



DATE: **October 2, 2026**  
TO: Mayor and City Council  
FROM: Assistant City Manager  
SUBJECT: Contract Award  
Riverlands Hike/Bike Trail  
Project 25-017

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#### **RECOMMENDED ACTION**

Award the site development contract to Steele and Associates, Inc. in the amount of \$341,250.00 plus an owner contingency of \$50,000.00 for a total of \$391,250.00

#### **BUDGET IMPACT**

The 2026 Capital Improvement Budget allocated \$750,000.00 for projects in the Riverlands area. This project is a part of that area and is within budget.

#### **DISCUSSION**

The city owns 90 acres between Highway 20 and the Golf Course that it wishes to use to develop a hiking and biking trail system within an area known as the Riverlands. City staff, in association with The Southern Off-Road Bicycle Association (SORBA) has staked out a set of trails consisting of an approach trail, a beginner trail and an advanced trail for mountain biking and hiking.

A request for proposal (RFP) to identify a contractor to design and build these trails was issued in August, with a submission deadline of September 24, 2026. We received four qualified proposals. An internal staff committee was assembled to review the submissions and make a recommendation. The members of the committee were unanimous in their contract award recommendation of Steele and Associates, Inc.

References at the National Park Service and Forsyth County were consulted and provided positive reviews regarding competence, professionalism, timeliness, budget and quality of work. They indicated that they would use the firm again.

It is therefore recommended that the city award the contract to Steele and Associates, Inc. in the amount of \$341,250.00 plus a \$50,000.00 owner contingency for a total of \$391,250.0, and authorize the mayor to sign all documents related to the award, subject to legal counsel review.