

Request for Proposals

Landscape Improvements at Occoquan Regional Park

July 27, 2017



NORTHERN VIRGINIA REGIONAL PARK AUTHORITY
5400 Ox Road
Fairfax Station, Virginia 22039

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REQUEST FOR PROPOSALS



Landscape Improvements at Occoquan Regional Park

July 27, 2017

- The Northern Virginia Regional Park Authority (NOVA Parks) is requesting proposals for a contractor to provide labor, supervision and equipment, to perform landscape maintenance and improvements at Occoquan Regional Park, 9751 Ox Road, Lorton, VA 22079
- Sealed proposals for services must be received at NOVA Parks Headquarters located at 5400 Ox Road, Fairfax Station VA 22039 no later than 2:00pm EST, Monday, August 21, 2017. Proposals must be clearly marked "RFP –Landscape Maintenance and Improvements - Occoquan Regional Park."
- A pre-proposal meeting will be hosted on-site on Wednesday, August 9th beginning at 10:00 am
- Any questions about the request for proposals must be submitted in writing by e-mail to Park Operations Superintendent, Blythe Russian, at brussian@nvrpa.org. All questions must be submitted no later than August 11th, 2017.

INTRODUCTION

Occoquan Regional Park will soon be the home of the Jean R. Packard Occoquan Center, a multi-million dollar events venue with stunning views of the Occoquan River. Upon completion, the center will be home to The River View at Occoquan, include interpretive signs and displays on the area's history and environment, as well as a small riverfront cafe with outdoor seating. The center is expected to be complete in early 2018.

Construction will completely transform the main part of the park. New signs will adorn the hills on both sides of the entrance road. The rest of the entrance and the entrance road will not be affected by the construction, but will reflect the quality of the renovations.

GENERAL PROJECT DESCRIPTION AND PURPOSE

Work is to be completed no later than November 1st, 2017.

It is required that anyone wishing to submit a proposal visit the site. A pre-proposal meeting will be hosted on-site on Wednesday, August 9th beginning at 10:00 am.

Work is to be complete from the entrance of the park off of Route 123 and extends approximately .9 miles as shown on page(s) 7-9.

Tasks to be completed include:

- Thinning, cutting back and removal of excessive and/or invasive vegetation at ground level around the existing front entrance gate, approximately 100' on the left and 200' on the right (looking into the park from Route 123)
- Thinning, cutting back and removal of excessive and/or invasive vegetation at ground level on both sides of entrance road for approximately .8 miles on both sides (left side is more critical)
- Pruning/trimming of tree limbs that extend into and over the roadway in and around the existing front entrance gate
- Pruning/trimming of tree limbs that extend into and over the roadway along the entrance road (Road must remain open during work, traffic controls will be required)
- Removal of any identified hazard trees agreed upon by a NOVA Parks representative at both the entrance gate and along entrance road
- Creation of a basic landscape plan to improve overall aesthetics around existing entrance gate including quantities, plant and tree material with a focus on native species (This plan may be implemented immediately or phased in over time)
- Debris and cut materials must be chipped as required and removed from site. Consideration may be given to allowing chipped materials to be directed into woods if appropriate. All cut trees are to be removed from the site.

BACKGROUND

The Northern Virginia Regional Park Authority (NOVA Parks) is a governmental agency supported by six local government member jurisdictions. In the late 1950s, the Northern Virginia Planning District Commission and a group of citizens from several local jurisdictions came together to protect Northern Virginia's rich heritage of woods, meadows, lakes and streams from the threat of suburban sprawl.

These citizens, working with their local governments – Fairfax County, Arlington County and the City of Falls Church - organized under the Virginia Park Authorities Act in 1959 as the Northern Virginia Regional Park Authority.

Today, NOVA Parks represents three counties and three cities - Arlington County, Fairfax County, Loudoun County, the City of Alexandria, the City of Falls Church and the City of Fairfax. NOVA Parks staff, volunteer Board members appointed from each jurisdiction and many friends of NOVA Parks working together, have preserved more than 12,200 acres within 32 regional park sites.

GENERAL PROPOSAL INFORMATION

THE NORTHERN VIRGINIA REGIONAL PARK AUTHORITY RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS AND TO WAIVE ANY TECHNICALITIES AT ITS OPTION WHEN IN THE BEST INTEREST OF THE AGENCY.

Proposals must include but are not limited to the requirements set forth herein.

Any questions about the request for proposals must be submitted in writing via e-mail to Blythe Russian, Park Operations Superintendent at brussian@nvrpa.org. All questions must be submitted no later than August 11, 2017. Please reference the specific section that is the subject of your question. NOVA Parks will respond to each question in writing. Questions submitted after the deadline above may not be answered.

SELECTION AND AWARD PROCESS

Award or Rejection of Bid:

NOVA Parks shall award the contract to the vendor it determines to have provided the RFP that is most advantageous to the agency. Proposals may be awarded as written or in part based on need and available resources.

EVALUATION CRITERIA

- Overall cost
- Reputation, skill, and experience of the vendor
- Schedule of work and amount of time to complete
- Landscape plan including overall design and materials

FORM OF PROPOSAL- PAGE 1 OF 2

Landscape Improvements at Occoquan Regional Park

To furnish all material, labor, tools, equipment and supplies to perform all work specified herein and shown in the contract documents.

Name of Contractor: _____

Address of Contractor: _____

Telephone Number: _____

Signature: _____

Title: _____

Print or Type Name: _____

Date: _____

Send Proposals To:

To: Blythe Russian, Park Operations Superintendent
NOVA Parks
5400 Ox Road
Fairfax Station, Virginia 22039 (703) 352-5900

FORM OF PROPOSAL- PAGE 2 OF 2

Landscape Maintenance at Occoquan Regional Park

Task – Front Gate and Entrance Road	Price
Thinning, cutting back and removal of excessive and/or invasive vegetation at ground level around the existing front entrance gate	\$
Thinning, cutting back and removal of excessive and/or invasive vegetation at ground level on both sides of entrance road	\$
Pruning/trimming of tree limbs that extend into and over the roadway in and around the existing front entrance gate	\$
Pruning/trimming of tree limbs that extend into and over the roadway along the entrance road	\$

Total for Section

\$

Task - Landscape plan to improve overall aesthetics around existing entrance gate	Price
Plan Design	\$
Materials	\$
Installation Labor	\$

Total for Section

\$

Task - Hazardous Tree Removal - Number of Trees (include stump grinding)	Price
	\$

Total for Section

\$

Total of All Tasks and Tree Removal	\$
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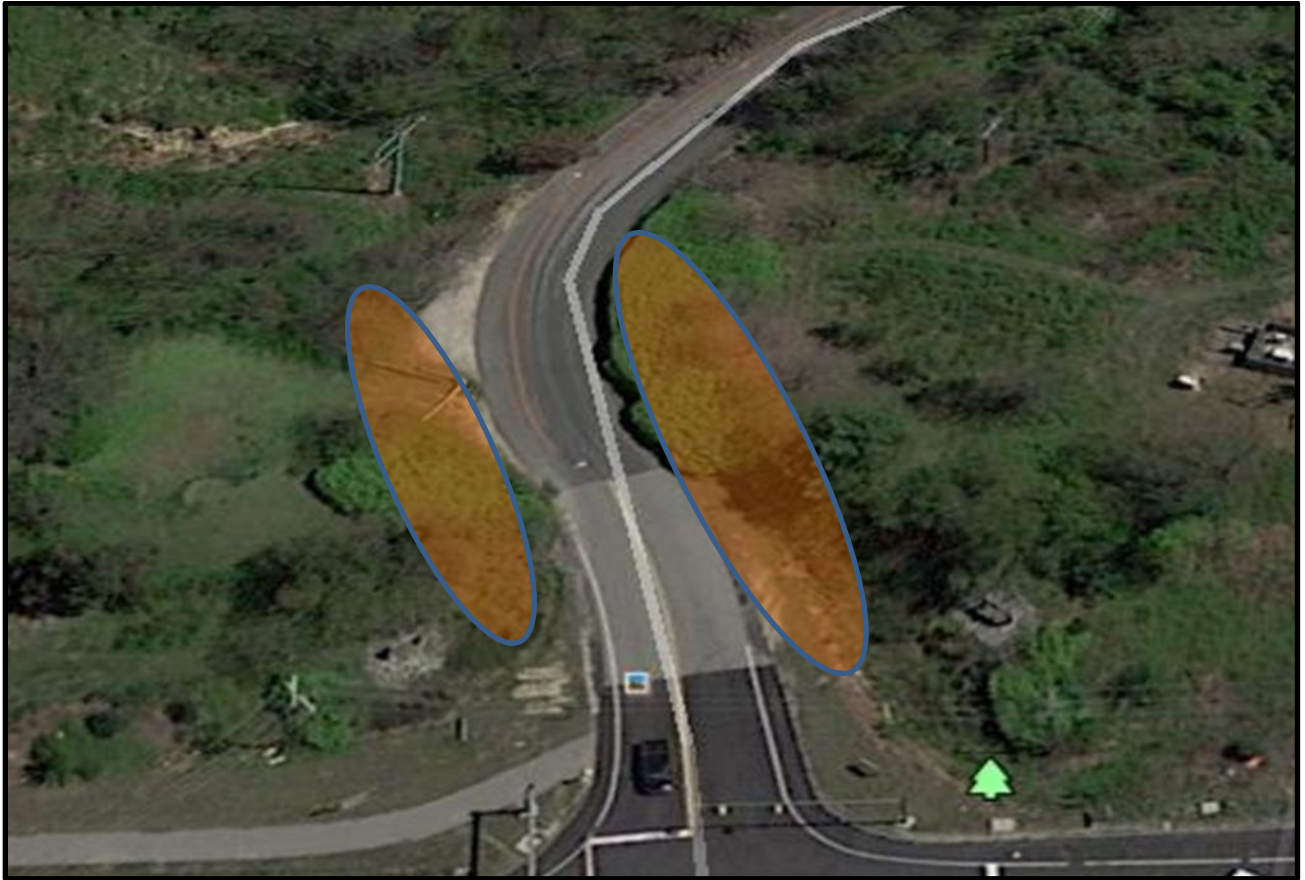
Pursuant to and in compliance with the contract documents, the undersigned proposes and agrees, if this proposal is accepted, to furnish all labor, materials, supplies, equipment and other facilities, and to perform all work described in the project manual in the manner therein prescribed for consideration of the following amount.

*******END OF FORM OF PROPOSAL*******

Reference Photos

Over view of work area:

Entrance Gate



Entrance Road



Entrance-left side of the road- remove growth to the right of the entrance sign. New entrance sign will be in the vicinity of existing sign.



Entrance Right side of the road (view is set back from the road). Remove growth from the left of the entrance sign, back to the entrance road.



Entrance road- trees to be trimmed back to not overhang the road, create a mow path on both sides.

