**REQUEST FOR BIDS**

**TURNPIKE ROAD CULVERT REPLACEMENT - #22, #24, #25, #29, #30 AND STORMWATER DITCHING PROJECT**

**TOWN OF NORWICH, VERMONT**

**Issued: June 16, 2026**

## Project Location

Culverts 22, 24, 25, 29, and 30 are located on Turnpike Road in the Town of Norwich, Vermont. The following existing culverts to be replaced are shown in Figure 1. The approximate longitude and latitude of each culvert is as follows:

1. **Culvert 22** - 43.746700, -72.326000.
2. **Culvert 24** - 43.750190, -72.327700.
3. **Culvert 25** - 43.753200, -72.328700.
4. **Culvert 29** - 43.760800, -72.330000.
5. **Culvert 30** - 43.761500, -72.330100.

## Project Description (Existing Conditions)

Existing culverts 22, 24, 25, 29, and 30 are undersized and need to be replaced with new culverts. The condition of each culvert is described below:

1. Existing culvert 22 is a round, 15-inch diameter steel culvert that is approximately 30 feet in length and in fair condition.
2. Existing culvert 24 is a round, 15-inch diameter steel culvert that is approximately 35 feet in length and in poor condition
3. Existing culvert 25 is a round, 15-inch diameter steel culvert that is approximately 35 feet in length and in fair condition
4. Existing culvert 29 is a round, 15-inch diameter plastic culvert that is approximately 50 feet in length and in fair condition
5. Existing culvert 30 is a round, 15-inch diameter plastic culvert that is approximately 50 feet in length and in fair condition

## Project Work to be Completed and Project Specifications

The culverts will be replaced as follows:

1. Existing culvert 22 will be replaced with an **18-inch ADS HP Storm Dual Wall Gray Pipe** that will be approximately 35 feet in length. Final lengths shall be verified by the contractor.
2. Existing culvert 24 will be replaced with an **18-inch ADS HP Storm Dual Wall Gray Pipe** that will be approximately 35 feet in length. Final lengths shall be verified by the contractor.
3. Existing culvert 25 will be replaced with a **24-inch ADS HP Storm Dual Wall Gray Pipe** that will be approximately 40 feet in length. Final lengths shall be verified by the contractor.

4. Existing culvert 29 will be replaced with an **18-inch ADS HP Storm Dual Wall Gray Pipe** that will be approximately 50 feet in length. Final lengths shall be verified by the contractor.
5. Existing culvert 30 will be replaced with an **18-inch ADS HP Storm Dual Wall Gray Pipe** that will be approximately 50 feet in length. Final lengths shall be verified by the contractor.

In each location as detailed above, the existing culverts will be excavated, removed, and disposed of by the contractor.

Existing backfill will be removed from the trench excavation site by the contractor. Trench bottoms containing bedrock, soft muck, refuse, or other material unable to provide long-term uniform pipe support are unacceptable. All unsuitable foundation materials should be excavated before the new culvert pipe installation proceeds. The contractor should remove rock or unyielding material 1-foot below grade and 6 inches on either side of pipe. Soft areas within the foundation should be removed approximately 2 feet below grade and three times pipe width. A synthetic fabric (geotextile) will be required to separate unsuitable native soil from backfill material.

Excavation will occur at each culvert location using the lines and grades of the existing culverts unless final cover depth requirements or site conditions dictate adjustments be made. **Minimum trench cover depth and width requirements for the new culvert pipes will be as shown on the Trench Installation Detail in Attachment No.1**.

Trenching work (if required) will be required to follow OSHA requirements per 29 CFR 1926.651 and 1926.652 or comparable OSHA-approved state plan requirements.

A minimum of 4 inches of bedding material will be used prior to placing the new culvert pipe. The pipe bedding material will either a fine graded crushed gravel meeting the requirements VTrans 704.05B or sand borrow meeting the requirements of VTrans 703.03A.

**All culverts described above will be replaced with ADS HP Storm Dual Wall Gray Pipe or approved equivalent**. Refer to the ADS Corrugated Plastic Pipe Storm Installation Guide for installation details.

An initial backfill material will be used to backfill around the pipe. This initial backfill material will be a fine graded crushed gravel meeting the requirements of VTrans 704.05B. The backfill material will be carefully haunched around the pipe to eliminate voids. The initial backfill material will be compacted with appropriate compaction equipment to a minimum 6 inches above the pipe.

The remaining final cover can be suitable material removed from the original excavation that is free of organics, refuse, muck, wet, and clayey soils. Soils should be placed in layers that are no thicker than 6-8 inches and compacted (utilizing water if necessary). The top final 4-inches should be a ¾-inch gravel hardpack material (as approved by the Owner).

The culvert inlets and outlets should be armored to prevent erosion and channelization. Armoring should be made with erosion stone meeting the requirements of VTrans 706.04 (size will be a minimum of 7 inches or greater as approved by the Owner). The extent of the armoring will depend on the topography and specific onsite conditions, but in general placed around the entire pipe ends extending from the pipe inlet and outlet ends to an extent no less than 12 linear feet (on either side of the inlet channel) and on the downstream side of the culvert. Steep outfall topography may dictate additional armoring and should be anticipated.

In areas where roadside shoulders are present, the shoulders should be re-installed as similar to

adjacent areas in depth and type of gravel.

New metal culvert pipe markers (with reflectors) will be required to be installed on either side of the new pipe. These markers should be approved by the DPW Director. The location of the new culvert pipe should be documented, and coordinates provided to the DPW.

Stormwater ditching should be completed in the following locations:

1. Culvert 22 should be ditched on the upstream side approximately 25 linear feet north.
2. Culvert 24 should be ditched on the west side north of the culvert approximately 50 linear feet.
3. Culvert 25 should be ditched 25 linear feet on the south end and 125 linear feet on the north end
4. Culvert 30 should be ditched on the east side approximately 140 linear feet.

Stormwater ditches between 0% and 5% are to be grass-lined. For ditches between 5% and 8%, the ditches should be grass-lined with stone check dams. Check dams cannot be greater in height than 2 feet, center of dam lower than ends, 2:1 side slope, mixture of 2-inch to 9-inch stones and spanning the width of the channel. For ditches greater than 8% the ditches should be stone lined with 6-inch to 8-inch minus. Any excess ditch spoils should be removed offsite and included in the bid price.

**The road can be closed for excavation and installation of the new culverts but will require advanced notification of at least 5 days from the Public Works Director to allow public notification. Closure signs will need to be posted in both directions at least 5 days in advance of work.** Traffic control will be required as necessary and all traffic control delineation, traffic signs, and flagging will be required to follow the MUTCD latest edition.

All construction work will be performed in accordance with the technical requirements of the Vermont Agency of Transportation 2024 Standard Specifications for Construction. 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**

The Town would like to have the project completed as soon as possible, **but in no case no later than September 30, 2026.**

All work shall be performed within the existing right-of-way limits, which are approximately 25 feet on each side of the road centerline. No additional R.O.W. are anticipated for this work.

**Bidding Notification**

If you are considering entering a bid for this work, please notify Chris Kaufman at the following email address: **ckaufman@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, bid addenda, or bid schedule.

**Site Visit**

Although a site visit is not mandatory, it is highly recommended due to the nature of the work. Please reach out to Chris Kaufman directly to schedule a visit.

**Questions Due Date**

Questions may be submitted by email to Chris Kaufman at the following address: ckaufman@norwich.vt.us. The due date for questions is **Wednesday, July 1, 2026, at 3:00 PM.**

**Bid Submission and Due Date**

Bids are due by **Thursday, July 9, 2026, at 1:00 PM** (prevailing time). Bids shall be submitted in a sealed envelope addressed to the Town Manager, Town of Norwich at PO Box 376, Norwich VT, 05055 or can be hand delivered to the Town of Norwich at 300 Main St, Norwich, VT 05055. The envelope should be plainly marked with the name of the bid. Bid proposals will be date stamped on the outside of the envelope immediately upon receipt by the Town. Any bid may be withdrawn in writing prior to the scheduled time for the opening of the bids. Any bid received after the date and time specified will not be considered and will be returned to the bidder unopened. Any exceptions to the bid specifications or proposed work as described must be noted by the bidder. A bidder submitting a bid certifies that the bid was made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf with connection with or obligation to any undisclosed person or firm.

**Project Schedule**

The Town intends to open bids on July 9, 2026, at the Town Office; and the Selectboard intends to select a contractor no later than July 22, 2026.

**Bid Information**

Please provide:
- A description of proposed approach to the project
- Proposed traffic control measures
- 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

**Bid Opening**

Every bid received prior to the bid submission deadline will be publicly opened and read aloud and recorded by the Town Manager and the respective Department Head.

**Criteria for Bid Selection**

**In evaluating bids, the Town will consider the following criteria:**
- Price
- Bidders' ability to perform within the specified time limits
- Bidders experience and reputation, including past performance for the Town
- Quality of the materials and services specified in the bid
- Bidder's ability to meet other terms and conditions, including insurance and/or bond requirements
- Bidder's financial responsibility
- Bidder's availability to provide future service, maintenance, and support

- Nature and size of the bidder
- Contract provisions that are acceptable to the Town
- Bidder is not on any debarment list related to goods and services the bidder provides
- Any other factors that the Town determines relevant and appropriate in connection with the project

**A low bid does not guarantee award of the contract.**

**Penalty for Late Completion**

For every day that actual completion of the project is past the contractor's proposed completion date, excluding rain dates or issues beyond the contractor's control, $100 may be deducted from the Town's payment.

**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 and inspection by the Town's Public Works Director.

**Town Contact**

Questions may be directed to Chris Kaufman at the following address: ckaufman@norwich.vt.us.

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

**The Town also reserves the right to award any portion of the work as listed in the Project Description and Bid Form.**

**BID FORM**

**Culvert Replacement**
**Turnpike Rd Culverts (22, 24, 25, 29 and 30) and Stormwater Ditching**
**Town of 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:

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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.

| ITEM # | ITEM | UNIT | QUANTITY | UNIT PRICE | TOTAL PRICE |
|---|---|---|---|---|---|
| **1** | **Culvert Installation** | | | | |
| | | LS | 1 | $_____ | $_____ |
| | Unit Price in Words_____ | | | | |
| **2** | **Stormwater Ditching** | | | | |
| | | LS | 1 | $_____ | $_____ |
| | Unit Price in Words_____ | | | | |
| **3** | **Mobilization/Demobilization** | | | | |
| | | 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

_____

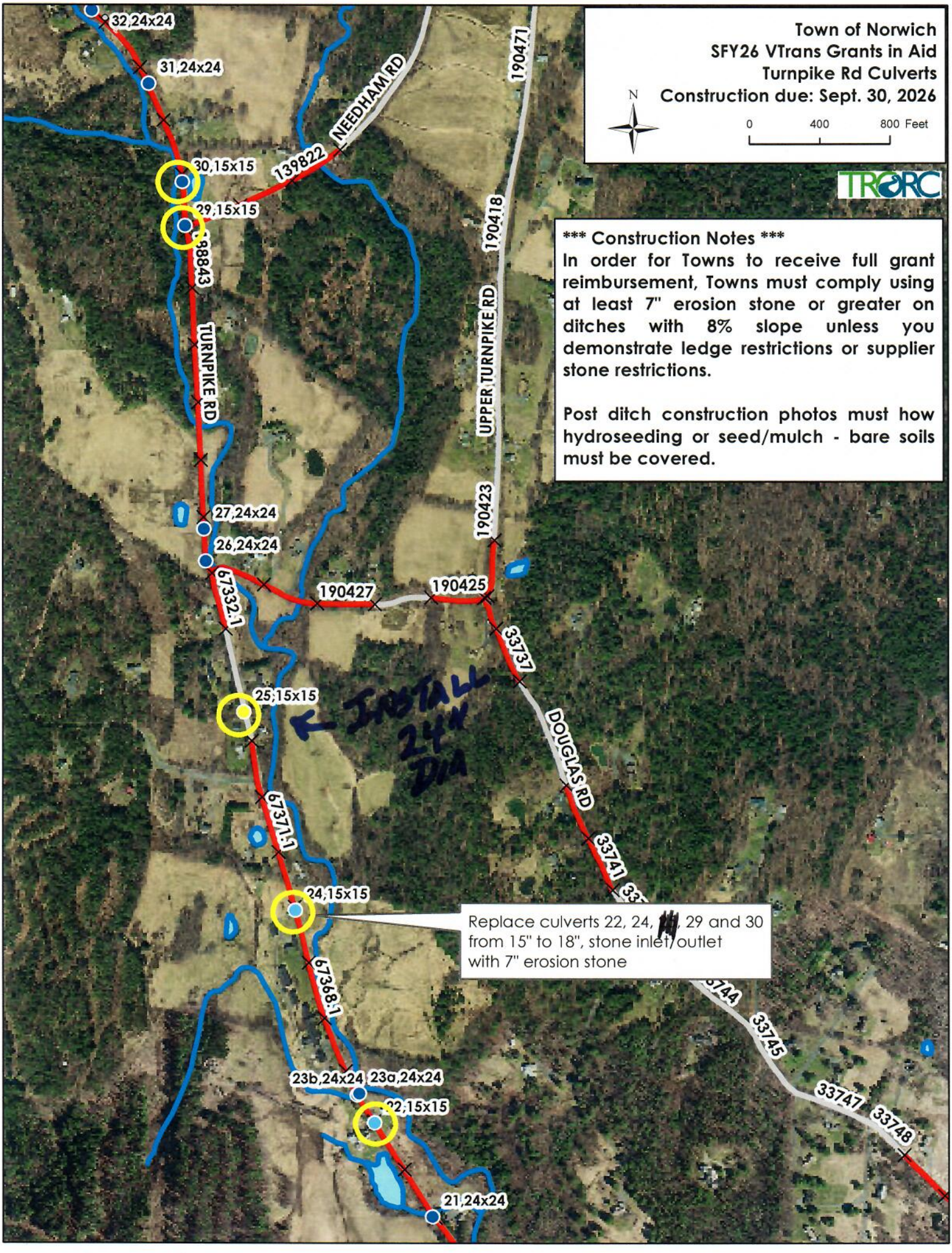
Email Address

_____

Date

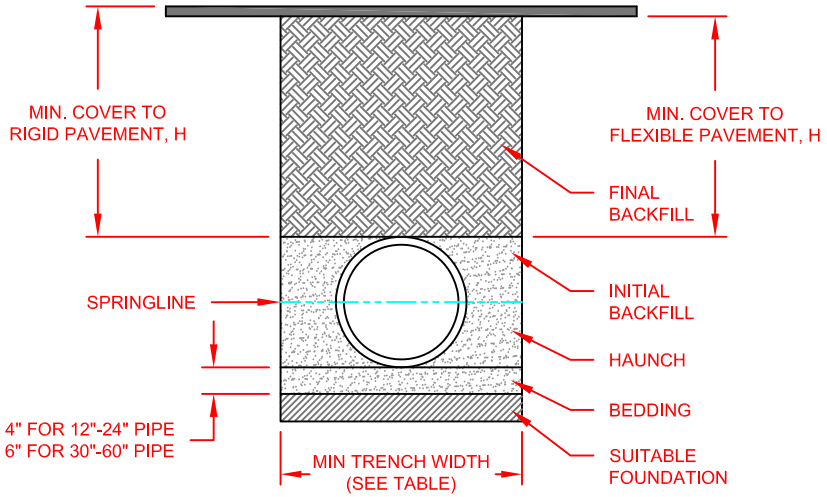
ATTEST_____(Signature)

# FIGURE 1


Town of Norwich
SFY26 VTrans Grants in Aid
Turnpike Rd Culverts
Construction due: Sept. 30, 2026
N
0
400
800 Feet
TRORC
*** Construction Notes ***
In order for Towns to receive full grant reimbursement, Towns must comply using at least 7" erosion stone or greater on ditches with 8% slope unless you demonstrate ledge restrictions or supplier stone restrictions.
Post ditch construction photos must how hydroseeding or seed/mulch - bare soils must be covered.
32,24x24
31,24x24
30,15x15
29,15x15
27,24x24
26,24x24
25,15x15
24,15x15
23b,24x24
23a,24x24
22,15x15
21,24x24
NEEDHAM RD
TURNPIKE RD
UPPER TURNPIKE RD
DOUGLAS RD
139822
38843
190471
190418
190423
190425
190427
67332.1
67371.1
67368.1
33737
33741
33744
33745
33747
33748
INSTALL 24" DIA
Replace culverts 22, 24, 29 and 30 from 15" to 18", stone inlet/outlet with 7" erosion stone

# ATTACHMENT 1

# HP STORM TRENCH INSTALLATION DETAIL




NOTES:

1. ALL PIPE SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH ASTM D2321, "STANDARD PRACTICE FOR UNDERGROUND INSTALLATION OF THERMOPLASTIC PIPE FOR SEWERS AND OTHER GRAVITY FLOW APPLICATIONS", LATEST ADDITION, WITH THE EXCEPTION THAT THE INITIAL BACKFILL MAY EXTEND TO THE CROWN OF THE PIPE. SOIL CLASSIFICATIONS ARE PER THE LATEST VERSION OF ASTM D2321. CLASS IVB MATERIALS (MH, CH) AS DEFINED IN PREVIOUS VERSIONS OF ASTM D2321 ARE NOT APPROPRIATE BACKFILL MATERIALS.

2. MEASURES SHOULD BE TAKEN TO PREVENT MIGRATION OF NATIVE FINES INTO BACKFILL MATERIAL, WHEN REQUIRED.

3. FOUNDATION: WHERE THE TRENCH BOTTOM IS UNSTABLE, THE CONTRACTOR SHALL EXCAVATE TO A DEPTH REQUIRED BY THE ENGINEER AND REPLACE WITH SUITABLE MATERIAL AS SPECIFIED BY THE ENGINEER. AS AN ALTERNATIVE AND AT THE DISCRETION OF THE DESIGN ENGINEER, THE TRENCH BOTTOM MAY BE STABILIZED USING A GEOTEXTILE MATERIAL.

4. BEDDING: SUITABLE MATERIAL SHALL BE CLASS I, II, III, OR IV. THE CONTRACTOR SHALL PROVIDE DOCUMENTATION FOR MATERIAL SPECIFICATION TO ENGINEER. COMPACTION SHALL BE SPECIFIED BY THE ENGINEER IN ACCORDANCE WITH TABLE 3 FOR THE APPLICABLE FILL HEIGHTS LISTED. UNLESS OTHERWISE NOTED BY THE ENGINEER, MINIMUM BEDDING THICKNESS SHALL BE 4" (100mm) FOR 12"-24" (300mm-600mm) DIAMETER PIPE; 6" (150mm) FOR 30"-60" (750mm-1500mm) DIAMETER PIPE. THE MIDDLE 1/3 BENEATH THE PIPE INVERT SHALL BE LOOSELY PLACED. PLEASE NOTE, CLASS IV MATERIAL HAS LIMITED APPLICATION AND CAN BE DIFFICULT TO PLACE AND COMPACT; USE ONLY WITH THE APPROVAL OF A SOIL EXPERT.

5. INITIAL BACKFILL: SUITABLE MATERIAL SHALL BE CLASS I, II, III, OR IV IN THE PIPE ZONE EXTENDING TO THE CROWN OF THE PIPE. THE CONTRACTOR SHALL PROVIDE DOCUMENTATION FOR MATERIAL SPECIFICATION TO ENGINEER. MATERIAL SHALL BE INSTALLED AS REQUIRED IN ASTM D2321, LATEST EDITION. COMPACTION SHALL BE SPECIFIED BY THE ENGINEER IN ACCORDANCE WITH TABLE 3 FOR THE APPLICABLE FILL HEIGHTS LISTED. PLEASE NOTE, CLASS IV MATERIAL HAS LIMITED APPLICATION AND CAN BE DIFFICULT TO PLACE AND COMPACT; USE ONLY WITH THE APPROVAL OF A SOIL EXPERT.

6. MINIMUM COVER: MINIMUM COVER, H, IN NON-TRAFFIC APPLICATIONS (GRASS OR LANDSCAPE AREAS) IS 12" (300mm) FROM THE TOP OF PIPE TO GROUND SURFACE. ADDITIONAL COVER MAY BE REQUIRED TO PREVENT FLOTATION. FOR TRAFFIC APPLICATIONS; CLASS I OR II MATERIAL COMPACTED TO 90% SPD AND CLASS III COMPACTED TO 95% SPD IS REQUIRED. FOR TRAFFIC APPLICATIONS, MINIMUM COVER, H, IS 12" (300mm) UP TO 48" (1200mm) DIAMETER PIPE AND 24" (600mm) OF COVER FOR 60" (1500mm) DIAMETER PIPE, MEASURED FROM TOP OF PIPE TO BOTTOM OF FLEXIBLE PAVEMENT OR TO TOP OF RIGID PAVEMENT.

7. FOR ADDITIONAL INFORMATION SEE TECHNICAL NOTE 2.04.



TABLE 1, RECOMMENDED MINIMUM TRENCH WIDTHS

| PIPE DIAM. | MIN. TRENCH WIDTH |
|---|---|
| 12" (300mm) | 30" (762mm) |
| 15" (375mm) | 34" (864mm) |
| 18" (450mm) | 39" (991mm) |
| 24" (600mm) | 48" (1219mm) |
| 30" (750mm) | 56" (1422mm) |
| 36" (900mm) | 64" (1626mm) |
| 42" (1050mm) | 72" (1829mm) |
| 48" (1200mm) | 80" (2032mm) |
| 60" (1500mm) | 96" (2438mm) |

TABLE 2, MINIMUM RECOMMENDED COVER BASED ON VEHICLE LOADING CONDITIONS

| | SURFACE LIVE LOADING CONDITION | |
|---|---|---|
| PIPE DIAM. | H-25 | HEAVY CONSTRUCTION (75T AXLE LOAD) * |
| 12" - 48" (300mm - 1200mm) | 12" (305mm) | 48" (1219mm) |
| 60" (1500mm) | 24" (610mm) | 60" (1524mm) |

* VEHICLES IN EXCESS OF 75T MAY REQUIRE ADDITIONAL COVER

TABLE 3, MAXIMUM COVER FOR ADS HP STORM PIPE, ft

| | CLASS I | CLASS II | | | CLASS III | | CLASS IV |
|---|---|---|---|---|---|---|---|
| PIPE DIA | COMPACTED | 95% | 90% | 85% | 95% | 90% | 95% |
| 12" (300mm) | 41 (12.5m) | 28 (8.5m) | 21 (6.4m) | 16 (4.9m) | 20 (6.1m) | 16 (4.9m) | 16 (4.9m) |
| 15" (375mm) | 42 (12.8m) | 29 (8.8m) | 21 (6.4m) | 16 (4.9m) | 21 (6.4m) | 16 (4.9m) | 16 (4.9m) |
| 18" (450mm) | 44 (13.4m) | 30 (9.1m) | 21 (6.4m) | 16 (4.9m) | 22 (6.7m) | 17 (5.2m) | 16 (4.9m) |
| 24" (600mm) | 37 (11.3m) | 26 (7.9m) | 18 (5.5m) | 14 (4.3m) | 19 (5.8m) | 14 (4.3m) | 14 (4.3m) |
| 30" (750mm) | 39 (11.9m) | 27 (8.2m) | 19 (5.8m) | 14 (4.3m) | 19 (5.8m) | 15 (4.6m) | 14 (4.3m) |
| 36" (900mm) | 28 (8.5m) | 20 (6.1m) | 14 (4.3m) | 10 (3.0m) | 14 (4.3m) | 11 (3.4m) | 10 (3.0m) |
| 42" (1050mm) | 30 (9.1m) | 21 (6.4m) | 14 (4.3m) | 10 (3.0m) | 15 (4.6m) | 11 (3.4m) | 10 (3.0m) |
| 48" (1200mm) | 29 (8.8m) | 20 (6.1m) | 14 (4.3m) | 9 (2.7m) | 14 (4.3m) | 10 (3.0m) | 10 (3.0m) |
| 60" (1500mm) | 29 (8.8m) | 20 (6.1m) | 14 (4.3m) | 9 (2.7m) | 14 (4.3m) | 10 (3.0m) | 9 (2.7m) |

FILL HEIGHT TABLE GENERATED USING AASHTO SECTION 12, LOAD RESISTANCE FACTOR DESIGN (LRFD) PROCEDURE WITH THE FOLLOWING ASSUMPTIONS:
NO HYDROSTATIC PRESSURE
UNIT WEIGHT OF SOIL (γs) = 120 PCF

| REV. | DESCRIPTION | BY | MM/DD/YY | CHK'D |
|---|---|---|---|---|
| 6 | REV. MAXIMUM COVER HEIGHTS | RWD | 01/11/17 | |



**TRENCH INSTALLATION DETAIL (HP STORM)**

DRAWING NUMBER: STD-101D

ADS
ADVANCED DRAINAGE SYSTEMS, INC.
4640 TRUEMAN BLVD
HILLIARD, OHIO 43026

| | |
|---|---|
| DRAWN BY: | JAB |
| DATE: | 01/29/09 |
| CK'D BY: | |
| SCALE: | NTS |
| SHEET | 1 OF 1 |