

May 25, 2022 | Town of Stow Notice of Request for Proposals
Consulting Services for Great Road / Hudson Road Intersection Improvements

Description: The Town of Stow Planning and Highway Departments are seeking qualified civil and transportation engineering firms to provide engineering, design and construction plans and specifications, and construction administration services for proposed signalization and associated intersection improvements at Hudson Road and Great Road (Route 117 – a state numbered, town owned road) in Stow.

RFP Packages: RFP Packages will be available beginning **May 25, 2022 at 1:00 PM**. Packages are available via email by contacting planning@stow.ma.gov. Packages are also available for download at <https://www.stow-ma.gov/highway-department/pages/bids-and-proposals>.

Due Date & Time: Proposals are due by **1:00 PM on June 17, 2022**.

Place: RFP's are to be submitted to:
Town of Stow Planning Department
380 Great Road
Stow MA 01775

and in digital format to:

planning@stow-ma.gov

Pre-Proposal Conference: A pre-proposal conference will be held on **June 1, 2022** at 1:00 PM via Zoom video conference at <https://us06web.zoom.us/j/81527448076> and accessed via phone at 1-929-205-6099, with a Meeting ID of 81527448076#. The purpose of the conference is to assist prospective Proposers in the interpretation of the RFP, and other technical and contractual matters. This conference is not mandatory.

Questions/RFI's: If you have questions about this RFP or have a request for information or clarification, please contact Town Planner Jesse Steadman at planning@stow-ma.gov. All questions and requests for clarification must be received *in writing* by **12:00PM June 3, 2022**. It is anticipated that a compilation of all questions and responses will be distributed via email to prospective Proposers by **12:00 PM on June 8, 2022**.

Contract Info: The Town of Stow will negotiate an industry standard contract with the successful proposer. Any contract issued in response to a successful proposal must be approved by the Town's Chief Procurement Officer.

Project Period: The Town endeavors to expedite all contracts within a timely fashion. Typically a contract will be awarded within sixty (60) days of the proposal opening if not sooner, and services under the contract will commence immediately thereafter. The Term of the awarded Contract shall be for one (1) year. The Town, at its sole election, may renew this contract for two additional one-year terms.