

Request for Proposals

Bridge Abutment Removal, Hollow Brook, Starksboro, Vermont

Date Issued: July 20, 2022

Date Due: August 15, 2022 at 4PM

Contact person: Andrew L'Roe, alroe@acrpc.org, 802-388-3141 x3. All questions related to this request for proposal shall be addressed to this individual no later than 5 business days prior to the Date Due above.

Project Address/Location:

Hollow Brook, off Lazy Brook Dr/Elm Ln, Starksboro, VT (44.301397, -73.013922)

Project Summary:

Addison County Regional Planning Commission and Lewis Creek Association are requesting the removal of abandoned bridge abutments in Hollow Brook on Elm Lane in Starksboro, Vermont. Elm Lane can be used to access the removal site with permission of the landowner, Addison County Community Trust. There are no known utilities or existing structure constraints.

The abandoned bridge abutments are constricting the brook and causing floodwaters to leave the channel and flow into the Lazy Brook Mobile Home Park neighborhood. The former road bed is elevated with fill across the narrow valley, filling the floodplain. The remaining concrete constricts the river to only 12.5 feet, narrower than the 20 foot bankfull width (63% of the bankfull channel width). The concrete sill across the river bed prevents fish passage during low flows. A large steep sediment deposit is located immediately upstream of the constriction that is filling the channel.

A 2021 evaluation of channel and floodplain alternatives ("Ahead of the Storm" by SLR, and Lewis Creek Association) recommended a final treatment to remove old bridge abutments, concrete blocks, and fill from the road embankment. This will open the channel to match bankfull width upstream and restore the potential for floodplain flow. Most channel materials from excavation can be reused to create the new channel slope through the former bridge location. Fine sediments, clays, and organic materials may not be reused in the bankfull channel. Some excess fill will need to be hauled off site.

Anticipated Project Schedule

- Request for Bids issued Wednesday, July 20, 2022
- Optional Site Visit on Wednesday, August 3, 2022 (contact A. L'Roe for time)
- Bids due 4:00 p.m. August 15, 2022
- Committee meets to award contract: August 17, 2022
- Applicants notified by August 19, 2022
- Work completed by end of calendar year 2023

Budget

Funding for this study comes through the Flood Resilient Communities Fund from the American Rescue Plan Act (ARPA). The total contractor budget is **\$73,000** (including construction contingencies)

Scope of Work

- **Final Design**
- **Obtain Permitting**

A VTDEC Stream Alteration Permit and US Army Corp of Engineers Vermont General Permit will be required.

The project may be located in the FEMA Special Flood Hazard Area- per the [Starksboro Land Use and Development Regulations](#), grading or excavating, bridges and culverts, and stream channel management in the SFHA would be permitted under conditional use review

A state wetlands permit may be required.

VDHP has concluded that there will be **No Historic Properties Affected** as a result of this project.

Instream portions of the project may be limited to a certain timeline (e.g. July 1- October 1) by the permit requirements.

- **Oversee the project implementation**

A sequence of work will need to be reviewed and approved by the Project Engineer prior to project initiation to ensure that the restoration is carried out to the scope of the permitted plans.

- **Remove old bridge abutments, concrete blocks, and fill from the road embankment**

Remove material in order to open the channel to match bankfull width upstream and restore the potential for floodplain flow.

- **Remove excess sediment** from large upstream bar

- **Rough grading of channel and pilot channel**

Use channel materials from excavation to create the new channel slope through the former bridge location. Disturbance must be minimized and contained with sediment and erosion controls.

- **Haul Fill Off Site**

Fine sediments, clays, and organic materials may not be reused in the bankfull channel. Some excess fill will need to be hauled off site.

- **Restore River Bed**, potentially including boulder structures, logs in stream, etc.

- **Restore Disturbed Areas and install Native Riparian Plantings** and monitor vegetation for two years.

- **Issue final approval**

Physical work should be limited to daylight hours between 8am and 7pm due to proximity of neighboring residences.

Proposal Format

Responses to this RFP shall consist of:

A) A technical proposal consisting of:

1. A cover letter expressing the firm's interest in working with the ACRPC including identification of the principal individuals that will provide the requested services.
2. A description of the general approach to be taken toward completion of the project, an explanation of any variances to the proposed scope of work as outlined in the RFP, and any insights into the project gained as a result of developing the proposal.
3. A scope of work that includes detailed steps to be taken, including any products or deliverables resulting from each task.
4. A summary of estimated labor hours by task that clearly identifies the project team members and the number of hours performed by each team member by task.
5. A proposed schedule that indicates project milestones and overall time for completion.
6. A list of individuals that will be committed to this project and their professional qualifications. The names and qualifications of any sub-consultants shall be included in this list.
7. Demonstration of success on similar projects, including a brief project description and a contact name and address for reference.

Please note that Items 1 – 5 should be limited to a total of 10 pages. Resumes, professional qualifications and work samples are not included in this total.

B) A separate cost proposal consisting of:

1. A composite schedule by task of direct labor hours, direct labor cost per class of labor, overhead rate, and fee for the project.

If the use of sub-contractors is proposed, a separate schedule must be provided for each.

Selection

The Selection Committee is made up of representatives of ACRPC and its partners from Lewis Creek Association (LCA) and Addison County Community Trust (ACCT).

The proposal will be evaluated considering the following weighted criteria:

Review Criteria	Weight	Maximum Points	Weighted Points
Qualifications of the firm and the personnel to be assigned to this project	2	5	10
Experience of the consultant personnel working together as a team to complete similar projects.	3	5	15
Demonstration of overall project understanding and experience with FEMA, geomorphology, and habitat restoration design.	5	5	25
Clarity of the proposal and budget and thoroughness in addressing the scope of work.	6	5	30
Submission of a complete proposal with all elements required by the RFP	2	5	10
Quality of representative work sample	2	5	10
Total			100

Once the Technical Proposals are discussed and ranked, the cost proposals will then be opened and reviewed for consistency with, and in light of, the evaluation of the Technical Proposals. The selection committee may elect to interview consultants prior to final selection. The ACRPC reserves the right to seek clarification of any proposal submitted and to select the proposal considered to best promote the public interest.

The proposals will be evaluated and awarded based on the personnel presented in the Technical Proposal. Should the awarded consultant propose any substitutions to the project personnel they must submit a letter to the ACRPC requesting approval of such a change.

The Selection Committee will select the consultant on or about August 17th, 2022 to perform the services outlined in the scope of work. The rates that are proposed will be in effect for the complete term of the contract. Also, at that time, a notice of intent to issue the contract to the selected proposer will be mailed to all parties who submitted a proposal.

Should either party fail to execute a contract within 30 days of notification of award, the ACRPC reserves the right to rescind the award and select services from another interested firm.

Consultants interested in this project should submit their proposal as an electronic submission via e-mail with the technical and cost proposals submitted as two separate files, clearly marked as such, including the project name. Please inform the Contact Person prior to submission to avoid proposals being relegated to their spam or junk email files.

Contact:

Andrew L'Roe

alroe@acrpc.org

802.388.3141 x3

Project Name: Hollow Brook Bridge Abutment Removal

Proposals and/or modifications received after the date and time due will not be accepted or reviewed. No facsimile - machine transmitted proposals will be accepted.

All proposals, upon submission, become the property of the ACRPC. The cost of preparing, submitting and presenting is the sole expense of the firm. The ACRPC reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, or cancel this RFP in part or in its entirety, if it is in the best interest of the RPC. This Request for Proposals in no way obligates the ACRPC to award a contract.

Proposals received after the deadline of **August 15, 2022 at 4PM** will not be considered.

Additional Information

Questions can be directed to Andrew L'Roe, alroe@acrpc.org

Additional information can be found on the ACRPC Grants and RFPs webpage:
<https://acrpc.org/grants-rfps/>

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