

REQUEST FOR PROPOSALS (RFP)

Issued By: Clay County Commission, Clay County, South Dakota

Project Title: Missouri River Access Improvements Planning Study

Project Budget: Not to Exceed \$250,000

RFP Release Date: January 2nd, 2025

Submission Deadline: February 20th, 2025

1. INTRODUCTION/BACKGROUND

The Clay County Commission ("the County") is soliciting proposals from qualified engineering and planning consulting firms to conduct a feasibility study and develop conceptual designs to improve public access to portions of the Missouri National Recreational River (MNRR) within Clay County, South Dakota.

The County has received federal grant funding through the Federal Lands Access Program (FLAP) to carry out this planning study. The project aims to identify opportunities to enhance public safety, accessibility, and recreation at key locations along the MNRR, including riverfront sites and transportation corridors.

The MNRR consists of two free-flowing stretches of the Missouri River and serves as a critical recreational and cultural resource for residents and visitors. The goal of this project is to connect people living in and visiting Clay and Yankton Counties to these federally managed lands and waters. Current infrastructure limits safe and equitable access to the river and related recreational opportunities. This study will explore options to address these challenges.

2. SCOPE OF WORK

The selected consultant will conduct a comprehensive feasibility study and conceptual design process focused on four primary areas of improvement (See "10. MAPS AND IMAGES" at end of this document for additional information regarding location and size of proposed study areas):

1. 452nd Avenue Improvements:

- Assess public interest and study the feasibility of improvements to 452nd Avenue south of 316th Street to the MNRR.
- Develop conceptual designs for a new park at the intersection of 452nd Avenue and the MNRR, including waterfront access and space for outdoor recreation.

2. Myron Grove River Access Enhancements:

- Assess public interest and feasibility of improvements to support non-motorized boating and other recreational uses at the Myron Grove River Access.

3. Clay County Park Redesign:

- Explore options to facilitate non-motorized watercraft access and public recreation opportunities at Clay County Park.

- Evaluate ways to redesign the park for improved functionality and accessibility.
4. **Multi-Modal Trail Connection to Clay County Park:**
- Study the feasibility of creating a safe and inviting route for pedestrians and cyclists from the City of Vermillion to Clay County Park. The study should focus on the existing public road rights-of-way (SD State Hwy 50, SD State Hwy 19, Timber Rd, and 460th Ave) and potential connections within Vermillion.
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3. DELIVERABLES

The selected consultant will provide the following:

1. **Preliminary Environmental Review:** Pre-NEPA environmental screening covering all required NEPA considerations and prepared in a format that would facilitate tier-studies and submittal to DOT.
2. **Cultural Review:** Section 106 cultural review and consultation. If the proposer intends to subcontract this work, please provide the name of the firm or entity who would be hired to conduct the review.
3. **Community Engagement:** Public outreach and engagement, including:
 - At least two public meetings, with at least one held in Clay County, and one held in Yankton County.
 - Outreach to landowners and other public and private stakeholders.
 - Solicitation of input from individuals and entities unable to attend in-person meetings.
4. **Conceptual designs:** Draft designs and cost estimates for the following:
 - A new park and non-motorized launch site at 452nd Ave including waterfront access improvements and access road from 316th St to the riverfront.
 - Improvements at Myron Grove River Access which facilitate river access for non-motorized watercraft and public recreation opportunities.
 - Improvements at Clay County Park which facilitate river access for non-motorized watercraft and public recreation opportunities.
 - A safe and inviting multi-modal trail connecting the City of Vermillion to Clay County Park in existing public road rights-of-way.
5. **Funding Recommendations:** Identification of potential funding sources for future implementation.
6. **Final Written Report:** Compilation of all findings, including conceptual designs, feasibility assessments, and cost estimates.

7. **Presentations:** Presentation of the final plan to the Clay County and Yankton County Commissions.
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4. PROJECT TIMELINE

The project will adhere to the following general timeline:

- **RFP Release Date:** January 2nd, 2025
 - **Proposal Submission Deadline:** 5:00pm CT, February 20th, 2025
 - **Contract Award Announcement:** The County anticipates the scoring and proposal review process to take approximately 2-3 weeks. Award announcement to be expected prior to March 15th, 2025.
 - **Anticipated Project Kickoff:** March or April 2025, date TBD
 - **Target Date for Final Deliverables Due:** September 30th, 2025
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5. PROPOSAL REQUIREMENTS

Firms responding to this RFP must submit proposals that include the following information:

1. **Cover Letter:**
 - A brief introduction to the firm, including the name, address, UEI number, contact information for the primary point of contact, and a brief statement of why the firm is interested in the project.
2. **Firm Qualifications:**
 - Description of the firm's experience with feasibility studies, public engagement, and conceptual design for public infrastructure projects.
 - Examples of at least three similar projects completed within the last five years.
3. **Project Team:**
 - Resumes and qualifications of key personnel assigned to the project.
 - Description of team roles and responsibilities.
4. **Project Understanding and Approach:**
 - A narrative demonstrating the firm's understanding of the project goals.
 - Description of the methodology and approach to achieving the deliverables.
 - Proposed timeline and milestones for completing the work with a Gantt chart or similar figure demonstrating realistic path to achieving project goals.
5. **Cost Proposal:**

- A detailed, itemized cost breakdown not to exceed \$250,000, showing lump sum costs for each deliverable.
- Any assumptions or exclusions relevant to the pricing.

6. References:

- Contact information for three clients for whom the firm has provided similar services.

6. EVALUATION CRITERIA

Proposals will be evaluated using the following criteria:

Criteria	Weight
Project Team Experience and Qualifications: A greater total number of years with some journeyman and some professionals will be favorable. Certifications, resumes, and relevant degrees of study will be reviewed.	25%
Relevant Project Experience: Experience with planning in rural communities will be favorable. Proposers with a history of success working in small midwestern communities will be preferred. Demonstrated success navigating contentious public input processes is valued.	25%
Project Understanding and Approach: Robust community engagement will be integral to this project. The selected consultant will encounter a wide range of strong, sometimes contradictory views from various stakeholders and will need to integrate these into feasible plans with broad public support. Innovative methods to solicit productive input and build consensus around the most popular and feasible plans will be highly scored.	20%
Proposed Timeline and Cost: Timeline is reasonable. Cost estimates are realistic and appropriate. All costs are eligible uses for FLAP Grant funds and do not exceed \$250,000 including any contingencies.	20%
Quality of Proposal and References: Proposal is free of spelling, grammatical, graphical and other errors. References may be contacted.	10%

The County reserves the right to interview top-ranked firms prior to final selection.

7. SUBMISSION INSTRUCTIONS

Proposals must be submitted by **5:00pm CT, February 20th, 2025**. Late submissions will not be considered. Proposals must be submitted in the following manner:

- **Format:** PDF file.

- **Submission Method:** Email submissions to Carri.Crum@claycountysd.org with the subject line "**Missouri River Access Planning Study Proposal**". It is the responsibility of proposers to confirm the email was received and that any attachments can be accessed. County does not assume responsibility for technical errors with delivery.
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8. GENERAL TERMS AND CONDITIONS

1. The County reserves the right to reject any and all proposals, waive informalities, and accept the proposal that best meets the needs of the County.
 2. All costs incurred by the proposing firm in responding to this RFP are the responsibility of the proposer.
 3. The selected consultant must comply with all applicable federal, state, and local regulations, including those tied to the federal grant funding.
 4. This project will require regular updates and coordination with County staff.
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9. CONTACT INFORMATION

For questions or clarifications regarding this RFP, please contact:

Carri Crum, County Auditor
Clay County Auditor's Office
211 W. Main St., Suite 200
Vermillion, SD 57069

Phone: (605) 677-7120

Email: Carri.Crum@claycountysd.org

10. MAPS AND IMAGES

The National Park Service shall not be held liable for improper or incorrect use of the data described and/or contained herein. These data and related graphics (i.e. GIF or JPG format files) are not legal documents and are not intended to be used as such. The information contained in these data is dynamic and may change over time. The data are not better than the original sources from which they were derived. It is the responsibility of the data user to use the data appropriately and consistent within the limitations of geospatial data in general and these data in particular. The related graphics are intended to aid the data user in acquiring relevant data; it is not appropriate to use the related graphics as data. The National Park Service gives no warranty, expressed or implied, as to the accuracy, reliability, or completeness of these data. It is strongly recommended that these data are directly acquired from an NPS server and not indirectly through other sources which may have changed the data in some way. Although these data have been processed successfully on computer systems at the National Park Service, no warranty expressed or implied is made regarding the utility of

the data on other systems for general or scientific purposes, nor shall the act of distribution constitute any such warranty. This disclaimer applies both to individual use of the data and aggregate use with other data.

1. 452nd Avenue improvements



The proposed study area for 452nd Ave improvements is approximately 66' wide by 3500' long.

2. Myron Grove River Access Enhancements:



Legend

- Proposed Study Area
- MNRR Boundary - Does not indicate ownership

0 0.25 0.5 Miles



The proposed study area for Myron Grove River Access enhancements is approximately 91.5 acres (perimeter approximately 8375').

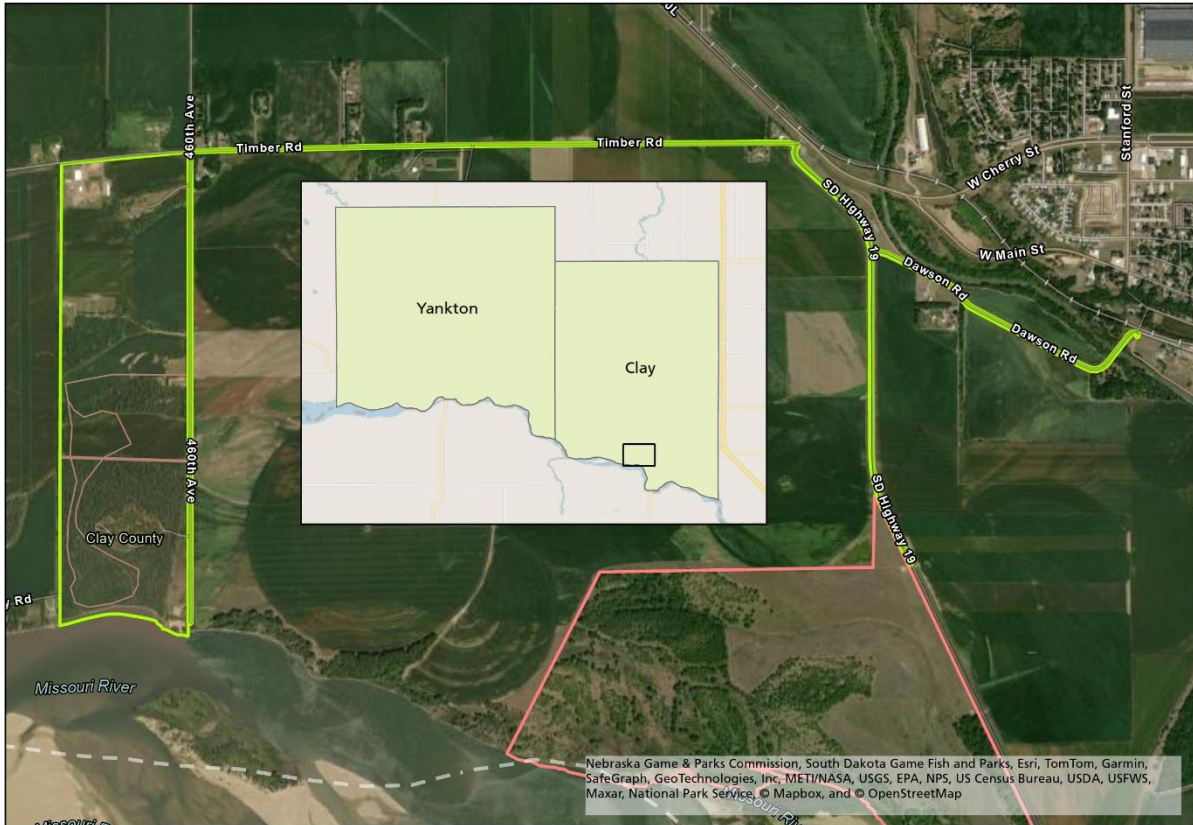


View north from Missouri River of current riverfront at Myron Grove River Access.



Current boat launch and view downstream from Myron Grove River Access.

3. Clay County Park Redesign and Multi-Modal Trail Connection to Clay County Park



The proposed study area for the Clay County Park Redesign is approximately 338 acres (perimeter approximately 18,855').

The proposed study area for the Multi-Modal Trail Connection to Clay County Park is approximately 66' wide by approximately 30,600'.



View of north from Missouri River of current riverfront at Clay County Park.



Current boat launch, picnic shelter, and south parking lot at Clay County Park.