



**Jericho Underhill Park District**    **P. O. Box 164 Underhill, VT 05489**  
**802-899-2693**    **www.millsriversidepark.org**    **[JUPDistrict@gmail.com](mailto:JUPDistrict@gmail.com)**

## REQUEST FOR PROPOSAL

### MILLS RIVERSIDE PARK COVERED BRIDGE – RECONSTRUCTION PHASE 1

#### **Project Background**

The purpose of this project is to improve the overall condition of the deteriorating 54-year-old covered bridge the main entrance to Mills Riverside Park which spans the Browns River in Jericho, Vermont. The project will be performed in multiple phases. Plans for Phase 1 are underway and involve the removal of the bridge superstructure – walls, trusses, roof and the installation of safety handrails in accordance to designs provided by Engineering Ventures, P.C., of Burlington, Vermont. Phase 1 construction is planned to begin October 4, 2021.

The Jericho Underhill Park District, (JUPD) invites the submission of project proposals for phase 1 of the project.

A mandatory pre-proposal site visit is scheduled for June 17, 2021. Subcommittee Chair Bruce Blokland will meet with bidders at the covered bridge at Mills Riverside Park, 338 VT Route 15, Jericho at 10 a.m. Contractors should contact Bruce (802-734-8148), [Beblokland@gmail.com](mailto:Beblokland@gmail.com)) to confirm site visit time and location.

Sealed proposals must be received by mail on or before July 8, 2021 (4:00 pm). Bid opening is scheduled for July 8 at 7:00 pm at the regular JUPD board meeting and scheduled to be awarded on July 15, 2021. All proposals shall be submitted in a sealed envelope addressed to Jericho Underhill Park District, C/O Livy Strong and marked “Mills Riverside Park Covered Bridge - Reconstruction Phase 1”, P.O. Box 164, Underhill, VT 05489.

## **Project Description**

Bids will be received for a single prime contract and shall be on a lump sum and unit price basis. This project consists of:

- The removal of bridge superstructure. The deck has been upgraded recently and is independent of the trusses and is in good condition thus not in the scope of this project;
- Construction of handrails for the safety and protection of pedestrians, bikers and horseback riders as specified by documents provided by Engineering Ventures, PC, Burlington, VT., available on the Park's webpage under bridge/contractors;
- Installation of approaching fencing suitable for pedestrian traffic entering the bridge from both the parking lot and park side making the bridge safe for recreational use;
- Detailed plans for safe, alternative traffic and parking pattern to be utilized during the construction time frame; Mills Riverside Park and parking lot will remain open during construction project; the bridge and deck will be closed;
- Detailed construction schedule. Project duration not to exceed three consecutive weeks without JUPD agreement;
- All usable structural beams and lumber will be saved and stored on site at a location determined during the 06/17/2021 site visit. All other debris will be removed from site and disposed of in accordance with all applicable regional, state and federal requirements and industry standards. Describe process for deconstruction and installation of railings in view of minimizing impact on Browns River;
- Browns River will be protected from undue interference. Obtain all applicable permits relating to potential impact on the Browns River;
- Q&A will be developed, posted and updated to the Park's webpage under bridge/contractors;
- All firms providing a bid will be notified via email of any changes and or updates. RFP changes and updates will also be posted to the Park's webpage under bridge/contractors;
- JUPD intends to award the bid by 07/15/21;
- JUPD reserves the right to extend the award date, as necessitated by these reviews;
- Post-project site cleanup and remediation of grounds impacted by project.

## **Project schedule**

It is expected that this project will be completed within three consecutive weeks of its start date.

Work on the project can start by 10/04/2021 (after the contract has been signed and certificate of insurance provided). The project must be completed by 12/01/2021. The planned start date and duration of construction will be a consideration for contractor selection. Also, see "Payment Penalty for Extended Construction Period" below.

## **Response Format**

Proposals should consist of the following:

- Brief description of the firm and a list of individuals and any subcontractors that will be involved in the project and their qualifications, including previous examples of similar successfully completed projects, as well as contact information;
- Description of the approach to be taken with the project, including bidder's concurrence with proposed engineering and construction specifications; and, if not, bidder's suggestions for alternate specifications, and materials;
- Scope of work that includes steps to be taken, and a proposed schedule indicating the dates for commencing and completing each step in the scope of work;
- A comprehensive cost proposal broken down by labor, equipment, and materials;
- And a brief description of previous similar projects; please include the names and contact information (phone or e-mail addresses) for listed projects.

## **Insurance**

Prior to starting work, the selected contractor will be required to provide a Certificate of Insurance naming the Jericho Underhill Park District as an additional insured with commercial general liability coverage of no less than \$1,000,000 per occurrence, automobile liability coverage of no less than \$500,000 per occurrence, and statutory workers compensation insurance coverage.

## **Selection Criteria**

The JUPD will consider the following criteria when reviewing proposals:

- Price;
- Bidder's schedule for completion and ability to perform within the specified time limit(s);
- Quality of the materials and services specified in the bid;
- The match between the specifications requested and the specifications proposed in the bid;
- Bidder's financial responsibility
- Bidder's availability to provide future service, maintenance and support
- Bidder's nature and size
- Bidder's assurance that they will warranty and correct any found deficiency of their work within one year;
- Bidder will conform to current COVID state guidelines
- Any other factors that the JUPD board determines are relevant and appropriate in connection with this project.

## **Rejection of Proposals**

The JUPD reserves the right to reject any or all proposals, to negotiate with one or more parties, or to award the contract in the JUPD's best interests, including proposed contractor's schedule. The JUPD reserves the right to re-advertise for additional proposals and to extend the deadline for submission of the proposals.

### **Payment Schedule**

Contractor will be paid as follows: one third after contract is fully signed (upon submission of invoice); one third at satisfactory completion of removal of trusses, walls and roof; and one third upon completion of construction, removal of debris, remediation of construction grounds and written acceptance by the JUPD (upon submission of invoice), subject to any penalty for extended construction period (see next section).

### **Payment Penalty for Extended Construction Period**

The total payment due to the contractor will be reduced by \$100 per day for every day that the project extends past the number of days indicated in contractor's accepted proposal, unless the delay is the responsibility of the JUPD. "Days worked to complete project" includes any remedial work required by the JUPD's final inspection.

### **Questions**

Any questions on this construction project can be emailed to subcommittee Chair Bruce Blokland by email at [Beblokland@gmail.com](mailto:Beblokland@gmail.com). Questions from interested parties must be submitted no later than 7/1/2021 to receive a timely response prior to the RFP due date. Responses will be posted as quickly as possible as addendum to the Q&A posting found on the Park's webpage under bridge/contractors.

### **Contract**

The selected contractor will be expected to sign a contract attesting that they agree to perform all work in accordance with both the contractor's proposal and with this Request for Bid unless otherwise agreed to by JUPD.

### **Requirements**

The complete requirements for preparing a response to this RFP are available from the park's website: <https://www.millsriversidepark.org/bridge/project-bid-documents>