

Agenda
June 14, 2022
Warren Selectboard
6:30 PM
Via Zoom or In Person
Warren Municipal Building

- ✓ 6:30 PM – Public Comment
- ✓ 6:35 PM – Approval of Vermont 100 on 100 Running Relay Race, August 13, 2022– Evan Dolecki
- ✓ 6:45 PM – Dotty Kyle – Approval of Widening existing Driveway for Lot 19 – Dotty Kyle - *Cancelled*
- ✓ 6:50 PM – Cameron Stone – German Flats Curb Cut – Andy Cunningham
- ✓ 6:55 PM – Warren 4th of July – Parking – Susan Klein
- ✓ 7:15 PM – 12X16 Timber Frame Gazebo Contract/Project– Town Green – Dayna Lisaius - *Cancelled*
- ✓ 7:30 PM - Warren Covered Bridge – Project Status – Bid Results- Next Steps
- ✓ 7:45 PM - Warren Falls – Next Steps -Summer Parking
- 7:45 PM - Approval of Minutes of May 24, 2022
- 7:50 PM – Approval of Accounts Payable & Payroll Warrants
- 7:55 PM – Other Business *\$47,959.96 @ 40,354.23*
- 8:00 PM - Executive Session to discuss Real Estate – Warren Conservation Fund

On Going
APRA Funds
Town Garage
Warren Falls
VHB Village Traffic Project – 6/8/2022 – Per Bob Email – Nothing to Report
Bike Racks – Estimated Ship Date 6/2/2022
Bleachers – Estimated Ship Date 6/30/2022
Housing Coalition Request – Selectboard Summit – Bob Ackland

Join Zoom Meeting

<https://us06web.zoom.us/j/88415153648?pwd=MmVJU0RTOHBWamtsQ0xCdFh0RU15Zz09>

Meeting ID: 884 1515 3648

Passcode: 235156

One tap mobile

+13126266799,,88415153648#,,,,*235156# US (Chicago)

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Dial by your location

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Meeting ID: 884 1515 3648

Passcode: 235156

Minutes of June 14, 2022
Warren Selectboard
Warren Municipal Building
VIA Zoom & In Person
6:30 PM

Members Present: Luke Youmell, Chair, Andy Cunningham, Vice Chair, Bob Ackland, Camilla Behn (via Zoom), Devin Klein Corrigan.

Others Present: Perry Bigelow, Cameron Stone, Erika (VR), Susan Klein, Evan Dolecki, Sam (TV 44/45) & Cindi Jones.

6:30 PM – Public Comment – None

6:37 PM – Road Use Approval for the 100 on 100 Relay Running Race – Evan Dolecki – Mr. Dolecki came to the board to get approval to use the roads for this year’s 100 on 100 Running Race. He said there were a few changes. In Warren they eliminated the step out stop at Wadham’s and moved it to the Blueberry Lake Cross Country Center. They have permission to use that as a step out stop for this year’s event for a transition point. They did make a minor change from last year regarding the race route in Warren. The race participants will not be coming down Dump Road and going back up Brook Road. They have eliminated this and the runners will stay on the East Warren Road and turn on to Plunkton Road to RT 100. The 100 on 100 Relay Race is scheduled for August 13, 2022.

Motion by Mr. Cunningham to approve the Road Use Permit for the 100 on 100 Relay Race, scheduled for August 13, 2022, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

7:45 PM - Approval of Road Access Permit for Cameron Stone – Mr. Cunningham started the conversation off by saying that he and Mr. Youmell revisited the site with the contractor and owner present. They had a measurement wheel all rolled out and the original proposed drive way meets the site standards both ways. He did comment that given the high speeds on that road, that Mr. Stone will want to be very cautious pulling in and out of the driveway.

Motion by Mr. Cunningham to approve the Road Access Permit as previously designed, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

7:46 PM – Warren 4th of July – Parking – Susan Klein – Ms. Klein came back to the board discuss the transportation issue. GMTA buses said they could not do the event due to lack of drivers. Ms. Klein reached out to First Student to see how much it would cost and if they could work the event. First Student came back with a quote of \$2,200 which equates to about 26 hours at \$84/hr. She wanted to get approval from the board to sign a contract since it was a contract with the Town of Warren. The board discussed and gave her approval to secure the First Student transportation for the July 4th Parade Transportation.

Parking – Mr. Bifano has presented to Ms. Klein a Traffic Plan for the 4th of July Parade. Ms. Klein went through each road and made comments or changes to certain roads. Mr. Bifano had presented a very thoughtful and through presentation plan to Ms. Klein. Ms. Klein commented that the plan presented an extensive amount of labor.

She had reached out to MRVAS and fire and there were no concerns. Ms. Klein Corrigan asked about Dump Road. Ms. Klein commented that there have never been any issues with parking on that road. Mr. Bifano asked if some of the concert security could help with parking and patrol. Ms. Klein commented that she has about 20 concert security people that only are only for crowd control and 4-6 sheriffs. The board accepted the new proposal as presented by Ms. Klein.

Posters: Anyone that wants to buy a poster can email the 4th link on the Website Page so they can have record of the donation to the Ukrainian Relief Fund.

Tents: Ms. Klein also has the tent company coming July 1st to set up the tent on Brookfield. She will be on site to mark and show them where they can go on the field. Ms. Jones also sent over the plan to Simon Operations Services for comments to make sure there is no stakes or trucks travelling on the septic leach fields. Ms. Klein is also calling Dig Safe to dig safe the site.

7:15 PM – Gazebo Contract/Project for Town Green – Dayna Lisaius – Ms. Lisaius had a meeting with the Planning Commission. After discussion she contacted Ms. Jones to cancel her from the Selectboard Meeting. It was cancelled and Ms. Lisaius was not present. Mr. Youmell commented the results of the Planning Commission had some concerns about the design and the Town Green. He commented that the Town would lose the spot with Yestermorrow for the future of building it this year. Ms. Klein Corrigan commented that she did not like the design and she wanted her business to design and build the gazebo. Ms. Behn commented that this was very rushed into the process and that this is a unique space opportunity that requires a bigger discussion on what should go there. She commented that the planning Commission had a bigger continuation plan from the Down Town Project that the Town Green was planned for.

7:10 PM – Warren Covered Project Status – Bid Results – Ms. Jones sent over to the board D&K's bid analysis of each bid item and their comments. The project only received one bid from ECI and that total bid was for \$1,164,864.00 that is well over the engineers proposed costs. ECI's bid is approximately 2.5% times more than the engineer's estimate. D&K found a potential advantage to the contractor with a corresponding disadvantage to the State and Town. Per Federal Highway Administration Guidelines, D&K had evaluated the low bid and the overall bidding conditions to determine if the singular bid is fair and reasonable. While this project is the rehabilitation of a historic wooden covered bridge, the specific work entailed in this project is not considered highly specialized. Given the time of year that this was advertised and the relative availability of contractors during this time, there is a high likely-hood that re-advertising in the fall would provide a more competitive bidding environment and therefore a potential for lower bids. Given the current condition of the existing bridge, this project can be re-bid in the fall with construction planned for 2023 without much risk to the structure as the structure is considered stable. D&K's recommendation is to reject the bid due to a non-competitive bidding environment.

Motion by Mr. Cunningham to reject ECI's Bid due to a non-competitive bidding environment and rebid the project in the fall of 2022, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

7:30 Other Business:

Warren Falls Parking - Discussion was the same as it has been the last few years. The State and Forest Service have dropped it and said it was the Town of Warren's issue. Mr. Ackland commented that it needed to be moved up the ladder over Vtrans to get action and that would be by contacting a state representative. Mr. Ackland suggested Mr. Dick Mazza since Fayston had an issue and got some action by doing this. Mr. Youmell will call Mr. Mazza and explain the situation. The board also discussed having the Sherriff patrol more hours during the week and Sat/Sun hours from 1:00-3:00PM on days that the weather is humid and hot. Ms. Jones will follow up with Sheriff's Department.

7:40 PM – Housing Coalition/Selectboard Summit – Mr. Ackland commented that the Mad River Planning District is taking a new view direction on housing. Everything the MRVPD has been doing involves housing and that there is a much deeper look into the Planning District to be more actively involved. The Housing Coalition could be disbanding as they are all volunteers working on this issue in the Valley. He commented that it needs a full time paid professional working on it. One issue in the Valley is that the Valley is an aging community and Vermont is the second oldest population in the country. More details to follow.

VHB Village Traffic Grant Phase – Mr. Ackland commented that there is update currently but would be at the next meeting on June 28th once he has heard back from contractors. He did comment that the project maybe done in phases such as doing the striping this year.

8:00 PM – Juneteenth Day – A New Federal Holiday – Ms. Lisaius sent an email out to the board regarding this new federal holiday which is June 19th. In the Town's personnel manual, all employees have federal holidays off. It is not a state holiday. The holiday would be Monday June 20, 2022 for this year for all Town employees.

Motion by Mr. Cunningham to approve the new Federal Holiday, Juneteenth, as a paid holiday, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

Line of Credit Approval – Ms. Lisaius presented to the board paperwork to sign for getting a line of credit of \$400,000.

Motion by Mr. Cunningham to approve the line of credit paperwork for \$400,000 in anticipated tax revenue billed in July, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

8:10PM – Approval of Minutes for May 24, 2022 – Motion by Ms. Klein Corrigan to approve the Minutes of May 24, 2022, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

8:14 PM – Approval of Accounts Payable Warrants – Motion by Mr. Ackland to approve the Accounts Payable Warrants as presented for \$47,959.96, seconded by Mr. Cunningham. All in Favor: VOTE: 5-0.

8:16 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the Payroll Warrants for \$40,354.23, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

8:17 PM – Motion by Mr. Ackland to go into Executive Session to discuss Real Estate and invite Mr. Coleman and Ms. Jones, seconded by Mr. Cunningham. All in Favor: VOTE: 5-0.

9:00 PM – Motion by Mr. Ackland to come out of Executive Session, seconded by Mr. Cunningham.
VOTE: 5-0.

No Action

9:05 PM – Motion by Mr. Ackland to adjourn, seconded by Mr. Cunningham. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator


The Warren Selectboard



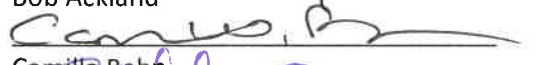
Luke Youmell, Chair



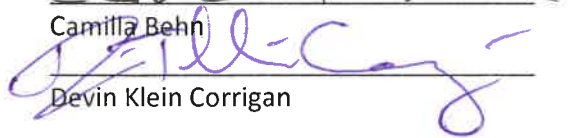
Andrew Cunningham



Bob Ackland



Camilla Behn



Devin Klein Corrigan

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

621945
June 13, 2022

Ms. Cindi Jones
Town Administrator
Municipal Project Manager
P.O. Box 337
Warren, VT 05674

**SUBJECT: Warren Covered Bridge Rehabilitation
STP EH12(4)
Recommendation to Re-Advertise to Bid**

Dear Ms. Jones,

One (1) bid was received on May 26, 2022 for construction of the subject project. All bidders submitted a responsive and responsible bid for the project. The bidder was:

- Engineers Construction Inc. (\$1,167,846.00)

The low bidder for the project was Engineers Construction Inc., (ECI). ECI's bid is approximately 2.5 times more than the Engineer's Estimate.

D&K has reviewed the bid prices submitted by ECI as well as overall bidding conditions, and found potential advantage to the contractor with a corresponding disadvantage to the State or Town. Per Federal Highway Administration Guidelines, D&K has evaluated the low bid and the overall bidding conditions to determine if the singular bid is fair and reasonable. While this project is the rehabilitation of a historic wooden covered bridge, the specific work entailed in this project is not considered highly specialized. As a result, the competition for this project was lower than expected with only 1 bid received. Given the time of year that this was advertised and the relative availability of contractors during this time, there is a high likely-hood that re-advertising in the fall would provide a more competitive bidding environment and therefore a potential for lower bids. Given the current condition of the existing bridge, this project can be re-bid in the fall with construction planned for 2023 without much risk to the structure as the structure is considered stable.

Per the State's recommended guidelines, D&K has evaluated any individual bid item that deviated more than 1% of the low bid value from the Engineer's Estimate (in this case, \$4,503.90) to analyze for potential unbalancing of items. Low bid unit items outside this range were reviewed as well, and no outliers were identified. A breakdown and justification of the individual items reviewed can be found in the Bid Analysis.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

While ECI is a reputable construction firm and has completed bridge rehabilitation related projects throughout Vermont, it has been determined that the bidding environment for this project was not competitive and it is possible that ECI was aware of this when submitting their bid.

Based on this information and a review of their bid, it is our opinion that this project should be re-bid in the Fall of 2022 when it is more likely to have a competitive bidding environment and receive bids more in-line with the Engineer's Estimate.

Bid Analysis

Bids submitted for this contract have been reviewed for reasonable conformance with the engineer's estimated prices, resulting in the following recommendation.

- The bid should be accepted. Analysis has failed to indicate an advantage to the contractor with corresponding disadvantage to the Town of Fairfield
- The bid should be rejected for the following reason(s): non-competitive bidding environment

GENERAL OBSERVATIONS:

Engineer's Estimate: \$450,389.96
Low Bid: \$1,167,846.00
Difference: \$717,456.04 or 159%

The subject project was estimated at \$450,389.96. There was only one bidder, which had a bid higher than the engineer's estimate.

For the purposes of this bid analysis, only the construction items that were overbid or underbid by \$4,503.90 or more in cost between the engineer's estimate and the low bid price were analyzed. This amount (\$4,503.90) represents 1.00% of the low bid price. The low bid unit prices not included in this range were reviewed and no outliers were present, meaning that these items of lesser dollar amounts can be considered insignificant.

As indicated and discussed in the attached sheets, several unit bid prices varied from the engineer's estimate, and this analysis has indicated potential unbalancing of low bid unit prices by the Contractor and therefore recommend that this bid be rejected.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 204.30
Item Description: Granular Backfill for Structures
Estimated Quantity: 260 CY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$45.00	\$11,700.00	\$95.00	\$24,700.00	+ \$13,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. While the low bid unit price is on the higher side it does appear to be reasonable considering the placement of this item is somewhat more complex than typically seen as it is being placed above each layer of deadman anchors. Other recent projects with less complex placement requirements had unit costs in the \$60-\$70 range. The listed quantity of 260 CY has been verified Recommend acceptance of low bid unit price.

Item Number: 208.40
Item Description: Cofferdam (Abutment No. 1)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$10,000.00	\$10,000.00	\$175,000.00	\$175,000.00	+ \$165,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. This item has a wide spread price range depending on the type of cofferdam system planned by the contractor. The low bid unit price is on the higher side of this range while the Engineer's Estimate was based on a simple sandbag style cofferdam approach. It does appear to be reasonable if the contractor was considering utilizing a more complex system such as sheet piling, especially considering the tight working conditions under the existing bridge. The listed quantity of 1 LS has been verified and has no risk of overrun. However, after previous discussions with contractors prior to bidding, it is possible for other contractors to approach this with a less expensive type of cofferdam as their means and methods. Therefore it is recommended to reject low bid unit price.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 502.10
Item Description: Shoring Superstructure
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$25,000.00	\$25,000.00	\$175,000.00	\$175,000.00	+ \$150,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. This item has a wide spread price range depending on contractor's means and methods. Based on earlier conversations with contractors, one contractor had indicated they would prefer to stage the abutment seat repair work and jack directly off the abutment seat, while another contractor indicated that they would likely utilize a more involved shoring structure from the ground. The low bid unit price is on the higher side of this range indicating that the contractor may be anticipating a more complex shoring system than was assumed by the Engineer's Estimate. It does appear to be reasonable if the contractor was considering one of the more complex shoring systems. The listed quantity of 1 LS has been verified and has no risk of overrun. However, it is possible for other contractors to approach this with a less expensive type of shoring for their means and methods, such as jacking directly off the abutment utilizing staged abutment reconstruction. Therefore it is recommended to reject low bid unit price.

Item Number: 507.16
Item Description: Drilling and Grouting Dowels
Estimated Quantity: 390 LF

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$40.00	\$15,600.00	\$18.00	\$7,020.00	- \$8,580.00

Description: The low bid unit price is lower than the estimate unit price for this construction item. The low bid unit price is on the low side of the reasonable range, however it is possible that a portion of the cost for this item is included in Item 502.10, Shoring Superstructure. The listed quantity of 390 LF has been verified and has a low risk of overrun. Therefore it is recommended to accept low bid unit price.

Item Number: 522.20
Item Description: Structural Lumber and Timber, Untreated
Estimated Quantity: 1 MFBM

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$15,000.00	\$15,000.00	\$29,980.00	\$29,980.00	+ \$14,980.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. The low bid unit price is on the high side of the reasonable range. Given the current material cost increases seen for lumber in the recent months, it is likely that the Engineer's Estimate was low by the time bids were submitted and as such, this unit cost could be considered reasonable. The listed quantity of 1 MFBM has been verified and has a low risk of overrun. Therefore it is recommended to accept low bid unit price.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 522.30
Item Description: Nonstructural Lumber, Untreated
Estimated Quantity: 1.2 MFBM

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$6,300.00	\$7,560.00	\$21,980.00	\$26,376.00	+ \$18,816.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. The low bid unit price is on the high side of the reasonable range. Given the current material cost increases seen for lumber in the recent months, it is likely that the Engineer's Estimate was low by the time bids were submitted and as such, this unit cost could be considered reasonable. The listed quantity of 1.2 MFBM has been verified and has a low risk of overrun. Therefore it is recommended to accept low bid unit price.

Item Number: 580.14
Item Description: Repair of Concrete Substructure Surface, Class II
Estimated Quantity: 145 SY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$650.00	\$94,250.00	\$95.00	\$13,775.00	- \$80,475.00

Description: The low bid unit price is lower than the estimate unit price for this construction item. The low bid unit price is on the low side of the reasonable range, however it is possible that a portion of the cost for this item is included in Item 208.40, Cofferdam (Abutment No 1). The listed quantity of 145 SY has been verified but has a moderate risk of overrun due to the nature of the item being based on field conditions. Therefore it is recommended to accept low bid unit price.

Item Number: 613.06
Item Description: Stone Fill, Streambed Material (E-Stone, Type III)
Estimated Quantity: 140 CY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$115.00	\$16,100.00	\$190.00	\$26,600.00	+ \$10,500.00

Description: The low bid unit price is higher than the estimate unit price for this construction item, however it is likely that the engineer's estimate didn't fully account for the complexity of placing the stone under the existing bridge. The listed quantity of 140 CY has been verified and has a low risk of overrun. Therefore it is recommended to accept low bid unit price.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 621.18
Item Description: Steel Backed Timber Guardrail
Estimated Quantity: 128 LF

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$140.00	\$17,920.00	\$470.00	\$60,160.00	+ \$42,240.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Due to recent material cost increases, specifically with steel and timber, over the last several months, it is likely the Engineer's Estimate was low by the time the bids were submitted. Much of this cost difference could be due to material costs and material availability. The listed quantity of 128 LF has been verified and has a low risk of overrun. Therefore it is recommended to accept low bid unit price.

Item Number: 621.75
Item Description: Remove and Reset Guardrail
Estimated Quantity: 25 LF

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$8.00	\$200.00	\$355.00	\$8,875.00	+ \$8,675.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. The listed quantity of 25 LF has been verified but has a high risk of overrun as this quantity is highly tied to contractor's means and methods for installation of the deadman anchors. Therefore it is recommended to reject low bid unit price.

Item Number: 630.15
Item Description: Flaggers
Estimated Quantity: 320 HR

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$45.00	\$14,400.00	\$20.00	\$6,400.00	- \$8,000.00

Description: The low bid unit price is lower than the estimate unit price for this construction item. The listed quantity of 320 HR has been verified but has a moderate risk of overrun as this quantity is highly tied to contractor's means and methods for installation of the deadman anchors. It is possible that some of the cost associated with flagging is included under Item 641.11, Traffic Control, All-Inclusive. Therefore it is recommended to reject low bid unit price.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 635.11
Item Description: Mobilization
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$34,000.00	\$34,000.00	\$175,000.00	\$175,000.00	+ \$141,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item and based on a percentage of the project total it is also higher than the estimate percentage. The total price of this item is approximately 15% of the total contract low bid. Although this is higher than the 8-10% typically assumed, it is within the reasonable range understanding that there could be higher than normal mobilization cost considering the project has a significant amount of equipment requiring mobilization for several operations compared to the overall scale of the project. Therefore it is recommended to accept low bid unit price.

Item Number: 641.11
Item Description: Traffic Control All-Inclusive
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$5,000.00	\$5,000.00	\$70,000.00	\$70,000.00	+ \$65,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on another Town project with a more complex signing package had a \$45,000 low bid which indicates that the Engineer's Estimate for this item was likely low. However, it still appears that this bid price is higher than the reasonable price range and it is possible that this item cost includes cost for Flaggers as mentioned in Item 635.15, Flaggers, bid analysis. Therefore it is recommended to reject low bid unit price.

Item Number: 900.610
Item Description: Special Provision (Pressure Grouting)
Estimated Quantity: 2 CY

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$2,800.00	\$5,600.00	\$9,500.00	\$19,000.00	+ \$13,400.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$12,649, which indicates the Engineer's Estimate was likely low. There is low risk for overrun, therefore it is recommended to accept low bid unit price.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 900.645
Item Description: Special Provision (Deadman Anchors)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$35,000.00	\$35,000.00	\$60,000.00	\$60,000.00	+ \$25,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. There are no other projects with this item to compare to and it is possible that the Engineer's Estimate is low. There is no chance for overrun as a Lump Sum item, therefore it is recommended to reject low bid unit price.

Item Number: 900.645
Item Description: Special Provision (Pressure Washing)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$4,000.00	\$4,000.00	\$10,500.00	\$10,500.00	+ \$6,500.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$3,200, which indicates this low bid is high and potentially unbalanced. Although there is no chance for overrun as a Lump Sum Item, it is recommended to reject low bid unit price based on the potential that this item is unbalanced and that if this project were re-bid in the fall there is a high potential for this cost to be more in line with the Engineer's Estimate.

Item Number: 900.645
Item Description: Special Provision (Timber Bearing Blocks)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$1,000.00	\$1,000.00	\$10,500.00	\$10,500.00	+ \$9,500.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$2,695, which indicates this low bid is high and potentially unbalanced, even when considering the rising cost of timber. Although there is no chance for overrun as a Lump Sum Item, it is recommended to reject low bid unit price based on the potential that this item is unbalanced and that if this project were re-bid in the fall there is a high potential for this cost to be more in line with the Engineer's Estimate.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 900.645
Item Description: Special Provision (Timber Bolster Bearing Blocks)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$4,000.00	\$4,000.00	\$10,500.00	\$10,500.00	+ \$6,500.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$940, which indicates this low bid is high and potentially unbalanced, even when considering the rising cost of timber. Although there is no chance for overrun as a Lump Sum Item, it is recommended to reject low bid unit price based on the potential that this item is unbalanced and that if this project were re-bid in the fall there is a high potential for this cost to be more in line with the Engineer's Estimate.

Item Number: 900.645
Item Description: Special Provision (Timber Coating, Environmental Protection)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$1,500.00	\$1,500.00	\$42,000.00	\$42,000.00	+ \$40,500.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$4,000, which indicates this low bid is high and potentially unbalanced. While there is a potential that this cost difference is associated with a material shortage, this was not able to be confirmed. Although there is no chance for overrun as a Lump Sum Item, it is recommended to reject low bid unit price based on the potential that this item is unbalanced and that if this project were re-bid in the fall there is a high potential for this cost to be more in line with the Engineer's Estimate.

Item Number: 900.645
Item Description: Special Provision (Timber Coating, Fire Retardant)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$8,000.00	\$8,000.00	\$42,000.00	\$42,000.00	+ \$34,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$8,000, which indicates this low bid is high and potentially unbalanced. While there is a potential that this cost difference is associated with a material shortage, this was not able to be confirmed. Although there is no chance for overrun as a Lump Sum Item, it is recommended to reject low bid unit price based on the potential that this item is unbalanced and that if this project were re-bid in the fall there is a high potential for this cost to be more in line with the Engineer's Estimate.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Item Number: 900.645
Item Description: Special Provision (Timber Coating, Termiticide/Insecticide/ Fungicide)
Estimated Quantity: 1 LS

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$4,000.00	\$4,000.00	\$42,000.00	\$42,000.00	+ \$38,000.00

Description: The low bid unit price is higher than the estimate unit price for this construction item. Based on bid prices received for this project when it was bid last year with the same special provision, similar quantities and details a total bid price was \$9,500, which indicates this low bid is high and potentially unbalanced. While there is a potential that this cost difference is associated with a material shortage, this was not able to be confirmed. Although there is no chance for overrun as a Lump Sum Item, it is recommended to reject low bid unit price based on the potential that this item is unbalanced and that if this project were re-bid in the fall there is a high potential for this cost to be more in line with the Engineer's Estimate.

Item Number: 900.680
Item Description: Special Provision (Bituminous Concrete Pavement, Small Quantity)
Estimated Quantity: 88 Ton

Estimate Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$200.00	\$17,600.00	\$350.00	\$30,800.00	+ \$13,200.00

Description: The low bid unit price is higher than the estimate unit price for this construction item, but it highly tied to the rising petroleum costs and is in line with other recent projects. The quantity of 88 Tons has been verified and the risk of overrun is low. It is recommended to accept low bid unit price.

PROJECT: Warren STP EH12(4)
CONTRACTOR: Engineers Construction Inc.
ANALYSIS BY: Megan Ooms, DuBois & King
ANALYSIS COMPLETED DATE: June 13, 2022

Please feel free to contact me with any questions or if you need additional information.

Regards,

DuBOIS & KING, INC.

Megan E Ooms

Megan E. Ooms, P.E.
Project Manager

VTrans Concurrence with Recommendation of Rejection of Bid:

<small>DocuSigned by:</small> <i>Ande DeForge</i> <small>E1D97CCB7D15465</small>	6/13/2022
_____ Ande DeForge, Project Manager VTrans Municipal Assistance Bureau	_____ Date

Enclosures:

- Post Bid Review Checklist for low bidder
- Bid Tabulation spreadsheet
- Bid Analysis item evaluation spreadsheet

Warren STP EH12(4)

BID OPENING INSTRUCTIONS

1. Receive sealed bids, note time of receipt, and stack in order of receipt.
2. Open only one bid at a time, read the base bid amount aloud, and return entire package to envelope.
3. Announce that a post bid review and analysis will be performed by the municipality's design engineer and, once complete, the bidders will be notified by email of the low bidder and provided a copy of the bid tabulation.
4. Thank all for attendance.

POST BID REVIEW CHECKLIST

(To be submitted with the bid analysis)

Name of Bidder: Engineers Construction
Bid Amount: 1,167,846.00

- Completed and signed Bid Form
- Completed Schedule of Prices with no zero (0) unit prices
- Bid Bond or certified check for 5% of Bid Amount
- Signed Debarment and Non-Collusion Affidavit (CA91)
- Signed EEO Certification (CA109)
- Workers Compliance Self Reporting Form
- VTrans pre-qualified contractor
- Acknowledged the receipt of all Addenda
- Absent from VT Buildings and General Services Debarment List
- Absent from SAM.gov Exclusion List
- Registered with the VT Secretary of State's office

ITEM NO.	DESCRIPTION	Est. Qty	UNIT	Engineer's Estimate		Total Cost	Unit Price	Total Cost	Differences in Extended Amounts (bid - est)	STEP 2		STEP 3	
				Unit Price	Total Cost					Highlighted Items are higher than acceptable deviation	All	Low Bid Unit Price Prices over 25% of lower than 75% of Engineers Estimate and over Acceptable Deviation	Absolute Value of Difference
203.27	Unclassified Channel Excavation	50.00	CY	\$45.00	\$2,250.00	\$4,500.00	\$90.00	\$2,250.00	2,250.00	OK	OK	OK	
204.25	Structure Excavation	450	CY	\$35.00	\$15,750.00	\$17,100.00	\$38.00	\$17,100.00	1,350.00	OK	OK	OK	
204.30	Granular Backfill for Structures	280	CY	\$45.00	\$12,600.00	\$24,700.00	\$88.20	\$24,700.00	13,000.00	OK	OK	OK	
208.40	Callotren (Admixture No. 1)	1	LS	\$10,000.00	\$10,000.00	\$175,000.00	\$175,000.00	\$165,000.00	165,000.00	Analyze	Analyze	OK	
210.10	Coarse-Milling Bituminous Pavement	160	SY	\$35.00	\$5,600.00	\$1,800.00	\$11.25	\$1,800.00	(600.00)	Analyze	Analyze	OK	
301.35	Subbase of Dense Graded Crushed Stone	140	CY	\$40.00	\$5,600.00	\$6,400.00	\$45.70	\$6,400.00	800.00	OK	OK	OK	
402.12	Aggregate Shoulders	22	TON	\$40.00	\$880.00	\$1,127.00	\$51.23	\$1,127.00	247.00	OK	OK	OK	
404.55	Emulsified Asphalt	3	CWT	\$205.00	\$615.00	\$1,050.00	\$350.00	\$1,050.00	435.00	OK	OK	OK	
406.50	Price Adjustment, Asphalt Cement (N.A.B.I.)	1	LU	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	0.00	OK	OK	OK	
502.10	Shoring Superstructure	1	LS	\$250,000.00	\$250,000.00	\$175,000.00	\$175,000.00	\$150,000.00	150,000.00	Analyze	Analyze	OK	
507.11	Reinforcing Steel, Level I	8000	LB	\$2.25	\$17,900.00	\$12,000.00	\$1.50	\$12,000.00	(5,900.00)	Analyze	Analyze	OK	
507.16	Drilling and Grouting Drains	300	LF	\$40.00	\$12,000.00	\$7,020.00	\$23.40	\$7,020.00	(4,980.00)	Analyze	Analyze	OK	
522.20	Structural Lumber and Timber, Untreated	1	MFBM	\$1,950,000.00	\$1,950,000.00	\$29,980.00	\$29,980.00	\$29,980.00	14,990.00	Analyze	Analyze	OK	
522.30	Nonstructural Lumber, Untreated	1.2	MFBM	\$5,300.00	\$7,980.00	\$26,376.00	\$21,916.00	\$26,376.00	18,816.00	Analyze	Analyze	OK	
504.21	Concrete, Class AA	16	CY	\$1,800.00	\$28,800.00	\$1,450.00	\$90.60	\$1,450.00	(6,850.00)	Analyze	Analyze	OK	
500.14	Slip of Concrete Substructure Surface, Class II	145	SY	\$650.00	\$94,250.00	\$55.00	\$8,075.00	\$94,250.00	(8,075.00)	Analyze	Analyze	OK	
613.06	Stone Fill, Streambed Material (E-Stone, Type II)	140	CY	\$115.00	\$16,100.00	\$26,600.00	\$190.00	\$26,600.00	10,500.00	Analyze	Analyze	OK	
613.10	Stone Fill, Type I	5	CY	\$125.00	\$625.00	\$1,025.00	\$205.00	\$1,025.00	400.00	Analyze	Analyze	OK	
621.18	Steel Backed Timber Guardrail	128	LF	\$140.00	\$17,920.00	\$60,180.00	\$470.00	\$60,180.00	42,260.00	Analyze	Analyze	OK	
621.75	Remove and Reinst. Guardrail	25	LF	\$8.00	\$200.00	\$1,875.00	\$75.00	\$1,875.00	8,675.00	Analyze	Analyze	OK	
621.80	Remove and Disposal of Guardrail	87	LF	\$7.00	\$609.00	\$1,044.00	\$12.00	\$1,044.00	435.00	Analyze	Analyze	OK	
630.15	Flags	320	HR	\$45.00	\$14,400.00	\$6,400.00	\$20.00	\$6,400.00	(8,000.00)	Analyze	Analyze	OK	
631.16	Testing Equipment, Concrete	1	LS	\$1,000.00	\$1,000.00	\$750.00	\$750.00	\$750.00	(250.00)	Analyze	Analyze	OK	
631.17	Testing Equipment, Blumibus	1	LS	\$1,000.00	\$1,000.00	\$750.00	\$750.00	\$750.00	(250.00)	Analyze	Analyze	OK	
645.11	Mobileization	1	LS	\$34,000.00	\$34,000.00	\$175,000.00	\$175,000.00	\$141,000.00	141,000.00	Analyze	Analyze	OK	
641.11	Traffic Control, All-Inclusive	1	LS	\$8,000.00	\$8,000.00	\$70,000.00	\$70,000.00	\$65,000.00	65,000.00	Analyze	Analyze	OK	
649.31	Geotextile Under Stone Fill	165	SY	\$5.00	\$825.00	\$3.00	\$495.00	\$825.00	(330.00)	Analyze	Analyze	OK	
651.40	Grubbing Material (12")	80	SY	\$25.00	\$2,000.00	\$800.00	\$100.00	\$800.00	(1,200.00)	Analyze	Analyze	OK	
653.01	EPSC Plan	1	LS	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00	(2,500.00)	Analyze	Analyze	OK	
653.02	Monitoring EPSC Plan	40	HR	\$45.00	\$1,800.00	\$1,600.00	\$40.00	\$1,600.00	(200.00)	Analyze	Analyze	OK	
653.03	Maintenance of EPSC Plan (N.A.B.I.)	1	LU	\$600.00	\$600.00	\$590.00	\$590.00	\$590.00	(10.00)	Analyze	Analyze	OK	
653.475	Silt Fence, Type I	190	LF	\$5.00	\$950.00	\$4.00	\$760.00	\$950.00	(190.00)	Analyze	Analyze	OK	
675.20	Traffic Sign, Type A	19	SF	\$40.00	\$760.00	\$475.00	\$25.00	\$475.00	(285.00)	Analyze	Analyze	OK	
675.341	Square Tube Sign Post and Anchor	48	LF	\$16.52	\$792.96	\$35.00	\$1,680.00	\$792.96	887.04	Analyze	Analyze	OK	
900.698	Special Provision (Concrete, High Performance Class B, 5,000 PSI)	20	CY	\$850.00	\$17,000.00	\$850.00	\$850.00	\$17,000.00	0.00	Analyze	Analyze	OK	
900.699	Special Provision (Pressure Grouting)	2	CY	\$2,900.00	\$5,800.00	\$19,000.00	\$9,500.00	\$19,000.00	13,400.00	Analyze	Analyze	OK	
900.645	Special Provision (Deadman Anchors)	1	LS	\$350,000.00	\$350,000.00	\$60,000.00	\$60,000.00	\$60,000.00	250,000.00	Analyze	Analyze	OK	
900.645	Special Provision (Pressure Washing)	1	LS	\$4,000.00	\$4,000.00	\$10,500.00	\$10,500.00	\$6,500.00	6,500.00	Analyze	Analyze	OK	
900.645	Special Provision (Timber Bearing Blocks)	1	LS	\$1,000.00	\$1,000.00	\$10,500.00	\$10,500.00	\$9,500.00	9,500.00	Analyze	Analyze	OK	
900.645	Special Provision (Timber Bearer Bearing Blocks)	1	LS	\$1,000.00	\$1,000.00	\$10,500.00	\$10,500.00	\$9,500.00	9,500.00	Analyze	Analyze	OK	
900.645	Special Provision (Timber Coating, Environmental Protection)	1	LS	\$1,500.00	\$1,500.00	\$42,000.00	\$42,000.00	\$40,500.00	40,500.00	Analyze	Analyze	OK	
900.645	Special Provision (Timber Coating, Fire Retardant)	1	LS	\$600.00	\$600.00	\$42,000.00	\$42,000.00	\$41,000.00	41,000.00	Analyze	Analyze	OK	
900.645	Special Provision (Timber Coating, Termite/Insecticide/Fungicide)	1	LS	\$4,000.00	\$4,000.00	\$42,000.00	\$42,000.00	\$38,000.00	38,000.00	Analyze	Analyze	OK	
900.650	Special Provision (Mix Density Pay Adjustment, Small Quantity)(N.A.B.I.)	1	LU	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	0.00	Analyze	Analyze	OK	
900.650	Special Provision (Mature Pay Adjustment)(N.A.B.I.)	1	LU	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	0.00	Analyze	Analyze	OK	
900.690	Special Provision (Blumibus Concrete Pavement, Small Quantity)	88	Ton	\$200.00	\$17,600.00	\$30,800.00	\$350.00	\$30,800.00	13,200.00	Analyze	Analyze	OK	
\$ 450,389.96										AL		Acceptable Deviation: \$ 4,503.90	
\$ 1,167,846.00										AL		Acceptable Level of Cost Variance \$ 751,179.23	

For items highlighted on STEP 2 and labeled 'Analyze' on STEP 3, perform an estimate and quantity check to determine if unbalancing is present.

The Award Recommendation Letter shall include a detailed narrative for items identified in STEP 2 and a disclaimer and explanation for items identified in STEP 3.

STEP 4 citations are provided in Procedures Tab below

If Aii is less than Aiii.....
 Is the difference reasonably close? If so, no changes are needed.
 Estimate the items not analyzed do not have an out of the ordinary unit price.
 All items highlighted in Orange above should be accompanied by a detailed narrative in the award recommendation letter.

* If Aii is greater than Aiii, Aii could be increased to lower Aiii.

* If Aii is less than Aiii.....
 Is the difference reasonably close? If so, no changes are needed.
 Estimate the items not analyzed do not have an out of the ordinary unit price.
 All items highlighted in Orange above should be accompanied by a detailed narrative in the award recommendation letter.

I. Competition Analysis:

Engineers Estimate: \$ 450,389.96
Low Bid: \$ 1,167,846.00
120% of Engineers Estimate: \$ 540,467.95
Number of Bidders: 1
Range of bids: N/A

FHWA Guidelines on Preparing Engineer's Estimate, Bid Reviews and Evaluation

Competition considered adequate when using chart in section 5.a in FHWA's Guidelines on Preparing Engineer's Estimate, Bid Reviews and Evaluation?

NO * If Yes, no further analysis is required for step 1
If no, justification regarding why the contract should be executed is required and should consider the following:
I. Safety of the traveling public
II. Emergency work and/or situations
III. Analysis of bid history on similar (scope and/or geography and/or cost) projects – identifying whether improved competition would be anticipated if the project were re-let

Step 2, Major Cost Deviations Analysis for reasonableness and unbalancing:

Low Bid or Engineers Estimate: \$ 450,389.96 (Which ever is lower)
Acceptable Deviation: \$ 4,503.90 (1% of the contract total low bid or the contract total estimate, whichever is lower)

Use the Bid Tab to identify items outside of the acceptable deviation (high or low) and outside the acceptable cost variance.

For items highlighted on STEP 2 perform an estimate and quantity check to determine if unbalancing is present. A detailed narrative should be provided in the award recommendation letter for these items.

Step 3, Unit price deviation analysis for unbalancing:

Using the bid tab, identify items where the low bid unit price exceeds the estimate unit price by 25%.

Using the bid tab, identify items where the low bid unit price is below 75% of the engineers estimated unit price

If an item has been analyzed as part of step 2, it does not need to be analyzed again.

If an item has not been analyzed as part of step 2, perform an estimate check and quantity check to determine if unbalancing is present.

Step 4, Documentation of results and recommendations

The Documentation shall include a narrative of general observations, number of bidders, range of bids, what acceptable deviation was used, any findings from Step 1 of the analysis, and a summary statement of what the analysis found.

The Award Recommendation Letter shall include a detailed narrative for items identified in STEP 2 and a disclaimer and explanation for items identified in STEP 3.

The Documentation shall contain a recommendation as to award or rejection of the bid.

The Documentation shall be approved by the Project manager.

Certificate Of Completion

Envelope Id: F18AF3124DE54438A403EF2F7EA7DC5A	Status: Completed
Subject: Please DocuSign: 6-13-22 D&K Warren Covered Bridge Bid Analysis and Recommendation.pdf	
Source Envelope:	
Document Pages: 14	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Peter Pochop
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	One National Life Drive - Dewey Building
	Montpelier, VT 05620-2001
	Peter.Pochop@vermont.gov
	IP Address: 71.232.107.222

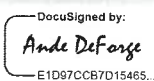
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Status: Original	Holder: Peter Pochop	Location: DocuSign
6/13/2022 1:12:41 PM	Peter.Pochop@vermont.gov	
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Signer Events

Ande DeForge
 Ande.DeForge@vermont.gov
 SOV
 Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Pre-selected Style
 Signed by link sent to Ande.DeForge@vermont.gov
 Using IP Address: 75.68.170.88

Timestamp

Sent: 6/13/2022 1:14:57 PM
 Viewed: 6/13/2022 1:19:06 PM
 Signed: 6/13/2022 1:29:19 PM

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Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Megan Ooms
 mooms@dubois-king.com
 Security Level: Email, Account Authentication (None)



Sent: 6/13/2022 1:29:20 PM
 Viewed: 6/13/2022 1:35:54 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Cindi Jones
 cjones@warrenvt.org
 Security Level: Email, Account Authentication (None)



Sent: 6/13/2022 1:29:21 PM
 Viewed: 6/13/2022 1:48:44 PM

Electronic Record and Signature Disclosure:
 Accepted: 2/23/2022 1:45:17 PM
 ID: 59abe2c3-0156-4b9f-b332-169f73d370a3

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

6/13/2022 1:14:57 PM

Certified Delivered

Security Checked

6/13/2022 1:19:06 PM

Signing Complete

Security Checked

6/13/2022 1:29:19 PM

Completed

Security Checked

6/13/2022 1:29:21 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact AOT Agency of Transportation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: SOV.DocuSign@vermont.gov

To advise AOT Agency of Transportation of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at SOV.DocuSign@vermont.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to SOV.DocuSign@vermont.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. Copy charge 0.10 cents per page for paper copies, billed upon delivery.

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To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to SOV.DocuSign@vermont.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify AOT Agency of Transportation as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by AOT Agency of Transportation during the course of your relationship with AOT Agency of Transportation.

Traffic Plan for the 4th of July Parade

Per the town meeting for the Rotary's 4th of July Celebration of Americas' founding, I was tasked to make recommendations to enhance safety on our roads for that day.

I drove the roads where random parking creates Public Safety response issues because the roadways became constricted to one lane or less than one lane. Some areas, in the past, I could barely make it through some roads with my small pick up car.

In some cases I witnessed cars had to back up considerable distances on the narrowed road to enable passage on another vehicle coming from the opposite direction.

Based on the size of our fire vehicles and ambulances response to an emergency could be stopped or severely delayed.

Recommendations

Basically there are no shoulders or limited shoulders on most of the roads people have parked in the past. Therefore cars are parking for the Parade will be in the roadway, in violation of our town and state traffic ordinances. The Town could authorize parking on one side only and restrict parking on the other side with tow away provision.

Route 100

Do not restrict parking on the shoulder on the West Side basically from the Access Road to past Lincoln gap. This isn't a Town Road and as long as cars are parked in the shoulder there shouldn't be a problem. It does provide a good dealing of prime parking for the Parade. **I do not agree. If 4 wheels can't be right of the white line, it's No Parking.**

West Hill

No Parking on the North side from the Rt. 100 side to 1 mile up. The assumption is that few will be willing to walk down then up. **1 mile is too much for our team. I will post the north side of West Hill as far as we can and try for ½ mile.**

Ellen Lane

No parking at the intersections at either end and No Parking on the West side for it's length. **Agree**

Whitworth Road

No parking **I always put a sign at the end of that "drive" so it's no change.**

Sugar Farm Road

No Parking from Ellen Ln. to the Children at Play Sign. Then No Parking on the South side. There is sufficient room to park on the shoulder and be off the road.

Lincoln Gap Road

No Parking at the intersection with Route 100 for 100 Feet **Already being done.**

Then No Parking on the North side of the Road for 1 Mile **1 mile is too much for our team. We will go further than we have in the past and will try ½ mile.**

Fuller Hill

No parking at the intersection of Fuller Hill and Main St for 50 yards. Then No Parking on the South side to past Murray Hill Rd. **Already posted Fuller Hill for 50 yards. Murray Hill is a ½ mile beyond. We will do our best.**

Bobbin Mill Road

No Parking North Side **Advise to skip this. There are no homes etc. there.**

Traffic Plan for the 4th of July Parade

Vaughn Brown Road

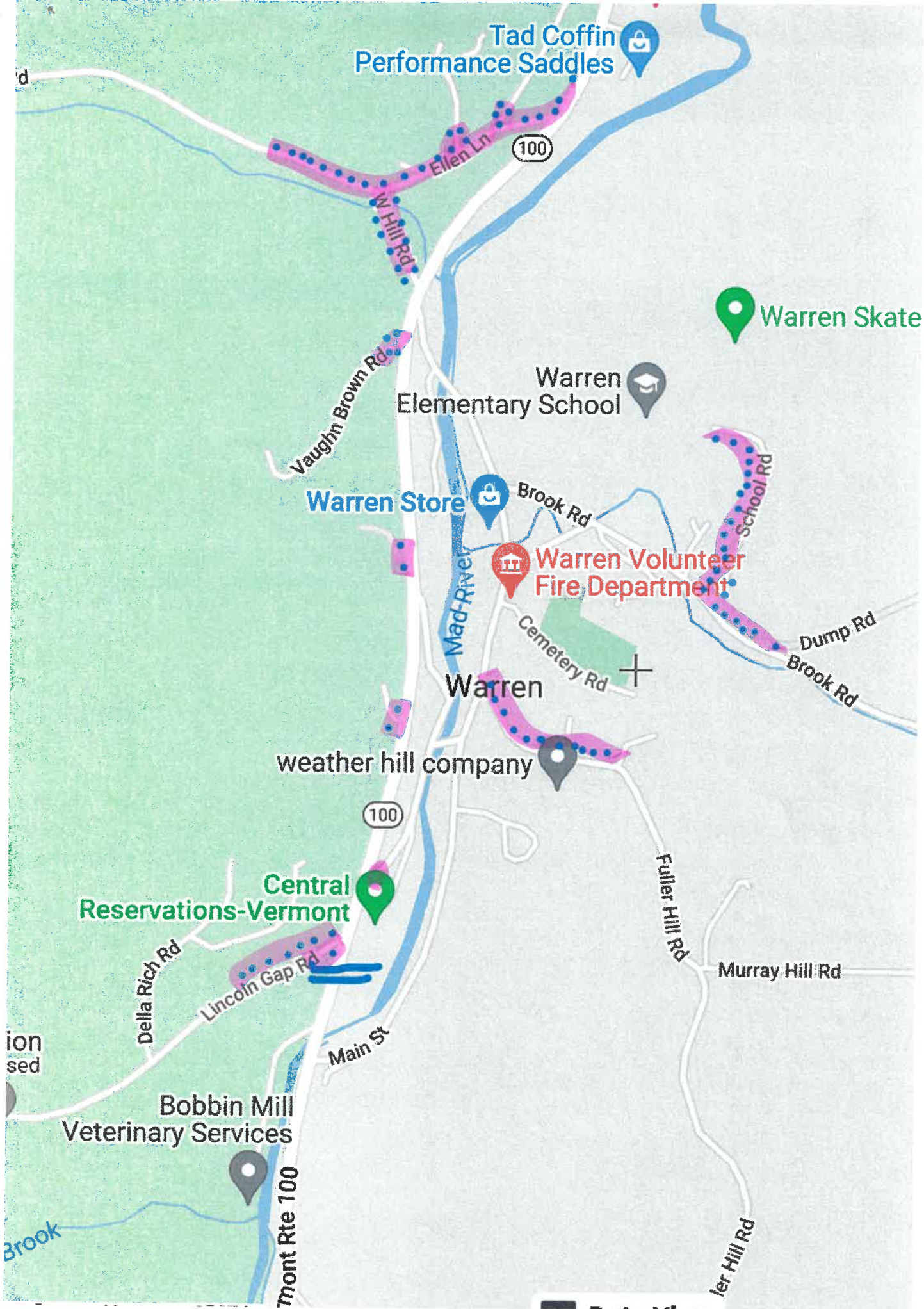
No Parking **I don't know about this. You direct me, please.**

Suggestions

It seems the Town will be hosting the parade far into the near future. The following suggestions would make it almost routine. It would also enable the town to practice NIMS for possible significant events or disasters in the future.

We're lucky Rotary and Susan Kline does this annually. These suggestions will make it easier for her and encourage her to do it. As well as allow a smooth transition for the next groups that may decide to continue the tradition. **Maybe this is my last year. Maybe.**

- Create a book that can be referenced in the future to be held by the Town Clerk. The book will hold the information necessary to enable Warren to Host the parade into the future with changing Select Boards, Rotary members etc etc. **This already exists – with years of data.**
- Post on Front Porch Forum and the Valley Reporter what the parking restriction are, the consequences for failure to follow them, as well as where to park; at least 1 month then 2 weeks and then 1 week before the parade. **I will do this.**
- Hold a Public Safety Meeting 3 or 4 weeks before parade with the Rotary person in charge of organizing the parade, the Towns Constables, the WFD, MRVAS, WCS and the Private Security to ensure all contingencies are planned for and all the parties are in the proverbial loop. After the 1st meeting guidelines can be established and published for future events.
- Allow Parking at the Town Dirt Yard. There is about 300 or so parking places and a short distance to Main St and the parade. Post a big sign park at your own risk and Do Not Park signs on the driveway to the yard. **Is this on School Rd? I don't advise parking here. I do tell Floats to stage there after the parade if it's accessible.**
- The Town make or buy weighted Do Not Park signs to be deployed before the parade by DPW and retrieved the next possible day. A concrete block with a sign post with DO Not Park – Between Signs with the Tow Zone picture would be sufficient. **Your call. If you do that, then we should have a plan as to where they will go (closest to village) and who will place/retrieve/store.**



Tad Coffin Performance Saddles

100

Ellen Ln

W Hill Rd

Warren Skate

Warren Elementary School

Vaughn Brown Rd

Warren Store

Brook Rd

Warren Volunteer Fire Department

School Rd

Dump Rd

Brook Rd

Mad River

Cemetery Rd

Warren

weather hill company

100

Central Reservations-Vermont

Della Rich Rd

Lincoln Gap Rd

Fuller Hill Rd

Murray Hill Rd

ion sed

Bobbin Mill Veterinary Services

Main St

Vermont Rte 100

er Hill Rd

