

TOWN OF TUNBRIDGE, VERMONT
REQUEST FOR PROPOSALS
FOR TUNBRIDGE EMERGENCY CORRIDOR
VULNERABILITY PROJECT SCOPING
[released 02/08/2024]

The Town of Tunbridge is accepting proposals for a consultant to collect and analyze data, evaluate alternatives, and prepare a preliminary design and do a BCA for a vulnerable corridor along Route 110. Qualified contractors are encouraged to submit proposals for this location.

Location A – Vermont Route 110

- Two (2) Mile stretch of VT RTE 110 that runs along the First Branch of the White River
- Starting: Approximately 0.5 miles north of the Tunbridge Fire Station; south to the Town Office/Emergency Operations Center
- Includes: Approximately 0.25 to 0.5 mile area on each of four (4) additional town roads that connect to VT RTE 110 and are also impacted by the First Branch of the White River or a tributary

Contractors shall provide details of service to complete this work. This will include design and permitting, as well as furnishing the labor, material, and equipment necessary to complete the study. Proposals shall, at a minimum, accomplish the following **Minimum Scope of Work**:

1. Inspect the corridor and prepare designs to address the identified problem.
2. Develop a detailed cost estimate.
3. Obtain the necessary permits and authorizations (flood permit, stream alteration, stormwater, right-of-way, etc.) that would be necessary to complete the project
4. The centralized nature of the key emergency response services and the flood risk with potential for mass road failures leaves the town at high risk for not being able to provide continuity of emergency services in disaster situations. The Town of Tunbridge seeks to hire a consultant to examine the entire emergency management corridor that runs through the town, including VT RTE 110 as well as the adjoining town roads, and create a plan including BCA for the town to utilize to obtain future funding to address each road of concern. The work will also be used to partner with VTrans to address concerns with sections of VT RTE 110 of most concern.

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

The chosen Contractor will work under the direction of the Tunbridge Planning Commission and the Selectboard. Invoicing shall be for work satisfactorily completed as determined by the Tunbridge Planning Commission to be paid as one lump sum.

Work shall be substantially completed before November 24th, 2024.

DUE DATE: Sealed proposals, clearly marked “Tunbridge Vulnerability Scoping” on the outside, must be received no later than **2:00pm on Monday February 26th, 2024**, at the following address:

Mariah Cilley, Administrative Assistant
Town of Tunbridge
P.O. Box 6
Tunbridge, Vermont 05077

Proposals shall be opened and publicly read at a regular Selectboard meeting on Tuesday February 27th, 2024 at 6:00pm, and awarded by the Town within 7 days.

Unsealed, late, or faxed Proposals will not be accepted.

Proposals shall be submitted and signed by the Contractor or his/her 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.

Questions about this Request for Proposals should be directed to Mariah Cilley at 802-889-5521.

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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 VT RTE 110 Corridor in Tunbridge 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: _____