



To: City of La Crosse, Jason Odegaard & Leah Burns
From: ISG, Will Kratt, PE, PTOE & Amanda Prosser, PLA
Date: February 3, 2020
Subject: Grandmas Gateway Trail Construction Project – Phase 1 – RFQ 3rd Party Review

The following memo is intended to provide a third-party review and verification that the Request for Quotation (RFQ) and supporting documents are written in a manner that results in a properly designed and constructed system of trails and support areas, referred to as Grandma's Gateway Trail Construction Project – Phase 1, including proper erosion and sediment control and trail access. The City of La Crosse will be referred to as The City, except in recommended RFQ language. The Outdoor Recreation Alliance of the 7 Rivers Region will be referred to as ORA Trails. The following outlines findings and recommendations.

TRAIL DEVELOPMENT

Miscellaneous RFQ Organizational Comments

Consider moving Section 3.15 Indemnity to Section 4: Regulations and Standards

Consider moving Section 3.10 Road Access and Section 3.12 Use of Premises – Storage to Trail Work Specifications Section.

Consider moving Section 8.6 Shared-Use Bike Optimized Objectives Trail Construction Experience to Section 3: Contractor Qualifications, Requirements, and Responsibilities

Consider moving Section 8.7 References to Section 7: Quotation Proposal Package.

Contractor Qualifications

SECTION 3: CONTRACTOR QUALIFICATIONS, REQUIREMENTS, AND RESPONSIBILITIES

Consider adding the following requirement:

The successful bidder shall furnish the following bonding information;

The name and address of the bonding company to be used, and a letter from the bonding company signifying a willingness to furnish a Performance and Payment Bond in the amount of the bid submitted.

The bonding company must be listed in the current edition of Department Circular #570 of Accounts Surety Bond Branch entitle, "Companies Holding Certificate of Authority as Acceptable Sureties or Federal Bonds and as Acceptable Reinsuring Companies", and must be authorized to contract as a surety in the State of Wisconsin.

Consider adding the following requirement:

The Contractor shall be required to have an experienced Field Construction Manager. The Field Construction Manager shall be onsite at all times during the work to ensure finished trails are consistent with desired design outcomes and sustainable trail building practices. The Field Construction Manager shall participate in the field design process as described in this scope of work.

SECTION 7 QUOTATION PROPOSAL PACKAGE AND SECTION 11 QUALIFICATIONS AND QUOTATION WORKSHEETS

Consider adding the following language to each section if the requirement is added to Section 3.

The Contractor is required to identify dedicated Field Construction Manager in the proposal submission, along with their direct experience.

Regulatory References

SECTION 4: REGULATIONS AND STANDARDS

Add the following requirement:

All Contractors are required to comply fully with the most recent applicable standards of the Americans with Disabilities Act (ADA).

Design and Construction Standards References + Best Management Practices

SECTION 3.13 TRAILWORK SPECIFICATIONS

Change "Appendix C" to "Appendix B". The design and construction standards referenced in the RFQ are the most current and nationally recognized trail building guidelines and are satisfactory for the proposed project.

Additional resources and BMP language that could be considered for inclusion or noted as additional guidelines include:

Trail Planning, Design, and Development Guidelines,
by Minnesota Department of Natural Resources, Parks and Trails Division, 2007.

Guidelines for a Quality Trail Experience
IMBA and Bureau of Land Management, 2017

SECTION 2.1 SEDIMENT AND EROSION CONTROL, 2.4 FILTER STRIPS, 2.5 DRAINAGE FEATURE EDGES + TRAIL WORK SPECIFICATIONS: SECTION 1.1 STABILIZATION

Consider combining all erosion control sections / requirements and adding the following language for additional clarity:

The Contractor will be responsible for erosion control. Bioroll will be installed along the downhill edge of the work site as directed by the Owner's Representative. Seed will be spread over exposed soil outside the effective width of the trail tread within 24 hours. Erosion control blanket will be used to cover any reclaimed rogue trails. The bioroll will be installed perpendicular to the slope using wooden stakes every 10 feet to secure it. The wooden stakes will be installed on the downhill edge of the bioroll and not staked through the bioroll. The Erosion control blanket will be secured to the ground with metal stakes, with seams overlapped and staked together.

SECTION 2.3 INVASIVE SPECIES DISTRIBUTION PREVENTION, TRAIL WORK SPECIFICATIONS: SECTION 1.5 CORRIDOR CLEARING AND SECTION 1.8 DEBRIS AND WOODY MATERIAL

Consider combining Sections 2.3, 1.5, and 1.7 and adding the following language for additional clarity:

- *Brushing corridor shall be up to 10-feet wide and 10-feet high and include the removal of woody vegetation and deadfall material that is in the way of trail grading. Trees up to 6-inches in diameter at breast height (DBH) that fall within the trail tread grading area shall also be removed as encountered. No trees planted in the last two years shall be removed. No trees larger than 6-inches (DBH) shall be disturbed during construction unless flagged and approved by*

the Owner's Representative. Remaining stumps and tree roots shall be removed to below finished tread grade, and cut flush on backslopes.

- Limb trimming shall be to a maximum 10-foot height unless otherwise authorized by the Owner's Representative. Limbing and pruning shall be completed using approved trimming techniques that comply with the guidelines from the City of La Crosse. Do not break limbs. Cut limbs with a saw.
- Ground vegetation (grasses, ferns, small shrubs, and wildflowers) shall be removed only as required for grading the trail tread and backslopes to limit the extent to which uncovered soil is exposed.
- Brushed material, limbed material, and removed trees shall be disposed of onsite (excluding fruiting Buckthorn) by dispersing it in a natural manner on the periphery of the trail so as to not to create visual intrusion on the site. Brushed and removed trees shall not be left in piles unless otherwise approved by Owner's Representative. Contractor shall confirm approach to dispersal of removed vegetation with Owner's Representative at time of construction. At the discretion of the Owner's Representative, removed woody material may be used as a trail feature.
- Fruit bearing buckthorn (*Rhamnus cathartica* and *Rhamnus frangula*) and honeysuckle (*Lonicera tartarica*) branches shall be carefully removed and stockpiled near trail entrances for offsite disposal by City of La Crosse staff to prevent spread of berries and seeds.

Risk Management

SECTION 1.2 PROJECT DESCRIPTION

Consider adding an estimated start date.

Consider adding the following note: "Additional time may be granted for inclement weather with the written permission of the Client."

SECTION 3.8 PUBLIC SAFETY

Consider adding the following language for additional clarity:

The Contractor will be responsible for protection of the public from unfinished trails and work areas. Trail work areas or staging areas left unattended must be clearly indicated as closed for construction and appropriate caution or danger signs installed as appropriate. This work includes furnishing, installing and maintaining site protection devices (fencing, barriers, caution tape, signage, etc.) on all trail segments under construction for protection of the public for the duration of the project until trails are open to the public. Site protection may be moved by contractor as segments are constructed and completed, multiple relocations are incidental. All open borrow pits will be filled by the end of the work day, none shall be allowed overnight. Contractor will be responsible for abiding by OSHA safety standards for construction.

SECTION 2.6 MECHANIZED EQUIPMENT BEST PRACTICES, SECTION 3.3 TOOLS, + SECTION 3.4 MECHANIZED EQUIPMENT

Consider combining Sections 2.6, 3.3 and 3.4 and adding the following language for additional clarity:

To minimize the environmental impact to the surrounding lands and maintain a limited development footprint, construction equipment shall be limited to hand tools or small-scale (mini) walk-behind or ride-on mechanized equipment with a width no larger than 60". This includes equipment no larger than a Toro Dingo, Ditch Witch SK650/750, or Sutter Sweco 450 and 480 mini-track type dozers (or equivalent). Mini-excavators up to 60" in track width may also be used. Given the desire to limit site impacts, the use of larger equipment will not be allowed unless pre-approved by the Owner's Representative for a specific task. All equipment operators must have adequate skills to limit the grading zone to the specified width of the trail, be capable of grading in crests and dips, and creating a curvilinear layout following field flagged alignments. Owner's Representative has the authority to stop construction at any point if concerns about the skills of the equipment operator(s) appear inadequate to complete a sustainable trail as required under the provisions of this proposal.



CONSTRUCTION OBSERVATION REQUIREMENTS

The City and ORA Trails shall have an inspector observing the construction and compliance with the terms of the contract daily. Daily reports of the work, personnel and equipment, weather, and other information shall be documented.

TRAIL ACCESS DEVELOPMENT

Ebner Coulee Road

EXISTING CONDITIONS

The speed limit on Ebner Coulee Road is 25 MPH. The proposed access point is located on the outside of a curve. Using a design speed of 30 MPH the stopping sight distance typically required is 200 feet. Eastbound vehicles have more than 250 feet of sight distance to the access point. Westbound vehicles have more than 550 feet.

Ebner Coulee Road has a paved surface of 20-22 feet and has turf shoulders. Cars are allowed to park on both sides of the road.

PROPOSED CONDITIONS

The proposed access point on Ebner Coulee Road is located in an area with the proper sight distance for a vehicle traveling in either direction to see and stop for an object on the road at the access point. The trail is proposed as hiking only. The proposed conceptual design shows a landing area off the road with some seating on benches and boulders.

RECOMMENDATIONS

Make the trail access points and signage prominent from the road. Consider adding guide signs at the nearest intersections to direct trail users to the correct location, and increase awareness of the trail facilities for vehicles.

Parking should continue to be allowed. Parked cars have the effect of traffic calming on narrow neighborhood streets.

The City and ORA Trails should continue educating the public prior to, during, and after construction of the access point and trails to create awareness and encourage proper use of the access points and trails.

29th Street

EXISTING CONDITIONS

The speed limit on 29th Street is 25 MPH. The proposed access point is located at the crest of a hill. Using a design speed of 30 MPH the stopping sight distance typically required is 200 feet. Southbound vehicles have more than 550 feet of sight distance to the access point. Northbound vehicles have more than 700 feet.

29th Street has a paved surface of 24 feet and concrete curb and gutter. Cars are allowed to park on both sides of the road.

PROPOSED CONDITIONS

The proposed access point on 29th Street is located in an area with the proper sight distance for a vehicle traveling in either direction to see and stop for an object on the road at the access point. The trail is proposed as hiking and biking. The proposed conceptual design shows a landing area off the road with some seating on benches and boulders. Offset wooden fence sections will force bicyclists to dismount when entering or exiting the trail access from the road.

RECOMMENDATIONS

The trail access point should be favor towards the south of center of the City property. The exact location should be reviewed in the field to ensure proper sight distance along the road. Moving the access point to the north of center causes southbound sight distance to be reduced.

Make the trail access points and signage prominent from the road. Consider adding guide signs at the nearest intersections to direct trail users to the correct location, and increase awareness of the trail facilities for vehicles.

Parking should continue to be allowed. Parked cars have the effect of traffic calming on narrow neighborhood streets.

The City and ORA Trails should continue educating the public prior to, during, and after construction of the access point and trails to create awareness and encourage proper use of the access points and trails.

LONG-TERM MAINTENANCE + SUSTAINABILITY MONITORING

Sustainable trails require regular inspection and trail maintenance. The City along with ORA Trails and the public would report any issues on the trails through the website Trailforks.com and/or social media sites. Those reports would be used to inform trail work volunteers of needed maintenance. The Proposer expects most maintenance to involve maintaining proper drainage and post-thaw/post-storm clean up.

Long-term, high-volume use of similar trails within region have shown that even in soils rated as “severe” for erodibility, with careful management pre, during, and post-construction, erosion is not an issue. Additionally, during construction, soils that are high in sands or silts and therefore more likely to erode would receive a layer of aggregates added to the bench in a process known as “capping.” Capping materials slowly are compressed into the bench with usage and help to stabilize the bench and prevent soil degradation in both dry and wet conditions. Following national and regional management practices of trails, they would be closed these during weather and climate events that would potentially harm the trail.

Erodibility of many of the soils in the project area are listed as moderate to severe; however, sustainable trails are designed to minimize the possibility of erosion by creating uninterrupted sheet flow across the trail. Erosion control Best Management Practices (BMPs) as part of trail construction should further minimize erosion on the site. Erosion control BMPs will be addressed in the site construction Stormwater Pollution Prevention Plan (SWPPP) that would be developed.

The City along with ORA Trails would monitor the trailhead and trail system. Monitoring would identify maintenance projects, trail user safety, and erosion. Volunteer trail crews would be tasked to regularly inspect the trail for any erosion and safety concerns. Special volunteers make up a post-storm inspection group that rides the trails post-storm to remove fallen limbs/trees and identify any section(s) of the trail that may have been damaged by the storm. Each trail ambassador would receive training how to monitor trail conditions, repair if possible, or note and report issues for future repair. This method of employing volunteers to inspect and maintain the trails is consistent with successful system throughout the region and Midwest.