

**TOWN OF CHARLOTTE
REQUEST FOR BIDS and BID FORM
TO REMOVE POTENTIAL HAZARD ROADSIDE ASH TREES
LAKE ROAD FROM THOMPSON'S POINT ROAD TO FERRY ROAD
Issued: March 12, 2019**

REQUEST FOR BIDS

Project Description

To remove potential hazard ash trees from the roadside of Lake Road from Thompson's Point Road to Ferry Road (see spreadsheet).

Deadline for Bid Submission: 6:00 PM April 8, 2019. Please see below for bid submission information.

Bid Opening: 6:00 PM April 8, 2019 at the Charlotte Town Hall

Tax Exempt Status: The Town of Charlotte is exempt from State of Vermont sales tax.

Bid Selection:

- The Selectboard intends to select a contractor at its meeting on April 8, 2019.
- The town reserves the right to select any bid for any reason, and to reject any or all bids wholly are in part, to waive any informalities or immaterial irregularities therein, to accept any proposal even though it may not be the lowest cost, to call for rebids, and to make an award which in its sole and absolute judgement will best serve the Town's interest.

Schedule: All cutting and clean-up is to be completed by May 31, 2019

Payment Schedule

- to be paid upon the completion of work and written acceptance of the Town

Site Visit: A site visit for contractors shall be held on [DATE] at [TIME] at the intersection of Lake and Thompson's Point Road.

Insurance

Prior to starting work the selected bidder will be required to provide a Certificate of Liability Insurance with liability coverage of no less than \$1,000,000 per occurrence and \$1,000,000 per aggregate, naming the Town of Charlotte as an additional insured. The Certificate must also include Workers Compensation Insurance, unless the selected bidder has no employees, in which case a Non-Employee Work Agreement and a Liability Hold-Harmless Agreement will need to be signed.

Bid and Project Specifications

The project includes removing and disposing of all ash trees greater than 6” diameter at breast height (DBH) along Lake Road from Thompson’s Point Road to Ferry Road:

- The attached spreadsheet (see appendix) shows a tally of trees to be removed in 0.10 mile increments starting from Thompson’s Point Road proceeding north to Ferry Road.
- Trees will be marked prior to cutting, but not necessarily prior to the deadline for bid submission.
- The following chart shows the number of trees by diameter class that are to be removed:

Size Class	#
6-12"	156
12+"	105
Totals > 6"	261

- Ash trees less than 6” DBH are not part of this contract, but may be removed at the discretion of the contractor. This may be desirable to clear a felling area, to clear a zone for chain saw operators, to create space for stacking logs, or other purposes.
- One of the trees to be removed is on private property just outside the right of way. Trees within the electric utility right of way are outside the scope of this project. Some trees that lean away from the road and that will not pose a threat to the road when dead may be omitted from the project and these will not be marked for cutting.
- The contractor will be responsible for traffic control and must have Vermont State certified traffic controllers on duty at the time of cutting.
- The Town of Charlotte will be responsible for contacting landowners and advising them of the cutting.
- Native trees and shrubs in the cutting area must be protected from damage as much as reasonably possible. The town will rely primarily on natural regeneration to replace ash trees. To that end native trees and shrubs within the cutting area will be preserved through directional felling and careful positioning of harvesting equipment. The Town recognizes that some loss of regeneration is unavoidable, but this loss should be minimized.
- Incidental removal of invasive woody plants such as buckthorn and honeysuckle is allowed and encouraged, but not required.
- Tree tops are to be chipped. “Tree tops” are defined by the point on the tree trunk where secondary stems emerge to form the tree crown. Cut and stacked branches greater than 6” in diameter may be left on site at the discretion of the contractor.
- Stumps must be cut to less than 6” from the ground as a safety measure to minimize damage in case of vehicle collision.
- The contractor must ensure that no debris is left on site where it might block ditches or in any way impede road crews from regular maintenance practices such as ditch clearing or grading of gravel roads.
- Logs are to be left on site and stacked or placed in an orderly manner outside of the town highway right-of-way where practicable.
- Any logs left on site as part of this contract must not impede passage of motorists, pedestrians, or bikes and must be staged outside of the paved or finished road surface.

- Chipped material will be either taken to nearby landowners if requested, or will be deposited at the site of the old flea market off Route 7 just south of the West Charlotte town center. Land owner requests for chips will be processed through the Town Administrator or the Tree Warden and the approved requests will be communicated to the contractor.
- Bids will have two components:
 1. Cost for completing the cuttings within the entire project area.
 2. The area that can be covered with \$10,000 starting from Thompson's Point Road. The bidder will identify the end point as measured in 0.10 mile increments starting from Lake Road that can be covered with this sum.

Appendix

LAKE ROAD ASH TREE TALLY				
Measured from Thompson's Point Road North to Lake Road in 1/10th mile increments				
		East side	West side	Total
To 0.1 mi.	6-12"	12	4	16
	12+"	8	6	14
0.2	6-12"	17	16	33
	12+"	6	8	14
0.3	6-12"	17	19	36
	12+"	6	15	21
0.4	6-12"	24	16	40
	12+"	23	18	41
0.5	6-12"	1	0	1
	12+"		0	0
0.6	6-12"	0	0	0
	12+"	0	0	0
0.7	6-12"	0	3	3
	12+"	0	1	1
0.8	6-12"	7	14	21
	12+"	2	8	10
0.9	6-12"	0	3	3
	12+"	0	2	2
1	6-12"	0	2	2
	12+"	2	0	2
1.1	6-12"	0	0	0
	12+"	0	0	0
1.2	6-12"	1	0	1
	12+"	0	0	0
Totals		126	135	261
	6-12"			156
	12+"			105

BID FORM

Please provide the following information:

Name of Contractor: _____

Contractor's mailing address: _____

Contractor's phone number: _____

Contractor's e-mail address: _____

Quote for entire project area: \$ _____

End point achievable with \$10,000:- _____

Number of working days required to complete the job: _____

Please provide the name and phone number for three references:

- 1. _____
- 2. _____
- 3. _____

Signature of Contractor

By signing this Bid Form, you are certifying that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that you are competing solely on your or your firm's own behalf without connection with or obligation to any other person or firm.

Signature: _____ Date: _____

Bid Submission: Bids are to be sealed and marked "REMOVAL OF POTENTIAL HAZARDROADSIDE ASH TREES AT LAKE ROAD" and mailed to: Charlotte Selectboard, Attn: Town Administrator, P.O. Box 119, Charlotte, VT 05445 or delivered by hand to the Town Administrator, Charlotte Town Office, 159 Ferry Road, Charlotte.

Town Contact

Questions may be directed to Dean Bloch, Town Administrator at 425-3071 ext. 5 or dean@townofcharlotte.com.

TOWN OF CHARLOTTE

**ADDENDUM TO
REQUEST FOR BIDS
TO REMOVE POTENTIAL HAZARD ROADSIDE ASH TREES
LAKE ROAD FROM THOMPSON'S POINT ROAD TO FERRY ROAD
Issued: March 27, 2019**

The following edits were made to the Request for Bids issued March 12, 2019:

1. Lake Road can be closed to facilitate tree removal from the first driveway north of Thompson's Point Road to Island Farm Road, between 8 a.m. and 3 p.m. Proposed date(s) of closure must be requested by the selected contractor at least two weeks in advance of the cutting date to enable the Selectboard to authorize the road closure. Once dates are approved, the Town Administrator will notify the Postal Service and Charlotte Central School and the Road Commissioner will post notices of the closure at the northern and southern ends of the closure area.
2. Logs do not need to be stacked; but they must be set out of the roadway so as not to impede passage or create a safety issue for motorists, pedestrians, or bicyclers
3. The selected contractor may remove wood for their own use or to sell if landowners don't want the logs cut from trees on their property, provided the selected contractor has first contacted landowners to allow landowners to claim the logs.
4. The site(s) for bringing wood chips not wanted by property owners may be at locations other than the former flea market on Route 7—however, they would be approximately the same distance or less from Lake Road. The site(s) will be provided by the Town.
5. The trees to be cut will be marked on March 30th to facilitate accurate estimation of costs. The timeframe for tree removal is extended to June 30th.