TOWN OF ANYTOWN, VERMONT
REQUEST FOR PROPOSALS
TO REHABILITATE
[INSERT BRIDGE NAME OR IDENTIFICATION]

[insert release date]

The Town of Anytown is accepting proposals from contractors to rehabilitate [Insert Bridge Name or ID] located at the end of [insert bridge location] in Anytown, Vermont. The bridge is a c. 1904 rolled beam bridge with a timber deck. The [insert date] VTrans Structure Inspection, Inventory, and Appraisal Sheet for this bridge is attached.

Contractors shall furnish the labor, material, and equipment necessary to rehabilitate the existing bridge. Proposals shall, at a minimum, accomplish the following **Minimum Scope of Work**:

1. Set a temporary foot bridge to allow access during construction to the home located beyond the bridge. Coordinate dates of work as much as possible with this homeowner.
2. Lift and remove the existing wooden bridge deck and set off to side.
3. Remove and dispose of existing structural steel beams.
4. Remove tops of existing abutments as necessary to allow room for new bridge seats.
5. Form and pour Class B concrete for new bridge seats and backwalls.
6. Place stone fill as necessary in front of west abutment.
7. Repair full height vertical crack on the down steam end of abutment No. 1 (east abutment) stem wall. Repair spalled concrete under bride on Abutment No.1.
8. Set new W18x40 structural steel beams and channel diaphragms (A588 Weathering Steel).
9. Lift and reset existing bridge deck back in place and reattach to steel beams with galvanized hardware.
10. Backfill behind backwalls with crushed gravel.
11. Remove temporary foot bridge and clean up jobsite.

Proposals may include **Options** to and beyond this Minimum Scope of Work.

The bridge shall be capable of supporting at a minimum a gross vehicle weight of 16,000 pounds [pursuant to 23 VSA 1392(1)].

SITE VISIT: A site visit will be held at **[insert date and time of site visit]**. The Town will review the minimum Scope of Work and answer questions.

The chosen Contractor will work under the direction of the Public Works Supervisor. Invoicing shall be for work satisfactorily completed as determined by the Public Works Supervisor to be paid as one lump sum.

Work shall be substantially completed before [insert completion date].

DUE DATE: Sealed proposals, clearly marked "[insert name of project]" on the outside, must be received no later then **[insert deadline date and time**, at the following address: Anytown Town Manager's Office, [insert address information], Vermont [insert zip code].

Proposals shall be opened at that time, and awarded by the Town within 7 days.

Unsealed, late, emailed, or faxed Proposals will not be accepted. (Note: Do not submit Proposals to Public Works Supervisor.)

Proposals shall be submitted on the form provided and must be signed by the Contractor or his authorized representative.

The contract, if awarded, will be awarded to the least costly, best qualified and most responsible proposer. In determining the "least costly, best qualified and most responsible proposer," in addition to price, the following may be considered:

1. The substantial performance of the proposer in meeting the specifications and other terms and conditions of the solicitation;

2. The ability, capacity and skill of the proposer to provide the services required, and to do so within the time specified;

3. The character, integrity, reputation, experience, financial resources and performance of the proposer under previous contracts with the municipality and elsewhere.

The chosen Contractor shall supply the Town with a Certificate of Insurance showing liability coverage no less than $1,000,000. This does not have to be provided at the time proposals are submitted. The chosen Contractor shall either supply the Town with proof of Workers' Compensation insurance for all employees engaged in seeding work or shall sign a waiver form provided by the Town. This does not have to be provided at the time proposals are submitted.

The chosen contractor may be required to provide references and demonstrate successful completion of similar work. The chosen contractor may be required to demonstrate that he or she consistently performs work using the highest quality of workmanship. The chosen contractor may be required to demonstrate that he or she owns or has access to the equipment required to perform this work.

The Town reserves the right: (1) to accept or reject any or all Proposals in whole or in part and to accept other than the lowest price proposal; (2) to amend, modify, or withdraw this Request for Proposals; (3) to require supplemental statements or information from proposers; (4) to extend the deadline for responses to this Request for Proposals; (4) to waive or correct any irregularities in Proposals received, after prior notice to the proposers; (5) to negotiate separately with competing proposers.

No mobilization charges will be permitted. The Town will issue a Purchase Order to the chosen Contractor. The Chosen Contractor shall contact DigSafe.

Questions about this Request for Proposals should be directed to Public Works Supervisor Wes Hazeltine at 802-263-5272.

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Bidder's name, address, and phone number:

List similar work bidder has successfully completed:

The lump sum for the proposed Minimum Scope of Work will be: $_____

[Note: No mobilization charges will be permitted.]

Options: Proposals may include Options to the Minimum Scope of Work. Please attach a description of any proposed Options with their cost.

The undersigned, having familiarized itself with the existing conditions of the [insert bridge name/ID] in Anytown affecting the work and conditions as set forth in this Request for Proposals, hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment and services required to perform the attached Proposed Scope of Work.

Signature of proposer:_____ date: _____