



Public Lands

Trails & Natural Lands

REQUEST FOR PROPOSALS

Trail Final Design and Construction

City Creek Trails

Proposal Due Date: September 27, 2019 @ 4pm

This RFP is an “ELECTRONIC REPLY” only RFP

A. General Information

- a. Salt Lake City Corporation reserves the right to extend the due date and time if it is determined to be in the best interest of the City.
- b. Proposal will be accepted through SciQuest or hard copies can be delivered to the SLC Engineering Offices located at 349 South 200 East #100, Salt Lake City Utah 84111
- c. All questions must be submitted through SciQuest and all answers will be given through SciQuest.
- d. RFPs and or RFP modifications received after the due date and time will not be accepted.
- e. It is the sole responsibility of the bidder to ensure that SciQuest receives the response prior to the closing date and time.
- f. Be aware that entering information and uploading documents into SciQuest may take considerable time.

- g. Please allow sufficient time to complete the online forms and upload documents. Bidders should not wait until the last minute to submit a response.
- h. It is recommended that Bidders submit responses a minimum of 24 hours prior to the closing deadline.
- i. The deadline for submitting information and documents will end at the closing time indicated in the solicitation.
- j. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into SciQuest before the closing time or the system will stop the process and the response will be considered late and will not be accepted.
- k. Responses submitted in SciQuest are completely secure. No one (including the purchasing agent) can see responses until after the deadline.
- l. The City will select the proposal determined to be in the best interest of the city and according to the ranking criteria outlined in the RFP.

B. Introduction

- a. Salt Lake City is seeking competitive sealed proposals from qualified, licensed trail contractors to provide final design and construction services for approximately 5.1 new miles of City Creek Trails .
- b. This RFP is designed to provide interested Contractors with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data.
- c. Contractors are at liberty and are encouraged to expand upon the scope of work activities so long as the minimum are met; however, lengthy, encyclopedic RFPs are not required, nor desired.
- d. Contractors are highly encouraged to visit the project site prior to submitting a proposal. The existing public trails and the open space where the project is planned are open to interested contractors to visit on their own or attend an optional pre-bid meeting and walkthrough with Salt Lake City on Tuesday, September 10, 2019 at SLC Engineering Office. In no event shall failure to inspect the site constitute grounds for a claim after contract award.
- e. The City reserves the right to reject any or all proposals, or to waive any formality or technicality in any proposal, in the best interests of the City.
- f. While it is the intent of the City to proceed with this solicitation, nothing herein shall obligate the City to enter into a contract.

- g. The City reserves the right to cancel this RFP in whole or in part at any time if it is in the best interest of the City.

C. Background

Salt Lake City is the state capital and largest city in Utah. From 2016 – 2018, the Salt Lake City Trails and Natural Lands Division researched and created the Foothills Trail System Master Plan, a world-class, non-motorized recreational trail system in the Foothills Natural Area – 6,000 acres of canyons and foothills bordering the northern and eastern limits of Salt Lake City. The proposed plan calls for a multi-use trail system that is safe, enjoyable, accessible, connected, and sustainable over a 10-year time horizon for Utah’s growing residential and tourist populations.

Phase I of the Foothills Trail System Master Plan includes five separate projects totaling over 14+ miles of trail construction throughout the Foothills. These include:

- North Foothills Trails
- City Creek Trails
- Morris Mountain Trails
- Popperton Park Trails
- Twin Peak Trails

This RFP is for the City Creek Trails project located within City Creek Canyon in Salt Lake City. There are four trails totaling approximately 5.1 new construction miles in this project.

There are multiple potential access points to the City Creek Trails. The Lower City Creek Trailhead and access road and Salt Dome parking lot offer easy access and staging for trail construction. North Canyon Road also provides access to the Memory Grove Trail from the bottom of the canyon.

Trail: Memory Grove Trail

Bid Length: 2.20 miles new trail

Description: This moderately-wide, rolling contour trail traversing the slopes above Memory Grove provides a desirable natural-surface alternative to the popular walking and jogging routes on the Freedom Trail and Bonneville Boulevard. It also creates multiple loop options of various lengths, and substantially increases the available trail mileage accessible from Memory Grove, the west Avenues, and the State Capitol. Due to high anticipated user traffic, only foot traffic is allowed for safety reasons. Dogs are expected to be common on this trail.

Terrain/Special Features: Grassy and forested side slopes which in places include patches of cobble-rock scree. Numerous utility lines are present in Memory Grove; contractor is responsible for working with BlueStakes to flag utility lines, and coordinating with utility companies if necessary for utility crossings. One buried petroleum pipeline is known to occur in Memory Grove. This is not anticipated to be a problem, but will require communication with the utility company.

Average grade: up to 8% is acceptable, although the majority of this trail is expected to have minimal slope
Average full-bench tread width: 40''

Trail: North City Creek

Bid Length: 1.25 miles new trail

Description: This rolling contour trail provides an alternative to the steep, tight switchbacks climbing out of City Creek Canyon, and will likely be popular with ascending cyclists. This route will also help decrease congestion on the BST climbing out of City Creek canyon, and could become a directional or use-restricted trail in the future if bike-hiker conflicts increase in lower City Creek. This trail, combined with the existing City Creek BST section, will also provide a moderate-length loop option for those wanting to avoid the City Creek Canyon Road.

Terrain/Special Features: The trail traverses 7-8 dry ravines on a southeast-facing slope and passes through a mix of dry grassland and scrub oak stands. One wide swath of the invasive yellow starthistle occurs near the route and must be avoided.

Average grade: 6% or less

Average full-bench tread width: 40''

Trail: City Creek Ponds

Bid Length: 0.4 miles new trail

Description: This short trail segment will provide needed connectivity for trail users parking at the small "Lower City Creek" trailhead, with access to Morris Meadows and points beyond. The trail will climb to a connection with the new BST alignment between the Bonneville Boulevard (aka 'Salt Dome') Trailhead and Morris Meadows, and like that trail, will be limited to foot traffic and uphill bicycles only.

Terrain/Special Features: The trail will navigate a steep, densely-wooded hillside above Bonneville Boulevard. Gambel oaks are the primary tree species.

Average grade: 6% - 8%. The goal is to find a grade for switchbacks that is gradual enough for climbing bicycles but steep enough to discourage short-cutting of switchbacks by hikers.

Average full-bench tread width: 40''

Trail: New BST Alignment

Bid Length: 1.25 miles new trail

Description: This moderately-wide, gradual trail will connect the proposed Bonneville Boulevard (aka 'Salt Dome') Trailhead to Morris Meadows, tying in with the existing BST alignment near the bottom of the "I-Street" bike jumps. This trail is intended to accommodate the majority of trail users accessing trails above the northern Avenues, including foot traffic in both directions, and uphill bicycle traffic. Downhill bicycles are prohibited to reduce conflicts and collisions.

Terrain/Special Features: The trail traverses across moderately-steep hillsides above Bonneville Boulevard, crossing through areas of mature Gambel oaks and small clearings. Numerous game trails and small benches exist, some of which may lend themselves to trail construction.

Average grade: 6% or less

Average full-bench tread width: 40''.

Salt Lake City retained the services of Alta Planning and Design to develop a design plan for the Foothills Trail System. Trail design guidelines were created as part of this process and can be located in page 70-87 of the [Master Plan](#). Final trail layout

and construction should follow these guidelines as well as any other guidelines specified within this RFP.

D. Scope of Work

- a. The contractor shall provide all labor, materials, tools, equipment, hardware, cleanup, mobilization, and incidentals required for the project.
- b. If necessary, contractor shall be responsible to contact “Bluestakes” for location of utilities prior to construction.
- c. Contractor shall take measures to protect existing improvements (if any) and adjacent open space and shall replace any damaged improvements that become damaged due to the contractor’s negligence.
- d. The contractor will be responsible to maintain at all times a safe and clear work site
- e. The contractor will be responsible to protect and secure work sites, equipment, and materials. Any damage or vandalism to contractor’s equipment will be the sole responsibility of the contractor.
- f. The contractor will be responsible for all trail traffic control activities, including trail closure signs, and barricades, as required for the project.
- g. The contractor shall place “Trail Contractor” sign (provided by city) in windshield of any vehicle in areas closed to motorized vehicles.
- h. Invasive Species Prevention: Active steps shall be taking to prevent or limit the introduction, establishment, and spread of invasive species during construction, including the cleaning of equipment prior to arrival to the site
- i. Contractor shall follow the current identified alignment. Any trail alignment adjustments shall be reviewed and approved by the City prior to construction.
- j. Construction to meet IMBA standards, the Design Guidelines outline in the Salt Lake City Foothill Trails System Master Plan and any other specified requirements included in this RFP. Any adjustments or modifications to these guidelines must otherwise be approved by Salt Lake City:
 - i. Trail grades shall meet those grades identified in the Design Guidelines. The contractor is expected to incorporate drain dips, grade reversals, and provide a natural and flowing feel to the trail.
 - ii.
 - iii. Tread shall be **5’ to 6’** wide full bench cut with a **2% to 6%** out-sloping tread to facilitate good drainage.
 - iv. Cut banks of **12”** or greater shall be sloped back

- v. Trail corridor shall be cleared **8'** wide and **8'** high minimum
 - vi. Roots ½" diameter or larger shall be removed out of tread
 - vii. Rocks 2" diameter or larger shall be removed from top of tread
 - viii. Tread to be shaped, smoothed, and compacted
 - ix. The contractor will make sure all installation sites are left in a clean, safe, and debris free condition. All organic waste materials and debris may be dispersed on-site **15'** away from edge of trail.
 - x. All technical trail features shall have a ride around that allow users the option to use a technical feature.
 - xi. Accommodate existing encumbrances, including utilities and drainage ways.
- k. Contractor shall provide 12-month warranty on materials and workmanship.

E. Proposed Budget

The total project budget for the Popperton Loop Trails is approximately **\$80,000**.

Contractor proposals that exceed this amount shall identify items that may be deleted from their proposal to keep the project within budget.

F. Proposed Project Timeline

Salt Lake City desires to contract with a Contractor that can timely construct the project. The following are the scheduled dates currently planned by the City. The City reserves the right to modify this schedule at the City's discretion:

- | | |
|-------------------------------------|---------------------------------------|
| ○ Site Walk-Through | September 10, 2019, 10:00 am |
| ○ FP Due Date and Time | September 27 th , 2019, by |
| ○ Evaluation of RFP's | October 4, 2019 |
| ○ Contractor Selected | October 18 th , 2019 |
| ○ Preferred Construction Completion | Spring-Summer 2020 |

- Latest Construction Completion Fall 2020

G. Proposal Format

Proposals must be concise and in an easily understandable format and shall contain the following information, in the general order listed.

Technical Proposal:

- 1) Letter of Transmittal - The letter of transmittal should include an introduction of the proposer's company, the name, address and telephone number of the person to be contacted along with others who are authorized to represent the company in dealing with this RFP, and an expression of the proposer's ability and desire to meet the requirements of this RFP. Any other information not appropriately contained in the proposal should also be included.
- 2) Project Proposal - This section should constitute the major portion of the proposal and must contain at least the following information:
 - a) A general but complete narrative overview of the proposer's assessment of the work to be performed and the ability to meet those aims, along with the resources necessary to meet the requirements of this RFP. This overview should clearly demonstrate the proposer's understanding of the desired overall performance expectations and how they will be achieved.
 - b) A detailed technical scope of work prepared by the contractor and a summary of the deliverables to be provided to the City. The detailed discussion must include a response to each requirement described in the scope of services in this RFP.
 - c) A description of the project team and the special qualifications of the Contractor, which make it best suited to complete this project. The contractor will also need to demonstrate its understanding of the International Mountain Biking Association standards. Photos of past trail work, including trail features, should be provided.
- 3) Cost Proposal
 - a) The contract for services shall be based on a per unit cost contract. The Contractor should identify the proposed unit cost for each item identified on the bid schedule, and submit them as part of the proposal.
 - b) Identify services to be provided by resources outside of the Contractor's services, and the cost of such services.

- c) Contractor proposals that exceed the \$80,000 budget shall identify items that could be deleted from their proposal to keep the project within budget.
- 4) Schedule - A proposed schedule matching the scope of work that shows the time required to complete the project. All work shall be completed by the end of the 2020 construction season.
- 5) References - To be considered for this project the applicant will need to have completed at least three (3) similar projects in both size and scope within the past five years and provide information about these similar projects. Include a project description, the name of the client, phone number, business address and name of the contact person.
- 6) Insurance - The contractor shall maintain not less than: (a) \$1,000,000.00 automobile insurance, (b) Commercial general liability insurance, on an occurrence form, with the City as an additional insured in the minimum amount of \$1,000,000.00 per occurrence with a \$2,000,000.00 general policy aggregate, and (c) worker's compensation as required by state statute, during the duration of this purchase.
- 7) Contractor License – The contractor must have a valid and current contractor's license issued by the State of Utah prior to placing a bid.

H. Submittal Requirements

Sign and return **Attachment 1**. A company representative authorized to bind the offeror contractually must sign the form.

- Electronic proposals only, will be accepted. Proposals will be received by Salt Lake City, through SciQuest, until **4:00 p.m. September 27, 2019**.
- Salt Lake City is not responsible for vendor access with SciQuest.
- All questions must be submitted through SciQuest and all answers will be given via SciQuest.
- Questions may be submitted until **September 19th, 2019 at 4:00 p.m.**
- The City will select the proposal determined to be in the best interest of the city and according to the criteria outlined in the RFP.

I. Selection of Contractor

The successful Contractor will be selected in accordance with the City procurement policy. The selection criteria to be used by the selection committee includes the following:

- Grasp of Project Requirements:
 - Contractor's analysis, level of interest, focus on the project's specific requirements, approach, and execution.
 - Understanding of scope, schedule, and interfacing tasks
- Design and Construction Approach/Methodology:
 - Technical alternatives, creativity, and problem-solving ability.
 - Cost control, and quality assurance.
- Past Experience:
 - Project Team
 - A list of previous projects/work that reflects relevant special expertise or groundwork available for the proposed project.
 - Familiarity with locale and its geographic characteristics, as well as local government agencies.
- Schedule:
 - Proposed project schedule.
- Fees/Pricing:
 - The reasonableness of unit rates and other elements of the fee estimate proposal.

Proposals will be weighted in the following manner:

- Grasp of Project Requirements:	15%
- Design and Construction Approach/Methodology:	25%
- Project team:	25%
- Schedule:	10%
- Fees/Pricing:	25%

J. Protests of Specifications or Award of Contract

- a. Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the bid solicitation or award of a contract may submit a protest to the city purchasing agent.
- b. Protest of Specifications: A protest regarding the specifications of a bid solicitation must be submitted in writing prior to the opening of the bid, and must list the pertinent facts giving rise to the protest.

- c. Protest of Contract Award or Purchase: A protest regarding the award of the contract or purchase order must be submitted in writing within ten (10) days of the award of a contract or purchase order and must list the pertinent facts giving rise to the protest.

End of Bid Document

ATTACHMENT 1

RFP

1 Loop Trails Final Design and Construction

TO: Salt Lake City
Trails and Natural Lands
Department
1965 West 500 South
Salt Lake City, Utah 84104

The undersigned, having carefully read and considered the Request for Proposal to provide insurance for Salt Lake City, does hereby offer to perform such services on behalf of the City, in the manner described and subject to the terms and conditions set forth in the attached proposal. Services will be performed at the rates set forth in said proposal.

OFFEROR

Company Name: _____

Doing business as: **an individual** **a partnership** **a corporation** **a limited liability company** (mark appropriate box), duly organized under the laws of the State of _____.

BY: _____
(Signature of authorized representative) (Please Print or Type Name)

PRINCIPAL OFFICE ADDRESS:

Street Address _____

City _____ County_ State _____

Zip Code _____

Telephone (_____) _____ FAX (_____) _____

E-mail Address _____

TAXPAYER IDENTIFICATION NUMBER:

Employer I.D. No. _____ OR Social Security No. _____
(Corporation or Partnership) (Individual)

CONTRACTOR LICENSE NUMBER:

Contractor Lic. No. _____

**ALL PROPOSALS MUST INCLUDE ATTACHMENT 1,
PROPOSAL CONTENT & EVALUATION REQUIREMENTS
LISTED IN THE RFP.**