



www.shaftsburyvt.gov

Town of Shaftsbury
Municipal Offices at Cole Hall

PO Box 409
61 Buck Hill Road
Shaftsbury, VT 05262-0409
802 442 4038

INVITATION FOR BID PROPOSALS

WEST MOUNTIAN RD PROJECT SHAFTSBURY VT

Sealed bids will be received at: Office of the Town Administrator
PO Box 409
61 Buck Hill Road
Shaftsbury VT 05262

All sealed bids must be received by: **12:00PM Friday, July 16th, 2021**

Bids will be opened on **July 19th 2021** , 6:30PM at Cole Hall 61 Buck Hill Road Shaftsbury, VT 05262

Bids will be Awarded on **August 2nd 2021** , 6:30PM at Cole Hall 61 Buck Hill Road Shaftsbury, VT 05262

Envelopes should be sealed and clearly marked: To the attention of Town Administrator
WEST MOUNTIAN RD PROJECT SHAFTSBURY VT

The Town of Shaftsbury reserves the right to reject any and all bids/proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this bid/proposal as in the best interest of the Town of Shaftsbury. This solicitation in no way obligates the Town of Shaftsbury to award a contract.

WEST MOUNTIAN RD PROJECT SHAFTSBURY VT

General Information:

1. Proposals shall be submitted on the “Bid Proposal Form” provided.
2. No bidder may withdraw a bid for a period of thirty (30) days after the due date of the bid.
3. Shaftsbury Purchasing Policy Vendor Selection
 - a. Whenever possible and appropriate, vendors will be selected on a competitive basis.
 - b. Bids, quotations, and proposals will be solicited by newspaper advertising, direct mail request to prospective suppliers, or by telephone.
 - c. Purchase orders or contracts for purchases shall be awarded to the lowest, best-qualified and most responsible Vendor following a majority vote of the Select Board.
 - d. Any and all bids, quotes or proposals may be rejected if such reaction is deemed to be in the best interest of the Town of Shaftsbury.
 - e. In determining “lowest, best qualified and most responsible vendor”, in addition to price, the following will be considered:
 - a) The ability, capacity and skill or the vendor to perform the contract or provide the material or service required.
 - b) The ability of the vendor to perform the contract or provide material or service promptly or within the time specified, without delay or interference.
 - c) The character, integrity, reputation, judgment, experience, and efficiency of the vendor.
 - d) The previous and existing compliance by the vendor with laws and ordinances related to the contract, order or service.
 - e) The sufficiency of the financial resources and ability of the vendor to perform the contract, fill the order, or provide the service.
 - f) The quality, availability and adaptability of the supplier, or contractual services to the particular use required.
 - g) The ability of the vendor to provide future maintenance and service for the contract.
 - h) The number and scope of conditions attached to the bid, quotation or proposal.
 - f. The Select Board may choose to accept a vendor from the local area (Arlington, Bennington, North Bennington, and Shaftsbury), or a vendor with a favorable history with the Town of Shaftsbury, that is higher than the lowest bid.
4. Prospective bidders may submit questions to DPW Foreman Mike Yannotti dpw@shaftsburyvt.gov with questions.

**WEST MOUNTIAN RD PROJECT SHAFTSBURY VT
BID PROPOSAL FORM**

PROJECT: _____

Proposal of _____
Name

Address

to furnish the necessary labor, equipment and material to perform all work in accordance with the plans, special provisions, and the description of construction as contained herein, for the Shaftsbury Highway Road Projects project on which proposals will be received **until 12:00 pm EST, July 16th 2021 at the office of Town of Shaftsbury. Bids will be opened at the Shaftsbury Select Board Meeting at 6:30PM July 19th 2021 at Cole Hall and Bids will be awarded August 2nd 2021 at the following Meeting.** The time of opening bids may be postponed by Town of Shaftsbury due to emergencies or unforeseen conditions. This project is situated as follows:

Project site:

- West Mountain Shaftsbury VT

CONSTRUCTION BEING:

Then following road segments on West Mountain Road will implement best management practices:

- Segment 193117: Remove grader berms where needed, install 2 stone pillows that are made of 4 inch stone wrapped in fabric, 6 feet wide, 3 feet deep and 30 feet long.
- Segment 193116: Remove grader berms where needed, install 1 stone pillow made of 4 inch stone wrapped in fabric, 6 feet wide, 3 feet deep and 30 feet long.
- Segment 193115: Remove grader berms where needed, add a stone line ditch with check dams, add a French underdrain made of a 6 inch perforated pipe embedded in 2 inch stone 2 feet wide, 2feet deep and 300 feet long daylighting
- Segment 193114: Remove grader berms where needed, add a 15 inch by 30 feet long driveway culvert, clean existing driveway culvert and stabilize the headers and build a stone line ditch.
- Segment 193113: Remove grader berms where needed, build a stone lined ditch.

**WEST MOUNTIAN RD PROJECT SHAFTSBURY VT
BID PROPOSAL FORM**

ATTENTION TO BIDDERS

This Proposal shall be filled in by the Bidder, with each Unit Price written IN WORDS AND IN FIGURES and the extensions properly made in figures.

ITEM NO.	DESCRIPTION OF ITEM	UNIT	ESTIMATED QUANTITY	ITEM BID PRICE
	The Lump Sum Contract Amount for construction of the project			\$
1	15" HDPE Driveway Culvert 30 FT wide	EA	1	
2	Stone Lined Ditching	FT	2000	
3	6" perforated Under Drain	FT	300	
4	Stone Pillows	EA	3	
PROJECT BID FOR AWARD CONSIDERATION=				\$

WEST MOUNTIAN RD PROJECT SHAFTSBURY VT

NOTES:

1. The completion date for this work shall be on or before **Friday October 29th 2021** for the complete and accepted work.
2. All communications will go through the Town Highway Foreman Mike Yannotti. Any question(s) posed during the bidding process will be distributed electronically to all bidders in a question - answer format.
3. There will be a pre bid meeting held at the **West Mt Rd Shaftsbury, VT, 7:30am June 28th 2021**. All site locations will be visited. **Attendance is mandatory.**
4. Contractor must complete work in accordance with specifications contained in Vermont's Better Backroads Manual.
5. Any damage caused by the Contractor's operations will be repaired by the Contractor at the Contractor's expense.
6. If multiple bids are submitted from any one contractor, the last bid submitted prior to the submitted by date and time will be considered the official bid. All previously submitted bids will not be opened and will be returned.
7. All item quantities are estimates and the Town of Shaftsbury does not guarantee estimated quantities will be used.
8. All Contractors performing work for the Town of Shaftsbury must provide a certificate of insurance for liability and workman's comp.
9. The Town of Shaftsbury reserves the right to reject any or all bids/proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this bid/proposal as in the best interest of the Town of Shaftsbury. This solicitation in no way obligates the Town of Shaftsbury to award a contract.

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In order to be considered responsive to this RFP, each proposal shall conform to the following requirements. The contractor shall:

1. Submit by mail or hand deliver one (1) copies of the proposal in a sealed envelope to, Town Administrator, PO Box 409, 61 Buck Hill Road, Shaftsbury VT 05262. Bid documents must be received by 12PM July 16th 2021. Any bids received after that time will be returned unopened. Emailed bids **will not** be accepted.
2. Clearly indicate the following on the outside of the sealed envelope containing the proposal:
 - a. name and address of the prime contractor
 - b. bid due date and time
 - c. envelope contents (proposals)
 - d. project name

If any of the above requirements are not met, the proposal will not be considered.

Sincerely, Mike Yannotti DPW Foreman