



**RFQ Contact:**

Julie Jacobs  
Office Manager  
(815) 625-3854  
julie.jacobs@blackhawkhills.com

July 26, 2017

**Request for Quotation 3-2017**

*Field work and analysis of trail amenities and conditions*

Request for quotation for field work and analysis in support of BHRC's regional trails study. Field work includes bicycling the following area trail segments and collecting/reporting on amenity and condition information along the following trails:

- Training (plan for at least 1 hour via video conferencing)
- Galena River Trail, entire trail (plan for at least 4 hours)
- Great River Trail, Savanna-Fulton (plan for at least 8 hours)
- Jane Adams Trail, Wisconsin state line–Freeport (plan for at least 8 hours)
- Hennepin Feeder Canal Trail, Sterling to Lazy T (plan for at least 8 hours)
- Reporting (plan for at least 3 hours)

Responsible for electronically recording the location and condition of the following with provided equipment and software platform:

- Trailheads
- Bridges
- Benches
- Racks/posts (secure parking)
- Points of interest/landmarks
- Examples of typical signage
- Garbage/recycling
- Intersections with automobiles
- Significantly deteriorated trail surfaces
- Points of interest/landmarks
- Multi-tool/maintenance stations
- Side trails entry/exit
- Shade/tree canopy vs exposed
- Miscellaneous

Responsible for photographing the following with provided equipment and software platform:

- Points of interest/landmarks
- Multi-tool/maintenance stations and bicycle shops
- Side trails entry/exit



- Examples of significant trail deterioration
- Signage
- Miscellaneous

Other considerations:

- Must be able to carry and use a Microsoft Surface tablet, Bad Elf GPS device, and ArcGIS Collector software form
- Must have 4G cellular device capable of tethering via Bluetooth
- Must provide proof of insurance (general liability)
- Please include any costs of travel in your quote

If your organization is qualified and experienced in providing the above services, BHRC requests that you submit a quote for the above to [info@blackhawkhills.com](mailto:info@blackhawkhills.com). Please include the RFQ number. BHRC reserves the right to reject all quotes.

**The deadline for submitting a quote is 3:30 p.m. on August 11, 2017.**

### **About Blackhawk Hills Regional Council**

Blackhawk Hills Regional Council is a non-profit regional planning organization based in Rock Falls, IL, which serves Carroll, Jo Daviess, Lee, Ogle, Stephenson, and Whiteside counties. Blackhawk Hills provides services to various constituencies, with emphasis on community and economic development and natural resources conservation. The Council is sponsored by local county boards and Soil and Water Conservation Districts and is overseen by an 18-member council, consisting of 3 representatives from each of the 6 counties.

Questions about the Council may be directed to (815) 625-3854 or [info@blackhawkhills.com](mailto:info@blackhawkhills.com).

###