



Town of Merrimack, New Hampshire

6 Baboosic Lake Rd · Merrimack, NH 03054 · www.merrimacknh.gov

December 30, 2014

REQUEST FOR BID REPLACEMENT DOORS

Sealed proposals will be received by the Town of Merrimack until 2:00pm on Tuesday, February 3, 2015 for providing and installing the outside doors at four Town Hall buildings according to the following specifications and conditions.

Time and effort spent for bid preparation is the responsibility of the bidder. The act of submitting a bid is considered to be full acknowledgement that the bidder has inspected the sites and is familiar with the conditions. A mandatory walk through is scheduled for Tuesday, January 27, 2015 at 10:00am.

All materials needed to complete the installation must be included in the bid price, listed on a separate sheet, and included with your bid.

The contractor must dispose of any waste construction materials at the Merrimack Transfer Station. The Transfer Station shall not charge the contractor for materials that are disposed.

A detailed proposal describing how the job will be completed along with a proposed list of materials, the length of time the job will take and the total cost of the project shall be submitted by the date and time and shall exclude state and federal taxes not applicable to municipalities. The bid price shall be quoted F.O.B. Town of Merrimack, Town Hall, 6 Baboosic Lake Rd and Police Station, 31 Baboosic Lake Rd, and shall include all labor and materials that are required for a complete installation, including removal of related debris.

Two copies of the proposal shall be submitted; including the Bid Form furnished herewith and shall exclude state and federal taxes not applicable to municipalities.

Bids shall include all associated costs of liability insurance, supervision, labor, materials, tools, and travel to complete the work. All work shall be performed in accordance with the NH State Building Code. Cost of licenses and permits are to be included in the bid.

The Town reserves the right to reject any or all proposals, to waive irregularities in the proposals, and to accept the proposal which best serves the interest of the Town.

The successful bidder will be required to provide an insurance certificate confirming the following insurance coverage: worker's compensation insurance as required by the State of New Hampshire; broad-form comprehensive general liability insurance in an amount no less than \$1,000,000 combined single limit per occurrence; and motor vehicle insurance to include bodily injury, property damage, uninsured motorist, and employer's non-ownership coverage in an amount no less than \$1,000,000 combined single limit per occurrence. The Town of Merrimack shall be named as an additional insured on all policies.

The successful bidder must also agree in writing to indemnify the Town of Merrimack from any and all liability, loss or damage, including but not limited to bodily injury, illness, death, or property damage, which the Town becomes legally obligated to pay as a result of claims, demands, costs, or judgment against the Town arising out of the contractor's actions or omissions relating to this project.

The Town reserves the right to reject any or all bids, to waive irregularities in the bids, and to accept the bid which best serves the interest of the Town.

Bids must be sealed and marked "Bid on Replacement Doors" and be delivered to the Town of Merrimack Finance Department, 6 Baboosic Lake Rd, Merrimack, NH 03054 by the time specified above when they will be read aloud.

The Town of Merrimack's Purchasing Policy is available on the Town's website: http://www.merrimacknh.gov/town/departments/finance/bid_opportunities; a copy may be obtained by contacting the Purchasing Agent.

It is the bidder's responsibility to confirm the bid is received by the Finance Department by the date and time specified.

For additional information contact Xenia Simpson, Purchasing Agent, at xsimpson@merrimacknh.gov or (603) 424-7075.



TOWN OF MERRIMACK, NEW HAMPSHIRE

FINANCE DEPARTMENT

**6 Baboosic Lake Road
Merrimack, NH 03054**

Tel: 603-424-7075

Fax: 603-424-0516

Bid Specifications Replacement Doors

- The following buildings will be included in the bid:
 - Town Hall East Building, 6 Baboosic Lake Rd
 - First Floor, two outside doors
 - Main Floor, one (1) main entrance door to be double door, four (4) side entrance doors
 - Town Hall West Building, 8 Baboosic Lake Rd:
 - Main Floor: one (1) Main Entrance Door, two (2) side doors
 - Second Floor: One (1) Door to conference room, one (1) side door.
 - Ambulance Garage: One (1) entrance door
 - Police Station located at 31 Baboosic Lake Rd:
 - One (1) door on lower level
- Doors shall be primed, not painted
- Door sweeps shall be included and attached
- Doors shall be insulated.
- Doors shall be either fiberglass or A60 galvalume steel. Please indicate a price for each on the bid sheet.
- Replacement of doors and frames shall be included in bid price
- Panic bars shall be installed on all doors
- New lock sets shall be installed; lock shall be stainless, match existing key ("A" key)
- The door located at the Police Station shall be a steel security door precut for the magnetic access control device
- Specifications for individual doors will be discussed during the mandatory walk-through



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FINANCE DEPARTMENT

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Tel: 603-424-7075

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Replacement Doors Bid Form

Due by 2:00PM on Tuesday, February 3, 2015

Prices for A60 galvanneal steel:

Town Hall, East building, First Floor:

Main Door \$ _____

Side Door \$ _____

Town Hall, East building, Main Floor:

Main Door \$ _____

Side Door \$ _____

Side Door \$ _____

Side Door \$ _____

Side Door \$ _____

Town Hall, West building, Main Floor:

Main Door \$ _____

Side Door \$ _____

Side Door \$ _____

Town Hall, East building, Second Floor:

Conference Room Door \$ _____

Side Door \$ _____

Ambulance Garage:

Entrance Door \$ _____

Police Station:

Side Door \$ _____

Bidder: _____

Prices for Fiberglass:

Town Hall, East building, First Floor:

Main Door \$ _____

Side Door \$ _____

Town Hall, East building, Main Floor:

Main Door \$ _____

Side Door \$ _____

Side Door \$ _____

Side Door \$ _____

Side Door \$ _____

Town Hall, West building, Main Floor:

Main Door \$ _____

Side Door \$ _____

Side Door \$ _____

Town Hall, East building, Second Floor:

Conference Room Door \$ _____

Side Door \$ _____

Ambulance Garage:

Entrance Door \$ _____

Police Station:

Side Door \$ _____

The Mandatory Walk through was attended by a representative of this bidder: Yes _____ No _____

A separate sheet is attached listing all materials needed to complete the installation: Yes _____ No _____

Work shall be completed within _____ days of receipt of related purchase order.

The above bid is provided in accordance with the Town's bid invitation dated December 30, 2014, except as indicated below:

Bidder: _____

Bidder: _____
Street Address: _____
City, State, Zip Code: _____
Phone No: _____ Fax No: _____
Authorized Signature: _____
Printed Name: _____ Date: _____
E-Mail: _____

List of References:

Project: _____
Company Name: _____
Street Address: _____
City, State, Zip Code: _____
Phone No: _____
Contact: _____

Project: _____
Company Name: _____
Street Address: _____
City, State, Zip Code: _____
Phone No: _____
Contact: _____

Project: _____
Company Name: _____
Street Address: _____
City, State, Zip Code: _____
Phone No: _____
Contact: _____