



TOWN OF SUNAPEE
Highway Department
621 RT 11 | Sunapee, NH 03782
Phone: (603) 763-5060

INVITATION TO BID: 2024 Roadway Paving Projects

The Town of Sunapee, NH is soliciting a competitive bid for:

1. BID: 2024 Roadway Paving Projects
2. Pre-bid Meeting Location, Date & Time:
Highway Department, 621 RT 11, Monday, May 20th, 2024, at 11am
3. BID Submission Options: Hardcopy or Electronically:
 - a) Submit Hardcopy via USPS, FEDEX, UPS, or in person: Town of Sunapee, 23 Edgemont Rd, Sunapee NH 03782; Attention: Executive Administrative Assistant – 2024 Roadway Paving Projects
 - b) Submit Electronically by email to **skylar@town.sunapee.nh.us** with Subject: “2024 Roadway Paving Projects”
4. Bid Receipt Date & Time: on or before **Thursday, May 30th, 2024, at 11am**
5. Bid Opening Date & Time: **Thursday, May 30th, 2024, at 11:15am**
6. Bid Results: Results of bids can be obtained at: <https://www.town.sunapee.nh.us/>

SCOPE OF WORK

The Town of Sunapee (Town) is inviting bids from eligible vendors for the 2024 Roadway Paving Projects to be completed between **June 1st – September 30th, 2024.**

The Town's roadway paving projects may include one or a combination of the following tasks with descriptions listed below that the contractor shall follow:

- **ROADWAY SWEEPING:** Remove sand, grit, and debris material from the surface of each roadway prior to paving or applying emulsion. This task is subsidiary to all other work on the projects.
- **PAVEMENT GRINDING:** Grinding - Existing pavement surfaces shall be grinded to a depth of approximately 11" deep, and width of approximately 22'-24', for all locations specified. (NOTE: All pavement saw cutting shall be completed prior to grinding and the contractor shall protect the edges or saw cutting may be completed after grinding operations. All large asphalt chunks that are not grinded shall be removed from the site by the contractor and disposed of at the Highway Garage prior to paving.)
- **ROADWAY GRADING & COMPACTION:** Establish the roadway centerline, finish grade and compact all grinded sections of pavement. The cross-slope of the road shall be graded to 2%+/- from the centerline or shall match the existing cross-slope of the road with prior approval from the Highway Director. Existing roadway profiles shall be maintained and/or may be adjusted to accommodate additional crushed ledge material with prior approval from the Highway Director. Water and compact all finish graded roadways prior to paving. All drainage courses shall be maintained and shall be cleaned free of debris that may fall into them as a result of grading operations prior to paving operations. This item is subsidiary to pavement grinding that will be necessary for the project.
- **TRANSVERSE JOINT & SAWCUT JOINT:** Grind a 1-inch-deep x 4-foot wide (min) transverse joint at the ends of each roadway that will receive a new 3" pavement and/or a 1" (min) pavement leveling course. This item is subsidiary to all other work on the project.
- **EMULSIFIED ASPHALT TACK COAT:** Apply liquefied asphalt emulsion to all surfaces of existing roadways that will receive a pavement overlay or leveling course under dry conditions using a pressurized spray bar system. Apply a uniform coating (0.02 gal/SY) of polymerized joint adhesive to the exterior surfaces of raised sewer manhole covers and raised drainage structures before paving, as applicable (Excludes paver leveling courses).
- **ASPHALT PAVER LEVELLING COURSE:** Construct an asphalt levelling course with an approximate thickness of ¾" to 1" +/- using ½" hot mix asphalt (or 3/8" hot mix asphalt with prior approval from the Highway Director) over rough, cracked, and irregular pavement surfaces that are observed along each roadway specified (locations shall be identified by Highway Director).
- **3" THICK, FULL-WIDTH, HOT MIX ASPHALT ROADWAY PAVING:** Contractor shall construct a full width 2" asphalt base course using ¾" hot mix asphalt, and a 1" asphalt wearing course using ½" hot mix asphalt (Machine method). Pavement shall be furnished and installed in accordance with all applicable NHDOT Standards and Specifications for Road & Bridge Construction, latest edition with all revisions. 1' - 2' paved driveway aprons shall be installed and included under_ this item. Intersection apron extension will be

as specified under each project and shall be included under this item.

- **1" THICK, FULL-WIDTH, HOT MIX ASPHALT ROADWAY PAVTNG:** Contractor shall construct a full width hot mix asphalt pavement overlay using 1½" hot mix asphalt (Machine method). Pavement overlays shall be furnished and installed in accordance with all applicable NHDOT Standards and Specifications for Road & Bridge Construction, latest edition with all revisions. 1' - 2' paved driveway aprons shall be installed and included under this item. Intersection apron extension will be as specified under each project and shall be included under this item.
- **SHOULDER STONE & DRIVEWAY HARDBAK:** Furnish and install 1 1/2" crushed ledge shoulder stone to match the thickness of all new roadway pavement having a minimum width of 2-foot along the edges of all new paved roads. Furnish and install 1 1/2" crushed gravel to match the thickness of all new pavement, with a minimum width of 3-feet along the edges of all new driveway aprons for existing driveways that are gravel. All shoulder stone and crushed gravel shall be compacted so that it is level with the edges of the new pavement and sloping away from the road's crown.

FIELD MANAGEMENT

- **TRAFFIC CONTROL:** Contractor shall provide all signage and/or traffic control flaggers necessary to conduct daily paving operations safely and for the safety of the traveling public. This cost is subsidiary to all projects.
- **PROTECTION OF WORK:** Contractor shall take all necessary precautions to protect all work that is in progress which includes but is not limited to work that is not complete and/or that has not been accepted by the Town.
- **QUALITY ASSURANCE/QUALITY CONTROL:** The Contractor that is selected to complete the project shall make every effort to install the calculated quantities (not including the additional asphalt paving materials that are provided for in the 10% contingency) in accordance with the Project Specifications section of this RFP and shall not exceed the construction material item quantities that are included in the Contract, unless prior written authorization is provided by the Highway Director.
- **MOBILIZATION/DEMobilIZATION:** Mobilization and demobilization to the Town of Sunapee, and from project to project within the Town of Sunapee, is subsidiary to all other work included in the projects. The Contractor shall provide all vehicles and equipment necessary for relocating equipment within the Town at no additional cost to the Town for these projects.
- **SUBCONTRACTING WORK:** The Contractor awarded the Town's annual paving project shall conduct and complete all paving work. The names and qualifications of all subcontractors proposed by the Contractor shall be provided with the Contractor's bid proposal for approval by the Highway Director.
- **PROJECT AWARD:** This project will be awarded as a Cost Not-to-Exceed Contract.
- **MISCELLANEOUS WORK & CLEANUP:** Contractor shall be responsible for cleaning up all excess pavement that is left from cleaning out trucks and equipment, and for cleaning and removing of all other project related debris from the Town rights-of-way. Miscellaneous work and cleanup shall be completed prior to final payment for all projects.

ADDITIONAL REQUIREMENTS: The Contractor shall provide a unit cost price for each construction material item listed and shall provide the total project cost on this Bid Proposal form. The unit cost for each respective material shall be carried throughout the entire bid proposal and shall be the all-inclusive cost to furnish and install the item.

The Contractor shall sign and date this Bid Proposal in the space provided below. By doing so, the Contractor acknowledges that he/she has visited each of the paving project's locations, has a thorough understanding of each project's requirements, has verified all measurements and construction material quantities, and is qualified, equipped, and able to perform the requested paving services. The Contractor shall hold their unit prices for the respective paving projects listed above. Failure to provide all requested information on this Bid Proposal may result in disqualification of the Contractor's Bid Proposal.

The contractor must carry at least one million dollars (\$1,000,000) of insurance coverage throughout the paving projects with the Town named as additionally insured on the policy.

The Town reserves the right to accept or reject any or all proposals, either in whole or in part; to waive any defects, informalities, and/or minor irregularities in proposal responses. The Town reserves the right to accept substitutions or exceptions to the proposed materials ONLY if authorization is given to the contractor in writing before submitting his/her Bid Proposal. The Town reserves the right to select the proposal or proposals determined by the Town to be in its best interest.

Pages [17-18] are a checklist of the required minimum specifications and bid form that must be included and submitted to the Town of Sunapee.

PAVING PROJECT (ADDITIVE ALTERNATE) 1: Alpine Court

This project includes fine grading, installing 2” thickness of base course paving, installation of bituminous cape cod berm, and installation of a 1” wearing course on Alpine Court. The Town of Sunapee will be removing the existing asphalt prior to any work starting by the contractor. If additional material is needed for the fine grading process, the Highway Department will supply 1 ½” crushed gravel to be used. Because this project is an Additive Alternate, the Town may choose to complete the project, or a portion of the project, or may choose to not complete the project at all, based on the existing conditions encountered under the road and unit prices to complete the project. The Town reserves the right to complete a portion of the project including but not limited to installing a shim & 1” overlay as an interim repair in preparation for the reconstruction of the road at a later date.

Project Details - Alpine Court will be fine graded and compacted as soon as possible after the current asphalt has been removed by the Highway Department and The Water & Sewer Department has replaced the water main under the road, and after the Highway Department has installed new drainage components. The work by the Town is anticipated to take approximately one month (weather dependent). The Highway Department will be responsible for all erosion and sediment control after the Contractor has graded and compacted the road. The Highway Director will inform the Contractor when the Town’s work is complete and the Contractor will fine grade the road surface and install the paving items for the project as soon thereafter as possible, but no longer than two weeks after the Town’s work has been completed. The project will include the installation of bituminous Cape Cod curb on both sides of the road after the 2- inch thickness base course paving has been constructed. A 1 -inch wearing course of pavement shall be installed as soon as possible after the bituminous curb is complete. All project stop and start locations, and roadway intersections, shall receive a 1” deep x 4’ wide, full width, grinded transverse joints prior to final wearing course pavements or pavement overlays. All drainage and manhole structures within the roadway footprint will be lowered/raised by the Town. The granite watering trough at the intersection of Main Street and Alpine Court shall be protected/preserved from damage during the project. All tasks listed under the PROJECT DETAILS are necessary for this Paving Project. Roadway lengths, widths and material quantities are as follows:

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
ALPINE CT <i>(Length including both sides of the watering trough and average width measured along the road)</i>	450 x 15 25 x 17	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
Fine Grade – Full Width	1000 SY		
Saw Cut Butt Joints <i>(To be approved by Highway Director)</i>	N/A		
2” Thick, ¾” Hot Mix Asphalt Base Course Machine Method <i>(Quantity includes a 10% +/- tonnage contingency)</i>	100 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method <i>(Quantity includes a 10% +/- tonnage contingency)</i>	50 TONS		

Hot Mix Asphalt Hand Method <i>(Around watering trough & driveway aprons depth 3' x varied widths x 3" thick)</i>	20 TONS		
Hot Mix Asphalt Cape Cod Berm	840 LF		
1 ½" crushed gravel Cape Cod Berm Backfill <i>(2' avg. depth x 6" avg. thickness)</i>	60 TONS		
1 ½" Crushed Gravel Driveway Aprons <i>(20' width x 5' depth x 3" avg. thickness)</i>	40 TONS		
TOTAL PROJECT COST			

NOTE: The materials and quantities listed in Paving Project Number (Additive Alternate) 1 are provided to the Contractor for use in preparing their bid proposal. The Contractor shall visit the site and VERIFY all roadway lengths, widths, and project quantities, and shall familiarize themselves with the challenges of each project.

PAVING PROJECT (ADDITIVE ALTERNATE) 2: Bradford Road

This project is for the installation of a ¾" depth shim and installation of a 1" wearing course on Bradford Road. Because this project is an Additive Alternate, the Town may choose to complete the project, or a portion of the project, or may choose to not complete the project at all, based on unit prices to complete the project.

Project Details – The contractor will be responsible for sweeping Bradford Road prior to installation of tack, shim and wearing course. A 1 1/2 -inch wearing course of pavement shall be installed as soon as possible after the tack and shim installation. All project stop and start locations, and roadway intersections, shall receive a 1" deep x 4' wide, full width, grinded transverse joints prior to final wearing course pavements or pavement overlays. All tasks listed under the PROJECT DETAILS are necessary for this Paving Project. Roadway lengths, widths and material quantities are as follows:

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
BRADFORD ROAD <i>(Total length and the average width measured along the centerline of the road)</i>	5440 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
¾" Thick, ½" Hot Mix Asphalt Shim plus tack	570 TONS		
1 ½" Thick, ½" Hot Mix Asphalt Wearing Course Machine Method <i>(Quantity includes a 10% +/- tonnage contingency)</i>	800 TONS		
1 ½" Crushed Gravel Roadway Shoulders & Driveway Aprons <i>(2' width x 2" avg. thickness)</i>	300 TONS		
TOTAL PROJECT COST			

NOTE: The materials and quantities listed in Paving Project Number (Additive Alternate) 2 are provided to the Contractor for use in preparing their bid proposal. The Contractor shall visit the site and VERIFY all roadway lengths, widths, and project quantities, and shall familiarize themselves with the challenges of each project.

PAVING PROJECT (ADDITIVE ALTERNATE) 3: Dewey Beach Parking

This project is for the installation of 3” thick paving for the Dewey Beach parking area that is located on Garnet Street. Because this project is an Additive Alternate, the Town may choose to complete the project, or a portion of the project, or may choose to not complete the project at all, based on unit prices to complete the project.

Project Details – The contractor will be responsible for notification to the Highway Director and Building & Grounds Director at least 2-weeks in advance of the date that the contractor will mobilize to the site to begin work on the project. The contractor will be responsible for fine grading and compacting the parking area before placing pavement. If additional material is needed for the fine grading process, the Highway Department will supply 1 ½” crushed gravel to be used. The contractor shall install appropriate warning signs at the entrance to the parking lot. Contractor shall install a 2” thick ¾” base course and a 1” thick 3/8” wearing course over the existing hardpak surfaces at the Dewey Beach parking lot. Contractor shall install 1 ½” crushed ledge stone shoulder having a width of 1’ wide and 3” thick +/- at all exposed pavement edges. Contractor shall remove all paving materials (cleaned from truck bodies) from the project.

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
DEWEY BEACK PARKING	270 x 50	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
1” Overlay of 3/8” Hit Mix Asphalt <i>(Machine Method)</i>	90 TONS		
2” Base Course of ¾” Hot Mix asphalt <i>(Hand Method)</i>	180 TONS		
1 ½” Hardpak Shoulders <i>(1’ width x 3” avg. thickness)</i>	10 TONS		
TOTAL PROJECT COST			

NOTE: The materials and quantities listed in Paving Project Number (Additive Alternate) 3 are provided to the Contractor for use in preparing their bid proposal. The Contractor shall visit the site and VERIFY all roadway lengths, widths, and project quantities, and shall familiarize themselves with the challenges of each project.

PAVING PROJECT NUMBER 4: Multiple Town Roads

This project consists of eleven (11) Town roads that will receive a ½” thick paver shim and 1” overlay.

Project Details – The contractor will be responsible for sweeping all roads under this project prior to installation of tack, shim and wearing course. A 1-inch wearing course of pavement shall be installed as soon as possible after the tack and shim installation. All project stop and start locations, and roadway intersections, shall receive a 1” deep x 4’ wide, full width, grinded transverse joints prior to final wearing course pavements or pavement overlays. All drainage and manhole structures within the roadway footprint will be raised by the Town and will need a 2 week window to raise after shim and tack installation. All tasks listed under the PROJECT DETAILS are necessary for these Paving Project. Roadway lengths, widths and material quantities are as follows:

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
1. BROWNS HILL	1800 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	130 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	260 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	90 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
2. CARY FARM	407 x 20	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	30 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	60 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	25 TONS		
TOTAL PROJECT COST			

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ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
3. FAIRWAY DRIVE	4550 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	320 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	640 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	230 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
4. GARDNER BAY ROAD	750 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	55 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	110 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	40 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
5. GRANDLIDEN ROAD	2300 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	165 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	330 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	120 TONS		
TOTAL PROJECT COST			

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ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
6. JOHN AVERY LANE	1550 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	110 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	220 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	80 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
7. OLD GRANDLIEDEN ROAD	900 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	65 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	130 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	50 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
8. OTTER HILL ROAD	950 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	70 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	135 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	50 TONS		
TOTAL PROJECT COST			

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ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
9. SEVEN HEARTHS LANE	925 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	70 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	130 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	50 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
10. SUNNY LANE	1400 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	100 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	200 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	70 TONS		
TOTAL PROJECT COST			

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
11. SKIJOR STEPPE	500 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
½” Thick, 3/8” Hot Mix Asphalt Shim plus tack	40 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method (<i>Quantity includes a 10% +/- tonnage contingency</i>)	75 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons (<i>2’ width x 2” avg. thickness</i>)	30 TONS		
TOTAL PROJECT COST			

NOTE: The contractor shall visit each road listed under Project Number 4 to familiarize themselves with the work required for each roadway. The Town reserves the right to complete all, some, or none of the shim and overlay projects listed in Project Number 4. The Contractor shall provide unit costs for each project material listed above, and the total project cost on this Bid Proposal form. The unit cost for each respective material shall be the all-inclusive cost to furnish and install the item.

PAVING PROJECT NUMBER 5: Old Georges Mills Road

This project includes full depth pavement grinding, fine grading, and compacting grinded roadway materials, installing 2” thickness of base course paving, and installation of a 1” wearing course on Old Georges Mills Rd. If additional material is needed for the fine grading process, the Highway Department will supply 1 ½” crushed gravel to be used. The Town may choose to complete the project, or a portion of the project, or may choose to not complete the project at all, based on unit prices to complete the project. The Town reserves the right to complete a portion of the project including but not limited to installing a shim & 1” overlay as an interim repair in preparation for the reconstruction of the road at a later date.

Project Details – Old Georges Mills Rd will be reclaimed to a depth of 12-inches, fine graded and compacted, installation of base course and wearing course and approximately 100 ft +- paved swale. A 1 -inch wearing course of pavement shall be installed as soon as possible after the installation of base course. All project stop and start locations, and roadway intersections, shall receive a 1” deep x 4’ wide, full width, grinded transverse joints prior to final wearing course pavements or pavement overlays. All drainage and manhole structures within the roadway footprint will be lowered/raised by the Town. All tasks listed under the PROJECT DETAILS are necessary for this Paving Project. Roadway lengths, widths and material quantities are as follows:

ROADWAY NAME	LENGTH & WIDTH	UNIT COST	TOTAL COST
OLD GEORGES MILLS ROAD	2400 x 22	N/A	N/A
PROJECT TASK	EST. QTY	UNIT COST	TOTAL COST
Full Depth Pavement Grinding – Full Width	5900 SY		
2” Thick, ¾” Hot Mix Asphalt Base Course Machine Method <i>(Quantity includes a 10% +/- tonnage contingency)</i>	670 TONS		
1” Thick, 3/8” Hot Mix Asphalt Wearing Course Machine Method <i>(Quantity includes a 10% +/- tonnage contingency)</i>	340 TONS		
1 ½” Crushed Gravel Roadway Shoulders & Driveway Aprons <i>(2’ width x 3” avg. thickness)</i>	180 TONS		
TOTAL PROJECT COST			

NOTE: The materials and quantities listed in Paving Project Number 5 are provided to the Contractor for use in preparing their bid proposal. The Contractor shall visit the site and VERIFY all roadway lengths, widths, and project quantities, and shall familiarize themselves with the challenges of each project.

INSTRUCTION TO BIDDERS

PREPARATION OF BID PROPOSAL

1. The Bidder shall submit their proposal upon the form(s) furnished by the town (attached). The bidder shall specify a unit price for each pay item. All figures shall be in ink or typed.
2. If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it, and initialed by the bidder, also with ink. In case of discrepancy between the prices written in words and those written in figures, the prices written in words shall govern.
3. The bidder's proposal must be signed with ink by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture, by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner. If the proposal is made by an individual, their name and post office address must be shown, by a partnership the name and post office address of each partnership member must be shown; as a joint venture, the name and post office address of each must be shown; by a corporation, the name of the corporation and its business address must be shown, together with the name of the state in which it is incorporated, and the names, titles, and business addresses of the President, Secretary, and Treasurer.

IRREGULAR PROPOSALS

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than that furnished by the Town or if the form is altered or any part thereof is detached.
2. If there are unauthorized additions, conditional or alternate bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning.
3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain a unit price for each pay item listed, except in the case of authorized alternate pay items.

DELIVERY OF BID PROPOSALS

When sent by mail, the sealed proposal shall be addressed to the Town of Sunapee, Attention: Executive Assistant – 2024 Roadway Paving Projects, 23 Edgemont Rd, Sunapee, NH 03782. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals received after the bid opening time will be returned to the bidder, unopened.

WITHDRAWAL OF BID PROPOSALS

A bidder can withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.

PUBLIC OPENING OF BID PROPOSALS

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

DISQUALIFICATION OF BIDDERS

Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of their bid proposal(s):

1. Evidence of collusion among bidders.
2. Failure to supply complete information as requested by the bid specifications.

CONSIDERATION OF PROPOSALS

1. Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In case of discrepancy between the prices written in words and those written figures, the prices written in words shall govern. In case of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and unit bid prices, the latter shall govern.
2. The right is reserved to reject any or all proposals, to waive technicalities or to advertise for new proposals, if in the judgment of the town, the best interest of the Town of Sunapee will be promoted thereby.
3. Bid results will be available at <https://www.town.sunapee.nh.us/> within **2 weeks** of the bid opening.

AWARD OF CONTRACT

The Town holds the right, in its judgment, to award the contract to the bidder, which it feels is in the best interest of the town. If a contract is to be awarded, the Contractor/Vendor selection shall be based in part on possession of the necessary experience, organization, technical and professional qualifications, skills and facilities, reference checks, project understanding, approach, ability to comply with proposed or required time to completion or performance, licensing or certification, in good standing with Federal, State and Local agencies, possession of satisfactory record of performance, cost and to a responsible and qualified bidder whose proposal complies with all the requirements prescribed as soon as practical after the bid opening. No bid shall be withdrawn for a period of (60) sixty days subsequent to the opening of bids without the consent of the Town of Sunapee. The successful bidder will be notified, by email and by letter mailed to the address on their proposal, that their bid has been accepted and that they have been awarded the contract.

CANCELLATION OF AWARD

The town reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability against the town.

BID EVALUATION

In addition to the bid amount, additional factors will be considered as an integral part of the bid evaluation process, including, but not limited to:

1. The bidder's ability, capacity, and skill to perform within the specified time limits.
2. The bidder's experience, reputation, efficiency, judgment, and integrity.
3. The quality, availability and adaptability of the supplies and materials sold.
4. The bidder's past performance.
5. The sufficiency of bidder's financial resources to fulfill the contract.
6. The bidder's ability to provide future maintenance and/or services.
7. Any other applicable factors as the town determines necessary and appropriate (such as compatibility with existing equipment).

STANDARDS

1. Materials specified by reference to the number, symbol, or title of a specific standard, such as a Commercial Standard, a Federal Specification, Department's Standard Specifications, a trade association standard, or other similar standard. Shall comply with requirements in the latest revision thereof and any amendment or supplement thereto in effect on the date of advertisement, except as limited to type, class or grade or modified in such reference.
2. Reference in the Specifications to any article, device, product, material, fixture, form, or type of construction by name, make or catalog number shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition. In such cases the Contractor may, at their option, use any articles, device, product, material fixture, form, or type of construction that, in the judgment of the town expressed in writing to all Bidders before opening of bids as an addendum, is an acceptable substitute to the specified.
3. Substitution During Bid Time: Whenever any particular brand or make of material or apparatus is called for in the Specifications, a Bidder's Proposal must be based upon such material or apparatus, or upon a brand or make which has been specifically approved as a substitution in an Addendum issued to all Bidders during the bidding time.
4. The intent is that the brand or make of material or apparatus that is called for herein establishes a standard of excellence that, in the opinion of the Town Consultant and Engineer, is necessary for this particular Project.
5. Substitution After Bid Opening: No substitutions will be considered after bids have been opened unless necessary due to strikes, lockouts, bankruptcy, or discontinuance of manufacture, etcetera. In such cases, the Contractor shall apply to the town, in writing, within ten (10) days of their realizing their inability to furnish the article specified, describing completely the substitution they desire to make.

EXTRAS

Except as otherwise herein provided, no charge for any extra work or material will be allowed unless the Buildings and Grounds Director has ordered the same, in writing.

GUARANTEE OF WORK

1. Except as otherwise specified, all work shall be guaranteed by the Contractor against defects resulting from the use of inferior materials, equipment, or workmanship for one (1) year from the Date of Final Acceptance.
2. In any case, wherein fulfilling the requirements of the Contract or of any guarantee, should the Contractor disturb any work guaranteed under another contract, the Contractor shall restore such disturbed work to a condition satisfactory to the Buildings and Grounds Director and/or Town Manager. And guarantee such restored work to the same extent as it was guaranteed under such other contracts.
3. If the Contractor, after notice, fails to proceed promptly to comply with the terms of the guarantee, the Town of Sunapee may have the defects corrected and the Contractor shall be liable for all expenses incurred.
4. All special guarantees applicable to definite parts of the work that may be stipulated in the Specifications or other papers forming a part of the Contract shall be subject to the terms of this paragraph during the first year of the life of such special guarantee.

DEFAULT AND TERMINATION OF CONTRACT

If the Contractor:

1. Fails to begin work under Contract within the time specified in the notice to proceed; or
2. Performs the work unsuitably or neglects or refuses to remove materials or to perform anew such work as may be rejected as unacceptable and unsuitable; or
3. Becomes insolvent or has declared bankruptcy, or commits any act of bankruptcy or insolvency; or
4. Makes an assignment for the benefit of creditors; or
5. For any other cause, fails to carry on the work acceptably, the Town of Sunapee will give notice, in writing, to the Contractor for such delay, neglect, and default.

If the Contractor does not proceed in accordance with the Notice, the Town of Sunapee will have full power and authority without violating the Contract to take the prosecution of the work out of the Contractor's hands. The Town of Sunapee may enter into an agreement for the completion of said Contract according to the terms and conditions thereof or use such other methods as in the Town's opinion will be required for the completion of said Contract in an acceptable manner.

All extra costs and charges incurred by the Town of Sunapee because of such delay, neglect, or default, together with the cost of completing the work under the Contract will be deducted from any monies due or which may become due to said Contractor. If such expenses exceed the sum payable under the contract, the Contractor shall be liable and pay the Town of Sunapee the amount of such excess.

OBTAINING BID RESULTS

Bid results will be available on the town website <https://www.town.sunapee.nh.us/> within 2 weeks of the bid opening.

PAYMENT TERMS

The successful bidder will be paid in installments, based upon a mutually agreed upon schedule.

Minimum Specifications

Any exceptions must be specifically noted.

The following information shall be provided with each contactor's bid proposal on the Bid Proposal Form included with this RFP in order to be considered for the project:

The contractor shall provide the name of his/her company, the company's mailing address, physical address, the name of the individual that will be responsible for overseeing the completion of the projects, the phone number of the individual that will oversee the project, and e-mail addresses for all project contacts and/or persons directly in charge of the project.

The contractor shall provide a company capacity statement and a list of references.

Project Schedule

In your bid attachment, please provide a proposed schedule (assume duration after the contract's award). A detailed schedule is not required for the bid phase of this project.

Insurance

1. **Worker's Compensation Insurance:** The contractor shall purchase and maintain such insurance as necessary to protect them from claims under worker's compensation acts, and for any claims for damages for personal injury, including death, which may arise from operations under this contract and in case any such work is sublet, the contractor shall require the subcontractor similarly to provide like insurance for all of the latter's employees to be engaged in such work.
2. **Public Liability and Property Damage Insurance:** The contractor shall purchase and maintain such public liability and property damage insurance as shall protect them and any subcontractor performing work covered by this bid from claims for damage for personal injury, including accidental death, as well as from claims for property damage, real or personal, to property owned or in the custody of private individuals, firms, or corporations, or associations and to property owned by, or in the custody of the State, which may arise from operations under this bid by themselves or any subcontractor or by anyone directly or indirectly employed by the contractor.
3. The contractor must carry at least one million dollars (\$1,000,000) of insurance coverage throughout the project. The Town shall be named as additionally insured on the contractor's insurance certificate.
4. **Certificates:** The contractor shall file preliminary certificates with the bid submission showing that the above insurance has been purchased.

A **pre-bid meeting** will be conducted for this project. Contractors shall meet at the Highway Department at 621 Route 11 Sunapee NH, on **Monday, May 20th, 2024 at 11am**. Contractors should be prepared to ask questions, if they have any, and be prepared to drive to each project location listed above.

The contractor shall sign and date his/her proposal. By doing so, they acknowledge that they have visited each project location and that they have the equipment and labor that is capable and qualified to

provide the services for the completion of the project, and that they can complete the services within the time frame provided.

If additional material is needed for the fine grading process, the Highway Department will supply 1 ½” crushed gravel to be used.

BID PROPOSAL SUMMARY	
PROJECT NUMBER	TOTAL ESTIMATED COST
PROJECT 1: ALPINE COURT	
PROJECT 2: BRADFORD ROAD	
PROJECT 3: DEWEY BEACK PARKING	
PROJECT 4: MULTIPLE TOWN ROADS	
PROJECT 5: OLD GEROGES MILLS ROAD	
TOTAL ESTIMATED COST FOR BID PROPOSAL	

NOTE: The Contractor shall sign and date this Bid Proposal in the space provided below. By doing so, the Contractor acknowledges that he/she has visited each of the paving project’s locations, has a thorough understanding of each project’s requirements, has measured and determined/verified construction material item quantities that are necessary to complete each project, and is qualified, equipped, and able to perform the requested paving services. The Contractor shall hold their unit prices for the respective paving projects listed in this Bid Proposal. Failure to provide all requested information on this Bid Proposal may result in disqualification of the Contractor’s Bid Proposal. The Town reserves the right to complete all, some, or none of the projects listed in the Bid Proposal.

CONTRACTOR’S INFORMATION & AUTHORIZED SIGNATURE

Contractor/Company’s Name: _____

Mailing Address: _____

Physical Address: _____

Project Manager : _____ / Phone: _____

Authorized Signature of Contractor: _____

Date: _____