

## REQUEST FOR BIDS

### TOWN OF RUTLAND SEWER/CULVERT CLEANING AND INSPECTION SERVICES

The Town of Rutland is requesting bids from businesses (“Contractor”) to provide sewer/culvert cleaning and inspection services in Rutland Town, Vermont as outlined in the attached Bid Sheet.

In order to be considered responsive to this bid, each proposal will conform to the following requirements:

1. Submit two (2) completed copies of the Bid Sheet in a sealed envelope as described in the attached scope of work.
2. Clearly indicate the following information on the outside of the sealed envelope or package containing the Bid:

Name and address of the prime contractor  
Envelope contents (e.g., Bid Documents)  
Project name: “Sewer/Culvert Cleaning and Inspection”

If any of the above requirements are not met, the bid will not be considered.

Prior to beginning any work, the Contractor shall obtain Insurance Coverage. The certificate of insurance coverage shall be documented on forms acceptable to the Town. The Town shall be an additional named insured on the Contractor’s insurance. The Contractor is responsible to verify that:

1. All subcontractors, agents or workers meet the minimum coverages and limits plus, maintain current certificates of coverage for all subcontractors, agents and workers.
2. All work activities related to the agreement shall meet minimum coverages and limits.
3. Minimum coverages are:
  - Workmen’s Compensation - \$100,000.00
  - General Liability with limits of \$500,000 bodily injury
  - Property Damage Liability with limits of \$100,000
  - Automobile Liability Bodily Injury Policy with combined limits bodily injury and property damage of \$600,000

No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Contractor for the Contractor's operations. These are solely minimums that have been developed and must be met to protect the interests of the Town.

All bids become the property of the Town upon submission.

The cost of preparing, submitting and presenting a bid is the sole expense of the bidder. The Town reserves the right to reject any and all bids received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel this request for bids in part or in its entirety if it is in the best interests of the Town. This solicitation of bids in no way obligates the Town to award a contract.

The Town of Rutland considers illness and injury prevention of primary importance in all phases of its operations and administration. It is the objective of the Town to provide a safe and healthful environment for all its workers and guests. For this reason, the Town insists upon strict compliance with OSHA safety standards and environmental regulations. All consultants/contractors/vendors must be in compliance with all applicable laws and regulations including proper use of personal protective devices, trench protection, lockout/tagout procedures, confined space entry, and scaffolding assembly.

Contractors shall erect and maintain all necessary safeguards for such safety and protection. It shall be the duty and responsibility of all contractors and their respective subcontractors to be familiar with and comply with 29 USC Section 651, et seq., the Occupational Safety and Health Act of 1970, as amended (“OSHA Act”) and to enforce and comply with all provisions of this Act. If the Town observes any situations which are in violation of this requirement, the Contractor will correct the violation immediately at their own expense. Work may not continue until the violation is corrected. If the Town observes repeated violations, the Town will consider this a breach of contract and may terminate the contract between the Town and the Contractor without liability. The Contractor will be paid for work completed, and the Contractor will be responsible for paying any fines incurred by the Town because of actions of the Contractor.

All questions related to this Request for Bids shall be directed to Dave Sears at (802) 773-8128. Other than very routine questions, all questions will be answered in writing and distributed to all prospective bidders.

# BID SHEET

## TOWN OF RUTLAND SEWER CLEANING AND INSPECTION SERVICES

January 1, 2024 – December 31, 2024

The Town of Rutland is requesting bids from businesses (“Contractor”) to provide sewer/culvert cleaning and inspection services in Rutland Town, Vermont. The selected Contractor will be hired to perform various cleaning and inspection services throughout the fiscal year on an as needed basis. **To assist the Contractor, the Town will uncover buried manholes, provide traffic control and signs when necessary, provide a materials disposal site, and assist with hydrant connections to fill water tanks.** The Contractor will provide a digital record of any sewer inspections to the Town.

The capabilities of the cleaning and inspection crews and equipment will also be a consideration in the award of this bid. Please provide as many details as possible in the description of these capabilities. Bidders may attach informational flyers and other information that may be helpful in describing the capabilities of a crew and equipment.

Item	Price/8 hr day	Description of Capabilities
Sewer/Culvert Cleaning	\$	
Sewer Inspection	\$	

COMMENTS:

The undersigning hereby states that he/she read and understands the accompanying, Request for Bids, Specifications, and Bid Sheet, and submits his/her quotation accordingly.

Name of Firm \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name and Title \_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_

Date \_\_\_\_\_

Town of Rutland: Bid is accepted once an authorized representative signs below

Name and Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_