REQUEST FOR PROPOSAL

Town of Whitingham, Vermont
Whitingham Free Public Library

Project Description:
The Whitingham Free Public Library is seeking bid proposals for a 20'x26' deck addition to the existing structure of the Whitingham Municipal Center in Jacksonville, VT. The deck would occupy the southwest corner of the existing building.

Timeline:
Sealed bids due January 6, 2027 by 5pm. Deliver to Whitingham Free Public Library, 2948 VT Route 100, PO Box 500, Jacksonville, VT 05342.

Site visits required: By appointment, Contact Kristine at (802) 368-7506 or whitinghamvtlibrary@hotmail.com.
Note: Construction must be complete and invoiced by **June 1, 2027**.

Insurance requirement:
The winning bidder will carry, at all times during contract period, Liability Insurance in the minimum amount of $1,000,000 naming the Town of Whitingham as additional insured is required.

A Certificate of Workers' Compensation Insurance is required or a signed waiver.

New Construction:
A 20'x26' deck attached to the southwest corner of the existing structure. The deck shall fill the entire corner of the existing building. A Google map depiction of the site, and full design plans prepared by JC Design Services, Inc. are available on www.whitinghamvt.org/library. Larger copies of the design document are available in the Whitingham Town Clerk's office.

Site Preparation:
The existing site is a grass covered mound with a pile of rocks serving as a stairway for the emergency exit door from the Whitingham Free Public Library (WFPL). The grass will be removed as it will be covered by the deck. The rocks serving as steps will be removed as they will no longer be needed. Install no growth filter fabric and 3" stone as per design document.

Deck:
The deck will be at the same elevation as the existing door from the WFPL to provide level access from the library. The stairs from the deck to the parking area will be ADA compliant as per the design document.

The deck material shall be constructed of composite decking as specified in the design document. The deck railing shall be constructed as specified in the design document.

The Whitingham Free Public Library and the Whitingham Selectboard reserve the right at their sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in their sole and absolute judgment will best serve the library and/or town's interest. The Library and Selectboard also reserve the right to investigate the financial condition of any bidder to determine their ability to assure service throughout the term of the contract. Vendors are encouraged to attend the sealed bid opening.

Please deliver responses and inquiries to:
Kristine Sweeter
Whitingham Free Public Library
2948 VT Route 100
PO Box 500
Jacksonville, VT 05342
(802) 368-7506
whitinghamvtlibrary@hotmail.com