



**Town of Raymond, New Hampshire
Department of Public Works
Request for Proposals
for
2023 Lagoon Sludge Disposal**

INTRODUCTION

The Town of Raymond, New Hampshire is soliciting proposals for **pricing only** from Contractors interested in providing the disposal cost for the lagoon sludge transported from the Raymond Water Treatment Plant.

Interested contractors shall provide the Town with written proposals outlining the firm's experience, references, equipment to be used and proposed schedule. The proposal shall also include a completed and executed BID FORM.

The Town also reserves the right to reject any or all Bids and the right to adjust the schedule as may be required due to weather.

Deadline for receipt of proposals is 3:00 p.m. Thursday, June 15, 2023

Each bid must be submitted in a sealed envelope addressed to the Public Works Director, Old Fire House, 4 Epping Street, Raymond, New Hampshire 03077. Each sealed envelope containing "Bid" must be plainly marked on the outside as "**Lagoon Sludge Disposal Pricing**".

All Bids must be made on the attached Bid Form

The Director of Public Works reserves the right to waive any informalities or minor defects in the Bid and/or reject any and/or all Bids, for whatever reason is determined to be in the best interest of the Town of Raymond.

SCOPE OF WORK

The Town has contracted with a site contractor to ship an estimated 150 tons of lagoon sludge from the Water Treatment Plant to an approved landfill during the summer/fall months of 2023. The Town is **looking for the cost per ton** to have the lagoon sludge deposited by the Town's contractor at an approved landfill facility.

RESPONSE TO RFP

Interested contractors shall provide the Town with a written proposal outlining experience, references, materials to be used, cost, time frame, methods, services to be provided by the contractor and services anticipated to be required from the Town. Include a list of your key personnel to be used for this contract and their level of expertise.

All material submitted in response to this RFP shall become the property of the Town and shall not be returned.

BIDDER QUALIFICATIONS

The Director of Public Works shall make such investigations as deemed necessary to determine the ability of the Bidder to perform the work. No award may be made to any Bidder who cannot meet the following requirements or if any evidence fails to satisfy the Director that such Bidder is properly qualified:

Bidder shall be an approved landfill facility to accept hazardous waste

The Director of Public Works reserves the right to reject any Bid if the foregoing requirements are not satisfied

CONSIDERATIONS AND LIMITATIONS

The major consideration for the Town is prompt and efficient work and the most economical manner, at the most reasonable price, with the least amount of traffic disruptions.

This solicitation does not commit the Town to award a contract, pay any costs incurred in preparing a proposal, or to procure or contract for any services or supplies.

The Town reserves the right to reject or accept any and/or all the proposals received for any reason which the Public Works Director determines is in the best interest of the Town. **Selection shall not be made purely on price alone.**

Further, the Town reserves the right to negotiate with any and/or all qualified sources, or to cancel in part, or in its entirety, the solicitation for whatever reason is determined by the Director of Public Works to be in the best interests of the Town. The Town reserves the right to eliminate portions of the work.

COMMENCEMENT

It is anticipated that the removal and delivery of the sludge will begin at a mutually agreed upon date between the Contractor and the Town during the summer/fall months of 2023. All work to be completed no later than October 31, 2023.

INDEMNIFICATION AND INSURANCE

The Contractor shall defend, indemnify and hold harmless the Lessee, its officers and employees, from and against any and all losses suffered by the Lessee, its officers and employees and any and all claims, liabilities or penalties asserted against the Lessee, its officers, and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor.

The Contractor shall obtain and maintain in force during the term of the contract, Commercial General Liability and Comprehensive Liability; Excess Liability and Property Liability insurance including contractual coverage, in amounts noted below:

Minimum Limits of Liability:

- \$1,000,000 each occurrence*
- \$1,000,000 personal & adv. injury*
- \$2,000,000 general aggregate*
- \$2,000,000 products / completed operations aggregate.*
- \$5,000 medical expenses (any one person)*

Prior to the beginning of the contract the Contractor shall provide a Certificate of Insurance demonstrating the required insurance coverage. The policy shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the Town of Raymond and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the Town of Raymond.

All liability policies shall include the Town of Raymond, New Hampshire as named as additional insured.

- a. The Contractor's insurance shall be primary in the event of loss.
- b. The additional insured endorsement must include language specifically stating that the entity is to be covered for all activities performed by, or on behalf of, the Contractor, including the Town of Raymond's general supervision of the Contractor.
- c. The Town of Raymond, New Hampshire shall be listed as a Certificate holder and additional insured.
- d. Insurance Certificates must be provided prior to commencement of work.

To the extent that this is applicable, the Contractor hereby agrees to purchase and maintain as required by the law the appropriate workmen’s compensation insurance to cover all claims of employees of said Contractor; should the Contractor fail to purchase and maintain such insurance, and should the Town of Raymond be found liable to employees of the Contractor, the Town of Raymond may recover the amount of any compensation paid to employees of the Contractor and any expenses relating thereto.

Workers’ Compensation coverage limit shall be provided when required by statute:

<i>Limits of Liability:</i>	<i>Coverage A - Statutory</i>
	<i>Coverage B: Each accident \$2,000,000</i>
	<i>Disease: Each employee \$2,000,000</i>
	<i>Disease: Policy Limit \$2,000,000</i>

CONTACT INFORMATION:

Scott Keddy
Water Foreman 603-895-7050
skeddy@raymondnh.gov

Peter Manor
Director of Public Works 603-895-7035
DPWDirector@raymondnh.gov

Stacey Grella
Operations Manager 603-895-7036
sgrella@raymondnh.gov

BID FORM

The Contractor shall provide a **cost per ton** delivered that includes all elements of the sludge disposal.

The single rate shall be established to address costs associated with mobilization, daily travel, equipment maintenance, fuel and other tasks or materials as these items will not be paid for separately.

COST PER TON \$ _____ **Estimated cost for 150 TONS:** _____

Overall Total Contract Value (Estimated) : \$ _____

Actual contract value and payment will be based on actual approved and measured total tonnage.

Company Name: _____

Mailing Address: _____

Name and Title of Authorized Signatory: _____

Signature: _____ Date: _____

Contact Person: _____

Cell Phone: _____

e-mail: _____

By signing, I attest that on behalf of _____ I have read and I
Company name

understand the "Important Bidder Information" provided.