

INVITATION TO SUBMIT PROPOSAL FOR SERVICES

The Town of Jamaica invites the submission of bids for the design and construction of box culvert 418-00 on TH4 Goodaleville Rd. The proposed work includes the design, permitting and construction of a new concrete box culvert with a 14' wide by 5' high inside opening (specific detail are included in the RFP.) The new culvert will replace the existing two metal culverts.

The project schedule is not specifically defined. The selected contractor will work with the Selectboard to develop a work schedule that meets permit requirements, their work schedule, and the construction season. While the schedule is negotiable, the project will be completed by the close of the construction season 2027.

A mandatory pre-bid meeting is scheduled at the site located at 43°08'48.2"N 72°50'16.7"W, on Goodaleville Rd approx. 200' north of the intersection of Rt 100 on Wednesday February 18th at 9:00am. Responses to meeting questions will be transmitted to Design-Build teams who attend. Only one individual, Engineer or Contractor, is required to attend the meeting to represent the submitting Design-Build team. In case of inclement weather, attendees should contact Town Office at 802-874-4681 to confirm meeting.

Sealed Bids, marked "Goodaleville Road Culvert", will be received at the Jamaica Town Office until 5:00PM, on March 12th, 2026. Bids will be reviewed by the Town of Jamaica and VTrans. The Selectboard intends to issue a Notice of Award and the Notice to Proceed at the March 23rd, 2026 Selectboard meeting.

Sincerely,

Tom Tolbert
Town Administrator
Town of Jamaica

CONSTRUCTION CRITERIA

Codes and Regulations:

The services performed by the Contractor shall be in compliance with all applicable Federal, State and local regulations and requirements. It shall be the Design-Build team's responsibility to acquire and utilize the necessary manuals and guidelines that apply to the work required to complete this project including the H&H study for the site.

All structures shall be constructed in accordance with the latest VTrans Structures Manual, AASHTO LRFD Bridge Design Specifications and other applicable referenced standards, policies, procedures and directives from the State Structures Design Engineer.

- **Hydraulic Study Recommendations:** In sizing a new structure we attempted to select structures that meet the hydraulic standards, fit the natural channel width, the roadway grade and other site conditions. The low height from the streambed to the roadway limits the replacement options to a wide low box structure.
 - A concrete box with a 14' wide by 6' high inside opening. The box invert should be buried 2 feet. This will result in a clear height of 4 feet above streambed, providing 56 square feet of waterway area. Bed retention sills should be added in the bottom of the structure. Sills should be 12 inches high at the edges of the box and 6 inches high in the center, creating a V-shape across the full width of the box. Sills should be spaced no more than 8 feet apart throughout the structure with one sill placed at both the inlet and the outlet. The structure should be filled level to the streambed with E-Stone, Type II, allowing flow to be kept above the surface, providing the conditions necessary for aquatic organism passage. This structure results in a headwater depth of 3.7 feet at 4% AEP and 4.1 feet at 4.7% AEP. To match the approximate existing slope, the structure has been modeled with a culvert slope of 2%. The local stream slope should be verified prior to installation of the new culvert. It is critical that any new structure is set at the average streambed profile.
- **Approaches:** Roadway work will extend past the box culvert no more than is necessary to provide adequate cover over the box, establish proper road grades from State Route 100, and to provide adequate access to existing driveways. Road work shall generally follow VTrans A-76 standard drawings. The gravel base and surface course will be built to a depth that provides for frost protection and long-term durability. A paved surface should be included in the estimate that will extend from State Rte 100 over the culvert.

Traffic Control Plan:

Proper work-zone signage shall be present during the entire construction period. All signage will conform to MUTCD guidelines. A road closure will be allowed with signage directing traffic to access Goodaleville Road from Londonderry.

Erosion Prevention and Sediment Control:

Appropriate erosion and sediment control measures shall be utilized throughout the construction period. It is assumed that the Agency of Natural Resources (VANR) may have additional requirements for construction and that the contractor has sufficient experience successfully working with this state agency.

Right-of-Way:

The Town of Jamaica will obtain any necessary temporary easements.

Permits:

Acquisition of all applicable permits will be the Design-Build Team's responsibility. Required permits may include ANR Stream Alteration Permit, Army Corps of Engineers Permit, VT Wetlands permit, and local Floodplain permit.

Price Adjustments:

To avoid submitting conservative bids that attempt to account for possible future inflationary factors, please assume that Change Orders may be acceptable for fluctuations in project material costs. Items eligible to receive change orders will be at the discretion of the Selectboard. The maximum combined total of authorized price adjustments may not exceed 20% of the total approved construction.

Differing Site Conditions:

The Town has made all possible effort to identify culvert site conditions. The Contractor should make all possible efforts to use these materials, augmented by their own on-site investigations, to properly understand site conditions. If there are unexpected site plan conditions that necessitate a Change Order, the Contractor will bear the burden of proving it. In that instance when a change order is requested based on differing site conditions, the Contractor will provide documentation that establishes all relevant assumptions with respect to the Site and explain exactly how the existing conditions differ from those assumptions. This documentation must be developed and signed by a qualified professional and will be reviewed/approved by the Selectboard.

Force majeure:

The Contractor assumes the risks of working in an outdoor environment where weather patterns may extend, delay, or otherwise obstruct the progress of construction. The Contractor will not be held accountable for delays associated with large-scale events such as additional flooding. The Contractor will be entitled to a time extension because of any delays caused by extreme weather. The length of the time extension will be compensatory to the length of the weather event and its associated impacts.

Rejection of Bids:

The Selectboard shall have the right to reject any or all Bids. The principal reason for bid rejection is the lowest responsive, responsible bid exceeds the town's available funding through a State of Vermont Structures Grant. This is an unlikely alternative that must be considered given that the Selectboard does not have any influence over State funding availability and cannot singularly afford the box culvert construction project.

Project funding:

Project funds come from the Town of Jamaica and State of Vermont, VTrans.

Consideration of Bids:

Responsive and responsible bidders must properly follow the bid instructions, have presented a bid that is mathematically balanced and present construction cost prices that adequately conform to VTrans standard box culvert cost estimates.

Bid Selection:

The Selectboard may select the lowest responsive and responsible bidder that has provided a complete bid package, but does reserve the right to reject any and all bids.

TH-4 Goodaleville Road 418-00

Contractor _____ Phone_____

Address _____

Bidder agrees to perform all work for the following sums.

Item No.	Estimated Quantity	Brief Description Word and Figures	Total in Figures
1.	1LS	Pre-Construction – Design Phase The lump sum of _____ _____ dollars and _____ cents. (\$ _____)	\$ _____
2.	1LS	Mobilization / Demobilization The lump sum of _____ _____ dollars and _____ cents. (\$ _____)	\$ _____
3.	1LS	Box Culvert Construction The lump sum of _____ _____ dollars and _____ cents. (\$ _____)	\$ _____

Total Bid Price Written _____

The above prices shall include all labor, materials, removal, overhead, profit, insurance, etc. to cover the finished work. We hereby certify that we did not enter into any agreement, participate in any collusion, or otherwise take any action in restraint of free competitive bidding.

Attachments

1. Project Schedule
2. Evidence of insurance
3. Signed copy of bid form conditions

TH4 Goodaleville Road Culvert 418-00

Bid form conditions:

1. The bidder proposes and agrees, if this bid is accepted, to enter into a contract with the Town of Jamaica to perform and furnish all work as specified in the bid specifications and as indicated in the Contractor supplied bid form.
2. This bid will remain subject to acceptance for thirty days after the day of bid opening. The Town of Jamaica will issue a Notice of Award which will constitute the agreement, at which time the contract period shall commence.
3. In submitting this bid, the bidder represents that:
 - a. Bidder is familiar with the nature and extent of the bid specifications; work site; local, state, and federal permitting requirements; and other construction and transportation related requirements that could affect cost, progress, and performance.
 - b. The bid is genuine and not submitted as a false or sham bid.
 - c. The bidder understands the Town has the right to reject any or all bids.
4. Bidder understands that no additional cost will be allowed without a written and approved change order. Requests for additional funding must be presented in writing and include specific additional cost items as well as why the request is not covered in the Contractor's original bid. Change orders will be reviewed and approved by the Selectboard.

Contractor signature _____

Date _____

Name (Print) _____

Title _____