

Request for Proposals  
St Johnsbury Town Forest  
Mountain Bike Trail Construction  
September 28, 2021  
Bid Due Date: October 7, 2021. 4:00 PM

## SECTION 1- PROJECT SCOPE

The Town of St Johnsbury 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 approximately 1 mile of mountain bike trail within the St. Johnsbury Town Forest located off Almshouse Road in St Johnsbury. The Town 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. Though the Town is developing mountain bike trails within the Town Forest, preservation of the existing features is a priority, and an environmentally conscious design and build is expected. Throughout the entire build, the Town expects the selected contractor to use best practices and to refer to the International Mountain Bicycling Association guidelines (IMBA). The Town would like to see a flowing trail through the Forest that will appeal to the majority of riders.

The intent is to create a fun, modern "flow trail" that is dynamic and creates an exciting experience that allows the rider to enjoy the aesthetics of the Forest while respecting existing uses in the forest. The trail should be laid out in a manner that minimizes conflicts with existing trails as much as possible and also limits unnecessary forest clearing.

1. Site Conditions: The terrain is hilly and forested. The Town recommends that the prospective builders visit the site as well as review the soils on the USDA Web Soil Survey. The Town will be looking to the contractor to implement an appropriate design and build plan.
2. Project Scope: The Town has received grant funding from the Northern Forest Center to support the project and the project's scope of work of which includes approximately 1 mile of new trail construction. Trail design and build is intended to be a sustainable natural surface, mountain bike trail with or without man-made features guided to IMBA & National Forest Service Standards.

## SECTION 2: CONTRACTOR QUALIFICATIONS, REQUIREMENTS, AND RESPONSIBILITIES

### 1.1 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 the Town Forest.
- 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.

### 1.2 Insurance- The Contractor shall carry the minimum insurance coverages listed below and shall provide proof of insurance at any time requested:

- Workers' Compensation meeting the State Minimum Coverage
- General Liability: \$1,000,000

### 1.3 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 Town before building the modification.

### 1.4 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.

- 1.5 Meetings and progress reviews The Contractor shall meet with Town Staff or their designated representative as necessary or as otherwise agreed upon by both parties to review progress and project expectations throughout the build.
- 1.6 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.
- 1.7 Timetable- The Contractor shall provide an approximate timetable and schedule detailing how all project work will be met.
- 1.8 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 Town shall be completed by the Contractor at their expense, within a time frame agreed upon by the Town.

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Please place bid in a sealed Envelope and Deliver to:

Chad Whitehead, Town Manager  
51 Depot Square  
St Johnsbury, Vermont 05819

Or submit electronically to: [cwhitehead@stjvt.com](mailto:cwhitehead@stjvt.com)

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone number: \_\_\_\_\_

Bid Item: Contractor shall provide labor, equipment and materials to construct approximately 1 mile of bike path in the St Johnsbury Town Forest in accordance with the Request for Proposals dated September 28, 2021.

Bid Amount: \_\_\_\_\_

Contractor shall provide additional information requested in the RFP separately.