

REQUEST FOR PROPOSALS

INTRODUCTION:

The Municipality of the County of Antigonish is requesting proposals from eligible vendors and contractors to assess and offer suggestions for signage and landscaping along the Antigonish Trunk 4 Active Transportation Corridor, a key route for active commuting within Antigonish.

BACKGROUND

The Municipality of the County of Antigonish is dedicated to advancing Active Transportation within our community. Through collaboration with Nova Scotia Public Works, our primary focus is currently on the Antigonish AT Trunk 4 Corridor. In the spring of 2023, the Nova Scotia Department of Public Works initiated the first phases of an impactful Active Transportation Corridor project in Antigonish. Phase I & II involved constructing a multi-use pathway (MUP) along Trunk 4 between Spruce Lane and Church St in Antigonish County. Please refer to the attached concept designs.

The newly developed multi-use pathway system, spanning from Addington Forks to Beech Hill Rd, will cover approximately five kilometers. It will offer opportunities for walking, cycling, and utilization of human-powered or hybrid mobility aids such as wheelchairs, e-bikes, rollerblades, and more. This corridor will provide users with a safe active transportation option, linking with a proposed active transportation spine in the Town of Antigonish and extending to StFX University. Moreover, it will form a part of the Nova Scotia Blue Route, a province-wide initiative aimed at establishing a continuous network of bicycling infrastructure (<https://blueroute.ca/>).

Upon completion, this project will transform a portion of the former Trans-Canada Highway in Antigonish into an 5km AT pathway, serving as the backbone of the County's Active Transportation network. This includes constructing the 5km multi-use pathway between Addington Forks Road and Beech Hill Road.

The Municipality is also dedicated to fostering a thriving and healthy community that is attractive to both visitors and residents alike. We aim to cultivate a sense of connection among residents, where people engage with each other regularly, and where activity and play are integral parts of everyday life. In pursuit of this vision, the Municipality has recently introduced the Make Your Move Antigonish (MYMA) initiative. MYMA encourages individuals to dedicate a few minutes each day to simple, natural movements. This initiative seeks to mobilize our community towards embracing movement as a social norm, thereby promoting a culture of

health and vibrancy. Our goal is to shape a community where movement, connection, and vitality are woven into the fabric of daily life, making Antigonish a desirable place to visit and call home. The Municipality's Active Transportation (AT) plan is as a fundamental element of this initiative.

PROJECT OBJECTIVE:

Produce a comprehensive report outlining proposed designs and suggestions for signage and landscaping enhancements along the Antigonish Trunk 4 Active Transportation Corridor, complete with estimated costs for each element as well as suggestion for placement of signs. Signage proposals should encompass wayfinding signs for local navigation as well as interpretive signage. Landscaping recommendations should include the development of a planting plan for key locations along the trail as well as placement of amenities like benches at designated rest stops.

DELIVERABLES

1. Conduct a thorough scan and assessment of optimal practices for signage along active transportation routes to identify best practices and to determine if there are any industry-wide standards.
2. Arrange for an in-person visit of the Trunk 4 AT corridor and convene a meeting with the project team.
3. Comprehensive Report, including:
 - Proposed designs for signage, including:
 - Wayfinding signs for local navigation.
 - Interpretive signs providing information about the area's history, ecology, and cultural significance.
 - Landscaping recommendations including:
 - Planning schemes at a few select locations along with selection of planting species for the distinct variations on terrain along the corridor.
 - Amenities like benches at designated rest stops.
 - The placement of all signage along the corridor, including strategic placement of "Make Your Move Antigonish" messaging signs as well as Blue Route signage. Content of MYMA signage will be prepared by the MYMA leadership team. Blue Route signage content and color scheme will be provided based previously established specifications.
4. Estimated Costs:
 - Breakdown of estimated costs for each element of the proposed recommendations.

- Costs should include design fees, fabrication, installation, landscaping materials, labor, and any other relevant expenses.
- Justification for each cost estimate and any assumptions made.

5. Design Mock-ups and Illustrations:

- Visual representations of proposed signage designs, including mock-ups or renderings.
- Illustrations of proposed landscaping, such as planting layouts and art installations.
- Clear visualization of how the proposed recommendations will appear within the corridor environment.

VALUE ADDED SERVICES:

Given the experience of the firm making a submission, there may be additional project of service offerings that are aligned with the objectives and overall goals of this project. Final submissions may include ideas beyond the scope of the RFQ that provide added benefit. Proponents are encouraged to present any value-added services, innovative methods, or cost saving opportunities that could be applied to the scope of work above to achieve the project objectives.

Proponents are free to suggest alternative approaches to the work that could result in project efficiencies or improved results, while still meeting the overall objectives. This could result in omission or additions of certain scope items and a change in the overall project cost. Final submissions should describe their approach to the work to realize efficiencies and present the potential impact on costs and schedule alongside the description of the alternative approach.

PROPOSAL SUBMISSIONS:

Interested vendors and contractors are invited to submit their proposals by Monday, May 13, 2024, no later than 4pm Atlantic Time. Proposals should be submitted electronically to Marlene Melanson at marlene.melanson@antigonishcounty.ca with the subject line: "**Antigonish Trunk 4 MUP Landscaping Project - Request for Quotations.**"

The individual assumes the burden of delivery.

The Municipality of the County of Antigonish reserves the right to reject any and all of the submissions received.

The proponent may withdraw their submission at any time prior to the closing time by submitting a written letter to marlene.melanson@antigonishcounty.ca. The written request must be received prior to Monday, May 13, 2024, no later than 4pm Atlantic Time.

- **Submission Guidelines:**
Proposals are to contain the following information.
 - **Introduction:** A letter of introduction about the consultant(s).
 - **Qualifications & Experience:** Name(s) and summary of the vendor's qualifications and relevant experience in signage and landscaping projects, particularly in active transportation corridors
 - **References:** References from past clients or partners attesting to the vendor's capabilities.
 - **Cost:** Provide a breakdown of the time to be spent on *the project*.

- **Evaluation Criteria:**
Proposals will be evaluated based on the following criteria:
 - Experience with similar projects and successful case studies.
 - Cost-effectiveness and budget compliance.
 - Sustainability and environmental impact considerations.
 - Timeliness and project completion schedule.

- **Timeline:**
 - RFQ Issued: Friday, April 19, 2024
 - Proposal Submission Deadline: Monday, May 13, 2024, no later than 4pm Atlantic Time
 - Project Commencement: Monday, May 27, 2024
 - Project Completion: Friday, July 12, 2024

CONTACT INFORMATION:

For inquiries and clarifications regarding this RFP, please contact:

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Recreation Director

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