

Hamilton County
Request for Proposal and Statement of Qualifications
Adirondack Cycling Strategy for the Adirondack Park Great South Woods, Phase I

The County of Hamilton is requesting proposals from Regional and Transportation Planners to develop an Adirondack Cycling Strategy for the Great South Woods.

Hamilton County has received funding to undertake activities in preparation of an Adirondack Cycling Strategy, Phase One, The Great South Woods under the NYS DEC 2016-17 Adirondack Smart Growth Program. In accordance with Hamilton County Procurement Policies and Procedures the County is soliciting Statement of Qualifications for consulting services to complete the first phase of the cycling plan. All services through completion of the plan must be within the contract period 08/01/2017 through 07/31/2020.

The project goal is to improve opportunities for bicycle tourism in the Adirondack Park and develop the region into a recognized cycling destination. The project is Phase I of a larger effort to create a Park-wide bicycle tourism program including a regional marketing strategy to promote existing assets to travelers. Phase 1 focuses in the Great South Woods (GSW). The consultant will prepare a comprehensive inventory and map of a bicycle network in the project area, identify mechanisms to expanded biking opportunities; provide strategies for towns to become Bicycle-Friendly Communities; identify opportunities for strengthening recreation tourism assets and infrastructure in the GSW; and create recommendations for creating a blueprint for a Park-wide bicycle tourism program.

Scope of Services may include:

1. Create an inventory and map of key bicycle assets in the Great South Woods using GIS. This will include existing and potential on-road and off-road trail networks, bike trails, designated local regional and State bicycle routes and connections to historically and culturally significant destination that can be promoted and enhanced to attract bicycle tourists. Recommendations will be made for expanding biking opportunities via trail systems and routes between communities, between trails on the Forest Preserve, easement lands, other publicly owned lands and to downtowns or hamlets. A collaborative process is expected to be utilized to collect information and will include partnering with State agencies, regional entities, local government and community groups, NGOS and universities and bicycle industry experts. Recommendations will conform to regulations set forth in the State Land Master Plan, NYSDOT guidelines and other plans to minimize environmental damage.
2. Stakeholder outreach- Creation of an outreach strategies (i.e. database of stakeholders including state agencies, organizations, bike groups, chambers, NGOs and grassroots organizations, mechanisms for outreach). Outreach will be documented to plan consistently with other tourism and recreation efforts.
3. Development of a bicycling friendly destination communities program for the Great South Woods. With stakeholder outreach, the responder will create a community assessment tool to determine Bicycle Level of Services. The Assessment Tool will then be utilized to

identify opportunities for Bicycle Friendly Community designations and identify growth areas for infrastructure development in the Great South Woods.

4. Create a Bicycle Action Plan for the Great South Woods. Utilizing the community assessment tool, the consultant will create "report cards" for communities to help facilitate decisions about expanding bicycling amenities, services, and infrastructure.
5. Create a Park Wide Bicycle Tourism report or "blueprint" using the experience in the GSW area. Evaluate the process used in Phase I to make recommendations for expanding the Park-wide effort. The report will contain primary data and research to allow smooth integration with existing tourism and trail efforts and provide a roadmap for an Adirondack Park Bicycle Program

We are seeking the following qualifications:

- Experience with bicycle tourism planning and accessing and interpreting market trends
- Demonstrated success planning bike routes
- Community organizing experience
- Expertise with GIS
- An understanding of federal, state, and county traffic agencies, laws, procedures, policies and programs
- Understanding of the Adirondack Park and its limitations and opportunities
- Experience working with collaborative efforts including local government and NGOs.
- Good speaking and verbal communication skills.

Each proposal should include information about responder that clearly demonstrates that the responder is qualified and competent to provide the requested service and a price quote for meeting the objectives of the project and ensuring deliverables are met. This includes resumes of staff with relevant experience and other experience, proposed staffing patterns and key personnel to be involved in providing this service to the County, a list of any licenses, certification or education to be utilized to perform these services, and demonstration and willingness to obtain professional and/or insurances as requested. A list of 3 references should also be included. Pricing should be broken down by deliverables.

Responses to the RFQ are due on or before *January 18, 2018*. The award will be made on or about *February 1, 2018*. Responses should be sent to: William G. Farber, Chairman, Hamilton County Board of Supervisors, PO Box 205, Lake Pleasant, NY 12108. If you have any questions, or need additional information, please feel free to contact William G. Farber, (518) 548-6651.