

City of Rifle
INVITATION TO BID



Grand Hogback Mountain Bike Trail

QUOTE DUE DATE: 4:00 pm May 27, 2022

PROJECT COMPLETION DATE:

Phase 1: December 1, 2023

PROJECT CONTACT:

Patrick Waller (City of Rifle) 970-665-6499

pwaller@rifleco.org

SECTION 1: INTRODUCTION - PROJECT DESCRIPTION AND SCOPE

The City of Rifle ("Client") is seeking an experienced trail contractor to perform specified soft surface trail construction of shared-use and bike-optimized trails on BLM owned property. The work site is known as "Grand Hogback Trail System", in the vicinity of the Rifle Arch hiking trail, using the same trailhead. The trail system is accessed via Hwy 13 five miles north of Rifle. The project area includes historic bench cut roads, grassy meadows, and rugged terrain. The elevation is approximately 6,000 feet. While the project is in a relatively remote and natural area, the area does have at least limited mobile phone coverage, and is relatively close to emergency medical service.

The trail project is the final buildout of a significant trail system at the Grand Hogback. Previous phases have resulted in approximately 8.9 miles of trail. In addition, a new parking lot trailhead has been constructed. The remaining buildout is for approximately 10.82 miles of trail to be built over the next 2-years. The system was designed by IMBA Trail Solutions through the participation of Roaring Fork Mountain Biking Association (RFMBA). The Bureau of Land Management has already approved the trail system as designed. RFMBA will continue to be a resource to assist with successful implementation of the Grand Hogback Trail Plan.

The work outlined in this document shall be completed by the end of the 2023 construction season.

SECTION 2: CRITERIA FOR SELECTION OF CONTRACTOR: QUALIFICATIONS, REQUIREMENTS AND RESPONSIBILITIES

This is a BEST VALUE solicitation. Qualifications, experience, performance on past projects (good standing), proposed staff and project manager, and availability are critical aspects of our analysis. The review of submittals will be scored as identified in Section 9 of this document.

Qualifying Firms are required to have experience in the following areas (Section 2.1-2.4)

2.1 Expertise

The Contractor shall have sufficient expertise and ability to complete the work in a professional manner.

2.2 Shared Use Experience and Directional Bike Trail Construction Experience

The Contractor shall have demonstrable experience in building sustainable shared use (for hikers and cyclists) single-track trail.

2.3 Portfolio

The Contractor shall provide a portfolio showing work accomplished and references

from past comparable or relevant projects.

2.4 Volunteer Management

The contractor shall demonstrate a willingness and ability to incorporate volunteer crew work into the work flow. This involves identifying trail sections that volunteers can work on at multiple points in the work schedule, and providing quality control for volunteer trail work.

2.5 Scope Flexibility

The City of Rifle reserves the right to award a partial scope of work that is less than the full buildout depending on budget availability. The project has received grant funding that is anticipated to be finalized in June. The project will not be able to begin until that funding is received.

2.6 Meetings and progress reviews

The Contractor shall meet with a Client's representative at the beginning of each work week or as otherwise agreed upon by both parties to review progress and project expectations for the week.

2.7 What contractor provides

The Contractor shall provide the necessary supervision, 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 required. The applicant shall also provide all required insurance coverage for trail construction and volunteer management.

2.8 Timetable

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

2.9 Food and Water

The Contractor shall be responsible for providing food and water for self and staff, but not for volunteers.

2.10 Public safety

The Contractor shall ensure that reasonable precautions are taken to protect the public and volunteers at all times where work is being performed.

2.11 Fees for licenses, permits and insurance

All costs for required licenses, permits, and insurance shall be borne by the Contractor.

2.12 Contract

Following bid selection; the selected contractor will enter into a standard City of Rifle contract for construction projects.

SECTION 4: QUESTIONS

Questions concerning this proposal shall be addressed to Patrick Waller, Planning Director, at pwaller@rifleco.org. All questions must be submitted via email.

SECTION 5: BID TIMELINE AND SCHEDULE

May 6, 2022	Invitation to Bid is posted on the City website
May 20, 2022 – 4pm	Deadline for questions regarding proposal
May 24, 2022 – 4pm	Response to questions
May 27, 2022 - 4 pm	Bid submission deadline
May 30-June 3, 2022	Interviews (if required)
May 30 – June 8, 2022	Review and consideration of Bids
June 15, 2022	Council Award

SECTION 6: BID SUBMISSION PACKAGE

Each bid must be delivered with one hard copy and one electronic copy (via USB Drive) prior to the 4:00 PM deadline on the date set forth per the aforementioned schedule.

The bid package must contain each of the following. Incomplete bid packages may not be considered.

- Complete budget based on the provided Bid Worksheet
- A recommended project schedule and timetable.
- Portfolio containing descriptions and pictures of at least three (3) past projects similar to this project. Project descriptions shall include short explanation of work performed and list contract amount, client, project location, dates, and duration.
- Brief Corporate Resume as well as a list of sub-consultants

SECTION 7: BASIS FOR AWARD AND RIGHT OF REJECTION

7.1 Basis for award

The Client reserves the rights to eliminate for 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, or combination of bidders, submitting the bid determined to represent the best values.

7.2 Right of rejection

The City of Rifle 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 client.

SECTION 8: FINISHED TRAIL CONSTRUCTION AND MAINTENANCE GUIDELINES

All trails shall be constructed using resources such as the *Rifle Arch Trail System-Trail Design and Construction Memo* by IMBA Trail Solutions, the 2004 edition of the *IMBA Trail Solutions Guide*, and the 2007 edition of the *USDA Trail Construction and Maintenance Notebook*.

In addition, all project design features included in the Environmental Assessment DOI-BLM-CO-N040-2020-0031-EA completed by the BLM approving the construction of the Grand Hogback Trails will be followed.

SECTION 9: BID EVALUATION

Qualifying Firms will be rated by the sum of the points below ranging from 0-100

- (0-20) Technical Expertise of the Firm
- (0-30) Previous Experience on Project Similar in Scope
- (0-15) Completeness and Accuracy of Proposal
- (0-20) Previous Volunteer Management Experience
- (0-15) Proposal Cost

SECTION 10: LOCAL PREFERENCE

Per the City of Rifle Procurement Code, Local Preference will be applied as follows:

<i>Contract Amount</i>	<i>Primary Preference City of Rifle Goods/Vendors</i>	<i>Secondary Preference Garfield County Goods/Vendors</i>
Less than \$1,000	10% discount	5% discount
\$1,001 to \$5,000	8% discount	4% discount
\$5,001 to \$25,000	6% discount	3% discount
\$25,001 to \$100,000	5% discount	2.5% discount
\$100,000 to \$200,000	4% discount	2% discount
\$200,001 to \$500,000	3% discount	1.5% discount
\$500,000 or greater	2% discount	1% discount

SECTION 11: INTERVIEWS

The City may elect to conduct interviews of project teams associated with this solicitation.

Section 12: CORRECTION OR WITHDRAWAL OF BIDS

Correction or withdrawal of inadvertently erroneous bids before or after award or cancellation of awards or contracts based on such bid mistakes shall be permitted. After bid opening no changes in bid prices or other provisions of bids prejudicial to the interest of the City or fair competition shall be permitted. Except as otherwise provided by regulation, all decisions to permit the correction or withdrawal of bids or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the department head and approved by the City Attorney.

ATTACHMENTS

- 1. Bid Worksheet**
- 2. Trail Mapping**
- 3. Rifle Arch Trail System – Trail Design and Construction Memo**