

REQUEST FOR BIDS
Trail Restoration Project
Northfield, Vermont

Project Schedule:

April 28, 2022

May 9, 2022

May 23, 2022 @ 4:00 pm

May 28, 2022

August 30, 2022

Request for Bids Released

Pre-bid site visit

Deadline for submission of bid via email

Contract execution

Project completion

Questions in writing must be sent via email to Jeff Schulz, Town Manager @ jschulz@northfield.vt.us or by phone at 802-485-9822.

Submission Requirements

One (1) electronic Adobe (PDF) file shall be received on/before 4:00pm on May 23, 2022 and can be email to jschulz@northfield.vt.us. In addition, five (5) hard copy proposals shall be received by the Town by 4:00 PM on May 23, 2022 at attention Jeff Schulz, Town Manager 51 South Main Street Northfield, VT 05663

PROJECT DESCRIPTION

Project Title: Northfield Trail Restoration Project

Project Location:

The project site is located at the end of Slate Ave. and on Norwich University property. The trail connects to trails within the Northfield Town Forest. The Town of Northfield has written permission from Norwich to perform the proposed work.

Project Summary:

The Town of Northfield received grant funding through the Vermont Outdoor Recreation Economic Collaborative Program (VOREC) to restore and improve damaged trails in Northfield and is seeking bids from qualified contractors to perform the trail restoration work in an area which is approximately several hundred feet in length. Photos of the project area are attached. The work consists of the replacement of five culverts, swale ditching and seeding, and the filling and stabilization of two washout areas at the lower end of the near the end of Slate Ave.

In addition, the Town is seeking a bid for trail restoration work on a section of the trail located at the upper sections of the trail – approximately ¼ mile from the end of Slate Ave. This section will require the installation of several culverts and drainage ditching. In addition, there is a stream crossing, a washed-out area, and several wet places in need of drainage. We are open to creative ideas from the contractor. See attached photos.

The contractor shall utilize current State of Vermont Standards and Specification for Erosion and Sediment Control Measures within all site limits, disturbed areas, and the steep slopes along the nearby stream.

BID REQUIREMENTS

Submission Requirements

All responses to the request for bids shall include the following:

1. **Cover Letter** - A cover letter and general description of recommended approaches, including a project start and end dates.
2. **Scope of Work** – Provide a scope of work, including proposed sediment and erosion control measures. The contractor may also propose additional supplemental items to the scope of work. While the bid serves to illustrate a general process and structure for performing the work, the Town is open to and interested in hearing any new/creative approaches to the project.
3. **Proposed Schedule** – Provide a schedule of start and end date.
4. **Project Budget** – Provide a budget, including estimated project hours and materials.
5. **References** - A minimum of three (3) references for whom a similar project has been completed within the last three (3) years.

All information submitted becomes property of the Town of Northfield upon submission. The municipality Northfield reserves the right to issue supplemental information or guidelines relating to the request for bids as well as make modifications to the request or withdraw the request. The cost of preparing, submitting and presenting a proposal is the sole expense of the consultant. The Town of Northfield reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel the request for bids in part or in its entirety if it is in the best interest of the Town of Northfield. This solicitation of proposals in no way obligates the Town of Northfield to award a contract.

Submission Requirements

One (1) electronic Adobe Portable Document Format (PDF) file must be received on/before 4:00pm on May 23, 2022 and can be delivered to jschulz@northfield.vt.us. In addition, a hard copy proposal shall be postmarked by May 23, 2022 and mailed to

Town of Northfield, VT
51 South Main Street
Northfield, VT 05663

Proposal Selection

Proposals will be reviewed by the Select Board at its regularly scheduled meeting. The Select Board reserves the right to reject any and all bids and to accept partial bids.

Contract Requirements

The Town of Northfield will negotiate contract terms upon selection. The contract shall not start construction until the successful applicant enters into a written contract with the municipality. The Town of Northfield is not liable for any cost incurred by consultant prior to issuance of a contract. The contractor shall provide proof of Insurance Coverage such that All contractors, and any sub-contractors must carry adequate insurance coverage (not less than \$1,000,000-per occurrence). \$1,000,000 - General Aggregate Applying, in total, \$1,000,000 - Products/Completed Operations Aggregate, \$50,000 – Fire/Legal/Liability, and \$1,000,000 – Automotive Liability), and must affirm being an equal opportunity employer with an affirmative action plan.







