# Town of Grafton, Vermont

PO Box 180 Grafton, VT 05146 802-843-2552

www.graftonvt.org

## **INVITATION TO BID**

DATE: November 21, 2023

Stone Wall at Village Pump

meeting on Monday, January 2, 2023, at 6:00 p.m. at the Grafton Town Hall.

PROJECT TITLE:

**PROPOSAL DUE DATES:** Bid proposals are due by December 14, 2023, no later than 3:00 PM. The bids will be opened during the regular Selectboard meeting on Monday, December 18, 2023, at 6:00 p.m. at the Grafton Town Hall. Bids will be awarded during the regular Selectboard

**ESTIMATED TIME PERIOD FOR CONTRACT:** Work shall be completed during the 2024 season.

**BIDDER ELIGIBILITY:** This procurement is open to those bidders who satisfy the minimum qualifications stated herein and are available for work in the State of Vermont. **Bids must include a valid certificate of insurance.** 

**SCOPE OF WORK:** The contractor must reconstruct the retaining wall at the Village Pump Park. On the upstream side of the old pump structure, the streambank needs to be restacked with 10 cubic yards of field stone, 35 feet in length by 5 feet high. On the downstream side of the old pump structure, type 2 stone (rip rap, for example), needs to armor the streambank. 10 cubic yards of stone, 25 feet in length by 6 feet high. Any unforeseen challenges are the responsibility of the contractor. All of the stones for the project would need to be brought in by the contractor.

Item/Materials	<u>Unit</u>	<u>Unit Price</u> \$	<u>Total</u> \$	_
		Total bid:	\$	_
*Add additional pages if needed for proposals.				
Bid submitted by: Contractor:				
Address:				
Telephone:	Email:			
Date: Sig	gnature and title:			

#### **GENERAL PROVISIONS**

**BID SUBMISSION AND INSURANCE:** Bids will be received in the Town Administrator's office until 3:00 p.m. on December 14, 2023. All bids shall be submitted in an envelope marked on the outside with the words "**Stone Wall at Village Pump**". The successful firm will provide satisfactory evidence of insurance prior to the award including:

- 1. Contractor's Liability Insurance and Worker's Compensation in compliance with Vermont statutory limits.
- 2. Contractor's General Public Liability and Property Damage Insurance, including vehicle coverage issued to the Contractor and protecting him from all claims for personal injury, including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under the Contract Documents, whether such operations be by himself or by any subcontractor under him or anyone directly or indirectly employed by the Contractor or by a Subcontractor under him.

Insurance shall be written with a limit of liability of not less than \$200,000 for all property damages sustained by any one person in any one accident; and a limit of liability of not less than \$200,000 aggregate for any such damage sustained by two or more person in any one accident.

### **EVALUATION AND SELECTION CRITERIA**

The Town will consider the following criteria when evaluating and selecting proposals:

- Price
- Clarity and completeness of submitted proposal
- Bidder's ability to perform within the specified time limits
- Bidder's experience and reputation
- Quality of materials and services specified in the bid
- Bidder's ability to meet other terms and conditions, including insurance requirements
- Bidder's ability to provide future services, maintenance, and support
- Bidder's financial stability
- Any other factors that the Town determines are relevant and appropriate in connection with a given project or service

### **NOTIFICATION TO BIDDERS**

The Town will notify the appropriate successful contractor of the Town's selection as soon as possible following the Selectboard's vote on acceptance of the bid and awarding of a contract.

## **CONTACT INFORMATION:**

<u>Primary Contact</u> <u>Secondary Contact</u>

Mike Faulkner, Road Foreman Morgan Wilbur, Town Administrator

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