

INVITATION TO BID

REPAIR OF STORM DAMAGE TO NEWTON ROAD (Town Highway #21) TOWN OF BRANDON, VERMONT

I SUMMARY AND BACKGROUND

The Town of Brandon experienced heavy rainfall events during the month of July 2023 which resulted in two instances of the Neshobe River overtopping its bank in the area of the eastern end of Newton Road (Town Highway #21). Damage to the roadway includes loss of asphalt, loss of roadbed at shoulders, and depositing of alluvia from the river into driveway culverts and ditches.

Contractors will provide their competitive bid to restore the road and all ancillary infrastructure to pre-event conditions, restoring the road and driveway accesses to specifications of Vermont Agency of Transportation A-76 standard for local roads and specific requirements provided further in this invitation to bid.

II PROPOSAL GUIDELINES AND FORMAT

Contractors must submit a written proposal entailing the work required by the Town; proof of insurance; and if not a prior (within the past 7 years) vendor of the Town of Brandon, reference from three previous clients. The Town of Brandon is requesting lump sum bids.

A mandatory pre-bid meeting will take place on Monday 21 August 2023 at 10AM on the north side of Newton Road opposite property #106 Newton Road, Brandon VT 05733.

Bids must be received by the Town of Brandon by Monday 28 August 2023 at 4PM and may be delivered by hand, by USMail, or by email:

Town of Brandon, Town Manager, 49 Center St, Brandon VT 05733
shopkins@townofbrandon.com

Clarifying questions: Seth Hopkins, town manager (802) 247-3635 x210
Bill Moore, deputy town manager (802) 247-3635 x213

The winning bidder will be selected by the sole judgment of the Town of Brandon town manager based on technical expertise and experience, cost, project schedule, and completeness of proposal. The Town of Brandon reserves the right at its sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the Town's interest. The town manager reserves the right to investigate the financial responsibility of any bidder to determine his or her ability to assure service throughout the term of the contract. The selected contractor will work for the Town of Brandon and will be responsible to the Town for satisfactory completion of the project. Payment for services rendered in accordance with the contract will be made within 30 days of successful completion of the final inspection of the work required and performed.

All contractors and subcontractors must have the following, and provide proof thereof, prior to executing a contract with the Town of Brandon:

- License or certification for any work to be provided, as required
- Insurance coverage as noted in this document

3 PROJECT SPECIFICATIONS

Lump sum cost for work must include the following:

1. Mobilization & demobilization of all equipment and labor
2. Sawcutting and removing all damaged asphalt edges
3. Removal of alluvial materials deposited in ditches
4. Reshaping ditches as necessary
5. Removal and resetting of driveway culverts, to include removal of debris from culverts, and replacement of culverts (anticipated 40 linear feet) where conditions require
6. Installing new driveway materials to match existing after culvert resetting (pavement to be replaced on driveways that are paved)
7. Adding gravel under shoulder areas to be repaved on roadway (anticipated 18" of 3" minus gravels and 6" of 1.5" minus topping gravel)
8. Properly paving cut-out asphalt areas to provide a workmanlike finished surface
9. Installation of shoulder gravels where needed
10. Placing topsoil in ditch lines where needed; seeding and mulching all disturbed areas
11. Removal of wood products within the Town's three-rod right of way
12. Excavating, placing and shaping berm: Gravel and boulders (alluvia deposited by the river) are to be used on site to build a berm to protect the road as directed by the Town in consultation with Vermont River Management

The road will remain closed during your work, and flaggers are not required. You are expected to assist homeowners through the work site as needed by them to access their homes. Line striping is not required on this road.

4 REQUIREMENTS

Required Professional Services

Contractor Services are to be provided by an insured contractor, including subcontractors, in good-standing with the State of Vermont, holding any required certifications for the proposed work to be completed. Services will be procured by competitive bid, and must be consistent with the Town of Brandon's bidding policy and are subject to the regulations in 24 CFR 85.36 as it pertains to procurement services. All contractors who wish to bid on the advertised project must meet all the minimum qualifications established by the Town of Brandon.

Contractors are responsible for any and all permits, notices and certifications, and shall provide a copy of all to the town. Any work within locally regulated flood zones or other areas will require a town permit that is the responsibility of the contractor to obtain prior to beginning work. In addition, any work within the "top of bank" will require either an individual or general stream alteration permit from the State River Engineer, or a letter stating that no permit is needed, that is the responsibility of the contractor to obtain prior to the beginning of work. Also, contractors shall coordinate with the River Engineer to see if any permit is required from the US Army Corps of

Engineers, and if such permit is required shall obtain it prior to beginning work. Contractors shall provide the town with copies of the permits or certifications that no such permits are needed.

The Town of Brandon makes no warranty that the site is safe to work on. Roadway and associated structures may have been structurally compromised and the site itself may be unstable. The contractor shall have a health and safety plan for workers on site, comply with all OSHA/VOSHA rules, and shall post the site during work for authorized personnel only.

The contractor shall not operate on the site earlier than 6AM or later than 8PM.

The Contractor must provide certificates of insurance to show that the following minimum coverages are in effect:

Workers Compensation: With respect to all operations performed, any contractors shall carry workers' compensation insurance in accordance with the laws of the State of Vermont.

General Liability and Property Damage: All contractors shall carry general liability insurance having all major divisions of coverage including, but not limited to:

Premises - Operations

Products and Completed Operations

Personal Injury Liability

Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Per Occurrence

\$1,000,000 General Aggregate

\$1,000,000 Products/Completed Operations Aggregate

\$ 50,000 Fire/ Legal/Liability

Any contractors shall be required to name the Town, its officers and employees as additional insureds for liability.

Automotive Liability: The contractor shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than: \$1,000,000 combined single limit.

End of Invitation to Bid

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