



Procurement MEMO

Request for Quotes

To: Prospective Vendors
From: Phil Thompson Director of Operations VRT
CC: Bill Moore Transit Manager STAR Transit
Date: 8/19/2024

Procurement Project: #42025-02 Retention Pond Phase 2

Procurement Type: Quote / Fixed Price / Small Purchase / Grant Funded

Grant #: 42025-02

Project Description: STAR Transit; having received competitive quotes for the repair and upgrade of its retention pond and all appurtenances and arborvitae associated with recent approved engineering specifications and approved site plan for the Lands of Accomack – Northampton Transportation District Commission at its STAR Transit Tasley Virginia location, having provided the entire Scope of service therein,

And whereas;

modified the statement of needs, due to unforeseen needs or obstacles identified during quotation, dividing the project into phases,

And whereas;

STAR Transit completed phase 1 of this project during FY24 including the completion of the following tasks:

Installed wet swale to retention pond as noted in storm water plan and shown in SITE PLAN

Installed inlet invert as shown in SITE PLAN

Installed outlet invert as shown in SITE PLAN

Modified length of existing outlet pipe and apply outlet protection as shown in SITE PLAN

Utilized stock pile locations as noted in SITE PLAN

Installed and removed all silt fence and runoff protection needed or required for this project

Seeded and straw disturbed areas as needed or required

STAR Transit now requests quotes from qualified contractors to perform the following tasks to complete the stormwater retention pond modifications and repairs as shown in attached engineering documents hereby considered the final phase, phase 2.

Project Requires Specific Actions or Items:

1. Contractor shall install silt fence in accordance with engineering documents
2. Contractor shall remove the pond "inner fence" which is on the South side of the stormwater retention pond not to be reinstalled
3. Contractor shall temporarily remove up to 6 sections of perimeter fencing to modify the footprint of the stormwater retention pond as shown in engineering documents
4. Contractor shall install pond aerator Two Places (2) with weighted air lines and small compressor to be located in shop building to supply air on demand
5. Contractor shall modify existing pond (as shown in engineering document)
6. Contractor shall ensure that Level 2 wet pond is in accordance with VA BMP Clearinghouse specifications
7. Contractor shall modify length of existing outlet pipe and apply outlet protection (this pipe is in reference to building gutter drain piping to stormwater retention pond)

8. Within the ellipse, contractor shall install bottom within the range of 36.15ft-37.15ft
9. Contractor shall install checkdam invert elevation 40.25ft two (2) places
10. Ensure that Inlet invert is present from parking area phase 3 project at an elevation of 40.25ft
11. Ensure that Inlet Outlet Invert is present from parking area phase 3 project at an elevation of 40.25ft
12. Contractor shall install plant listings and quantities as specified in the engineering documents including but not limited to pond weed, sedge and woolgrass.
13. Contractor shall ensure that phase 2 of stormwater retention pond expansions and modifications connects the stormwater retention pond appropriately with the stormwater swale installed during phase 1 of this project in accordance with all engineering documents and specifications
14. Any portions of fencing that need to be removed for this work shall be reinstalled upon completion
15. Any stockpiles of dirt from excavation not utilized in this project shall be removed from the site by the contractor

Additional Expenses

Quotes shall also list any additional expenses the agency may incur including but not limited to permits, certifications, travel, labor, mobilization, fuel, supplies, plants, fill dirt installation and stockpile removal. Additionally, should engineering specify tasks not listed in this RFQ, those tasks will be brought to the attention of STAR Transit to ensure the entire project is completed during phase 2.

Quote Provision:

Revised Quotes should be submitted by email to: phil@vatransit.org

Or mailed to: STAR Transit P.O. Box 126 Tasley Va. 23441

Or hand delivered to: STAR Transit 21250 Cooperative Way Tasley Va. 23441

Date for Quote Receipt:

October 1 2024