the lake. Across the street from the Retaining Wall/Parking/Swimming area is one of the Town's Parks, Bass Park, equipped with a Gazebo and Playground. Many events take place at Bass Park, including concerts, weddings, birthday parties, and more.

This project is to provide the Town concept plans for a much needed replacement of the rock wall and revitalization of the area along the lake shore. To help implement this project, the Town intends to apply for a State of Maine Land Conservation Grant and will be seeking input from the Engineering firm for grant writing assistance. The Town has recently created a capital account, which funds have been allocated on an annual basis, to be used for development plans and the construction project.

OBJECTIVES AND NEEDS

The Town is seeking a qualified professional Engineering Firm registered in the State of Maine to represent the Town in all aspects of the project. The Engineering firm shall provide

engineering design services, and to represent the Town's interests during the concept validation, design development, grant writing, construction documents, bidding, construction, and close out phases as needed. The Town's project consists of a phased approach to the project with two separate options for completion. This approach includes the following scope:

Step 1 - Master Plan Development

- Review recommended retaining wall documents and previous wall construction documents for Retaining Wall construction.
- Meeting(s) with Town Board of Selectpersons, staff, and interested local organizations and residents to refine goals and needs of the Foot of the Lake area and Bass Park area improvements.
- Develop overall designs, matching project goals and needs
- Develop realistic cost estimates for developing the project through 2022.

Step 2 - Design and Construction Services

Due to the funding sources for this project, design and construction costs may need to be split out as separate projects or phases with cost accounting separated as follows:

Phase 1 – Design of Retaining Wall, possible walkway, improved parking, seating, landscaping

- Design for replacement of rock wall along Lake Road, and rock wall at boat landing area
- Include designs for walkway, seating, landscaping, picnic area, or other improvement suggestions as requested by Town (see 8.2)

Phase 2 – Construction of Project

- Once design of project (wall plus any additional designs) are approved, send out RFP's for construction of retaining wall and additional improvements
- Secure all proper permitting
- Oversee necessary site work and landscaping

D. CALENDAR OF EVENTS

The following is the anticipated schedule for this RFP process:

1.	Request for Proposal Issued	August 7, 2019
2.	Pre-Bid Walkthrough - Mandatory	August 21, 2019 – 10:00 AM
3.	Last day for submitting questions	August 23, 2019
4.	Addenda posted to www.wiltonmaine.org	August 26, 2019
5.	Proposals Due Date	September 5, 2019 – 4:00 PM
6.	Interviews/Presentations (week of)	September 16, 2019
7.	Contract Award (estimated)(week of)	October 1, 2019

E. CONTRACT AND TERM

The agreement between the Firm and the Town shall be a Standard Form of Agreement Between Owner and Engineer. The contract shall be effective on the date indicated on the contract and shall continue until the completion of the project, subject to the termination clause in section V. D.

II. Submittal Information

A. General Instructions

The evaluation and selection of an Engineering Firm will be based on the information submitted in the proposal plus references and any required on-site visits, interviews/presentations or demonstrations. Proposers should respond clearly and completely to all requirements. Failure to respond to each of the requirements in the RFP may be the basis for rejecting a proposal.

Elaborate proposals (e.g. expensive artwork), beyond that sufficient to present a complete and effective proposal, are not necessary or desired. The Town encourages all proposers to print their submission double-sided to save paper.

B. Incurring Costs

The Town is not liable for any cost incurred by proposers in replying to this RFP.

C. Submitting Proposals

Proposers must submit, in a sealed package, One Original (identify) PLUS 5 identical copies of all materials required for acceptance of their proposal on or before 4:00 p.m., September 5, 2019 to:

Town of Wilton
Attn: Rhonda Irish
158 Weld Road
Wilton, ME 04294

All proposals must be received by the stated time. Late proposals will not be accepted. Receipt of the proposal by the U.S. mail system does not constitute receipt of the proposal by the Town.

The Town does not accept facsimile machine or email submitted proposals. All proposals must be packaged, sealed, and show the following information on the outside of the package:

Proposer's Name and
Address Request for
Proposal Title Request for
Proposal Number Proposal
Due Date

COST PROPOSAL: Submit Original plus one (1) identical copy Attachment C. The outside of the envelope should clearly state “Wilson Lake Wall Cost Proposal” and the name of proposer.

D. Proposal Organization and Format

Proposal should be typed and submitted on 8.5 by 11-inch paper and bound securely with page numbers clearly indicated. Proposers responding to this RFP must comply with the following format requirements:

Tab 1 - COVER LETTER, RFP SIGNATURE PAGES: Include here any cover letter, Attachment A - RFP Signature and Authority Affidavit Form, and any addenda signature pages.

The Signature and Authority Affidavit submitted in response to this RFP must be signed by the person in the Proposer's organization who is responsible for the decision as to the prices being offered or by a person who has been authorized in writing to act as agent for the person responsible for the decision on prices and services. Failure to provide this forms/information with your bid submittal may disqualify your proposal.

Tab 2 - RESPONSE TO PROPOSER INFORMATION AND SOLUTIONS: Responses to the requirements in the proposer information and solutions must be in the same sequence and numbered as they appear in this RFP. Include here completed Attachment B--References.

COST PROPOSAL—ATTACHMENT C: Provide cost information as detailed in Section V in this RFP. All costs, as requested, for furnishing the product(s) and/or service(s) must be included in this proposal. The cost proposal must NOT be listed in any other part of the proposal response.

E. Multiple Proposals

Multiple proposals from a single proposer will be allowed on this RFP. Additional proposals must be submitted separately.

F. Withdrawal of Proposals

Proposals shall be irrevocable until contract award unless the proposal is withdrawn. Proposers may withdraw a proposal, in writing, at any time up to the proposal due date and time or upon expiration of 30 days after the due date and time. The written withdrawal notice must be received by The Town. The notice must be signed by an authorized representative of the proposer. If a previously submitted proposal is withdrawn before the proposal due date and time, the proposer may submit another proposal at any time up to the proposal due date and time.

Proposal Selection and Award Process

G. Evaluation Committee

The Town's evaluation committee will consist of members appointed by the Board of Selectpersons.

H. Preliminary Evaluation

The proposals will be initially reviewed to determine if mandatory requirements are met. Failure to meet mandatory requirements shall result in the proposal being rejected. In the event that all proposers do not meet one or more of the mandatory requirements, the Town reserves the right to continue the evaluation of the proposals that most closely meet the mandatory requirements of this RFP.

I. Rights to reject proposals

The Town reserves the right to reject any and all proposals in full and/or in part, waive any informality, issue subsequent RFPs, cancel the entire RFP, remedy technical errors in the RFP process, and seek assistance in the evaluation process.

J. Proposal Scoring

Accepted proposals will be reviewed by an evaluation committee and scored against the stated criteria. The committee may review references, request interviews/presentations, conduct demonstrations and/or conduct on-site visits. The resulting information will be used to score the proposals. The evaluation committee's scoring will be tabulated and proposals ranked based on the numerical scores received.

K. Evaluation Criteria

The proposals will be scored using the following criteria:

Description	**Points**
Organization Capabilities	20
Staff Qualifications	10
Project Approach	50
Cost Proposal	20
Total	***100***

L. Interviews/Presentations and/or Site Visits

Top-scoring proposers, based on the evaluation of the written proposal, may be required to have interviews/presentations to support and clarify their proposals, if requested by the Town. The Town will make every reasonable attempt to schedule the interview/presentation on the date specified in the Calendar of Events. Failure of a proposer to complete a scheduled interview/presentation to the Town may result in rejection of that proposer's proposal.

Final Evaluation

Upon completion of any interviews/presentations and/or demonstrations by proposers, the Town's evaluation team will review their evaluations and make adjustments to the scores based on the information obtained in the interview/presentation, demonstration, possible reference checks, and any other pertinent proposer information.

M. Award and Final Offers

Award will be granted in one of two ways. The award may be granted to the highest scoring responsive and responsible proposer after the original evaluation process is complete. Alternatively, the highest scoring proposer(s) may be requested to submit best and final offers. If the Town requests best and final offers, they will be evaluated against the stated criteria, scored, and ranked by the evaluation committee. The award will then be granted to the highest scoring proposer following that process. However, a proposer should not expect that the Town will request a best and final offer.

N. Notification of Intent to Award

All proposers who respond to this RFP will be notified in writing of the Town's intent to award the contract(s) as a result of this RFP.

O. Negotiate Contract Terms

The Town reserves the right to negotiate the terms of the contract, including the award amount, and/or refinement of the scope or work, with the selected proposer prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, the Town may negotiate a contract with the next highest scoring proposer.

III. Requirements

A. Contract Requirements

The awarded A/E Firm needs to demonstrate their experience in dealing with moderate and governmental projects. The A/E Firm is expected to fulfill the following contract requirements.

1. Main Plan Development:

The Main Plan Development should include preparation of conceptual designs. These are only conceptual and the Engineer for this project will validate this concept with the help of the Town prior to proceeding to the schematic design phase. Main Plan development will likely include several meetings including:

- Community Input – Meet with public to review concept plan
- Prioritization Exercise – Meet with Town staff and Selectboard to categorize priorities
- Open House – Review pre-final plan in a public meeting
- Board Presentations – Present final master plan to Town Selectboard

2. Design:

- Review existing and complete necessary site surveys. CAD files are not available.
- Complete code study.
- Review existing work, reports and studies completed to date.
- Prepare a schematic design for the Project.
- Coordinate with the Town staff and elected officials.
- Coordinate public input including Town Selectboard update(s)

- Complete Design Documents for review and approval that meets the intended design, schedule and budget.
- Assist Town with grant writing if necessary

3. Construction Documents:

- Based on the Town's review and approval of the Final Design, prepare construction documents consisting of Drawings and Specifications to be used for public bidding. The bidding documents shall be coordinated with and include work from other consultants hired by the Town, if applicable. To achieve the project goals, "bid packages" may be utilized with different project schedules.

Public Bidding:

- Following the approval of the Construction Documents, the Engineer shall assist the Town and their Consultants in obtaining competitive bids, confirming responsiveness of bids, determining the successful bid, recommending for contract award to the Town Selectboard and preparing contracts for construction.

- Construction Schedule - In consultation with all parties, the Engineer will give input to the construction schedule that meets the needs of the Town for inclusion in the contract documents.

- Develop Contractor and Supplier Interest - The Engineer will assist the Town in identifying potential contractors and suppliers and develop their interest in bidding the project to ensure a competitive bidding environment. The Engineer will investigate potential bidders and suppliers to determine their ability to meet project requirements.

- Establish Bidding Procedures -The Engineer will assist in establishing and implementing procedures for the bidding process including the distribution of bid documents, the issuance of addenda, the holding of pre-bid conferences, the receipt of bids and the bidding schedule.

- Distribute Bid Documents -The Engineer will assist the Town with the distribution of all bid documents to contractors and maintain accurate records of distribution activities.

- Conduct Pre-Bid Conferences - The Engineer, in consultation with the Town, will assist in scheduling, organizing, and conducting pre-bid conferences in a manner consistent with the bid schedule.

- Evaluate Bids - The Engineer, in consultation with the Town, will assist in evaluating all bids.

- Prepare Construction Contracts - The Engineer, in consultation with the Town, the Town's Attorney, and the Town Manager, will assist in the preparation and coordination of all construction contract documents.

- The Engineer shall consider requests for substitution and, following review and consent with the Town, prepare and distribute addenda identifying approved substitutions to all prospective bidders.

4. Construction Phase:

- Meetings/Pre-Construction Conferences - The Engineer, in consultation with the General Contractor, will organize and conduct all meetings with contractors, consultants, and the Town. The meetings shall include a review of project management, project schedule, and project procedures.

- Process Construction Documents - The Engineer, in consultation with the Town Manager, will establish and implement procedures for processing and approving shop drawings, product data, samples, and other submittals from the contractors (e.g. including contracts, specifications, schedules, correspondence, meeting minutes, catalog data, directives, change orders, etc.). In addition, the Town will coordinate the processing and approval of all submittals with the Engineer. The Engineer will establish and maintain a submittal log to ensure contractor compliance with the contract documents.

- Project Coordination - The Engineer will assist the Town in providing administration, management and related services necessary to coordinate the construction activities of the contractors with each other and with those of the Town.

- Monitor Construction Progress - The Engineer will observe construction progress and report deviations from the schedule that might delay Project completion. The Engineer will consult with contractors to develop and implement corrective actions necessary to meet the project schedule.

- Control Construction Quality - The Engineer will monitor and inspect all work in progress to ensure the quality of the work and compliance with the contract documents. The Engineer will coordinate with the Town to document and report all deficiencies and make recommendations for corrective actions.

- Process Applications for Payment - The Town, in accordance with the Engineer, will develop and implement a procedure for the review and processing of contractor payment applications.

- Project Meetings - The Engineer will participate in meetings and, in consultation with the Town and applicable parties, conduct meetings as necessary at the job site to discuss job progress, problem resolution, and decision making. The Engineer will prepare and distribute accurate meeting minutes in a timely manner.

- Process Change Orders - The Engineer, will develop and implement a system for review and processing of change orders.

- Coordinate Inspections and Testing - The Engineer, in consultation with the Town, will coordinate the selection of independent inspection and testing agencies, review inspection and testing reports, and make recommendations regarding the results of inspections and testing activities.

- Quality Control - The Engineer shall keep the Town reasonably informed about the progress and quality of the portion of the work completed and report to the Town (1) any known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) any defects and deficiencies observed in the work.

5. Close – Out Phase:

- The Engineer will develop a detailed close-out program including close-out activities in compliance with the contract documents. The program will include a close-out schedule, inspections, testing, and warranty procedures.

- The A/E will verify substantial completion and final inspections. The Engineer will assist the Town in the preparation of a list of deficiencies (punch list) and will coordinate all correction action by contractors.

- Coordinate Construction Close-Out - The Engineer will assist the Town to coordinate close-out activities including the completion of deficiencies, submittal of close-out documents, resolution of change orders and recommendations for payment of retainage, if necessary.

- Certificates - The Engineer, upon completion of the Project, will be responsible for certifying that, to the best of his professional knowledge, the wall conforms to the approved plans and specifications.

6. Subcontractors

The Contractor shall be responsible for Contract performance when subcontractors are used. However, when subcontractors are used, they must abide by all the terms and conditions of the Contract. If subcontractors are to be used, the Contractor must notify the Town prior to subcontractor work. Firm must clearly explain their participation. The Town must approve of all subcontractors prior to subcontractor work.

7. Insurance Requirements

The Firm shall carry at its sole expense and provide evidence of insurance coverage listed below to protect itself and the Town from and against liability, loss, damage, expense, cost (including without limitation to litigation, court costs, and attorneys' fees) arising out of or in connection with the performance of any work performed in accordance with the specifications of any related documents, whether such work is performed by the Firm or any subcontractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable. All policies shall provide a thirty (30) days advance notice of cancellation to the Town.

- Workers Compensation: Coverage A: Statutory Coverage B:
- Employers Liability:
- Bodily injury by accident $100,000 per person Bodily injury by disease $100,000 per person
- Bodily injury by disease $500,000 aggregate
- All states and voluntary compensation endorsements

Commercial General Liability

- Limits of Liability: $1,000,000 each occurrence
- $2,000,000 general aggregate
- $2,000,000 products/completed operations aggregate

Auto Liability

- Limits of Liability: $1,000,000 each accident
- Excess (Umbrella) Liability:
- The requirement that an Umbrella Policy shall be no less than $1,000,000.

Professional Liability:

- $2,000,000 each occurrence

Coverage:

- The Town shall be named as an additional insured.
- Certificates of insurance shall be presented to the Town Manager for approval before the successful Firm, its agents and/or employees commence any work whatsoever pursuant to the contract.

IV. Proposer Information and Solutions

See Section II, Paragraph D for proposal submittal format.

A. Organization Capabilities

Describe the organization/company's experience and capabilities providing similar services to those required. Be specific and detail no more than three projects/contracts: description of work, dates, locations, challenges and results. **(20 Points)**

B. Staff Qualifications

Provide a list of all individuals, including consultants, to be involved in the project and a brief description of their role and qualifications. Please indicate how this engineering/design team will be managed and identify the main contact person at the firm. Provide a synopsis describing the educational and work experience for each of the key staff who will be assigned to the project/program. **(10 Points)**

C. Proposer Solutions

(50 points broken down as indicated below)

1) Describe your experience in providing Architectural/Engineering Services to a government organization for similar projects. **(10 points)**

2) Detail your firm's understanding of the challenges and barriers for a project like this and proposed approach to overcoming these barriers. **(5 points)**

3) Identify potential risk factors and methods for dealing with these factors. **(5 points)**

4) Program delivery – estimated work plan and timetable. Outline the tasks your firm proposes to accomplish throughout the life of the contract. Provide an estimated schedule and timeline for each task. **(5 points)**

5) Detail how you will exceed proposal requirements. **(5 points)**

6) Describe value-added solutions **(5 points)**

7) Outline the process the firm will use in the Scope of Services section. Please provide evidence of ability to work within tight time constraints and contentious situations. **(5 points)**

8) Provide an assurance of the level of detail included in the plans and specifications, as well as your ability to work cooperatively with the Town or others that are not directly hired or paid by your firm. **(5 points)**

9) All things considered, summarize why you believe the Town of Wilton should retain your firm to perform this project. **(5 points)**

D. Proposer References

Submit response using Attachment B References of the proposal – see Section II, Paragraph D for proposal submittal format.

Proposer must supply references of three Municipalities, or governmental entities, to which similar products/services have been provided within the past five years. If contacted, all references must verify that a high level of satisfaction was provided.

V. Cost Proposal

A. General Instructions for the Cost Proposal and how it will be Scored – 20 points

All prices must be quoted in U.S. Dollars.

The Town will score the cost proposals by prorating with the lowest cost proposal given the highest score. The formula is as follows: Calculation of points awarded to subsequent proposals will use the lowest dollar proposal amount as a constant numerator and the dollar amount of the firm being scored as the denominator. This number is then multiplied by the number of points given to the cost section of the RFP, resulting in the cost proposal score.

B. Format for Submitting Cost Proposal

Use Attachment C Cost Proposal. Submit one marked original plus one copy. Seal in an envelope and submit within the proposal package. The outside of the envelope should clearly state “Cost Proposal” and the name of proposer.

C. Fixed Price Period

The awarded contractor must hold the accepted prices and/or costs for the entire contract period. Any adjustment to prices and/or costs at the beginning of a contract renewal period will be negotiated between the Town and the Contractor.

D. Contract Cancellation

This contract may be terminated by either party under the following conditions:

The Town may terminate the contract at any time at its sole discretion by delivering 30 days written notice to the firm.

If the problem is service performance, firm will be warned either verbally or in writing of unsatisfactory performance and intent to cancel this contract. The firm will be given a period of time to 'cure' the performance. If the performance does not improve, firm will be given 30 days written notice that the contract will be cancelled.

Upon termination, the Town's liability will be limited to the pro rata cost of the services performed as of the date of termination.

In the event the firm terminates the contract, for any reason whatsoever, it will require written certified letter notification delivered to the Town not less than 60 days prior to said termination. The firm will, in turn, refund the Town , within 30 days of said termination, all payments made hereunder by the Town to the firm for work not completed.

If at any time the firm's performance threatens the health and/or safety of the Town or the public, the Town has the right to cancel and terminate the contract without notice.

If the firm fails to maintain and keep in force the insurance as required, the Town has the right to cancel and terminate the contract without notice.

ATTACHMENT A

SIGNATURE AND AUTHORITY AFFIDAVIT FORM

PROPOSING COMPANY NAME:

FEIN or SOCIAL SECURITY NUMBER

Address:

City: State Zip + 4

Number of years in Business

Name the person to contact for questions concerning this proposal.

Name Title

Phone Fax

Email Address

In signing this proposal, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening to any other proposer or competitor; that the above statement is accurate under penalty of perjury.

The undersigned, having familiarized themselves with the conditions affecting the cost of the work, having read completely the requirements, hereby proposes to perform everything required and to provide and furnish labor, materials, equipment, tools and all other services and supplies necessary to produce in a complete and workmanlike manner all of the materials or products described in the project relating to this proposal.

I further certify that I have carefully examined the proposal documents and all terms herein, and site where the work is to be done and have no agreements to prevent the completion of said work.

Signature Title

Name (print) Date

This firm hereby acknowledges receipt / review of the following addendum(s) (If any)

ATTACHMENT B

REFERENCES

Proposer:

Provide company name, address, contact person, telephone number, and appropriate information on the product(s) and/or service(s) provided to customers similar to those requested in this solicitation document. Potential subcontractors cannot be references. Any subcontractor arrangement for the completion of this work shall be listed on a separate page.

Company Name:

Address (include Zip + 4)

Contact Person: Phone No.

E-Mail Address:

Product(s) Used and/or Service(s) Provided:

Company Name:

Address (include Zip + 4)

Contact Person: Phone No.

E-Mail Address:

Product(s) Used and/or Service(s) Provided:

Company Name:

Address (include Zip + 4)

Contact Person: Phone No.

E-Mail Address:

Product(s) Used and/or Service(s) Provided:

ATTACHMENT C

COST PROPOSAL

Proposer:

Submit original plus one copy (Submit in separate envelope within proposal package)

Provide specific itemized charges and services for each of the aforementioned Phases. In addition, the proposal should include a list of any proposed or anticipated additional services that may be required and additional fees that would be charged. Providing examples of services for existing clients and coordination required between various disciplines not directly under the Firm's control is essential.

It is understood that once the Master Plan has been completed, the Town reserves the right to suspend, delay or terminate the Construction Document and Construction Administration Phase of work.

Please note that reimbursable costs will be limited to printing costs associated with external distribution, special postage and handling charges, and renderings, mock-ups, and presentation materials requested by the Town These costs will be allowed at face value excluding any mark-up. All other reimbursable costs are to be included in the lump sum cost.

FEES

PHASE I/ STEP 1 – Main Plan Development

A/E Fee for the Main Plan Development for the new retaining wall, maintenance of existing retaining wall and landscaping/parking lot. May include additional site improvement opportunities (8.2)

A. Lump sum $

B. Per hour cost for additional design/grant work if needed $

PHASE 1/STEP 2 – Design and Construction

Phase 2 – Design of selected retaining wall plan, preparation of construction bids, overseeing construction to completion (Lump sum or % of total cost) $

Please note any additional services fee which the Town should consider (separate page).

8.2 ADDITIONAL SITE IMPROVEMENT OPPORTUNITIES

Foot of Wilson Lake

Additional site improvements may be considered into the Main Plan Development of the Foot of Wilson Lake area, dependent upon meeting outcomes with the general public, Selectboard and Town staff. These may/may not include (but not limited to):

- ADA Accessible Kayak Launch for easy paddling boat entry and exit
- Upgraded boat dock area, including extending boat launch pad depth and breadth
- Seating structure along grass area. Also, removable shade structure to provide shade for visitors.
- Fencing along areas of wall
- Walkway along foot of lake area from Canal Street to Bass Park
- New multipurpose building with toilet rooms, changing rooms, storage at Bass Park
- Parking lot improvements, including rain garden buffer system to capture and filter stormwater before it enters the lake
- Additional canopy trees and/or shoreline landscaping for lake protection
- Dog Swimming area
- Bicycle parking and signage
- If possible - ADA accessible ramp connecting the Public Boat Launch and Boat dock - may not be feasible due to steep slope.
- Foot of Wilson Lake Retaining Walls and Public Boat Launch

Foot of Wilson Lake Retaining Wall - Present Conditions