

INVITATION TO BID

TOWN OF MIDDLEBURY

BID NUMBER 20200721

Sealed competitive bids for the “Town of Middlebury Concrete Sidewalks Replacement Project will be received at the Department of Public Works, 1020 S. Route 7 (mailing address 77 Main Street) Middlebury, Vermont 05753 until 11:00am on August 5, 2020 and will be publicly opened and read aloud soon thereafter. Bids shall be submitted in a sealed envelope and marked “Sidewalk Bid 20200721” on the exterior. Bid packet is available at the Public Works Department.

There will be a mandatory Pre-Bid Meeting on Friday, July 31, 2020 @ 8:15 am. Meeting will begin at the Public Works Building 1020 S. Rt 7 Middlebury, VT. 05753.
The Town of Middlebury, Vermont reserves the right to waive any informalities in, or reject any and all bids, or to accept any bid deemed to be in the best interest of Town.

Kathleen Ramsay
Town Manager

INFORMATION FOR BIDDERS

TOWN OF MIDDLEBURY, VERMONT

BID NUMBER 20200721

Bidder agrees to take out and maintain at his own expense, Workers Compensation Insurance to cover injury to his employees as required by statute. The Bidder further agrees to provide General Liability and Automobile Liability for Bodily Injury and Property Damage. See additional information within the bid document.

Before the commencement of work, the Bidder shall give the Town Manager a certificate from the insuring companies indicating such policies have been issued and are in force, and that said insurance companies agree to notify the Town Manager at least ten (10) days prior to the date of determination of, or change in said policies.

The Bidder's attention is drawn to the fact that all applicable State Laws, Municipal Ordinances and the Rules and Regulations of all authorities having jurisdiction over the construction of the project, shall apply to the Contract throughout and they will be deemed to be included in the Contract the same as though herein written out in full.

The Town reserves the right to increase or decrease the amount of work to be done at any time during the Contract Period.

**TOWN OF MIDDLEBURY
CONCRETE SIDEWALK REPLACEMENT
BID NUMBER 20200721
SCOPE OF PROJECT**

Replacement of Sidewalk sections at TWO (2) locations within the Town.

BID, with GUARANTEE, and COMPLETION DATE

The bid shall be a unit cost per site for removal and replacement. Completion Date is October 31, 2020 and the bid shall be guaranteed through completion.

**GENERAL INFORMATION AND SPECIFICATIONS
FOR CONCRETE WORK**

Work entails:

Work along Court Street in the Town of Middlebury between Thomas Street and Monroe Street

PART 1.00 – GENERAL SPECIFICATIONS

- 1.01 **PURPOSE:** It is intended that these Specifications be descriptive of the work involved in order that the areas will be properly maintained so that a good appearance is prevalent at all times. However, these Specifications are not intended to limit the participation of Bidders.
- 1.02 **SCOPE OF WORK:** The Contractor will furnish all the necessary labor, supervision, tools, fuel, materials and equipment necessary to complete the proposed work.
- 1.03 **REPRESENTATION:** The Public Works Planning Director shall act as the representative for the Town of Middlebury, Vermont in any negotiations and/or disputes with regard to the Contract except as noted below.
- 1.04 **SUPERVISION:** The Public Works Planning Director, Director of Operations, Highway Superintendent or other designated person shall be responsible for reviewing and observing the operation for compliance and/or noncompliance with the Specifications and will have the right to instruct the Contractor or the person in charge of any corrections necessary.

- A. The Contractor shall take all reasonable precautions for the protection of property, personnel, other workmen, and the general public during the execution of the contracted service.
- B. The Contractor shall be liable for any and all damages occasioned by the Contractor's neglect or that of his agents during the performance of the contracted services.
- C. The Contractor shall conform to all applicable Federal, State, and Local Laws and Ordinances.
- D. No work shall be scheduled or undertaken on Sundays, or legal holidays without prior approval of the Director of Operations or Highway Superintendent.
- E. All work will be performed in accordance with the Town of Middlebury Public Works Specifications with the following EXCEPTION: ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSION STRENGTH OF 4,000 PSI AT 28 DAYS. WIRE REINFORCING MESH WILL NOT BE REQUIRED. Application of curing compound shall be included as part of the cost of the concrete placement.
- F. Contractor shall warranty workmanship and finished product performance for one year from completion. Sidewalk shall exhibit no spalling or cracking within one year.
- G. Prices are to remain firm during the Contract.

- 1.05 The Contract Period ends October 31, 2020. All work shall be completed by this date.
- 1.06 Payment will be Lump Sum payment upon completion of contract and satisfactory testing results.
- 1.07 Concrete shall be tested for conformance to specifications. Testing will be required for every delivery; one sample per load. The Contractor is responsible for scheduling the taking of samples. An independent testing lab shall take all samples. Sample costs shall be paid by the Town. **The contractor shall furnish a schedule for the work. An efficient schedule is required as it affects the cost of sample pick-up and mileage.**

PART 2.00 - STRIPPING AND REMOVAL OF EXISTING SIDEWALK:

- 2.01 Remove all existing concrete, sod, topsoil, subsoil; asphalt paving or other items in the immediate area of the proposed walk. Do not conduct this work more than

five (5) days in advance of other portions of the work. Disposal of removed sidewalk is the responsibility of the contractor.

- 2.02 Stockpile all topsoil neatly for future use. All concrete and construction debris shall be removed from site daily and disposed of legally.
- 2.03 TRAFFIC CONTROL (when necessary)
Traffic control, including uniformed officers, certified flaggers, warning lights, barricades, and warning signs, is the sole responsibility of the Contractor. Unless otherwise specified, the roadway shall be kept open to alternating one-way traffic at all times, and two-way traffic at night.

PART 3.00 - CONCRETE SIDEWALK:

- 3.01 Description. This item shall consist of sidewalk made of one course of Portland cement concrete not less than five inches (5) thick and with a width of not less than five (5) feet. Where a sidewalk crosses a driveway, the depth of the concrete shall not be less than eight (8) inches in thickness for commercial and industrial driveways, and not less than seven (7) inches in thickness for residential driveways.
- 3.02 Materials. Aggregate for concrete shall meet Vermont Agency of Transportation (VAOT) Standard Specification for Construction (SSFC), Section 704.01 and 704.02. All concrete used in the construction of the cement concrete sidewalk shall be Air Entrained not less than five percent nor more than seven percent so determined by an air meter approved by the Director of Public Works. Minimum cement shall be 611 lbs/cy. Range in slump shall be 2-4 inches. The concrete shall have a 28-day compressive strength of 4,000 psi.
- 3.02 Construction Methods.
 - A. Preparation of Subgrade. All boulders, organic material, soft clay, spongy material and other objectionable material shall be removed and replaced with approved material. The subgrade shall be properly shaped, and uniformly compacted.
 - B. Base. A minimum depth of six inches (6") of compacted, crusher run gravel or other approved material shall be placed as subgrade. Typically, the existing subgrade may only need to be raised, in order to bring the sidewalk up to one (1) inch above the adjacent yard. But for this project, the finished sidewalk will be raised to keep storm water from running down the sidewalk.

- C. **Forms for Concrete.** The forms for the concrete shall be of wood or metal, well oiled, straight, free from warps or kinks, and of sufficient strength. They shall be staked securely enough to resist the pressure of the concrete without spring. When ready for the concrete to be deposited, they shall not vary from the approved line and grade and shall be kept so until the concrete has set.
- D. **Finish Grade.** The finished sidewalk shall be a minimum of **1-inch** above the existing turf. In most instances, sidewalk shall slope $\frac{1}{4}$ " per foot toward the street but this shall be verified before forms are placed. Transition sidewalk to homeowner's walk is part of the bid price. This typically is one (1) square of sidewalk. Asphalt, concrete and gravel driveways shall be transitioned to the new walk and is part of the bid price. See notes for each section describing the extent of driveway transition and any finish grade changes.
- E. **Placing and Finishing Concrete.** Just prior to placing the concrete, the subgrade and forms shall be moistened. After being mixed to the proper consistency, the concrete shall be placed in the forms and thoroughly tamped in place so that all honeycombs will be eliminated and sufficient mortar will be brought to the surface. After that, the surface shall be brought to a smooth, even finish by means of a float. The surface shall be broom finished. All faces adjacent to the forms shall be spaded so that after the forms are stripped, the surface of the faces will be smooth, even, and free of honeycombs. All edges shall be tool-rounded with an edge having a quarter inch ($\frac{1}{4}$ ") radius.
- F. **Expansion Joints and Scoring Concrete.** Half-inch ($\frac{1}{2}$ ") transverse expansion joints shall be placed at intervals not exceeding twenty feet (20'). Sidewalks shall be scored to a depth of one-inch (1") every five feet (5').
- G. **Curing the Concrete.** Curing shall be by the following method: After final trowel and when all visible traces of water have disappeared, a curing and sealing product: AH Harris #1315 shall be applied to the surface according to the directions. Contractor shall protect the concrete from errant traffic or vandalizing until surface is sufficiently cured.
- H. **Backfilling.** Backfill shall be of suitable bank run gravel and shall be placed and tamped until firm and solid. Backfilling shall follow immediately after the concrete forms have been removed. Where lawns of green belts adjoin the sidewalk, all disturbed areas shall be brought to final grade with topsoil and will then be seeded and mulched. Final grade of topsoil is typically one (1) inch below top of sidewalk.

- I. Sidewalks and curbs shall be installed following ADA requirements. Truncated dome panels (Two at 24"x 24") shall be used at all street/sidewalk intersections. There are two (2) locations requiring a truncated domed panel.
- J. Road asphalt cut or removed for curb replacement shall be replaced to existing thickness. Driveway aprons that are cut to replace the sidewalk shall be replaced with Asphalt. Thickness shall be the same as existing but not thinner than 2.5 inches of Type IV.

SIDEWALK LOCATIONS

- 1.0 Court Street- near the intersection Court Street & Thomas Street. The new section would start ~ 12 feet south of the Thomas Street intersection and run 160 feet south. Included in this area is the crosswalk approach to Court Street. This section has 12 feet of sidewalk approach, 4 feet of sidewalk at the signal mast arm and a 10-foot section of curb to replace at the crosswalk interface. The goal for this replacement section is to reduce or eliminate storm water runoff down the driveway of #83 Court Street and ponding on the crosswalk approach. The sidewalk will need to be raised about 6-inches at the main sidewalk/crosswalk approach junction. The Highway Department will be installing drain and swale just prior to this concrete project. There are two HC panels to install at Court Street. The Town will provide the panels. The homeowner sidewalk approach to #81 Court Street will need a transition panel. The homeowner sidewalk approach to #83 Court Street will need a transition panel and a couple steps poured.
- 2.0 Court Street and Monroe Street. – This section is a replacement of 29 feet of sidewalk along Court Street starting at Monroe Street crosswalk and running north. A 17-foot section of curb needs to be replaced at the crosswalk. Two HC panels need to be installed in the crosswalk approach. The Town will provide the panels. The goal is this replacement is to stop snowmelt and storm water from ponding at the crosswalk. Adjustment of grade is necessary. The Highway Department will be re-shaping the greenbelt prior to this project.

**GENERAL INFORMATION AND SPECIFICATIONS
FOR SIDEWALKS**

WEATHER AND SITE CONDITIONS

- A. Concrete shall not be placed when weather or other conditions would prevent the proper handling, finishing or placement of the material.
- B. No material shall be delivered so late in the day as to prohibit the completion of spreading and finishing of the concrete during daylight hours.

PUBLIC NOTICE

The Town will provide notice to the media and residents. The contractor shall be responsible for individual property abutter notification. The work dates must be coordinated with property owners and access to driveways.

BID GUARANTEE and COMPLETION DATE

The bid shall be guaranteed until completion of contract.

Projected start date for these projects will be after **August 25, 2020**.

Work shall be completed by October 31, 2020.

INSURANCE

The Contractor shall provide certificate of general liability insurance naming the Town of Middlebury as an additional insured affording the following minimum coverages and proof of workman's compensation prior to beginning work.

<u>General Liability</u>		<u>Automobile Liability</u>	
Bodily Injury, per occurrence	\$1,000,000	Bodily Injury, per occurrence	\$1,000,000
Bodily Injury, annual aggregate	\$2,000,000	Bodily Injury, annual aggregate	\$2,000,000
Property Damage	\$1,000,000	Property Damage	\$1,000,000

Workers' Compensation & Employer's Liability

Statutory Coverage \$1,000,000

In lieu of a Performance, Payment and Guaranty Bond, the Contractor shall provide a Certified check or Bank check for 10% of the bid.

BID

Proposal of _____ (hereinafter called "BIDDER"), organized and existing under the laws of the State of Vermont doing business as _____.
(a corporation, partnership or individual)

To the _____ **Town of Middlebury, Vermont** _____
(hereinafter called "OWNER")

In compliance with your Advertisements for BIDS, BIDDER hereby proposes to perform all WORK for the replacement of curb and sidewalk of: **Bid Number 20200721**, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of this BID, each BIDDER certifies, and in the case of a joint BID, each party thereto certifies as to his own organization, that his BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on the date of issuance of the NOTICE TO PROCEED and to fully complete the PROJECT within timeline specified.

BIDDER acknowledges receipt of any issued ADDENDUMS:

BIDDER agrees to perform all the WORK described in the CONTRACT DOCUMENTS for the following unit prices or lump sum:

(SEE BID SCHEDULE ON THE FOLLOWING PAGE)

BID SCHEDULE

Item No.	Description	Unit Price (Written)	Total Price (Figures)
<u>Unit Price Items</u>			
1.0	Court Street, south of Thomas Street. 160 feet.	Written (lump sum) \$ _____	\$ _____
2.0	Court Street at Monroe Street 29 feet.	Written (lump sum) \$ _____	\$ _____

CONTRACTOR: _____

ADDRESS: _____

PHONE: _____

BY: _____

NAME: _____
(Please Print)

DATE: _____

NOTICE TO PROCEED

TO: _____ Date of Issuance: _____

PROJECT Description:

**TOWN OF MIDDLEBURY
SIDEWALK REPLACEMENT**

BID NUMBER 20200721

You are hereby notified to commence work in accordance with the Agreement dated _____. The date of completion of all WORK is **October 31, 2020.**

Owner: Town of Middlebury

By: Kathleen Ramsay

Signature: _____

Title: Town Manager

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by _____ this the _____ day of _____.

By: _____
(signature)

Title: _____