



## **TOWN OF GOSHEN, MASSACHUSETTS**

**Office of the Select Board**

**40 Main Street**

**Goshen, MA 01032**

**[Selectboard@goshen-ma.us](mailto:Selectboard@goshen-ma.us)**

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Angela Otis, Chair  
Peri Hall, Vice Chair  
Kristine Bissell, Clerk

Dawn Scaparotti, Town Administrator

### **NOTICE OF REQUEST FOR QUOTES - HAZARD MITIGATION PLAN**

The Town of Goshen is seeking quotes to prepare a Hazard Mitigation Plan Update in accordance with FEMA guidelines for Hazard Mitigation Planning. The Town has been awarded FEMA grant funds to update the LHMP. The Town's updated plan shall address mitigation of multiple natural hazards that may affect the community, including flood hazards, winter storm hazards, wind hazards, wildfire hazards and geologic hazards as outline in the scope of work attached. The Town seeks the services of a qualified professional engineering or planning firm to complete the task identified within the RFQ. Work shall begin immediately upon Notice to Proceed and must be completed by the grant contract end date of October 1, 2025. The Town reserves the right to reject any proposal deemed not to be in its best interest and waive minor technicalities.

RFQ Program, including scope of work, may be obtained through the Select Board Office, 40 Main Street, Goshen, MA, **beginning Tuesday, January 3rd**. Documents may be requested by sending an email to: [selectboard@Goshen-ma.us](mailto:selectboard@Goshen-ma.us), attention: Dawn Scaparotti, Town Administrator.

Quotes must be received before **Tuesday January 17, 2022 at 2:30 PM**. Quotes should be **emailed to: [selectboard@goshen-ma.us](mailto:selectboard@goshen-ma.us)** attention: Dawn Scaparotti, Town Administrator

The price proposal must contain:

**A. Fee:** The proposed fee for the entirety of all services proposed in the technical proposal, including but not limited to travel, meetings, telephone, postage, and reproduction.

**B. Fee Breakdown:** A breakdown of the professional service fees by each task and sub- task as shown in the Technical Proposal.

**C. Hourly Rates:** The hourly rates to be charged by the Consultant for services performed by each team member.

**D. Allowances:** Allowances for work elements such as additional meetings or surveys that the Town may also want to include shall be itemized separately. These optional work elements are to be broken out separately and not included in their proposed fee.

**E. Price Assurance:** Consultants must agree to honor price quotes for 60 days.

Applicants must also execute and include in the sealed submission the Certificate of Non-Collusion and the Certificate of Tax Compliance. The applicant awarded the contract will be required to sign the Town's Professional Services Contract Agreement. The Town of Goshen reserves the right to reject any or all of the quotes if it deems it to be in the public interest to so do.

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**Phone: (413)268-8236, ext. 301; Fax: (413)268-8237**  
**[selectboard@goshen-ma.us](mailto:selectboard@goshen-ma.us)**

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**Certificate of Non-Collusion**

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

\_\_\_\_\_  
Signature of individual submitting bid or proposal

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Date

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**Certificate of Tax Compliance**

Any person failing to sign the Attestation of Taxes shall not be allowed to obtain, renew, or extend a license, permit, or public contract.

Pursuant to M.G.L. Chapter 62C, §49A, I hereby certify, under the penalties of perjury, that, to the best of my knowledge and belief, I am in compliance with all the laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

\_\_\_\_\_  
Signature and Title of Authorized Company Office

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