

# REQUEST FOR PROPOSALS

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Engineering and Construction services for design and construction  
for rehabilitation of the Prior Road Bridge (BIN 2209300)

Town of Schroepel, Oswego County, New York

Project ID: 27047

Issued By:



Town of Schroepel  
69 County Route 57A  
Phoenix, NY 13135  
[www.townofschroepel.com](http://www.townofschroepel.com)

August 23, 2025

JoAnn Nazarian, Town Supervisor

Zachary Gelling, Deputy Supervisor/Town Council

Justin Hart, Town Council

Tom Millert, Town Council

Matt Notaro, Town Council

## **I. INTRODUCTION**

The Town of Schroepfel is seeking proposals from qualified engineering and construction firms to provide design and construction services for the rehabilitation of the Prior Road Bridge (BIN 2209300) over Six Mile Creek. This project is funded in part through the Community Resiliency, Economic Sustainability, and Technology (CREST) Program administered by the Dormitory Authority of the State of New York (DASNY).

## **II. PROJECT OVERVIEW**

Bridge Location: Prior Road over Six Mile Creek, Town of Schroepfel, Oswego County, NY

Structure Type: 25-ft single-span steel stringer with concrete encasement (jack arch)

Construction Year: 1964

Key Uses: Two-lane vehicular traffic and S56 snowmobile trail

Scope of Work Includes:

- Improving the bridge fascia
- Replacing and upgrading bridge and approach railings
- Securing required environmental permits (e.g., USACE NWP & Section 404, NYSDEC Section 401)
- Ensuring SEQRA compliance and coordinating with all required regulatory agencies
- Providing all construction documents, specifications, and inspections
- Completing all construction activities within the timeframe below

## **III. PROJECT TIMELINE**

Proposal Due Date: October 23, 2025

Award Date: November 4, 2025

Design Phase Start: December 9, 2025

Construction Completion: August 31, 2025

## **IV. BUDGET**

Total Grant Funding: \$150,000

- Design: \$25,000
- Construction: \$125,000

Internal labor costs will not be reimbursed. All costs must be detailed clearly.

## **V. PROPOSAL REQUIREMENTS**

Proposals must include the following:

- Firm Background and Qualifications
- Detailed Project Approach & Timeline
- Relevant Experience with Similar Bridge Projects
- Resumes of Key Personnel
- Proposed Fee Schedule
- Proof of Insurance
- List of References (3 minimum)
- Acknowledgment of Compliance with SEQRA, DASNY, and CREST Grant Requirements

## **VI. EVALUATION CRITERIA**

- Relevant experience and qualifications (30%)
- Proposed methodology and understanding of scope (25%)
- Cost and value (20%)
- Timeline and availability (15%)
- References and past performance (10%)

## **VII. SUBMISSION DETAILS**

Deadline for Submission: October 23, 2025, by 5:00 PM

Submission Format: Electronic (PDF) and/or hard copy

Delivery Address:

Darlene Owens  
Town of Schroepfel  
69 County Route 57A  
Phoenix, NY 13135  
Email: [townclerk@townofschroepfel.com](mailto:townclerk@townofschroepfel.com)  
Phone: (315) 695-6231

## **VIII. QUESTIONS & CLARIFICATIONS**

All questions must be submitted in writing to the contact listed above no later than October 2, 2025

## **IX. RESERVATION OF RIGHTS**

The Town of Schroepfel reserves the right to:

- Reject any or all proposals
- Waive any irregularities or informalities
- Award the contract in a manner deemed most advantageous to the Town

## **Project Description**

This project consists of the rehabilitation of the Prior Road Bridge (BIN 2209300) over Six Mile Creek, including partial superstructure replacement, concrete repairs, and installation of safety features. All work is to be performed in accordance with NYSDOT standards and specifications.

## **Work Items and Descriptions**

1. Removal of Steel-Supported Structural Slabs (Type A, without shear connectors)  
Carefully remove 100 square feet of existing structural slab supported by steel members. Demolition must protect adjacent structure and minimize vibration or damage. Removal shall follow safety and environmental best practices, with all materials disposed of legally.
2. Sawing of Concrete (65 Linear Feet)  
Sawcut concrete in designated areas to ensure clean removal and connection points for new work. Cut lines shall be straight and true, with appropriate depth to prevent spalling.

3. Superstructure Slab with Integral Wearing Surface (15 SY)

Install a new superstructure slab with integral wearing surface. Bottom formwork is required. Type 2 friction surface shall meet all specifications for traction and durability.

4. Protective Sealing of Structural Concrete (230 SF)

Apply protective sealant to new bridge decks and overlays. Sealant must meet NYSDOT standards for water repellency and chloride resistance.

5. Steel Bridge Railing – Four Rail (60 LF)

Furnish and install 60 linear feet of four-rail steel bridge railing. Railings shall be galvanized and meet structural and safety standards.

6. Transition Bridge Railing (128 LF)

Furnish and install transition railings from bridge to approach roadways. Installation must ensure seamless integration with both bridge and guide rail systems.

7. Box Beam Guide Railing End Assembly – Type IIA (4 EA)

Install four Type IIA box beam guide rail end assemblies at designated locations. Assembly shall be crashworthy and approved for use on NY state roads.

8. Basic Work Zone Traffic Control

Provide and maintain traffic control for duration of the project. Work zone must be set up in accordance with MUTCD and NYSDOT standards. Includes signage, barriers, flagging as needed.

9. Field Change Payment

Include allowance for unforeseen field changes or additional work as directed by the Engineer. Changes must be approved in writing before execution.

10. Mobilization

Perform all activities necessary to mobilize labor, materials, and equipment to the site. Includes setup of staging areas, delivery of materials, and administrative tasks necessary for project commencement.

**General Requirements**

All work must comply with NYSDOT Standard Specifications (current edition).

Contractor shall coordinate with the Town of Schroepel and any regulatory authorities.

Permits (e.g., NYSDEC, USACE) and inspections are the responsibility of the contractor unless otherwise noted.

All materials shall be new and meet applicable ASTM, AASHTO, and NYSDOT standards.

Contractor shall maintain a clean and safe worksite at all times.