

**Town of Ledyard, Connecticut**  
**Request for Proposals – Bid #2023-05**

**Ledyard Tri-Town Trail Committee Town of Ledyard, Connecticut Request for Proposals**

**Planning/Design & Implementation of next phase of the Tri Town trail extending from the existing Northern Section in Preston/Ledyard to Bluff Point in Groton.**

The Town of Ledyard, through the Ledyard Tri Town Trail Association, is accepting proposals from professional planning, engineering and architectural firms licensed in the State of Connecticut for the preparation of design development plans and specifications for the construction the next two (2) miles of trail extending from the existing northern section of the Tri Town Trail that begins in Preston to Route 214 in Ledyard, and the construction of parking lots. This is the next phase of a project previously completed and funded by DEEP's Recreational Trails Program. The project includes identifying multiple potential trail route alignments so that each can be evaluated by the Town and Tri Town Trail Association to determine the greatest suitability.

The firm(s) should be able to demonstrate a successful track record in the preparation of similar plans and projects in Connecticut communities and have knowledge and expertise in relevant regulatory and code requirements.

Interested firms should submit statements of qualifications (3 copies) to the Mayor's Office, 741 Colonel Ledyard Highway, Ledyard, CT 06339 no later than 2:00 PM. on Thursday November 3, 2022.

**Project Background**

The Tri Town Trail Committee's objective is to enhance the quality of life for the residents of Southeastern Connecticut by providing the area's first regional multi-use recreational trail. Southeastern Connecticut is a void in terms of regional multi-use recreational trails. While regional trails crisscross other areas of the state, Southeastern Connecticut only claims short trails within municipally or state-owned parks. Beginning in 2008, activists and local political leaders sought to meet the recreational needs of the region by gathering like-minded individuals to begin planning what is known today as the Tri Town Trail. As planned, the 14-mile-long trail will connect multiple municipalities, economic centers, residential areas and areas of significant natural resources to form a regional recreational facility as well as an alternative transportation corridor.

The Master Plan for the Trail (funded by Southeast Connecticut Council of Governments) has been adopted by all three municipalities and included regional and statewide Bicycle & Pedestrian plans. The Town of Ledyard received a Recreational Trails Program Grant in 2011 which they used for the design and permitting of Phase 1, including: Survey & Wetland Identification, Public Participation, Conceptual Design, Design Development, Final Design, Wetlands Permitting, and Easements over two private properties. The second easement was secured in the Fall of 2019 allowing for trail construction to begin. Volunteers built the first bridge over Joe Clark Brook and began clearing the trail late in 2019. The COVID pandemic initially slowed construction in early 2020, however by mid-year, construction accelerated with a surge

of volunteers bolstered by significant use by the public. Over the course of the last year, volunteers raised over \$20,000, built 14 bridges and wetland crossings, and cleared and construction 3.4 miles of trails. Carrying in every timber, plank, fastener & tool by hand.

### **Scope of Work**

The scope of this project is to:

- Identify and study all potential trail alignments within the approximately 800-acre project area; to evaluate the opportunities, constraints and costs of each; to determine the final trail alignment; to document necessary easements; and to obtain local permitting for the trail.
- Review existing studies and documents relating to the northern section of the Tri-Town Trail and Grant Application submitted in 2021.
- Attend initial meeting with Committee.
- Conduct a Suitability Analysis.
- Conduct an Historic & Environmental Assessment.
- Coordinate and conduct stakeholder and neighbor input.
- Prepare conceptual route alignments- incorporating improvements and identifying any conflicts or additional items to be considered.
- Finalize Route Alignments.
- Assist with ROW acquisitions and prepare easement documentation.
- Prepare construction documents and specifications for the proposed trails/improvements.
- Submit invoices and updates on task completion to be included in required quarterly billing and reports.

## **Submission Requirements**

- Cover Letter
- Information concerning relevant past experience in the planning and development of town centers/parks and municipal facilities.
- Information indicating any concerns, questions or suggestions relating to the identified scope of work
- Information concerning staff resources and management approach. What personnel will be assigned to the project?
- A fee proposal identifying both lump sum fees and hourly rates for the specified scope of services. Final fees will be negotiated.
- References

## **RFP Process**

Based on submissions, representatives from the Town and the Ledyard Tri Town Committee will conduct interviews with selected firms.

## **Criteria For Selection**

- Previous successful relevant experience
- Proposed approach to conducting the work
- Staff resources and capability
- Proposed fee schedule (The Committee will use the proposed fee schedule a guide to selecting a cost effect, consultant which best meets the Town's needs-proposed fees will only be a factor in selection and the selection will not, solely, be based on cost)
- References

## **Additional Information**

1. Information related to the project may be found at:  
<https://ledyardct.org/DocumentCenter/Index/1142>
2. Town Contact: Juliet Hodge, Director of Land Use & Planning, Telephone (860)464-3215, Email: [planner@ledyardct.org](mailto:planner@ledyardct.org)

The contractor who is selected to perform this State project must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5.

State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract be set aside for award to subcontractors holding current certification from the Connecticut Department of Administrative Services (“DAS”) under the provisions of CONN. GEN. STAT. § 4a-60g. (25% of the total state-funded value with DAS-certified Small Businesses and 6.25% of the total state-funded value with DAS-certified Minority-, Women-, and/or Disabled-owned Businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.