

Request for Proposals

Rad Rabbit Trail Phase 3

RFP # 2026-1

January 12, 2026



**UPSTATE GREENWAYS AND TRAILS ALLIANCE
701 EASLEY BRIDGE RD
STE 6070
GREENVILLE, SC 29611**

STATEMENT OF WORK

Project Background

The Upstate Greenways and Trails Alliance (UGATA) has partnered with Greenville County to construct a series of “single track sidewalk” trails paralleling the Swamp Rabbit Trail, known as the Rad Rabbit. Rad Rabbit trails are purpose-built for mountain biking, and designed to be accessible to riders of all ages and skill levels. For a news story and video of the first phase of the Rad Rabbit, please visit:

<https://www.singletracks.com/mtb-trails/new-rad-rabbit-trail-in-greenville-south-carolina-provides-singletrack-alternative-to-paved-greenway-path/>

With two sections of the Rad Rabbit completed, UGATA seeks to construct an additional three sections (Rad Rabbit 3, Rad Rabbit 4, and Rad Rabbit 5). UGATA is a nonprofit organization with a limited budget and prides itself on being a good steward of its financial resources. Funding for this project comes from a Recreational Trails Program grant from the State of South Carolina.

Project Description

Rad Rabbit 3 will be an approximately 1,000lf natural surface trail purpose built for Mountain Biking. UGATA is requesting a proposal for providing professional trail design and construction services for Rad Rabbit 3. The specific description and components are listed under the General Requirements section.

Project Location

The location for Rad Rabbit 3, which parallels the Swamp Rabbit Trail, has been identified and approved by Greenville County. The rough alignment of Rad Rabbit 3 can be found on this map (see red line labeled “Rad Rabbit 3): <https://caltopo.com/m/9Q59G0A>

General Requirements

The intent of these requirements is not to give all technical specifications, but instead to give general requirements such that the prospective vendor will be able to make a proposal to UGATA. It is expected the successful vendor must professionally perform a quality job in accordance with UGATA’s direction/standards. The vendor must furnish all labor, materials, equipment and transportation necessary to perform the work specified in this request. Any additional work required to complete the following tasks and not specified below is considered incidental and no additional payment will be made.

The project requirements, options and expectations are:

1. Provide complete field design (ie flagging the route in the field) and construction of approximately 1,000 linear feet of single track trail, following US Forest Service Trail Class 3 Design Parameters, suitable for mountain biking. The trail shall consist of a one-way linear route connecting to the Swamp Rabbit Trail at each end. A rough trail alignment can be found here:
<https://caltopo.com/m/9Q59G0A> Final alignment of the trail shall be mutually agreed upon by UGATA and the contractor prior to beginning of construction.
2. Construction of Rad Rabbit 3 will not require any bridges, boardwalks or culverts. (Please note: This section of trail will contain one bridge and one boardwalk, but these will be built and funded separately by UGATA staff. Contractors should not factor in construction of these elements to their quotes.)
3. This section of trail shall follow the natural contours of the land, which is rolling and wooded. It is anticipated that only minimal, if any, non-native dirt will be required to supplement native materials (< 5 tons of clay soil).
4. The trail tread width for this section shall be 42" and shall be constructed in accordance with the STANDARD SPECIFICATIONS FOR CONSTRUCTION OF TRAILS AND TRAIL BRIDGES ON FOREST SERVICE PROJECTS (2014 Edition). The following link is provided for reference:
<https://www.fs.usda.gov/sites/default/files/trail-specifications.pdf>.
5. All access and construction must stay within the boundaries specified by UGATA. Private property boundaries must be respected.
6. Based on our extensive experience constructing similar trails in the area, we anticipate quotes for Rad Rabbit 3 to fall in the range of approximately \$10,000 - \$15,000.

Firm Requirements

1. Proven experience in design in the natural environment and recreational areas
2. Proven experience working with a non-profit organization to build mountain biking trails as part of a public-private partnership
3. Mandatory Insurance Coverage: The firm shall procure and maintain insurance coverage for occurrences during the Term of the Agreement against any claim for injuries to persons or damages to property which may arise from, or in connection with, the performance of services or delivery of goods by the Supplier, its employees, agents, contractors, or representatives. Such insurance shall be in the following minimum amounts:
 - a. Commercial General Liability: \$1,000, 000.00 per occurrence
 - b. Comprehensive Motor Vehicle Liability: \$1,000,000.00 per occurrence
 - c. Workers Compensation: Statutory limits
4. Prior experience working with UGATA is desirable

Period of Performance

The performance period is anticipated to be February 15, 2026 - August 15, 2026. Construction of Rad Rabbit 3 shall take place during a maximum 6-week window within the performance period mutually agreed upon by the contractor and UGATA.

Acceptance and Payment

Upon acceptance of the vendor's proposal, by UGATA, a Notice to Proceed will be issued. Once the Notice to Proceed is issued the vendor can begin performing services. Progress will be evaluated in accordance with the terms and conditions of this contract. Upon Notice to Proceed, UGATA shall make a payment to the contractor representing 40% of the total project cost. Upon satisfactory completion of work, the vendor must invoice UGATA for the remaining 60% of the project cost. All invoices must display the purchase order number when submitting for payment. Payment will be made via check issued by UGATA.

UGATA's Executive Director will be designated by UGATA at the time of Award to administer the contract and approve invoices. Changes to the terms of the contract will require approval from UGATA. All questions must be directed to the Executive Director.

Proposal Submittals

The proposals must include:

1. A brief written narrative (less than 500 words) outlining the experience and qualifications of the design-build team and why they believe they are well-positioned to complete the Rad Rabbit 3 project.
2. Examples of two relevant prior trail builds (photos and brief narratives)
3. Proposed cost
4. Confirmation that the contractor will be able to complete the project during a maximum 6-week window between February 15 - August 15 2026.

Ranking and Award Criteria

Proposals will be reviewed and ranked based upon past experience/performance in relation to the scope of work and ability/capability to perform the work.

UGATA reserves the right to negotiate costs to keep the operations within budget.

UGATA reserves the right to reject any and all proposals based on past performance or capability to perform the work.

Submit proposals in electronically to mflege@ugata.org no later than January 30, 2026.

Questions and Clarifications:

If you have any questions or need clarifications regarding the RFP, submit them via email to Matthew Hudson-Flege (mflege@ugata.org) by January 16th at 5:00PM Eastern Standard Time. Questions and their answers will be published on our website.

Important Dates

RFP Issue Date: January 1, 2026

Questions and Clarification Deadline: January 23, 2026

Proposal Submission Deadline: January 30, 2026

Project Start Date: February 15, 2026

Project Completion Date: August 15, 2026

Contact

Matthew Hudson-Flege, Executive Director

Upstate Greenways and Trails Alliance

mflege@ugata.org