



Request for Proposals – Construction Services:

Site 3 River Bank Restoration

Town of Jay, Essex County, New York

Released:	June 26, 2026
Responses Due:	July 22, 2026
Construction Slated For:	August 15 2026

Project funding provided by US Environmental Protection Agency via NEIWPCC in partnership with the Lake Champlain Basin Program

1. Overview

The Ausable Freshwater Center (AFC) is soliciting proposals from qualified contractors to repair 35 feet of riverbank alongside the East Branch Ausable River in the hamlet of Upper Jay, New York. The proposed project seeks to address damage caused by severe flooding in December 2023. A constructed riverbank was scoured when driftwood became lodged along the bank during the flood. The driftwood was removed by volunteers after the flooding, however the bank remains in need of repair. We propose to restore the scoured area with a growing medium composed of rock dust, sand, wood chips, compost and cobble. All fill material will be supplied and staged for the contractor by AFC.

2. Project Description

Construction Summary:

Construction is slated for summer 2026. Under the oversight of AFC and USFWS staff, the contractor will follow the plan set (attached as Appendix A) to restore the scoured area with a growing medium composed of rock dust, sand, wood chips, compost and cobbles. AFC will source the fill materials and have them staged onsite before construction begins. The contractor will be responsible for mixing the materials on site and installing the mix into soil lifts per the plan set. The project site is approximately 630 square feet and will require an estimated 50 cubic yards of fill material. All material will be wrapped with a biodegradable coir fabric and secured by wooden stakes and native cobble. The contractor will be responsible for providing and installing the biodegradable coir fabric and wooden stakes. AFC staff will provide and plant native riparian vegetation on the finished grade at 3ft intervals. The contractor will perform all work in accordance with all applicable permits, which have already been issued by the relevant agencies. The contractor is responsible for coordinating with AFC for access to the site for construction equipment and staging areas.

3. Project Roles

AFC serves as project manager, coordinating planning, construction oversight, budgets, and permitting. AFC staff will oversee all construction activities under this contract. USFWS holds permits for this project and provides additional oversight in collaboration with AFC. The hired contractor will mix the growing medium and install soil lifts per the plan set and AFC specifications. The contractor shall coordinate with AFC on all aspects of the work, including sequencing, material staging, and site stabilization.

4. Scope of Work

Objective: Following the attached plan set, the construction contractor will secure the stream reach, and restore the river bank as shown in the plan set. The work will leave the channel in a stable, restored condition.

Work required includes:

- Contractor will assist in pre-construction planning, working with AFC and USFWS to prepare the site for construction.
- Contractor will excavate and grade the bank area as shown in the plan set to restore the river channel to the design lines, grades, and cross-section.
- Contractor will work with AFC and USFWS to reconstruct the banks including placement of grade controls, bed material, or bank protection specified in the plan set.
- Contractor will perform all site stabilization and remove temporary erosion and sediment controls upon project completion.
- Contractor will prioritize, to the degree possible, the safety and water quality of the stream, its bed, banks and adjacent habitat, and its aquatic wildlife, consulting with AFC, USFWS, and permit authorities as necessary.
- See Appendix A (plan set) for construction details and specifications.

5. Prevailing Wage Requirement

This project is subject to New York State prevailing wage requirements pursuant to Article 8 of the New York State Labor Law. The selected contractor and any subcontractors shall:

- Pay no less than the applicable prevailing wage rates for Essex County, New York.
- Comply with all reporting and documentation requirements under NYS Labor Law.
- Be responsible for ensuring all subcontractors comply with prevailing wage requirements.

6. Payment Terms

Payment for construction services will be made upon completion of construction activities in accordance with the approved plans and specifications. Upon satisfactory completion of the work:

- The contractor shall submit a final invoice to Ausable Freshwater Center.
- Ausable Freshwater Center will immediately invoice the granting agency.
- Payment to the contractor will be issued upon receipt of grant funds.

Contractors should account for this reimbursement-based payment structure in their proposals.

7. Insurance Requirements

The selected contractor shall provide proof of the following insurance coverage prior to execution of a construction contract:

- Commercial General Liability Insurance:
 - \$2,000,000 per occurrence
 - \$3,000,000 general aggregate
- Comprehensive Business Automobile Liability & Property Damage Liability: \$2,000,000
- Maintain Workers Comp

Certificates of insurance must be provided prior to commencement of work.

8. Timeline

We anticipate that construction could start as early as July, but river flows may dictate a later start in August. Generally, lower flows are necessary for bank work due to safety and ease of excavation.

9. Submittal Content – Qualifications

Respondents/Contractor shall submit information that addresses the following. Please answer each point fully; brevity is appreciated.

- Respondent's legal structure, areas of expertise, length of time in business, description of insurance, number of employees, and contact information for the person authorized to contractually obligate the Respondent.
- Lump sum cost estimates for services and materials to complete the project:
 - Lump Sum – River Channel Restoration: All work associated with excavation, grading, streambed and bank reconstruction, grade control placement, site regrading, stabilization, and removal of temporary controls.
 - **NOTE:** Upon the award to the prospective contractor, a complete schedule of values and cost breakdown shall be submitted in accordance with the scope of work items identified in the contract documents.
- Staffing Plan: Respondent's capacity to provide services in the required timeframe, key personnel who will provide services, and the proposed staffing plan.
- Identification of any Subconsultants, including a summary of their experience and technical skills.
- Contractor shall describe relevant experience with stream channel restoration, and related earthwork – preferably projects overseen or designed by AFC, USFWS, or similar organizations.
- Contractor shall indicate whether they have experience with and capacity to perform precision streambed, stonework, and bank reconstruction efficiently.
- Contractor shall indicate their availability to schedule work in summer of 2026 in consultation with AFC.

10. RFP Response Deadline and Selection Process

Responses to this RFP are due by close of business on July 22, 2026.

Proposals should be sent by electronic mail, as a PDF file, to Tully Miller at tully@ausablecenter.org with "Site 3 River Bank Restoration" in the subject line. Questions about the project should be emailed with a phone number included for quick response.

The Ausable Freshwater Center reserves the right to:

- Accept or reject any or all submissions.
- Request qualified respondents to consider contracting only for certain elements of the project.
- Waive or modify minor irregularities in the proposals received.
- Negotiate with respondents, within the proposal requirements, to best serve the interests of the project partners.
- Amend specifications after their release, with due notice to all respondents to modify their submission to reflect those amendments.
- Consider every offer or response as firm and not revocable for a period of 30 days unless the offer is withdrawn in writing.
- Award a contract for any or all parts of a proposal.

The selected contractor will be notified on or before August 3, 2026. Bids will be evaluated in general conformance, at minimum, with the following criteria: cost, experience, ability to complete the work in accordance with the project schedule, and proximity to the construction site.

