

KANAWHA COUNTY COMMISSION
P. O. BOX 3627
407 VIRGINIA STREET, EAST
CHARLESTON, WEST VIRGINIA 25336
(304) 357-0115

**REQUEST FOR EXPRESSIONS OF INTEREST, STATEMENT OF QUALIFICATIONS, PERFORMANCE DATA AND
PROPOSED METHODS OF APPROACH**

COUNTY COMMISSION OF KANAWHA COUNTY
CHARLESTON, WEST VIRGINIA

ITEM: Engineering Services for the Upper Kanawha Valley Recreation Planning Services for the Kanawha County Commission

Date: May 12, 2022

Fiscal Year: 2021-2022

Response Due Date: Expressions of Interest must be received in a sealed envelope, with the date, time and purpose for the opening marked on the outside of the envelope, on or before Tuesday, June 14, 2022, by 4:00 p.m., in the Kanawha County Commission Purchasing Department, 407 Virginia Street, East, Room 229, Charleston, WV 25301

INSTRUCTIONS:

***PLEASE USE THIS FORM AS YOUR COVER SHEET**

1. **Expressions of Interest must be received in a sealed envelope with the due date and time on the outside of the envelope. Faxed or electronically submitted Expressions of Interest will not be accepted.**
2. All Expressions of Interest should be signed and in ink.
3. The Kanawha County Commission reserves the right to accept or reject in part or in whole any proposal submitted, whichever is in the best interest of the County.

Expressions of Interest, Statement of Qualifications, Performance Data and Proposed Methods of Approach for Engineering Services for the Upper Kanawha Valley Recreation Planning Services for the Kanawha County Commission

Firm Name: _____

Address: _____

Telephone: _____

Fax: _____ Date: _____

E-Mail Address: _____

Signature: _____

Printed Name: _____

**REQUEST FOR EXPRESSIONS OF INTEREST, STATEMENT OF QUALIFICATIONS,
PERFORMANCE DATA AND
PROPOSED METHODS OF APPROACH**

**COUNTY COMMISSION OF KANAWHA COUNTY
CHARLESTON, WEST VIRGINIA**

ITEM: Engineering Services for the Upper Kanawha Valley Recreation Planning Services for the Kanawha County Commission

CONTACT: Terrell Ellis
tellis@te-associates.com
304-546-7323

DUE DATE: Expressions of Interest, Statements of Qualifications, Performance Data and Proposed Methods of Approach must be received in a sealed envelope, with the due date and time on the outside of the envelope, on or before Tuesday, June 14, 2022, at 4:00 p.m., in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, West Virginia 25301 (P.O. Box 3627, Charleston, WV 25336). *Faxed or electronically submitted proposals will not be accepted.*

SCOPE OF WORK: Provide Expressions of Interest, Statement of Qualifications, Performance Data, and Proposed Methods of Approach which may include Anticipated Concepts and Proposed Methods for Engineering Services for the Upper Kanawha Valley Recreation Planning Services for the Kanawha County Commission as follows:

**KANAWHA COUNTY COMMISSION
REQUEST FOR QUALIFICATIONS**

Upper Kanawha Valley Recreation Planning Services

This RFQ seeks planning services for the design of certain trails, trailheads, water access points, and other recreational amenities that are identified in Kanawha County's Upper Kanawha Valley Recreation Master Plan, a copy of which can be accessed at <https://kanawha.us/upper-kanawha-valley-recreation-master-plan/>.

Planning Goals

The goal of this planning work is to:

- 1) ensure that the recommended outdoor recreation tourism developments maximize the economic impacts of visitor spending by creating thoughtful connections between communities, their businesses, and the visitors;
- 2) ensure the careful planning and design of trails and related developments to maximize the tourism experience

3) identify site and location requirements, cost estimates, and phasing related to the proposed trails and related development.

Scope of Work

Within the plan, there are certain trails, trailheads, and water access points that need design, permitting and cost estimating services. The selected consultant will work with the county and its partners to confirm the best routes or locations for such items, and will be tasked with the following:

- Conceptual and final design of the 22-mile portion of what is known as the Rim Trail between Cabin Creek and the Town of Montgomery.
- Conceptual and final design/construction documents of the Rim Trail trailhead at Paint Creek.
- Conceptual and final design/construction documents for Paint Creek water and rail trails
- Conceptual and final design/construction documents for Cabin Creek boat launch and trailhead
- Conceptual and final design/construction documents for Cabin Creek water trail
- Conceptual and final design/construction documents for the Hatfield McCoy Visitor Center
- Prepare cost estimates for all projects listed above

Submission Requirements

Prospective consultants shall submit the following information to the Kanawha County Commission by **4:00 PM on Tuesday, June 14, 2022**. Submissions may be mailed or hand delivered to Kanawha County Commission 407 Virginia Street, East, Third Floor, Room 229, Charleston, WV 25301 (PO Box 3627, Charleston, WV 25336). Mailed or hand delivered proposals must be received by the deadline.

1. **Company Qualifications:** Proposals will be evaluated on the strength of the firm's understanding and knowledge of the outdoor recreation sector and related development. Firms should demonstrate experience and understanding of issues and trends associated with these sectors.
2. **Relevant Experience:** Three examples of relevant work within the past five years including a description of the firm's role in the project, completed work, and status of the project's implementation.
3. **Experience with Federal and/or State Funding Agencies:** Provide any relevant experience or knowledge of federal and state funding sources, agency resources, and past work that has led to implementation of projects.
4. **Assignment of Personnel:** Proposals shall identify all personnel assigned to the project, including the project manager. Personnel descriptions shall include: title, area of expertise, a summary of relevant work experience, resume, and the percentage of the contract that will be allocated to each person.

The Kanawha County Commission will review proposals and select the firm demonstrating the best qualifications for the work to be completed. Upon selection, a scope of work and contract will be negotiated with the preferred consultant. The Kanawha County Commission reserves the right to accept or reject in part, or in whole, any proposal submitted, whichever is in the best interest of the County.

For more information about this RFQ, contact Terrell Ellis at tellis@te-associates.com or 304-546-7323.