



Request For Proposals

**Bike Trail Connection Feasibility
Study**

Responses due: September 21, 2016 at 1:00 PM

At

**The Office of the City Manager
Loveland City Hall
120 W. Loveland Avenue
Loveland, Ohio 45140**

CITY OF LOVELAND
BIKE TRAIL CONNECTION FEASIBILITY STUDY
REQUEST FOR PROPOSAL
AUGUST 2016

I. INVITATION

The City of Loveland requests firms submit proposals and qualifications for the completion of a study to determine the feasibility of a bike trail which would connect the Loveland Madeira Road Business Corridor to the existing Little Miami Bike Trail in Downtown Loveland. The route would include a crossing of the Little Miami River. Qualified firms will have broad expertise in civil engineering, bike trail design and capital improvement design. This project is being funded through a \$20,000 Hamilton County Planning Grant.

II. THE LOVELAND COMMUNITY

Loveland, with approximately 12,080 residents, is a 5.26 square mile community located in Hamilton, Clermont and Warren Counties. The City of Loveland is very proud to have within its limits a stretch of the Little Miami Bike Trail. The trail has helped spur considerable residential and commercial growth throughout the City, especially within the Historic Downtown District. Loveland Station, a 94 residential unit, 15,000 square foot commercial development within the historic downtown district has just recently been completed. Loveland Station has already spurred interest in other developments both downtown and within the adjacent areas of the community such as the Loveland Madeira Business Corridor.

III. SCOPE OF WORK

Bounded by the Little Miami River and hillsides, increased access into the Downtown Business District is difficult. Given these barriers, the City of Loveland is looking to add a connection to the Little Miami Bike Trail from the Loveland Madeira Business Corridor across the Little Miami River into the Downtown Historic Business District (see location map).



The Loveland Madeira Business Corridor has easy access from I-275 along with ample parking. A large parcel of land located on Chestnut Street is owned by the City of Loveland and could potential facilitate a portion of expanded connection. The anticipated result of this project would be a reduction of vehicular traffic as many visitors and users of the bike trail could park along Loveland Madeira and utilize the new bike trail extension to access the downtown business district.

Based on a study completed by the Friends of the Little Miami State Park, the impact of the Little Miami Bike Trail is significant to Downtown Loveland and was a factor in the development of Loveland Station. The 2014 study indicates that the City of Loveland portion of the Little Miami Bike Trail sees over 110,000 visitors annually. The bike trail connection to tie the two business communities was originally proposed in 2010 and was included in the *Loveland Redevelopment Initiative, Phase One Report* completed in February 2011 (see excerpt).

“Recommendations for Little Miami River Crossing

- Evaluate and pursue the best alternatives to create a permanent pedestrian/bike path connecting Historic Downtown to Loveland Madeira Road through the Chestnut Street Property or Main Street
- Work with Little Miami Inc for guidance in attaining permission to build over the Little Miami River”¹

¹ *Loveland Development Initiative, Phase One Report*, Resurgence Group, Page 47, Kinzelman Kline Gossman, February 8th, 2011.

The Scope of services is to include but is not limited to:

1. Meeting with stakeholders identified by the city to gather input, review potential issues and goals for the plan.
2. Data collection including but not limited to review of right of ways, utilities, topography, property lines, property ownership and land uses.
3. Identify by mapping and narrative formation potential and preferred routes including the opportunities and constraints of each route.
4. Evaluate the Little Miami River crossing including an evaluation of the existing West Loveland Bridge or the construction of a new freestanding bridge. Note that it has been determined that utilization of the existing railroad bridge is not a viable alternative and will not be included in this study.
5. Implementation strategy with Opinion of Probable Costs for each identified route.
6. Draft and final Feasibility Report including the above items and the next steps including needed permits and reviews.

The following are not requested as part of the study

- Environmental review
- Geotechnical investigation
- Construction plans
- Public meetings

Products and Deliverables

1. One (1) color copy of draft plan for comments
2. One (1) digital copy of draft plan
3. One (1) copy of final plan
4. One (1) digital copy of final plan

IV. SUBMISSION OF PROPOSALS

Proposals must be submitted to:

David Kennedy, City Manager
City of Loveland
120 West Loveland Ave.
Loveland, OH 45140

Four (4) copies of proposal statements are due to the City of Loveland by 1:00 p.m. on September 21, 2016. Postmark packages arriving later than this time will not be accepted. For more information, please contact David Kennedy, City Manager, at (513) 707-1454, or by e-mail at dkennedy@lovelandoh.com

V. CONTENT OF PROPOSAL

In order to facilitate evaluation of qualifications, the proposing firm is instructed to follow the outline below in responding. Proposing firms that do not follow the outline, or do not contain the required information may be considered as unresponsive.

1. Statement of Qualifications, Experience and Understanding of Work, etc.
Proposer shall include:

- a. References: Provide for personnel assigned to this project, a list of three (3) previous references or current references with local governments or similar organizations that are similar to the scope of services requested in the RFP. Reference information should include:

1. Contract duration, including dates
2. Services performed
3. Name, address and telephone number of contracting agency which may be contacted for verification of all data submitted

- b. Statement of Qualifications: Experience and resources of the firm.

- c. Signature: The proposal shall be signed by an official authorized to bind the proposer and shall contain a statement to the effect that the proposal is a firm offer for a sixty (60) day period. The proposal shall provide the following information:

Name, title, address and telephone number of individual(s) with authority to contractually bind the company, and also who may be contacted during the period of proposal evaluation for the purpose of clarifying submitted information.

2. Scope of work

3. Project schedule

4. Pricing

VI. General Statement Regarding Evaluation of Responses

It is the policy of the City that contracts are awarded only to responsible proposers. In order to qualify as responsible, a prospective proposer must meet the following standards as they relate to this request.

1. Have the necessary experience, organization, technical and professional qualifications, skills and facilities.
2. Be able to comply with the proposed or required time of completion or performance schedule.
3. Have a satisfactory record of performance.

VII. Contract Award

The City may award a contract based on offers received, without additional submissions from the proposer. Accordingly, each offer should be submitted on the most favorable terms from a price and technical standpoint that the offerer can submit. However, the City reserves the right to request additional data, or oral discussions or presentations, in support of written proposals.

VIII. Modifications After Award

The City reserves the right to incorporate minor modifications, which may be required by the City, which do not change the scope or the cost of the work. If a proposed modification changes the scope or the cost of the work, the City and proposer shall enter into a written change order for such work.

IX. Limitations and Reservations

This Request for Proposals does not commit the City to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services or supplies.

The City reserves the right to accept or reject any or all proposals received as a result of this request, or to cancel in part or in its entirety this Request for Proposals, if in the best interest of the City to do so.

X. Award of Contract

The contract may be awarded as soon as practical after the proposal opening unless otherwise stated, but generally not before twenty (20) working days from the proposal opening. It is requested that interested parties refrain from making inquiries during this period.

XI. Reservation of Rights

The City of Loveland reserves the right to waive any formality in the process of proposals submitted and retains the right to reject any or all proposals at its discretion when it is deemed to be in the best interest of the City. Likewise, the City reserves the right to accept the proposal and award a contract, which will be in the best interest of the City.

XII. Receipt and Opening of Proposals

Proposal statements shall be submitted prior to the time fixed in "Submission of Proposals." Proposals received after the time so indicated shall be returned unopened.

XIII. Selection

The City Manager's Office will be responsible for negotiation and award of an agreement.