


Dover, Vermont

home of mount snow 

Town of Dover, VT

3-Year Contract - Annual Trail Maintenance - Horace Hill Recreation Area Request for Bids

This RFB is for a 3-year contract for maintenance services for trails and recreation on the Horace Hill property in the Town of Dover, Vermont.

RFB Sent: 4/25/2024

Responses Due: 5/16/2024

Send any questions on the RFP to:

Eric Durocher

Economic Development Director

econdev@doververmont.com – 802.464.5100 x4

Send proposals to:

Eric Durocher

Economic Development Director

P.O. Box 428 (Mail)

102 VT Route 100 (In-Person)

West Dover, VT 05356

econdev@doververmont.com

Goal for Maintenance Implementation: Spring/Summer 2024

Organization Overview

Town of Dover, VT – Located in central Southern Vermont, the Town of Dover was founded in 1810. The town features abundant outdoor recreational activities, with Mount Snow Ski Resort being the centerpiece. It is located in the early stretches of Route 100, which is rated as one of the Top-50 drives in the USA. The entire town covers 35.8 square miles, which is characterized by mountainous terrain. These ranges have elevations reaching over 2500 feet. The town employs less than 20 full time employees. Together with our fine inns, restaurants, natural attractions and bucolic scenery, the Town of Dover provides a definitive Vermont experience. Our background and town culture are deeply rooted in year-round, outdoor recreational activities.

Our Users

Our primary user groups include current residents, potential residents and visitors of the Town of Dover. The demographic of users varies widely from young to old, and beginner to experienced.

While the average age of our resident users is higher, our second homeowner and visitor users create an eclectic mix of ages and ability.

Current Recreational Offerings

The Town of Dover currently has and maintains a number of outdoor recreational venues. There are offerings for year round recreation with hiking, biking, snowshoeing, cross country skiing, back country skiing, snow shoeing, snowmobiling and more. There are several venues owned by the Town of Dover, as well as pieces of land owned by Mount Snow (a Vail property) and private landowners that make up the recreational venues in the town.

Implementation, maintenance, and expansion is completed in a number of different ways by the Town, the Southern Vermont Trails Association our local CTA (Catamount Trails Association) chapter, the Deerfield Valley Stump Jumpers our local VAST chapter, and a number of other volunteer individuals and organizations.

Trails and Recreation Process for Implementation

The oversight, planning and budgeting for trails and recreation implementation in Dover is managed by the town's Economic Development Department. The department and the initiatives are fully funded by the local 1% option tax adopted by the town in July of 2007.

In 2019, the Town of Dover commissioned Weston and Sampson to research and create a Trails and Recreation Master Plan (seen here: https://www.discoverdover.com/files/ugd/5b951e_33727bf6f11a4822bae1959e8238824e.pdf). The plan outlines the suggested initiatives for trails, recreation and venue implementation at 3-, 5-, 10-, and 25-year intervals.

Upon completion of the master plan, the Economic Development Department created the Dover Trails and Recreation Committee in 2020 to make recommendations to our Select Board on moving the plan outlined initiatives forward. The committee consists of representatives from our locally vested organizations, local business owners and residents. The master plan is followed by the committee who makes recommendations to the Select Board. All project and expenditure approvals are made by the Select Board.

Project Background

In 2019, the Town of Dover closed on the purchase of what is now known as Horace Hill. The property consists of 53 acres and is generally sloped and hilly with natural shelves throughout. From the master plan: "The Horace Hill property was purchased in the course of development of this master plan. The property is situated on Route 100 between Crosstown Road and Windy Hill Road, close to many commercial venues and lodging amenities. This central location makes the property ideal for the development of an outdoor recreation venue to accommodate a wide range of visitors. The terrain at Horace Hill is quite steep, and exposed bedrock was noted during field work. Several trails already exist; however, these trails were developed without careful consideration of the users Dover is looking to attract. It may therefore be wise to abandon the existing trails and redesign the system to accommodate specified recreational goals."

In accordance with the additional findings in the plan, the Trails and Recreation Committee made the recommendation to move venues forward on the property including hiking trails, disc golf and directional flow mountain bike trails, and improvements to the existing snowmobile trail on the property.

In 2023, two organizations were selected through an RFP process to design and implement the recommendations on the property. The project is expected to be completed by the end of May 2024, weather permitting.

Trails Requiring Maintenance

The project scope includes the annual maintenance of the hiking and mountain biking trails on the property at Horace Hill as described below for a 3-year period.

Trails Requiring Maintenance (Please see included colored map for reference):

- The Way In (Entrance Trail - Multi-Use - Red) - approx. .20 miles
- Short (Northern connector trail - Multi-Use - Purple) - approx. .09 miles
- Sap Bucket (Lower Loop Trail - Multi-Use - Dark Green) - .39 miles
- Earl Farm Road (Old Road - Multi-Use - Orange) - approx. .35 miles
- Cannonball Run (Advanced Bike - Bike - Burnt Orange) - approx. .25 miles
- Wide Open (Intermediate Bike - Bike - Blue) - approx. .55 miles
- Play Nice (Dual Direction Bike - Multi-Use - Pink) - approx. .9 miles
- Sweet (Southern connector trail - Multi-Use - Purple) - approx. .1 miles
- Additional Hiking Trails (TBD for disc golf course connectors - Hiking) - approx. .53 miles

Included on the map but **NOT** included in the bid and/or maintenance requirements

- Existing VAST Trail (Light Green on North end of property)
- Eighteen (18) disc golf holes (White and Yellow shorter lines)

Annual Maintenance Requirements/Recommendations by season:

(Task - Frequency - Recommended Hours)

Spring Trail Maintenance (April-May depending on weather/property conditions):

- Leaf Blow, Stick Clean-Up, Clear Drainages - Once - 16 hours
- Clear Winter Blowdown Trees (as needed) - Once - 6 hours
- Reshape Berms (as needed) - Once - 40 hours
- Clean Culverts & Seep Drainages (approx. 6-10 drainages & 5-10 culverts) - Once - 4 hours

Summer Trail Maintenance (May-September):

- Maintenance Needs Assessment and Corridor Maintenance - Two (2) hours bi-weekly - 20 hours
- Clear Blowdown trees - If Needed - 6 hours
- Reshape Berms - If Needed - 6 hours
- Clean Culverts & Seep Drainages (approx. 6-10 drainages & 5-10 culverts) - If Needed - 4 hours
- Vegetation Pruning and Sight Line Maintenance - If Needed - 4 hours
- Spot Repair Work from Severe Weather Events - If Needed - 8 hours

Cont'd

Fall Maintenance (October-November)

- Leaf Blow, Stick Cleanup, Clear Drainages - Twice - 12 hours
- Clear Blowdown Trees - If Needed - 6 hours
- Clean Culverts & Seep Drainages (approx. 6-10 drainages & 5-10 culverts) - Once - 4 hours

Additional Maintenance Recommendations

The recommendations outlined were provided by our design/build organizations for annual maintenance on the property. If additional work is required in your opinion, please feel free to include with explanation in your bid.

Bid Requirements

- Overview of your organization
- Overview of how you will meet our objectives/team members assigned
- Confirmation of ability/availability to complete the required tasks
- Pricing with optional services line-itemed
- References
- Terms & Conditions

Optional

- Recent build/maintenance examples
- Any key differentiators

Bid Terms

The Town of Dover is seeking a contract of three years of maintenance provided with a town option to review and terminate the relationship after year one if the conditions, requirements and expectations are not being met.

RFP & Project Timeline Details

RFP Sent: Thursday April 25, 2024

Responses Due: Thursday May 16th, 2024

RFBs will be reviewed for completeness after the close of submissions. Your organization may be contacted for additional questions and clarification. A recommendation will be made by the Economic Development Department and bids will be reviewed and voted on by the Town of Dover Select Board at a public meeting. The winning bid shall be contacted and announced and all runner-up bidders will be notified of the awarded bid. The Town of Dover reserves the right to not award the project should there be no suitable bids.

Ineligible organizations include those that discriminate because of race, color, creed, gender, national origin, or limit participation.

Thank you for your interest in responding to this RFB with a bid to maintain our new trails systems on Horace Hill. We look forward to your response.

If you have questions or would like to schedule a meeting on the project or a site visit, please contact Eric Durocher at econdev@doververmont.com or via phone at (802) 464-5100 x4.

Horace Hill

Trails and Disc Golf

Legend

- Advanced Bike
- Disc Golf Holes
- Disc Golf Overlap Holes
- Dual Direction Bike
- Entrance Trail and Maple Grove
- Existing Hiking Trails
- Existing VAST
- Intermediate Flow
- Lower Loop
- Old Road

