

Recreation bridge re-decking project
Town of Hardwick and the Vermont Association of Snow Travelers
Bridges #38 and #40 of the Lamoille Valley Rail Trail

I. Project Background

VAST and the Town of Hardwick are seeking engineering services for the re-decking of two rail bridges to make them safe for recreational use. With grant funding from the Northern Border Regional Commission we seek to remove the old rail ties and install new timbers, decking, and railings suitable for a multi-use recreation path.

An acceptable deck design has been used on other LVRT bridges and will be available to the contractor. We are seeking engineering services to adapt the design to these specific bridges, and to advise us on any other structural repairs needed to allow use by snowmobiles, non-motorized recreation, and occasional maintenance or emergency vehicles (ambulance). (see Scope of Work below for more details).

Interested firms are encouraged to visit the bridges prior to submitting a proposal. Bridge 38 is 111 ft. long over the Lamoille River accessed from a State owned pull-off on Route 15 just west of the intersection with Route 16. Bridge 40 is 185 ft. long over the Lamoille River and can be accessed west along the trail from Bailey Farm Road.

III. RESPONSE FORMAT

Responses to this RFP should consist of the following:

1. A cover letter expressing the firm's interest in working with the VAST and the town of Hardwick including identification of the principal individuals that will provide the requested services.
2. A proposed schedule that indicates project milestones and overall time for completion.
3. Demonstration of success on similar projects, including a brief project description and a contact name and address for reference.
4. A cost proposal consisting of a lump sum for the design work, lump sum for project oversight, and a fee schedule for additional services.

IV. CONSULTANT SELECTION

The consultant selection will be made by a committee that includes Hardwick and VAST representatives. The proposal will be evaluated considering the following weighted criteria:

| Criteria | Weight | Maximum Points | Weighted Total |
|---|--------|----------------|----------------|
| 1. Understanding the Scope of Work | 5 | 5 | 25 |
| 2. Knowledge of Project Area | 2 | 5 | 10 |
| 3. Qualifications/Experience of Proposed Staff | 5 | 5 | 25 |
| 4. Availability of Technical Disciplines | 2 | 5 | 10 |
| 5. Past Performance on Similar Projects | 5 | 5 | 25 |
| 6. Reasonableness of proposed schedule and labor hour estimates | 3 | 5 | 15 |

The selection committee may elect to interview consultants prior to final selection.

The committee will select the consultant on or about June 28, 2019.

V. SUBMISSIONS

Consultants interested in this project should submit a proposal via email to ken@vtvast.org.

Questions about the project should be directed to Ken Brown:

Telephone: (802)229-0005 x18

E-mail: ken@vtvast.org

All proposals must be received by no later than 5:00 PM on June 24, 2019. Proposals and/or modifications received after this time will not be accepted or reviewed.

The Town of Hardwick and VAST reserve the right to reject any or all proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this RFP as in the best interest of Town of Hardwick and VAST. This solicitation in no way obligates the Town of Hardwick and VAST to award a contract.

VI. Contracting

Prior to beginning any work, the Consultant shall obtain appropriate Insurance Coverage. The certificate of insurance coverage shall be documented on forms acceptable to the Town.

The cost of preparing, submitting and presenting is the sole expense of the firm. The Town reserves the right to reject any and all proposals received as a result of this solicitation or to cancel this RFP in part or in its entirety if it is in the best interests of the Town. This Request for Proposals in no way obligates the Town to award a contract.

VII. Scope of Work

This project consists of two main tasks:

1. Design: The consultant will adapt the example deck design from other LVRT bridges for use on bridges #38 and #40. The example design will be provided in “.dgn” file format. The design should accommodate recreational trail use, groomers, and maintenance/emergency vehicles, but does not need to accommodate traffic. Changes should be considered to minimize the cost of construction.
 - a. No survey work or analysis of existing structural steel will be required.
 - b. The consultant will take all the necessary steps to provide VAST with a complete package which can be put out to bid. VAST is responsible for the bid advertising process.
 - c. The consultant will produce plan documents and quantity sheets sufficient to guide a contractor in construction,
 - d. The consultant will be available during the bid period to answer questions about the design.
2. Oversight: The Consultant will provide limited assistance during the construction phase, primarily to answer any design questions that come up. The consultant will also review any required shop drawing submittals.
 - a. The consultant will make at least two visits to each bridge while under construction to confirm design and material lists are adhered to.