



**Town of Raymond, New Hampshire
Department of Public Works
Request for Proposals**

Water Treatment Plant Roof Replacement

2023

The Town of Raymond, New Hampshire is soliciting proposals from Contractors interested in providing the installation of a new roof at the Water Treatment Plant at 5 Cider Ferry Road in Raymond, NH.

Interested Contractors shall provide the Town with written proposals outlining the firm's experience, at least three (3) references, equipment to be used and proposed schedule. The proposal shall also include a completed and executed BID FORM.

It is anticipated that the roofing project will begin in July or August and be completed no later than August 31, 2023.

All proposals must be provided in hard copy enclosed within a sealed envelope and clearly labeled "**2023 WTP Roof Replacement**" by **3:00 p.m. Thursday, June 22, 2023.**

Interested parties should contact:
Stacey Grella, Operations Manager
Town of Raymond
Department of Public Works
4 Epping Street
Raymond, NH 03077
603.895.7036
sgrella@raymondnh.gov

The Town of Raymond reserves the right to contract with the Bidder that has been determined to be in the best interest of the Town after full consideration of cost, schedule, and overall value.

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.

Important Bidder Information

Contractors are requested to plan to visit the job sites and/or review the scope of work with the DPW Director or Water Foreman prior to bidding.

Each bid shall be submitted on the Bid Form furnished by the Town of Raymond and attached to this Request for Proposals package.

Scope of Work:

1. Unless otherwise agreed to by the parties, roofing activities are to occur between 7:00 am and 3:00 pm Monday through Friday, excluding holidays. Other hours may be modified upon mutual agreement of the parties.

Contractor Performance Criteria:

2. Roofing shall mean to:
 - A: strip the existing roof
 - B: inspect underlayment
 - C: install 2 courses of ice and water shield
 - D: install felt paper
 - E: Install new 8" aluminum drip edge
 - F: Install new IKO Cambridge Architectural asphalt shingles
 - G: Replace vent boots
 - H: Install new ridge vent

Upon successful completion of the roofing operation, the immediate area will be free from any roofing debris and other light materials. It is the contractor's responsibility for full cleanup of the work site areas at the end of each day.

3. The Contractor shall determine the number of workers necessary to meet this standard and achieve completion within the schedule constraints.
4. The Contractor shall have an on-site supervisor or foreman available to direct operations. This supervisor or foreman will report to the DPW Director or his designee regarding any problems encountered, resolution of corrective actions, provide daily progress reports and coordinate the next day's activities.
5. The interruptions for severe weather or other such events will be at the discretion of the DPW Director or his designee.

Invoicing for Hours Worked:

1. The Contractor may invoice for the approved hours accrued during active roofing operations at the rate identified on the Bid Form.
2. The Contractor will not be paid for:
 - Time consumed addressing equipment issues.
 - Time demobilizing, standing by or remobilizing due to weather conditions.

Time associated with re-working an area in a repetitive manner due to issues within the control of the Contractor such as faulty equipment, unskilled equipment operators or Contractor decisions to proceed with operations during questionable weather conditions.

3. All hours shall be reviewed at the end of each day. The Water Foreman or his designee must acknowledge and approve daily time slips for payment.
4. Work performed on Town owned buildings shall be invoiced to the Town of Raymond Attn: Stacey Grella, Public Works Department.

Safety:

All activities under this Contract shall be executed in accordance with all applicable Federal, State and Local safety regulations. All workers of the selected Contractor shall be properly trained in safe operation of tools and equipment assigned to them for their use and shall be provided with proper safety and protective gear.

Insurance:

The selected Contractor shall be required to maintain general liability and other insurance as is appropriate for the work being performed. Excess Liability, Automotive Liability, Protective Liability, and General Liability coverage shall be a minimum of \$2,000,000 each.

Contact Information:

Scott Keddy, Water Foreman
Town of Raymond, NH
603-895-7050
skeddy@raymondnh.gov

Stacey Grella, DPW Operations Manager
Town of Raymond, NH
603-895-7036
sgrella@raymondnh.gov

Bid Form

The Contractor shall provide an **all-inclusive hourly rate** that includes all elements of the roof replacement work.

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

All-inclusive Hourly Rate: \$ _____

Estimated total hours: _____

Estimated Overall Total Contract Value: \$ _____

Company Name: _____

Mailing Address: _____

Name and Title of Authorized Signatory: _____

Date: _____

Signature: _____

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 and further, that I have visited the Water Treatment Plant site prior to preparing this Bid.

ATTACH ADDITIONAL SHEETS AS NECESSARY TO EXPERIENCE, REFERENCES, EQUIPMENT TO BE USED OR ANYTHING NOT INCLUDED IN THE SCOPE OF WORK.