

TOWN of SHARON, Vermont

69 Vermont Route 132

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BID FORM

Town of Sharon, Vermont

Selectboard@sharonvt.net

Due Date: Monday, July 30, 2018 at 3:00 PM

DESCRIPTION OF WORK: Perform assessment of town-owned buildings and prepare building capital improvement plan by October 1, 2018 for Sharon Selectboard.

Unit of Bid:

1. Assessments/Evaluations: Charge per building
2. Preparation of Capital Improvement Plan: Lump Sum

Bidder Contact Information:

Printed Name _____

Business Name _____

Business Address _____

Phone _____ Cell Phone _____

Email Address _____

Website URL (if applicable) _____

Proposed Fees:

Building Assessment Charge:

- | | |
|--|-------|
| 1. 24 VT Rte. 132: Sharon Historical Society (The Green) c. 1850 (1600 sf) | _____ |
| 2. 20 VT Rte. 132: The Gazebo (The Green) c. 1933 (1086 sf) | _____ |
| 3. 69 VT Rte. 132: Sharon Town Offices – c. 1920 (2000 sf) | _____ |
| 4. 79 VT Rte. 132: Old School House – c. 1920 (4055 sf) | _____ |
| 5. 5114 Rte. 14: Baxter Library – c. 1928 (936sf) | _____ |
| 6. 5808 Rte. 14: Sharon Fire Station – c. 1992 (3782 sf) | _____ |
| 7. 6754 Rte. 14: Sharon Town Garage – c. 1990 (3200 sf) | _____ |

Subtotal building assessments: _____

Preparation of Building Capital Improvement Plan (lump sum) _____

Required Attachments to Bid Form:

Please submit the following information as attachments to this bid form:

1. Summary of the skills, qualifications, and years of experience of the person or persons who will be conducting building inspections and preparing the capital improvement plan.
2. A description of 3 relevant projects that you or your employees have completed.
3. Provide 3 professional references connected to the relevant projects listed above, their phone numbers, and their email addresses:
4. Proposed work schedule. Please include a statement as to whether you can meet the target date for deliverables.
5. Certificate of Insurance illustrating the following minimum coverages:

Commercial General Liability Insurance including but not limited to Bodily Injury, Personal/Advertising Injury, Broad Form Property Damage, Products and Completed Operations Liability and Contractual Liability with limits of, at minimal, \$1,000,000 Combined Single Limit for each occurrence.

Statutory Worker's Compensation Insurance and Employers Liability with limits of, at minimal, \$1,000,000 any one occurrence.

Professional Liability Insurance Coverage with limits of \$1,000,000 Each Occurrence and \$3,000,000 annual aggregate.

Signature of Authorized Bidder _____

Date _____