

The Town of Norwich, VT Recreation Department is seeking bids for the reconstruction of the softball field, located at Huntley Meadows; 111 Turnpike Road in Norwich. Proposed work includes excavating existing material, installing base anchors and bringing the field into Little League Softball specifications. RFP documents can be obtained from the Town of Norwich website at <http://norwich.vt.us/> or at the Town Hall located at 300 Main Street, Norwich, VT. Bids are due by March 17th, 2023.

TOWN OF NORWICH
REQUEST FOR BIDS
SOFTBALL FIELD RECONSTRUCTION

Issued: FEBRUARY 27TH, 2023

Project Location

The softball field is located at 111 Turnpike Road in Norwich. It resides within the athletic and recreation facility known as Huntley Meadows.

Project Description

The field is to be brought into Little League Softball compliance, in accordance with nationally-recognized field specifications. The field will be reconstructed to accommodate U10 and U12 softball teams. This includes excavating the replacing field material in the infield area, adding new base anchors for quick release bases, laser grading and any other modifications called for in the guidelines found below.

All work shall be performed in accordance with the technical specifications indicated in the attached Little League Softball field guide.

Payment for the work shall be based on the pay units and unit prices defined in the bid tabulation and the Request for Bids.

Intention Of Terms

It is intended that the Little League Softball field specifications shall be the basis for administering the contract

The Town would like to have the project completed by April 21st, 2023 if possible.

Checking out plans

If you are considering entering a bid for this work, please notify Brie Swenson at the following email address: bswenson@norwich.vt.us. The Town will use this notification to contact you or your firm in the event that there is a change to the project or bid schedule.

Site Visit

Although a site visit is not mandatory, it is recommended due to the nature of the work and the current condition of the field. Please reach out to Brie Swenson directly to schedule a visit.

Questions Due Date

Questions may be submitted by email to Brie Swenson at the following address: bswenson@norwich.vt.us. The due date for questions is March 10th, 2023, at 3:00 PM.

Bid Submission

Bids are due by March 17th, 2023 at 12:00pm. Bids shall be submitted in a sealed envelope addressed to the Town of Norwich, c/o Brie Swenson, Post Office Box 376, Norwich, Vermont 05055. Bids may also be delivered in person to Tracy Hall, 300 Main Street, Norwich, Vermont 05055.

Project Schedule

The Town of Norwich intends to open bids on March 17th, 2023 at 1:00pm, at the Town Office. The Town intends to select a contractor by March 24th, 2023.

Bid Information

Please provide:

- A description of proposed approach to the project (including a description of access by workers)
- Completed bid tabulation
- Proposed start and completion dates for all work.
- A list with descriptions of similar work performed
- Two references, with contact information, who are familiar with similar work performed

Note: the contract will be awarded based on cost, experience with similar projects, and the proposed completion date.

Insurance

Prior to starting work the selected bidder will be required to provide a Certificate of Liability Insurance with commercial general liability coverage of no less than \$1,000,000 per occurrence and \$2,000,000 per aggregate, naming the Town of Norwich as an additional insured. The Certificate must also include Workers Compensation Insurance.

Payment Schedule

One invoice is to be submitted following the completion of all work, inspection by the Town's Recreation Director, and any follow-up work in accordance with the inspection report.

Town Contact

Questions may be directed to Brie Swenson at the following address: bswenson@norwich.vt.us.

The Town reserves the rights to select any bid for any reason, and to reject any or all bids.

BID FORM

Reconstruction of Softball Field (111 Turnpike Road, Norwich, Vermont)

Proposal of _____(hereinafter called Bidder)
organized and existing under the laws of the State of _____doing business as
_____(a corporation, a partnership, of an individual)

To the Town of Norwich, Vermont (hereinafter called Owner)

The Bidder represents that this bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. The bidder has not directly or indirectly induced or solicited any other bidder to submit a false bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding and the bidder has not sought by collusion to obtain for himself any advantage over any other bidder or Owner.

The undersigned bidder proposed and agreed, if this bid is accepted, to enter into an agreement with Owner to furnish all materials and to complete 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 Contract Documents.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is _____

Bidder acknowledges receipt of the following Addenda:

The Bidder agrees to perform all the Work described in the Contract Documents for the following schedule of prices. Material, labor, or construction operations not otherwise specified, are to be included in the bid item most appropriate to the work involved and otherwise considered incidental to the Contract. Unqualified bids will not be accepted.

<u>ITEM #</u>	<u>ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
	Landscaping (material– sod, clay, infield mix, soil)				
	CY	1		\$ _____	\$ _____
	Unit Price in Words: _____				
	Site Work (laser grading, excavation, field dragging)				
	LS	1		\$ _____	\$ _____
	Unit Price in Words: _____				

Total Bid (Total of above)

\$

The lowest responsive and responsible bidder will be determined by the Total Base Bid. The above unit prices shall include all labor, materials, removal, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for on the drawings and specifications.

THE ABOVE PROPOSAL IS HEREBY RESPECTFULLY SUBMITTED BY:

Contractor:

By;

Title:

Business Address:

City, State:

Phone Number:

Email Address:

Date:

ATTEST (Signature)

LS = lump sum LU = lump unit

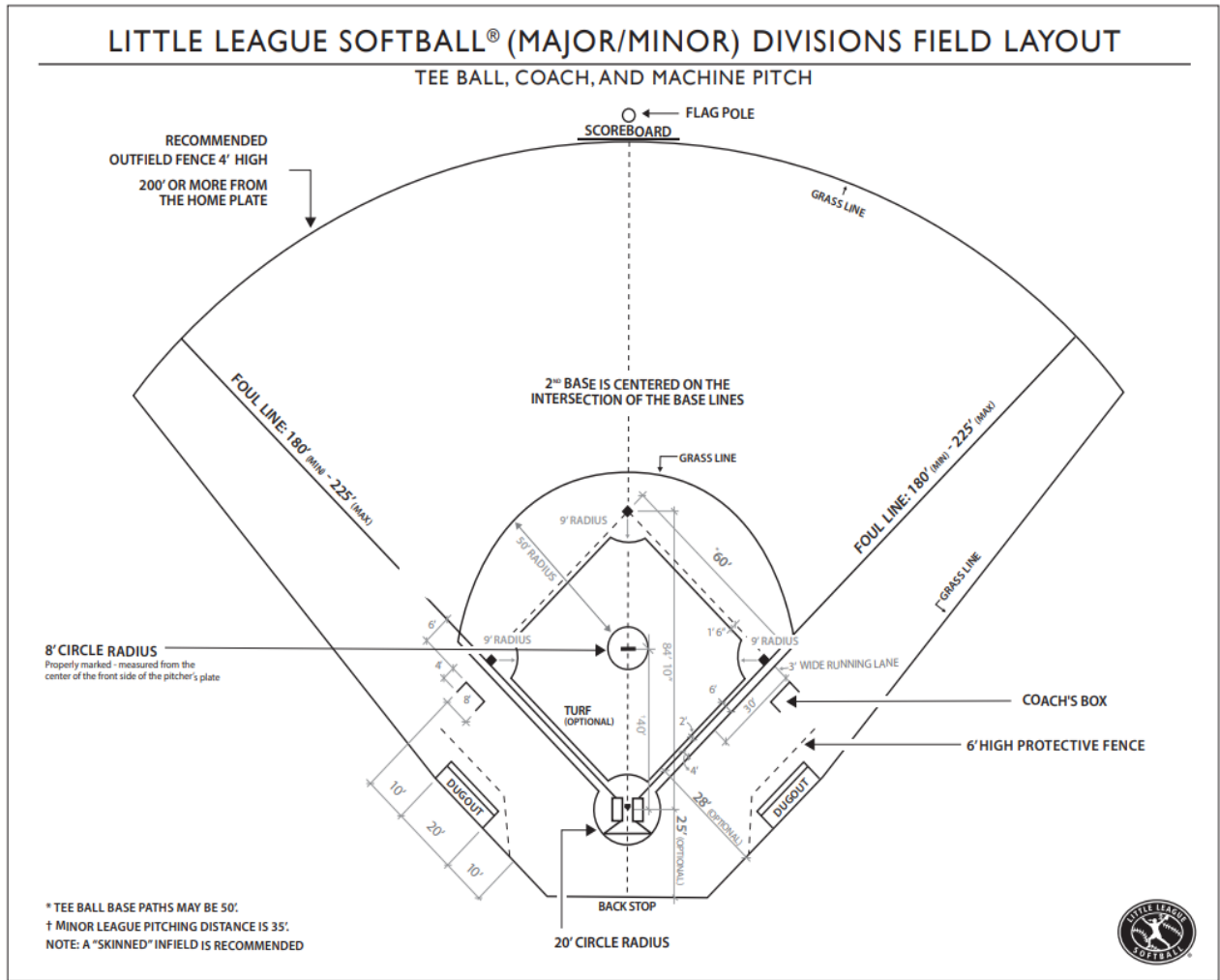
EA = each CY = cubic yard

SY = square yard LF = linear foot

SF = square feet TON = ton

CWT = hundredweight MGAL = thousand gallons GAL = gallon LB = pound

HR = hour



LAST UPDATED: 4/19/2018

LITTLE LEAGUE SOFTBALL® (MAJOR/MINOR) BATTER'S BOX DIMENSIONS

