

NOTICE AND INSTRUCTIONS TO BIDDERS

3/9/2022

Pelletier Dam Removal at North Breton Brook

3-Week Bidding Schedule

RFP release: Wednesday, March 9

Pre-bid meeting: Thursday, March 17

Questions due: Wednesday, March 23

Answers back: Friday, March 25

Bids due: Wednesday, March 30

- 1. LOCATION:** Along East Hubbardton Road, Town of Castleton, VT. GPS coordinates: 43.622009, -73.162278.
- 2. TYPE OF CONSTRUCTION:** Includes installation of erosion controls and construction of access to the project; construction of cofferdams for bypass flows during construction; removal of 91 linear feet of a stone masonry dam, and haul out of dam debris material; excavation of impounded sediment and haul out of sediment offsite; grading to create new channel, floodplains and stable bank slopes; installation of stone steps, pools and rootwads in the new channel; and planting and seeding of exposed slopes and surfaces.
- 3. CERTIFIED CHECK OR BID BOND:** A certified check in the amount of 5% of the Contractor's Proposal not to exceed \$50,000 or a bid bond furnished by the Contractor's surety for a like amount, payable to the Vermont Natural Resources Council (VNRC) is required with the Proposal. Check will be returned upon execution of the Contract. Bid bonds shall be provided on a form supplied by the Submitter that conforms with the American Institute of Architects A.I.A., Document No. A-310.
- 4. PROJECT PLANS AND DOCUMENTS:**
Electronic copies of the project plans, the advertisement for bid, and all other bid documents will be emailed to all bidders present at the pre-bid meeting who furnish their email address on the form provided.
- 5. PRE-BID MEETING:** A mandatory pre-bid site meeting is scheduled for Thursday, March 17, 2022 at 11 am. The site is located along East Hubbardton Road in Castleton, Vermont (see GPS coordinates for dam above). The meeting will be held in the driveway of the property at 645 East Hubbardton Road. Only those considering submitting a bid should attend this meeting. Attendees are requested to follow State recommendations with regards to COVID-19 precautions. Please refer to <https://www.healthvermont.gov/covid-19> for more information. Attendees will sign in and provide contact information via a sign in sheet passed around during the meeting.
- 6. BID FORMS:** All Bids shall be submitted on the attached forms. No lines on the Bid shall be left blank. All pages of the Bid forms must be completed. Failure to complete the Bid and Schedule of Items will render the Bidder non-responsive, and the Bid will not be read. The OWNER (Vermont Fish & Wildlife; VTF&W) may waive any informalities or minor defects or reject any or all Bids. In the event there is any discrepancy in the Bid between any price in words, figures, or the extended totals, the price in words shall govern and the extended totals in

each case shall be corrected accordingly. A conditional or qualified Bid will not be accepted.

7. ALTERNATE DESIGN/CONSTRUCTION PROPOSALS:

An example Water Control Plan (WCP) is provided by the ENGINEER on Sheet 5 under ‘Water Control Plan Notes’. The CONTRACTOR may submit an alternate WCP. See notes on Sheet 5.

8. QUESTION AND ANSWER PERIOD: All inquiries must be submitted by phone or email to the ENGINEER noted below by Wednesday, March 23 at 5 pm. Answers to the questions submitted by the deadline will be responded to via email by Friday, March 25 at 5 pm in the form of an addendum. The addendum so issued shall become part of the Contract Documents.

ENGINEER:

Stone Environmental, Inc.
Attn: Gabe Bolin, P.E.
Mobile Phone: 603-809-6101
Email: gbolin@stone-env.com

9. BID DUE DATE: Bidders are encouraged to submit bids via email to the OWNER’s REPRESENTATIVE listed directly below. Emailed bids must be received by 5:00pm on Wednesday March 30, 2022. If a bidder prefers to submit a bid in hard copy form via standard mail, submit the bid to the mailing address listed directly below. Hard copy bids must be postmarked by Monday March 28, 2022. Bids delivered in hard copy form shall be marked “Attention: Pelletier Dam Removal Project Bid.” Do not drop off bids in person at the office, bids will only be received via email or mail.

Owner’s Representative:

Vermont Natural Resources Council
Karina Dailey
Restoration Ecologist
Mobile Phone: 802-881-3423
Email: kdailey@vnrc.org

Mailing Address:

Vermont Natural Resources Council
Attn: Karina Dailey
Restoration Ecologist
11 Baldwin Street
Montpelier, VT 05602

Bids will be opened privately following the submittal deadline.

10. WITHDRAWAL OF BID: A Bid may not be withdrawn by the Bidder for a period of sixty calendar days after the Bid opening.

11. AFFIRMATIVE ACTION: The Subrecipient agrees and is required to use the following affirmative steps to assure that disadvantaged business enterprises (DBEs), including small business enterprises, minority business enterprises (MBEs), women's business enterprises (WBEs), labor surplus area firms, and small businesses in rural areas (SBRAs), are used when possible. The Subrecipient must make good faith efforts to ensure to the fullest extent possible that a fair share of federal funds (based on fair share target percentage goals as established by the financial assistance award) are made available to organizations owned or controlled by socially and economically disadvantaged individuals, women, and historically black colleges and universities for supplies, construction, equipment, or services. Affirmative steps include:

- a) Placing qualified DBEs on solicitation lists;
- b) Assuring that DBEs are solicited whenever they are potential sources;
- c) Dividing total requirements, when economically feasible, into smaller tasks or quantities

- to permit maximum participation by DBEs;
- d) Establishing delivery schedules, where the requirement permits, which encourage participation by DBEs;
- e) Using the services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

12. WAGE RATES: Federal Wage Rates under Fairground-Bacon and Related Acts (29 CFR Subpart A S5.5) do not apply to this Contract.

13. PAYMENT: The OWNER'S REPRESENTATIVE will be responsible for payment in accordance with the terms of the Contract. Payments will be on a reimbursement basis.

Payment for the project will be made in installments based on a schedule of values of the bid items. The final payment will only be made after project completion and approval from the ENGINEER following a final site inspection. Payment will be based on percent complete of the lump sum bid items. Prior approval is needed from the ENGINEER for all change orders. All invoices will be emailed to Karina Dailey of VNRC at kdailey@vnrc.org and copied to the ENGINEER for review and payment upon approval.

14. BID SELECTION CRITERIA:

The contract, if awarded, will be awarded to the least costly, best qualified and most responsible Bidder. Note that the OWNER is not obligated to award the project to the lowest bid based on cost alone. In determining the "least costly, best qualified and most responsible Bidder," in addition to price, the following may be considered:

1. The substantial performance of the Bidder in meeting the specifications and other terms and conditions of the solicitation;
2. The ability, capacity and skill of the Bidder to provide the services required, and to do so within the time specified;
3. The character, integrity, reputation, experience, financial resources and performance of the Bidder under previous contracts with the OWNER (if applicable) and elsewhere.

The chosen CONTRACTOR may be required to provide references and demonstrate successful completion of similar work. The chosen CONTRACTOR may be required to demonstrate that he or she consistently performs work using the highest quality of workmanship. The chosen CONTRACTOR may be required to demonstrate that he or she owns or has access to the equipment required to perform this work. CONTRACTOR shall not assign or subcontract the performance of this project or any portion thereof to any other CONTRACTOR without the prior written approval of the OWNER.

The OWNER reserves the right: (1) to accept or reject any or all Bids in whole or in part and to accept other than the lowest price proposal; (2) to amend, modify, or withdraw this Request for Bids; (3) to require supplemental statements or information from Bidders; (4) to waive or correct any irregularities in Bids received, after prior notice to the Bidders; (5) to negotiate with any vendor who submits a Bid.

15. PROJECT SCHEDULE: Project may begin after the Notice to Proceed is issued. Note that issuance of the Notice to Proceed may be impacted by COVID-19 restrictions, however the project team will do what is possible to issue it as early in the summer as possible, once all submittals and other requirements are met by the CONTRACTOR. In stream work shall begin no sooner than the date given in the applicable permits (typically July 1). The preferred work

window would be July 1 through August 31, however the Final Completion date can extend to September 15, 2022 as needed. Project shall be 100% complete no later than the Final Completion date. Note that preference will be given to contractors that can stay within schedule limits.

- 16. FUNDING:** This project has been funded wholly or in part by the Vermont Natural Resources Council (VNRC), VT Fish and Wildlife Department, the United States Environmental Protection Agency under assistance agreement to NEIWPCC in partnership with the Lake Champlain Basin Program (LCBP). NEIWPCC manages LCBP's personnel, contract, grant, and budget tasks and provides input on the program's activities through a partnership with the LCBP Steering Committee. The contents of this document do not necessarily reflect the views and policies of NEIWPCC, the LCBP Steering Committee, or the EPA, nor does NEIWPCC, the LCBP Steering Committee or the EPA endorse trade names or recommend the use of commercial products mentioned in this document.

17. GENERAL INFORMATION:

- a. Insurance Requirements:** As noted previously, CONTRACTOR shall furnish the OWNER with proof of insurance within (5) calendar days from award of Bid. The chosen CONTRACTOR shall supply the OWNER with a Certificate of Insurance showing liability coverage no less than \$1,000,000 as well as proof of Workers' Compensation insurance for all employees engaged in work.
- b. Performance and Payment Bonds:** A Performance Bond and a Payment Bond, each for 100% of the Proposal value, will be submitted at the time of Contract award on the standard AIA Document A312 -2010 form. Irrevocable Letters of Credit for 100% of the Proposal value may be substituted by the CONTRACTOR for each of the Bonds. The Payment Bond (or Irrevocable Letter of Credit) will not be released until satisfactory evidence has been provided to the OWNER that all outstanding debts, liens, and judgments incurred by the CONTRACTOR for the performance of SUBCONTRACTORS, or supplies and materials incorporated into the Work have been paid. The Performance Bond (or Irrevocable Letter of Credit) will be held in force for one year after the Substantial Completion and will serve as warranty of the Contract. The Irrevocable Letter of Credit for Performance (if used in place of a Performance Bond) may not be reduced or released prior to completion of the one-year warranty period unless authorized by the OWNER and approved by the Lending Authority.
- c. Permits:** The work must be completed in accordance with all applicable permits. Permits have been obtained by the OWNER, OWNER'S REPRESENTATIVE and ENGINEER. The following provides a summary of permits received for this project:

 - 1. VTDEC Stream Alteration
 - 2. VTDEC Construction General Permit
 - 3. VTDEC Flood Hazard Area & River Corridor General Permit
 - 4. VTDEC Dam Order Permit
 - 5. ACOE General Permit

Permits will be made available to the CONTRACTOR such that the CONTRACTOR can plan the work according to permit requirements.

- d. **Archaeologically Sensitive Areas:** Archaeologically sensitive areas and buildings exist at the site, directly off East Hubbardton Road and within the project area. These areas are shaded in gray on Sheet 3, and limit operations in access areas and two available staging areas off East Hubbardton Road (explained further below). Specifically, no regrading is allowed in these areas, and stone vehicle tracking pads are to be placed directly on existing grades. Any tree removal in these areas should include cutting trees at grade with no stump removal.
- e. **Site Access:** The plans currently show two options for site access, see Option 1 and Option 2 on Sheet 4. The OWNER anticipates that only one of these options will be used for project access. Per the notes on Sheet 4 for each option, the CONTRACTOR is to minimize tree removal associated with access, and any trees to be removed are to be cut at existing grade and the stumps to remain. No regrading of either area is permitted, as each option is located within archeologically sensitive areas.
- f. **Staging and Storage:** Approximately 12,600 SF of staging area is provided for the CONTRACTOR within the northern/upstream extents of the project area, see Sheet 4. Two additional areas are available for CONTRACTOR use, located directly off East Hubbardton Road, see Sheet 4. Note that these two additional areas by the road are within an archeologically sensitive area, and these areas would require placement of geotextile fabric and gravel prior to use. No regrading of these two areas is allowed. Overall, all areas on which fill and and/or equipment is stored shall be returned to their original pre-construction condition.
- g. **Traffic Control:** This project is located off East Hubbardton Road. The CONTRACTOR shall provide appropriate traffic control to accommodate site access and safe passage of road traffic along East Hubbardton Road.
- h. **Construction Layout:** The CONTRACTOR will be responsible for layout of the work based on control points shown on the plans. However, the ENGINEER will be able to assist and confirm layout as needed.
- i. **Construction Sequencing:** The VTDEC Construction General Permit limits the amount of concurrent earth disturbance that can be performed at one time to 2 acres or less. To comply with the permit, we have divided the project work up into four phases, as shown on the plan and described in the notes on Sheet 5. Work shall occur from upstream to downstream, starting with Phase 1 and ending at Phase 4. Prior to initiating work in the subsequent phase, the Contractor will be required to complete all work (per Note 7.6, Sheet 5) and stabilization (per Note 8, Sheet 5) in the current phase. Overall, refer to Note 7.6 through Note 10 on Sheet 5 regarding compliance with this permit.
- j. **Existing Vegetation:** Besides the tree and vegetation removal required to construct access to the site off of East Hubbardton Road, the CONTRACTOR is strongly encouraged to do what they can to not impact existing mature vegetation on the site. Mature trees and native vegetation in the floodplain shall be avoided when possible. Consultation with the ENGINEER is required prior to removing any tree greater than 4" DBH not identified for removal on the plans.
- k. **Proposed Vegetation:** Note that the proposed plantings are a major part of the long-term stabilization of this project. The work includes a moderate amount of plantings to

be completed by the CONTRACTOR. Per the notes on Sheet 8, the details on Sheet 12 of the plans and the attached planting specifications, the CONTRACTOR will install live fascines and live willow stakes along bank slopes as shown on Sheet 8. An estimated 900 LF of fascines and a total of 1,200 willow stems are proposed. The CONTRACTOR will also apply seed and straw to all proposed grade surfaces. See item 17.i for more information regarding seed and straw application with respect to the VTDEC Construction General Permit.

- l. Sediment Disposal:** The OWNER, OWNER's REPRESENTATIVE and ENGINEER are currently investigating disposal site options, and the site(s) will be shared with the CONTRACTOR prior to the start of work. The disposing of sediment at any site must not adversely impact any wetlands that may exist on or adjacent to the site.

- m. Dam Debris Disposal:** The CONTRACTOR is responsible for determining a location for the disposal of the dam stone debris, and any other debris associated with the dam removal (i.e., wood, metal, dam appurtenances, etc.).

BID

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

To the: _____ Vermont Natural Resources Council
(Loanee or Grantee) (hereinafter called "OWNER")

In compliance with your Request for BIDs, BIDDER hereby proposes to perform all Work for the construction of _____ Pelletier Dam Removal at North Breton Brook, Town of Castleton, VT

in strict accordance with the Contract Documents, within the time set forth therein, and at the prices stated below.

Total Bid Price \$ _____

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 by September 15, 2022.

BIDDER acknowledges receipt of the following ADDENDUM:

Legal Name of Company: _____

Certifying Official (printed name): _____

Certifying Official (signature): _____

Certifying Official Title: _____

Address: _____

Email: _____

Telephone: _____

SCHEDULE OF ITEMS
Version 1

BIDDER agrees to perform all the WORK described in the CONTRACT DOCUMENTS for the following unit prices.

| Item No. | Item Description | Quantity | Units | Unit Price | Total Amount for Item = Quantity x Unit Price |
|----------|--|----------|-------|------------|--|
| 1 | SURVEY LAYOUT | 1 | LS | \$ _____ | \$ _____ |
| 2 | CONSTRUCT ACCESS | 1 | LS | \$ _____ | \$ _____ |
| 3 | EPSC MEASURES | 1 | LS | \$ _____ | \$ _____ |
| 4 | FLOW BYPASS AND DEWATER SITE | 1 | LS | \$ _____ | \$ _____ |
| 5 | DEMO DAM AND HAUL OUT STONE | 200 | CY | \$ _____ | \$ _____ |
| 6 | COMMON EXCAVATION (CHANNEL AND FLOODPLAIN BENCHES) | 16,143 | CY | \$ _____ | \$ _____ |
| 7 | SEDIMENT HAUL | 15,656 | CY | \$ _____ | \$ _____ |
| 8 | INSTALL STONE STEPS, POOLS AND ROOTWADS | 1 | LS | \$ _____ | \$ _____ |
| 9 | PLACE SEED, MULCH AND FASCINES | 1 | LS | \$ _____ | \$ _____ |

TOTAL PROPOSAL AMOUNT (Figures) \$ _____

TOTAL PROPOSAL AMOUNT (Written) \$ _____

The OWNER reserves the right to waive any information in any Proposal and to reject any and all bids.

The undersigned Bidder does hereby declare and stipulate that his proposal is made in good faith, without collusion or connection with any other person or persons submitting for the same Work, and that it is made in pursuance of and subject to all the terms and conditions of the Notice and Instructions to Bidders, the Construction Contract, and the Project Plans pertaining to the Work to be done, all of which have been examined by the undersigned.

Respectfully submitted:

Signature

Address

Title

Date

Attest Signature

Printed Name

Title

Date

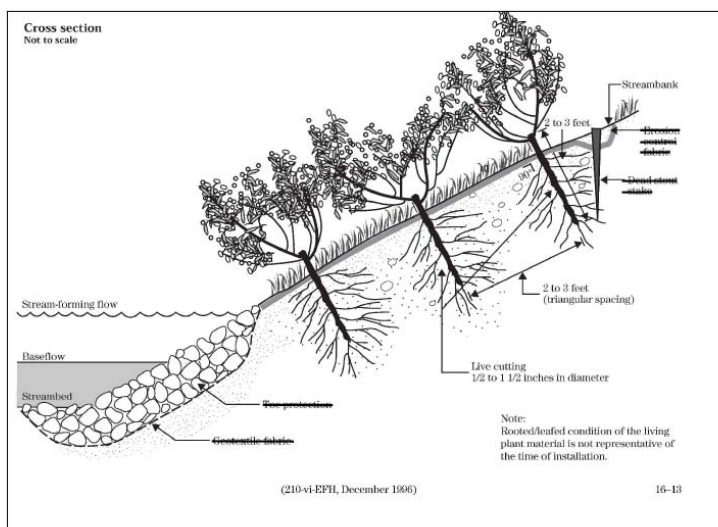
Live Stake Planting Specifications

3/9/2022

Pelletier Dam Removal at North Breton Brook

The following specifications apply to Live Stake Plantings to be installed per the extents on Sheet 8 and per the details on Sheet 12 of the plans. Live stakes will consist of willow stakes harvested from willow plants found on the project site or sourced from a supplier located in Vermont, to be approved by the Engineer and Owner. The following applies to the harvesting/sourcing, preparation and installation of the stakes.

1. Live willow stakes will be harvested from willows found at the project site. Healthy, vibrant plant material will be harvested over older material. If sufficient material is not available at the site, they can be sourced from a supplier located in Vermont, to be approved by the Engineer and Owner.
2. Stakes should be $\frac{3}{4}$ " to 2" in diameter and approximately 2' - 3' long.
3. Cut willow stakes at an angle using sharp tools. Cutting at an angle identifies which end of the stake goes into the ground. If not cutting at an angle, otherwise mark in a way that identifies which end of the stake goes into the ground when planting. If the wrong end of the stake is planted into the ground, the stakes will not survive.
4. Remove side branches and leaves once cut.
5. Cut and/or prepare a total of 1,200 willow stakes for planting.
6. Store stakes in a bucket of water or wrapped in wet burlap in a cool and dark location until planting.
7. Prior to planting, completely soak the stakes on-site or in buckets for 48 hours.
8. Stakes should be planted at a 90-degree angle with $\frac{2}{3}$ to $\frac{3}{4}$ of the stake buried.
9. Stakes should be spaced 2-3 feet apart in a triangular fashion.
10. Live stakes will be planted in conjunction with fascines (see details Sheet 12) and temporary erosion control measures.
11. Live stakes should be watered if planted in summer/fall 2022.



Live Stake Detail

Scale: NTS

Detail source: USDA NRCS Part 650, Engineering Field Handbook, Chapter 16, Figure 16-4, Live Stake Details.