

**Town of St. Albans
Request for Proposals
For Stone Wall Reconstruction**

I. OVERVIEW

The Town of St. Albans is issuing this Request for Proposals (“RFP”) for reconstruction services of three stone walls at the Bay Park.

II. BACKGROUND

The project will take place at the Historic Bay Park located at 596 Lake Road. Any questions can be answered by Alan Mashtare, Director of Public Works, at 802-782-0996 or 802-527-0739.

III. REQUIREMENTS

Term of Agreement

The selected entity will be expected to enter into a written agreement for services with The Town of St. Albans.

Services to be provided:

- Remove and replace the current stone wall on the West (Black Bridge) side of the park no later than 12/31/17 using existing stones on the same footprint.
- Remove and replace the two stone walls on the East side of the park by spring 2018.

IV. INFORMATION TO BE INCLUDED IN PROPOSAL

You may also provide as part of your proposal any other information, proposals, concepts, etc. that have not been explicitly requested in this section.

V. INSTRUCTIONS TO PROPOSERS

All inquiries concerning this Request for Proposals and submissions in response to this RFP must be mailed to:

Alan Mashtare
Director of Public Works
P.O. Box 37
St. Albans Bay, VT 05481
802-527-0739

Or hand delivered to:

Alan Mashtare
Director of Public Works
300 Georgia Shore Road
St. Albans, Vermont

The Town reserves the right to waive any of the formalities of this RFP, to request additional information from any respondent, to negotiate with any respondent, to negotiate with more than one respondent, to reject any or all proposals or parts of proposals, to solicit new proposals, and to award contracts to one or more respondents or to reject any or all respondents as it deems in its best interest. The issuance of this RFP does not guarantee that a contract will be awarded.

Any proposal received after the time specified will be considered a late proposal. Following evaluation of all proposals, the Town may do one or more of the following: (1) conduct interviews with representatives of one or more of the respondents; (2) select an apparent successful respondent and enter into contract negotiations; (3) establish a competitive range that shall include all respondents that have a reasonable

chance of being selected for award based on the proposals, select those proposals that are in the competitive range, and commence negotiations with those respondents, and then invite those respondents to submit best and final offers; or (4) reject all proposals if it is determined to be in the best interests of the Town.

Should the Town be unable to negotiate a satisfactory form of contract with the selected finalist(s), then the next highest ranked finalists may be selected and the negotiation process may be repeated.

Time and Place for Submission of Proposals

All proposals must be received by mail (P.O. Box 37, St. Albans Bay, VT. 05481) or hand delivered (300 Georgia Shore Road) no later than 12:00 p.m., Monday, September 18th, 2017, Attention: Alan Mashtare. The proposal submitted must be sealed and be clearly marked: **“PROPOSAL FOR BAY PARK GATE WALLS”**.

Submittals should be organized in response to submission requirements and formatted as 8.5 x 11 inch pages. Larger pages folded to 8.5 x 11 inches and pocket inserts are acceptable. Five (5) copies and one reproducible copy must be provided.

Key Dates

RFP Issued:	Thursday, September 7 th , 2017
Proposals Due:	Monday, September 18 th , 2017
Contract Bid Awarded:	Following receipt of proposals
Contract term to begin:	September 25 th , 2017
Completion Date:	West wall – Fall 2017, East walls – Spring 2018

These dates are subject to change in the sole discretion of the Town with reasonable notice given to respondents.