

**REQUEST FOR PROPOSAL
TOWN OF SOUTH HERO
SALT SHED PROJECT**

PROPOSAL SUBMISSION DEADLINE: August 8, 2024

QUESTION SUBMISSION DEADLINE: August 8, 2024

Questions may be submitted in written form to:

Contact Name: Town of South Hero ATTN: Sue Arguin

Contact Address: Po Box 175

South Hero VT 05486

Telephone Numbers: 802-372-5552 Ext 5

Email Address: townadmin@southhero.vt.org

INTRODUCTION

South Hero invites and welcomes proposals for their Salt Shed project. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PREPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S)- NO EXCEPTIONS.

PROJECT AND LOCATION

The project associated with this RFP is or shall be located at 286 Rte. 2, South Hero, VT next to the Highway Garage. The Town of South Hero is soliciting bids from interested parties for the ~~LABOR ONLY~~ to construct knee walls, install roof trusses and once completed to install the metal sheathing on the roof and walls. Included all applicable framing as per plan that can be picked up at the Town Office or viewed on the Town of South Hero's website.

PROJECT OBJECTIVE

The objective and goal for this project is to construct with materials the knee walls, install roof trusses and metal sheathing on the roof and walls of the new salt shed per the designed plan that can be picked up at the town office or on our website.

Town of South Hero reserves the right to cancel, suspend and or discontinue any proposal at any time, without obligation or notice to the proposing Bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

1. Bidder's Name
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g. sole proprietor, partnership, corporation)
5. Date of Bidder's Company was formed
6. Description of Bidder's Company in terms of size, range and types of services offered and clientele.
7. Bidder's Federal Employee Identification Number
8. Proof of Insurance
9. Evidence of legal authority to conduct business in the State of Vermont (e.g. business license number).
10. Evidence of established record of accomplishment for providing services that are the subject of this proposal.

PROPOSED OUTCOME

Summary of timeline and work to be completed.

COST PROPOSAL SUMMARY AND BREAKDOWN

1. A detailed list of all expected costs or expenses related to the proposed project.
2. Summary and explanation of any other contributing expenses to the total costs.
3. Summary of the total cost of the proposal.

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TOWN OF SOUTH HERO, VT
SALT SHED PROJECT

South Hero invites and welcomes proposals for their Salt Shed project. The location is located at 286 Rte. 2 in South Hero, Vt next to the highway garage. The proposal is to construct knee walls, install roof trusses and once completed install the metal sheathing on the roof and walls. Included all applicable framing as per plan that can be picked up at the Town Office or viewed on the Town of South Hero's website. The milestone for the project to be fully completed is between October 15 – November 1, 2024. All proposals must be received by August 8, 2024 @ 4:30PM for consideration in the project proposal selection process. There is a proposal selection criterion which also can be picked up at the town office or emailed to any interested party. If you are interested, please contact Sue Arguin/Town Administrator at townadmin@southherovt.org or call her at 802-372-5552 Ext.5.