

B19-116



Town of Derry, New Hampshire

REQUEST FOR PROPOSALS

August 28, 2018

The Town of Derry - Department of Public Works is seeking proposals for:

I. 2018-New Garage Footings II. 2018-New Garage Slab

For DPW Pre-engineered Steel Garage Building (by others)

Project Coordinated by:
Thomas Carrier, Deputy Director
Derry, NH Department of Public Works
14 Manning Street
Derry NH 03038
(603) 432-6144

Introduction

The Town of Derry Public Works Department has reopened its request for proposals for the supply and installation of:

I. CONCRETE FOOTINGS, and

II. CONCRETE SLAB FLOOR

for a proposed 60 ft. x 80 ft. (4,800 sqft) *Corle Building Systems* pre-engineered maintenance garage to be built at the Town of Derry, NH Department of Public Works complex located on Transfer Lane in Derry, NH.

Bidders may SUBMIT A PROPOSAL FOR I OR II ABOVE OR BOTH. Clearly indicate so on your proposal.

Proposals must be submitted on or before 2:00 pm – Tuesday September 11, 2018 in a sealed envelope clearly marked as “2018 New garage Foundation” and addressed to:

**Town of Derry
Department of Public Works
14 Manning Street
Derry, New Hampshire 03038**

Scope of Work

- I. The qualified contractor shall provide the procedure, labor, equipment and supplies necessary to construct footings for a new 60 ft. by 80 ft. pre-engineered steel maintenance garage (to be built by others) in accordance with the plans titled **Town of Derry New Garage Foundation** by Tirey & Associates P.C. dated 7/17/18.
- II. The qualified contractor shall provide the procedure, labor, equipment and supplies necessary to construct a new 60 ft. by 80 ft. concrete slab for a new pre-engineered steel maintenance garage (to be built by others) in accordance with the plans titled **Town of Derry New Garage Foundation** by Tirey & Associates P.C. dated 7/17/18.

The plans included in this bid have been prepared using the best available information and are not intended to limit the scope of the work. The contractor may encounter hidden or uncovered conditions not shown on the plans requiring additional work necessary to complete the contract. Prospective bidders are expected to inspect the site and verify the information detailed in the plans. Such site visits shall be coordinated through the Derry Utilities Crew Chief, Sam Palmer (Tel: 603-231-5201) or Utilities Asset Coordinator, Jan Wrona (603-432-6147). Access to the facility is available Monday through Friday, 7 AM to 3:30 PM.

The contractor shall be responsible for any shoring required to complete the work.

Foundations shall bear on proof rolled natural material. The Town will be responsible to excavate to lines and grades required to properly install the foundations on proof rolled natural soil including the removal of all top soil and organic material from under slabs on grade.

Exterior wall footings are to be placed on natural soil at a minimum depth of 4 feet below the lowest adjacent ground surface exposed to freezing. Any adjustment of elevations of footings due to field conditions must have the expressed approval of the structural engineer.

Backfilling against foundation walls shall be done by the Town after the walls are braced by the Contractor to prevent movement unless backfilled equally on both sides of the wall.

Specifications

Reference plans titled **Town of Derry New Garage Foundation** by Tirey & Associates P.C. dated 7/17/18.

Financial Considerations

1. All applicable taxes or fees shall be indicated in the proposal.
2. All costs for equipment, materials, access, and inspection, shall be included in the proposal price.

3. All costs for providing approved safe access in accordance with OSHA requirements shall be the responsibility of the contractor.
4. The contractor shall provide proof of insurance coverage and shall be included in the proposal cost.
5. Proposals shall include costs for any travel, meals and accommodations.
6. Terms of Payment – The Town of Derry agrees to pay full invoiced amount within 30 days following completion of the work.

Vendor Response

1. Proposals must contain an Executive Summary, which shall contain:
 - The name, title and address of the Contractor's representative responsible for the preparation of the proposal.
2. All prices quoted for goods and services must be specified. All proposals will be held to be valid for thirty (30) days following the proposal closing date.
3. Proposals must be received in full on or before the exact closing time and date indicated. Proposals received after that date may not be considered.
4. All costs relating to the work and materials supplied by the contractor in responding to this RFP must be borne by the Contractor.

Quality Assurance and Contractor Reputation

1. A complete description of any warranties or guarantees provided by the manufacturer or proposer for both materials and workmanship shall be submitted with the proposal.

Communication during preparation of the Proposal

1. All communications with the Town of Derry with respect to this RFP must be directed to the following persons as appropriate:

Bid Information:

Thomas A. Carrier -Deputy Director

Department of Public Works

603-432-6147

tomcarrier@derrynh.org

Technical Specification Information:

Dave Mercier, P.E.

Underwood Engineers

603-230-9898

dmercier@underwoodengineers.com

2. The Town of Derry may, during assessment period, request meetings with the contractors to clarify points in the proposal. No changes by the Contractor will be permitted after the proposal closing date.
3. Faxed RFP responses will be accepted with the condition that the original proposal documents are received at the Derry Public Works Department no later than five (5) days following the RFP closing date.

Proposal Acceptance

1. Any proposal may be accepted in whole or in part. The lowest proposal may not necessarily be accepted, and the Town of Derry reserves the right to cancel the RFP call. The Town of Derry shall not be held responsible or liable for the payment of any costs that are incurred by the bidder in preparing a proposal in response to this RFP.

FROM: Name of Bidder: _____

Business Address: _____

Telephone No.: (____ - ____ - _____) Fax No.: (____ - ____ - _____)

TO: Town of Derry Department of Public Works
Thomas Carrier, Deputy Director
14 Manning Street
Derry, NH 03038
Tel: 603-432-6147 Email: tomcarrier@derrynh.org

SUBJECT: Pursuant to your Notice Inviting Sealed Bids on proposals for:

2018-New Garage Foundation

for a proposed 60 FT X 80 FT PRE-ENGINEERED STEEL GARAGE BUILDING (by others).

The undersigned, as bidder, declares that he/she has carefully examined the location of the proposed work; that he/she has carefully examined the Plans and Specifications; and read the accompanying information for Bidders; and hereby proposes to furnish all materials, machinery, tools, labor and services, and do all the work necessary to complete the project in accordance with said Plans, Specifications and Special Provisions, at the following prices:

The undersigned agrees that all the work included in the Proposal shall be delivered in a reasonable timeframe as agreed upon by the Town and the Contractor.

BY:

CONTRACTOR: _____ DATE: _____

Print Name: _____

TITLE: _____

*If an individual, so state. If a firm or partnership, state the firm name, and give the names and addresses of all individuals and/or copartners composing the firm. If a corporation, state the legal name of the corporation; also, the name of the President.

If a corporation, chartered under the laws of the State of _____

PROPOSAL : Attach narrative description of work proposed and associated cost schedule. Note the estimated project start date and estimated completion date. The Town will review proposals and may meet with bidders to clarify items within the proposals before making a selection.