

**REQUEST FOR PROPOSALS**

**Stumphouse Mountain Bike Park**

**Phase 3 Trail Design-Build**

**RFP #: 2021-7**

*December 10, 2021*



**CITY OF WALHALLA  
206 N. CHURCH ST.  
PO BOX 1099  
WALHALLA, SC**

## **STATEMENT OF WORK**

### **Project Background**

The City of Walhalla currently manages a remote recreational park. The park has limited amenities such as a picnic pavilion, parking, vault toilet. However, it has quality viewing and recreational opportunities. The Park encompasses over 300 acres of woodland that has a 200 ft waterfall, a pre-Civil War railroad tunnel, and almost 11 miles of premier mountain biking trails. The bike trail is part of the Palmetto Trail and connects to Oconee State Park via the recently completed Ross Mountain Passage. It is all located 6 miles west-northwest of Walhalla off SC Highway 28 (Highlands Highway)

The City of Walhalla operates on a limited budget and prides itself on being good stewards of tax dollars. Costs and returns on investment will be a major consideration in submitting a successful proposal.

### **Project Description**

Phase 3 proposes the addition of approximately 10 new miles of trail including: a short hiker only Waterfall Trail; two additional Flow Trails; and approximately 8 miles of Single Track. In addition to the new trails, we propose a pump track, a dual slalom course, and multiple small skill features or pocket parks sprinkled throughout the park. Currently, there are a little under 11 miles of trail on the ground.

The City of Walhalla, herein referred to as, the City, is requesting a proposal for providing professional trail design and construction services in relation to the operation of Stumphouse Mountain Bike Park. The specific description and components are listed under the General Requirements section. The extent of the project will be contingent on the level of funding in 2022 budget year.

### **Project Location**

The Park is located on 150 Stumphouse Tunnel Road, Walhalla, SC 29691.

### **General Requirements**

The intent of these requirements is not to give all technical specifications, but instead to give general requirements such that the prospective vendor will be able make a proposal to the City. It is expected the successful vendor must professionally perform a quality job in accordance with the City's direction/standards. The vendor must furnish all labor and transportation necessary to the perform the work specified in this request. Any additional work required to complete the following tasks and not specified below is considered incidental and no additional payment will be made.

The project requirements, options and expectations are:

1. Provide a design and complete construction:
  - a. 8.0 miles single track
  - b. miles on flow trail
  - c. 0.14 miles waterfall trail
  - d. Pump track
  - e. Dual slalom course
  - f. Multiple pocket parks/skill features throughout all phases of trail
2. Technical bike trails and features must be designed and constructed in accordance with best practices established by recognized trail organizations.
3. Basic trails and trail structures must be designed and constructed in accordance with the STANDARD SPECIFICATIONS FOR CONSTRUCTION OF TRAILS AND TRAIL BRIDGES ON FOREST SERVICE PROJECTS (2014 Edition). The following link is provided for reference <https://www.fs.usda.gov/managing-land/trails/trail-management-tools/trailplans>.
4. All access and construction must stay within the boundaries of the park. Private property boundaries must be respected.
5. Proposed bridges and other water crossing must be approved by the city before construction.
6. Provide the City with operation and maintenance schedule for Phase 1-3.
7. Provide all documentation (as-builts, operation and maintenance plans, etc) to the city after completion.
8. Proposed layout is shown in Exhibit A.

### **Firm Requirements**

1. Proven experience in design in the natural environment and recreational areas
2. Proven experience working with small municipalities
3. Prior experience with providing City of Walhalla is desirable

### **Period of Performance**

The performance period is anticipated to be Feb 1, 2022 to June 30<sup>th</sup>, 2022. Work will be inspected on an as needed basis.

## **Acceptance and Payment**

Upon acceptance of the vendor's proposal, by the City, a Notice to Proceed will be issued. Once the Notice to Proceed is issued the vendor can begin performing services. Progress will be evaluated in accordance to the terms and conditions of the contract. Upon satisfactory completion of work, the vendor must invoice the City. All invoices must display purchase order number when submitting for payment. Payment will be made via a city issued check.

The city administrator will be designated from the City at the time of Award to administer the contract and approve invoices. Changes to the terms of the contract will require approval from the city clerk and city council. All questions must be directed to the city administrator. The vendor must designate a person to act as a contact for the project.

## **Proposal Submittals**

The proposals must include the following related to the scope of work:

1. Cover letter
2. Resume that outlines:
  - a. Design Team
  - b. Experience
  - c. References
3. Examples of past work (photos, brochures, reports, narratives)
4. Proposed costs (itemized)
5. Estimated timeline (design and construction)

## **Ranking and Award Criteria**

Proposals will be reviewed and ranked based upon past experience/performance in relation to the scope of work and ability/capability to perform the work.

The City reserves the right to negotiate costs to keep the operations within budget.

The City of Walhalla reserves the right to reject any and all proposals based on past performance or capability to perform the work.

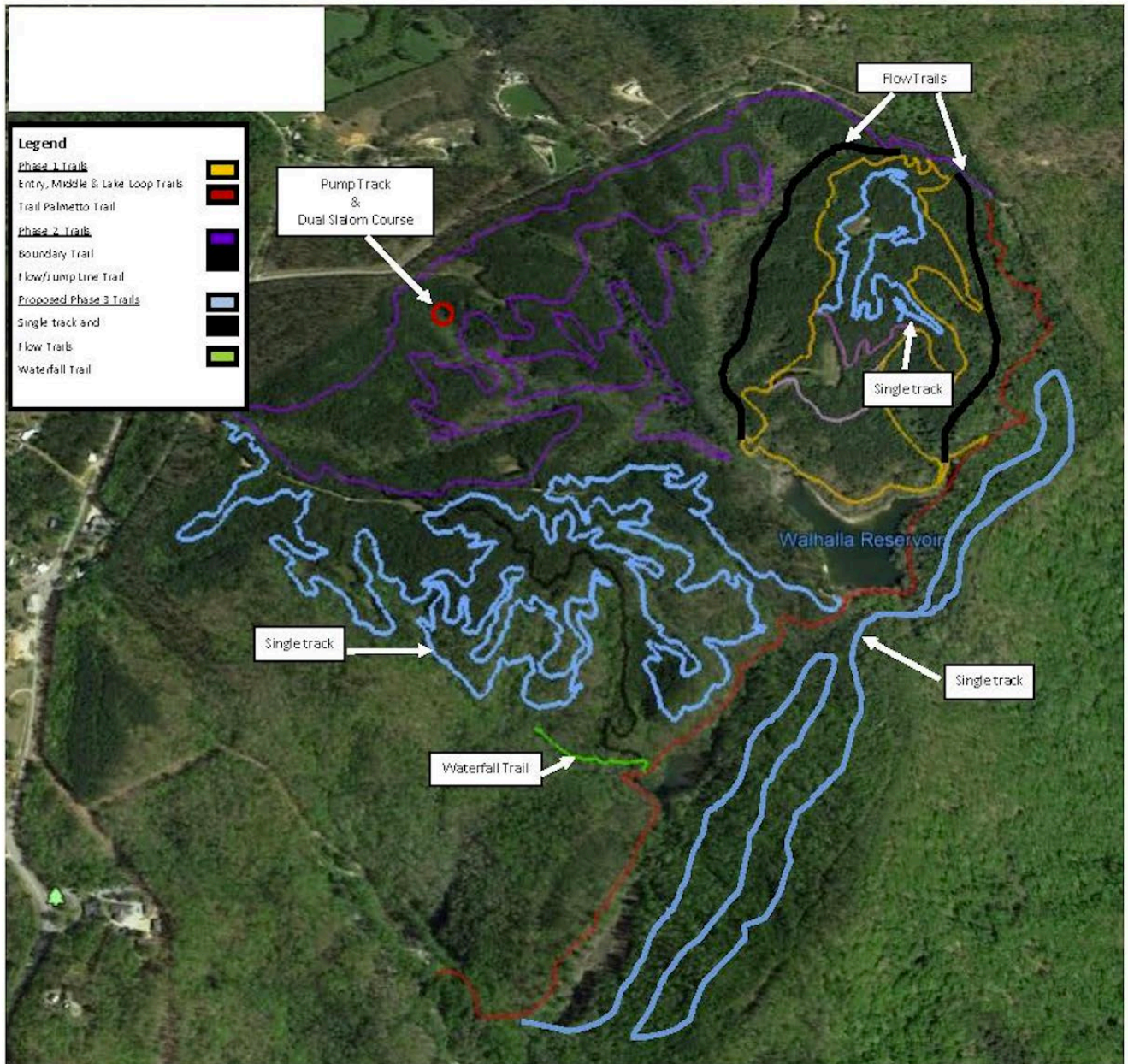
Submit proposals in writing to **No Later than Jan 1, 2022:**  
(Quotations may be emailed to the address below)

City of Walhalla  
Brandon Burton, City Administrator  
206 N. Church Street  
PO Box 1099  
Walhalla, SC 29691  
864-638-4343 Office  
[bburton@cityofwalhalla.com](mailto:bburton@cityofwalhalla.com)

Exhibit A. Proposed Layout

Stumhouse Mountain Phase 3 Map

Proposed Trails



NOT TO SCALE