

Town of Hardwick, Vermont
Request for Proposal (RFP)
Engineering Services for Reconstruction
Tucker Brook Bridge and Carey Road Box Culvert

Issue Date: April 10, 2025

Proposal Due Date: May 7, 2025

Introduction:

The Town of Hardwick, Vermont, is seeking proposals from qualified engineering firms for the design and reconstruction of two critical infrastructure components damaged during the 2023 flood event:

1. **Tucker Brook Bridge:** Located on Tucker Brook Road, this bridge sustained significant damage during the 2023 flood. A temporary fix was implemented after the event, but a permanent reconstruction is necessary to ensure long-term resilience.
2. **Carey Road Box Culvert:** The box culvert on Carey Road was damaged during the 2023 & 2024 flood and received a temporary fix after both events. A comprehensive redesign and reconstruction are required to accommodate future larger rain events.

These projects aim to enhance the resilience of Hardwick's infrastructure against future flooding events.

Project Background:

The 2023 & 2024 floods caused extensive damage to Hardwick's infrastructure, including the Tucker Brook Bridge and Carey Road Box Culvert. Temporary repairs were made to restore functionality; however, these structures require permanent solutions to withstand future hydrological events.

Scope of Work:

The selected engineering firm will be responsible for:

1. **Site Assessment**
 - Conduct thorough site evaluations of both structures to assess current conditions.

- Perform hydrological and hydraulic analyses to determine design requirements for larger rain events.

2. Design Services

- Develop engineering designs for the reconstruction of Tucker Brook Bridge and Carey Road Box Culvert, adhering to applicable federal, state, and local standards.
- Ensure designs incorporate flood resilience measures to accommodate anticipated future hydrological conditions.

3. Permitting

- Identify and obtain all necessary permits from relevant authorities.
- Prepare and submit required documentation to support permit applications.

4. Cost Estimation

- Provide detailed cost estimates for the reconstruction projects, including materials, labor, and contingencies.

5. Bid Assistance

- Assist the Town in preparing bid documents for construction services.
- Participate in the evaluation of construction bids and provide recommendations.

6. Construction Oversight

- Offer construction oversight services to ensure compliance with design specifications and standards.
- Conduct regular site visits and progress meetings during construction.

Proposal Requirements:

Interested firms should submit a proposal that includes:

1. Firm Overview

- Description of the firm, including size, location, and areas of expertise.

2. Relevant Experience

- Detailed examples of similar projects completed, particularly those involving bridge and culvert design in flood-prone areas.

3. Project Team

- Resumes and roles of key personnel assigned to this project.

4. Approach and Methodology

- Outline of the proposed approach to the project, including assessment, design, permitting, and construction oversight.

5. Schedule

- Proposed timeline for completing each phase of the project.

6. Cost Proposal

- Detailed fee structure, including hourly rates and estimated total cost.

7. References

- Contact information for at least three clients for whom the firm has completed similar projects.

Evaluation Criteria:

Proposals will be evaluated based on:

- Experience with similar projects.
- Qualifications of the project team.
- Understanding of project requirements and proposed methodology.
- Proposed schedule and ability to meet deadlines.
- Cost-effectiveness of the proposal.

Submission Instructions:

Please submit three copies of the proposal, along with an electronic version in PDF format, by 12:00 pm on May 7, 2025 to:

Town Manager's Office

Town of Hardwick

20 Church Street

PO Box 523

Hardwick, VT 05843

Questions and Clarifications:

Questions regarding this RFP should be directed to David Upson at david.upson@hardwickvt.gov or (802) 472-6120 by April 28, 2025 COB.

Responses to all questions will be shared with all known prospective proposers.

Additional Information:

- The Town of Hardwick reserves the right to reject any and all proposals, to waive any informality, and to accept the proposal deemed in the best interest of the Town.
- All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the proposer and will not be reimbursed by the Town.

We look forward to reviewing your proposal and working with a qualified engineering firm to successfully complete these projects.