

REQUEST FOR PROPOSALS (RFP)

Issue Date: June 4, 2019

Title: Devil’s Fork Project (Devil’s Fork Trail Improvement, Connector Trail and Portal Project)

Issuing Entity: Upper Tennessee River Roundtable (UTRR), a 501(c)(3) nonprofit/regional watershed group based in Abingdon, Virginia, that focuses on the water quality of the Southwest Virginia rivers that flow to Tennessee (Clinch, Powell, Holston).

Funding Agency: Virginia Department of Mines, Minerals and Energy (DMME) through the U.S. Office of Surface Mining and Reclamation Enforcement (OSMRE) through the Abandoned Mine Land Pilot Program awarded a grant to Upper Tennessee River Roundtable.

Guidelines for Proposal Submittal: Request for Proposals must be delivered to UTRR’s office either through a mail service or in person to 330 Cummings Street, Abingdon, VA 24210 (UTRR office is within the U.S. Fish and Wildlife Service office) by close of business, 4:30 p.m. on Monday, June 24, 2019. Submittals received after this deadline will not be considered. Proposals received by email will not be considered.

Pre-Proposal Conference: A Pre-Proposal Conference will be held at the UTRR office, located within the U.S. Fish and Wildlife Service, 330 Cummings Street, Abingdon, VA 24210, on Friday, June 14, at 10:00 a.m.

When submitting your proposal, complete the section below.

By signing this document, the undersigned offers and agrees to provide the services as described in the attached signed proposal or as mutually agreed upon by subsequent negotiation.

Name and Address of Entity Submitting Proposal:

Name: _____ (Print)
_____ (Signature in Ink)

Title _____

FEIN/FIN: _____

Phone: _____

Fax: _____

E-Mail: _____

Purpose:

The purpose of this Request for Proposals (RFP) is to solicit sealed proposals for design work at the Devil's Fork Trail. The Devils Fork Project is located off State Route 619, approximately 3.9 miles northwest of Fort Blackmore in Scott County, Virginia. The project will seal two openings into abandoned underground mines and reroute access trails on National Forest. Further, the project will develop a 0.6-mile connector trail from a public parking area to the National Forest access road. The project is in Problem Area Saints Branch VA-0281. The coordinates for the project center are North 36.815 and West 82.624.

The design firm will have demonstrated experience with the design of steep slope trails in National Forests and National Parks. Further, the selected designer is to be experienced in designing trails that will be constructed with hand tools to minimize impact on the environment.

Background:

Upper Tennessee River Roundtable (UTRR) applied for a Virginia Department of Mines, Minerals and Energy (DMME) grant through Abandoned Mine Land Pilot Program, which is federally funded through the U.S. Office of Surface Mining and Reclamation (OSMRE). A draft environmental assessment is available to assist the contractor in understanding the goals and objectives of the project.

Devil's Fork Trail Improvements:

The purpose of the trail improvements is to eliminate stream crossings and make the trail safer for the general public. To achieve these objectives, the trail will need to be relocated/rehabilitated. The Devil's Fork area is on property managed by the U.S. Forest Service (USFS). United States Forest Service (USFS) approval of all designs for work to be performed on National Forest lands will be required.

The Devil's Fork trail is a 7.3-mile loop that provides access to the highly popular Devil's Bathtub as well as Three Forks waterfall. Currently the trail condition has deteriorated due to erosion and a significant increase in usage. Several informal "social trails" exist that crisscross the main trail. These conditions compounded by the moderate to strenuous physical demands of the trail have created two issues.

First, the informal trails cause erosion issues throughout the trail system particularly near the creek crossings along the trail. This presents a water quality concern for Devils Fork, a tributary to the Clinch River.

Second, the abundance of informal trails, the remote setting, and the number of visitors using the area who are not skilled in backcountry travel result in many hikers getting lost. Many search and rescue operations took place in recent years. In 2017 these issues converged in tragedy, when a young man slipped and fell to his death while attempting to cross Devil's Fork creek. This project aims to improve the safety for future hikers.

Connector Trail:

Access to Devil's Fork trail is currently achieved by walking along a road from a parking lot. The connector trail will be built to begin at the location of a new parking lot that is scheduled to be constructed soon. The connector trail will not be able to run the distance to the trailhead due to limited space. The connector trail is anticipated to be approximately six hundred feet in length and about three feet wide. The surface could be small crushed stone. This design is to be compliant with Virginia Department of Transportation specifications.

Mine Portal Closures:

This project shall include sealing of two abandoned mine portals near the Devil's Fork Loop Trail. Plan for sealing portals must meet the approval of DMME. Work necessary to remediate the portals is anticipated to be minimal and should be nonintrusive on the natural landscape. Use of motorized vehicles and heavy equipment in remediation of the portals will be prohibited to minimize disturbance of National Forest Land.

Permitting:

UTRR's Contractor/Project Manager Richard Davis is completing all permitting requirements. Mr. Davis will be involved in overseeing all aspects of this project.

Progress Reports:

Selected contractor will be expected to provide progress reports to Contractor/Project Manager Richard Davis a minimum of every two (2) weeks. Any anticipated delays and any problems encountered shall be reported immediately to Richard Davis, Project Manager and/or Carol Doss, UTRR Executive Director.

A draft design is to be submitted to UTRR within 60 calendar days of contract execution. UTRR will review the draft and provide comments within 14 days. Final plans and specifications are to be submitted within 14 days of UTRR comment receipt.

A Certificate of Completion and/or copies of "as built" Plans and Drawings to Carol Doss two (2) weeks following project completion.

Reimbursements:

UTRR will reimburse the selected contractor within 45 days after receiving an invoice. The selected contractor will be able to submit invoices to UTRR throughout the project.

Required Documents for Proposals:

Proposals need to be as thorough and detailed as possible so that the RFP Evaluation Committee can properly evaluate capabilities to provide the required services. These documents must be submitted with each proposal:

- Signed first page of this RFP.
- Detailed description for the design work including drawings, a timeline for design completion, description of how the work will be done with minimal impact to land and water.
- Certificate of Liability Insurance and Workers' Comp Insurance, or statement that insurance is not available.

- Explanation of experience with similar work.
- Contact information for two references for similar work.
- Completed Applicant Violator System forms. Forms and instructions at <https://www.osmre.gov/programs/AVS/amlContractorForm.pdf>
<https://www.osmre.gov/programs/AVS/aml-instructions.pdf>
- Submit four (4) copies of your entire proposal.

Evaluation Procedure:

After the closing date for this RFP, Upper Tennessee River Roundtable will review all proposals in collaboration with DMME, USFS and Contractor/Project Manager Richard Davis. The following criteria will be utilized for evaluation:

- Overall Proposal: 45 percent
- Qualifications, Capability, Experience of Contracting Entity: 20 percent
- Timeline and Project work plan: 25 percent
- Participation of Small, Women-Owned, and Minority-Owned Businesses: 10 percent

Applicable Laws:

The selected contractor shall comply with all applicable federal, state and local laws, rules and regulations.

Pre-Proposal Site Visit:

Visit may be scheduled upon request by contacting UTRR at 276-628-1600 or uppertnriver@yahoo.com.