

# APPALACHIAN MOUNTAIN BIKE CLUB REQUEST FOR PROPOSALS

Concord Park Ballfield Trail Expansion – a Knox County Park

Construction Build Services

Deadline for Submission of Bid:

2:00 PM Eastern Time

January 12, 2024



Executive Director

Matthew Kellogg

[kellogg@ambcknox.org](mailto:kellogg@ambcknox.org)

865-603-2940

## AMBC NOTICE OF REQUEST FOR PROPOSALS

### Concord Park Soft Surface Trail Build Services

AMBC invites submission of Proposals to provide construction services experience in Parks and Recreation projects.

Deadline for questions: 2:00 PM, January 10, 2024

Deadline for Submission of Proposal: 2:00 PM, January 17, 2024

Submissions received after this time will be considered non-responsive and will be returned without review.

#### Submission of Proposal – Electronic Submission (E-Mail):

- Submit proposal in PDF format to [kellogg@ambcknox.org](mailto:kellogg@ambcknox.org) and copy [cjk@c2recreation.com](mailto:cjk@c2recreation.com). Include "Concord Park Soft Surface Trail Build Services Proposal" and your firms name in the subject line.
- The submitter is urged to submit the electronic proposal at least 2 business hours prior to the deadline. If a "reply confirmation" of receipt of RFP is not received by the submitter 1 business hour prior to the deadline for submission, it is the submitter's responsibility to telephone the person named above to assure receipt of proposal.
- All communication and correspondence pertaining to this Request for Proposals should be directed to AMBC Executive Director Matthew Kellogg by e-mail at [kellogg@ambcknox.org](mailto:kellogg@ambcknox.org) (email is not deemed submitted until receipt is confirmed). Copy all email communication to [cjk@c2recreation.com](mailto:cjk@c2recreation.com).

#### RFP Addenda:

- AMBC may issue addenda to this RFP until up to 4 business days prior to the deadline for submission of proposals. Proposers should confirm that they have provided their electronic email contact information at the time of obtaining this Request for Proposal.

## Introduction

Knoxville continues to lead the southeast in trail development, and creating unique trail experiences is a major reason they're able to stay relevant. With more than 700 members, the full time staff of three are backed up with thousands of hours of volunteer labor to shepherd projects forwards and maintain the incredible assets. This Request for Proposal (RFP) is to implement the second phase of Concord Trail Masterplan at the Ballfield Property, a Knox County Park. The Appalachian Mountain Bike Club (AMBC) intends to obtain qualified Trail Building Consultant Team to provide professional construction services for the construction of multi-use soft surface trails at Concord Park in Knoxville. The proposal should include costs for construction of soft surface trails. AMBC Staff will provide design, design oversight and review, and approval of final plans for construction.

### Project Scope: 2nd Phase of Concord Trail Masterplan at Ballfield Property

- Trail 101: MTB Optimized Beginner flow trail
- Trail 102: MTB Optimized Intermediate flow trail
- Trail 103: MTB Optimized Bi-directional intermediate singletrack
- Trail 104: MTB Optimized Bi-directional intermediate singletrack
- Trail 105: MTB Optimized Beginner jump line

The construction of the trails should take into account the prescribed trail specifications listed in the Concord Park Ballfield Expansion Trail Schedule. The build teams are encouraged to use existing on-site materials and be creative in the implementation of the build.

### Trail Construction:

Construction for the new trails shall include all work items required for the construction of mountain biking trails that meet the design criteria. Work items include (but are not limited to) Clearing & Grubbing, Excavation and Embankment, Drainage, Brush Cutting, Logging Out, Danger Tree Removal, Loose Rock Removal, Rock and Root Removal. Trails shall be full-bench cut trail wherever possible. All trails shall be built as rolling contour trail, with grade reversals built in for every 6ft of elevation loss/gain.

# Concord Park

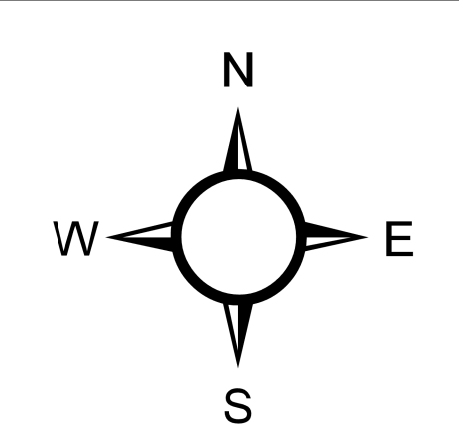
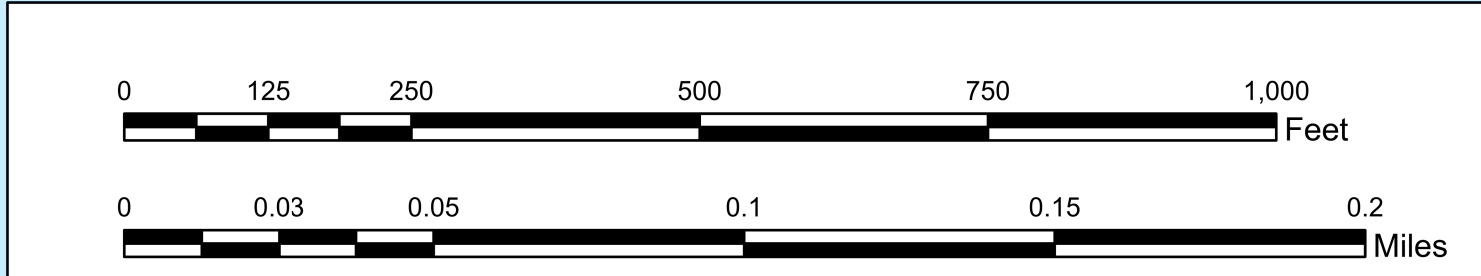
## Trail Construction Map

### 2024 Ballfield Trails Expansion

11813 S Northshore Dr.  
Knoxville, TN 37922

#### Legend:

-  Existing Trails
-  New Trail Alignment: Beginner/Easy
-  New Trail Alignment: Intermediate
-  New Trail Alignment: Trail ID
-  Trail Intersection/Hub
-  Parking Area
-  Construction Access Routes
-  Construction Access Point
-  20' Contour
-  5' Contour



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**Terra-Strata, LLC**  
Trail Planning and Construction

**Concord Park**  
**Trail Specifications**  
 2024 Ballfield Trails Expansion

11813 S Northshore Dr.  
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Concord Park Ballfield Expansion Trail Schedule																	
Trail Number	Proposed Name	Trail Style	Trail Difficulty Rating	Direction	Tread Width	Length (ft)	Length (mi)	Average Grade	Max Grade	Feature Frequency	aMTB Ready?	Minimum Turn Radius	# of Turns in Segment	Status	Flagging Color	Trail Description	Special Considerations
101	"Slow Pitch"	MTB-Optimized Singletrack	Green/Beginner	Directional, Downhill-Only	48"+	2109'	0.4	3-7%	15%	High	Yes	15'	4	Flagged	Purple	Easy new-school singletrack starting at hub Q and ending at hub R. Trail should be beginner and aMTB-friendly with many entry-level features and options for more-advanced skill-building alternate lines. Trail should use the undulating and "lumpy" terrain to keep trail fun and "pumpy".	Mellow side slopes in some areas will require borrow pits and raised tread trail construction to maintain positive drainage and enhance flow.
102	"Infield Fly"	MTB-Optimized Directional "Flow" Trail	Blue/Intermediate	Directional, Downhill-Only	36"+	1563'	0.3	5-12%	25%+*	High	No	10'	1	Flagged	Pink	Intermediate, flowy directional downhill-only trail from hub S to hub R. Starts with a quick bermed turn onto mellow sideslopes with some interesting rolling and bumpy terrain. Some short rocky sections and mellow side slopes. Trail dives into a big gully for an exciting hip jump feature near bottom.	Lots of dead trees on ground in some sections may require significant sawyering and brush clearing. Mellow side slopes in some areas will require borrow pits and raised tread construction to maintain positive drainage and enhance flow.
103	"Seventh Inning Stretch"	"New-School" MTB-Optimized Singletrack	Blue/Intermediate	Bidirectional	36"+	3820'	0.72	5-12%	25%+*	High	No	10'	5	Flagged	Yellow	Intermediate, "new-school" feature-rich singletrack from hub P to hub T. Trail initially drops elevation and sweeps along side of ridgeline. Drops off of ridge onto mellow sideslopes and into a sinkhole area with some rock features. Slope steepens and exits quarry with lots of rock features. Provide alternate lines if necessary through rocky sections. Chicane near end of trail to scrub speed before intersection Full Count/Lago trail.	Trail should utilize as many rock features as possible to provide challenge and alternate lines. Some mellow side slopes will require borrow pits and raised tread trail construction to maintain positive drainage and enhance flow.
104	"Double Play"	"Old-School" Traditional Singletrack	Blue/Intermediate	Bidirectional	24"+	4619'	0.87	5-12%	25%+*	Low	No	8'	5	Flagged	Blue	Intermediate, "old-school" traditional rolling-contour trail construction connecting hub P to hub J. Mellow side slopes near top traversing towards old roadbed and cut bank above ballfields. Maintain a tight tread and corridor where possible to provide traditional singletrack feel.	Mellow side slopes near top will require some borrow pits and raised-tread construction to maintain positive drainage and enhance flow. Trail traverses existing cut bank above ballfields through significant thorny vegetation. Uses existing trail bed for last 100' of trail.
105	"Stolen Base"	MTB-Optimized Directional "Jump" Trail	Green/Beginner	Directional, Downhill-Only	48"+	1267'	0.24	5-12%	25%+*	Medium	Yes	15'	1	Flagged	Orange	Entry-level, "Jump" trail from hub M to hub L designed to provide an introduction to beginner-level jumping. It features a good mix of mini-berms, mini-tabletops, mini-step-up's, rollers, and flowy features spaced for beginner MTB riders.	Mellow side slopes throughout will require significant borrow-pitting and raised tread construction to promote positive drainage and enhance flow.

\*Trail grades greater than 25% should consist of hardened trail tread surface or be less than 10' long.

\*\*All trail tread should consist of natural materials.

\*\*\*No fabricated wooden trail features are specified.



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**Terra-Strata, LLC**  
 Trail Planning and Construction

## Trail Construction Specifications Notes

All trail work shall be done according to the specifications included in this document. When field conditions do not pertain to specifications provided, approval of the Owner's Representative and Designer is required for work outside of specifications.

### 1.1 Trail Alignment

Trail alignments have been designed and flagged in the field by Trailbender Co. These flaglines represent the centerline of trail corridor and represent an approximate desired trail alignment and approved trail corridor that extends 25' feet on either side of flagline. The Designer may approve adjustments to the flagline or corridor to improve sustainability, improve the trail experience, reduce impact, and improve build efficiency. Material, such as stone, may be harvested within this corridor as long as that harvesting does not negatively impact the trail experience or stability. Trail Contractor shall create an exact final alignment and location for each trail segment built. The alignment, location, design, and construction of each individual trail shall conform to the specifications, intent, character, and description for that specific trail as described in these specifications. If conflicts arise in trail alignments, features, armoring, or other items, the Trail Contractor shall immediately contact the Owner's Representative and Designer before proceeding. The Trail Contractor shall work with the Owner's Representative and Designer to identify the need to further refine or adjust construction notes, location or types of trails or features, and make minor adjustments as identified by the contractor.

### 1.2 Turns

Turns on the trail system shall be cambered/banked/bermed as necessary according to the intended riding experience, trail flow, trail speed, and difficulty. Turns shall be constructed according to industry standard design and sustainability guidelines and be built with proper drainage and grade reversals before and after the turn.

### 1.3 Vertical Features

Trails shall have vertical undulations such as rollers, jumps, grade reversals, pumps, and dips as necessary for the intended riding experience, trail flow, trail speed, and difficulty.

### 1.4 Trail Drainage

All finished tread must provide positive drainage off of the trail tread. Drainage shall promote sheet flow off of the trail tread. Where necessary, Trail Contractor will construct shallow stormwater infiltration areas and swales adjacent to the trail to maintain and manage surface water drainage from trail tread and to minimize sediment delivery downstream. These stormwater management features shall be constructed in an appropriate manner as such that they do not create a hazard to trail users.

### 1.5 Grade Reversals/Drains

A designed grade reversal or constructed drain shall occur at least every 100-125 feet along the trail alignment. More frequent grade reversals and drains are preferred, given that they do not interfere with the intended riding experience. Grade reversals and drains shall have cross slopes that promote positive drainage off trail (minimum 6%).

### 1.6 Trail Style and Riding Experience

Creativity in trail building is encouraged. Trail style is a strong suggestion, but terrain and natural features should be enhanced as they are uncovered during the build. Unique trail experience is preferred to standardized trail experience where possible.

### 1.7 Fill Material

Fill needed for trail construction, berms, rollers, or other features may be generated during trail excavation, or borrowed from surrounding landscape where appropriate ("borrow pits") Fill material shall be uncontaminated and free of organic material, trash, noxious weeds/seeds, and other objects.

### 1.8 Trail Finished Condition

Finish and grading of backslope, down slope spoils, and drainage features shall leave surface that matches the texture of the surrounding forest floor. Finished tread shall be compacted and provide positive drainage off trail. Finished tread shall incorporate fixed natural and native roots and rocks dependant on designed trail experience and difficulty rating. Cross slopes may vary, but water must exit the trail in sheet flow without causing erosion of or puddling on trail tread.

### 1.9 Spoils

All excavated materials not used in the trail tread or other trail structures must be stabilized and shall not be placed in drainages, swales, ephemeral streams, wetlands, or any area known to convey water during wet weather events. When possible, spoils should be mulched with native materials to discourage erosion. Any downslope spoils must be distributed to encourage drainage off the trail. Any woody debris not used in trail closure should be arranged to blend into the landscape.

### 1.10 Corridor Clearing

The finished trail corridor shall be clear of hazardous protrusions within a reasonable range of the trail tread such as to facilitate an enjoyable user experience. Any stumps resulting from corridor clearing should be excavated and removed if within trail tread or flush cut if within trail corridor. Stumps not removed from trail corridor should not pose an unreasonable risk.

### 1.11 Test Riding

Trail Contractor shall thoroughly test ride all trails and trail features, by bike with appropriately skilled rider, to ensure the specified riding experience, design, flow, rhythm, character, difficulty, and specifications are met. Trails and features shall be modified and corrected as necessary until performance specifications are met.



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## Scope of Services

### Design / Build Services:

- This is a user optimized natural surface trail project. In partnership with the client, the contractor will be expected to maximize the potential of the existing landscape hosting the trail corridors. Creativity is encouraged. Client is the final arbiter of the correctness of completed work.
- While primarily designed for bicycle use the design should take into account the likely inclusion of pedestrian traffic. Provide adequate sight lines so that pedestrian and bicycle users have adequate time to safely and courteously pass one another on the trail, thereby avoiding potential user conflicts.
- On descents, provide a trail alignment and trail features which keep cyclist's speed in check. Trail width should be noted in the Trail Schedule. The trail tread will be soft surfaced, constructed from the native, on-site soil and rock materials. No materials shall be imported for trail construction unless otherwise specified.
- The contractor shall perform the required work using hand tools and/or small mechanized equipment that is a maximum of forty (48) inches wide. Some sites may not be suitable for equipment this large and other sites may not be suitable for any mechanized equipment regardless of size due to terrain constraints. Permanent modification of trail outside the scope of work to accommodate equipment access (e.g., widening of an existing trail or creation of a permanent access route) is not desirable and must be specifically approved in advance by the client.
- All mechanized equipment shall be in good mechanical condition, free of any fluid leaks, be equipped with spark arrestors if applicable, and have fire extinguishers mounted. All equipment will be clean and free of debris before introduced to work site. Equipment is subject to inspection at the start and during the project. Any equipment that appears to not meet these criteria shall be removed from the project site at the request of the client and at no additional cost to the client.
- The Contractor's crew shall be familiar with backcountry operation and safety protocols as well as be familiar and adept at "leave no trace" practices.
- The contractor shall provide the necessary supervision, equipment, materials, and tools to perform specified trail construction on identified trails and sites, including fuel for any mechanized equipment/tools and any and all personal protection and safety equipment.
- The contractor shall ensure that reasonable precautions are taken to protect the public at all times where work is being performed.
- Construction may be performed using hand tools and mechanized equipment. If mechanized equipment is used, impacts to native vegetation and soils adjacent to the trail shall be minimized to the greatest extent possible.
- Inspection of work will be both visual and dynamic. The client will validate the trail experience of each trail as a prerequisite to final approval. Sections that do not meet the expectations of AMBC Staff or their representative properly will be improved and/or rebuilt until they are deemed acceptable to client.

## **Required Proposal Information**

Each Consultant proposing to provide construction services for this project is required to respond to the following areas of information:

- The name and location of the principal office of the Consultant and any specialty Sub- Consultant(s). Contact information for the primary contact for this project including name, role, address, phone number, email address for:
  - Notice of final rankings
  - Notice of Intent to Award a Service Contract
  - Cancellation of the procurement process
- Provide an organizational chart that clearly describes the Proposer's key participants, their role, and identifies their office location, including all sub-consultants.
- Provide three (3) professional references for contracts completed or in progress within the last five (5) years by the Proposer and all sub-consultants, that demonstrates experience with similar projects. References must include the project name and location, client name, a brief description of the scope and duration of the project, and sub- consultants used, as applicable.
- Provide a detailed schedule highlighting key milestones and deliverables.

## **Submittal Requirements**

- Responses should be prepared providing clear, concise response to the requirements of the RFP. Proposals should be limited to no more than five (5) standard pages (8 ½ x 11"), excluding cover letter, unit cost sheet, and resumes. Resumes should be one (1) page only for each team member. Note: One sheet of standard paper, double sided is considered two standard pages.
- Provide one (1) original in electronic PDF version. Proposals must be formatted, organized, and contain specific information as listed below.

## **Proposal Outline**

- Cover Letter – From the prime respondent written and signed by the individual proposed as the Project Manager, and Consultant Representative who has the authority to execute. Include email contact address for notices and phone number of main contact person.
- Proposal – Including any suggested changes to the Scope of Service.
- Comments on Form of Contract
- Resumes
- References
- Base Bid Sheet with Unit Cost



## Base Bid Sheet

*Unit Prices (30% of score) – Assume that contractor will be providing all machines necessary for construction. If selected, AMBC will work with contractor for machine needs, if any.*

\$\_\_\_\_\_ per linear foot of finished singletrack trail (including turns) for Trail 101- MTB Optimized Beginner flow trail.

\$\_\_\_\_\_ per linear foot of finished singletrack trail (including turns) for Trail 102 - MTB Optimized Intermediate flow trail.

\$\_\_\_\_\_ per linear foot of finished singletrack trail (including turns) for Trail 103 - MTB Optimized Bi-directional intermediate singletrack.

\$\_\_\_\_\_ per linear foot of finished singletrack trail (including turns) for Trail 104 - MTB Optimized Bi-directional intermediate singletrack.

\$\_\_\_\_\_ per linear foot of finished singletrack trail (including turns) for Trail 105 - MTB Optimized Beginner jump line.

\$\_\_\_\_\_ per installation of culvert (labor only, materials to be provided – estimated 10' in length per culvert install)

\$\_\_\_\_\_ per square foot of rock armoring (materials gathered in field)

\$\_\_\_\_\_ per square foot of rock retaining walls (materials gathered in field)

### *Schedule (20% of score)*

Describe your schedule and how you plan to use resources (e.g., number of crews) to meet it. The most points will be awarded to contractors who can successfully prove they can complete the project by June 7, 2024. Please note that in order to achieve trail character diversity, meet the desired schedule, and to meet the desired project budget, the client may elect to hire contractors for individual trails that are best suited to their company's specialty.

### *Contractor Experience (50% of score)*

- Describe your experience building bike-optimized singletrack in urban and southeastern environments.
- Provide details for three similar projects you have completed in the last five years. Include the client's name and email.
- List the equipment you intend to utilize on the project. List the staff and their role (e.g., equipment operator, sawyer, etc) you intend to utilize on the project. Provide resumes of staff, and sub-contractors expected to work on this project.