

TOWN OF ROYALTON,
REQUEST FOR QUOTATIONS FOR ENGINEERING SERVICES
FOR DESIGN ALTERNATIVES AND CONSTRUCTION
TO STABILIZE SLIDE ON BROAD BROOK RD
[released 8/2/2023] DUE DATE EXTENDED 8/22/2023

The Town of Royalton is accepting quotations for engineering and construction management services to repair a July 2023 Flood Event slide on Broad Brook Rd in the area between 2640 and 2455 Broad Brook Road. Designs, specifications, and contractor selection for this bank/streambed stabilization project are needed as well as construction management and resident engineer services.

The design portion of the project shall include two phases: a simplified design alternatives analysis using preliminary designs and a set of final designs for the chosen alternative. The town is interested in understanding the full potential of repairs including full restoration of the road to previous condition, stabilization of the existing road section and bank without full restoration of road width, and road relocation. The rationale for the design alternatives component of the project is to ensure that the town is able to restore traffic expediently with a lasting, cost-effective, permanent repair.

Firms shall provide designs and permitting, as well as securing the labor, material, and equipment necessary to repair the bank slide in accordance with town, state, and federal regulations. The firm, working with the Royalton Selectboard or their designee, will need to provide designs and construction specifications, resident engineer services during construction, and Davis-Bacon wage certification of contractors.

This project will be funded by a FEMA reimbursement of expenses related to the disaster declaration 4720DR. The Town will ensure the payment of invoices in a timely manner. It is essential that the engineer understand and comply with all FEMA regulatory requirements. Bid documents should at minimum include the engineers timeline for delivery of preliminary designs, and delivery of final design once the Selectboard has made a determination on how to proceed.

Quotations must include cost estimates and hourly rates for all the items below. They do not need to include all the items typically found in proposals such as resumes and extensive narratives. They shall, at a minimum, accomplish the following **Scope of Work**:

1. Inspect/survey the bank slide
2. Complete preliminary design alternatives analysis
3. Develop a final design for the design chosen by the Selectboard
4. Complete construction specifications and cost estimate for design
5. Obtain the necessary permits and authorizations (town flood permit, stream alteration, USACE, etc.)
6. Provide standard bid phase services including preparing construction RFP, handling questions from bidders, preparing addendums if required, preparing contracts, being present for pre-bid site meetings and bid opening, and provide analysis and award recommendations.
7. Complete construction layout (grade stakes/cut-fill) with VT Stream Alteration Engineer
8. Work with town and other contractors and complete site visits before, during and after construction
9. Complete Davis-Bacon wage certifications

DUE DATE: Quotations, subject titled “Broad Brook Slide” may be emailed to townadmin@royaltonvt.gov, or hand delivered to the Royalton Town Offices at 2460 Vermont Route 14, or mailed to Town Of Royalton ATTN Town Administrator PO Box 680 S. Royalton VT 05068 no later than **noon on SEPTEMBER 8, 2023**

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;
2. The ability and capacity of the proposer to provide services required, and to do so on time;
3. The character, integrity, reputation, experience, financial resources, and performance of the proposer under previous contracts with the municipality and elsewhere.
4. The proposer’s timeline for delivery of the design.

The chosen Contractor shall either supply the Town with proof of Workers’ Compensation insurance for all employees or shall sign a waiver form provided by the Town. The chosen Contractor shall supply the Town with a Certificate of Insurance showing liability coverage. The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Per Occurrence	\$2,000,000 General Aggregate
\$2,000,000 Products/Completed Operations Aggregate	
\$ 50,000 Fire/ Legal/Liability	\$1,000,000 Automotive Liability

By signing a contract, the chosen Contractor will confirm that it has reviewed and will comply with the Terms and Conditions of the Federal Emergency Management Agency. The chosen Contractor must be registered with sam.gov. Qualified disadvantaged (DBE) and women (WBE) owned businesses are encouraged to submit proposals.

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 for this work.

The Town reserves the right: (1) to accept or reject any or all Quotations in whole or in part and to accept other than the lowest price proposal; (2) to amend, modify, or withdraw this Request for Quotations; (3) to require supplemental statements or information from proposers; (4) to extend the deadline for responses to this Request for Quotations; (4) to waive or correct any irregularities in Quotations received; (5) to negotiate separately with competing proposers. All quotations and cost estimates become part of the public domain.

Questions about this Request for Quotations should be directed to:

Royalton Town Administrator

Victoria Paquin
townadmin@royaltonvt.gov
(802) – 763 – 7967

