

**Competitive Bid
Request for Proposal**

For:
**Town of Gray
Village Area Loop Trail (VALT)
Phase 1-A**

Date:	February 22, 2016
Pre-Bid Meeting	Not Applicable
Proposals Due On:	March 11, 2016
Project Manager:	Kathy Tombarelli Dean Bennett Town of Gray 24 Main Street Gray, Maine 04039
Telephone:	207/675-3112
Email:	ktombarelli@graymaine.org

Competitive Bid Request for Proposal: Village Area Loop Trail, Phase 1-A

1.0 Overview

The Town of Gray is requesting proposals for the construction of a recreational trail behind the Henry Pennell Municipal Complex. The stone dust portion of the village area loop trail (VALT) is to be approximately 6' wide and 1800' +/- long, extending from Route 100 to existing trails at Pennell Park, and then circling around the back of the ball fields and connecting to the parking area on the other side. Immediately behind Pennell it will also connect to an existing paved walkway, which will require 30' of bituminous pavement. Specifications for the trail are contained in **Enclosure 2: VALT Phase 1-A Specifications**. A **VALT Phase 1-A Plan** is also provided along with **VALT Phase 1-A Details Plan** of trail sections.

A detailed explanation of the scope and specifications is contained in **Section 3.0, Scope and Specifications**. Preference will be given to the proposals conforming to the specifications provided; however, alternate recommendations may be considered. If a vendor chooses to make inquiries on the specifications provided, the rules set forth in Section 6.0, Interpretation of Contract Documents, apply. The Town of Gray reserves the right to accept or reject any or all of the proposals received, in part or in whole.

Please refer to **Enclosure 1: Standard Terms and Conditions Applicable to Town of Gray Contracts**.

2.0 Schedule

Proposal due on:	March 11, 2016
Review of Proposals:	March 14, 2016
Notification of Award:	March 15, 2016, 7:00 PM Gray Town Council Meeting Pennell Municipal Complex 24 Main Street Gray, ME. 04039

3.0 Scope and Specifications

3.1 Background

The concept for the VALT comes from the Gray Bike-Pedestrian Plan which was approved by the Gray Town Council in 2014 (see www.graymaine.org/bike-ped-plan.) The vision is to add safe and enjoyable opportunities for pedestrians and bikers to move around the village area. While ultimately the VALT will incorporate existing streets and sidewalks and cross some

private land, Phase 1-A is will be entirely on town-owned land. In creating these trails the Town of Gray is seeking to encourage healthy recreational opportunities for its residents.

The Gray Bike-Pedestrian Plan was developed by a group of volunteers who met regularly over a two-year period. Funds for construction of the VALT come from a Maine Department of Conservation grant under the Recreational Trails Program. While we expect to pay a fair price for the work, bidders are urged to consider the nature of this project as one to benefit the public, and which hundreds of hours of volunteer labor have brought to this point.

Phase 1-A has received approval from the Gray Planning Board. Approval for Phase 1-B will be sought in spring 2016 and there may be later phases as well. No mitigation work is required under the Project Phase 1-A bid.

3.2 Scope

The scope of this project will include the following:

- a. Tree and stump removal;
- b. Installation of erosion control as needed;
- c. Removal and stockpiling of loam;
- d. Installation and compaction of gravel base;
- e. Installation and compaction of surface material;
- f. Installation of stockpiled loam to match shoulders of trail;
- g. Seeding and mulching;
- h. Paving a 30' section of walkway;
- i. Pavement striping;
- j. Removal of erosion controls as needed;
- k. Watering of disturbed/reseeded areas to be done by Town of Gray.

The contractor will furnish all labor, materials and equipment for completing site work and construction of Phase 1A as shown on the plans.

3.3 Specifications

Please refer to: Enclosure 2: VALT Phase 1-A Specifications.

4.0 Bid Review and Specifications

Bid packages will be available in hard copy at the Gray Town Hall, 24 Main Street, Gray, Maine on February 24th, 2016. The cost per bid set is \$15.00 payable in cash or check made to the "Town of Gray" reference VALT Phase 1-A. Electronic bid packages can be obtained at no cost by contacting Ann Elkanich, Assistant to the Town Manager, via phone 657-3339 x 102 or email aelkanich@graymaine.org.

Proposals will be evaluated by the following criteria:

- a. Cost for estimated installed materials, as stated in
Enclosure 2: VALT Phase 1-A Specifications
- b. References
- c. Comparative analysis of proposals

5.0 Examination of Specifications

Each bidder or his/her authorized agent is expected to examine the bid specifications, contract documents, plans and all other instructions pertaining to the proposal being requested. Failure to do so will be at the bidder's own risk, and the bidder cannot secure relief on the plea of error in the bid. The Town of Gray reserves the right to accept or reject any and all bids in part or in whole.

6.0 Interpretation of Contract Documents

No oral interpretation will be provided to any bidder as to the meaning of the specifications or other contract documents. Every request for such interpretation shall be made in writing at least three (3) or more days before the proposal due date and submitted to:

Kathy Tombarelli, Planner
Town of Gray
24 Main Street
Gray, Maine 04039

Or via email at ktombarelli@graymaine.org.

Any interpretation made to a bidder will be issued in the form of an addendum to the contract/bid documents which, if issued, shall be sent as promptly as practicable to all persons to whom the specifications have been issued. All such addenda shall become part of the contract/bid documents.

The Town of Gray will schedule one site walk to which all bidders will be invited, on March 4, 2016.

7.0 Preparation of Bids

The Town of Gray seeks a proposal that meets the specifications noted in this RFP. The Town of Gray will review all proposals. Bidders shall include with their proposals any terms and conditions specific to them and include a completed bid form **Enclosure 1A**:

Each valid proposal should include:

- The contractor's name(s)
- Contact information (address, phone, fax and email)
- Company quote with detailed specifications and pricing listed
- Company specific terms and conditions
- Copy of company proof of insurance

The proposal(s) should include a stated price or prices for (inclusive of all known or unknown costs associated with existing laws or government impositions) the relevant term of the proposal(s).

8.0 Submission of Bid

The Proposal, which must be signed by a person having proper authority to legally obligate the offering company, along with any additional supporting material, must be received no later than March 11, 2016 by 4pm.

All proposals are to be clearly marked "Village Area Loop Trail, Phase 1-A" and submitted to:

Email proposals to:

Deborah Cabana, Town Manager
dcabana@graymaine.org

Mail proposals to:

Deborah Cabana, Town Manager
Town of Gray
24 Main Street
Gray, Maine 04039

Hand Deliver proposals to:

Ann Elkanich
Town of Gray
24 Main Street
Gray, Maine 04039

9.0 Withdrawal of Bids

All proposals must be valid for at least 90 days after the proposal due date, after which time proposals shall expire unless the proposer had been notified and agrees to an extension. The Town of Gray reserves the right to modify or withdraw this invitation, to reject any or all proposals, and to terminate any subsequent negotiations at any time. The Town of Gray also reserves the right to choose the proposal that best meets the needs of its facility and training programs.

10.0 Taxation and Compliance

The Town of Gray is a municipality organized under the laws of the State of Maine and so its purchase of goods is exempt from state, federal, and local sales and use taxes. The successful bidder agrees to comply with all applicable federal, state and local statutes, laws, codes, rules, regulations, ordinances and orders in the performance of the Contract.

Dated: February 22, 2016

By:

Deborah Cabana, Town Manager
Town of Gray
24 Main Street
Gray, Maine 04039
Email: dcabana@graymaine.org

Enclosures:

Enclosure 1: Standard Terms and Conditions Applicable to Town of Gray Contracts.

Enclosure 1A: Bid form

Enclosure 2: VALT Phase 1-A Specifications.

ENCLOSURE 1: Standard Terms and Conditions Applicable to Town of Gray Contracts.

NOTICE TO ALL BIDDERS REGARDING CONDITIONS ON BIDS

STANDARD TERMS AND CONDITIONS APPLICABLE TO ALL TOWN OF GRAY CONTRACTS

The following Town of Gray standard contracting terms and conditions are incorporated and shall become a part of any final contract that will be awarded for this project, and derive from the public nature and limited resources available.

THE TOWN OF GRAY DOES NOT AGREE TO:

1. Provide any defense, hold harmless or indemnity;
2. Waive any statutory or constitutional immunity;
3. Apply the law of a state other than Maine;
4. Procure types or amounts of insurance beyond those the Town of Gray already maintains or waive any rights of subrogation;
5. Add any entity as an additional insured to Town of Gray policies of insurance;
6. Pay attorneys' fees or costs for any other entity;
7. Promise confidentiality in a manner contrary to Maine's freedom of access act;
8. Permit an entity to change unilaterally any term or condition once the contract is signed; and
9. Automatic renewals for term(s) greater than month-to-month.

By submitting a response to a Request for Proposal, bid or other like offer to do business with THE TOWN OF GRAY, YOUR ENTITY UNDERSTANDS AND AGREES THAT:

1. The above standard terms and conditions are thereby incorporated either expressly or by reference to this notice into any agreement entered into between the Town of Gray and your entity, and that your entity will not propose or demand any contrary terms;
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary; and
3. Your entity will not propose to the Town of Gray any contractual documents of any kind that are not in at least 11-point font and completely contained in one MS Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply.

ENCLOSURE 1A: Bid Form –VALT Trail Phase 1-A

PROJECT IDENTIFICATION: Village Area Loop Trail, Phase 1-A
for the Town of Gray

CONTRACT IDENTIFICATION: Village Area Loop Trail, Phase 1-A
for the Town of Gray

THIS BID IS SUBMITTED TO: Town of Gray

NAME/ADDRESS OF OWNER: Town of Gray
24 Main Street
Gray, Maine 04039

1. The undersigned BIDDER proposes and agrees, if this BID is accepted, to enter into an agreement with the Town of Gray, hereinafter referred to as ("OWNER") in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this BID and in accordance with the other terms and conditions of the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders. This BID will remain subject to acceptance for ninety (90) days after the day of BID opening. Work is to be completed by June 1, 2016. BIDDER will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within fifteen (15) days after the date of OWNER'S Notice of Award.
3. BIDDER will complete the Work for the prices set forth in the following Bid Schedule:

The **Bidder**, in accordance with the terms and conditions set forth herein, having carefully examined the construction Plans and Specifications, prepared by the Town of Gray and the Bike-Ped Committee for construction of the Village Area Loop Trail, Phase 1-A, including tree and stump removal, site preparation, earthwork, landscaping, gravel base and surface, erosion control and site improvements as more specifically defined within the project documents, and having personally examined the site of the Work, hereby propose to furnish all labor, materials, equipment and all else whatsoever necessary and required for the performance of such Work, according to the following schedule of prices. Each price given is the final price to the Owner and includes all taxes, overhead and profit to the Bidder, unless otherwise negotiated between the Bidder and Owner.

BASE BID ITEMS:

ITEM	DESCRIPTION	SPEC	UNIT	AMOUNT
1	SCOPE OF WORK AS PER SECTION 3.2 OF PROJECT DOCUMENTS AND PLANS	3.2	LUMP SUM	\$ _____

TOTAL AMOUNT IN WORDS:

\$ _____

UNIT PRICES:

Bidder shall provide unit prices for the following items should site conditions require as additional cost to the Base Bid as directed by the Engineer.

ITEM	DESCRIPTION	SPEC	UNITS	UNIT PRICES (\$)
1	GEOTEXTILE FOR GRAVEL BASE			\$ _____

Submitted on: _____, 2016.

If BIDDER is:

An Individual:

By _____
(Individual's Name)
(Seal)

Doing Business As: _____

Business Address: _____

Phone No.: _____ License No.: _____
(If applicable)

A Partnership:

By _____
(Firm Name)

(General Partner)
(Seal)

Doing Business As: _____

Business Address: _____

Phone No.: _____ License No.: _____
(If applicable)

A Corporation:

By _____
(Corporation Name)

(State of Corporation)

By _____
(Name of Person Authorized to Sign)

(Title)
(Corporate Seal)

Attest: _____
(Secretary)

Business Address: _____

Phone No.: _____ License No.: _____
(If applicable)

A Joint Venture:

By _____
(Name)

(Address)

By _____
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above.)

ENCLOSURE 2: VALT Phase 1-A Specifications.

1. Time Line
 - a. Proposals Due: March 11, 2016 by 4pm.
 - b. Project Completion: June 1, 2016
2. This section of the trail will lead from Route 100 to existing trails at Pennell Park, and then circle around the back of the ball fields and connect to the parking area on the southeast side of Newbegin Gymnasium. Immediately behind Pennell the trail will connect to an existing paved walkway, which will require a new 30' section of bituminous pavement.
3. Length of stone dust trail- 1800'+/-.
 - a. This includes 120 feet of widening existing 5 foot trail to 6 feet wide.
 - b. Length of paved walkway 30'.
 - c. Length of pavement markings/stripping 140'+/-.
4. Width of trail- The walking surface is to be 6' wide.
5. Trail Construction:

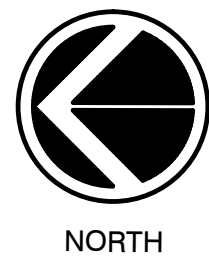
On 1800' of stone dust trail:

- a. Remove trees and stumps in trail path where needed, width (6 feet);
- b. Remove/trim trees & shrubs within 3 feet of trail to height of 8 feet;
- c. Install erosion controls as needed;
- d. Remove existing material and haul off site, reserving any sod/topsoil/granular or excavated material for patching shoulders, general site fills and grading as needed;
- e. Grub and remove existing soil;
- f. Proofroll subgrade, provide cuts and fills to create even surface;
- g. Install and compact 8 inches Type D Gravel;
- h. Install 3 inches crusher dust and roll to compact;
- i. Replace sod and loam/seed/mulch shoulders to match existing grass; and
- j. Remove erosion controls as necessary.

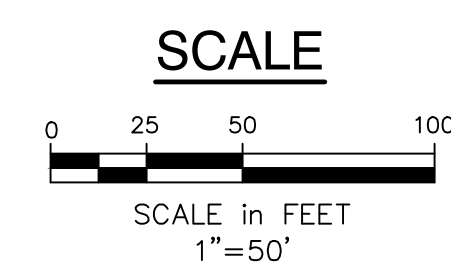
On 30' of paved walkway:

- a. Install erosion controls as needed;
- b. Grub and remove existing soil and haul offsite, reserving any topsoil/sod for patching shoulders;
- c. Proofroll subgrade;
- d. Install and compact 10 inches Type D Gravel;
- e. Install and compact 3 inches Base Type A Gravel;
- f. Install and compact 2 inches bituminous pavement (Two lifts – 1 inch MDOT Type C (9.5 mm) surface and 1 inch Type B Base course); and
- g. Replace sod and loam/seed/mulch shoulders to match existing grass.

6. Erosion Control- Contractor will install erosion control in accordance with Maine DEP Erosion and Sediment Control Practices Field Guide for Contractors.
7. Town of Gray shall provide and mark property lines and trail centerline location, Minor adjustments may be made in trail alignment by the Town of Gray or their designated representatives based on tree locations, site features, etc. which shall not affect the bid price. Final trail grades may be field-determined in general conformance with these specifications and project documents as necessary to provide for proper drainage.
8. End price will be for actual installed materials used.



NORTH



LEGEND

EXISTING	DESCRIPTION	PROPOSED
	PROPERTY LINE	
	TRAIL PATH	

PROJECT MANAGER:

LICHT
ENVIRONMENTAL DESIGN, LLC

35 FRAN CIRCLE, GRAY, ME 04039 (207) 749-4924

ENGINEER:

VED
VAFIADES
ENGINEERING
& DESIGN

MASTER PLANNING
SITE PLANNING
LANDSCAPE ARCHITECTURE
CONSTRUCTION SERVICES
25 EAST VALENTINE, WESTBROOK, ME 04092 • (207) 266-3618

PHASE 1A VALT TRAIL

PREPARED FOR:
TOWN OF GRAY
24 MAIN STREET
GRAY, MAINE 04039

REVISIONS		ISSUED FOR BID
1.	02.15.16	

LATEST REVISION (SEE REV. BLOCK)

DATE: AUGUST 03, 2015

DESIGNED BY: RL

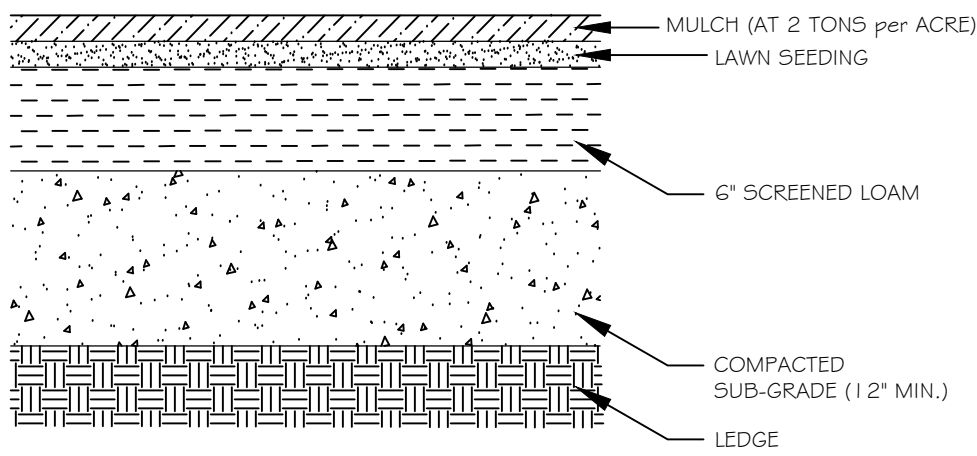
DRAWN BY: JV

CHECKED BY: RL/JV

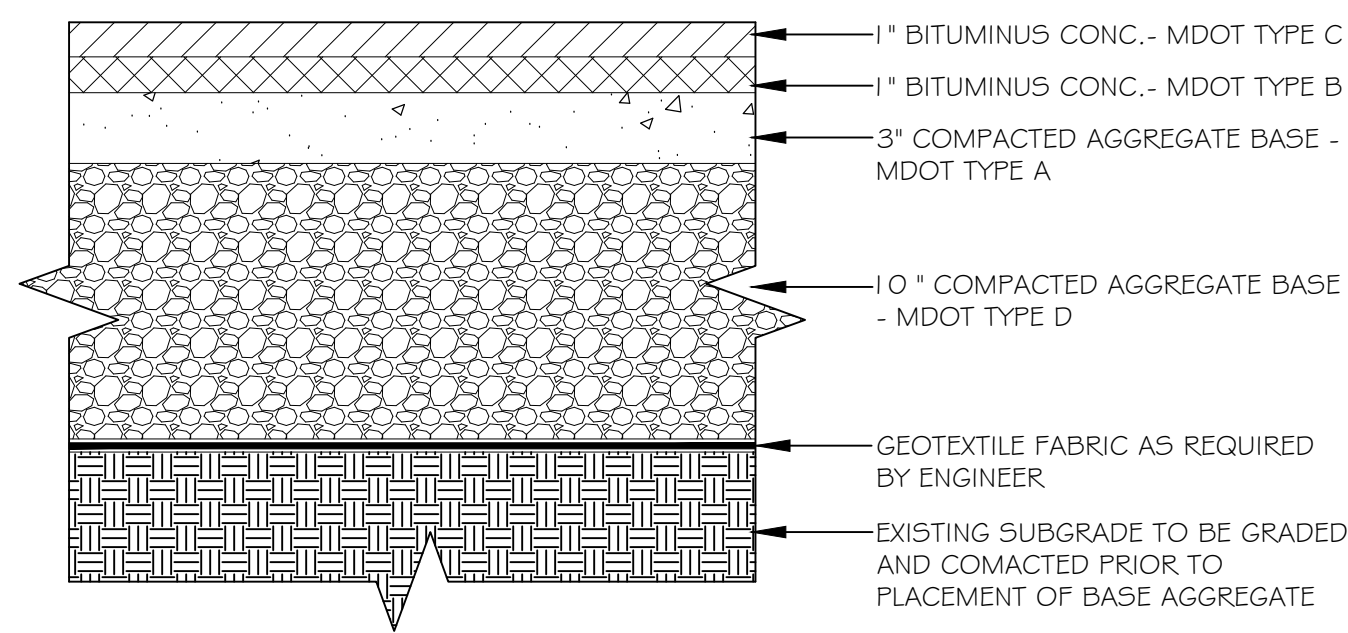
VED PROJECT NO: 15-1XX

SITE PLAN

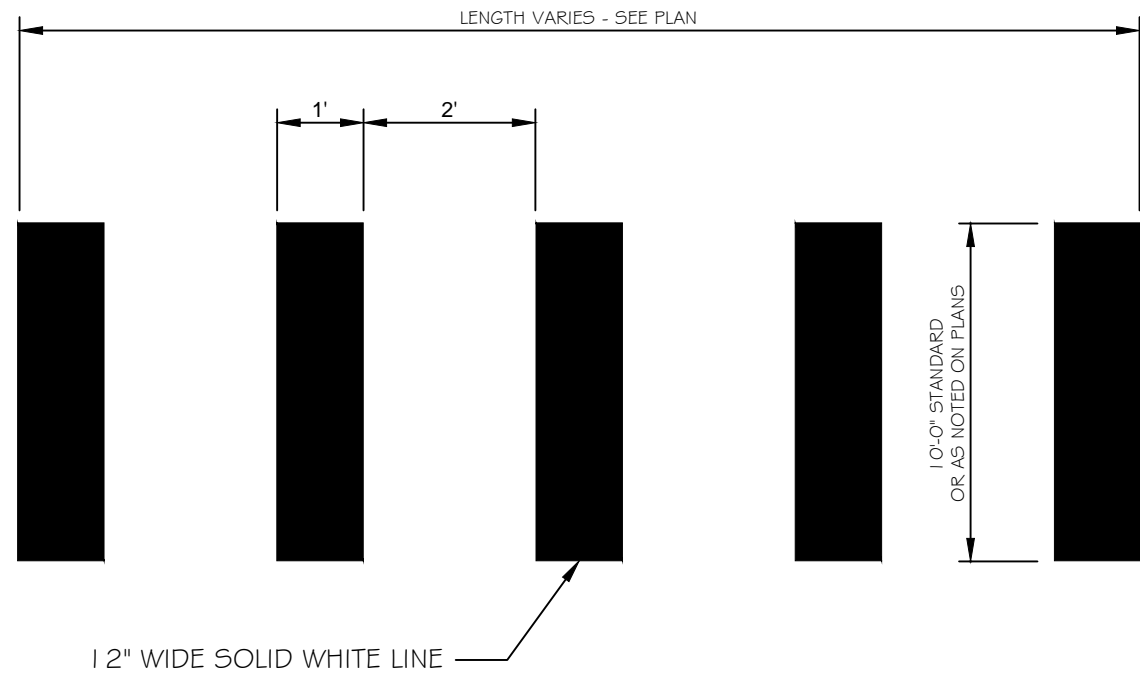
SHEET 1 OF 2



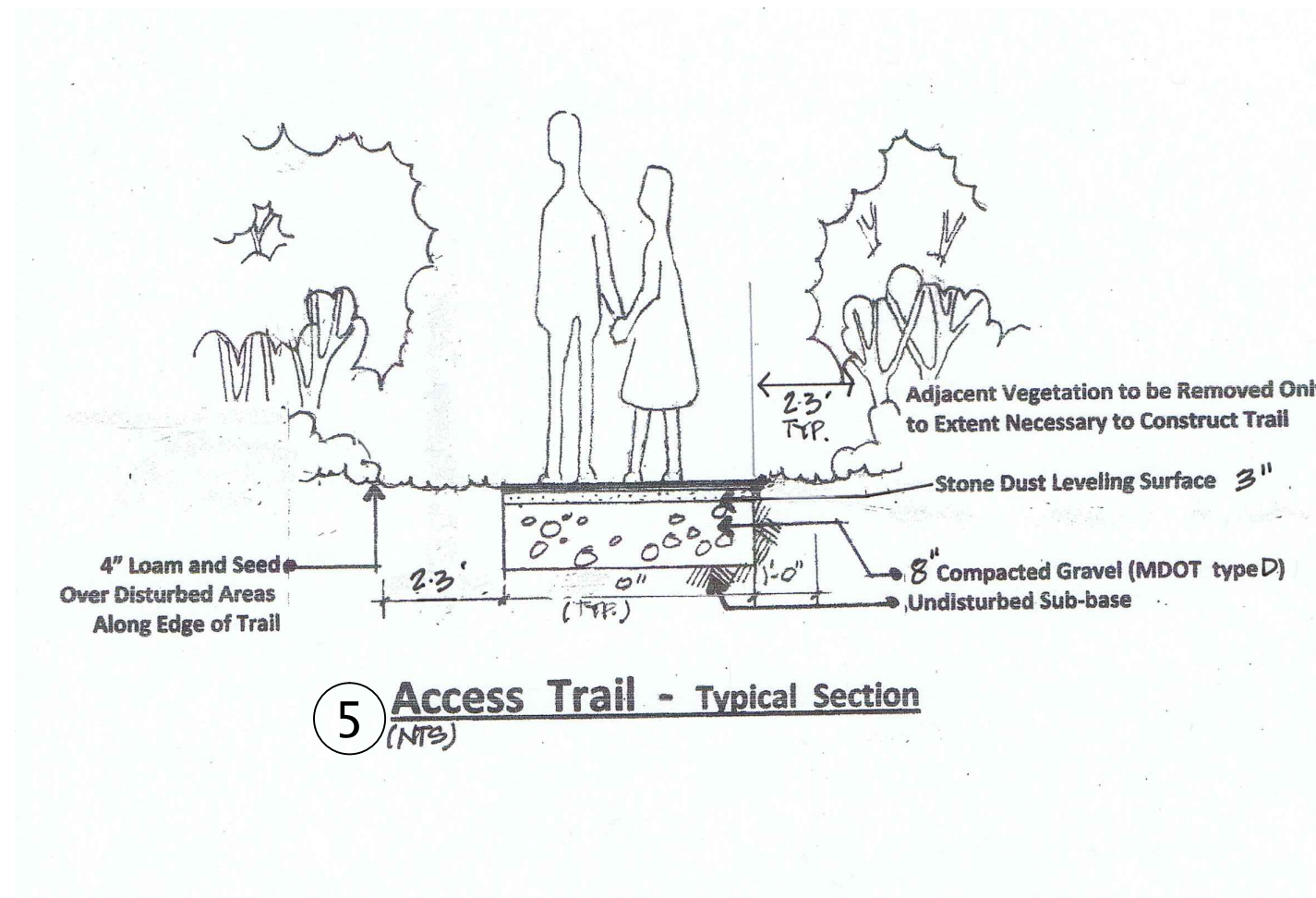
1 LOAM AND SEED DETAIL
NOT TO SCALE



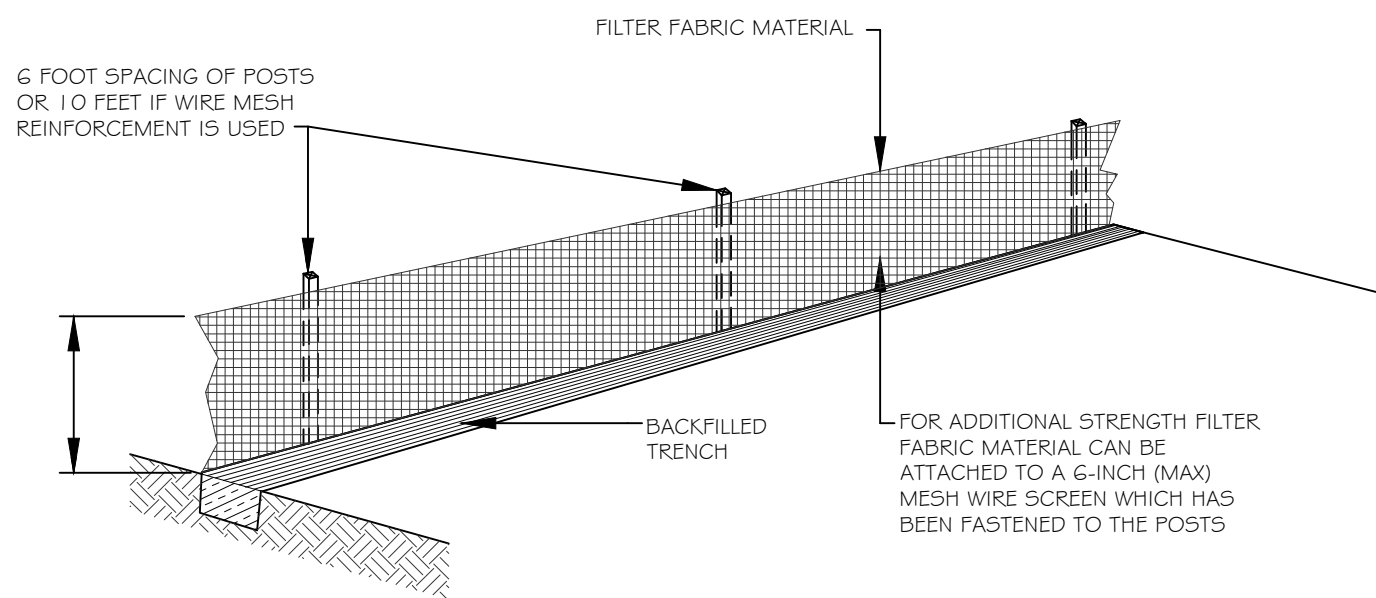
2 NEW SIDEWALK DETAIL
NOT TO SCALE



4 CROSSWALK STRIPING DETAIL
NOT TO SCALE

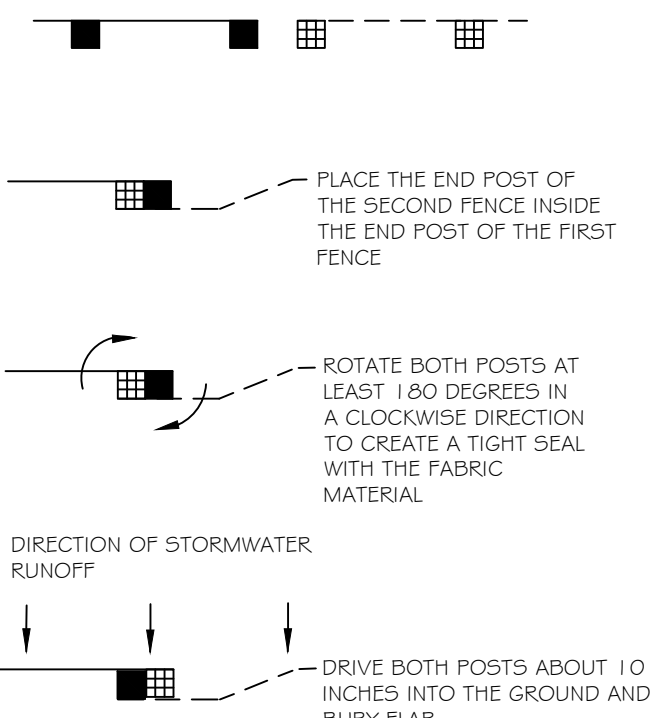
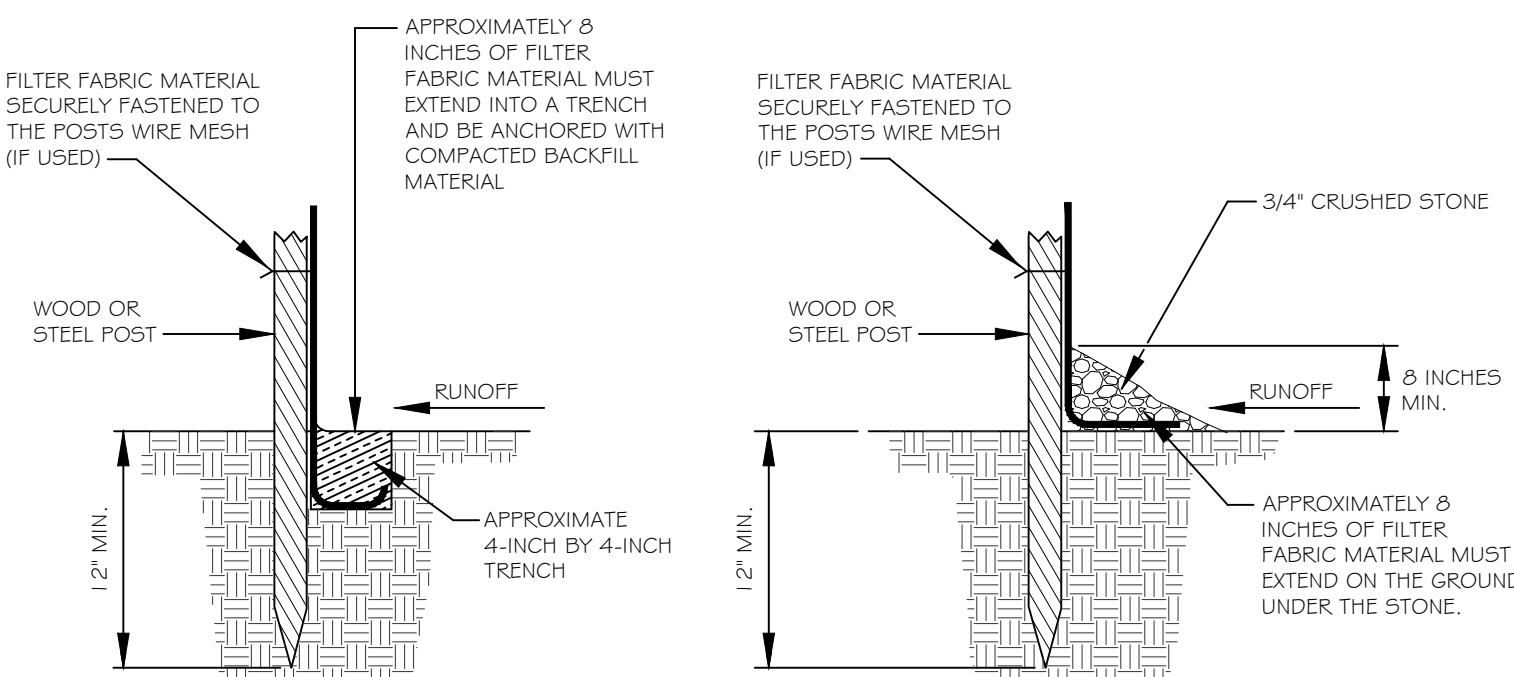


5 Access Trail - Typical Section
(NTS)

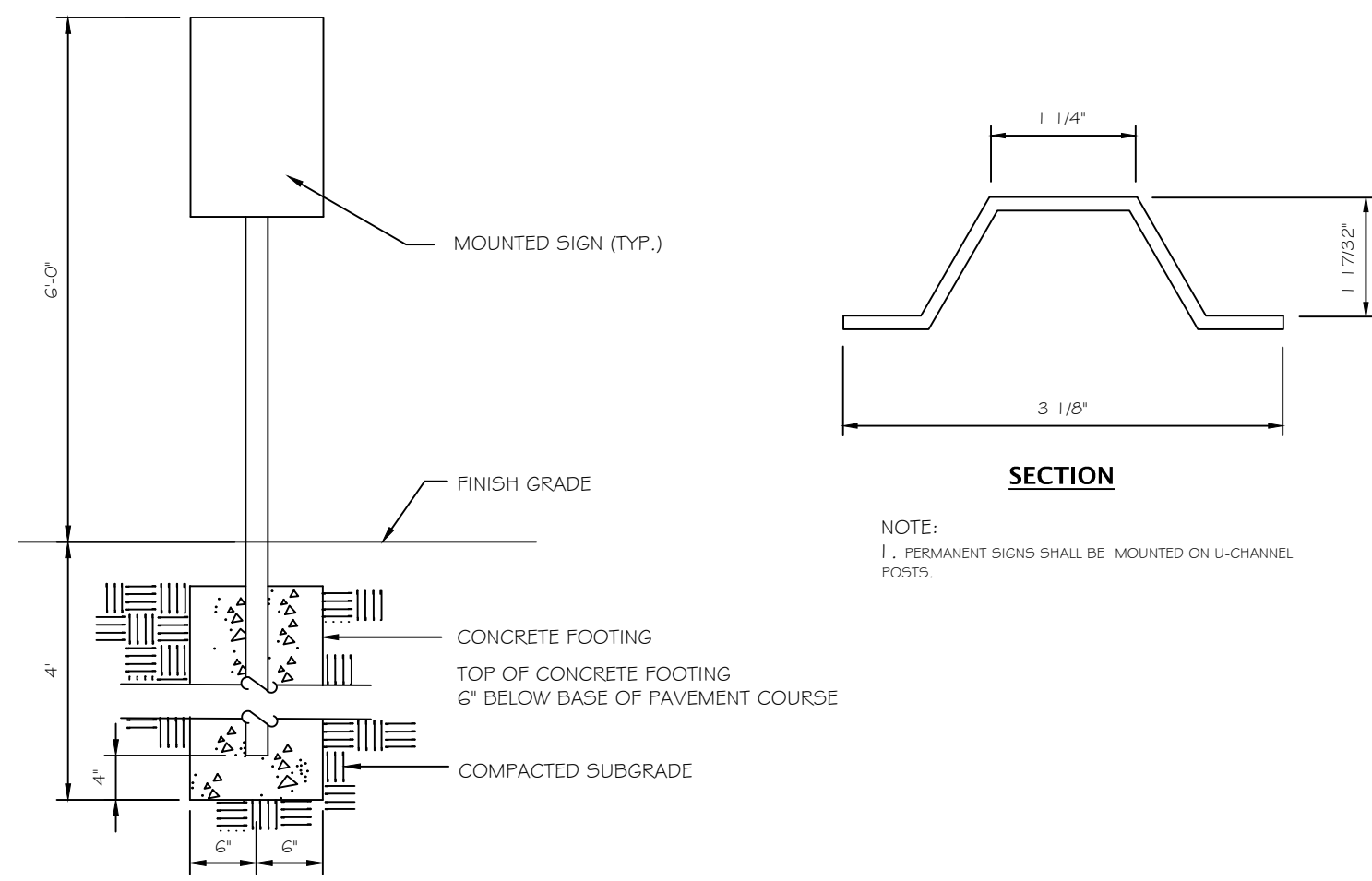


NOTES:

1. INSPECT AND REPAIR FENCE AFTER EACH STORM EVENT AND REMOVE SEDIMENT WHEN NECESSARY. MAXIMUM SEDIMENT BUILD-UP: 9 INCHES.
2. REMOVED SEDIMENT SHALL BE DEPOSITED TO AN AREA THAT WILL NOT CONTRIBUTE SEDIMENT OFF-SITE AND CAN BE PERMANENTLY STABILIZED.
3. SILT FENCE SHALL BE PLACED ON SLOPE CONTOURS TO MAXIMIZE EFFICIENCY. DO NOT PLACE SILT FENCE IN STREAMS OR IN CONCENTRATED FLOW CONDITIONS.



3 SEDIMENT BARRIER DETAIL - SILT FENCE OPTION
NOT TO SCALE



6 TYPICAL SIGN POST
NOT TO SCALE

REVISIONS	
NO.	ISSUED FOR BID
1.	02.15.16

LATEST REVISION (SEE REV. BLOCK)
DATE: JUNE 22, 2015
DESIGNED BY: RL
DRAWN BY: JV
CHECKED BY: RL/JV
VED PROJECT NO: 15-1XX