REQUEST FOR QUOTE: **PROFESSIONAL ENGINEERING/ARCHITECTURAL SERVICES**
Eliason Nature Reserve Trail Development Phase II
City of Portage, Michigan

Background – Eliason Nature Reserve Trailhead

The Eliason Nature Reserve Trail was built in 2016 and extends from Portage Industrial Drive to Osterhout Avenue. The trail project included the construction of an asphalt trail, a parking lot, utility connection and access driveway. The trailhead with pavilion and connected restroom facility at Osterhout Avenue is slated for completion by July 1, 2018.

Project Scope

This project consists of engineering and architectural services for the development of Phase II of the Portage South Central Bikeway as part of a Michigan Department of Natural Resources (MDNR) Trust Fund grant. The project includes development of soft surface nature trails, paved paths to the overlook decks, and wetland boardwalk connecting to other wetlands and parks. This connectivity will provide additional access to Bishop's Bog and expose users to identified rare plants and animals. The Bog is the largest remaining bog in Southern Lower Michigan and is a rare, exciting opportunity for all users to experience.

Phase II will consist of environmentally friendly construction featuring composite decking material, crushed stone/wood chipped nature trail and native species of plants will be planted along paved trail to assist with drainage, which will make the trail more durable for a longer period of time. This proposal includes 5,670 feet of paved trails which lead to two 12X15" overlook decks, 25,425 feet of nature trails and 1,700 feet of wetland boardwalk which will connect to the existing Bishop's Bog and Schrier Park, for a total of 330 connected acres to experience. The property will have a trail sign at both trailheads. The sign will indicate a map of the property and all of the amenities. Additionally there will be signage placed throughout the trail indicating the location and distance of the paths, particularly the wetland decking. The principles of universal design standards will be implemented, and will feature minimum 6' wide trails, which allows for comfortable two way traffic and enough space to accommodate all users.

This project will include:

- Site design including soft trails and landscape design
- Construction estimates
- Design of viewing platforms and boardwalk
- MDEQ and other permits as required
- Preparation of bid documents for the construction phase of the project
- Adherence to MDNR Development Project Procedures booklet
- Contract administration and final on-site inspection

Phase II, will provide exposure to what the property has to offer and the unique nature opportunities for citizens of all ages. The nature trails will bring users to different parts of the park that are inaccessible otherwise. Additionally, the overlook decks will be placed where users can safely monitor and learn about the wetlands. Having the ability to walk from Eliason Nature Reserve to Bishop's Bog and Schrier Park entirely on wetland decking will offer a unique experience to anyone regardless of age or ability. The intent of the nature trail is to provide adequate passive recreation opportunities to participants in areas of the reserve otherwise inaccessible, keeping with the wishes of the family who donated the land.

Design Criteria

The Consultant shall prepare plans and specifications which are consistent with MDNR requirements, and standard design practice, meet the overall design requirements of the Michigan Building Code and the City and preserve the integrity of the environment. Upon completion of the work, the consultant shall provide the City with two (2) bound copies of plans, specifications, and design notes indexed by appropriate discipline designation. The following design criteria are described by technical discipline and shall be followed unless deviation is approved by the City.

A. All design work shall consist of showing all new or modified roadways, drives, curbs, sidewalks, trails, structures, fences, and removal of existing features where required. All grades shall be designed so as to blend in with existing conditions to the extent possible.

B. The Consultant shall be fully responsible for obtaining sufficient wetlands report and interpretation necessary to adequately design the proposed work.

C. City standards shall be followed for roadway and utility design where applicable.

D. All design shall be compatible with current City Standard Specifications.

E. A Prime Professional (Licensed Architect, Licensed Professional Engineer or Licensed Landscape Architect registered in the State of Michigan) prepares plans, specifications and bid documents for project; seals documents and submits in MiRecGrants for approval.

Drawing Requirements

All drawings shall be prepared in a professional manner in accordance with the following criteria:

A. The Engineer's Drafting Standards shall be used as the basis for drawing requirements unless otherwise directed by the City. The plans shall be designed in English units and drawn to 1"=40' scale.

B. Preliminary plans may be prepared utilizing reproducible or Mylar. Drawing revisions, which are normally anticipated following review of preliminary plans shall be performed by the Consultant without additional compensation except for changes in scope.

C. Include Maintenance of Traffic Control Plans, if applicable.

D. Final design drawings shall be done in erasable ink and include Mylar cover sheet prepared by the Consultant listing all drawings included.

E. All drawings will be completed per MDNR Development Project procedures and uploaded to the MiRecGrants System.

Time and Progress

It is understood and agreed that TIME IS OF THE ESSENCE in respect to the work contemplated hereunder, and the Firm agrees to do the work covered by the contract in conformity with the provisions set forth herein and to prosecute all work with all due diligence, so as to complete any work required under the contract within the shortest reasonable period of time. The Firm shall identify on the Cost Summary Proposal Page the estimated time necessary to complete each phase of the project in as short a period of time as possible that will allow for an overall high quality project.

It is of utmost importance that the following timetable be adhered to as closely as possible:

Phase	Completion Date
Consultant Proposals due	June 15, 2018
Award Contract to Consultant	June 29, 2018
Begin Plan Preparation	July 6, 2018
Complete Concept Design	August 3, 2018
Complete preliminary Design	August 24, 2018
Complete Final Design	September 7, 2018
Bid Document Preparation	September 21, 2018
Tentative Construction Award	December 21, 2018 (or sooner)
Complete Construction	June 30, 2019 (or sooner)

Please note this timeline is not meant to hold the Firm responsible for conditions over which it has no control, but is intended to provide the Consultant with direction on how the project must progress using high quality standards necessary to implement a first class and workmanlike project.

All proposals should be submitted to Kathleen Hoyle, Director Parks & Recreation at the address below and postmarked or date stamped at the Parks & Recreation office in City Hall by June 15, 2018 at 5:00 p.m.

Questions & Proposals to:
Kathleen Hoyle
City of Portage
Director Parks, Recreation & Senior Citizen Services
7900 South Westnedge Avenue
Portage, MI 49002
269-329-4521
hoylek@portagemi.gov

856'
430'
1253'
1071'
1331'
Shaver
1116'
161'
225'
112'
2653'
1952'
1329'
Property for Phase 2
Oakland
W Osterhout
Boundary Map
Eliason Nature Reserve
0 100200 400
Feet
Graphic Scale
Date: 3/18/2016

Property Boundary
North
Pedestrian Path
Existing
Paved Bikeway
Property
Boundary
Overlook Deck w/
6' Wide Paved
Path
Bishops Bog
Preserve
Overlook Deck w/ 6'
Wide Paved Path
Central Pedestrian Path
Wetland Boardwalk
to Connect to
Existing
Trail/Boardwalk
Existing
Paved Bikeway

PORTAGE

Location Map
Elilason Preserve