Request for Proposals
Mountain Bike Trail Design & Construction

City of Berea

J.C. Chambers Road

Proposals Due: Must be received by 02-02-21 4:00 pm E.S.T. via sealed bids

Address Proposals to:

Attention:
David Gregory
212 Chestnut Street
Berea, KY 40403
Phone: 859-986-8528
Email: dgregory@bereaky.gov

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PART A: GENERAL INFORMATION

SECTION 1: PROJECT DESCRIPTION AND SCOPE

1.0 General Project Description

The City of Berea is soliciting proposals from qualified design-build teams that are interested in providing design, construction, supervision, materials (as necessary) and equipment to perform specified trail construction for Phase I, and II, mountain bike trail system within the J.C. Chambers Road area.

The City would like the accepted contractor to review the preliminary trail design and adjust the design where appropriate, with the intent of mitigating erosion, to lessen environmental impacts, and increase the user experience. There is a current need of sustainable trail repair due to drainage issues. Though the City is developing mountain bike trails within the park, preservation of the existing features is a priority, and an environmentally conscious design and build is expected. Throughout the entire build, the City expects the selected contractor to use best practices and follow the International Mountain Bicycling Association guidelines (IMBA).

The City would like to see a flowing trail through the park that will appeal to the majority

of riders. The intent is to create a trail system that is dynamic and can create an intimate experience that allows the rider to enjoy the aesthetics of the park. The trail should only be as wide as necessary to safely use the trail. The intent is to keep a low profile and to minimize disturbance to the park and its natural features.

1.1 Site Conditions

The terrain is hilly and forested. The City Recommends that the prospective builders visit the site as well as review the soils on the USDA Web Soil Survey. The City will be looking to the contractor to implement and an appropriate design and build plan.

1.2 Project Scope

The City has reserved funding to support the project and the project's scope of work of which includes approximately **3 to 5 miles or 15,840 to 26,400 feet** of new trail construction. Trail design and build is intended to be a sustainable natural surface, multiuse trail system with or without man made features guided to IMBA & National Forest Service Standards.

Phase 1A – (Mountain Bike Course)

Phase 1B – (Pump Track)

- Trail build direction is to build a pump track that is detailed in 8.22).
- Phase 1A Trail build direction is to).

Completed work must meet the specifications outlined in "Part B Project Details." The City's preference is to have work start as soon as possible in 2021 to have the construction completed by suggested target date of June 30, 2021.

SECTION 2: CONTRACTOR QUALIFICATIONS, REQUIREMENTS, AND RESPONSIBILITIES

2.1 Experience and Portfolio

- The Contractor shall have demonstrable experience in building sustainable cross country/flow multi use single track trails on terrain and/or soil characteristics like that of J.C. Chambers Road area.
- The lead project manager / contractor in the field shall be a member of the Professional Trail Builders Association or demonstrate equivalent experience.
- The selected contractor shall demonstrate experience constructing with sustainable, bike optimized, natural surface trails with 10% max grade, 5% out slope and trail corridor width of approximately 36" inches. Manmade features to be constructed to IMBA & National Forest Service Standards.
- The selected contractor shall demonstrate significant experience in trail assessments, maintenance, and construction, and will have the ability to diagnose problems and recommend appropriate trail solution prescriptions.
- Contractor must submit a portfolio of three projects/jobs, with photos and references, completed within the previous three years, of similar nature and contract amount.
- The Contractor's lead project manager in the field shall have received professional trail building instruction (or taught such trainings) with the Professional Trail Builders Association (PTBA). A minimum of 60 hours of training shall be required.
- Contractor must demonstrate experience with the following tools and/or equipment; Mini-trail dozers, Mini Excavators, Chainsaw, etc.
- The contractor must be capable of providing a GIS file of the final trail system.

2.2 Workman's compensation

The Client reserves the right to request proof of compliance with workmen's compensation laws.

2.3 Tools

RESTRICTIONS ON EQUIPMENT

- To minimize environmental impact and to keep the footprint of disturbance within the immediate trail construction area only, construction equipment shall be limited to hand tools or small (mini or micro) walk-behind or ride on mechanized equipment no wider

than the desired final trail width.

- A list of all equipment (make, model, year, and width) to be used on this project must be provided with bid for approval by owner.

Permanent modification of trail outside the scope of work to accommodate construction equipment access is not desirable and must be approved by the City before building the modification.

2.4 Mechanized Equipment

All mechanized equipment shall be in good mechanical condition, free of any fluid leaks. All equipment will be clean and free of debris before introduced to work site. Equipment is subject to inspection at the start and during the project. Any equipment that appears to not meet these criteria shall be removed from the project site at the request of the Client or representative and at no additional cost to the Client.

2.5 Meetings and progress reviews

The Contractor shall meet with City Staff or their designated representative as necessary or as otherwise agreed upon by both parties to review progress and project expectations throughout the build.

2.6 What Contractor Provides and Obtains

The Contractor shall provide the necessary supervision, labor, material, equipment and tools to perform specified trail construction on identified trails and sites, including fuel for any mechanized equipment or tools and any and all personal protection and safety equipment that may be required. The contractor must also obtain any Federal, State, or Local permits.

2.7 Timetable

The Contractor shall provide an approximate timetable and schedule detailing how all project work will be met.

2.8 Guarantee and Warranty

A one (1) year guarantee and warranty will be provided by the Contractor on all work on this project. Any portions needing replacement or repair within one (1) year from the date of written acceptance by the City shall be completed by the Contractor at their expense, within a time frame agreed upon by the City.

2.9 Insurance and Contract Requirements

EXECUTION OF CONTRACT

Notification in writing by the City to the successful proposer of the award of the contract shall be deemed a final contract award. The City and the proposer will enter into a contract. The proposal submittal form, as submitted and signed by the proposer and the proposal specifications and provisions contained herein shall become part of the contract. Any additional work to be performed, as mutually agreed upon by the City and the proposer, shall also become a part of the contract. Unless it is specifically stated otherwise on the proposal, the proposal will be awarded to, or placed with, and payment made to the person or entity that signs the proposal.

REQUIREMENTS OF THE CONTRACT

The successful proposer shall, within 10 days after notification of the award: (a) enter into a contract in writing with the City covering all matters and things as set forth in this document and the proposal; (b) carry insurance acceptable to the City covering public liability, property damage, automobile liability, and worker's compensation as specified in this document and specifically below.

1. Compliance with all laws. All work under the contract must be executed in accordance with all applicable federal, state, and local laws, ordinances, rules and regulations, and the terms of the Conservation Easement.

2. Contract changes. No amendment of the contract will be valid unless made in writing and signed by both parties and their authorized agents.

3. Notices. All notices required by the contract must be given in writing.

4. Non-Assignability. The Contractor shall not assign the contract, or any part thereof, to any other person, firm or corporation without the previous written consent of the City. Such assignment shall not relieve the Contractor from the Contractors' obligations, or change the terms of the contract.

5. Indemnification. The Contractor agrees to indemnify, defend, and hold the City harmless from and against all claims, suits, actions, damages, causes of action, or attorneys' fees, arising from any personal injury, loss of life, or damage to person or property sustained by reason of or because of the work performed by the Contractor under the contract. The Contractor agrees to indemnify, defend and hold the City harmless from any and all claims, suits, actions, damages, causes of action or attorneys' fees arising from any personal injury, loss of life, or damage to person or property sustained by reason of or as a result of the negligence of the Contractor, its employees, contractors, agents, or assigns.

6. Equal employment opportunity. During the performance of the contract, the Contractor must be in full compliance with all provisions of the State of Kentucky relating to employment, including equal employment opportunity requirements.

(2.9 Insurance and Contract Requirements Continued)

7. Insurance coverage. The Contractor agrees to maintain the following insurance coverage during the term of the contract:

Type of Insurance	Liability Limits Each Occurrence	Aggregate
GENERAL LIABILITY:		
Bodily Injury	$1,500,000	$1,500,000
Property Damage	$1,500,000	$1,500,000
Contractual Insurance - Broad Form	$1,500,000	$1,500,000
AUTOMOBILE LIABILITY:		
Bodily Injury	$1,500,000	$1,500,000
Property Damage	$1,500,000	$1,500,000

This insurance must include non-owned, hired, or rented vehicles, as well as owned vehicles.

WORKER'S COMPENSATION & OCCUPATIONAL DISEASES: compliance with statutory requirements.

The Contractor shall provide a certificate of insurance in the amounts above. The required insurance must name the City of Berea, its agents, officials, employees, and volunteers as additional insureds, and the certificate of insurance shall state that the City shall receive 10 days written notice prior to cancellation or termination.

8. Default. The City may terminate the contract at any time if the Contractor is found by the City to be in default of any of its terms. If the City terminates the contract, the City may procure the work and the Contractor shall be liable to the City for any excess costs for similar work, unless the Contractor provides acceptable evidence that failure to perform the contract was due to a cause beyond the control and without the fault or negligence of the Contractor.

9. Permits and Licenses. Contractor shall obtain, at its own expense, any permits or licenses which may be required to perform the work under the contract.

10. Data Practices. Contractor shall have access to data collected or maintained by the City as deemed by the City as necessary to perform the Contractor's obligation under the contract. Contractor agrees to maintain all data obtained from the City consistent with the requirements of the Data Practices Act. Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the City. Contractor agrees to defend and indemnify the City from any claim, liability, damage, or loss asserted against the City as a result of the proposer's failure to comply with the requirements of the Data Practices Act.

11. Upon termination of the contract, Contractor agrees to return data to the City, as requested by the City. All books, records, document and accounting procedures and practices of the proposer relevant to the contract, shall, pursuant to Kentucky Statutes, be subject to

examination always by the City.

12. Independent Contractor. It is agreed that nothing in this contract is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the Contractor and the City or as constituting the Contractor as the agent, representative or employee of the City for any purpose or in any manner whatsoever.

13. Severability. The provisions of the executed contract are severable. If any portion of the contract is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of the contract.

14. Waiver. Any waiver by either party of a breach of any provision of the executed contract shall not affect, in any respect, the validity of the remainder of the executed contract.

15. Entire Agreement. The executed contract supersedes all oral agreements and negotiations between the Contractor and the City relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter in the contract. Any alterations, amendments, deletions, or waivers of the provisions of the executed contract shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

16. Venue. The Contractor agrees that this contract shall be construed and governed by the laws of the Commonwealth of Kentucky.

SECTION 3: FINAL INSPECTION

3.1 Final inspection

At the conclusion of the work, the contractor shall demonstrate to the City that the work is fully complete and in compliance with contract specifications. Any deficiencies shall be promptly and permanently corrected by the contractor at the contractor's expense prior to final acceptance of the work. The City also expects the contractor to provide a GIS file to be provided of the final trail route.

SECTION 4: TIMELINE AND SCHEDULE

4.1 Optional Pre-bid Site Visit

A site visit may be arranged with the project manager prior to bid submission. Please contact David Gregory dgregory@bereaky.gov to arrange a visit.

4.2 Proposal submission deadline (February 2, 2021)

Sealed proposals must be submitted to City Hall no later than **February 2, 2021** by **4:00 P.M. E.S.T.** to be considered. Questions regarding the bid process, project, or clarification on expectations should be directed to David Gregory. at dgregory@bereaky.gov at 859-986-8528.

4.3 Work Complete (June 30, 2021)

The City of Berea would like to begin the project as soon as conditions will allow and a target completion date of **June 30, 2021.**

SECTION 5: PROPOSAL SUBMISSION PACKAGE

Each sealed bid proposal must be delivered via mail to David Gregory, City Administrator by February 2, 2021 by 4:00 P.M. E.S.T. to the following address:

212 Chestnut Street
Berea, KY 40403

The proposal package must contain each of the following in the order which they are listed. **Email submittals will not be accepted.**

- Complete the bid worksheet. If more space is needed, please provide a separate sheet and indicate that a separate sheet is being.
- A recommended project schedule and timetable.
- Three references from previous trail construction projects.
- Portfolio containing descriptions and pictures of at least three past projects like this project. Project descriptions shall include short explanation of work performed, client, project location, dates, and duration.
- Estimation of future annual trail maintenance costs including materials.
- The Contractor shall include in the proposal price the cost to provide the following:
    - o Letter of Surety, stating ability to obtain a Performance Bond, and Labor and Material Bond for 100% of the project amount.

SECTION 6: BASIS FOR AWARD AND RIGHT OF REJECTION

6.1 Basis for Award

The City reserves the rights to eliminate from consideration for award any or all offers at any time prior to the award of the contract; to negotiate with bidders in the competitive range; and to award the contract to the bidders submitting the bid determined to represent the best values of the City.

6.2 Right of Rejection

The City reserves the right to waive any informality in any bid, to reject any or all bids in whole or part, with or without cause, and/or to accept the proposal that in their judgment will be in the best interest of the City of Berea and its Citizens.

6.3 Qualifications and Experience

The qualifications and experience of the Contractor in completing similar work will be given equal weight to price of the bids in determining value of qualified bids. It is considered in the best interest of the City to allow consideration of award to the lowest bidder or most qualified bidder regardless of cost.

6.4 Additional Information

The City reserves the right to request that the bidder supply additional information prior to the award of the contract should such action be deemed in the Client's best interest.

SECTION 7: BID WORKSHEETS

7.1 Bid Worksheet A (Please know an overflow sheet may be used. Is used indicate so on the form)

Company name:_____

Contact person:_____

Contact person's phone number:_____

Contact person's email:_____

Company address:_____

_____

Statement and Detailed Approach to the Project:

_____

_____

_____

_____

References- Please insert names, address, phone numbers and description of similar projects completed.

1._____

_____

_____

2._____

_____

_____

3._____

_____

_____

Provide a detailed list of likely project team members, including skill sets and relevant experience.

Provide a list of the equipment and tools intended to be used in completing the scope of work.

Provide a recommended schedule/timetable that allows for work completion per the specified schedule.

Provide a list of other certifications or memberships (if any), such as the Professional Trail Builders Association (PTBA), etc.

7.2 Bid Worksheet B

- Quantities for each Trail are estimated. Final quantities may change, but the unit price will be fixed.
- Feature quantities shall be determined by Contractor.
- Provide cost for one round trip mobilization and associated contractor travel fees.

City of Berea Mountain Bike Trails

Type of Work:	**Unit of Measure:**	**Est. Quantity:**	**Price/Unit:**	**Est. Cost:**
Field Layout/	linear feet	15,840 to 26,400	_____	_____
Flagging	linear feet	15,840 to 26,400	_____	_____
Construction			_____	_____
Mapping File		1	_____	_____
Mobilization		1	_____	_____
Other		1	_____	_____

Subtotal: _____ _____

PART B: PROJECT DETAIL

SECTION 8: FINISHED TRAIL CONSTRUCTION AND MAINTENANCE GUIDELINES

8.1 Trail Design

The construction of this trail must be guided by the sustainable trail principles promulgated by accepted resources such as the current editions of the Trail Solutions; IMBA's Guide to Building Sweet Single-track, Managing Mountain Biking; IMBA's Guide to Providing Great Riding, Bike Parks; IMBA's Guide to New School Trails, and the USDA's Trail Construction and Maintenance Notebook.

8.2 Bike Specific Trail Flow

The bike trails proposed for J.C. Chambers area would be taking untillable farmland of sustainable multiuse trails in Phases I & II
Please see 8.22 Map Layout of the preliminary trail layout. The City is hopeful of modern trail design and construction using sustainable trail building techniques. The City would like the Contractor to build trails that will have minimal impact on the environment, resist erosion through proper design, construction, and maintenance, co-exist with the natural environment and blend with the surrounding area:

· Synergy with the landscape: Making the most of what the natural terrain contours present.

· Opposition to user forces: Flow trails maximize the efficiencies afforded by using a bicycle, and are designed to counteract forces that direct a user off the trail. Bermed turns (where required) and cambered tread surfaces, for example, promote traction, safety, sustainability and enjoyment.

· Conservation of momentum: the ideal trail avoids "flow killers" such as sharp turns, incongruent features and disjointed climbs and descents. Instead, it utilizes undulations and cambered turns to reward smooth, deliberate riding and maximize forward motions. A flow trail encourages a better understanding of the bicyclist/bicycle interface, allowing riders to reach that unique sensation of floating through the landscape

· Leading the user forward: A sense of discovery, combined with a design that maximizes a rider's forward momentum, helps to draw the user forward. The trail is never repetitive or predictable, nor is it "awkward", with a variety and innovation combining to create an intuitive feel.

8.3 Trail Construction Best Practices - The City would like the contractor to pay attention to the graphics page following the descriptions.

To satisfy erosion and sediment control requirements, the trail must be finished as the project advances. Ideally, all roughed-in corridors will be finished the same day. Any segments requiring delayed finishing should be planned out in advance to finish as quickly as possible. Biorolls or similar material must also be used to mitigate the effects of erosion during construction.

8.4 Corridor Clearing and Trail Crossings

Corridor clearing shall be confined to within five (5') feet of the trail and back-slope edges. The City will expect wider clearing where the mountain bike trail crosses over an existing walking trail.

8.5 Trail Flagging

A flag line or marked line will be pre-installed by the Contractor which will mark the desired corridor, but only suggests the tread location based on the preliminary trail plan. The actual tread location depends on finer analysis by using pin flags or marker which are different from the master trail line. The final tread path will need to be approved by the City or their designated representative(s).

8.6 Debris

Cut and scatter all branches and brush cut as part of the trail development. No debris shall be left within ten (10) feet of the trail. Butt-ends of any sawed limbs must face away from the trail.

8.7 Rocks

All rock embedded in the trail surface should be stable.

8.8 Woody Material

Woody material such as stumps, logs and brush shall be removed from the trail tread. No stumps less than twelve (12") inches in diameter shall be left within three (3') feet of the trail treads.

8.9 Fall Zone Clearing

Areas adjacent to dynamic trail segments where visitors have a greater potential to exit the immediate trail corridor will be cleared of impact focusers; butt-end branches, stumps and rocks under six (6) inches in diameter. Clearing should take place 3 feet on both sides of the trail.

8.10 Back-Slope/ Out-Slope

Back-slope of trail should be graded to three-to-one (3:1) slope or until it matches the existing slope. In areas where the back-slope has the potential to become part of the active tread it must be finished to trail tread specifications.

Out-slope should range between 3-5% towards the downhill side of the trail.

8.11 Trail, Finished Condition

Hand finishing and grading of the trail tread, back-slope, down-slope spoils, and drainage features shall result in a surface that matches the texture of the surrounding forest floor while enabling water to drain off the trail.

8.12 Spoils Stabilization

All excavated material not used in the trail tread or other trail structures must be stabilized to prevent erosion. Spoils shall be distributed in a thin layer adjacent to the trail tread. When possible, spoils should be mulched with native materials to discourage erosion while native seed stocks reestablished.

8.13 Turns

All turns are in-sloped or "bermed" where appropriate. Use generally acceptable values for turn radii and grades across the turns. All turns must include an entrance and exit rolling grade dip.

8.14 Grade Reversals

A designed grade reversal or constructed rolling grade dip should occur as often as necessary. Any grade reversal must be strongly anchored to discourage short cutting. The uphill and downhill cuts of the trail also should not exceed more than 10% of the slope of the hill/ elevation.

Grade reversals also double as flow elements: rollers and pump/rhythm sections. In this context, grade reversal shape, size and placement should reflect its placement within the system. Specific details will be determined by the contractor in partnership with the City.

8.15 Above Grade Earthen Structures

Any portion of trail constructed above the grade of its surroundings must be approved by the City in terms of design and material before construction.

Fill structures must have a fill slope of at least two-to-one (2:1) or the angle of repose of the local soil, whichever is greater. If it can be demonstrated to the City that a retaining wall or other man-made structure is necessary to avoid environmental damage, there

may be a substitution for a fill slope with permission of the City. Fill structures must be completely stabilized and compacted. Acceptable techniques include track-packing or compaction via a dedicated tamping unit. Raw soil faces that do not become tread must be mulched and seeded in the same fashion as spoils and satisfy the terms of the project erosion control methodologies.

Examples of above-grade earthen structures include grade-reversals ("rollers") and turn pads on in-sloped switchbacks.

8.16 Water Diversions

Much of the tread should be outsloped. When not possible or desirable due to purpose-built in-sloping, resource concerns or obstruction, water can be directed down the trail for up to six (6) feet before a water diversion location (grader reversal).

8.17 Invasive Species

To reduce the spread of invasive plant species, the following protocols are required:

1 All hand tools and mechanized equipment must be free of invasive seeds and clean of any dirt and mud when entering the project site.

2 Consideration should be made while trail clearing and construction through areas occupied by invasive species (such areas to be identified by the client) as to not propagate as construction progresses.

3 Imported surface/organic material is prohibited.

8.18 Filter Strips

Filter strips are vegetated areas down-slope of the trail corridor intended to treat sheet flows coming off the tread. Filter strips function by slowing down flow velocities, filtering out sediments and providing an opportunity for infiltration into the underlying soils. Properly mulched spoils may be designated as part of the filter strip. Filter strips shall not be used as regular travel-ways for equipment and materials. Areas with inadequate filter strip capacity above waterways may require installation of formal erosion control measures to satisfy erosion and sediment control methodologies.

8.19 Mechanized Equipment Best Practices

All track marks will be raked smooth. Affected area will be finished to have a natural shape, spoils piles rounded, smoothed, and cleared of significant brush, blade edges blended, etc. A spill kit suitable for five gallons of fluid will be onsite and within 200 yards of mechanized equipment whenever equipment is being operated.

8.20 Preservation of Vegetation

The Contractor shall exercise care to preserve the natural landscape, including trees

and shrubs, and shall conduct construction operations to prevent any unnecessary destruction, scarring, or defacing of the natural surroundings in the vicinity of the work. Except where clearing is required for permanent works or excavation operations, all trees, native shrubbery, and vegetation, shall be preserved and protected from damage by the Contractor's construction operations and equipment. The City does not want to see trees larger than four (4") inches in diameter removed, unless it is an invasive tree as determined by the City Trees larger than 4" marked for removal will need to be approved by the City prior to removal.

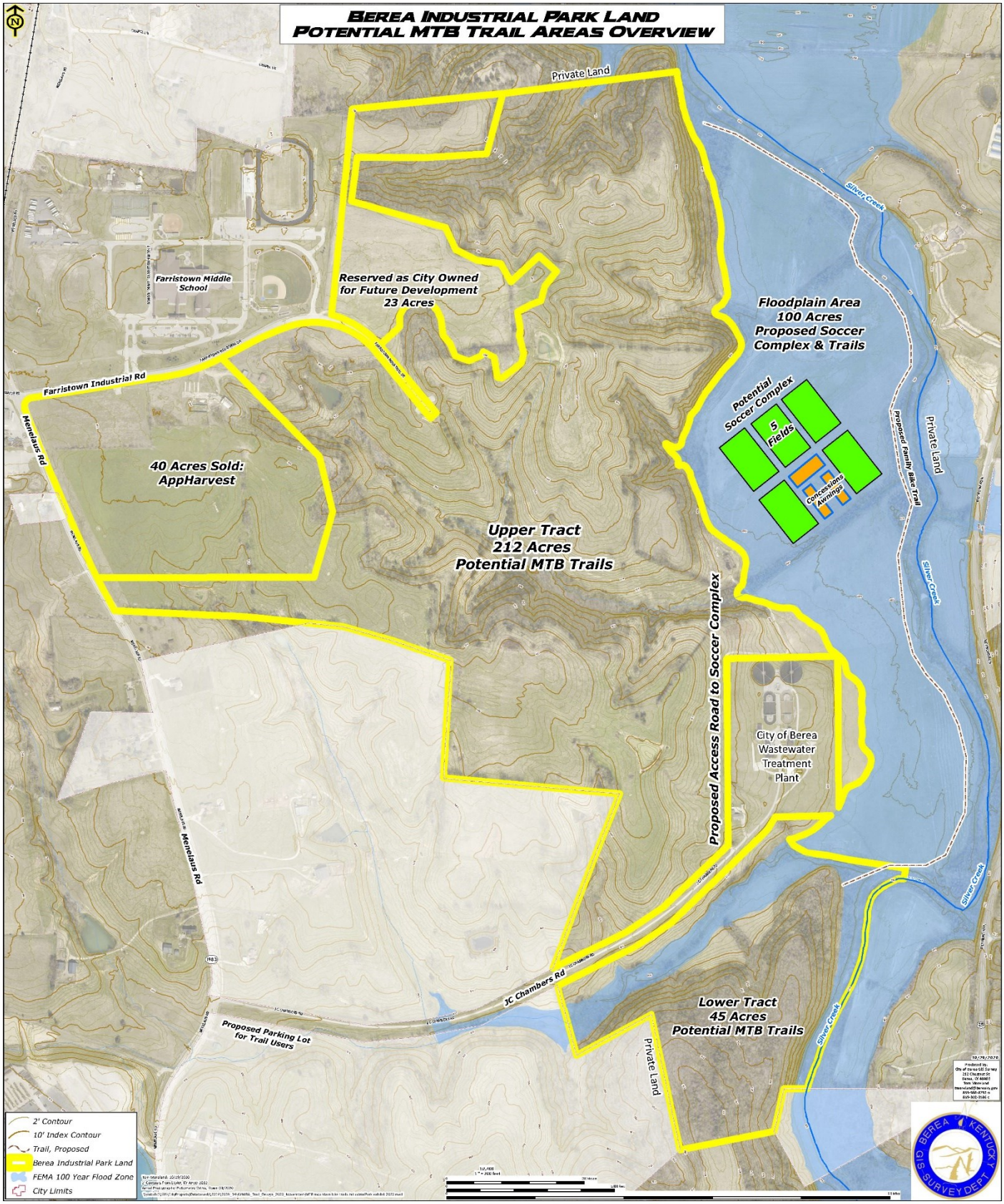
All unnecessary destruction, scarring, damage or defacing of the landscape resulting from the Contractor's operations, shall be properly repaired, replanted, reseeded, or otherwise corrected as directed by the City and at the Contractor's expense.

After completion of the work, all areas disturbed by construction that do not require landscaping or planting, shall be scarified, and left in a condition which will facilitate natural vegetation, provide for proper drainage and prevent erosion.

8.21 Ground Disturbance

The grading limits along the trail corridor are defined by the approved tread width plus additional width defined by the required back-sloping, unless further excavation is required for prescribed features, as approved, and performed according to 8.20. Rutting should be avoided outside grading limits along the corridor, by limiting traffic intensity and avoiding wet soil conditions.

8.22 Map Layout


Berea Industrial Park Land
Potential MTB Trail Areas Overview
Private Land
Silver Creek
Farristown Middle School
Reserved as City Owned for Future Development 23 Acres
Floodplain Area 100 Acres Proposed Soccer Complex & Trails
Potential Soccer Complex
5 Fields
Concessions Awnings
Proposed Family Bike Trail
Farristown Industrial Rd
Menelaus Rd
40 Acres Sold: AppHarvest
Upper Tract 212 Acres Potential MTB Trails
Proposed Access Road to Soccer Complex
City of Berea Wastewater Treatment Plant
JC Chambers Rd
Proposed Parking Lot for Trail Users
Lower Tract 45 Acres Potential MTB Trails
2' Contour
10' Index Contour
Trail, Proposed
Berea Industrial Park Land
FEMA 100 Year Flood Zone
City Limits
Berea Kentucky GIS Survey Dept

8.23 Pump Track (Concept)