



REQUEST FOR PROPOSALS Bike Park 242 Optimization, Sisters, OR

Central Oregon Trail Alliance (COTA), in collaboration with Sisters Park & Recreation District and Visit Central Oregon, is seeking bid proposals from qualified Design-Build Trail Contractors (Contractor) to provide professional services to re-construct portions of Bike Park 242, located at 1750 McKinney Butte Road, Sisters, OR 97759.

Contractors must be able to complete all work by **June 15, 2023**. The work is supported by a grant and thus this date is not negotiable. Do not bid on this project if you cannot complete the work by that date.

Contractors must demonstrate sufficient prior experience completing similar trail construction projects to be considered. Contractors must have an Oregon Contractors license. Contractors that are members of the Professional TrailBuilders Association (PTBA) may be given preference.

The work will be awarded based on best value. The maximum budget is **\$15,000**. Your proposal will not be considered if your budget is more than \$15,000.

Please submit your proposal electronically to emmy.andrews@cotamtb.com.

All proposals must be received by 5 p.m. Pacific time Tuesday, February 15, 2023.

For questions, contact Emmy Andrews at emmy.andrews@cotamtb.com. Any questions submitted by 5 p.m. on February 10 will be answered; answers will be provided to all contractors that have emailed Emmy prior to that time and date and expressed their interest in bidding on the project. Questions submitted after 5 p.m. on February 10 may not be answered due to the limited time to provide answers to all interested bidders.



FOR PROPOSALS

Bike Park 242 Optimization, Sisters, OR

1. OVERVIEW

This request for proposal (RFP) is from the Central Oregon Trail Alliance (COTA). COTA is a nonprofit whose mission is to develop, protect, and enhance the Central Oregon mountain bike experience through trail stewardship, advocacy, collaboration, and education.

COTA is seeking bid proposals from qualified Design-Build Trail Contractors (Contractor) to provide professional services to re-construct portions of Bike Park 242, located at 1750 McKinney Butte Road, Sisters, OR 97759. Bike Park 242 has four main components: (1) a series of jump lines, (2) a drop zone, (3) a large pump track, and (4) a small pump track. All of these areas need some amount of rework to be optimized and have deferred maintenance needs.

COTA is primarily a volunteer organization and volunteers will also be doing work at the bike park. Examples of work being done by volunteers include painting the container that provides tool storage and serves as the start tower for the main jump lines, installing signage, building a shade structure, and revegetating portions of the bike park after Contractor work. The Contractor may need to communicate directly with one or more lead volunteers to ensure proper planning so that volunteer activities do not interfere with the Contractor's ability to safely and efficiently conduct the work.

2. SCHEDULE

All work must be completed no later than **June 15, 2023**. The work is funded by a grant from Visit Central Oregon and the grant end date is firm. Do not bid on this project if you cannot complete the work by that date.

Sisters experiences snow and below freezing temperatures for much of the Winter and high temperatures and dry conditions from late spring until fall. Typically, there is a narrow window of time when soil moisture is optimal, usually between late March and late May.

The schedule is as follows:

- RFP released: January 17, 2023
- Proposals due: February 15, 2023
- Award: February 23, 2023
- Contractor work: depending on weather, optimal soil moisture conditions will be sometime between late March and late May
- Completion: all work must be complete no later than June 15, 2023



3. KEY ASSUMPTIONS

The Contractor will use their expertise and discretion to create the best possible bike park experience within the designated project footprint and subject to limitations of land manager and direction from COTA. Construction will conform with industry standard best practices for sustainable bike park design. The Contractor should not deviate substantially from the scope as stated in this RFP without discussing their plans with COTA and receiving COTA's approval. Any work done by the Contractor that does not conform to the specifications of this RFP and has not received prior authorization from COTA's project manager will not be eligible for compensation.

The project is located on land owned by the Sisters School District and leased/managed by Sisters Park & Recreation District (SPRD). The Contractor must comply with any restrictions required by the land manager. Although as of this writing the land manager has not specified any restrictions, restrictions might include using certain access points or parking areas or limiting the operation of machinery to certain days and hours.

The Contractor must comply with all applicable laws, ordinances, and regulations. The Contractor must have an active Oregon Contractors license and must comply with all applicable State of Oregon contracting laws, including license, bond, and liability insurance.

COTA's project manager and land manager personnel will be reasonably available to resolve any questions raised by the Contractor and shall not unnecessarily impede progress on the project. COTA and land manager personnel will have the right of inspection throughout the work. COTA and land manager personnel will have the right of final approval.

4. CURRENT CONDITIONS

Figure 1 shows the area surrounding Bike Park 242. The bike park is at the northwest edge of Sisters, OR, adjacent to Sisters High School, a disc golf course, and ample parking. As shown, the bike park is north of a skate park. Due to the prevailing wind direction, dust from the bike park blows onto the skate park in the summer. Contractor should consider design/build improvements that would minimize this to the extent possible.

Figure 2 is an aerial view of Bike Park 242 and its four main components: (1) a series of jump lines, (2) a drop zone, (3) a large pump track, and (4) a small pump track. All of these areas need some amount of rework to be optimized and have deferred maintenance needs.

The main jump lines run west to east and start from the top of a shipping container. The roll-in ramps are made of wood and are currently shaped like an arch. Part of this project will be to reconstruct the roll-in ramps. The jump lines aren't straight and the easier jump lines

have substantial deferred maintenance. The drop zone consists of a series of dirt terraces and wood ramps. The large and small pump track contain jumps and berms.

Figure 3 contains pictures of Bike Park 242.

Native soils in the project area are composed of mixed volcanic ash, coarse pumice, and cinders. These soils are sandy, highly porous, low in bulk density, and lacking in organics. Soil with a higher clay content has been imported to the project site. Overall, soil at the bike park is a mix of native and imported soil.

Figure 1. Bike Park 242 and Surrounding Properties





Figure 2. Bike Park 242 Map

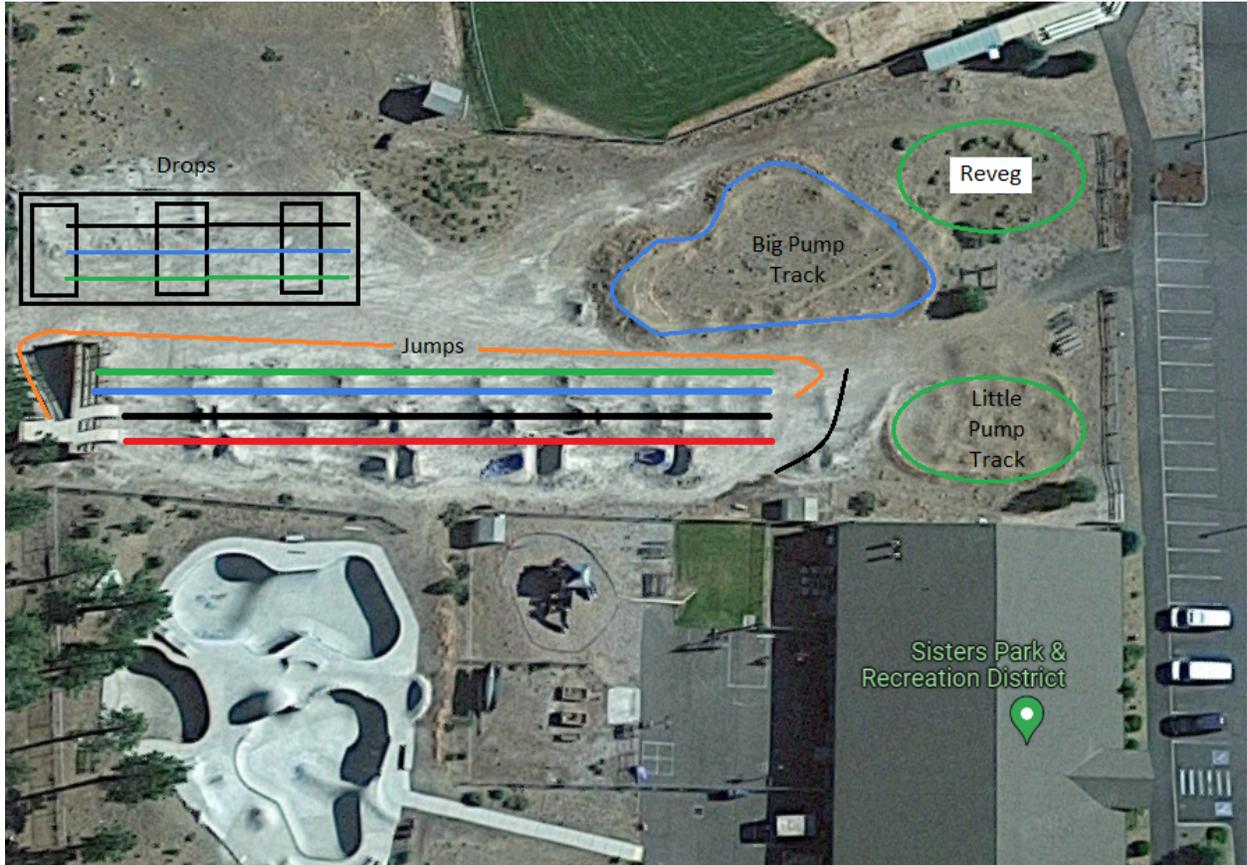




Figure 3. Bike Park 242 Photographs



Container and start ramps



Drop zone



Current jump lines



Revegetation area



Large pump track



Small pump track



5. SCOPE OF WORK

The scope of work includes work on each of the four main components of the bike park and work in the general area as described below.

Jump Lines

- Create four distinct jump lines: pro dirt jumps, advanced gap jumps, intermediate table tops, beginner rolls.
- Replace the 2 current ramps for the pro and advanced jump lines with straight wooden ramps.
- Add 2 additional ramps to the container for intermediate and beginner jumps/rolls, cut railing to add these ramps.
- Build a catch berm at the end of the four jump lines to direct riders to return to the start.
- Build a return path (orange line in **Figure 2**) so people can get back to the container to start again.

Drop Zone

- Straighten the start area and drop lines.
- Build a wooden start deck before the dirt start area so there is more room to roll into the drops at an appropriate speed.
- Build a series of progressive wooden drops with 3-foot wide decks: Beginner (0.5 and 1 foot); intermediate (1.5 and 2 feet); Advanced (2.5 and 3 feet).

Large Pump Track

- The large pump track is highly eroded due to the use of native dirt. Contractor will add dirt with a higher clay content and reshape and enhance the pump track features.
- Create a defined start deck.
- Enlarge the track and add a few more rollers.

Small Pump Track

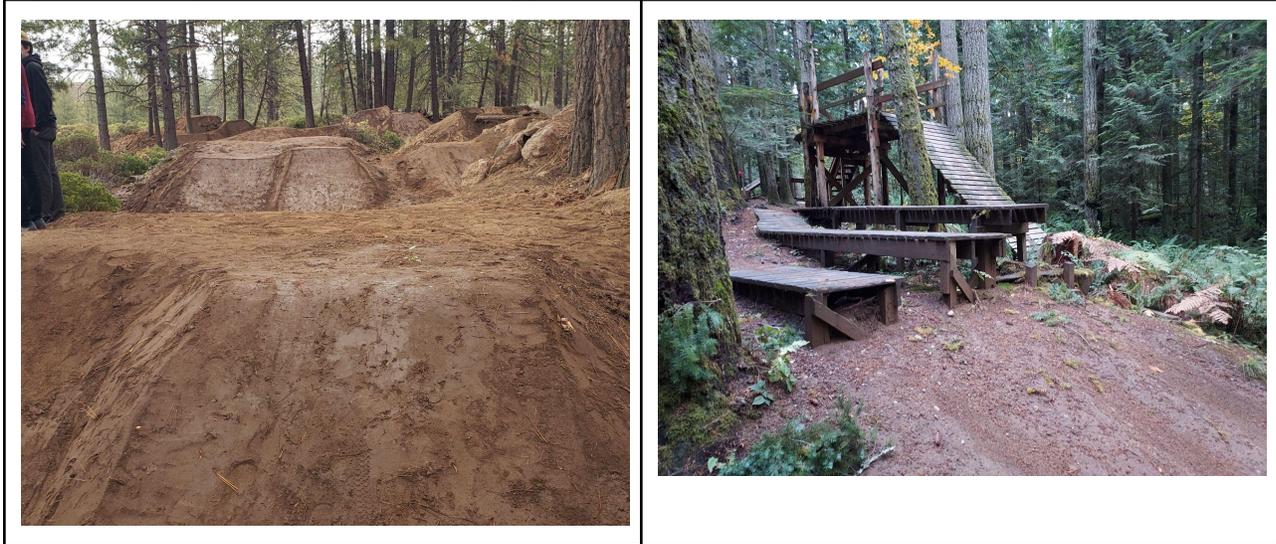
- The small pump track is in relatively good shape. Contractor will add dirt with a higher clay content and reshape and enhance the track features.

General Area/Throughout Bike Park

- Manage drainage sump. Consider drainage throughout the park. Note that the park is under snow in winter, and consider drainage of melting snow and icing.

Figure 4 (below) shows examples of the types of features desired. The pictures in **Figure 4** are the best available and are intended only to provide a basic representation of the types of features desired.

Figure 4. Examples of Desired Feature Types in the Skills Area





As previously stated, COTA volunteers will also be doing work at the bike park. Below is a list of the work COTA volunteers will be doing for the Contractor's awareness. These items should NOT be included in the Contractor bid price. The Contractor may need to communicate directly with one or more lead volunteers to ensure proper planning so that volunteer activities do not interfere with the Contractor's ability to safely and efficiently conduct their work.

Work by COTA Volunteers (Do NOT include these items in your bid price/proposal)

- Add a sign at the entrance with welcome, etiquette, park description and skills information.
- Place signage at the container about features and pre-riding, riding within your skill level, and at the bottom to create one way traffic and do not enter.
- Add fence/signage to keep people from walking over jumps.
- Import gravel to the site to (1) create a route to the start tower/container and (2) gravel a 60-foot by 90-foot area in the center to minimize dust.
- Define bike park boundary near ball fields using a fence and/or gate.
- Build a wood ramp on the back side of the container so riders can more easily get on top of the container (currently the ramp is dirt and is eroding).
- Remove wood debris and manage rocks in the area.
- Revegetate the entrance area.
- Construct a shade shelter in the middle area. Install a bike rack and possibly a bike repair stand.
- Paint container.
- Upgrade water access to facilitate ongoing maintenance work. There is currently an outdoor faucet and hose but water volume is inadequate. COTA and SPRD need to investigate further to determine the cost and feasibility of an upgrade.

6. WORK REQUIREMENTS

Access and Staging

Access to the job site is via paved roads. There is ample parking nearby; however, the Contractor must receive approval from Sisters Park & Recreation District to establish staging areas for on-site storage of equipment, vehicles, materials, or other items needed for construction. Due to the location of the work site, there is high public visibility. It will be the Contractor's responsibility to secure the work site and all tools/equipment. All items brought to the site are the Contractor's sole responsibility; neither COTA nor Sisters Park & Recreation District assumes responsibility for Contractor's equipment, vehicles, materials, or other items.



Mechanized Equipment

Small motorized equipment is allowed for the purposes of trail building (e.g., compact excavators, walk-behind earthmovers, motorized wheelbarrows). The Contractor must properly clean all equipment before bringing it to the job site to minimize the spread of weeds.

Power and Water

A water connection is available on the site; however, the water volume is low. A power connection may be available via Sisters Park & Recreation District; however, the Contractor should plan to be self-sufficient in providing power.

Imported Materials

It is anticipated that the Contractor will need to import soil to the park. The source of imported soil must be approved by Sisters Park & Recreation District and COTA prior to bringing it on site. Sisters Park & Recreation may require that imported soil be certified weed-free.

Limits of Job Site

All ground disturbance is limited to the boundaries of the bike park area. No ground disturbance or material harvesting from areas surrounding the bike park is allowed unless approved by Sisters Park & Recreation District.

Preservation of Vegetation

Existing vegetation is limited to a few small shrubs. Vegetation is slow-growing due to the area's dry conditions. Some vegetation removal is anticipated; however, the Contractor should consider preserving existing native vegetation where possible (removal of non-native vegetation is encouraged).

Clean-up

Due to the public nature of the site, good housekeeping at the job site is mandatory. General clean-up will be carried out by the Contractor for the duration of the project to the satisfaction of COTA and Sisters Park & Recreation District.



7. OTHER REQUIREMENTS

Guaranty and Warranty

A 1-year guarantee and warranty will be provided by the Contractor on this project’s work. Any portions needing replacement or repair within 1 year from the date of written acceptance shall be completed by the Contractor at their expense and within an agreed-upon time frame.

Other Conditions and Provisions

- A minimum of one site visit to the bike park will be conducted before commencement of work to review the proposed construction plan with COTA and land manager personnel.
- Necessary construction contracts will be negotiated, and a firm construction schedule will be established.
- The selected Contractor must comply with all applicable laws, regulations, and ordinances.
- The Contractor shall protect and indemnify COTA and its representatives against any claim or liability arising from or based on the violation of any such law, regulation, or ordinance.
- The selected Contractor will provide Certificates of Insurance for the following required insurance:
 - General liability insurance of at least \$1 million per occurrence
 - Workers’ compensation and employer’s liability insurance of at least \$500,000 per occurrence
 - Business automobile insurance

8. PROPOSAL REQUIREMENTS, SUBMITTAL, AND EVALUATION

To be considered for this work, your proposal must include all information listed in **Table 1** below and must be submitted in accordance with the instructions on the cover page of this RFP. Proposals should not exceed 20 pages total. Succinct answers to the specific requirements listed in the table below are preferable to general information.

Table 1. Proposal Requirements and Evaluation Points

Proposal Requirements	Evaluation Points
Company name and Oregon General Contractor’s license number	5
Cost of the work, not to exceed \$15,000	5
Commitment to meeting the schedule and a projected timetable according to the schedule (see Section 2)	15
Years of experience building bike parks/skills areas	5
Examples of experience constructing bike parks/skills areas similar to this project	20
Staff that will be performing work on the project and their qualifications	12



Types of equipment operated and experience	10
Your firm's understanding of issues that could affect schedule or project success, and a discussion of how these issues will be anticipated and managed	10
Experience working in Central Oregon	5
Identify if your firm is a member of the PTBA	3
Professional references and/or user reviews of bike parks/skills areas demonstrating satisfaction with desired skills area outcomes (minimum 3; maximum 6)	10
TOTAL	100

Proposals will be reviewed by COTA personnel, who may request additional information and/or an interview from certain bidders.

The project will be awarded based on "best value" as determined by the proposal evaluation team. Cost will be an important factor, but not the controlling factor, in the selection process. Ability to perform the work in accordance with the schedule (see **Section 2**) will be a crucial evaluation factor. Failure to include the Proposal Requirements in **Table 1** above may result in disqualification.