

LAND USE OFFICE

Telephone: 860-435-5190
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Email: landuse@salisburyct.us



Town Hall
P.O. Box 548
27 Main Street
Salisbury, Connecticut 06068

REQUEST FOR PROPOSALS:

RAILROAD STREET MULTIMODAL PATHWAY PLANNING AND DESIGN

The Town of Salisbury, Connecticut, (hereinafter termed "Town"), is seeking a qualified firm to develop a shovel-ready design formalizing a multimodal pathway running north/south within the Salisbury Village Center (SVC) located in the Rail Trail right of way (ROW) and abutting the Railroad Street ROW.

Bid Proposal Submission:

Submissions Sent to: Office of the First Selectman, Attn: Emily Egan, 27 Main St. PO Box 548
Salisbury, CT 06068

Proposal Deadline: Monday June 23, 2025 at 11:00 am

Format: All proposals shall be sealed, addressed to the Office of the First Selectman, Attn: Emily Egan and marked: "Town of Salisbury Proposals for Railroad Street Multi Modal Pathway Planning & Design." Firms interested in providing engineering and design services are invited to deliver two hard copies of the proposal as well a digital version to egan@salisburyct.us.

Questions Sent to: Abby Conroy, Land Use Director aconroy@salisburyct.us

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Introduction to the Salisbury Railroad Street Pathway

The Town of Salisbury includes the villages of Salisbury, Lakeville, and Lime Rock as well as the hamlets of Taconic and Amesville. Two major commercial areas in Town are the villages of Salisbury and Lakeville. As part of the 2024 Plan of Conservation and Development (POCD), the Planning & Zoning Commission (PZC) hired Colliers Engineering and Design (CED) to conduct a planning study for each of the village centers. These village planning studies considered prior planning efforts and reports, current conditions, potential development projects, and public perspectives. The resulting CED studies included conceptual designs and recommendations for municipal improvement projects. Additionally, the Land Use Office and Town Recreation Department retained CED to conduct a Recreation and Open Space Study to inventory and provide recommendations for improvements to Town recreation facilities.

One common element featured in the village center studies, the recreation and open space study, and the POCD(s) was the Town-owned "Rail Trail." The Town controls an approximately 2.25-mile stretch of the Old CNE railroad bed which connects neighborhoods, municipal recreation facilities, publicly accessible open space and the Salisbury and Lakeville village centers. In most places the trail is unimproved, consisting of an uneven, often muddy, rutted surface that is minimally maintained. Additionally, the bridges have deteriorated and require maintenance. Due to the trail condition, this amenity is not inclusive to all segments of the community. Further, directional signage, formalized trail heads, and parking areas are lacking.

Despite recommendations from numerous plans and studies and alignment with local and regional Plans of Conservation and Development (Northwest (CT) Next, 2017), comprehensive improvements to the Rail Trail have not been undertaken, resulting in safety and accessibility concerns. This is especially true where pedestrians and bicycles on the Trail intersect with vehicular traffic in our village centers. The village centers and municipal recreation facilities have potential to act as gateways to the Rail Trail. As such, long term planning envisions these gateways as a logical starting point for trail surface and connectivity improvements.

The purpose of this request for proposals (RFP) from civil engineering consulting firms is to develop engineering plans and specifications for the design and construction formalizing a multimodal pathway running north/south within the Salisbury Village Center (SVC) located in the Rail Trail right of way (ROW) and abutting Railroad Street ROW. The objective is to provide improved safety and recreational opportunities within the SVC where the Town-owned Rail Trail intersects with vehicular traffic at the center of the commercial district. The resulting improvements would benefit guests and residents alike whether visiting the SVC on foot, on bike, or by vehicle. If improved, this section of the trail could be used year-round rather than

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being limited to warmer, dry seasons. The current trail configuration and surface conditions (which are uneven and can be muddy or snow covered) deter use.

Salisbury is the northwestern-most town in the State and is frequented by residents of New York and Massachusetts. This section of the trail is also within half a mile of the Appalachian Trail (AT). The SVC is an essential stop for through-hikers on the AT because of LaBonne's Supermarket and the local Post Office.

The timing of this project is important. Though a need exists, proposed developments close to the Rail Trail have the potential to further increase the number of possible users. Along the eastern side of the Rail Trail in the north end of the SVC is a parcel approved by the Planning & Zoning Commission for 20 new affordable housing units (known as Dresser Woods). Access to this parcel is by easement only over the Rail Trail ROW. Immediately to the south of the SVC is a Town-owned parcel fronting on the eastern side of the Rail Trail ROW (known as the Pope Property). The Pope Property is currently in conceptual phase for 64 units of affordable housing and consolidated active recreation facilities.

See "Attachment C" for an Overview of the Salisbury Village Center Area (C-1), a detail showing the approximate extent of the proposed Railroad Street Multimodal Pathway (C-2), as well as a schematic of how the Rail Trail connects important Town facilities (C-3). Additional photo documentation is included as C-4.

Combined, the new developments would contribute to an increase in all modes of traffic within the SVC. An area which, for more than a decade, has been flagged as a priority for improved multimodal connectivity.

This request aligns with the following planning documents:

- [2012 Salisbury Plan of Conservation and Development](#)
- [2024 Salisbury Plan of Conservation and Development](#)
- [Regional Plan of Conservation and Development 2017-2027](#)
- [State growth management principals as articulated in the Office of Policy and Management's 2018-2023 Conservation & Development Polices: The Plan for Connecticut](#)
- [Statewide Comprehensive Outdoor Recreation Plan 2024-2029](#)
- [2023 Lakeville Village Planning Study](#)
- [2024 Salisbury Village Planning Study](#)

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Extent of Request

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This request is for engineering and design of approximately 1500 linear feet of Town-owned trail including possible realignment of a Town-owned roadway (Railroad Street) within the SVC. The northern terminus of the proposal occurs at “Dresser Woods” (#37 Railroad Street) and the southern terminus occurs at the “Pope Property” (#20 Salmon Kill Road).

This RFP seeks to undertake all necessary engineering and design for the pedestrian enhancement. This phase of the project will determine if and what permits will be required for implementation as well as provides documents and plans necessary to obtain applicable permits. An A-2 survey has already been completed on behalf of the Town.

Scope of Required Services

The selected consulting firm will provide comprehensive engineering services (including civil-site, traffic, geotechnical etc.) for the preparation of complete engineering drawings, specifications, estimates, contract documents, property maps, streetline maps and related services.

The selected firm will provide the Town of Salisbury with expertise in performing other functions, such as traffic analysis, geometric roadway design, additional surveying (as required), drainage analysis/design, engineering plans, construction documents, and preparing permit applications.

The Scope of Services is generally defined as noted below but is subject to change and final negotiation.

- Prepare engineering plans suitable for construction bidding and CT DOT encroachment permitting of the pedestrian way as applicable, potential realignment of Railroad Street, and other associated improvements (drainage, utilities, etc.).
- Assist the Town in preparation of construction contract bidding materials and selection of construction contractor.
- Coordinate submission of CT DOT encroachment permit/applications as applicable.

Deliverables

The selected firm will have sufficient staff to ensure prompt delivery of services and completion of tasks assigned. The selected firm must assign a Professional Engineer licensed by the State of Connecticut to be responsible for the management and design of the project.

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Firms submitting proposals are required to include information on how the Scope of Services will be addressed.

At a minimum, the selected firm will be expected to:

- Review all necessary documentation related to the project including correspondence from the Town, CT DOT and project concept plans.
- Construction design for sidewalk, roadway, and associated improvements (drainage, utilities, etc.).
- CT DOT Encroachment Permit application package.
- Assist the Town with public outreach/informational materials as needed.
- Construction Bid solicitation package.
- Assist with coordination with public utilities.
- Assist with R.O.W. acquisitions (as required) and be familiar with the CT DOT requirements.
- Prepare a detailed cost estimate using the developed project plans.
- Act as a Town representative for any necessary Right of Way acquisitions.
- Act as a Town representative related to the submission, review and revision of the submitted plans.

Submission Requirements

Interested firms should submit:

1. A letter of interest, to include:
 - a. General information on the firm and any proposed subconsultants.
 - b. A brief narrative to demonstrate the firm's understanding of the project.
 - c. A description of an improvement or unique feature or suggestion that if incorporated into the process, would improve the project overall.
2. Firm experience with similar projects and/or deliverables, including:
 - a. Roadway Design.
 - b. Storm Drainage Design.
 - c. CT DOT Coordination.
 - d. Eversource/Aquarion/Sewer/utility Coordination.
 - e. Right of Way Investigation, impacts and acquisition (as required).
 - f. Public Outreach.
3. Résumés of key staff to participate in the project to demonstrate that all work performed under this contract will be at the direction of Licensed Professional Engineers and Licensed Land Surveyors.

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4. The names, titles, addresses and telephone or email addresses of three references who have been recipients of the firm's services within the last three years.
5. Proposed Project Schedule including the Firm's earliest possible date of availability.
6. Fee proposal which addresses all elements of the project to be performed and in sufficient detail to include the specific tasks related to the proposed project schedule.
7. A listing of any proposed subcontractors to be used for this work and the type of services the proposed subcontractor is proposed to perform.
8. Proof of Commercial General Liability Insurance, including Contractual Liability Insurance providing for a total limit of One Million Dollars (\$1,000,000) for all damages arising out of bodily injuries to or death of all persons in any one accident or occurrence, and for all damages arising out of injuries to or destruction of property in any one accident or occurrence, and, subject to that limit per accident, a total (or aggregate) limit of Two Million Dollars (\$2,000,000) for all damages arising out of bodily injuries to or death of all persons in all accidents or occurrences and out of injury to or destruction of property during the policy period, naming the Town as an additional insured.
9. Any other information deemed relevant or necessary to adequately address how the respondent will provide the identified Scope of Services.
10. Information regarding the firm's internal quality control reviews and process.

Project Administration

Under the direction of the First Selectman, the Director of Land Use in conjunction with the Town Highway Department would also oversee further permitting and implementation of the design.

Selection Criteria

Consideration in the awarding of the Contract will be given to price, prior experience and competence of the Contractor, the nature and size of the Contractor's organization and familiarity with the area, and the quality of similar projects the Contractor has completed in the past. In addition to addressing each of the items in the specifications, the Contractor must submit, as part of its proposal, the following information:

1. A Letter of Transmittal signed by the individual authorized to negotiate for and contractually bind the Contractor stating that the offer is effective for at least sixty (60) Calendar Days from the deadline for submission of proposals.
2. A list of Connecticut Municipalities for which the Contractor has completed similar design projects.

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3. A description of the Contractor's public relations program that would be used during the design phase.

Without limiting the ability of the Town to consider and evaluate all responses, the current criteria for selection includes the following:

1. The specialized experience of the individuals or firm and assigned personnel on similar projects, with specific attention drawn to landscape architecture and civil engineering.
2. The firm's understanding of and technical approach to the project.
3. The firm's ability to effectively coordinate public participation and market such efforts on behalf of the Town.
4. The ability of the firm and its subconsultants and support staff to work effectively with the Town and its project team.
5. The firm's schedule, including milestones showing any public involvement and deliverables, as well as the firm's demonstrated ability to perform the work in a timely manner.
6. Clarity, organization, and effective presentation of the proposal.
7. Review of listed references.
8. Proposed cost including fee schedule or fee schedule methodology.

The proposal must address each of the items set forth in the Request for Proposal in order to be considered responsive.

The Town reserves the right to reject any and all submissions, waive informalities, and to recommend the award of a contract as may be in the best interest of the Town. All submissions, materials, documents, etc. submitted in conjunction with the selection process shall become the property of the Town and may be disposed of without notification and shall be considered public information. The applicant selected by the Town shall be expected to comply with all applicable federal, state, and local laws and regulations in the performance of services.

The Town plans to invite a very short list of 2-3 responding firms for an interview based on a review of the written proposals. The responding firms should plan to make staff available to participate in an interview either in person or virtually.

Part III Project Information – Attachment C Salisbury Railroad Street Multi Modal Pathway Planning & Design

C-1. Extent of CED Salisbury Village Center



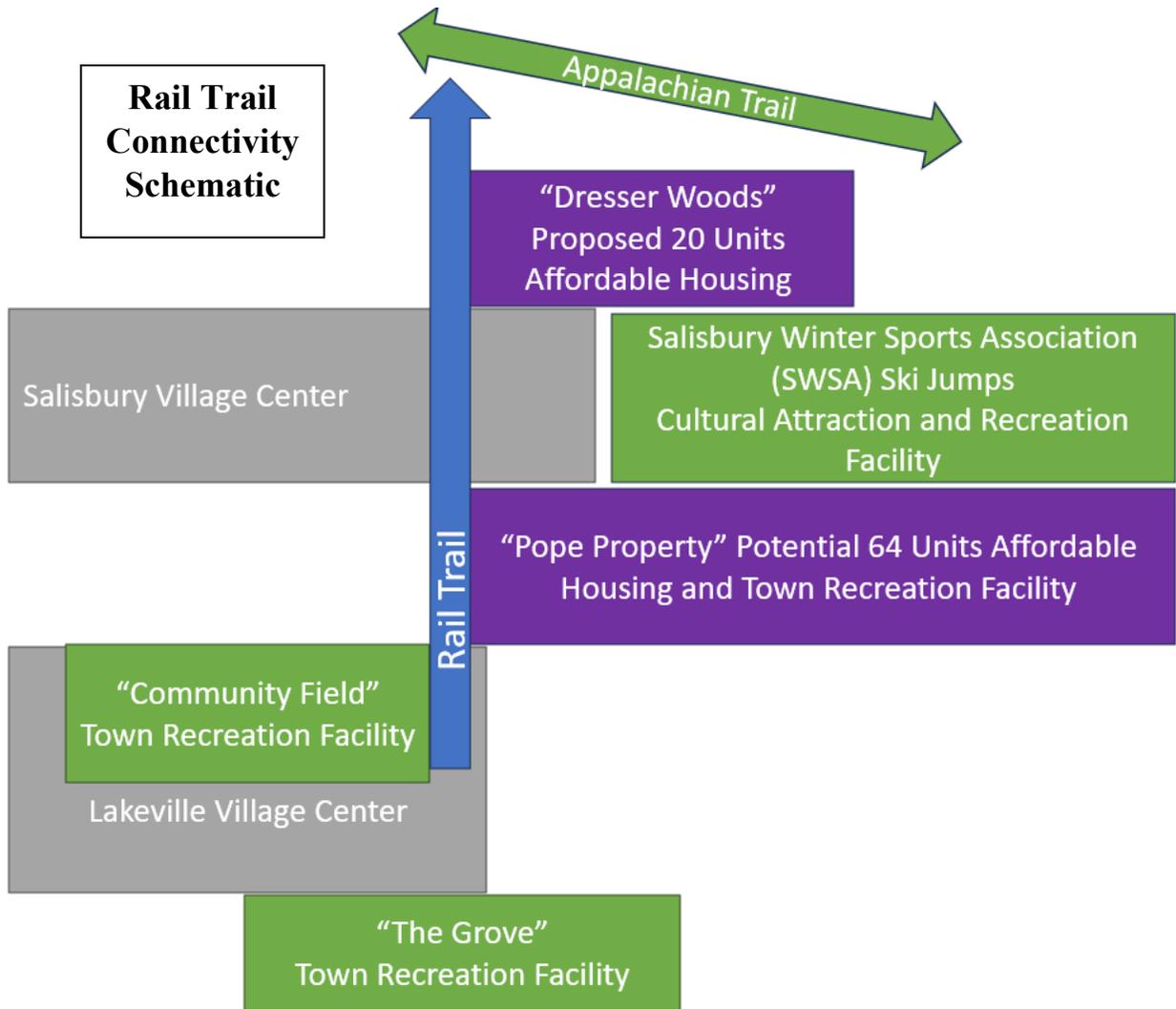
Part III Project Information – Attachment C
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C-2. Approximate Extent of Proposed Railroad Street Multimodal Pathway



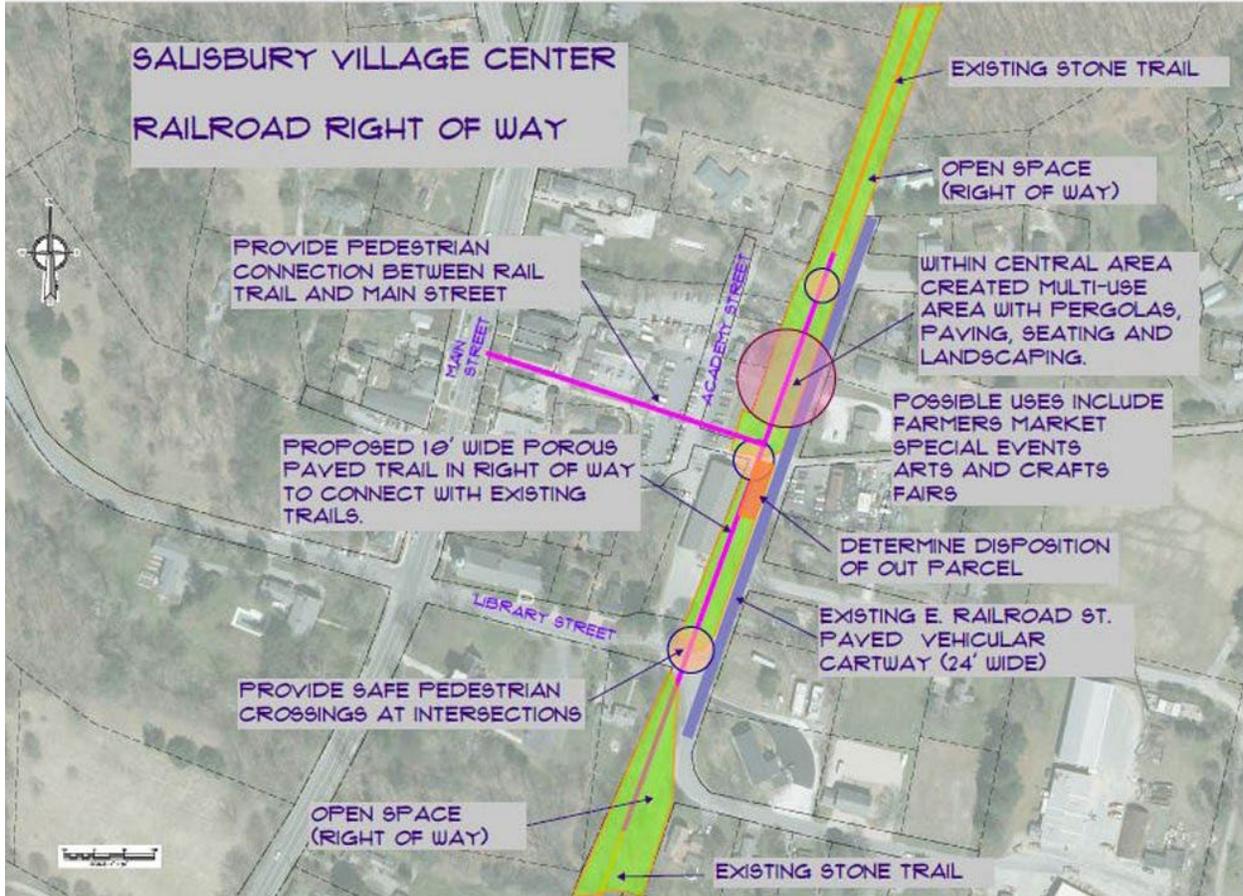
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C-3. Rail Trail Connectivity Schematic



Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

C-4. CED Concept Plan for Salisbury Village Center Railroad Right of Way

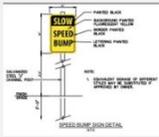


Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

C-5. Salisbury Housing Committee Inc., Concept for “Dresser Woods” Access Roadway Over Rail Trail
ROW with Improved Rail Trail Parallel

ACCESS PARALLEL TO RAIL TRAIL

- Accessway will run parallel to rail trail for 150 feet
- Boulders and plantings will create a barrier between trail and accessway
- Speed bump proposed



Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

Photo 1 - Vacant Space Adjacent to Railroad Street Looking South Towards 15 Academy Street



Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

Photo 2: Informal Parking Area Between Academy Street and Railroad Street Adjacent to Rail Trail
Looking North



Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

Photo 3: Undefined Rail Trail Parallel Railroad Street Looking North from Library Street Intersection



Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

Photo 4: Foot Worn Rail Trail Parallel Railroad Street Looking North from South of Library Street



Part III Project Information – Attachment C
Salisbury Railroad Street Multi Modal Pathway Planning & Design

Photo 5: Foot Worn Rail Trail Parallel Railroad Street Looking South from Library Street Intersection

