

REQUEST FOR PROPOSALS TO PREPARE A TRAIL FEASIBILITY STUDY: FIVE LOCKS WALK EXTENSION and CONNECTIONS

Proposals must be received by 5:00 p.m. on September 30, 2019.

General Project Description

The Delaware & Hudson Canal Historical Society (DHCHS) is seeking the services of a qualified consultant to prepare a trail feasibility study. The study area is a National Historic Landmark, the Five Locks Walk trail in High Falls and the surrounding area. A map is included with this RFP.

The project will involve corridor analysis for a potential loop trail extension of the Five Locks Walk and concept design for connections to other trails, parks, and public spaces. The Five Locks Walk starts at the DePuy Canal House, which will be the new location for the Museum managed by the Society and will feature a Visitor Center that promotes the cultural heritage and trail systems of the region. This feasibility study will provide an implementation strategy for the DHCHS, local governments and funding agencies to prioritize and coordinate investments and efforts.

Primary stakeholders and project partners in this study will include D&H Canal Historical Society, Town of Marbletown, High Falls Conservancy, High Falls Civic Association, O&W Rail Trail Committee, and the Delaware and Hudson Transportation Heritage Council (DHTHC).

The D&H Canal Historical Society is the lead agency for this project. The consultant will work with the staff team, and will be supported in project management by the Deputy Director for Administration, Kayla Altland.

Estimated start date is November 2019.

www.canalmuseum.org

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Background

The Canal Society is a 501(c)(3) non-profit whose mission is to highlight the importance of the D&H Canal and preserve its stories, landscapes and artifacts. At 52 years old, the Society is one of the oldest organizations to celebrate this story and as such has extensive collections and archives on the Canal. The Five Locks Walk is a trail following the towpath of the extant remains of the D&H Canal in High Falls and is a National Historic Landmark. In 1999, the High Falls locks--16 through 20--were cleared and refurbished (to the extent possible).

In December 2015, the Society acquired the historic **Depuy Canal House** in High Falls, with financial assistance from the *Open Space Institute of New York City (OSI)*, and the *NYS Department of Parks, Recreation, and Historic Preservation (OPRHP)*. The building initially housed a tavern and general store, and was later purchased by the Delaware & Hudson Canal Company to house its offices. By 2021, this important historic structure will be the D&H Canal Visitor Center and Museum. Extending the Five Locks Walk and developing dedicated trail connections will fortify the purpose and location of the Visitor Center to promote awareness of extant remains of the canal from Pennsylvania to New York.

Goals

- Develop an accessible multi-use trail to extend the Five Locks Walk into a loop that is scenic, passes historic canal features, and connects to other recreational paths and trails along the canal route in Ulster County, New York.
- With local input from partners, create a concept design that connects the Five Locks Walk to other trails.

Scope of Work

The proposed scope of work for this project includes an initial round of planning activities aimed at developing a trail feasibility study for extending the Five Locks Walk in High Falls and connecting to other trail systems. The study would also provide recommendations for gaining stakeholder engagement for future planning and implementation.

A. Project Deliverables:

- Final plan copies to include: 6 (six) bound color copies
- One (1) unbound color copy of final plan
- One (1) digital copy of final plan (format to be determined, print ready, graphics included)
- Maps (All GIS map data as ESRI Shapefiles or preferably Geodatabase files)
- Maps (All presentation maps as Adobe Acrobat (.PDF) or .JPG format)
- Presentation graphics

B. Consultant will assist with:

- a. Defining a Vision for the project (help us push our limits)
- b. Conceptual Design for Trail Connections including
 - i. Links to other trails, parks, and public spaces
 - ii. Recommendations to overcome barriers
 - iii. Land acquisition needs and potential costs
 - iv. Trail use recommendations and standards for materials and design
 - v. Safety issues and traffic crossings
- c. Corridor Analysis for Loop Trail including
 - i. Rights of way
 - ii. Topography
 - iii. Soil and geography
 - iv. Interpretive signage locations
 - v. Environmental impacts, floodplain and wetlands considerations
 - vi. Aerial photographs
- d. Maps and planning boards for potential trail connections
- e. Review and edit final report
- f. Estimated design, build, and maintenance costs for connections and prioritization of each section
- g. Cost to rehab current trail to account for increased use/bike use
- h. Permit list
- i. Recommendations for next steps

C. Society will assist with:

- a. Developing project goals
- b. Data collection (parcel maps, regional trail maps - OSI?, public interest surveys, current trail use)
- c. Writing and designing the final report
- d. Organizing and promoting public meetings and stakeholder focus groups
- e. Organizing a “kitchen cabinet” of advisors for the project (extend beyond this study for design and implementation)
- f. Potential visitor and demographic data
- g. Marketing and communications outline for trail connections, including maximizing tourism for High Falls
- h. How project fits into region and state-wide trail efforts, including NY Statewide Comprehensive Outdoor Recreation Plan
- i. Information regarding available facilities at Canal House
- j. Interpretive Plan that aligns with partners (eg. O&W Rail Trail Committee and High Falls Conservancy)
- k. Researching funding sources for design and implementation

Project Timeline

We anticipate getting started as soon as the contract has been signed and that the project will last between 6 and 9 months. The Society has 3 part-time staff balancing other priorities, but as the project is tied to grant funding, we would like to finish the project within 12 months.

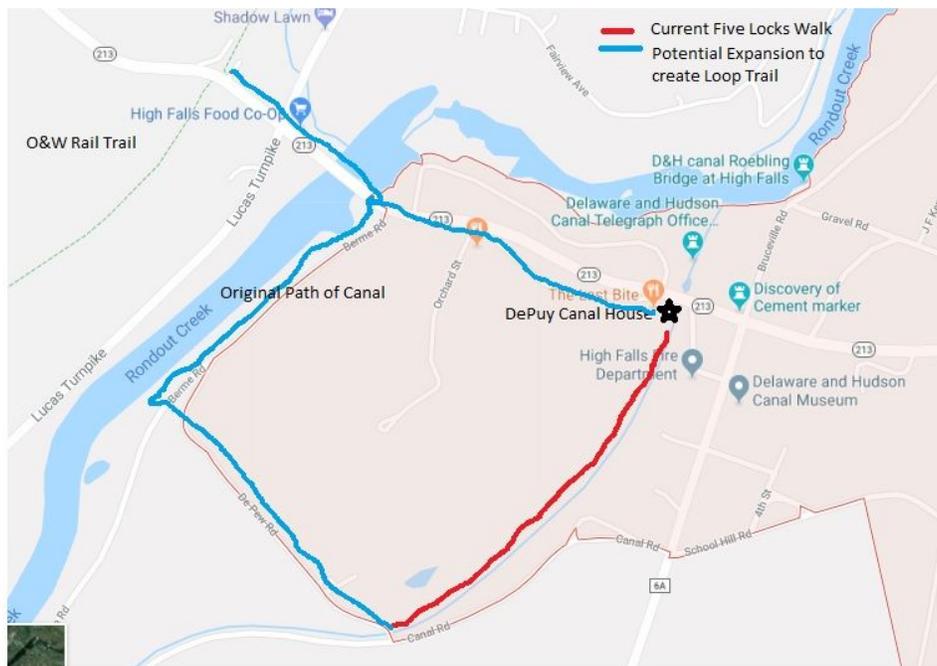
November 2019 - Planning Meeting
December 2019 - Initial Research and Data Gathering
January 2020 - Focus Groups and Community Meetings
February 2020 - Analysis
March 2020 - Feedback
April 2020 - Final Presentation of Study

Budget

Anticipated budget range for the project is \$8,000-12,000. Scope of work could be adjusted to fit more closely to this range.

Proposal Details

Please submit your information by email to admin@canalmuseum.org. Include either examples of relevant work or a link to your portfolio online. Please include a timeline for stages to complete the project and an estimated cost. Submit the proposal and all materials by Monday September 30. Proposals will be reviewed by Staff and Board we will inform you of a decision no later than October 18. Questions can be directed to Kayla Altland at admin@canalmuseum.org.



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