



TOWN OF MERRIMACK, NEW HAMPSHIRE

FINANCE DEPARTMENT
6 Baboosic Lake Road
Merrimack, NH 03054

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

March 2, 2015

REQUEST FOR PROPOSAL WASSERMAN PARK IMPROVEMENTS

Sealed proposals will be received by the Town of Merrimack until 2:00pm on Wednesday, March 25, 2015 for improvements to Wasserman Park 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, March 17, 2015 at 9:00AM.

The list of improvements includes:

- Function Hall improvements:
 - Repairs to exterior siding
 - Install flashing along roof lines
 - Replace rotten window sills, trim & siding as needed
- Repair metal roof of Theater Building (6-8 small leaks)
- Arts and Crafts building:
 - Install new sheetrock on ceiling
 - Paint building exterior
 - Replace small sections of rotten exterior siding
 - Paint building interior - white
 - Replace rusted railings
 - Install flashing around vent to repair leak
- Install ADA Accessible ramp at Parks & Recreation Office
- Install ADA Accessible ramp at Day Camp Office/Camp Health Center
- Cabin 12 repairs:
 - Electrical upgrades to include smoke detectors, lighted exit signs, and any other upgrades for compliance with building codes
 - Repair small section of roof

- Paint exterior of building
- Replace door
- Install hand railings on stairs
- Restoration
- Boathouse:
 - Repair roof (minor leak)
 - Paint exterior
- Paint exterior of Cabin 14
- Function Hall – paint building exterior – siding and trim.

The Town reserves the right to remove any of the above improvements from the scope of work.

The projects will be done in two phases. The first phase shall be completed by May 31, 2015 provided a related purchase order is delivered by April 1, 2015. The second phase shall be started in September, and completed by October 31, 2015.

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

All materials needed to complete the projects 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, Wasserman Park, 116 Naticook 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.

Proposals must be sealed and marked "Bid on Wasserman Park Improvements" 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.



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Wasserman Park Bid Form

Due by 2:00PM on Wednesday, March 25, 2015

Function Hall Improvements:

Repair exterior siding \$ _____

Replace/repair siding, trim & window casings \$ _____

Install Flashing along roof lines \$ _____

Repair Metal roof of Theater building \$ _____

Arts & Crafts building:

Install sheetrock on ceiling \$ _____

Paint building exterior \$ _____

Replace sections of rotten siding \$ _____

Paint interior of building (white) \$ _____

Replace rusted railings \$ _____

Install flashing around vent (repair leak) \$ _____

Install ADA Accessible ramp at Office \$ _____

Install ADA Accessible ramp at Office/Health Center \$ _____

Cabin 12 repairs:

Electrical Upgrades \$ _____

Repair small section of roof \$ _____

Paint exterior of building \$ _____

Replace door \$ _____

Install hand railings \$ _____

Restoration \$ _____

Boathouse:

Repair roof \$ _____

Paint Exterior \$ _____

Paint exterior of Cabin 14 \$ _____

Function Hall: paint exterior, siding, and trim \$ _____

Total bid price: \$ _____

Bidder: _____

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 by May 31, 2015 provided a related purchase order is received by April 1, 2015. Yes _____ No _____

The above bid is provided in accordance with the Town's bid invitation dated March 2, 2015 except as indicated below:

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

Bidder Name: _____

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: _____