

**PATHWAYS COMMITTEE
MULTI-USE PATHWAY – SEWALL WOODS AND ABENAKI
TOWN OF WOLFEBORO
C/O PLANNING AND DEVELOPMENT DEPARTMENT
PO BOX 629
Wolfeboro NH 03894
603-569-5970**

Request for Proposal

CONSTRUCTION OF A MULTI-USE PATHWAY – SEWALL WOODS AND ABENAKI

Introduction The Pathways Committee is seeking a trail/pathway construction firm to convert approximately 4 miles of existing cross country ski trails and gravel roads to a multi-use pathway (bicycle and pedestrian use) while preserving the winter cross country skiing use.

Project Scope See attached map for approximate trail location and length. The Pathways Committee does not wish to limit the design solutions for the various elements of the project and, with this in mind, is seeking created, cost effective, environmentally appropriate solutions to the development of the trail system. It should be noted the Sewall Woods is owned by the Lakes Region Conservation Trust and the Pathways Committee is committed to protecting the natural environment during and after the completion of the project. The applicant shall be responsible for all permits necessary for the project. Given the unique nature of this project the Pathways committee will hold a pre-bid site walk of the entire trail system at 10:00 AM on October 23. Location: Sewall Woods Parking Lot, Clow Road, Wolfeboro, NH. Please call prior to 12:00 PM October 22 to confirm attendance.

Performance Bond Requirements The Pathways Committee shall require a performance bond equal to 10 percent of the construction cost of the project to be posted for a complete use season after completion of the project. The bond

will be used to insure any deficiencies noted during the first full year shall be corrected.

Desired Baseline Standard for the Project

General Trail Construction Standards

- **Clearing Width**

Touring bicycle: 8 feet (one-way traffic)

10 to 12 feet (two-way traffic)

Provide additional width on downhill sections and curves.

- **Clearing Height**

8 to 10 feet

- **Tread Width**

Touring bicycle: 8 feet (two-way traffic)

- **Trail Surface**

Touring bicycle: Any surface appropriate for hybrid/city bicycle. Options may include:

- Crushed granular stone (3/8 inch or less) provided it maintains compaction
- cinder stone
- recycled material

- **Sight Distance**

Forward sight distances of at least 100 feet are critical at motorized road and water crossings, and on trails with traffic flowing in both directions. Although curves should be carefully designed to maintain good sight distances, turns and bends tend to help reduce travel speeds.

Desired: 100 feet

Minimum: 50 feet

- **Water Crossings**

Culverts, bridges, or boardwalks should be used to cross waterways. Always bridges and boardwalks with smooth planking oriented at a 45- to 90-

degree angle to the direction of travel. Gaps between planking oriented in the direction of travel may trap bicycle tires and endanger trail users.

Bridges: Must be located above the ordinary high water mark.

Width: 4 to 8 feet (one-way traffic)
10 feet (two-way traffic)

Weight capacity: Variable, must support winter grooming equipment.

Material Standards:

- Crushed Gravel
Crushed gravel shall comply with NHDOT item 304.3
- Stonedust
Stonedust shall be clean, granular, well graded and free from clay, sand or organic material.
Stonedust shall conform to the gradation limits in table 1.

Table 1

Sieve Size	Percent Passing By Weight
9.5 mm	100
4.75 mm	95-100
1.18 mm	40-80
0.300 mm	15-45
0.150 mm	10-25
0.075 mm	3-15

- Excavation shall be made to required depth and subgrade shall be carefully graded and compacted. The base course material shall be spread and compacted to a smooth surface and to the required cross-section.

- Stonedust shall be placed above the base course and on the weed control matting to the depth indicated and compacted with a roller.
- Depressions found in the surface after rolling shall be corrected with additional stonedust and re-rolled.

Construction Sequence Mile Stones:

- 1) Install erosion and sediment control measures prior to any earth moving activity that will influence or effect stormwater runoff.
- 2) Clear areas only as needed to meet the requirements of the specific construction task to be completed. In no case shall more than 1500 linear feet of soil be unstabilized at any one time.
- 3) Prior to directing runoff to them, swales, sideslopes shall be stabilized.
- 4) Site stabilization shall be a continuing effort as follows:
- 5) No area of soil shall be left unstabilized for more than 14 days. An area shall be considered stable if one of the following has occurred:
 - a) Base course gravels have been installed in areas to be travel surface;
 - b) A minimum of 85% vegetated growth has been established;
 - c) Erosion control blankets have been properly installed.
- 6) All cut and fill slopes shall be temporarily seeded immediately upon their construction and shall be permanently seeded and mulched within 72 hours of their construction.
- 7) Stockpile materials in areas dictated by construction sequencing, keeping all materials within the limits of the work. Mulch any stockpiles of earth unless they are to be used in their entirety within 14 days of excavation. Mulch and seed any stockpiles of topsoil and ring with silt fencing unless they are to be used within 14 days of excavation.
- 8) During the growing season, at the end of each work week all disturbed areas not to be travel surface shall have winter rye seed applied.
- 9) All areas that are to be ultimately travel surface shall be stabilized within 72 hours of achieving finish grade.
- 10) On a daily basis and for the duration of the site work construction, maintain all sediment and erosion control measures as follows:
 - a) Install as needed and inspect all berms, swales, ditches, sideslopes, basins, hay bale barriers and stone check dams.

- b) Hay bale barriers and silt fence shall be repaired or replaced and kept clear of sediment until all contributing upslope areas have been permanently stabilized.
 - c) All disturbed areas not to be trail travel surface shall have a minimum of 3.5" compacted depth of humus spread prior to seeding and mulching.
 - d) Add clean crushed stone to the construction exit as needed to maintain sufficient depth of cleaning stone. Check four times daily (mid-morning, noon, mid-afternoon and end of each work day) and clear stone from pavement as necessary.
- 11) Prior to November 15th, incomplete trail surfaces shall be protected with a minimum of 3 inches of crushed gravel (NHDOT item 304.3) and trail grade be established.

RFP Proposal Submittal. For evaluation purposes the proposal must include:
Introductory Letter. This letter will contain the following:

- An acceptance of all elements cited in this RFP or a clearly defined reason why certain elements would not be considered in the proposal.
- The name of the individual who will represent the consultant, engage in negotiations, and have authorization to sign any resulting agreement.
- Any additional items the consultant believes should be added to this project.

Description of Firm. This description must include:

- Background of the consulting firm including prior experience or other projects relevant to this study; please include examples with references and contact information.
- The names and backgrounds of any sub-consulting firms used for this study.
- Insurance certificates meeting the Town of Wolfeboro's requirements shall be submitted.

Project Understanding. A concise statement demonstrating an understanding of the project and tasks involved, the approach the firm will take in achieving the goal, and any elements or factors not specifically included in the stated report elements.

Project Team. This must include:

- Team members' qualifications and experience.
- Proposed hours assigned to this project by various team members.

Fee. Proposed construction company's fees for this project must be submitted in a spreadsheet format in a sealed envelope marked "Fee Proposal." The fee proposal relates to the total estimated fee for this project as described by the construction company. Proposed resources for each task must be identified, including hours and wage rates for construction company and subcontractors.

Selection Process. The Pathways Committee reserves the exclusive right to select or reject the individual or firm that it deems to be in the best interest to accomplish the project as specified herein. The selection of the construction company/firm to accomplish this project will be based on the following:

1. The construction company's understanding of the Wolfeboro Pathway Committee's needs, objectives and goals to be achieved, and the work involved.
2. The quality and depth of the experience and expertise of the individual(s) who will do this work in providing similar successful construction of other projects of this nature. The proposal shall include relevant projects completed by the construction company/firm within the last five (5) years.
3. Appropriateness of the project organization and individual team members. The proposal shall state the identity, qualifications and competence of the individuals (including any sub-consultants, employees) who actually do and/or will be responsible for conducting the project, and the role of each in its completion.
4. The consultant's demonstrated ability to prepare and support effective conceptual design documents.

5. Appropriateness of the consultant's fee schedule, overall cost and the ability to perform the assigned tasks within the identified time frame.

Other Requirements. The Pathways Committee reserves the right to discontinue the selection process at any time. All contracts and awards are subject to funding approval. There will be no reimbursement to any candidate if selection is terminated.

The right is reserved to require interviews and presentations from some or all of the consultants submitting proposals. The right is reserved to reject any and all proposals, to waive any requirements of this Request For Proposal, request additional information to modify or amend with the consent of the consultant any proposal, including but not limited to, team members, and to negotiate or effect the costs, fees, and/or terms of any agreement (contract) deemed by the Pathways Committee to be in its best interest.

Submission of Proposal. Five (5) copies of the proposal are required. The proposal must be received no later than 2:00 PM on November 20, 2009 at:

Pathways Committee
C/O Robert Houseman, Director
Planning and Development
PO Box 629
Wolfeboro, NH 03894

The submittal package should be marked "Proposals for **MULTI-USE PATHWAY – SEWALL WOODS AND ABENAKI**". Separate envelopes within the package must be marked "Fee Proposal" and "Non-fee Related Information". Delivery of proposals to any other office or location, other than the address indicated, will not constitute receipt. Proposals received after the date and time specified above will not receive consideration for this engagement.