

# **Request for Bids (RFB) For Roadside Mowing Town of Weathersfield Vermont**

## **1. BID ANOUNCMENT**

- 1.1 The Town of Weathersfield is accepting bids from roadside mowing contractors to perform approximately 70 miles of roadside mowing, single pass with an additional second pass of up to 50% of miles when and where available. Single pass at a minimum of 50", double pass 8' to roadside ground level this bid is for the summers of 2023,2024 and 2025,

## **2. BID SPECIFICATIONS**

- 2.1 The Contractor shall furnish all labor and equipment and ancillary services necessary to perform the roadside mowing work Including a boom to mow behind guardrails and other structures.
- 2.2 The Contractor will work under the general direction of the Public Works Supervisor.
- 2.3 Total mileage and width and location of cut will be as directed by Public Works Supervisor.
- 2.4 Invoicing shall be paid by the mile for work satisfactorily completed as determined by the Public Works Supervisor.
- 2.5 No mobilization charges will be permitted.
- 2.6 Work shall be completed before August 15th, of each year.

## **3. BID AWARD**

- 3.1 The Town may choose to award a bid for 70 miles worth of roadside mowing or something less.
- 3.2 The award will be given to the chosen contractor with pricing being set for a two-year period, with a review to be scheduled before starting the second year of mowing.
- 3.3 Invoicing shall be once a month.
- 3.4 The Contractor will provide the appropriate documentation and non-employee work agreement to the Town of Weathersfield Accounts Payable Department before starting any work.

## **4. INDEMNIFICATION AND INSURANCE**

- 4.1 The chosen contractor shall comply with the following requirements
- 4.2 The contractor agrees to defend and save harmless the Town of Weathersfield, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery, and judgments of every kind and description arising out of the performance of the Agreement, including personal injury or property damage brought or recovered against it by reason of any negligent action or omission of the

- consultant, its agents, or employees and with respect to the degree to which the Town is free from negligence on the part of itself, its employees and agents.
- 4.3 The contractor shall carry Comprehensive Broad Form General Liability Insurance in the amount shown below including protection for bodily injury and property damage.
  - 4.4 The contractor shall also maintain Automobile Liability Insurance providing limits prescribed by the Town and Umbrella or Excess Liability Insurance in the amount shown below. The Workers' Compensation Insurance shall provide coverage pursuant to V. S. A. Title 21, Section 600 et seq.
  - 4.5 Prior to the commencement of the work, Certificates of Insurance shall be supplied to the Town by the contractor detailing the required coverage. These Certificates shall be issued by a carrier authorized to do business within the State of Vermont. The State of Vermont and the Town of Weathersfield shall also be named as an additional insured.
  - 4.6 The contractor shall have and require all sub-consultants to have and maintain insurance coverage and list the Town as an additional insured in accordance with the minimum amounts listed below. Prior to the start of any work, the Town shall be furnished with an insurance certificate as proof that coverage is in place.
    - 4.6.1 General Liability-\$1,000,000 per occurrence
    - 4.6.2 Property Damage-\$1,000,000 per occurrence
    - 4.6.3 Personal Injury-\$1,000,000 per occurrence
    - 4.6.4 Automotive Liability-\$500,000 per occurrence
    - 4.6.5 Worker's Compensation-Statutory Requirement

## **5. BID INSTRUCTIONS**

- 5.1 Proposals shall be typewritten or written in ink. Officials of corporations shall designate their official title; partners or sole owners shall so state giving the names of all interested parties. The person signing the bid shall initial all corrections or erasures.
- 5.2 Bids shall be submitted on the one-page "Bid Response Form" provided and must be signed by an authorized representative.
- 5.3 In submitting the bids the contractor agrees that acceptance of any bid by the Town of Weathersfield within 90 calendar days constitute a contract. No work shall be started until a purchase order has been approved by the Town Manager and a Notice to Proceed has been given.
- 5.4 Discounts for immediate payment or credit terms where offered will not be a factor in the determination of the lowest responsible bidder. Payment terms by the Town will be cash, less any applicable discounts, to be paid within 30 days of the completion of the work by the contractor and formal acceptance by the Town.
- 5.5 The successful bidder shall indemnify and hold harmless the Town of Weathersfield against all claims for royalties, for patents, or suit for infringement thereon which may be involved in the manufacture or use of the material to be furnished.

- 5.6 Deviations from these bid specifications are permitted only as separate bids provided they are submitted as alternate proposals accompanying a conforming bid.
- 5.7 Selection criteria: This bid shall be awarded to the Contractor whose bid represents the best value to the Town of Weathersfield.
- 5.8 All bids shall include the following
  - 5.8.1 **Bidders name, address and phone number**
  - 5.8.2 **List of similar works performed**
  - 5.8.3 **Equipment to be used**
  - 5.8.4 **Price per mile of road (both sides mowed)**
- 5.9 Questions relating to these specifications may be directed to Brandon Gulnick, Town Manager of the Town of Weathersfield:  
(802) 674-2626 or townmanager@weathersfield.org
- 5.10 Interested bidders shall submit an original and one copy of their bid in a sealed envelope, marked "Town of Weathersfield: Roadside Mowing Bid" to:

Town Manager  
Town of Weathersfield  
5259 Route 5  
P.O. Box 550  
Ascutney, VT 05030

- 5.11 Unsealed, late, emailed, or faxed bids will not be accepted. (Note: Do not submit bids to Public Works Supervisor.)

## **6. THE TOWN RESERVES THE RIGHT:**

- 6.1 to accept or reject any or all bids in whole or in part and to accept other than the lowest price proposal;
- 6.2 to amend, modify, or withdraw this Request for Bids
- 6.3 to require supplemental statements or information from proposers
- 6.4 to extend the deadline for responses to this Request for Bids
- 6.5 to waive or correct any irregularities in bids received
- 6.6 to negotiate separately with competing bidders.
- 6.7 to inspect and/or test a stockpiled sample of the proposed gravel product (if available) before awarding the bid.
- 6.8 to award the bid deemed in the best interest of the Town

## **7. CALENDAR**

- 7.1 Request for Bids posted October 31, 2022
- 7.2 Pre-Bid Conference: November 16, 2022 at 11am
- 7.3 Question Period Ends: November 17, 2022 at 4pm
- 7.4 Addendum / Q&A Emailed by November 22, 2022 (if any)
- 7.5 Proposals due: November 30, 2022, by 1:00pm
- 7.6 **Public Bid Opening: November 30, 2022 at 2pm**

**TOWN OF WEATHERSFIELD, VERMONT**  
**BID RESPONSE FORM**  
**REQUEST FOR BIDS FOR ROADSIDE MOWING**

Bidder's name, address, email address, and phone number:

List similar work performing roadside mowing for towns contractor has successfully completed. Provide names and phone numbers of references. (attach separate sheet if necessary)

List equipment that will be used for roadside mowing:

The cost for the proposed work will be:     \$\_\_\_\_\_

[Note: No mobilization charges will be permitted.]

The undersigned, having familiarized himself/herself with the existing conditions of the roads in Weathersfield, hereby proposes to furnish all labor and equipment and ancillary services required to perform the roadside mowing work.

Signature of bidder: \_\_\_\_\_ date: \_\_\_\_\_