

REQUEST FOR PROPOSALS

CONSULTANT SERVICES

Cabot North Tributary Bridge Replacement Project:

Preliminary and Final Engineering Design, Permitting, and Construction Bid Services

Town of Cabot, Vermont

Proposal Submission Deadline: June 4, 2026

BACKGROUND

Extensive damage occurred to Cabot Village from the July 2023 floods on two tributaries of the Winooski River, referred to as the North and South tributaries. In 2024 and 2025, an alternatives analysis of flood mitigation options was completed using a hydraulic model assembled by SLR Consulting. The Town selected two flood mitigation alternatives to reduce local flood levels and debris clogging – replacing the North Tributary bridge with a larger elevated structure and replacing the twin culvert on the South Tributary with a bridge across Main Street. Conceptual engineering design and cost estimates were completed for these using a FEMA grant.

The Town of Cabot has received a Community Development Block Grant – Disaster Recovery to implement the replacement of the North Tributary bridge in the Village. The project includes elevating several private driveways to provide access to the elevated bridge. A flood bench is proposed upstream of the bridge to catch debris and facilitate cleaning out the bridge during future flooding. Riparian buffer plantings along the North Tributary and mainstem of the Winooski River will take place in the future by others. The revegetation project component is not included in this work scope. A pedestrian walkway on the bridge will be added and is not shown on the conceptual plans.

The Town of Cabot is seeking engineering services for preliminary and final engineering design of the project; identification and acquisition of necessary federal, state, and local permits; and construction bid services. At this time, it is anticipated that the project will be constructed in summer of 2027.

Conceptual engineering design plans and cost estimates and the flood mitigation alternatives report can be accessed on the Town of Cabot website at: <https://cabotvt.us/flood-resiliency-task-force/>

SCOPE OF SERVICES REQUESTED

1. **Preliminary design** of the project that will increase flood capacity and resiliency and simulate the natural channel geometry found in this setting. Prepare an engineer's opinion of probable costs based on preliminary design. Conduct a detour analysis to consider temporary road closure and detour, continued one-lane passage, or a temporary bypass bridge during construction. Attend up to three meetings as necessary with a project team to reach concurrence on preliminary design and cost. Attend one public meeting to seek input on the preliminary design.

2. **Final Design** will include plan view, cross sections, river profile, construction access, traffic management as approved by the Town, construction sequence, water control, sediment and erosion control, structure details, and construction notes. The engineer's opinion of probable cost will be updated.
3. Prepare a **bid announcement and a bid sheet** to advertise the project. Final design and cost opinion will be reviewed by the project team prior to final approval prior to the plans being stamped and sealed by a professional engineer. Obtain approval from the Town on a final temporary crossing design and prepare a list of easements required.
4. **Permitting** will include preparation and submission of necessary federal, state and local permits. Attend one regulator site visit, two virtual meetings, and one local hearing. Gather feedback from regulators and make up to two plan edits to prepare the construction plans.
5. **Timeline** for completion of the tasks. The Town is attempting to complete this project in a timeframe that would allow construction to take place in 2027.

PROPOSAL FORMAT

Responses to this RFP should consist of the following:

- A. A technical proposal consisting of:
 1. A cover letter expressing the firm's experience and interest in working on this project and the strengths your team brings to the project, including identification of the principal individuals that will provide the services requested. Include each person's area of responsibility as well as one-page resumes. Also include the same for any sub-consultants.
 2. A detailed description of the tasks necessary to complete the Scope of Services described above.
 3. A detailed description of costs to complete the Scope of Services as a not-to-exceed cost.

CONTRACT PERIOD

All work on the project should be completed by February 2027 or earlier, unless there are unforeseen delays or circumstances. Project bidding is planned for March 2027.

CONSULTANT SELECTION

Proposals will be evaluated on the following criteria:

1. Qualifications of the firm and the personnel to be assigned to this project and prior experience. (25 points)
2. Clarity and detail of scope of work and costs (75 points)

Optional Interviews: Interviews with respondents to the RFP will be conducted if, in the opinion of the project selection committee, such interviews will aid in the selection of the firm most suited to complete the project. Interviews may be conducted in person, by telephone, or by using other available technologies.

SUBMISSION REQUIREMENTS/RFP SCHEDULE

Proposals must be submitted electronically by 4:00 pm on June 4 to:

Town of Cabot: TC@cabotvt.us

Questions about the RFP should be directed to: Gary Gulka, Cabot Flood Resiliency Task Force, at: gary.gulka@gmail.com and will be accepted until 4:00 pm on May 27.

The Town of Cabot welcomes proposals from minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms.

The Town of Cabot reserves the right to reject any or all proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this RFP as in the best interests of the Town of Cabot. The Town may perform value engineering. This solicitation in no way obligates the Town of Cabot to award a contract.