City of Bessemer MIDNR Trust Fund Grant Development Project—Iron Belle Trailhead

Request for Proposal

July 27th, 2026

A. Introduction

The City of Bessemer requests the submission of proposals from engineering firms experienced in non-motorized trailhead projects to provide design plans, utility design, and final project plans for a Michigan Department of Natural Resources Trust Fund Grant Development Project awarded to the City of Bessemer for the Iron Belle Trailhead, located on the Iron Belle Trail. The Iron Belle Trailhead project will be located on city-owned property on the corner of Colby Street and South Moore Street, adjacent to the current Iron Belle Trail. The proposed project includes a restroom facility located within a small pavilion, a connecting trail from the pavilion to the Iron Belle trail, large concrete pad for a learn to bike/ice-skating rink area, ADA compliant sidewalks, and a paved parking lot.

The firm selected must demonstrate a capacity to work closely with project partners including City office staff, Department of Public Works, City Council, and the Parks and Recreation Commission while preparing design plans.

B. Project

Professional Services requested include design, engineering, permitting, construction plans and specifications, bidding, and construction phase services necessary for the construction of the project. The selected consultant shall provide full design and engineering services, including but not limited to:

- A trailhead area, including a pavilion (approximately 24'x24') with a unisex ADA compliant restroom facility and a covered picnic table area, water bottle filling station, ADA sidewalks, trail connections from the paved parking lot (including two handicapped parking spots) and the Iron Belle Trail
- Large concrete pad for a learn to bike area (approximately 50'x100') that will be transformed into a skating rink during the winter months
- Installation of the Iron Belle Trailhead Monument sign
- ADA compliance throughout the project along with environmental sensitivity
- Drainage and erosion control planning
- Utility conflict identification

C. Project Location

The location of the trailhead will be on the corner of Colby Street and S. Moore Street, adjacent to the Iron Belle Trail. The trailhead design must stay within this proposed area.

D. Funding Source

This project is funded through several sources (Michigan DNR Trust Fund, City of Bessemer savings, private business donations, etc.) and is subject to City of Bessemer procurement rules.

E. Proposal Submission Requirements

Firms must submit (7) hard copies and one (1) digital PDF containing:

- Cover Letter
- Firm qualifications and relevant experience
- Key personnel and availability
- Detailed project understanding and proposed methodology
- Recent similar projects and references
- Project schedule with milestones
- Hourly rate and fee proposal

F. Evaluation Criteria

Criteria	Weight
Relevant Experience	25%
Qualifications of Key Personnel	20%
Project Approach & Methodology	20%
Schedule and Availability	20%
Past Performance with City Projects	15%

G. Questions and Addenda

Submit all questions in writing to:

City of Bessemer
Mandy Lake, City Manager
411 S. Sophie Street
Bessemer, MI 49911

Or email: mandy.lake@cityofbessemermi.gov

All proposals must be sealed, marked as "Trailhead Project" and received by September 4th, 2026, by 4:00 PM CST. Late proposals will not be accepted. Proposals will be opened on September 8th, 2026, at 10 AM CST, and will be presented to the City Council at the September 14th, 2026, Council meeting.

Deliver sealed proposals to:

City of Bessemer
Mandy Lake, City Manager
411 S. Sophie Street
Bessemer, MI 49911

The City of Bessemer reserves the right to reject any or all proposals, waive informalities, and select the firm that is in the best interest of the City.