

STRENGTH TO LOVE II

REQUEST FOR PROPOSALS

**Consultant Services are requested for the planning and development of
THE BALTIMORE URBAN FARMSTEAD INITIATIVE
of Strength to Love II (see attached concept drawing)**

SECTION I - INTRODUCTION

Purpose and Background: It has long been the case that the impoverished neighborhoods of Baltimore are suffering from the lack of access to fresh foods. This project becomes extremely important to the people of the Sandtown-Winchester community by providing a holistic approach to addressing the effects of poverty in the community. The farm would be able to provide job training, workforce development, economic development, environmental outreach opportunities and fresh food access.

In cooperation with various partners, there was an award-winning concept named the **Baltimore Urban Farmstead Initiative** (see attached) that was developed to build a multi-faceted aquaponics farming system that would address many needs of the community to include environmentally responsible development of the land. Strength to Love II (S2L2) is a community development group under the non-profit organization of Intersection of Change and is spearheading this initiative. The purpose of this Request for Proposals ("RFP") is to invite offers from entities experienced in various aspects of land use planning, urban agriculture and organizational development. S2L2 has an "ADOPT A LOT" agreement with the city of Baltimore to maintain and take care of the parcel of land at 1401 Fremont Ave. in West Baltimore. The concept drawing has been scaled to the Fremont Avenue lot, but Fremont Avenue doesn't represent a final decision for the project location.

Identification of a future project site should take into consideration current ownership of potential sites, location within Strength to Love II's targeted area, proposed use of the site, water access, and spatial requirements for successful implementation of conceptual plan elements.

This RFP seeks the inception of a comprehensive Master Development Plan for the **Baltimore Urban Farmstead Initiative**. Respondents to this RFP are asked to identify and define the various successive phases ("road map") for the implementation of the entire **Baltimore Urban Farmstead Initiative** from start to finish as represented in the conceptual drawing. In addition, beginning with Phase One (called **The Seed** in the conceptual drawing) respondents will furnish (a) total construction cost for **The Seed**, and (b) a comprehensive and detailed business plan illustrating ongoing sustainability and profitability for **The Seed**.

SECTION II – SERVICES/SCOPES OF WORK and OFFEROR'S MINIMUM QUALIFICATIONS

- A. Introduction:** Consultants will be hired to start development of the comprehensive Master Development Plan for the **Baltimore Urban Farmstead Initiative** which includes land development and Farm business. The selection process will be conducted with the full cooperation and consideration of organizations like Chesapeake Bay Trust, Baltimore Office of Sustainability, Baltimore Area Grant Organization and a board of special advisors. S2L2 will consider preferred, trusted and referred development consultants with experience in similar projects. S2L2 will obtain at least 3 competitive bids and consider the firm's past performance and experience in Baltimore City. There will be a "not to exceed" budget of \$15,000 for the development of the initial plans. All deliverables will be clearly identified and communicated.
- B. Services and Deliverables:** The following four major tasks and deliverables should be addressed in the proposal:
1. In conjunction with Strength to Love II, Baltimore Office of Sustainability and the Chesapeake Bay Trust, offerors will submit realistic construction costs projections for **The Seed** based on existing conceptual plans.
 2. A robust business plan should first; (a) illustrate the science and logistics of the aquaponic greenhouse and offer reasons why one model is favored above others; (b) it should enumerate all operations costs and other related over-head costs associated with aquaponic farming; (c) it should enumerate profit predictions based on local market influences and the growing capacity of **The Seed**; and (d) offer performance expectations based on anecdotal models. The business plan should be very thorough and detailed and is the crux of this RFP. Strength to Love II wants to be convinced that aquaponic greenhouses can be profitable and sustainable.
 3. Develop and produce a finalized written phased implementation plan (road map) for the entire **Baltimore Urban Farmstead Initiative** to (a) include all the elements, enumerated in the existing conceptual plan, items 1 through 15; (b) provide Strength to Love II with clear recommendations and next steps on how best to execute the finalized plan over the next 1-3 years; and (c) provide the Baltimore Office of Sustainability clear recommendations on how best to support and empower construction cost, Strength to Love II and other similar contributing organizations in the execution of the initiative.
 4. Offerors should know that in conjunction with Strength to Love II, Baltimore Office of Sustainability and the Chesapeake Bay Trust, the selected contractor will lead an effort to identify an appropriate and viable location for Strength to Love II's **Baltimore Urban Farmstead Initiative** based on existing conceptual plans. Therefore, the submission should speak about the entities knowledge, ability and experience in identifying sites suitable to given development projects.

C. Qualifications and expertise:

1. Background working with diverse populations
2. Experience providing organizational development assistance to non-profit groups of various sizes.
3. Experience working on urban redevelopment and urban agriculture projects
4. Expertise in managing and coordinating with city agencies
5. Six or more years of related experience in business project management.
6. Varied project planning experience, understanding and managing of a large range of topic areas

S2L2 with assistance from the selected contractor will garner continuous stakeholder involvement to seek information and buy in so that the plan can be executed to its fullest extent. S2L2 will rely on its current networks of support to spread the goals and aspirations for the land use on Fremont Ave or another site identified in the Sandtown-Winchester area for the construction of the **Baltimore Urban Farmstead Initiative**. S2L2 is dedicated to advance a plan that ensures that it can be executed in the most robust and effective way and will rely heavily on the expertise of the selected contractor. Full execution of the Master Plan will develop a one of a kind urban farmstead in Sandtown-Winchester. The completed Master Plan will ensure environmental, economic and wider community development of a long-suffering area of Baltimore city. The execution of the Master Plan will satisfy all stakeholders, provide civic pride and garner the attention of national media and leaders as an example of what can be done in other cities with robust and good strategic planning.

SECTION III – ADDITIONAL SERVICES

Additional Services: For any of the above Scopes of Work, the Contract Officer may request ancillary or additional services within the capacity of the Contractor as may be useful or necessary in the interests of Strength to Love II and the Project.

SECTION IV - PROPOSAL FORMAT AND SUBMISSION INFORMATION

A. Principal Solicitation Officer and Issuing Office:

Contract Officer: *Wendall O Holmes*
Telephone Number: *410-419-8383*
E-Mail: *wholmes@S2L2.com*
Address: *Strength to Love II, 1947 Pennsylvania Ave. Baltimore, MD 21217*

The sole point of contact for this RFP is the Contract Officer.

- B. Prospective Offerors:** An "Offeror" is a person or entity that submits a proposal in response to this RFP.
- C. Cancellation; Discretion of Contract Officer:** This RFP may be canceled in whole or in part and any proposal may be rejected in whole or in part at the discretion of the Contract Officer. In addition, the Contract officer has the right to negotiate separately with any Offeror in any manner which will best serve the interests of Strength to Love II. The Contract Officer may waive any mandatory condition or minimum qualification if he determines that such action is in the best interest of the S2L2.
- D. Submission Instructions/Proposal Closing Date:** Offerors must submit proposals via email to wholmes@S2L2.com no later than **5:00 p.m. on February 14, 2017** (the "**Closing Date**"). Requests for extensions will not be granted, late applications will not be accepted. **Offerors are strongly encouraged to submit at least a few days prior to the deadline.** If email confirmation of submission is not received within two business days, please contact the Principal Solicitation Officer listed in Section IV-A.
- E. Proposal Format:** Each proposal (i.e., a submission in response to this RFP) must include responses to 1-6 below in a concise (proposals should be less than five pages) description. Item 6) may be addressed outside of the 5-page limit and may be attached as additional pages. All material must be submitted in one electronic file.
1. Names of individuals providing the services and number of years of experience in such areas
 2. The individual's proposal for how to address the elements of the scope of work and required outcomes described in the services and deliverables section (Section II above).
 3. Response to the qualifications section: a description of the experience to provide services in the topics described above in Section II,
 4. Names, phone numbers, and email addresses of two reference
 5. **The Offeror shall submit a budget including total number of hours and hourly rate of compensation for the services to be performed during the term of the Contract broken down by direct rate, overhead/benefit rate, profit, and direct expenses; any additional costs required to complete the project; and total compensation.** If needed, provide additional justification or explanation as an attachment to the proposal. The proposed rates of compensation will be irrevocable for a period of 90 days from the Closing Date, or if modified during negotiations, for a period of 90 days from the date such modified rates are proposed by the Offeror.
 6. Any other information which the Offeror considers relevant to a fair evaluation of its experience and capabilities.
- F. Professional Liability Insurance:** The Offeror shall agree to maintain in full force and effect during the term of the Contract usual and customary amounts of liability insurance coverage in connection with the performance or failure to perform services under the Contract.
- G. Eligible Organizations:** No entity may enter a Contract with Strength to Love II under this funding opportunity unless the entity has provided its DUNS number to S2L2.

SECTION V - EVALUATION PROCEDURE

- A. Qualifying Proposals:** The Contract Officer will review each proposal for compliance with the minimum qualifications set forth in "Offeror's Minimum Qualifications."
- B. Deviations and Negotiation:** The Contract Officer shall have the sole right to determine whether any deviation from the requirements of this RFP is substantial in nature, and the Contract Officer may reject non-conforming proposals. In addition, the Contract Officer may waive minor irregularities in proposals, allow an Offeror to correct minor irregularities, and negotiate with responsible Offerors in any manner deemed necessary or desirable to serve the best interests of the Project.
- C. Evaluation:** Proposals shall be evaluated by the Contract Officer and a review committee. This evaluation will be made based on the evaluation considerations discussed below and may include any oral presentation that may be required by the Contract Officer at their discretion. The Contract Officer reserves the right to recommend an Offeror for contract award based upon the Offeror's proposal without oral presentations or further discussion. However, Contract Officer may engage in further discussion if they determine that it might be beneficial. In such case, the Contract Officer will notify those responsible Offerors with whom further discussion is desired. In addition, the Contract Officer may permit qualified Offerors to revise their proposals by submitting "best and final" offers.
- D. Evaluation Considerations:** Proposals and any oral presentation by Offerors who meet the minimum qualifications set forth in Section II will be evaluated based on the following factors:
1. Proposed Team (Specific Individual(s) Responsible for Performance of Contract). Evaluation of the Offerors qualifications, reputation, and compatibility with the needs of Strength to Love II.
 2. Proposed Approach. Evaluation of the proposed work to be performed to accomplish the goals outlined in the Scopes of Work in Section II.
 3. Experience of Offeror. Evaluation of the quality and quantity of the Offeror's past experience and expertise in the areas proposed, supported by references.
 4. Capacity. Evaluation of the Offeror's ability and commitment to meet timelines for the Project.
 5. Price and Hours. Hourly rate and number of hours to be devoted to the project.

SECTION VI: OTHER INFORMATION

- A. Disclosure:** Proposals submitted in response to this RFP may be provided to government agencies and be subject to disclosure pursuant to the provisions of the Access to Public Records Act of the State Government Article of the Annotated Code of Maryland (the "Public Information Act"). Offerors must specifically identify those portions of their proposals, if any, which they deem to contain confidential or proprietary information and must provide justification why such materials should not, upon request, be disclosed by the State under the Public Information Act.
- B. Expenses:** Strength to Love II and the Contract Officer are not responsible for any direct or indirect expenses which an Offeror may incur in preparing and submitting a proposal,

participating in the evaluation process, or in consequence of this solicitation process for any reason.

- C. Acceptance of Terms and Conditions:** By submitting a proposal in response to this RFP, (a) the Offeror accepts all of the terms and conditions set forth in this RFP; (b) the Offeror, if selected for award, agrees that it will comply with all federal, State, and local laws applicable to its activities and obligations under the Contract; and (c) the Offeror shall be deemed to represent that it is not in arrears in the payment of any obligation due and owing the United States Government or the State of Maryland or any department or unit thereof, including, without limitation, the payment of taxes and employee benefits, and, if selected for award, that it shall not become so in arrears during the term of the Contract.
- D. Disadvantaged Business Enterprise/Minority Business Enterprise (DBE/MBE) Participation:** This RFP encourages the participation of DBE/MBE firms (members of a group as defined in the State Finance and Procurement Article of the Annotated Code of Maryland (the "Procurement Article"), Section 14-301(f)(i)(ii)). The Trust encourages DBE/MBE firms who meet the minimum qualifications to respond to this RFP.
- E. Parties to the Contract:** The contract to be entered into as a result of this RFP (the "Contract") shall be between the successful Offeror (the "Contractor") and Strength to Love II, and may be subject to Baltimore Office of Sustainability approval prior to Contract award.
- F. Contract Documents:** The Contract shall include the following documents: this RFP, the Contractor's Proposal (to the extent not inconsistent with the RFP or the Contract), and the Contract. In the event of an inconsistency, the Contract shall have priority over the other documents and specific conditions of the Contract shall have priority over General Conditions.
- G. Contract Term:** The Contract term shall commence as of a date to be specified in the Contract and, unless sooner terminated in accordance with the Contract, shall end when all work authorized under the Contract has been successfully completed, but no later than one year after the commencement date, unless the Contract is renewed or extended at the sole option of the Contract Officer.
- H. Billing Procedures and Compensation:**
1. **Method.** The Contracts to be entered into as a result of this RFP will not exceed the small procurement threshold fixed at 41 U.S.C. 403 (11) (currently \$100,000.) The Contractor must comply with billing procedures as may be required by the Contract Officer. These may entail monthly reporting of time and eligible expenses, or may be based upon satisfactory completion of benchmark tasks.
 2. **Records.** The Contractor(s) shall submit invoices in a form acceptable to the Contract Officer and maintain records relating to the costs and expenses incurred by the Contractor(s) in the performance of the Contracts for the length of the project period through the date of final Project payment under the Contracts.
- I. Branding:** All products (outreach materials, events) will be branded with the Strength to Love II, Baltimore Office of Sustainability, and Chesapeake Bay Trust logos.

Baltimore Growing Green Initiative



The Site

The Farm

The Farmhouse

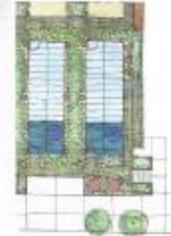


The Market

The Seed



Four Stage Biological Treatment System



The Seed Plan

The Seed is the proposed (gross area of 5212F, a way of introducing the sustainable integrated agriculture system (ECSIA) connecting community members with the site.

Baltimore Urban Farmstead Initiative: S2L2F

- 1 The Farmhouse - residence, barn & greenhouse
- 2 Streetfront S2L2F Cafe & Culinary Training
- 3 ECSIA Feed System & Greenhouse
- 4 Biological Treatment System
- 5 Vermiculture Bins
- 6 Bee Hives
- 7 Chicken Coops
- 8 Hoop House
- 9 Composting Area & Work Space
- 10 Rabbit Pens
- 11 Goat Shed
- 12 The Market - food truck/carts & vegetable wagons
- 13 Staff Housing & Rooftop Garden
- 14 Streetfront Bakery & Culinary Training
- 15 Micro-Business Pop-ups

Our Baltimore Growing Green proposal is the second generation "Strength 2 Love 2 Farm" in the Sandtown-Winchester neighborhood. It builds on the transformative success of the Newborn Community of Faith's amazing programs that include Martha's Place, Jubilee Arts and the first Strength 2 Love Farm. This project seeks to produce and distribute fresh, natural and organic food into daily life and thereby to connect food deserts to more healthy communities. The site is a half acre of vacant land currently under the care of the Newborn Community of Faith, through the Adopt-A-Lot program. The residents of Martha's Place are targeted to manage and train the farm to prepare food, form micro-businesses, and help transform the neighborhood.

The team, led by Elder Clyde Horik, has expertise to implement integrated urban food production and distribution systems that empower people, transform place and generate prosperity. The Baltimore Growing Green Initiative is an opportunity to bring the work Sustainable Communities Initiative (SCI) is doing globally to the residents of West Baltimore to help communities and organizations interconnect key systems, address current and future needs, and sustain the uninterrupted flow of resources and capital needed to thrive.

