

Request for Bids (June 27, 2024 Deadline): Request for Proposals for a Scoping Study for Connecting the Lamoille Valley Rail Trail and the Downtown core of the Town of Johnson, VT

The Town of Johnson, Vermont, is seeking qualified applicants for a scoping study that identifies options to connect the Lamoille Valley Rail Trail to the Village Center. The Town has identified a likely connection via Railroad Street but is open to other possibilities.

NATURE OF SERVICES REQUIRED: The expected Scope of Work should include (but need not be limited to): Public Outreach (to include at least three public meetings for which attendance must be tracked), Administration (meeting documentation, community correspondence, etc.), Research (identify rights of way, needed permits, traffic analysis, land use issues, etc.), Design (routes, construction estimates, possible alternate proposals), and a Final Report (document including summary of all scope items). The essential deliverables are:

- Three public meetings with attendance counts
- Produce designs and maps of route alternatives with a principal focus on Railroad Street.
- A Final Report with an optimal route proposal and a construction cost estimate (inclusive of permits and related costs/issues listed above)

APPLICATION REQUIREMENTS: Interested parties shall submit applications to demonstrate their qualifications, competence and capacity to perform the work.

The application shall provide the necessary information in the following sequence:

- Background: A brief resume of professional experience.
- Proof of insurance.
- References for similar engagements with other government entities. Describe up to five of the most significant jobs performed in the last five years that are similar to the work described in this opportunity. Describe the scope of the work and provide the name, telephone number and any online contact information for the client contact.

EVALUATION CRITERIA: The final selection of a contractor will be based on criteria including technical qualifications, efficient use of available funds, proposed work schedule, and clear ability to make deliverables. There is no expressed or implied obligation on the part of the Town of Johnson to reimburse responding applicants for any expenses incurred in preparing or presenting applications in response to this request. The Town of Johnson reserves the right to retain all the applications and to use any ideas in an application regardless of whether the application is selected. Submission of an application indicates acceptance by the applicant of the conditions contained in this document, unless clearly stated to the contrary and specifically noted in the application submitted and confirmed in the contract between the municipality and the selected applicant. The Town of Johnson reserves the right to accept or reject any candidate, at their sole discretion, and to award a contract based solely on their determination of the best application considering all the circumstances.

SUBMISSION: Candidates must submit a brief resume, references, and estimate, and all other required documentation **by June 27, 2024** (see APPLICATION REQUIREMENTS above) to:

Johnson Town Administrator, PO Box 383, Johnson, VT 05656

Or to: tojadministrator@townofjohnson.com

The Town of Johnson reserves the right to reject any or all applications. During the evaluation process, the Town reserves the right, where it may serve in the Town's best interest, to request additional information or clarification from applicants. At the discretion of the Town, applicants may be requested to make oral presentations as part of the evaluation process.

QUESTIONS REGARDING THE RFP: Please direct all questions regarding this opportunity to: Randall Szott, Community and Economic Development Specialist for the Town of Johnson:
ceds@townofjohnson.com.