



REQUEST FOR PROPOSALS (RFP) –2023 - 2024 Jenny Lind Connector Trail Technical Assistance

Pierce Township is seeking qualified engineering firms to submit proposals for design and grant submittal services required for an Appalachian Community Grant Program (ACGP) multi-use trail facility. This project aims to enhance pedestrian accessibility and safety in the Township by designing a multi-use trail along Jenny Lind Road; reference map and Land Use Plan reference attached.

I. PROJECT OVERVIEW

The primary objective of this project is to design a multi-use trail and submit for construction funding in accordance with Appalachian Community Grant Program (ACGP) guidelines and requirements. The project's scope includes, but is not limited to:

- Conducting a detailed site assessment to identify optimal multi-use trail routing connecting the Eastridge 1 (Sedona Ridge) sidewalk segment along Jenny Lind Road northbound to Oak St; a segment of approximately 2,300' in length.
- Preparing detailed survey and engineering plans and specifications.
- Obtaining all necessary permits and approvals.
- Providing quality assurance and project management.
- Ensuring compliance with all relevant local, state, and federal regulations.
- Managing project documentation and reporting.
- Collaborating with our organization and relevant stakeholders throughout the project.
- Submitting funding request(s) as necessary to proceed with construction.

II. PROPOSAL SUBMISSION REQUIREMENTS

Interested engineering firms are invited to submit a comprehensive proposal in response to this RFP. Proposals should include the following:

- Cover Letter: A brief introduction to your firm, highlighting your qualifications and relevant experience on multi-use trail projects.
- Executive Summary: A concise summary of your proposed approach to the project.
- Company Profile: A description of your firm, including its history, experience, and qualifications.
- Project Team: Resumes of key personnel who will be involved in the project.
- Project Approach: A detailed description of your approach to project design and public input.
- References: Contact information for at least three references from similar projects, involving federal or state grant funds.
- Cost Proposal: A detailed breakdown of your proposed fees and expenses.
- Schedule: A timeline indicating the key milestones and completion dates.



III. SUBMISSION DEADLINE

Please submit your proposal in a sealed envelope to 950 Locust Corner Road Cincinnati, Ohio 45245 and electronically in PDF format to emccarthy@piercetownship.org no later than February 9th, 2024. **at 4:00 pm**. Late submissions will not be considered.

IV. COMPLIANCE WITH LAWS

All proposals must demonstrate a commitment to full compliance with the laws and regulations of the State of Ohio and the federal laws of the United States throughout the entire duration of the project. This includes, but is not limited to, compliance with:

State of Ohio Environmental Regulations

State of Ohio Building Codes

State of Ohio Labor Laws

Federal Environmental Protection Agency (EPA) Regulations

Federal Occupational Safety and Health Administration (OSHA) Regulations

Federal Fair Labor Standards Act (FLSA)

Any other relevant state or federal laws and regulations applicable to the project.

Failure to comply with the applicable laws and regulations may result in the disqualification of the proposal or termination of the contract.

V. EVALUATION CRITERIA & SELECTION

Proposals will be evaluated based on the following criteria:

- 25 Points:** Company experience with similar projects, including examples
- 25 Points:** Experience of dedicated staff and qualifications of the firm and project team and identification of sub-contractors
- 20 Points:** Approach, timeline and methodology for project design, oversight, including a commitment to compliance with all applicable state and federal laws
- 20 Points:** Cost competitiveness.
- 10 Points:** References and past performance.



VI. QUESTIONS AND CLARIFICATIONS

All questions and requests for clarifications regarding this RFP should be submitted to Mr. Eddie McCarthy, Director of Community Development and Planning by email at: emccarthy@piercetownship.org or by phone at (513)947-2010 by February 9th, 2024.

VII. RIGHT TO REJECT PROPOSALS

Pierce Township reserves the right to reject any or all proposals received as a result of this RFP if there is any indication of non-compliance with applicable local, state or federal laws or loss of funding.

VIII. NON-COLLUSION

Company shall sign the State of Ohio non-collusion agreement per State Statute.

IX. ADDITIONAL INFORMATION

For more information and to obtain the RFP document, please visit our website at <https://piercetownship.org/rfp/> or contact Director. Eddie F. McCarthy by email: emccarthy@piercetownship.org; or phone: (513)947-2010

We appreciate your interest in partnering with Pierce Township on this important project. We look forward to receiving your proposal and working together to enhance the pedestrian infrastructure in Pierce Township, Ohio.

Sincerely,

Eddie F. McCarthy
Director of Community Development and Planning
950 Locust Corner, Pierce Township, Ohio 45245
emccarthy@piercetownship.org
(513)947-2010

Jenny Lind Trail Connector

The connector trail is an approximately 2,300 linear foot segment of trail that can connect existing sidewalks along Jenny Lind Road to Oak St and the Clermont County Library.

Funding through the Recreational Trails Program and Clean Ohio are potential funding sources. Other considerations include trail width of 10' (ideal) crosswalk marking/signage/lighting and fencing



202 Parkway Trail provides a sample illustration of trail, fencing and distance from the roadway