

## **Town of Alna Request for Proposal to Complete Ditching, Grading, and Culvert Replacement on the Unpaved Portion of Hollywood Boulevard**

The Town of Alna is accepting bids for grading and ditching along both sides of Hollywood Boulevard in Alna (approximately 5808 feet/1.1 miles, total road length). Work to be performed within 60 to 90 days of award. The successful bidder shall furnish all labor and equipment required to conduct all work satisfactorily, safely, and in accordance with the specifications below. (Materials to be purchased separately by the Town of Alna.)

Questions should be addressed by email to [alnaclerk@gmail.com](mailto:alnaclerk@gmail.com). Answers and any required updates or corrections will be posted to the "Requests for Proposals and Bids" menu on the Town website. Contractors are encouraged to check for such updates prior to submitting final bids.

Proposals will not receive consideration unless submitted in accordance with the following instructions for Bidders.

Please submit your sealed proposal marked: **Hollywood Boulevard Grading and Ditching** to the Town by noon, **June 1, 2023**. Late bids will not be considered. Bids will be opened during the regular select board meeting on **June 1, 2023**, at 6:00pm at The Alna Town Office, 1574 Alna Road, Alna, Maine, 04535. The Select Board will render its award decision at its next regular meeting on **June 15, 2023**. The Town reserves the right to accept or reject any or all proposals in whole or in part and to waive any informality the Town may determine necessary. The Town also reserves to itself the exclusive right to accept any proposals when it is deemed by the Town to be in its best interest.

The Contractor shall have and maintain liability insurance that is in force until the work is completed and accepted by the municipality with the limits specified below, with the Town of Alna listed on each as an Additional Insured:

- Certificate of Insurance with general liability coverage with limits no less than \$1,000,000; automobile insurance with limits no less than \$1,000,000, and
- Workers' compensation coverage in accord with State of Maine laws in effect

The Contractor shall furnish, to the municipality, certificates of insurance policies described above prior to commencement of work, and within two weeks of notice to the Contractor of the acceptance of its offer. The failure to provide this certificate will constitute a breach of the Contract and may, in the discretion of the municipality, result in termination of the Contract. The Contractor shall furnish to the Municipality a copy of an insurance policy prior to commencement of work, and within one month of notice to the Contractor of the acceptance of its offer.

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Municipality, and its agents, and employees against all claims, damages, losses, and expenses, including, but not limited to, attorneys' fees arising out of or resulting from the performance of the work regardless of standard of care. This indemnification extends to all costs and all attorneys' fees incurred by the Municipality.

The Municipality shall have up to a maximum of 30 days from date of bid opening to accept an offer.

Each bid should include the following:

- Firm fixed price to remove and replace six existing culvert pipes (three metal and three plastic, whose locations have been marked with white paint and stakes) with 18-inch smooth-bore, plastic culvert pipe to be supplied by the Town of Alna according to the specification, as well as all specified ditching, shoulder, and road grading.
- Firm fixed price for ditching and shoulder work.
- Firm fixed price for delivering and spreading gravel (assuming that gravel is purchased from the Whitefield pit of Crooker Construction, Inc.)
- Total estimated yards of gravel to be purchased by the Town of Alna

## **Ditching, Grading, and Culvert-Replacement Specifications**

### **Scope of Work**

- Beginning at the end of the pavement, approximately 0.4 miles from the intersection with SR-194 (Head Tide Road), and continuing approximately 1.1 miles to the Whitefield Town line (marked with pink flagging tape on both sides of road), establish or re-establish ditches and shoulders, as necessary to achieve and maintain appropriate drainage of water away from the road surface, according to the following specifications.
- Where possible, good quality, relatively clean gravel and stone that may have been pushed into existing ditches should be pulled back into the roadway to minimize the amount of new gravel that will be required to re-establish a crown on the road.
- After ditches and shoulders have been established, apply fresh  $\frac{3}{4}$ -inch-minus gravel, as necessary to re-establish crown, so that road surface slopes 4% to each side. (Gravel to be purchased by Town of Alna, but delivered and applied by contractor.)
- Replace and re-set six existing marked culverts (to be supplied by the Town of Alna) with 18-inch, smooth-bore, plastic pipe so that water on the uphill side is no longer retained, and flows freely beneath the road to the lower side.

### **Shoulder/Ditching Specifications**

- Shoulders will be lower and graded at a slightly steeper slope than the cross-slope of the road to provide positive drainage toward the ditch.
- If possible, all inslopes will be no steeper than 2:1 (Horizontal to Vertical) and all backslopes will be no steeper than 1:1.
- The depth of ditch should be at least 12" below the bottom of the roadway gravel. If the depth of base gravel is unknown, then the ditch should be a minimum of 18" below the shoulder elevation. Care should be given to avoid excessively deep ditches, which could create safety and liability concerns to motorists and/or pedestrians, especially with steep

side slopes.

- All ditches will be shaped with no hard transitions in slopes. The shape of the bottom should be rounded (parabolic) to minimize erosion and water velocities. V-ditches should be avoided.
- The slope of the graded ditch along the roadway should be a minimum of 1%, and never less than 0.5%.
- No gravel or sod berm or windrow will be left between the road and the ditch slope.
- Prior to any grading, the Contractor or Town will contact Dig-Safe toll-free number 8-1-1 or register at [www.digsafe.com](http://www.digsafe.com) and [OKtoDig.com](http://OKtoDig.com) to protect against possible damage. Comments like "I know there's nothing there" are not acceptable. The 72-hour waiting period will be adhered to in ALL CASES, except emergencies.
- All work will be protected by proper work zone devices and procedures. The standards presented in the latest edition of Part VI of the Manual on Uniform Traffic Control Devices (MUTCD) will serve as minimum standards.
- All culverts or obstructions will be flagged or marked prior to grading to ensure no damage to the culverts or equipment.
- All "ditch spoils" will be properly disposed of by the operator in accordance with all environmental considerations. An easement will be obtained to dump excavated material onto private property.
- All work will be performed under the direction of the Road Commissioner or a member of the Select Board.
- All culverts, geotextiles, and erosion control materials will be approved of and/or bought by the Town for use.
- All unstable ditches and slopes will be properly protected against erosion according to current best management practices and State law.