



Town of Sanbornton
Office of the Department of Highways
P.O. Box 124
Sanbornton, New Hampshire 03269
603-286-8252 603-286-9544 (fax)
www.sanborntonnh.org

Town of Sanbornton
REQUEST FOR PROPOSALS (RFP)
Invitation to bid

Bid Number SHD 2018-01

Bid Requirements and Deadline:

All bids shall be submitted in a sealed envelope and plainly marked "SHD 2018-01" and can be hand delivered to 573 Sanborn Rd, Sanbornton NH or mailed to PO Box 124, Sanbornton NH 03269. **Deadline for bid submittal is March 13, 2018 at 10:00 AM** at which time bids will be opened at the Office of the Selectmen; 573 Sanborn Road, Sanbornton, NH. **Bids will be awarded on March 14, 2018 at the Selectmen's Meeting.**

**The Town of Sanbornton is Seeking Bids for the Following Scope of Work:
Reclaim, Fine Grade, and Pave the following roads.**

- Hale from RT 132 to end of pavement, Morrison from Hale Rd to end of pavement, Johnson from RT 127 to end of pavement, Leavitt from Lower Bay Rd to Upper Bay Rd, Collieson From Lower Bay Rd to upper Bay Rd, and Lower Bay Rd From Upper Smith Rd to Leavitt Rd.

Overlay the following roads:

- Skyline Drive from Collieson Rd to Leavitt Rd, Ellis Farm from to end including cul-de-sac.

Overlay and Pave the following Road:

- Paved section of Taylor Rd "On Steele Hill Rd side of Taylor for 0.2 Mi Pave with 2.5in base coat 1.5in top coat.

Materials, Quantity's Bid Amounts

- At the end of the requests form.



Town of Sanbornton
Office of the Department of Highways
P.O. Box 124
Sanbornton, New Hampshire 03269
603-286-8252 603-286-9544 (fax)
www.sanborntonnh.org

General Requirements:

SUBMISSION OF PROPOSALS

One (1) electronic copy and five (5) hard copies of the proposal must be received by 10:00 a.m. (Eastern Standard Time), Tuesday, March 13, 2018, clearly marked "**TOWN OF SANBORNTON - "Bid # SHD 2018-01"**", and can be

Hand delivered to:

573 Sanborn Rd, Sanbornton NH

or mailed to:

PO Box 124, Sanbornton NH 03269.

Proposals or amendments received after this deadline will not be considered.

Faxed or emailed proposals will not be considered.

CONDITIONS OF SUBMISSION

All proposals submitted in response to this RFP become the property of the Town of Sanbornton. The Town has the right to disclose information contained in the proposals after an award has been made. The Board of Selectmen reserves the right to reject or accept all or any part of any proposal, to determine what constitutes a conforming proposal, to award solely as it deems to be in the best interest of the Town, and to waive irregularities that it considers not material to the process.



Town of Sanbornton
Office of the Department of Highways
P.O. Box 124
Sanbornton, New Hampshire 03269
603-286-8252 603-286-9544 (fax)
www.sanborntonnh.org

SELECTION PROCESS

Upon release of this RFP, the Board of Selectmen will be responsible for the review of the proposals and the selection of a qualified candidate. All proposals will be opened after the deadline for submitting proposals, in the presence of one or more witnesses, and a register of all applications will be prepared. Proposals will be evaluated based on best value, technical merit and on the criteria listed herein. At the discretion of the Board of Selectmen, finalists may be interviewed as part of the evaluation process. Bids will be awarded Wednesday February 28, 2018 at the Selectmen Meeting.

The Town reserves the right to accept or reject any or all proposals, either in whole or in part; to waive any defects, informalities, and/or minor irregularities in bid responses. The Town reserves the right to accept substitutions or exceptions to the proposed materials ONLY if authorization is provided to the contractor in writing prior to the submission of his/her Bid Proposal.

Payment Terms:

Lump sum payment will be made upon approval of finished product net 30 days.

Any questions should be directed to:

Johnny Van Tassel via email at Highway Department sanborntonhw@metrocast.net or phone at (603) 455-5882.

Non-Appropriation. Town of Sanbornton will pay only such contract amounts that can lawfully be made from funds budgeted and appropriated for that purpose during the Town of Sanbornton's then current year, subject to annual approval by the Town Meeting. Should Town of Sanbornton fail to budget, appropriate, or otherwise make available funds to make payments under this contract, such contract shall be deemed terminated at the end of the then current term. Town of Sanbornton agrees to deliver prompt notification after any decision to non-appropriation is made, but failure to give such notice will not extend the term beyond such original or renewal Term.



Town of Sanbornton
Office of the Department of Highways
P.O. Box 124
Sanbornton, New Hampshire 03269
603-286-8252 603-286-9544 (fax)
www.sanborntonnh.org

Indemnification. To the fullest extent permitted by law the contractor shall protect, indemnify, save, defend and hold harmless Town of Sanbornton, including its officials, agents, volunteers and employees, (“Indemnified Parties”), from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs, interest and expenses, including but not limited to reasonable attorney and paralegal fees, which Indemnified Parties may become obligated or suffer by reason of any accident, bodily injury, personal injury, death of person, or loss of or damage to property, arising indirectly or directly under, out of, in connection with, or as a result of this Contract or the activities of the contractor or its agents, employees, contractors or subcontractors, and even if caused in whole or in part by any negligent or intentional act or omission of Indemnified Parties.

In addition, and regardless of respective fault, Contractor shall defend, indemnify and hold harmless the Indemnified Parties for any costs, expenses and liabilities arising out of a claim, charge or determination that Contractor officers, employees, contractors, subcontractors or agents are employees of the Indemnified Parties, including but not limited to claims or charges for benefits, wages, fees, penalties, withholdings, damages or taxes brought in connection with laws governing workers compensation, unemployment compensation, social security, Medicare, state or federal taxation, and/or any other similar obligation associated with an employment relationship.

Contractor’s obligations to defend, indemnify and hold harmless the Indemnified Parties hereunder shall survive the term of this Contract.

Town of Sanbornton shall not be required to defend or indemnify Contractor or its agents, employees, contractors or subcontractors or any professional service provider.

Insurance Requirements. The provider shall maintain at all times during the life of this contract the following insurance coverage. The provider must also require its subcontractors to maintain such coverage. Any request for modification of the coverage requirements must be submitted in writing with the proposal, and will be evaluated accordingly.

Workers Compensation Insurance: The provider shall carry workers compensation insurance as required by the State of New Hampshire.

Comprehensive General Liability Insurance: The provider shall maintain comprehensive general liability insurance policy, which includes coverage for contractual liability, in an amount of no less than \$1,000,000 per occurrence.

Motor Vehicle Insurance: The provider shall carry motor vehicle insurance to include bodily injury, property damage, and uninsured motorist, coverage in an amount of no less than \$1,000,000 combined single limit per accident.

Provider shall provide an insurance certificate confirming the above insurance coverage. The Town shall be named as an additional insured for all of the above insurance, except Workers’ Compensation coverage. Insurance shall be obtained on an occurrence basis. The insurance certificate and the underlying insurance coverage shall be issued by a carrier authorized to do business in the State of New Hampshire and having A.M. Best Company rating of “A” or better.



Town of Sanbornton
 Office of the Department of Highways
 P.O. Box 124
 Sanbornton, New Hampshire 03269
 603-286-8252 603-286-9544 (fax)
 www.sanborntonnh.org

The provider shall file certificates with Town of Sanbornton showing that the insurance has been purchased as specified in the RFP.

A 30-day notice is required for cancellation and /or material change of coverage, sent directly to the Town of Sanbornton, PO Box 124, 573 Sanborn Road, Sanbornton, NH 03269.

286-8252
 Johnny Van Tassel
 Director, Dept. Of Highways
 Town of Sanbornton

Item #	Description	Quantity	Unit	Price Per Unit	Total
--------	-------------	----------	------	----------------	-------

214	Fine Grading	1	UNIT		
304.3	Crushed Gravel	100	TON		
304.35	Crushed Gravel for driveways	100	TON		
304.32	Crushed Gravel for Shoulders	1,150	TON		
306.108	Reclaimed Stabilized Base Processed in Place 8" depth	52,304	SY		
403.11	Hot Bituminous Pavement 2.5" Base Course-Machine Method	6,605	TON		
403.11	Hot Bituminous Pavement 1.5" Top Course- Machine Method	4,852	TON		
403.12	Hot Bituminous Pavement Hand Method	100	TON		

403.6	Pavement Joint Adhesive	25,000	LF		
-------	-------------------------	--------	----	--	--

Build the cost of mobilization, traffic control, and so on into bid prices.

Bid Total: \$ _____

Quantities are estimated and are subject to change.