

## Edward Farrar Utility District

### Request for Proposals

#### VT Route 100 Water Main Extension Archaeological Resource Assessment (ARA)

Edward Farrar Utility District (EFUD) is inviting proposals for an Archaeological Resource Assessment (ARA) for the proposed VT Route 100 Water Main Extension project. Please submit your proposal to [bwoodruff@waterburyvt.com](mailto:bwoodruff@waterburyvt.com) by **March 19, 2025**.

#### **Project Background**

The water main extension project will serve mostly existing commercial/industrial land owners along VT Route 100 from the Waterbury Veterinary Hospital north to Ivy Computer (approximately 2300 feet), commercial properties along Mc Neil Road (approximately 500 feet) and along the cross country portion of the project residential properties including the East Wind Trailer Park (approximately 3000 feet). Many of the existing on-site water systems exhibit both hydraulic capacity limits and water quality issues. This project will extend the existing EFUD water distribution system to address/correct these private existing water system's problems. A simple overview of the water line route begins with the cross country portion running from Guptil Road generally westerly to VT Route 100 near the McNeil Road. The proposed cross country route crosses the abandoned Stowe-Waterbury Electric Railroad track bed. The railroad stopped operation in 1933. When the new water main reaches VT Route 100 the new water main splits and goes north toward Howard Avenue and south on VT Route 100 to just past east Wind Drive. Attached to this RFP is a site plan of the entire project area.

#### **Project Deliverables**

An Archaeological Resource Assessment (ARA) Report based on the 2017 Guidelines for Conducting Archaeology in Vermont developed by the Vermont Division for Historic Preservation (DHP). Based on the results of the ARA the DHP may determine that more information is needed from the project area. In this case the Contractor will complete a Phase 1 investigation. The ARA Report will only cover the McNeil Road and cross country route. An archeological and historical preservation review of VT Route 100 from Waterbury to Stowe was conducted as part of the VTRANS Waterbury-Stowe STP 2945(1) project. No archeological or historic preservation issues were found on the portion of VT Route 100 in the area of the VT Route 100 Water Main Extension project.

#### **Timeline**

Please send your proposal to Bill Woodruff, Public Works Director by March 27, 2025. All proposals must be submitted via email in **pdf** format to Bill Woodruff @ [bwoodruff@waterburyvt.com](mailto:bwoodruff@waterburyvt.com) no later than 4:00 p.m. on March 27, 2025, using the subject line "VT Route 100 Water Main Extension". Evaluations will be completed by and all respondents will be promptly notified by April 1, 2025.

EFUD expects that the project deliverables included in your proposal be complete June 27, 2025, or subject to a timeline agreed upon by EFUD and the chosen firm.

### **Submittal**

All proposals must include the following information:

- Proposals must clearly address each of the selection criteria identified in this RFP.
- A detailed scope of work describing how the deliverables will be met. Specific tasks need to be thoroughly described.
- A complete and detailed deliverables table.
- A schedule identifying major project milestones.
- A statement identifying individuals and related qualifications (i.e. resumes or CVs, or links to websites with this information) of those who were involved in the preparation of the proposal as well as a single point of contact.
- A detailed description of the organization's experience with similar assessment work, including examples of past work.
- A description of any tasks that will be subcontracted, including the names of possible subcontractors.
- A cost breakdown sheet in response to the scope of work:
  - Itemized breakdown of labor/equipment rates;
  - Estimated hours, materials, subcontractor costs (if applicable) per item;
  - Cumulative total of direct expenses.
  - The project budget should be divided into two categories ARA and Phase 1 Assessment.
- Proposed schedule assuming a Start date of April 8, 2025 or other start date agreed with EFUD.
- Confirmation that firm carries Workers Compensation Insurance and Liability and Property Damage Insurance.

### **Type of Contract**

EFUD anticipates that, if a contract is entered into as a result of this RFP, it will be a fixed price contract for the tasks identified in the Scope of Services.

### **Selection Criteria**

Proposals will be reviewed by EFUD staff members. Selection will be based on the following criteria:

- Documented experience with Archeological Resource Assessments and Phase 1 in Vermont.
- Cost effectiveness and thoroughness of the proposal.
- EFUD reserves the right to amend, modify or withdraw this RFP and require supplemental information from candidates.