

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Steen, Purchasing Agent
Through: Cindy Russell, City Clerk
Date: January 27, 2016
Subject: Authorization to advertise for bids for the Mississippi Department of Wildlife, Fisheries and Parks Recreational Trails Improvement Program for Shepard State Park

REQUEST:

The Purchasing Department is requesting authorization to advertisement for the Mississippi Department of Wildlife, Fisheries and Parks Recreational Trails Program for trail improvements at Shepard State Park.

BACKGROUND:

The U.S. Congress first authorized the Recreational Trails Program in 1991. In the year 2013 and 2014, the Federal funds were reauthorized as a set-aside from the new Transportation Alternatives Program. The Recreational Trails Program (RTP) is an assistance program of the U.S. Department of Transportations' Federal Highway Administration (FHWA). The RTP provides funds to states to develop and maintain recreational trails and trail-related facilities for motorized and non-motorized recreational trail uses.

RECOMMENDATION:

The Purchasing Department recommends it is in the best interest of the City of Gautier to advertise for the Mississippi Department of Wildlife, Fisheries and Parks Recreational Trails Program for trail improvements at Shepard State Park.

ATTACHMENT(S):

Advertisement

ADVERTISEMENT FOR BIDS

SHEPARD STATE PARK TRAIL IMPROVEMENTS

The City of Gautier, Mississippi, will receive sealed bids at Gautier City Hall, 3330 U.S. Highway 90, Gautier, MS 39553, until 2:00 P.M., _____ 2016, and then publicly opened and read aloud for the following:

SHEPARD STATE PARK TRAIL IMPROVEMENTS

This project will improve trails at Shepard State Park, including the repair of approximately 5000 LF of existing trails. The City will provide materials. The labor and equipment scope of work include the following: removal of trees, clearing of trails, leveling of walking surfaces, wooden bridge construction, removal and re-construction of two wooden boardwalks (one at 4' wide and approximately 100' long and another at 7' wide and approximately 70' long), laying concrete pavers, installing drainage pipe, constructing one ADA compliant handicap parking space, removing and replacing two wooden picnic tables, removing and replacing wooden benches.

Bid Documents may be provided to potential bidders via hand pick-up at City Hall, 3330 Highway 90, and Gautier, Mississippi; via e-mail transmittal; or via U.S. Postal Service.

Requests for bid documents may be made in person at City Hall, 3330 Highway 90, and Gautier, MS; via e-mail request to csteen@gautier-ms.gov; or via telephone request to the Purchasing Agent at 228-497-8000.

A Bid Security in the amount of 5 percent of the total maximum bid amount is required. No bidder may withdraw his bid within 60 days after the actual date of opening. For bids equaling or exceeding \$50,000.00, Bidder must indicate his Certificate of Responsibility Number on the outside of sealed proposal as required by Mississippi Law.

The proposal shall be submitted in a sealed envelope marked plainly, **SHEPARD STATE PARK TRAIL IMPROVEMENTS**, and addressed to the Purchasing Agent's Office, 3330 Highway 90, Gautier, Mississippi 39553, prior to the hour and date above designated. In addition to the above, the sealed envelope shall list the Company Name and Address. Partial bids will not be accepted.

The City of Gautier is NOT responsible for bids which are mailed to the wrong address or which arrive in the mail after the designated bid opening time. Bids may be delivered in person to the Purchasing Agent's office at 3330 Hwy 90 prior to the bid opening.

The project will be awarded to the lowest and most responsive bidder. However, the City of Gautier reserves the right to accept or reject any or all bids or to waive any informality.

A Pre-Bid Conference will be conducted at 10:00 AM on _____, 2016 at

Gautier city Hall, 3330 Highway 90, Gautier, Mississippi 39553. All prospective bidders are encouraged to attend.

Per Mississippi Law, MS Code 31-3-21(3); any bid submitted by a nonresident contractor which does not include the nonresident contractor's current state law pertaining to such state's treatment of nonresident contractors, shall be rejected and not considered for award. If no such law exists in the non-resident contractor's state, then the non-resident contractor may provide a statement to that effect. The City of Gautier encourages minority and women-owned businesses to submit proposals.

Published by order of the Municipal Clerk, this the _____, 2016

SEAL

CITY CLERK

SEND PROOF OF PUBLICATION:

Publish Twice: _____

Shepard State Park
Trail Grant

Bid Specs

Clear all trails of debris and overgrowth to a width between 6 and 8 feet with a height clearance of 7 feet. No vegetation or trees with a diameter 4 inches or larger may be removed without the approval of owner. Level walking surfaces and fill low areas using crushed and run concrete aggregate or 57 limestone laid over filter fabric add open web pavers and fill with gravel as needed. No "red" fill material will be allowed. (All material to be provided by owner) If needed to level surface a 4x4 ground contact treated material may be used. All debris will be mulched or removed from the property. When needed to transport material, the equipment shall be rubber tired. No "tracked" equipment allowed on trails. Each trail may have specific needs. See attached map and pictures.

Material will be supplied by the City of Gautier and be on site at the maintenance area.

Bid for labor & equipment

1. Labor & equipment to clear trail in a distance of 50 feet.
2. Labor & equipment to level & compact an area not more than 3" in depth per sq foot
3. Labor & equipment to level and compact an area between 3" & 10" in depth per sq foot
4. Labor & equipment to remove & reconstruct walkway 4' wide per 10' section
5. Labor & equipment to remove & reconstruct bridge 7' wide per 10' section
6. Labor to install kiosk (Tree Top Products.com TMC-17)
7. Labor to install trail markers per 20 ea
8. Labor to construct a 12'x12' observation deck (see Echo below)
9. Labor to form and pour a concrete parking space 25' long x 14' wide x 4" deep adjacent to the office

Alpha Trail

- Accessible friendly trail (see attached description)
- No steep inclines or declines, using ADA guidelines
- Van accessible concrete parking space (25'x14')
- Culverts or pipes for drainage, if needed
- Medium vertical message board (Tree Top Products.com TMC-17) or equal
- Trail markers (Carsonite 60" Trail Post)
- Replace benches (see sketch)

Bravo Trail

- Medium vertical message board (Tree Top Products.com TMC-17) or equal
- Trail markers

- Warning signs as trail nears archery lanes
- Culverts or pipes for drainage, if needed

Charlie Trail

- Medium vertical message board (Tree Top Products TMC-17) or equal
- Trail markers (Carsonite 60” Trail Post)
- Culverts or pipes for drainage, if needed
- Either build elevated walkway or fill approximately 100 feet of trail.
- Remove and replace picnic tables at Magnolia Point
- Clear area around picnic tables
- Clear around magnolia tree for growth

Delta Trail

- Medium vertical message board (Tree Top Products.com TMC-17) or equal
- Trail markers (Carsonite 60” Trail Post)
- Replace bridge over marsh (see sketch)
- Approx. 70’ long 7’ wide.
- Culverts or pipes for drainage, if needed

Echo bird observation platform

- Rebuild platform on existing poles or install new
- Treated 2x framing
- Use “ Choice Deck” or like material
- Hand rails and steps will be required

Foxtrot crossover

- Replace walkway over low area (see sketch)
- Approx. 100’ long 4’ wide

Option #1

Boy Scout Bridge

- Finish bridge

Option # 2

Kiosk

- Install 3 medium vertical message board (Tree Top Products.com TMC-17) or equal