

JEFFERSON COUNTY PARKS
JEFFERSON COUNTY, WISCONSIN



REQUEST FOR PROPOSALS
Jefferson County Garman Nature Preserve Trail Design Construction

CONTACT INFORMATION	
BUYER	Jefferson County Parks
E-MAIL	rollandk@jeffersoncountywi.gov
PHONE	920-674-7540
MAILING ADDRESS	311 South Center Ave, Room 1060 Jefferson WI, 53549

SCHEDULE OF EVENTS	
The following dates are provided for your information and planning purposes. Although every effort will be made to follow this schedule, we reserve the right to modify as necessary.	
RFP Released	August 30 , 2024
Questions Due	September 9, 2024
Amendment Due	N/A
Proposals Due	3:00 p.m. on Thursday, September 12, 2024
Finance Committee Approval	
BID OPENING Date	9:00 a.m. on Friday, September 13, 2024

Jefferson County Parks Department
311 South Center Ave., Room 1060
Jefferson, WI 53549
(920) 674-7260

REQUEST FOR PROPOSALS

The Jefferson County Parks Department is seeking proposals for design and construction of approximately ¼ mile single-track hiking trail.

Project Location

Garman Nature Preserve
701 Fox Lane
Waterloo, WI 53549

General Project Description

Jefferson County Parks is looking for proposals from trail design-build teams that are qualified to provide design, construction, supervision, materials, and equipment for construction of approximately ¼ mile of re-routed single-track hiking trail that flows throughout the landscape allowing hikers to connect with nature, experience the glacial landscape, and learn about the Native American burial mounds and the people who built them. The trail will need to be bench cut with the final trail width will be 48" across.

Selected contractor will review preliminary trail design and adjust where appropriate, with the intent of:

- Mitigating erosion
- Avoiding damage to oak tree roots
- Lesson environmental impacts
- Increase user experience
- Design sustainable and purpose-built trails, and
- Work with and provide training to Park staff

The selected contractor will be expected to design sustainable and purpose-built trails. Contractor will be expected to utilize IMBA Trail Standards throughout the entire build.

Site Conditions

The property is currently undergoing native Wisconsin woodland and prairie restoration. The terrain includes a glacial landscape of steep hills, and a variety of old-growth trees. The Preserve is also home Native American burial mounds.

The County requires that the prospective builder conduct site visits as well as review of soil conditions prior to design/construction. The Contractor will provide and implement an appropriate design-build plan.

Proposal Submission

Bidders should include a design build plan, cost estimate, materials, and capacity specifications of the product they are quoting. Bidder should also include contractors experience with similar projects.

If you are interested in working with Jefferson County Parks Department on this project, please submit all quote proposals by mail, or deliver by hand with the following information at a minimum:

- Name, address and brief description of your company
- Statements of company's abilities and qualifications related to this project
- Resume of key personnel that will be assigned to project
- Provide any Certifications your company requires
- Include 2-3 similar projects completed by your company

- Experience training others in sustainable trail design
- Working with mini excavator to build trails
- Availability to schedule project within the next 6 months
- Cost estimates for design, construction, materials, equipment, and any other associated costs
- Provide design, construction, supervision, materials, and equipment for construction of approximately ¼ mile of re-routed single-track hiking trail
- References with contact information for completed and current projects you have completed
- Submit a written cover letter describing the firm's history and qualifications, and provide documentation of staff education/qualifications, project references, policy on billing for travel time and mobilization, any costs associated with traveling to the project site from your business location, and a rate sheet for all billable activities your firm provides for the 2024 field season

Any questions can be directed to JR Klement at rollandk@jeffersoncountywi.gov or 920-674-7540.

All solicit quotes should be delivered by mail, or by hand to the following address no later than 9:00 a.m. on Friday, September 13, 2024.

Jefferson County Parks Department
Attn: Garman Trail Build RFP
311 South Center Ave, Room 1060
Jefferson, WI 53549