



## **Request for Proposals (RFP)**

*for*

### **The Repair and Improvement of the Plainfield Fire Station**

Issued: Monday, February 18, 2021

Bid Date and Time: **3 PM on Monday, March 15, 2021**

Anticipated Contract Award Date: Monday, March 22, 2021

Anticipated Notification of Contractor Selection Date: Tuesday, March 23, 2021

Anticipated Construction Start Date: Early Spring 2021

Contact Fire Chief Greg Light (802-839-8878, [glight@rockofages.com](mailto:glight@rockofages.com)), or Johnathan Matthew (802-272-6614, [allenwoodconstruction@charter.net](mailto:allenwoodconstruction@charter.net)) to arrange an appointment to see and review the scope of work.

### **Introduction**

Plainfield Fire & Rescue and The Town of Plainfield invite proposals for the repair and improvement of the Plainfield Fire Station for The Town of Plainfield located at 169 Main Street, Plainfield, Vermont.

The Town of Plainfield is the Owner of the Property.

This project will be a tax-exempt project. Federal Tax ID number 03-600511.

## Project Summary

The back wall of the fire station has insufficient drainage, and the concrete support wall is too close to grade. These conditions have led to significant rot of the wood framing and sheathing, especially in the Northeast corner. That corner will need to be demolished and re-built to modern construction standards per foundation plan by Nathan Phillips PE, dated August 20, 2020.

## Pre-Bid Site Visit

As there are no architectural blueprints, it will be mandatory to do a pre-bid site walk through and question and answer session with Greg Light or Johnathan Matthew to review the scope of work.

Participation in a Pre-Bid Site Visit is mandatory and is preferably limited to two (2) people per firm. The purpose of this meeting is to give bidders the opportunity to ask questions about the scope of work, and to see the project site. If you are intending to send representatives to this meeting, please make arrangements to meet one of them on site.

Further questions may also be submitted by email. Questions will be answered by the appropriate individuals and answered within 3 business days. Questions and answers will be shared with all bidders.

## Proposed Scope of Work

- General Conditions: Builders risk insurance, and security.
- **Demolition:** Move furnaces, ductwork, oil tanks. Remove drywall, insulation, and interior partition walls to enable foundation work. Remove siding and sheathing from exterior walls. Support rear stairs. Remove all siding and sheathing necessary to do foundation work.
- **Excavation:** Remove fill and old foundation blocks that are supporting existing gable end wall. Gable end wall must remain supported during foundation replacement. All excavated materials to be removed from the site and disposed of appropriately.
- **Concrete Demolition:** Cut concrete slab as needed in furnace room and base of stairs. Remove and dispose of offsite.
- **Concrete:** Footings, walls, and slabs per foundation plan.
- **Backfill:** Backfill foundation with structural fill materials. Compact as needed to assure minimal settling.
- **Carpentry:** Install new framing as needed. Install new sheathing and siding to match existing. Install new drywall and tape (insulation and interior painting by others). Reset rear stairway and install new exterior door. Re-install furnaces, ductwork, and oil tanks.

## Permitting & Inspections

State of Vermont Construction Permit has been or will be obtained by The Town of Plainfield prior to the construction start.

All required construction trade permits and inspections are the responsibility of the Contractor.

## **Submission Requirements**

Each bidding contractor is required to submit a schedule of values for their proposed base bid contract. The schedule of values document shall also include a list of bidding contractor's major subcontractors with sub-contract values over five thousand dollars.

Each bidding contractor is required to provide one reference project of similar project type, scope and size completed by the bidding contractor in the past five years, including contact information for each project's owner or owner's representative. Contact information shall include current phone numbers and email addresses.

Each bidding contractor is required to submit a proposed construction schedule.

This project requires the contractor and major subcontractors to submit proof of General Liability Insurance, Auto and Workmen's Compensation as required by the State of Vermont.

The successful bidder will be required to guarantee that all work, including any and all labor and materials, shall remain free of defects for one (1) full year after project completion.

## **Submission Process**

Proposals conforming to the requirements set out in this RFP must be received by 3 PM on March 15<sup>th</sup>, 2021. Submissions shall include:

- The name and address of the bidder.
- The telephone number and email address of the bidder.
- A proposal.
- Reference project.
- Contractor's proposed schedule.
- Proof of Insurance.

It is the responsibility of the bidding contractors to provide sufficient time for their submission to be received by The Town of Plainfield prior to the bid date and time. Regardless of transmission method, no bid received after 3 PM on March 15, 2021 shall be considered.

Physical Proposals should be mailed or delivered to:

Town of Plainfield  
Attn. Greg Light, Fire Chief  
149 Main Street  
PO Box 217  
Plainfield, VT 05667

An electronic copy of the proposal may also be sent to Greg Light (Plainfield Fire Chief) at [glight@rockofages.com](mailto:glight@rockofages.com). However, this is not a substitute for submission of the physical proposal by mail or hand delivery to the address above.

Any copy of the proposal emailed to Greg Light shall be in Adobe Acrobat® PDF format and shall be formatted to print on 8 1/2" x 11" letter-sized paper.

The Town of Plainfield may consider any bid not prepared and/or not submitted in accordance with the provisions hereof as incomplete. The Town of Plainfield reserves the right to waive irregularities and to reject any or all bids. The Town of Plainfield also reserves the right to negotiate with the selected bidder in the event that the price exceeds projected cost estimates.

Any bid may be withdrawn prior to the above scheduled date for the receiving of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered.

### **Modification of Bids**

Modifications to bids already submitted will be allowed if submitted in writing prior to the bid date and time noted in this Request for Proposals.

### **Forms of Agreement**

The Town of Plainfield anticipates using the 'AIA 101 – 2007 – Standard Form of Agreement between Owner and Contractor where the basis of payment is Stipulated Sum' as the contract for this project. The contractor will have an opportunity to propose acceptable alterations to this agreement.

### **Disbursements**

The Bid Template submitted by bidders will be used as a schedule of values for the project. Requisitions shall be based on the schedule of values. Contractors shall use AIA 'G702 – 1992' Application and Certificate for Payment.