

April 5, 2016

TOWN ROAD SURFACE INVENTORY AND CAPITAL BUDGETING REQUEST FOR PROPOSAL

The Two Rivers-Ottauquechee Regional Commission (TRORC) is soliciting proposals for the Town of Rochester on new town-wide inventory of their town highways and capital budgeting using Maine LTAP's RSMS 11 software. The Town of Rochester has been awarded a 2015 Better Back Road planning grant to complete road network inventory and a capital budget plan.

Scope of work includes:

1. Conduct a town-wide inventory of road surface and structural integrity condition, with special attention to water quality issues.
2. Interview Town personnel to identify known problem locations and identify top 3-5 road erosion priority projects.
3. Establish an inventory of problem sites with roadway erosion or problem drainage structures in a format that is compatible with the Town's RSMS.
4. Use a prioritization matrix that considers factors such as the volume of water, velocity/steepness, soil cover and deposition to stream to score each of the sites so that they are prioritized as medium or high risk, and identify the top 5 road erosion priority project projects.
5. Include a dialogue of the types of erosion problems encountered and the general remedy for the problem in compliance with the most up to date Vermont Better Back Roads Manual, and the Town Road and Bridge Standards.
6. A 5-year capital plan that addresses all medium and high priority sites along with a simple engineering design for each site and the associated construction costs for the improvements.

The Town of Rochester has a completed 2015 culvert inventory.

It is anticipated this project starts on May 3, 2016 and concludes with final reports and data no later than July 29, 2016. You will be coordinating with the following town personnel for input and analysis during field work in addition to TRORC staff:

- Rochester: Selectboard (Robert Meagher) and Road Foreman (Dan Gendron)

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Woodstock, VT 05091
802-457-3188
trorc.org

William B. Emmons, III, Chair
Peter G. Gregory, AICP, Executive Director

Deliverables for Rochester include RSMS inventory data, top 3-5 road erosion priority sites and a final digital capital budgeting report and five (5) hard copies.

	Rochester
Paved	12.24
Gravel	38.67
TOTAL	50.91

This is a simplified procurement process. Interested consultants should submit a proposal that briefly describes the RSMS team, provides a per mile inventory cost, and details an anticipated project schedule. Please break out the scope of work deliverables. Proposals can be emailed. Submissions will be accepted until **1:00pm, Friday April 22, 2016**. Equal Opportunity: the selection of consultant shall be made without regard to race, color, sex, age, religion, national origin, or political affiliation. TRORC is an Equal Opportunity Employer and encourages proposals from qualified minority and woman-owned businesses.

Notice of consultant selection will be given no later than Friday April 29, 2016. A contract for services will be executed no later than Tuesday May 3, 2016.

Questions or comments should be directed to Rita Seto, Senior Planner - rseto@trorc.org or 802.457.3188.