



Peconic Estuary Partnership Ashawagh Hall Stormwater Control

Who is Seeking Services:

The Peconic Estuary Partnership (PEP) is one of 28 “estuaries of national significance” under Section 320 of the Federal Clean Water Act. PEP was established to protect and restore the Peconic estuary from pollution, development, and overuse. The Peconic Estuary was formally accepted as part of the [National Estuary Program](#) (NEP) in 1992. Officially commenced in 1993, PEP includes numerous stakeholders, representing citizen and environmental groups, businesses and industries, academic institutions, and local, county, state and federal governments. PEP seeks to carry out the Goals and Actions of their [Comprehensive Conservation Management Plan](#) (CCMP) in partnership with New York State, Suffolk County, the East End Towns of Long Island, local communities, non-profit partners, and academic institutions.

The services under this request for proposals are funded by CPF Water Quality Improvement funds/Local Government and are subject to the terms applicable to those funds.

What are we seeking:

PEP is pursuing best practices for stormwater control, highlighting innovative design and construction techniques that would benefit the property greatly and reduce future runoff issues.

At this time, PEP is seeking a contractor for the installation of a bioswale, as well as design plans for a permeable pavement parking lot at the Ashawagh Hall site, as referenced in [PEP’s Accabonac Harbor Stormwater Management Plan \(pg. 3-16, Fig 3.15\)](#).

1. **Task 1:** The installation of a bioswale on the North side of the Ashawagh Hall property

Deliverables: This task will pursue needed design plans, proof of appropriate permits (town/county/state if applicable), in accordance with the developed design plan, with incorporation of a pollinator garden.

- Completion of installation and construction on the north side of the Ashawagh Hall property site.
- Reassessment of site - conducted hydrological assessment
- Proof of material estimates for project completion
- Material purchased consistent with estimates provided.
- Photos of completed construction and log of site visits as necessary



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- Quarterly progress meetings to discuss project status

2. **Task 2:** Planning for permeable paved parking

Deliverables: This task will pursue needed design plans, proof of material estimates for project completion, will pursue needed design plans in accordance with town/county/state construction codes

- Design plans for permeable paved parking
- Proof of material estimates for project completion
- Quarterly progress meetings to discuss project status

3. **Task 3:** Develop Educational Signage

Deliverables:

- Design plans and criteria for educational signage discussing the impacts of stormwater runoff
- Appropriate language and partner logos advertised

Associated CCMP Actions:

- This will work toward 4 CCMP Actions as follows:
 - Objective C, Action 11: *Provide tools and assistance to local government to mitigate and adapt to the impacts of climate change*
 - Objective C, Action 14: *Increase public awareness of anticipated impacts of climate change on the Peconic Estuary and practical ways to mitigate and prepare for them.*
 - Objective E, Action 17: *Plan science-based approaches for monitoring and reducing nutrient pollution*
 - Objective E, Action 18: *Implement science-based approaches for monitoring and reducing nutrient pollution.*

Technical Criteria/Proposal Requirements

- Provide a detailed narrative of your understanding of the nature of the work, approach to be taken, and vision for the project.
- Outline in detail proposed work plans and timelines, including all anticipated tasks deemed necessary for successful completion of this project.



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- Provide a breakdown of all costs by task, identifying materials needed to complete each project.
- Demonstrated ability of working with small organizations to hone messaging and communication and develop individualized stories. (70%)

Please provide:

- Two references of work (20%)
- Links to at least three samples of previous work (20%)
- Price (30%)

Term of Agreement

The expected term of the resulting agreement will be 12 months.

Mandatory Requirements

- Working for at least two years in the field of Communications, Marketing, Media, and/or Brand Development and Promotion
- Demonstrated success with communications work for environmental and/or community facing organizations
 - Technical Criteria will used to assess this requirement
- Experience with science communication
- Experience with story development

Budget Detail

- Total funds for work included in the RFP: **Not to Exceed \$104,785**
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