



TOWN OF WINHALL
VERMONT

115 Vermont Route 30
Bondville, VT 05340

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townadmin@winhall.org
www.winhall.org

Request for Proposals ~ Electronics Storage Shed

November 9, 2017

Introduction

The Town of Winhall is seeking proposals from qualified contractors for the construction of a roof and walls on the existing concrete foundation of the Transfer Station Electronics Storage Shed. The existing Transfer Station is located at 66 Old Town Road in the Town of Winhall.

Project Summary

The project consists of constructing 9' tall walls on top of the concrete foundation measuring 30' long by 24' wide. The walls are poured concrete measuring 6'5" high. There will be a 14' x 14' garage door opening on one end, which currently has 5' poured concrete returns on each side of the opening. T1-11 siding should be used in red color. Trusses should be engineered with a 6 - 12 pitch and 18" overhang on all sides. Plywood on the roof should be papered or zip system to eliminate condensation. Roof should be metal in green color.

Any questions should be directed to Facilities Manager, Scott Bushee, at: transfer@winhall.org .

Responses to this Request for Proposals should consist of:

- 1) A letter expressing interest in working with the Town of Winhall on the project.
- 2) Identification of key personnel assigned to the project and qualifications relevant to the project.
- 3) List of subcontractors for this project.
- 4) A description of the proposal, including detailed drawings/plans, a description of the approach to be taken toward completion of the project, a proposed schedule that indicates project milestones and overall time of completion, and any insights into the project gained as a result of developing the proposal.
- 5) Proposed fee structure with detailed explanation of projected milestones and billing frequency.
- 6) Proof of Workers Compensation insurance and Professional Liability insurance.
- 7) Any other information applicable to the project.

Period of Performance

Work shall commence upon the date that contracts are fully executed, and work shall be completed no later than June 30, 2018.

Submissions

Proposals from interested parties must be received by the Winhall Town Administrator no later than **1:00PM on Monday, December 18, 2017**. Submissions must be e-mailed to townadmin@winhall.org. Contractors are responsible for confirming receipt of proposals by the Town of Winhall. Proposals will be evaluated based upon the contractor's experience, background, and ability to perform the requested services at an affordable price. Cost will not be the sole determining factor in the award of this contract. The Town of Winhall reserves the right to reject any proposal that does not meet the criteria specified in this RFP, is received after the deadline, or is not complete.

E-Mail all submissions to:

Lissa Stark, Winhall Town Administrator
115 Vermont Route 30, Bondville, VT 05340
E-Mail: townadmin@winhall.org
Website: www.winhall.org