



REQUEST FOR PROPOSALS (RFP)

RFP No. GBA-CP-09-2025 – 6th Street & 10th Street Voluntary Crosswalk Improvements
Construction

Advertised: May 1st, 2026

Responses must be received no later than May 29th, 2026 at 4:00 pm EST

Contractor should be prepared to begin construction or around June 29th, 2026

Project shall be completed by August 14th, 2026

Submit a Response to: info@greaterbaybrookalliance.org

Attention: Emma Simpson

Chief Operating Officer

Questions/ Clarifications	All questions must be submitted to Emma Simpson, info@greaterbaybrookalliance.org by May 22nd, 2026
---------------------------	--

I. PROJECT DESCRIPTION

Greater Baybrook Alliance (GBA) is a cross-jurisdictional non-profit community development organization representing the neighborhoods of Brooklyn and Curtis Bay in Baltimore City, and Brooklyn Park in Anne Arundel County. GBA is responsible for various neighborhood revitalization projects including commercial renovation, transportation, public art and open space redevelopment. GBA improves conditions in Baybrook by developing projects and programs that empower stakeholders while strengthening community capacity and efficacy.

II. PROJECT BACKGROUND

The installation of voluntary crosswalk improvements at the intersection of 6th Street and 10th Street located in Brooklyn neighborhood of Baltimore City, MD (21225) is proposed to improve pedestrian safety and the quality of life for students of Bay Brook Elementary/Middle School and residents in the neighborhoods of Brooklyn, Brooklyn Park, and Curtis Bay. The existing intersection consists of a three way stop with a lack of clear signage and missing sidewalk ramps. GBA worked with residents and designers to develop final construction documents for the intersection improvements as shown in Exhibit A. The selected contractor is expected to enter into a legal agreement with Greater Baybrook Alliance which requires insurance documentation to provide a Temporary Use of the Right of Way Permit from the Baltimore City Department of Transportation.

III. SCOPE OF WORK

Greater Baybrook Alliance (GBA) is seeking quotes from qualified and experienced construction firms for labor, materials, disposal, tools, equipment, permit management, expertise, services, and all else necessary and reasonable for the demolition of pavement and replacement of sidewalk ramps, crosswalk striping, and traffic-calming flex post bump out improvements.

GBA will be the project manager throughout the construction process and will work with our consultants, CityScape Engineering, to provide construction administration. GBA will ensure compliance with all funding sources and manage the contractor payment process. This project is located in Baltimore City. All contractors and subs must be licensed by the State of Maryland, registered to do business in Baltimore City, and familiar with the City's permitting process, construction, requirements, and specifications and standards.

All work shall be performed according to the 6th Street and 10th Street Voluntary Crosswalk Improvements Contract Documents (CDs), which includes the *Existing Conditions Plan*, *Proposed Conditions Plan*, and *Details*. A Temporary Use of the Right-of-Way (ROW) permit will be issued prior to construction. A traffic control plan will be furnished and provided as a part of the ROW permit. Bids shall include all materials and installation for construction of the intersection improvements and required demolition and hauling in compliance with Baltimore City rules and regulations.

List of qualified assumptions:

1. This is a Lump Sum project to construct to design parameters, and the Contractor assumes all risk for price and cost control. The Contractor will be responsible for facilitating compliance inspections once the project begins. Any questions about the scope of work should be clarified before a bid is submitted.
2. Traffic control measures are the responsibility of the Contractor.
3. Greater Baybrook Alliance (GBA) shall be responsible for any costs associated with obtaining an approved ROW permit prior to the start of construction.
4. The Contractor shall schedule and attend a pre-construction meeting with GBA and the Project Engineer at least 72-hours prior to the start of construction.
5. Contractors shall provide material tickets and cut sheets in accordance with the specifications included in the CDs, including:
 - a. Delivery tickets
 - b. Photo documentation
 - c. Lab reports
6. It is the Contractor's responsibility to contact Miss Utility at 1-800-257-7777 at least 5 days prior to beginning excavation to determine the location of existing utilities.
7. The contractor will submit bi-weekly progress reports, via email to GBA and the Project Engineer, beginning the first Monday after the NTP is issued. Special notification of anticipated completion of all milestones and/or inspections requiring the Project Engineers, GBA or its representatives, and/or government regulatory agency staff sign off must be submitted within 72 hours of the event.
8. Milestones requiring Project Engineer's Inspection:
 - a. LOD & Facility Stakeout
9. Prior to project completion, the contractor shall contact GBA and Project Engineer to perform a pre-final site inspection to develop a punchlist. A Final walkthrough and approval of mutually agreed-upon punchlist items is required before contract completion is achieved.
10. The selected contractor shall warrantee the materials and workmanship for one (1) year after substantial completion of the project.

IV. CONTRACTOR GENERAL REQUIREMENTS

The contractor shall furnish all supervision, labor, equipment, materials, tools, machinery transportation, and other facilities and services necessary to fully complete work.

The contractor is responsible for supplying portable toilets and cleaning them, if required.

The contractor shall be responsible for ensuring their staff follow all related safety and applicable OSHA regulations.

The contractor will be required to meet Baltimore City Insurance Requirements, including, at least, a \$3,000,000 General Liability Aggregate.

Technical Requirements:

- Baltimore City Prevailing Wage Rates will be required for a position of this project valued at \$25,000.
- MBE/DBE goals are required and are set by the State of Maryland at 31.7%
- Testing/Inspections where required
- Furnishing of material manufacturer warrantee and workmanship warrantee documentation

V. REFERENCED PLANS & DOCUMENTS ([All linked HERE](#))

Exhibit A – 6th and 10th Construction Plans

Exhibit B – Site Images

Exhibit C – Summary Sheet

Exhibit D – Itemized Budget Template (Download as a copy)

Exhibit E - Traffic Control Plan

VI. PROPOSAL FORMAT/REQUIREMENTS

The proposal should include the following, limited to 10 pages:

1. Cover Letter addressed to GBA as the “Client” and Baltimore City as the “Property Owner” with Project understanding/scope
2. Firm/ Staff Experience – Three sample projects and description of role (Baltimore City projects preferred)
3. List of anticipated subcontractors and proposed roles in the project
4. Any exceptions, clarifications, or assumptions associated with the bid
5. References of at least three examples of similar work the organization has done while in a similar capacity as a prime contractor
6. DBE/MBE/WBE participation anticipated
7. Summary Sheet with Company Name, Contact Information, Timeline, and Cost

Additional Considerations:

- The substantial completion of these works shall occur by August 14, 2026
- Response to the RFP must remain valid for 90 days from the date of contract notification.
- Firms submitting shall have experience on projects of equal size, equal cost, and equal complexity

Submittal Summary Checklist

- Proposal, labeled: RFP No. GBA-CP-09-2025 6th Street and 10th Street Voluntary Crosswalk Improvements Construction, including items 1-7 above
- Liability Insurance Certificate sample

Itemized Budget Template

Proposals must be submitted to email: info@greaterbaybrookalliance.org by 4:00 pm

Friday, May 29, 2026, with subject title: “RFP No. GBA-CP-09-2025 6th Street and 10th Street Voluntary Crosswalk Improvements Construction”