



Request for Proposals

Professional Services Maintenance & Upkeep of the Baileys Trail System Chauncey-Dover and Doanville-York Trailheads 2026 Mountain Bike Season

Background *The Outdoor Recreation Council of Appalachia (ORCA), is a council of governments formed in 2019 to utilize the Appalachian Ohio region's outdoor recreation assets to deliver economic, health, social, and environmental benefits to communities and Ohioans. ORCA works with partners with area stakeholders to grow the region's outdoor recreation economy in a holistic manner. ORCA is the Wayne National Forest permitted managing authority of the Baileys Trail System in the Wayne National Forest of Athens County, Ohio.*

ORCA is seeking cost proposals for:

1. *Upkeep of the Baileys Trail System Chauncey-Dover Trailhead, located at 8433 West Bailey Road, Millfield, Ohio, AND*
2. *Upkeep of the Baileys Trail System Doanville-York Trailhead, located at 5034 West Bailey Road, Nelsonville, Ohio.*

Professional Services Description

1. *Contractor shall perform the following tasks at the Baileys Trail System Chauncey-Dover Park Trailhead located at 8433 West Bailey Road Millfield, Ohio:*
 - clean surfaces and floors in restrooms,
 - check and clean restrooms regularly, up to bi-weekly, to ensure cleanliness, including scrubbing toilets and sinks
 - add toilet paper, soap, and/or hand sanitizer as needed,
 - sweep sidewalks and pavilion as needed
 - clean picnic tables and pavilion as needed
 - remove and appropriately dispose of trailhead trash and recycling
 - Ensure Trailhead Restroom Facilities are clean and appropriately stocked for extra trailhead use during special events, during which high restroom use is expected, including the following:



- April 25, 2026: Baileys in Motion: Pump it Up!
 - May 16, 2026: Chauncey Community Celebration
 - July 25, 2026: Athens Gravel Challenge
 - August 7 & August 8, 2026: Run Baileys
 - September 12 & September 13, 2026: NICA
 - October 3, 2026: Pelotonia Gravel Day
 - October 17, 2026: OMBC
 - October 24, 2026: Baileys Dirt Fondo
2. Contractor shall perform the following tasks at the Baileys Trail System Doanville-York Trailhead located at 5034 West Bailey Road Nelsonville, Ohio:
- clean surfaces, floors, and toilet seats in restrooms,
 - add toilet paper and hand sanitizer as needed,
 - weed eat as needed
 - maintain/mow grass as needed,
 - coordinate mowing assistance as needed with York Township, only on steep terrain and other areas not reachable with standard mowing equipment as needed
 - sweep sidewalks and pavilion as needed
 - clean picnic tables and pavilion as needed
 - remove and appropriately dispose of trailhead trash and recycling
 - Provide all toilet paper, hand soap/ sanitizer, and cleaning supplies necessary to perform services

Contractor will not be covered by ORCA Insurance and is not considered an ORCA employee. Contractors are encouraged to obtain and maintain project insurance coverage throughout the term of this professional service agreement. The contractor is responsible for submitting invoices to ORCA for services rendered at the same agreed upon rate each month. The agreed upon rate will be prorated per week should the need for services be needed for additional time less than one month. Contractor will enter into a contract with ORCA for professional services and is required to submit a W9 and all other appropriate documentation. Contractor will provide all cleaning supplies, toilet paper, and hand sanitizer.

Project Timeline *Professional Services will begin April 3, 2025 and conclude when the Baileys Trail System closes for the 2026 season, estimated to be December 31st, 2026.*



Evaluation of Proposals

Proposals will be evaluated by the following criteria:

- Cost - 50%
- Experience - 50%

Submission Instructions

Please submit page 4-5 of this document (contractor proposal) by 4pm Friday, March 27, 2026

Submit by email in PDF format to:

Jessie Powers, ORCA Executive Director (jessie@orcaohio.com) **and**
Elle Dickerman, ORCA Sustainable Recreation Director (elle@orcaohio.com)

Or by mail to: P.O. Box 61 Athens, Ohio 45701

Or in person at: 294 S. Harper Street, Nelsonville, Ohio 45764



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Professional Services Maintenance & Upkeep of the Baileys Trail System
Chauncey-Dover and Doanville-York Trailheads
2026 Mountain Bike Season

Proposal provided by:

Name of Firm and/ or Individual performing service Title

Business Address Email Phone Number

Please specify who will perform the professional services as described in ORCA's Baileys Trail System 1. Chauncey Dover Trailhead and 2. Doanville- York Trailhead Professional Services RFP:

Please explain relevant professional experience:



Helping Communities Leverage Their Outdoor Recreation Assets

orcaohio.com | info@orcaohio.com | 740.677.0113

Proposed **monthly** cost for professional services total for both trailheads:

- 1. Chauncey-Dover Trailhead: \$ _____
- 2. Doanville-York Trailhead: \$ _____
- TOTAL **MONTHLY** COST: \$ _____

List 3 professional references with their contact information (phone and email addresses):

- 1. _____
- 2. _____
- 3. _____

Include additional relevant information for your business, such as website (if applicable):

By signing below I signify that I understand the scope of services and submit this proposal to perform professional services as described in ORCA's Professional Services Maintenance & Upkeep of the Baileys Trail System Chauncey-Dover and Doanville-York Trailheads 2026 Mountain Bike Season Request for Proposals. I certify I am able to meet the timeline, perform tasks as outlined, and provide all necessary paperwork.

Signed	Title	Company	Date
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