**TOWN OF HANCOCK**

**P.O. BOX #100**

**HANCOCK, VERMONT 05748**

**TELEPHONE (802)-767 - 3660**

**PROSPECTUS FOR TUCKER BROOK RD.**

**DITCH CLEANING/SHAPING AND STONE LINING**

**REVISED 4-26-20**

**Insurance Requirements:** The Town of Hancock requires that all Contractors or Persons working for the Town of Hancock carry a General liability Policy of no less than One million Dollars ($1,000,000.00) **with the Town of Hancock being an additional Insured.** Any Contractor or Persons working for the Town of Hancock having Employees must provide the Town of Hancock with a Certificate of Worker’s Compensation meeting all State of Vermont and Federal Statues. **All Insurance Certificates must be on file with the Hancock Town Clerk** **before work is to begin.**

**Additional Requirements:** The Town of Hancock requires that any Vehicle exceeding the twenty four thousand pound weight limit (24,000) with or without load, obtain an overweight permit. The Town of Hancock has restrictions on its roads and obtaining this permit is the only way to operate legally on the Hancock Road System.

**Additional Requirement:** The Town of Hancock requires that all construction sites be properly warned with the correct signage and cones.

**Additional Requirement:** The Town of Hancock requires the Contractor to provide an onsite human waste disposal unit for the Contractor’s employees if the proposed job is to take more than one day.

**Additional Requirement:** The Town of Hancock requires that the Contractor provide Traffic control as needed.

**Contractor Responsibilities:** Furnish all Equipment, Materials, Insurances, Labor and Knowledge necessary to complete the project described herein within the timeframe allowed.

**Town of Hancock’s Responsibilities:** Direction so the herein described project can be completed in the timeframe allowed.

**Location:** The worksite is located 0.9 miles north on Tucker Brook Rd from the entrance of the road off of Route 125 in Hancock. The area to receive ditch work is on the left side and runs for 275 feet. The worksite is currently marked by stakes with marking tape.

**Materials:**

1. 7” Erosion Stone (Quantities to be determined by contractor based on drawing provided by the Town of Hancock)
2. 1 ½” Clean Stone NO FINES (Quantities to be determined by Contractor based on drawings provided by the Town of Hancock)
3. Hydro seeder. The Town of Hancock requires that all bare ground including the area provided for the waste materials from the ditch cleaning be Hydro seeded with a Contractor’s Mix.

Description of Work:

1. Contractor will clean and shape the ditch area. At a minimum, the Town of Hancock would like the base width to be 3’ not 2’. The depth of the ditch should be 5’ at the center line with the base of the Tucker Brook Road as a completion height. All stone must be 6” below the edge of Tucker Brook Road. **(Contractors: all waste material going to dump site** **must be free of large rock, brush, trees and stumps. It will be the Contractor’s responsibility to remove anything that will not be dumped in the Waste Material area. The Waste Material area is to be leveled off and sloped so it can be Hydro Seeded). The Waste Material area is located at the end of Windigo Road on the right hand side where the Town currently turns around. We have permission to enlarge that turn around.**
2. Once the ditch has been cleaned and shaped the Contractor will place the 1 ½” clean stone in the ditch, keeping the road side 6” below the side of the road. The bank will have the same height requirement. Additional amounts of stone may be needed. This will depend on the grade of the bank side. This additional stone will be considered an extra and will be authorized at the time the work is beginning. **Contractors - we will not be using Filter Fabric in the ditch the 1 ½” stone is replacing the Fabric.**
3. The seven inch ditch stone to a minimum depth of 2’ across the base width then stoning the side slopes of the ditch to the required height.

**Extra’s:**

1. The Materials listed are estimates only and may require additional amounts. In the event this happens, prior approval must be given by the Road Commissioner or the Select Board Chair at which time an agreed upon price will be reached for additional service and materials.

**Resolution of Disputes:** The Town of Hancock and the winning Contractor agree to hire an independent Arbitrator to settle any and all disputes that may arise. . Both parties will share the expense of an Arbitrator equally.

**ALL WORK SHALL BE COMPLETED FOLLOWING ALL STATE GUIDELINES REGARDING SOCIAL DISTANCING PER THE ORDERS OF THE GOVERNOR OF VERMONT.**

**MANDATORY HEALTH & SAFETY REQUIREMENTS:**

* Employees and contractors shall not report to, or be allowed to remain at, work or a job site if sick or symptomatic (with fever, cough, and/or shortness of breath).
* All employees and contractors must observe strict social distancing of 6 feet while on the job.
* Employees and contractors must wear non-medical cloth face coverings (bandanna, scarf, or non-medical mask, etc.) over their nose and mouth when in the presence of others. This would essentially be any time they are outside their vehicle and working.
* Employees and contractors must have easy and frequent access to soap and water or hand sanitizer during duration of work, and handwashing or hand sanitization should be required before entering, and leaving, job sites.
* All common spaces and equipment, including bathrooms, field offices, frequently touched surfaces and doors, tools and equipment, and vehicles must be [cleaned and disinfected](https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html) at the beginning, middle and end of each shift *and* prior to transfer from one person to another.
* No more than 2 people shall occupy one vehicle when conducting work.

**Warranty of work performed:** Contractor will guarantee work performed to the full satisfaction of the Hancock Road Commissioner and the Hancock Select Board for a period of not less than one full year (12months) from the date of the final inspection. This guarantee shall cover all workmanship and any materials the Contractor supplied. In the event of a failure in any of the workmanship or materials, the Contractor will, at their expense, replace or redo any part that has failed and any other damages that may have occurred because of that failure.

This project will be overseen by the Hancock Road Commissioner all inquiries are to be directed to the Road Commissioner (Dan Perera 802-767-4851). If, for some reason, the Road Commissioner is unavailable, you may direct your question to the Hancock Select Board Chair (Monica Collins 802-767-3570).

**We have tried to be as through as possible in writing this prospectus however we understand**  **that there will be questions that can only be answered at the showing. THE SHOWING IS MANDATORY**

**Project Showing: There will be a mandatory** **project showing at 9am May 2 at the work site.**

**Project completion date: June 19th, 2020**

**Bid opening: \_Tuesday, May 12\_ at 6:00 PM at the Hancock Town Clerks office.**

**Bids can be hand delivered to the Hancock Town Clerk’s office for drop off in the outside drop box or Bids can be mailed so long as they are received any time before bid opening has begun. All Bids must be in a sealed envelope marked, Grading Town of Hancock. No Bids will be accepted after the opening has begun.**

**No bids will be accepted by the use of e-mail.**

**THE TOWN OF HANCOCK RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS. By order of the Hancock Select Board**

**BID AND SIGNATURE SHEET FOR HANCOCK ROAD PROJECTS**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SUBMITTS THE FOLLOWING BID BASED ON THE

PROSPECTUS PROVIDED BY THE TOWN OF HANCOCK. IT IS FUTHER UNDERSTOOD THAT BY SUBMITTING THIS BID I/WE AGREE TO ALL THE TERMS DESCRIBED HEREIN. IT IS FURTHERMORE UNDERSTOOD THAT CONSTRUCTION PROJECTS HAVE MANY VARIABLES AND EXTRAS AND CHANGES MAY BE MADE AS THE PROJECT PROCEEDS. WE AGREE TO WORK WITH THE TOWN OF HANCOCK ON ALL CHANGES. WE FURTHER AGREE THAT ALL CHANGES WILL BE AGREED TO IN WRITING BEFORE ANY WORK IS TO PROCEED.

BID SUBMITTED:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Tucker Brook Road Ditch Cleaning/Shaping Project.

SIGNATURES OF COMPANYS AUTHORIZED AGENTS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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THE TOWN OF HANCOCK HEREBY ACCEPTS THE BID SUBMITTED BY:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ON \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ THE HANCOCK SELECT

BOARD AGREES TO THE TERMS STATED WITHIN THIS PROSPECTUS AND FURTHER AGREES

THAT THE ABOVE NAMED COMPANY MAY BEGIN WORK AS STATED WITHIN.

HANCOCK SELECT BOARD: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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DATED:\_\_\_\_\_\_\_\_\_\_\_\_\_\_