



TOWN OF SOUTH BETHANY

**402 Evergreen Road
South Bethany, DE 19930**

**PH: (302) 539-3653
FAX: (302) 539-7576
E-Mail: townhall@southbethany.org**

REQUEST FOR PROPOSALS (RFP) Flooding Mitigation Assessment and Conceptual Solutions York Beach Phase II Town of South Bethany, Delaware

INTRODUCTION

The Town of South Bethany, Delaware (“Town”) is requesting proposals from qualified engineering firms to assess existing flooding conditions and provide conceptual recommendations and engineering design plans to mitigate recurrent flooding issues for the York Beach area’s secondary roads.

BACKGROUND

Phase I - In September 2023, the Town was awarded a sub-award under the FEMA/DEMA Hazard Mitigation Grant Program (HMGP) to identify a limited range of potential alternatives and beneficial solutions to reduce or eliminate flooding in the York Beach study area, specifically the portion of York Road between Carlisle Drive and Plymouth Road (approx. 750 linear feet). Final design plans were prepared and a construction project that will raise by six inches—using pervious pavement—this portion of York Road, is planned for late winter/spring 2026.

Phase II – Phase II aims to identify a limited range of potential alternatives and beneficial solutions to reduce or eliminate flooding on the secondary roads of York Beach, specifically Carlisle Drive, Plymouth Road, Bristol Road, Victoria Road, and the portion of York Road lying between Plymouth and Victoria. Elevations of these roads range from less than one foot to a high of approximately 4.5 feet.

All roads in the project area are subject to flooding from multiple sources and contributing factors, including but not limited to:

- Tidal surge in Jefferson Creek and the Little Assawoman Bay
- High tides and nuisance (“sunny day”) flooding
- Heavy precipitation events
- Inadequate drainage capacity
- Sea level rise

The Town desires practical, scalable, and cost-conscious approaches that can be implemented over time and align with the Department of Natural Resources and Environmental Control (DNREC) priorities and Federal Emergency Management Agency (FEMA) hazard mitigation requirements.

SCOPE OF SERVICES

The selected firm will be expected to perform the following tasks:

1. Review Existing Conditions

- Evaluate available data, topographical surveys, reports, and prior studies related to flooding and drainage, FEMA Flood Insurance Rate Maps (FIRMs), and DNREC resources.
- Identify key flooding hotspots and contributing factors. The Town will assist in identifying specific areas.

2. Flooding Analysis (Conceptual Level)

- Evaluate flooding sources including tidal surge and backflow, groundwater levels, and stormwater.
- Consider future impacts of climate change and sea level rise on flooding frequency and intensity.
- Identify vulnerabilities of public infrastructure and critical access routes.

3. Conceptual Mitigation Strategies

- Develop a range of potential mitigation measures, which may include:
 - Stormwater management system improvements (drainage).
 - Raising bulkheads.
 - Raising roads.
 - Floodproofing/infrastructure resilience measures.
 - Green infrastructure or nature-based solutions.
 - Operational or policy-based mitigation measures.
- Identify advantages, limitations, and feasibility of each option.
- Provide cost estimates for each option.
- Identify potential funding or grant opportunities relevant to the proposed mitigation options.

4. Meetings with Stakeholders

- Participate in meetings or site visits with Town Council, Resiliency Committee, and/or staff, as requested (number of meetings to be negotiated).
- Present conceptual strategies to Town Council or a designated committee for selection of appropriate options.

5. Deliverables

- Technical report summarizing findings and recommendations.
- Conceptual graphics or maps illustrating proposed measures.

- Planning-level cost estimates.
- Final engineering design plans for selected mitigation option(s).
- Recommend a height, or heights, to which bulkheads within the project area should be raised, if needed, to contribute to flood mitigation in conjunction with other measures.
- Recommend a height, or heights, to raise roads, if needed.

PROPOSAL REQUIREMENTS

A mandatory pre-bid meeting is Tuesday, January 27, 2026, at 10:00 AM at Town Hall.

Proposals should include the following:

1. Firm Qualifications and Experience

- Relevant experience with coastal or municipal flooding projects.
- Experience in Delaware or similar coastal environments preferred.

2. Project Team

- Key personnel and roles.
- Brief resumes.

3. Approach and Methodology

- Understanding of the Town's flooding challenges.
- Proposed approach to completing the scope.

4. Relevant Project Examples

- Up to three similar projects with brief descriptions.

5. Schedule

- Estimated timeline – we anticipate 9 months for completion.

6. Fee Proposal

- Lump sum or not-to-exceed fee.
- Breakdown by task.

EVALUATION CRITERIA

Proposals will be evaluated based on:

- Understanding of project objectives.
- Quality and practicality of proposed approach.
- Relevant experience.
- Qualifications of project team and/or subcontractors involved in providing Scope of Work.
- Cost-effectiveness.

- Ability to meet schedule.

Parties submitting proposals deemed eligible for consideration may be contacted after the submission deadline for additional information and/or a discussion of the conceptual mitigation strategies.

SUBMISSION INSTRUCTIONS

- Proposals can be submitted electronically in PDF format to Townmanager@southbethany.org, or hard copies can be submitted in-person or via mail to the following address:
 - Town of South Bethany
402 Evergreen Road
South Bethany, DE 19958
Attention: Maureen Hartman
- Submission deadline: Tuesday, February 17, 2026, by 12:00 PM

Questions regarding this RFP must be submitted to the Town Manager by Friday, February 6, 2026.

RESERVATION OF RIGHTS

The Town of South Bethany reserves the right to reject any or all proposals, waive informalities, and select the proposal deemed to be in the best interest of the Town.