



Town of Merrimack, New Hampshire

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

October 7, 2016

Request for Proposal Renovations to the South Merrimack Fire Station

Proposals will be received by the Town of Merrimack until Friday, October 28, 2016 at 2:00PM to renovate the South Merrimack Fire Station to the Fire Department. Bids shall include the following bid 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 pre-bid meeting is scheduled for 9:00AM on Thursday, October 20, 2016 at the Town Hall Finance Conference Room with a walk through of the building immediately following.

The proposal shall exclude state and federal taxes not applicable to municipalities. The bid price shall be quoted F.O.B. Town of Merrimack, Fire Department, 196 Naticook Rd, Merrimack, NH and shall include all labor and materials that are required for a complete installation, including removal of related debris.

The winning bidder will be required to furnish a Payment Bond in the amount of 100% of the Contract Price.

The contractor 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 contractor 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's evaluation of the bidder's experience and reputation will include discussions with current users. Therefore, bidders shall identify on the Bid Form three customers for whom comparable repairs have been completed within the last five years.

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.

Two copies of the proposal must be sealed and marked "Proposal for Renovations at South Merrimack Fire Station" 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.

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

The Town of Merrimack's Purchasing Policy is available on the Town's website: <http://www.merrimacknh.gov/finance-department/pages/bid-opportunities>; a copy may be obtained by contacting the Purchasing Agent.

For additional information call 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

The purpose of this plan is to reconfigure the living quarters and improve the habitability at the South Merrimack Fire Station. Currently the living quarters are configured in (2) separate resting/study areas. The plan is to remove the wall separating the 2 rooms and reconfigure the space into (3) separate rooms with individual entry points (interior doors) and each with a new egress window. The overall area is approximately 12'7" x 24'. Other upgrades will be: paint interior of living areas and rehab the bathroom. Add carpet to day room. Repairs and improvements to electrical components.

Quarters Reconfiguration:

Officer's Quarters

- Create a room approximately 7'9" x 12'7" with an interior partition wall
- Removal and replacement of entry door
- Remove existing carpet.
- Removal of window unit
- Installation of egress window
- Removal of in wall heating unit, repair/patch sheathing and siding outside, frame insulate, install interior wall covering and prepare for paint.
- Electrical as needed (see below)
- Install new commercial carpet.
- Installation of new storage unit (8'long 24" deep)

Firefighter's Quarters

- Create (2) rooms approximately 7'9" x 12'7" with an interior partition wall
- Removal and relocation/replacement of existing entry door
- Removal of window unit
- Installation of egress window
- Add window in new space
- Add new entry door in new space.
- Removal of in wall heating unit. repair/patch sheathing and siding outside, frame insulate, install wallcovering and prepare for paint.
- Electrical as needed
- Install new commercial carpet.
- Installation of new storage units in each of the new rooms (8'long 24" deep)

Electrical Work

- Each of the living quarters will have a switched over head led light, with switch positioned at the entry door (position approved at rough).
- Wall outlets as needed (position agreed upon between contractor and Fire Chief)
- Cable TV receptacle, Cat 5 w/receptacle and electrical outlet. In each of the new living quarters. (position approved at rough)
- Each room will have a speaker tied into existing PA system.
- Each room will have one light that comes on with activation of existing plectron system.
- Each room will have a new Smoke/CO detector tied into existing FA Panel

HVAC Work

- Install new HVAC lead in new living quarters.
- Resize/Balance existing HVAC leads.
- Clean all interior duct work.
- Replace all HVAC leads/registers.

Walls,ceilings and trim

- Repair/ patch and prep and paint all ceilings in station. (white)
- Repair/ patch and prep and paint all walls in station (Color to be approved by FD and used thorough out)
- Repair, prep and paint all interior trim in living quarters (Color to be approved by FD and used thorough out)

Dayroom

- Removal of in wall heating unit, repair/patch sheathing and siding outside, frame insulate, install interior wall covering and prepare for paint.
- Remove lower paneling and repair wall board as needed and prepare for paint.
- Add Commercial carpet to day room up to area defined as hallway (determined at rough)

Bathroom

- Remove and replace existing shower surround
- Replace existing shower control.
- Remove and replace existing sink unit and fixtures.
- Replace plumbing and piping as needed
- Remove and replace existing commode.
- Remove existing flooring
- Install ceramic tile and install matching tile as mop board not less than 4" high. Seal finished floor to ensure maxim water resistance (tile approved by FD)
- Remove and replace existing overhead vent/light and vent to exterior.
- Repair/prep walls and ceiling for paint
- Paint ceiling and walls and trim.

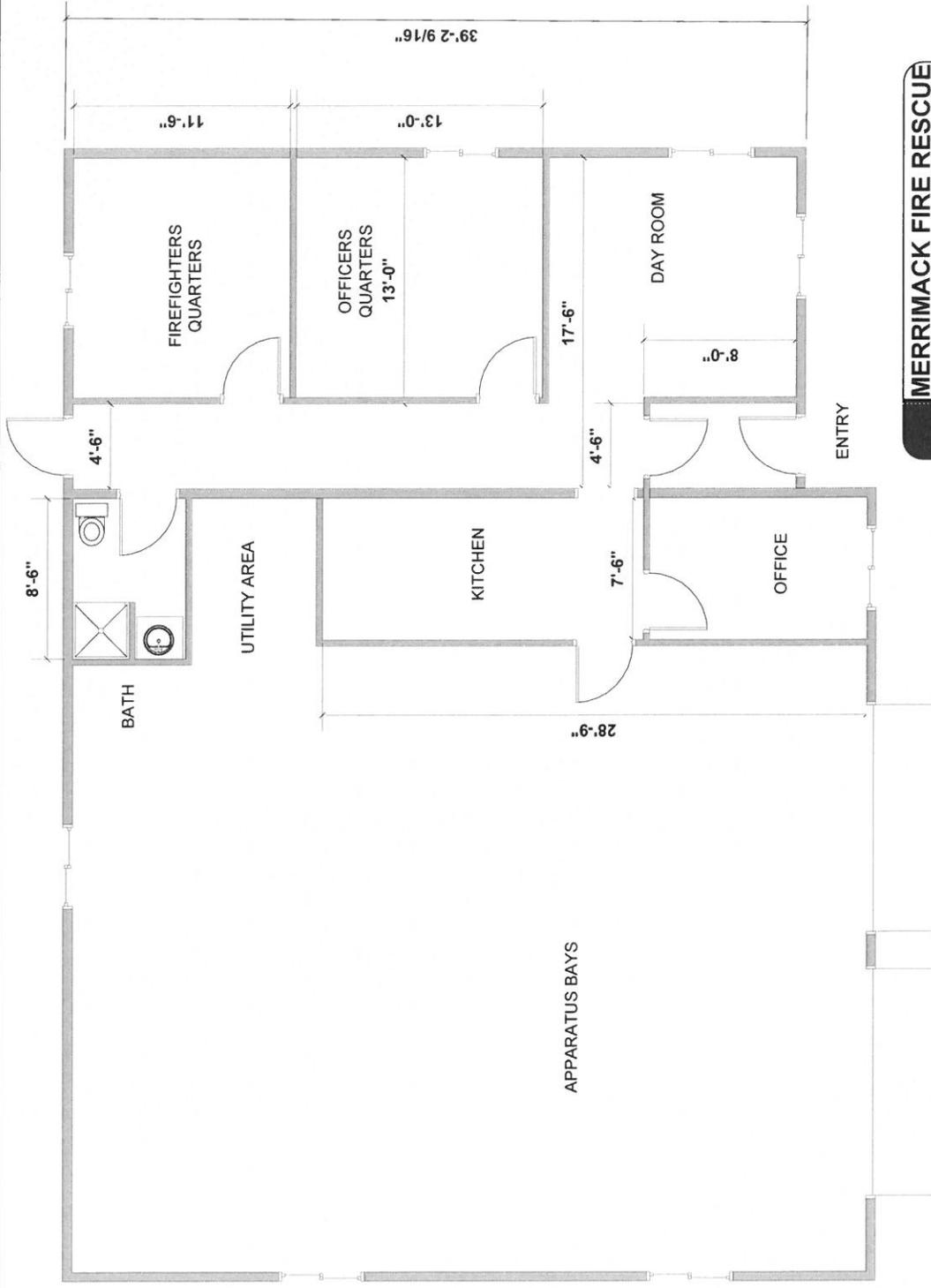
Electrical Improvements

- Repair or replace Electrical Panel Cover
- Neaten up interior of electrical Panel.
- Identify and label all electrical circuits.
- Eliminate, remove abandoned wiring circuits
- Cover all holes.
- Replace all existing switched ceiling lighting with LED lighting.

This station is a 24/7 operation and any disruption in the operation of the building greatly effects Fire Rescue Operations and the community.

- All areas to be worked on will be cleaned out by FD prior to commencing work.
- One of the garage bays will be used for storage of FD equipment during construction.
- The winning bidder will complete all work within 30 days of commencing. A per day penalty of \$100.00 will be assessed for each day over the 30 days.
- All areas of work will be broom clean prior to FD moving back in to the space.

SOUTH MERRIMACK FIRE STATION (STATION 2)



Note:
THESE DIMENSIONS
ARE FOR REFERENCE
ONLY
ALL DIMENSIONS MUST
BE VERIFIED BY THE
BIDDER

MERRIMACK FIRE RESCUE

9/21/2016



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FINANCE DEPARTMENT
6 Baboosic Lake Road
Merrimack, NH 03054

Tel: 603-424-7075
Fax: 603-424-0516

**Renovations to the South Merrimack Fire Station
Proposal - Bid Form**

Due by 2:00PM on Friday, October 28, 2016

Renovations to South Merrimack Fire Station according
to the Town's Bid specifications:

Officer's & Firefighters' Quarters	\$ _____
Electrical Work	\$ _____
HVAC Work	\$ _____
Walls, Ceilings and Trim	\$ _____
Dayroom	\$ _____
Bathroom	\$ _____
Electrical Improvements	\$ _____

Total Bid price.....\$ _____

Bidder Name: _____

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. A penalty of \$100.00 per day will be assessed for each day beyond this.

The above bid is provided in accordance with the Town's bid invitation dated October 7, 2016 except as indicated below:

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

Bidder: _____

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: _____