



**REQUEST FOR PROPOSAL (RFP)  
ADDENDUM**

**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 Derry Hill Rd.

**INSTRUCTIONS:**

Proposals must be submitted in a sealed envelope or electronically via email to the contact below no later than 1:00 p.m. EST on **Wednesday September 10**. Envelope must be clearly marked "Derry Hill Rd."

A pre-bid conference will be held on August 25, at 9:00 a.m. at the Five Points intersection at Derry Hill Road, Acworth, NH 03601 to discuss the project details. All bidders are encouraged to attend.

**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](mailto:townoff@sover.net). Questions can be submitted to the contact above.

**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 CONTRACT:**

The following documents must be executed prior to award of the contract and the initiation of work. These documents must be submitted by 1:00 p.m. EST Wednesday, August 27.

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

# TOWN OF ACWORTH

*Board of Selectmen*



P.O. Box 37  
Acworth, NH 03601

Phone: 603-835-6879  
Email: [townoff@sover.net](mailto:townoff@sover.net)  
[www.acworthnh.net](http://www.acworthnh.net)

## SCOPE OF WORK:

The services that will be required are as follows:

### DERRY HILL RD.

GPS COORDINATES: [43°12'51"N 72°19'34"W](#) Start Repairs (Near Cranbrook Road)

GPS COORDINATES: [43°11'57"N 72°17'18"W](#) End Repairs (Near Hill Road)

## TIMELINE OF WORK:

Work will commence on or after May 7th, 2026.

Work will be completed on or before September 1st, 2026.

## SAW CUT/ MILLED JOINTS:

To match all existing pavement. This item is subsidiary to all other work on the project. (*Appx (2) milled joints*).

## EMULSIFIED ASPHALT TACK COAT:

On all saw cut joints and milled joints. Apply a uniform coating of emulsion (tack coat) at a rate of appx. .025gal / SY to the exterior surfaces.

## DRIVEWAY/ ROAD APRONS:

Driveways and field entrances to receive an appx 1' apron.

## CRUSHED GRAVEL:

- a. Gravel base shall be measured in **cubic yards** and meet specifications under its pay item number.
- b. Crushed gravel per this Bid shall be 1 ½ inch Crushed Gravel and meet NHDOT specs.
- c. Payment for gravel shall be made at the contract unit price per **cubic yard** in place and compacted (8 Ton Vibratory Roller Minimum) and including all labor, equipment, and incidental work necessary for the satisfactory completion of this work. The Contractor shall provide all labor and equipment necessary to transport the gravel materials from the gravel pit (source) to the project site.

## CRUSHED GRAVEL FOR DRIVES:

Crushed gravel for this item shall be ¾ inch ledge pak or equivalent



## **GEOTEXTILE FABRIC:**

Unit pay item is paid by the square yard and shall be “MIRAFI HP” or an equivalent comparable high-performance polypropylene geotextile/geogrid capable of particle separation, filtration reinforcement and approved by the DPW Director.

## **METHOD OF MEASUREMENT:**

Weight **and tally** slip for all asphalt hot mix and gravel from the plan shall be turned over to the Jennifer Bland at the end of each workday by email.

The scope of services associated with this RFP includes all aspects of project development for locations within the rights-of-way for Starting at the intersection of Five Points and ending at the intersection of Hill Rd. Acworth. The work includes reclaiming, grading, compacting, existing gravel sections, paving, armoring culverts.

- RECLAIM/GRADE/COMPACT w/WATER 2 EXISTING PAVED SECTIONS (approx. 9,860 x 18-20)- approx. 20,604 SY sections of Derry Hill at a depth of six inches, FINE GRADE/COMPACT w/WATER
- Prior to pulverizing, road way is to be staked with offsets, 12' or less from center line of existing road for control purposes. Please note per the core borings done by M&W Soils the payment can vary from 1" to 12" see Core sample from M & W soils.



## RECLAIM BASE:

- All Pulverized material shall pass the 76.2 mm, (3-inch), sieve. The processed sub-base shall meet the following gradation:
- Sieve size 3" (76.2 mm) Passing 98%-100 %
- Sieve size 1 1/2" (38.1 mm) Passing 70% - 100%
- Section 1: Starting at GPS coordinates Starting at near Cranebrook and ending at Nelson Road. Add, fine grade and compact with water 3 inches deep (1-1/2) State spec. gravel to the width of 22 feet for 3422 ft + or -. Regrading of the roadbed to attain a crown of 2.0% or .25 inches per foot. (Approximate 697 cubic yards) (No mat required) Note: Pavement will be 20 feet.
- Section 2: Saring at Nelson Road: Install Road mat then add, fine grade and compact with water 6 inches deep (1-1/2) State spec. gravel to the width of 20 feet for 3439 ft + or -. Regrading of the roadbed to attain a crown of 2.0% or .25 inches per foot. (Approximate 1274 cubic yards) Note: end at the lower driveway of the blueberry farm. 43°12'19.1"N 72°18'37.8"W Pavement will be 18 feet.
- Section 3: Elsesser Blueberry Farm 43°12'19.1"N 72°18'37.8"W. Regrading of the roadbed to attain a crown of 2.0% or .25 inches per foot. Approximate 470 feet + or - (No mat required) Note: This is where the road is very narrow below the farm. 43°12'19.7"N 72°18'31.2"W Pavement will be 16 feet.
- Section 4: Install road mat then add, fine grade and compact with water 6 inches deep (1-1/2) State spec. gravel to the width of 20 feet for 895 ft + or -. Regrading of the roadbed to attain a crown of 2.0% or .25 inches per foot. (Approximate 332 cubic yards) Note: Starts at the bottom of the Hill by stream below the farm 43°12'19.7"N 72°18'31.2"W and go to the dirt part 43°12'17.7"N 72°18'19.7"W. Pavement will be 18 feet
- Section 5: Add and fine grade and compact with water 3 inches deep (1-1/2) State spec. gravel to the width of 20 feet for 545 ft + or -. Regrading of the roadbed to attain a crown of 2.0% or .25 inches per foot. (Approximate 101 cubic yards) (No mat required) Note: This area is dirt now **Start** 43°12'17.7"N 72°18'19.7"W **Stop** 43°12'16.8"N 72°18'11.7"W. Pavement will be 18 feet.
- Section 6: Install road mat then add, fine grade and compact with water 6 inches deep (1-1/2) State spec. gravel to the width of 20 feet for 5000 ft + or -. Regrading of the roadbed to attain a crown of 2.0% or .25 inches per foot. (Approximate 1852 cubic yards) Note: Starting at the Sap tanks Pole 23 43°12'16.8"N 72°18'11.7"W where the dirt ends and go to Hill Road 43°11'57"N 72°17'18"W. Pavement will be 18 to 18.5 feet.
- PAVE BINDER 2.5" COMPACTED- 19mm NHDOT, approx. 29,889 SY, 4,237 tons Note: Starting at Five Points to Nelson Road the pavement would be 20 feet wide. It would drop down to 18 feet wide maybe 18.5 to just below the lower driveway at the blueberry farm. From there it would be 16 feet wide to the bottom of the hill where it will be 18 to 18.5 feet wide until Hill Road.

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- PAVE WEARING COURSE 1.5" COMPACTED- 12.5mm NHDOT, approx. 29,889 SY, 2,542
- Tons TACK COAT- 897-gals (.03) SHOULDER GRAVEL 1.5' – 2' WIDTH (where applicable)- 1" ledge pack, approx. 27,740 LF, 665cy/865 tons (4.5" depth) (may be some deep sections, some narrow.)
- All paved roads will have a crown of 2.0% or .25 inches per foot.

### **\*\* See Appendix A- NHDOT Liquid Asphalt Escalator Clause Adjustment**

AT GPS [43°12'17"N 72°18'48"W](#) at this location we will box cut an area 220 ft long by 18 ½ feet wide 12" deep. Taper each end to match road grade at the end. Road mat (Lisa Christies House) Material taken can be dumped at the Blueberry Farm. (Owner will show location)

AT GPS [43°12'18"N 72°18'38"W](#) at this location we will box cut an area 220 ft long by 18 ½ feet wide 12" deep 12" Taper each end to match road grade at the ends. (Elsesser Blueberry Acers) Material taken can be dumped at the Blueberry Farm. (Owner will show location)

- At GPS [43°12'19"N 72°18'02"W](#) At this location we need to move the road over (Note: shift the road back to the original traveled lane by the large culvert by Milliken Brook to obtain the road to be in the center of the culvert. Apox. 4 feet to the upstream side.)

### **NOTES:**

**Contractor will supply the state spec inch and half gravel along with the road mat.**

**CONTRACTOR WILL BE RESPONSIBLE FOR TRAFFIC CONTROL. Jennifer Bland will obtain all required permitting and COORDINATION WITH USACE AND NHDES BEFORE, DURING, AND AFTER 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 ACWORTH HIGHWAY DEPARTMENT AND JENNIFER BLAND FROM THE TOWN OF ACWORTH ON ALL CORRESPONDANCE BETWEEN USACE AND DES.**

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

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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 from the most qualified contractor.
- 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.

### **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 based on the cost of services. Evaluation factors to be considered in addition to cost shall be:

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- 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.

### **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. Please note that this project is a FEMA reimbursement. The contractor submits invoices to the town, which then submits invoices to Homeland Security. Once Homeland Security reimburses the town, the town will reimburse the contractor.

The TOWN is exempt from all taxes.

The Town will pay the Contractor on a mutually agreed upon schedule and all invoices must include a detailed scope of work any 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**



**APPENDIX A**

**NHDOT LIQUID ASPHALT ESCALATOR CLAUSE ADJUSTMENT**

1. Bid items containing asphalt cement will be subject to a price adjustment. This adjustment will take effect when the monthly price for asphalt cement as furnished by the New Hampshire Department of Transportation, Bureau of Materials and Research differs from the base price as herein specified. The price adjustment will be based on the percent of virgin asphalt cement in the approved mix design.
2. The base price of asphalt cement shall be the price as specified by the New Hampshire Department of Transportation, Bureau of Materials and Research at the time of the effective date of the Contract.
3. The monthly price of asphalt cement will be furnished by the New Hampshire Department of Transportation, Bureau of Materials and Research on the first business day following the 14th calendar day of each month.
4. The contract prices of Hot Bituminous Pavement will be paid under the respective items in the Bid. The price adjustment, as provided herein, upwards, or downwards, will be made at the end of each month in which the work was accomplished as follows:

Contract Adjustment = [monthly price minus the base price] X  
[Approved mix design percent of virgin asphalt cement] X [tons of pavement used].

**The allowance stated in the Bid is approximate and the actual amount to be paid may be more or less as authorized by the DPW Director or his designee.**