



Jericho Underhill Park District  
P. O. Box 164, Underhill, VT 05489  
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[www.millsriversidepark.org](http://www.millsriversidepark.org)

**MILLS RIVERSIDE PARK  
REQUEST FOR PROPOSAL**

**Fieldstone East Trail Repairs RFP 2025/2026**

**GENERAL DESCRIPTION:**

The Jericho Underhill Park District (JUPD) is seeking bids from qualified contractors for the trail repairs specified below.

- 3571 ft. of trail restored
- 1 culvert shortened by approx. 8'
- 10 elevated treads with grade reversals installed
- 10 armored rock crossings
- Restore/repair existing ditching
- Install water bars

All work shall be done in accordance with this description of work, be environmentally sound and in conformance with accepted industry, and state standards.

**MISSION:**

Mills Riverside Park is a destination for community members from Underhill and Jericho, as well as folks from surrounding Chittenden County and from beyond Vermont. The JUPD continually works to make improvements that add to the beauty, function, and safety of the park for the benefit of its patrons.

As the JUPD budget is limited, we are seeking a budget-friendly solution to provide the above-mentioned trail repairs.

**BID REQUIREMENTS & DESCRIPTION OF DELIVERABLES:**

The key elements of this project include working with the property owner JUPD and following precisely the trail repairs specified.

**Required Deliverables**

Bidders will be expected to attend a site visit to view the trail site and to gain an understanding of the scope of the repairs specified. **Site visits will be scheduled between September 18<sup>th</sup> and September 20<sup>th</sup>, 2025**, so that each bidder has the opportunity to familiarize themselves with the trail location and to understand the repair requirements. Contact Bruce Blokland, [bblokland@comcast.net](mailto:bblokland@comcast.net), 802/734-8148 to schedule the site visit.

### General and Equipment:

- mobilize necessary tools, materials and equipment to perform the repairs
- supply portable power – generator and gas
- dispose of all waste materials
- The park is open “from dawn to dusk” each day. Additionally, the grounds are unattended and unlighted at night. The bidder is responsible for the security of their materials, tools and equipment on-site during the project.
- Contractor will provide labor, plate compactor, rear dump trailer, hydraulic excavator, back-pack blower, chainsaw, all-terrain vehicle and tools, materials.

### Project Components:

Rehabilitate at least 3,571 feet of trail including work at the indicated [waypoints shown on the maps in Attachment](#).

Waypoint 066: Shorten existing culvert on the south side by approximately 8’. Use native materials to raise tread and in slope the trail grade. Create open bottom culvert over large rocks and cover with native materials. Restore existing ditch on north side of trail.

Waypoint 073: Install series of grade reversals, elevate tread with native materials, re-shape out slope, install armored rock crossing and top with native materials.

#### Waypoint 078:

1. Reset existing culvert, widen path, enhance stonework using native materials, or remove culvert and install armored rock crossing with elevated tread & cover with native materials.
2. Repair existing armored rock crossing by re-setting and placing native stone and soil, and re-shaping out slope.
3. Add one grade reversal with water bars.

Waypoint 079: Elevate tread with native materials harvested from downslope side. Install grade reversal and re-shape out slope.

Waypoints 080-086 : Install armored rock crossing and elevate tread with native materials. Install grade reversals and improve out slope. Repair/restore existing ditching.

Waypoint 087: Install series of 6 armored rock crossing and tread reversals. Repair existing ditch.

### **Implementation Timeline**

This project is planned for spring 2026, during the months of **May and June**, and **must be completed prior by June 30, 2026**. An estimate of bidder’s timeline to complete this trail project must be included in the proposal.

### **Sustainability and Maintenance Practices**

It is important that no materials be abandoned on park property. Bidders should state their work practices on this project as they relate to ensuring that the environment will be protected at all times during the project.

Equipment and staging areas must be returned to original condition, including any grass seeding necessary.

### **Project Total Cost**

Provide a detailed breakdown of the materials, labor and equipment costs for the various aspects of the project.

### **STATEMENT OF BIDDERS QUALIFICATIONS:**

a) JUPD Selection Criteria

1. Trail Repair Experience and Expertise:
2. Cost Competitiveness:
3. Project Management Capabilities:

b) Each bidder shall include with this bid, as demonstration of qualification to undertake this trail repair project, a list of three similar trail repair projects and three references with whom the JUPD may communicate.

c) Proof of insurance must be submitted with this bid, and all insurance shall be kept in force throughout the duration of the contract. A certificate of insurance with liability insurance coverage limit of \$1,000,000 listing JUPD as the certificate holder is required.

d) The successful bidder will be required to enter into a contract with JUPD. The contract will provide, among other things, that the JUPD may terminate the contract for unsatisfactory performance. Determination of satisfactory service is at the sole discretion of the JUPD. Changes to the contract will be managed by change requests, and require Board approval.

e) Care must be taken to avoid damage to the bridge, the emergency and maintenance entrance, the parking lot, all fields and trails, park equipment, signage, etc. Any damage noticed by the contractor, whether caused by the contractor or not, must be reported to Bruce Blokland, JUPD Board of Trustees member, and project contact. Contact info: [bblokland@comcast.net](mailto:bblokland@comcast.net); 802/734-8148.

Vehicle restrictions at the bridge:

- 1) Any vehicles or equipment traveling over the bridge must comply with the “over the bridge” restrictions stated in the Park’s [Permit Regulations document](#). The bridge has a stated max. weight limit of 10,000 lbs. Bidders should note the bridge width and length dimensions when factoring in any project equipment.
- 2) There is an emergency and maintenance entrance at the west end of the park which has no weight or vehicle restriction. For this entrance, which is only to be used with prior JUPD approval, there are strict guidelines as to not traveling on the playing fields. All travel must be to the left (north) of the fields along the riverside.

f) All awarded work will occur between mid-May, 2026 and June 30, 2026. The work schedule will be mutually agreed upon and approved by the Park Board before any work begins. A wet, cold spring may adversely affect trail conditions and may impact the starting date of this project.

g) In the event of loss, damage, or destruction of any JUPD property that is caused by the contractor the contractor will indemnify and pay to the JUPD, the full value of repair or replacement whichever is greater.

h) The bidder’s invoicing terms and conditions must be included in the proposal. In the absence of bidder's terms and conditions, terms will be 100% of payment at project completion.

i) JUPD reserves the right to reject any and all proposals, and waive any minor or non-material informalities, if deemed to be in the best interest of the JUPD.

**RECEIPT OF BIDS:**

Bids must be titled “**Fieldstone East Trail Repairs RFP 2025-2026**”, and must be received by the Jericho Underhill Park District at P.O. Box 164, Underhill, VT 05489, or via email to: [jupdistrict@gmail.com](mailto:jupdistrict@gmail.com) prior to **4:30pm on, October 1, 2025.**

Bids *will be opened* at the scheduled board meeting on Wednesday, **October 1, 2025**.

1. No bidder may withdraw their Bid within 45 days after the actual date of opening.
2. Bidders will be expected to attend a site visit to view the trail site and to gain an understanding of the scope of the repairs specified. **Site visits will be scheduled between September 18 and September 20, 2025**, so that each bidder has the opportunity to familiarize themselves with the trail location and to understand the repair requirements. Contact Bruce Blokland, [bblokland@comcast.net](mailto:bblokland@comcast.net), 802/734-8148 to schedule the site visit.
3. The failure or omission of a bidder to do any of the foregoing shall in no way relieve him/her of any obligation with respect to their bid.
4. Questions may be directed to Bruce Blokland, JUPD Board of Trustees.

**SUB-CONTRACTORS:** No sub-contractors shall be used in the completion of this contract.

**AWARD OF CONTRACT:** Contract to be awarded by JUPD on or shortly after **October 15, 2025**.

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