

**Request for Proposals
Town of Shaftsbury
Cole Hall, 61 Buck Hill Road, Shaftsbury, Vermont
Demolition Services
November 16, 2024**

The Town of Shaftsbury is seeking proposals from qualified contractors to demolish the interior of the basement floor of Cole Hall. The selected Contractor will provide all necessary materials, labor, and equipment to complete the installation.

SCOPE OF WORK

The Project is located at 61 Buck Hill Road, Shaftsbury, VT. 05201

Remove sheetrock, carpeting, and leave functional electrical wiring. Remove tile floor in the entryway and keep any supporting structures.

Materials:

Demolition tools and disposal materials.

Materials supplied shall meet the building and fire code requirements for public buildings and schools.

Contractor shall keep MSDS data sheets on site for all materials brought to the site.

Substitutions require the prior written approval of the designated representative of the Town of Shaftsbury.

Contractor shall submit a copy of the manufacturer's warranty indicating the duration of said warranty.

Site Conditions and Waste Management:

The work site shall be always kept in a clean and orderly condition, and all materials and tools shall be kept within an area to be designated by the Representative.

Contractor shall be required to keep the interior of the facility free of debris at all times, to the extent possible.

Contractor shall be required to repair any damage to the facility or grounds.

All construction debris and waste shall be stored and removed from the site in accordance with a pre-approved waste management plan and in accordance with all federal, state and local regulations. Prior to beginning work Contractor shall submit in writing a waste management plan for approval by the Representative.

Reporting Requirements:

On a weekly basis, Contractor shall submit to the Representative a certified wage report consistent with the requirements of Davis-Bacon Act and in a format approved by the Representative.

Work Schedule and Site Access:

Work may begin as soon as possible, starting in late November.

SUBMISSION PROCEDURES:

Proposers will comply with the following submission procedures:

- 1) Sealed proposals shall be submitted marked "Cole Hall Demolition Project" on the outside of the envelope, addressed to:

Town Administrator
61 Buck Hill Road
PO Box 409
Shaftsbury, Vermont 05201

Proposals will be accepted until 4:00 p.m. on Friday, December 6, 2024. Proposals received after this time will be rejected. Mailed, Faxed, and electronic proposals will be accepted.

2) The proposal must be signed in ink by an authorized signer, or by an agent of the proposer legally qualified and acceptable to the proposer, and all contact information will be provided for the proposer.

3) A proposer will be permitted to withdraw their proposal unopened after it has been deposited if such request is received prior to the time specified for opening of the proposals.

4) All prospective proposers may obtain an onsite inspection by contacting Paula Iken at (802) 442-4038. Prospective proposers shall not enter the site without receiving prior permission.

5) A proposer may be disqualified, and the proposal rejected for failure to supply complete information as requested by this Request of Proposals.

6) The Town of Shaftsbury reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the Town.

7) The proposer shall furnish information related to the specifications and origin of the products to be used.

8) The Town of Shaftsbury will accept only full packages for all requested elements. Proposals submitted without all scope of work items included shall be disqualified.

9) **Proposers will supply a copy of their comprehensive general liability insurance in which the Town of Shaftsbury and the State of Vermont shall be additional insured.** Minimum insurance coverage is \$1,000,000 per occurrence, \$1,000,000 aggregate. The successful proposer shall complete a **non-employee work agreement – workers' compensation insurance** (furnished by the Town), **liability hold-harmless agreement** (furnished by the Town), **and W-9 form** (furnished by the Town).

10) Payment Terms: 100% due within 30 days after satisfactory completion of work invoiced, receipt of the invoice, approval, and acceptance by the Purchasing Agent.

11) Proposers must be federally registered in Central Contractor Registration and submit a DUNS number with their proposal.

The Town of Shaftsbury is an equal opportunity employer.

The funding for this project is being provided by the remaining ARPA funding.