

Request for Proposals Cherokee County

Location: Lake Whelchel in Gaffney, SC

RFP Issue Date: Thursday, May 16, 2024

Pre-bid Site Visit (encouraged): Thursday, May 30, 2024

Proposals due: Friday, June 21, 2024 at 11:59 PM EST

A. Introduction

Cherokee County was awarded a South Carolina Recreational Trails Program grant in 2023 to expand the existing approximately 7-mile single track natural surface trail system at Lake Whelchel on the Gaffney Board of Public Works Property in northern Cherokee County and to add a trailhead area. The trails at Lake Whelchel are a part of the Overmountain Victory National Historic Trail (OVVI) and the Carolina Thread Trail (CTT).

The CTT is a regional network of trails and blueways across fifteen counties in North and South Carolina. Approximately 500 miles of the planned 1,600-mile trail network exist to date. About 40 trail miles of Thread Trail are planned in Cherokee County. The CTT also is 501(c)3 nonprofit organization that advocates and supports the development of trails across this region.

The OVVI is one of twenty-one congressionally designated national historic trails (NHT) and was established in 1980 as the first national historic trail east of the Mississippi. Approximately 35 miles of the historic trail corridor traverse Cherokee County as it extends from the town to Chesnee to its terminus at Kings Mountain National Military Park (KIMO). It commemorates the route of patriot militia in their pursuit of Major Patrick Ferguson and the loyalist militia under his command to Kings Mountain, where the patriots defeated Ferguson's loyalist forces in a battle that shifted the momentum of the American Revolution.

Cherokee County is a proud partner of the CTT and OVVI. We are thrilled to be seeking proposals to expand an already successful and highly visited trail system that draws visitors from across the region.

B. Background

The purpose of this RFP is to solicit proposals for the design and construction of an approximately 2.5-mile new segment of OVVI/CTT single track trail as a part of the existing 7.5-mile Lake Whelchel trail system and the construction of two small to medium size trailhead kiosks. The new trail will be designed and constructed as a spur loop on a lake peninsula with rolling hill topography. The intended use of the trail is for hikers and mountain bikers, matching similar character and skill of the existing Lake Whelchel trail system.

C. Project Oversight

The RFP process will be administered by the OVVI/CTT Cherokee County Committee (the Committee), which is comprised of but isn't limited to community leaders and key staff of the CTT, National Park Service, Cherokee County Recreation District, and the Gaffney Board of Public Works. Once selected, the chosen contractor will work directly with the Committee point person(s) to establish strategic lines of communication, schedule progress reports, and other mechanisms.

If unexpected challenges arise that cause a shift in the project timeline it is the contractors responsibility to share this information in a timely fashion with the Committee point person(s).

D. Scope of Work

The Committee is requesting proposals from qualified individuals or firms to perform the scope of work and deliverables specified below on behalf of Cherokee County:

Trail Design

- A conceptual route has been identified and approved by the SC RTP program. This route is shown on the map attached at the end of this document. The selected contractor may create an alternative design, but they must make every attempt to meet the 2.5 mile predetermined trail addition length.
- Contractor will design and flag the final trail alignment to roughly follow the identified conceptual route. Deviations from the conceptual route in the final trail design are expected, but the final design proposed by contractors must meet the following parameters:
 - New trail will be located on the peninsula between Cherokee and Allison Creek and must stay to the southeast of the existing trail alignment, as rendered on the attached map.
 - New trail will be approximately 3 ft. in width and of similar character and difficulty, beginner to intermediate, as the existing 7.5-mile trail system.
 - All new trail stream or wet area crossings will require a hardened wet crossing, culvert, bridge, or boardwalk. Contractor will identify all crossings and recommend the appropriate crossing treatment. The use of natural materials on site are encouraged to minimize construction and future maintenance costs. Each crossing treatment will be flagged in the field and marked on said map referenced in the bullet point below.
 - A map showing the proposed trail route and stream or wet area crossings will be drafted by the contractor and reviewed by the Committee point person(s) prior to final field review.
- Field review by the Committee point person(s) must be completed before trail construction can begin.

Trail Construction

- In addition to following sustainable trail building practices, the trail tread must be of native mineral soil, with flowy transitions, accessibility in both directions, suitable for beginner to intermediate skilled mountain bikers and hikers, providing safe walking and running use with mountain bike traffic, and highlight the beauty of the natural landscape. Gradual climbing grades are essential to ensure that the trail difficulty accommodates a wide range of trail users.
- Sometimes unanticipated challenges (bedrock, poorly drained soils) arise in the construction phase that require a deviation from the flagged alignment. In the circumstance that the contractor discovers a deviation of trail route greater than 60 feet and/or a new or needed trail stream or wet area crossing is identified they must contact the Committee point person(s) prior to taking action. Approval by the Committee point person(s) is required to proceed with the deviated plan of action.
- Trail construction may be completed using machines (mini-excavator, mini-skid steer, etc.), hand tools, or a combination of both.

Kiosk Construction

- Two small to medium size trailhead kiosks are needed for an existing and new trailhead area. The existing trailhead area is located at 198 Concord Road and the new trailhead area is located off Pleasant School Road on the northeast side of Lake Whelchel.
- The kiosks can be constructed of any recommended material. The kiosk should be able to accommodate at least a 30x48 trailhead map/interpretative sign.
- Contractor will present two kiosk concepts to the Committee point person(s) for approval. Approval by the Committee point person(s) is required to proceed with kiosk construction.

E. Project Timeline

RFP Issue Date	May 16, 2024
Pre-bid Site Visit (encouraged)	May 30, 2024
Deadline for request for clarifications/questions	June 6, 2024
Responses to Request for Clarifications Distributed	June 13, 2024
Proposals Due	11:59 PM EST June 21, 2024
Anticipated award announcement	July 8, 2024
Trail Design/Flagging Completed	August 9, 2024
Trail Construction Start	September 2, 2024
Trail Construction Completed	December 31, 2024

Note: This project is being funded by a Recreational Trails Program grant from the State of South Carolina. Final completion of this project must be no later than January 31, 2025 to comply with grant requirements.

F. Pre-Bid Site Visit

A pre-bid site visit will occur on Thursday, May 30, 2024. It is highly encouraged that all interested contractors attend. The time of the visit will depend on the availability of the

Committee point person(s) and interested contractors. We will meet at the Lake Whelchel Trailhead at 198 Concord Rd, Gaffney, SC 29341.

The purpose of this pre-bid site visit will be to provide potential bidders with an opportunity to see the project area for the proposed approximately 2.5-mile trail addition and to see the conditions on the ground.

Please contact Dr. Paul LeFrancois at plefrancois@limestone.edu to notify the Committee of your interest in the project and your desire to participate in the pre-bid site visit. Meeting details will only be sent out to those who notify Dr. Paul LeFrancois of their desire to participate in the pre-bid site visit. If you are unable to make the highly encouraged pre-bid site visit, then you may visit the project site independently using the information provided in this RFP.

G. Proposal Content

All proposals must include the following information:

- Cover letter
 - A maximum one (1) page, dated Cover Letter, including the legal name of the contractor, address, email address, and telephone number shall be provided that contains a confirmation that the contractor is willing to perform those services and enter into a contract with Cherokee County. The letter shall be signed by a person having the authority to commit the contractor to a contract.
- Table of contents
- Detailed work plan
- Detailed budget
 - Including breakdown of costs and narrative (see below)
- Project timeline
 - Identifying when the contractor is available to begin and complete the work
- Work portfolio
 - Portfolio illustrating and describing the contractors similar work experience with photos or web links showing completed deliverables

All proposals shall be valid for a period of ninety (90) days after opening. Firms shall be prepared to meet with County staff and/or the project evaluating committee to discuss any portion of their proposal before a decision is made concerning responses associated or incurred in preparing or responding to this request. All submitted responses will be retained as property of the County and will not be returned.

If additional information is required, the contractor shall supply additional materials as needed for the Committee's internal use. Cherokee County and the Committee reserve the right to reproduce proposals for internal use in the evaluation process. Proposals must be made in the official name of the individual, firm, or corporation under which the business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the business entity submitting the proposal.

H. Budget

Contractors shall submit a lump sum price to complete the Scope of Work described above.

Budget must outline major components of work and anticipated expenses itemized according to: trail design, labor, materials, site preparation, machine operation, mobilization, etc.

The budget section should also include a narrative about cost saving measures and how methods used will achieve the Scope of Work outlined above, and how the contractor will meet the desired completion dates and stay within the stated budget.

I. Contractor selection criteria

Contractors for this project will be reviewed by the Committee who will make a contractor selection recommendation to the Cherokee County Administrator. Regardless of the recommendation made by the Committee, final contractor selection is at the discretion of the Cherokee County Council.

Contractors will be selected using the following scoring system:

Criterion	Points
Qualifications and experience of the contractor and their staff in relation to the type of work being requested	40
Overall price and cost reduction measures	30
Description of methods to be used to complete the project	15
Assurances articulated through narrative about the contractor's ability to complete the project within the desired timeframe	15
Total	100

J. Type of Contract

The individual or firm who is awarded the contract as a result of this RFP agrees to sign a fixed price contract based on the Scope of Work, timeline, and their proposed budget.

Cherokee County is an Equal Opportunity Employer and encourages proposals from small, minority, disadvantaged, women-owned and Section 3 businesses.

K. Insurance

The contractor selected shall provide insurance certificates validating proof of \$1,000,000 per occurrence and workers' comp coverage of at least \$500,000 per occurrence and list Cherokee County as the additional insured for the duration of the work.

L. Contact

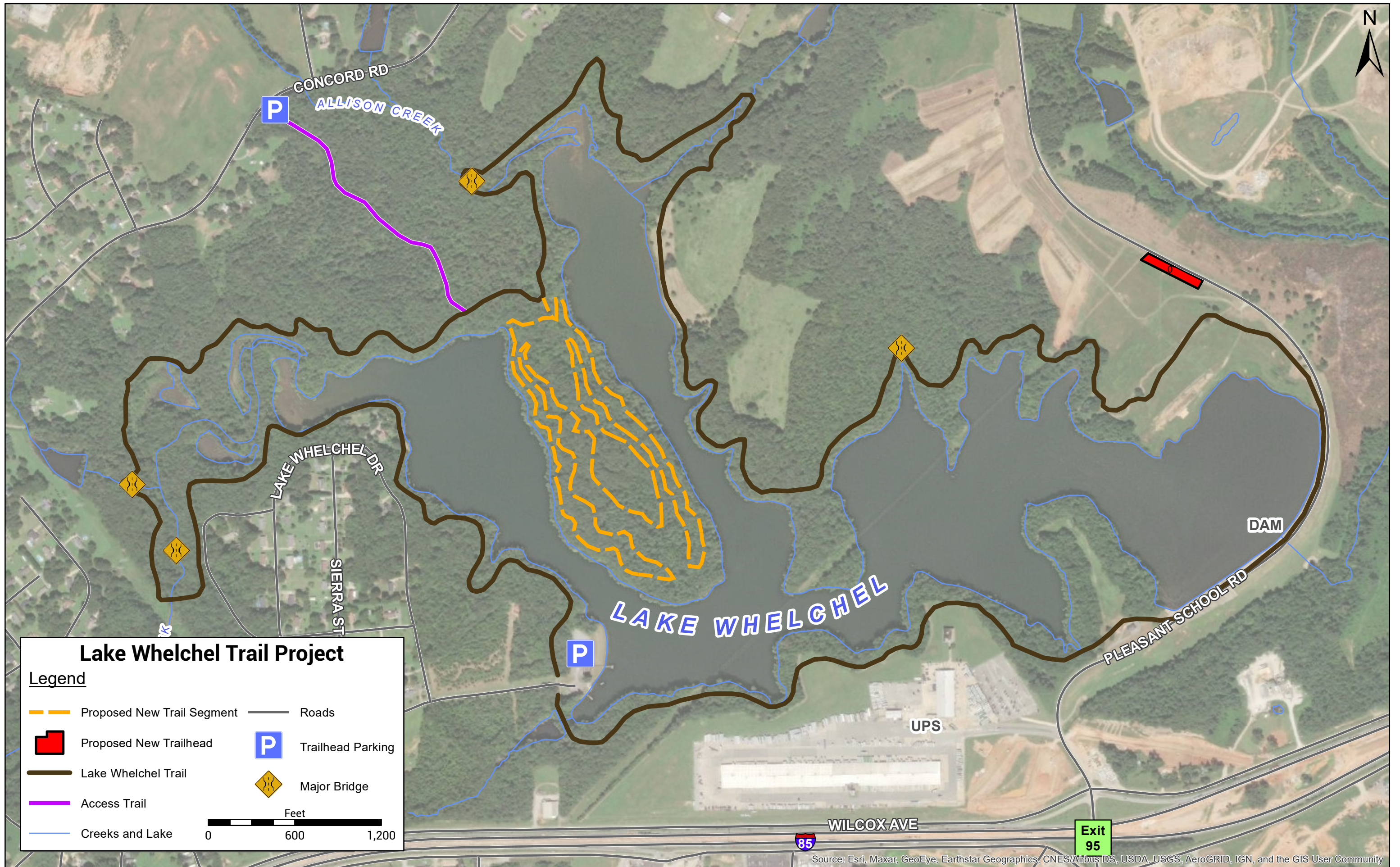
Qualified individuals or firms may email proposals or questions to Dr. Paul LeFrancois (plefrancois@limestone.edu). Please copy Doris Pearson, Master Clerk to Council, on the email with your proposal (Doris.Pearson@cherokeecountysc.com). Qualified individuals or firms may also hand deliver or mail their proposals to:

Cherokee County Administrative Office
Attn: Marvin Bishop, County Administrator
110 Railroad Ave
Gaffney, SC 29340

Proposals are due at 11:59 PM EST on Friday, June 21st. Late proposals will not be considered.

M. Site Maps

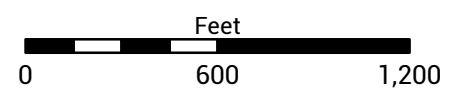
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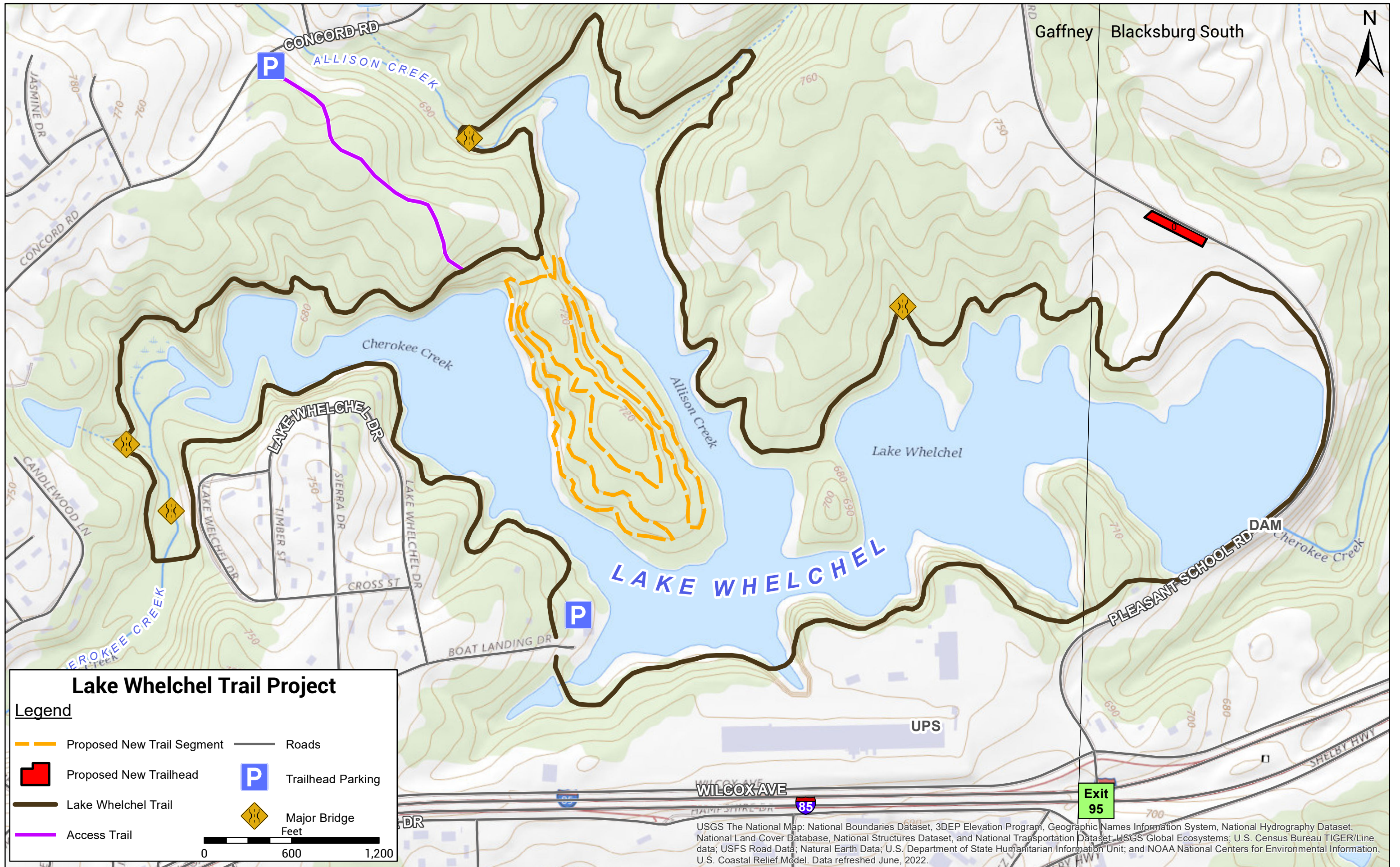


Lake Whelchel Trail Project

Legend

- Proposed New Trail Segment
- █ Proposed New Trailhead
- Lake Whelchel Trail
- Access Trail
- Creeks and Lake
- Roads
- P Trailhead Parking
- ⚠ Major Bridge





USGS The National Map: National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; USGS Global Ecosystems; U.S. Census Bureau TIGER/Line data; USFS Road Data; Natural Earth Data; U.S. Department of State Humanitarian Information Unit; and NOAA National Centers for Environmental Information, U.S. Coastal Relief Model. Data refreshed June, 2022.