

TOWN OF ACWORTH

P.O. Box 37
Acworth, NH 03601

Board of Selectmen



Phone: 603-835-6879
Fax: 603-835-7901
Email: townoff@sover.net
www.acworthnh.net

REQUEST FOR PROPOSAL (RFP)

Request for Proposals

General:

The Town of Acworth, NH (hereafter referred to as the "TOWN") invites qualified firms (hereafter referred to as the "CONTRACTOR") to submit proposals for the temporary repairs to Crane Brook Rd as outlined in the scope of services section below. The temporary repairs to Crane Brook Rd must be completed by **September 14, 2024**.

Instructions:

Proposals must be submitted in a sealed envelope or electronically via the email to the contact below no later than 12:00 P.M. EST on Thursday, March 28, 2024 Envelope must be clearly marked "Crane Brook Rd Temporary Repairs."

Proposals delivered after the time listed above will not be accepted.

Submit proposals to:

Acworth Town Hall
Town Administrator
PO BOX 37
Acworth, NH 03601

Bids should include scope of work, unit cost and total cost can also be submitted electronically to townoff@sover.net Questions can be submitted to the contact above.

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Submission of Bid:

To be eligible, a Contractor must:

- Submit a letter of introduction outlining the firm's qualifications.
- Have necessary tools, equipment, and personnel to perform the services and material described.
- Submit a bid document stating the total price of the completed project.
- Provide three references.

Required documents for award of contract:

The following documents must be executed prior to award of the contract and the initiation of work. These documents must be submitted by March 28, 2024 at 12:00 PM.

- Certificate of Insurance
- If a corporation, Proof of Current Registration
- Executed W-9 Form

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Scope of Work:

The services that will be required are as follows:

Crane Brook Rd

GPS COORDINATES: 43.199104, -72.333010 Start Temp Repairs

GPS COORDINATES: 43.188984, -72.335452 End Temp. Repairs

Total estimated .71 miles

Repairs to the road needed to establish an 18ft wide temporary road.

Scope of work

The scope of services associated with this RFP includes all aspects of project development for locations within the rights-of-way for the temporary repairs to Crane Brook Rd to establish an 18 FT wide temporary road. Starting at the intersection of Bascom Hill Rd and ending at the intersection of Ryan Rd. The work includes but is not limited to; removing deposited rocks, sand and/or vegetative material that is in the way of making the temporary repairs, removing and/or unclogging culverts, resetting culverts. The scope of work may include temporarily installing a culvert/s if deemed necessary due to the stream having changed course. Backfilling lost base and subbase to fill in washed out areas necessary to establish an 18 FT wide temporary road within the footprint of the original 22 FT wide road.

CRANE BROOK DISASTER RELATED DAMAGES:

Original disaster related damages to the road are defined as shown below. Please keep in mind that the scope of work for establishing a temporary road will be to make the road passable at 18 FT W. All work is temporary in nature but will need to be to regional industry standards sufficient to make the road safe to travel. You will not be making permanent repairs, but the below damage description will allow you to visualize the extent of the damages so that you can determine the amount of material and labor needed to establish a temporary 18 FT wide road within the footprint of Crane Brook Road, between where it intersects with Bascom Hill Rd and intersects with Ryan Rd.

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43.19432,-72.33549 43.193661 -72.335770

Between the above GPS Coordinates the road shoulder is washed out in an area measuring approximately 290 FT L x 2 FT wide x 1 FT deep. The road is washed out in an area measuring approximately 290 FT L x 23 FT W x up to 4 FT deep.

43.1919,-72.3362

At the above GPS Coordinates a culvert measuring 60 FT L x 72 IN diameter (CMP) will need to be removed, cleaned out, and reset. (Clean out in place)

The concrete headwall measuring approximately 6 FT long x 4 FT wide x 6 FT high in this area was also destroyed. The road is washed out in an area measuring approximately 60 FT L x 4 FT W x 4 FT to 5 FT deep.

43.19432,-72.33549 - 43.19413, -72.33555

Between the above GPS Coordinates the road shoulder is washed out in an area measuring approximately 290 FT L x 2 FT wide x 1 FT deep.

43.19432, -72.33549

At the above GPS Coordinates the embankment in an area measuring approximately 45 FT L x 15 FT wide x 10 FT deep was washed out.

43.194709,-72.335059, 43.189706, -72.335966

Between the above GPS Coordinates the road is washed out in an area measuring approximately 1,800 FT long x 22 FT wide x 6 FT deep.

The asphalt in the same area measuring 1,800 FT long x 22 FT wide x 4 IN thick was also damaged.

43.195817,-72.334486 - 43.19491,-72.33511

Between the above GPS Coordinates the road is washed out in an area measuring approximately 372 FT L x 18 FT W x up to 3.5 FT deep.

43.19583, -72.33444

At the above GPS Coordinates the road is washed out in an area measuring approximately 30 FT L x 30 FT W x up to 6 FT deep.

43.19583,-72.33444, 43.19587,-72.3344

At the above GPS Coordinates the road is washed out in an area measuring approximately 218 FT L x 12 FT W x up to .5 FT deep.

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43.19583,-72.33444

At the above GPS Coordinates a culvert measuring 60 FT L x 60 IN diameter (CMP) will need to be removed, cleaned out, and reset. (Clean in place) 5 FT L x 5 FT W x 1 FT thick with wingwalls measuring approximately 4 FT L x 5 FT high x 1 FT thick x 2 in this area was also destroyed. The road is washed out in an area measuring approximately 60 FT L x 4 FT W x up to 3 FT deep.

43.197409,-72.334059 - 43.196869,-72.334034

Between the above GPS Coordinates the road is washed out in an area measuring approximately 525 FT L x 2 FT W x up to 6 FT deep.

43.19587,-72.3344

At the above GPS Coordinates the road shoulder is washed out in an area measuring approximately 20 FT L x 2 FT W x up to 6 FT deep.

43.19643,-72.33422

At the above GPS Coordinates the road shoulder is washed out in an area measuring approximately 70 FT L x 2 FT W x up to 1 FT deep.

43.19643,-72.33412 - 43.19587,-72.3344

Between the above GPS Coordinates the road is washed out in an area measuring approximately 218 FT L x 12 FT W x up to .5 FT deep.

43.196821,-72.334063

At the above GPS Coordinates a culvert measuring 60 FT L x 24 IN diameter (HDPE) will need to be removed, cleaned out, and reset. The stone retaining wall measuring approximately 85 FT L x 5 FT W x 10 FT H was also destroyed. The road shoulder is washed out in an area measuring approximately 85 FT L x 1.5 FT W x up to 1 FT deep.

43.197409,-72.334059

At the above GPS Coordinates a culvert measuring 60 FT L x 24 IN diameter (HDPE) will need to be removed, cleaned out, and reset.

43.197409,-72.334059, 43.196369,-72.33423

Between the above GPS Coordinates the road is washed out in an area measuring approximately 525 FT L x 2 FT W x up to 6 FT deep.

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43.198334,-72.3336, 43.197409,-72.334059

At the above GPS Coordinates the road shoulder is washed out in an area measuring approximately 525 FT L x 2 FT W x up to 6 FT deep.

43.1935 -72.3355

At the above GPS Coordinates a culvert measuring 75 FT L x 60 IN diameter (CMP) will need to be removed, cleaned out, and reset. (Clean in place) The concrete headwall measuring approximately Head Wall, 11FT L x 6 FT 'H x 1 FT W, 7.5 FT long x 1 FT wide x 5.5 FT high.

43.193569,-72.335852 - 43.189706, -72.335966

Between the above GPS Coordinates the road shoulder is washed out in an area measuring approximately 250 FT L x 2 FT wide x 1 FT deep.

43.1941,-72.3355

At the above GPS Coordinates the stone headwall measuring approximately 6 FT long x 4 FT wide x 5 FT high in this area was destroyed.

The road is washed out in an area measuring approximately 60 FT L x 4 FT W x up to 3 FT deep.

43.189295, -72.335785

At the above GPS Coordinates the road is washed out in areas measuring approximately 75 FT long x 6 FT wide x 3 FT deep and 75 FT long x 6 FT wide x 3 FT deep.

43.189637, -72.336066

At the above GPS Coordinates one culvert measuring 60 FT L x 36 IN diameter (HDPE) are possibly clogged and/or out of alignment. Culverts will need to be removed, cleaned out, and reset.

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NOTES:

CONTRACTOR WILL BE RESPONSIBLE FOR COORDINATION WITH USACE AND NHDES BEFORE, DURING, AND AFTER TEMPORARY REPAIRS TO ENSURE COMPLIANCE WITH BOTH AGENCIES. ALL PROOF OF COORDINATION MUST PROVIDED TO THE TOWN OF ACWORTH AS SENT AND/OR RECEIVED. CONTRACTORS MUST CC JENNIFER BLAND FROM THE TOWN OF ACWORTH ON ALL CORESPONDANCE BETWEEN USACE AND DES.

THE SCOPE OF WORK FOR THIS TEMPORARY WORK WILL NOT INCLUDE REPLACING/REPAIRING HEADWALLS OR WINGWALLS.

NOTE: THE SCOPE OF WORK FOR THIS TEMPORARY WORK WILL NOT INCLUDE REPAIRING ASPHALT SURFACE, ROAD SHOULDERS, EMBANKMENTS, RETAINING WALLS, OR DITCHES UNLESS NECESSARY TO ESTABLISH THE 18 FT WIDE TEMPORARY ROAD AND/OR CLEAN OUT THE DITCH TO PREVENT ADDITONAL DAMAGES TO THE TEMPORARY ROAD.

NOTE: JERSEY BARRIERS WILL BE PLACED AS NEEDED FOR SAFETY. THE NUMBER AND LOCATIONS WILL BE DETERMINED BY THE TOWN OF ACWORTH ROAD AGENT AND/OR EMERGENCY MANAGER. THE PRESENT QUANTITY IS ESTIMATED TO BE 20 BUT SUBJECT TO CHANGE.

NOTE: DEBRIS TO BE HAULED OUT IS ESTIMATED TO BE APPROXIMATELY 1,350 CYS but could be slightly more.

NOTE: GPS COORDINATES MAY NOT BE EXACT BUT ARE WITHIN 25 FT +/-.

Detail of Services:

See attached map. Project areas are marked. Contractors who wish to visit please contact Jennifer Bland 860.601.2223

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Guidelines:

All Proposals become the property of the TOWN and will therefore be considered a public document which will be open to public viewing, after the bid opening. This proposal, if accepted, will become a legally binding addendum to the eventual contractual agreement with the TOWN. This request for proposal in no way commits the TOWN to make an award or reimburse any CONTRACTOR for any expense incurred in responding to this request.

The successful CONTRACTOR will be required to provide proof of insurance. The policy must be issued by a carrier that is duly licensed to do business in the State of New Hampshire. Any subcontractors will be subject to the same insurance requirements (which will be detailed as a part of the SCOPE OF WORK).

Evaluation Criteria:

All proposals received in response to this RFP will be evaluated to determine if they are complete and meet the requirements specified in this RFP. The vendor will be chosen at based on who will provide the “best value” taking into consideration the most beneficial combination of qualifications, services, costs, and who has met the requirements of this RFP. Only proposals judged to be responsive to the submission requirements set forth in this RFP will be evaluated.

The TOWN reserves the right:

- to accept or reject any or all bids in whole or in part and to accept other than the lowest price proposal;
- to waive any technical defect, qualification, omission, informality, or irregularity in any proposal received;
- to amend, modify, or withdraw this Request for Proposal;
- to require supplemental statements or information from a CONTRACTOR;
- to extend the deadline for responses to this Request for Proposal;
- to waive or correct any irregularities in proposals received;

The TOWN may award a contract based upon the proposals received without discussion of such proposals with. Each proposal should therefore be submitted with the most favorable terms the proposer can make to the TOWN.

The Request for Proposal documents and Notice of Award shall be the agreement between the TOWN and successful proposer with respect to the matters dealt with herein, and such shall supersede all other oral and written proposals, representations, understandings, and agreements previously made or existing with respect to any such matter.

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Qualification of Bidders:

Staff will review, analyze, and evaluate all proposals and score them in accordance with the criteria described below. If needed, additional information may be requested from one or more CONTRACTORS.

Award will not be made solely on the basis of the cost of services. Evaluation factors to be considered in addition to cost shall be:

- The CONTRACTOR's reputation based on past work experience with the TOWN and other references.
- Quality of workmanship or service provided.
- Adequate financial resources or the ability to obtain such resources as required to complete the performance of the project.
- Adequate experience, organization, technical and professional qualifications, personnel, skill, equipment, and ability.
- The ability to comply with the time frames proposal.

Each CONTRACTOR must be prepared to present satisfactory proof of their capacity and ability to successfully complete the requirements of this solicitation.

- Proposals shall include a brief summary of similar projects or services provided (at least 3), including: The date (s) of project or service provided.
- The point of contact with name and telephone number of such clients.

The TOWN reserves the right to make whatever investigations or inquiries necessary to determine the competency and ability of any CONTRACTOR to complete the requirements of this solicitation. A review may include, but not be limited to, inspection of the CONTRACTOR's facilities and equipment, references, or previous contract performance.

Revisions:

Only such amendments, when issued by the TOWN, will be considered as being binding on the TOWN. Verbal explanations or instructions given by a TOWN employee to a CONTRACTOR in regard to this solicitation shall not be binding on the TOWN and shall be considered informal unless confirmed in writing by the TOWN. CONTRACTORS should note that all clarifications and exceptions, including those relating to the terms and conditions of the contract, are to be resolved prior to the submission of a proposal.

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Contract:

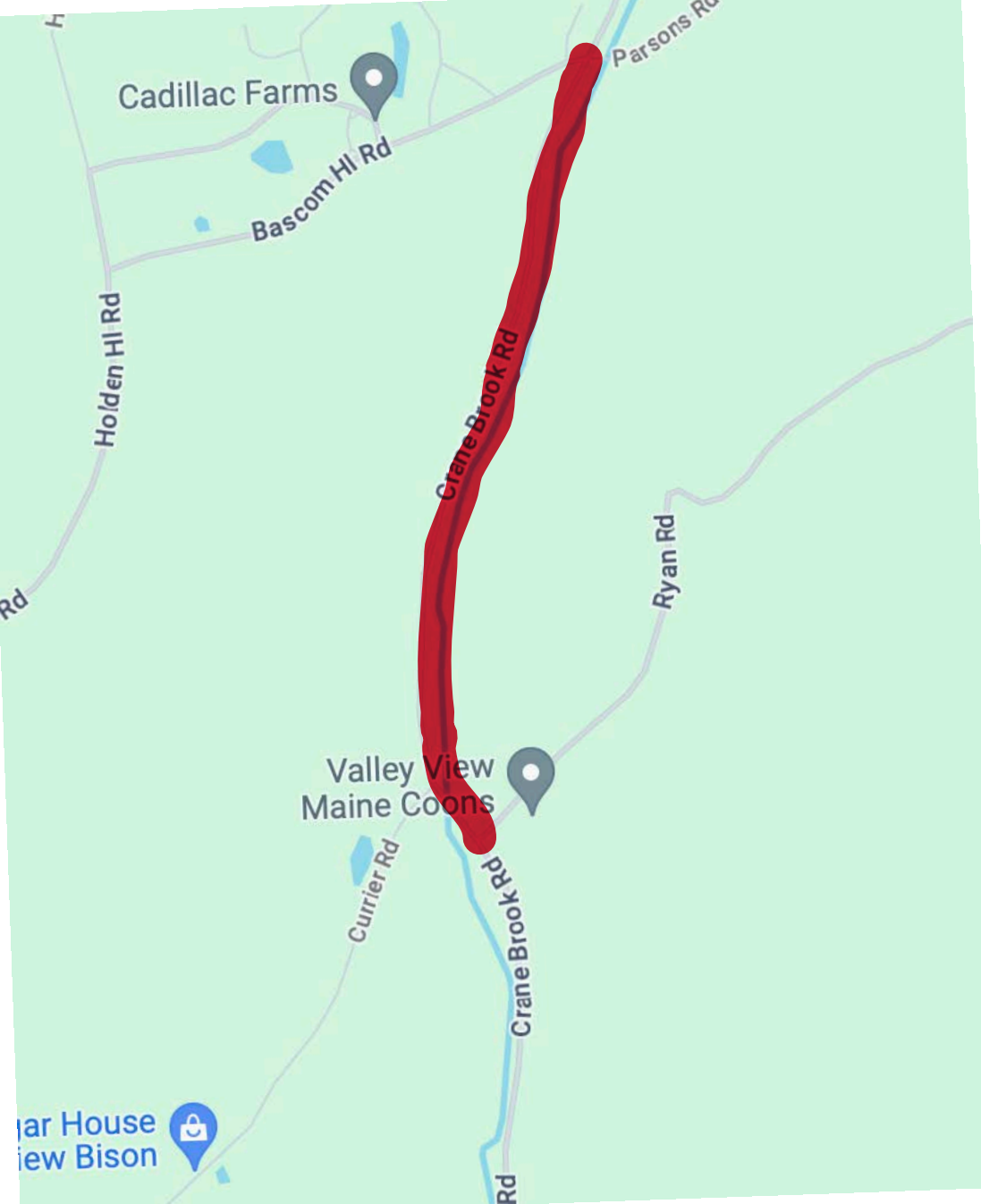
The final contract will involve, at a minimum, the terms and conditions set forth in this RFP including the general conditions and may include those reflected in the specific proposal submitted. The content shall be the exclusive source of the CONTRACTOR'S rights and remedies and shall supersede any and all prior writings, negotiations or agreements of any kind.

The TOWN is exempt of all taxes.

The Town will pay the Contractor on a mutually agreed upon scheduled and all invoices must include a detailed scope of work anyn and all backup supporting that invoice. Contractors must also submit before and after pictures with gps coordinates.

All CONTRACTORS must comply with all applicable Equal Employment Opportunity laws and regulations.

THE TOWN OF ACWORTH IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER



Cadillac Farms

Bascom HI Rd

Parsons Rd

Holden HI Rd

Crane Brook Rd

Ryan Rd

Valley View
Maine Coons

Currier Rd

Crane Brook Rd

Star House
View Bison