

REQUEST FOR PROPOSALS

Wreckage Debris Removal Wreckage of Bartonsville Covered Bridge November 18, 2011

1. GENERAL:

The Town of Rockingham, Vermont is soliciting proposals and costs for the extraction and removal of wreckage associated with the remains of the Bartonsville Covered Bridge. Bridge wreckage is located approximately $\frac{3}{4}$ of a mile downstream from Bartonsville crossing. Wreckage lies on private property and access to wreckage site is via access lane which crosses a working vineyard.

It is imperative that all potential bidders know the following: A) access to site is currently limited and **must** be coordinated through Municipal Manager with approval by private property owner; B) efforts will be made to provide a coordinated on-site, pre-bid visit for all potential bidders during the bidding period; C) great care **must** be exercised during the removal process so as not to damage vineyard and maximize salvageable materials.

2. Guidelines for Prospective CONTRACTOR:

It is the policy of the TOWN that Contracts be awarded only to responsible CONTRACTORS. In order to qualify as responsible, a prospective CONTRACTOR must meet the following standards as they relate to this request:

- a. Have the adequate financial resources for performance or have the ability to obtain such resources as required during performance;
- b. Have the necessary experience, organization, technical and professional qualifications, skills, equipment and facilities;
- c. Be able to comply with the proposed or required time of completion or performance schedule;
- d. Have a satisfactory record of performance and documented successful completion of similar projects.
- e. The Town encourages contractors with limited experience in wooden bridges to consider partnering with other firms or individuals with said experience.

3. Timetable:

Proposals: **Due Monday, December 5th, 2011, at 4:00 PM**
Location: Town Manager's Office, 2nd Floor of the Town Hall,
7 Square Bellows Falls,
PO Box 43
Bellows Falls, VT 05101

Contract will awarded at a scheduled Board of Selectmen meeting at earliest convenience.

Work Schedule: **Contractor should clearly state anticipated start and completion dates in bid document.**

4. Scope of Services:

Debris and Wreckage Removal

1. The Town of Rockingham shall be responsible for providing and installing any needed materials for upgrading of access road to the wreckage site. This effort will be coordinated with Town of Rockingham Highway Department.
2. The Contractor shall propose and clearly explain the method of disassembling, removing, and transporting of said wreckage in order to maximize potential salvaging of wooden bridge components – if possible.
3. The Contractor shall disassemble, organize, remove, and transport bridge materials to a site within Town of Rockingham. (Site to be determined at pre-bid meeting).
4. It is expected that the Contractor shall coordinate all activities with the Municipal Manager of the Town of Rockingham and private land owner to facilitate removal of wreckage in a manner which will minimize impact and/or damages to agricultural land near wreckage removal site.
5. Contractor **will** be responsible for all damages to agricultural land and crops associated with wreckage site.
6. The Town of Rockingham will retain a 20% hold back until full and successful completion of wreckage removal is completed and it is determined that no damage has been committed to agricultural land and crops.

5. Preparation of Quotes:

1. Prices quoted shall remain in effect for a period of Thirty (30) days after the date and time for receipt of proposals.
2. The Town reserves the right to accept or reject any or all proposals received as a result of this request, or to cancel in part or in its entirety the Request for Proposals, if in the best interest of the Town to do so.
3. All proposals shall be submitted in a sealed envelope clearly marked "Bridge Wreckage Removal." No emailed, faxed, or late proposals will be accepted.
4. All questions shall be directed to Town Manager Tim Cullenen at the Rockingham Town Hall, 7 Square, Bellows Falls, VT 05101. Phone: 802-463-3964, extension 104.
tcullenen@rockbf.org

6. Quotes

1. Proposals shall be submitted on this form and must be signed by the Contractor or his/her Authorized representative.
2. Proposals shall be accompanied by detailed specifications on exactly what the Contractor is proposing to do and install to accomplish the Task. Options with costs may be specified for each task.
3. Proposals shall include descriptions of all warranties.
4. The chosen Contractor shall supply the Town with a Certificate of Insurance showing liability coverage no less than \$1,000,000 as well as proof of Workers' Compensation insurance for all employees engaged in work on this project.
5. All Bids shall be submitted in a sealed envelope clearly marked "Wreckage Removal Bid".

Total Cost: \$ _____

Contractor signature, title

Date

Name, address, and phone number: