

**Request For Proposals
Town of Jericho
Mobbs Farm Committee
July 19, 2016**

**Mobbs Farm Trail System
2016-7 Trail Improvement Project**

A. Introduction

The Town of Jericho, Mobbs Farm Committee, is requesting proposals from trail design and construction professionals to address trail improvement and infrastructure needs to support safe, sustainable trail use. The Mobbs Farm Committee was formed in 2007 by the Selectboard of the Town of Jericho. The express purpose of the Committee is to manage and oversee maintenance activities on Mobbs Farm. A 2014 Management Plan completed by the Committee governs management and use of the property. The Committee interfaces with the public and the Jericho Selectboard on all management activities. The multi-use trails located on Mobbs Farm support many forms of non-motorized recreation including hiking, mountain biking, and equestrian use.

B. Project Oversight The Mobbs Farm Committee will provide oversight for this project.

C. Scope of Work Please see the attach **Exhibits A1-A2** for projects descriptions.

D. The Committee has identified two sites for attention at this time.

Although any or all of the sites may be considered by the Applicant, strongest consideration will be given to proposals that address both sites with the most sustainable solutions, and do so at the most reasonable cost. Staging locations and access to the work site 1 for labor and transportation of material will be via Fitzsimonds Rd., where the Town maintains a parking area, kiosk and trailhead information. Work site 2 is most readily accessed from Brown's Trace, where there is also a parking area, kiosk, and trailhead information.

E. Expectations

- 1.** Trail Work. All trail improvements and re-routes will be constructed following USFS, IMBA or comparable trail construction specifications that emphasize sustainability and minimize erosion potential. Trail work must support use by both pedestrians and mountain bikes. Trail infrastructure is also required to support use by equestrians.

2. Staging Locations and Access. Staging locations must remain neat and tidy. Materials must be moved from the staging location to the project site as soon as possible, or within a reasonable time given transportation and weather constraints. Any impacts on the property due to transportation or storage of materials must be returned to its original condition.

E. Response Format

Responses to this request for proposals (RFP) should consist of the following:

1. A one-page cover letter expressing the consultant's interest in working with the Mobbs Farm Committee.
2. A one-paragraph description of the general approach to be taken toward completion of the projects, an explanation of any variances to the proposed scope of work as outlined in Exhibit A, and any insights into the project gained as a result of developing the proposal and previous experience.
3. A scope of work that includes the proposed solution and specific steps to be taken at each site.
4. A proposed schedule that indicates project milestones and overall time for completion.
5. A list of individuals that will be committed to this project and their professional qualifications. The names and qualifications of any sub-consultants shall be included in this list.
6. Demonstration of success on similar projects, including brief project descriptions and contact names and addresses for reference.
7. A cost proposal broken down by each site for labor, equipment and materials, as well as grand total.

The proposal shall be limited to no more than five pages. Resumes, professional qualification, proof of insurance and workers compensation information in accordance with state laws are not included in this total.

F. PreProposal Site Visit

A pre-proposal site visit will be conducted at **6:00 PM Monday, Aug. 1, 2016** for all interested consultants. Please meet at the Browns Trace Mobbs parking (near the town garage) at 6pm sharp to tour the Hill side and at the Fitzsimonds Rd. parking area at 7 pm sharp to tour the Out and Back trail on the Valley side. The site visit is not mandatory however, 5 bonus points will be award to contractors who attend both sites and 3 points for attending one of the two sites.

G. Selection Criteria

The Mobbs Farm Committee will review proposals based on the following criteria:

1. Qualifications and experience of the firm and the personnel to be assigned to this project. (20 Pts.)
2. Demonstration of overall project understanding and insights into local conditions and potential issues. (60 Pts.)
3. Submission of a complete proposal with all elements required by the RFP. (20 Pts.)
4. Bonus points awarded to contractors who attend site visit (5 Pts. max)

H. Project Budget

The Mobbs Farm Committee has a total project budget for all sites of \$6300. Please submit proposals up to this amount, as we cannot go over budget. Include whatever of the work can be accommodated within the budget. The Mobbs Farm Committee may elect to interview consultants prior to final selection. The Mobbs Farm Committee reserves the right to accept the proposal in its entirety or in part.

I. Submissions

Consultants wishing to be considered for this project should submit a complete proposal including a detailed project budget via email only to:

Attn: Pamela Gillis
Mobbs Farm Committee
Town of Jericho
Email: gillis1986@gmail.com

Please put "Mobbs Farm Trail Proposal" in the subject line.

The Mobbs Farm Committee must receive all proposals no later than **5:00 PM on Wednesday, August 17, 2016**. Proposals and/or modifications received after this time will not be accepted or reviewed. The Town of Jericho Mobbs Farm Committee will select a consultant by **August 23, 2016**. Questions may be directed to Pam Gillis 802-238-6781 or via email.

J. Contract Time Period

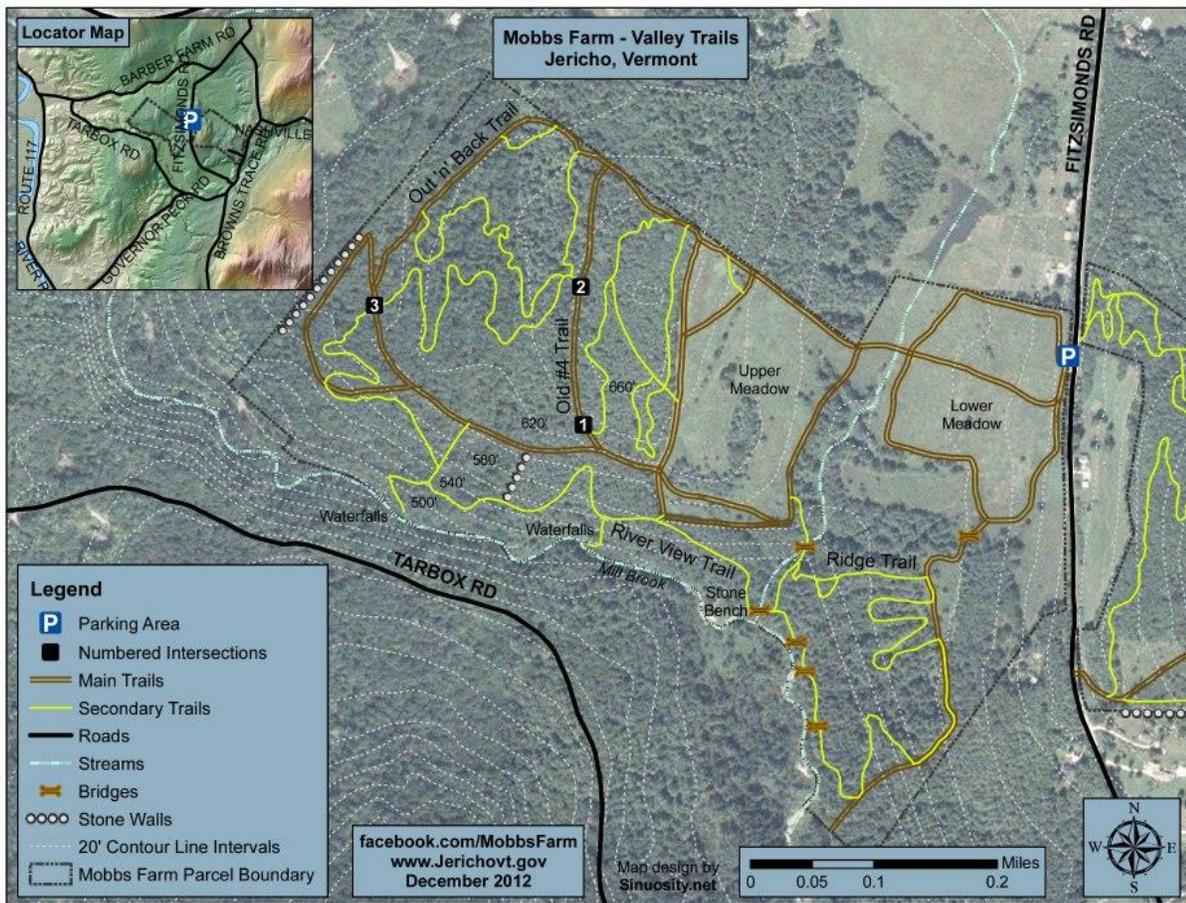
Contractors may begin work as soon as selection process is complete. The project **must** be completed and invoiced by **June 30, 2017**.

All proposals become the property of the Mobbs Farm Committee upon submission. The expense of preparing and submitting a proposal is the sole responsibility of the consultant. The Mobbs Farm Committee reserves the right to reject any or all proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this RFP. This solicitation in no way obligates the Mobbs Farm Committee to award a contract

Exhibit A1

Mobbs Farm Wet Out and Back Trail

Take the main trail down from the parking area on Fitzsimonds Rd. and then up the hill, staying to the right of the meadow and enter the woods. From the intersection with the Old #4 Trail until the #3 marker, there are several chronically wet sections. The area is bounded by the **3** on the map and the Out and Back intersection with Old #4 Trail. Photos of the 2 worst areas are provided. These sections are wet most of the year, except during a dry summer. The trail is used by walkers, mountain bikes and horses. We are asking for proposals on how to fix the trail so users won't be going through mud. The fix must be sturdy enough for horse traffic and safe for mountain bikes. Due to the nature of this terrain, boardwalks are not recommended. Raising and hardening the trail and ditching for the water to sit/flow can work in some areas and moving rocks to create a trail with very small gaps between the rocks are two ideas we think are worth considering. Please suggest a solution and provide a cost for the solution. Feel free to submit more than one proposal for fixing this area or proposals that fix only one or two of these sections.





These two pictures show the worst wet area, which is near the Old #4 Trail. The pictures look from opposite directions. The area is dry for the pictures.



These pictures show the wet area near the #3 marker. They are also taken from opposite directions on different days. One picture does show a puddle of mud, much smaller than it is during wet times.

Exhibit A2

We seek design input and trail construction services to improve the segment of trail that links the trails coming from the Browns Trace trailheads and the trail along the southwestern edge of the Fire Swamp. This trail segment skirts one of the humps of the former landfill, therefore particular attention will have to be paid to regulations governing how the town can modify the ground over the landfill.

Starting from where the trail passes between the saddle between the two humps of the former landfill, the trail skirts the western edge of the clearing. The trail is through thick meadow and therefore requires mowing like other Mobbs trails. Substantial gullying makes both travel (whether on foot, bike, or horse) treacherous and it also makes mowing difficult. It may be desirable to move the trail closer to the edge of the woods (ie, even farther west) and develop a managed ditch between the trail and the former landfill.

Farther down the hill to the north where the trail enters the woods, there are related drainage problems as seeps on the hill above the trail keep the ground wet most of the year. We anticipate some combination of ditching and trail hardening in that section can be used to improve this trail segment.

Note that the trail over the top of the landfill hump is not maintained.

