

*Town of Atkinson
Selectmen's Office
21 Academy Avenue
Atkinson, NH 03811*

INVITATION TO BID

Re-pointing the Atkinson Police Station

The Town of Atkinson is seeking bids from qualified contractors to re-point the brick walls of the Atkinson Police Station per the attached specifications. All bids must be submitted using the attached Bid Response Form, in a sealed envelope, to the Selectmen's Office, 21 Academy Avenue, Atkinson, NH 03811, on or before 12 Noon, Thursday, December 14, 2017, clearly labeled "REPOINT POLICE STATION". NOTE: Fax and/or e-mail submissions will not be accepted. For additional information, please contact Facilities' Manager Dave Weymouth at (603) 362-0664, or maintenance@atkinson-nh.gov, or Town Administrator Alan Phair at (603) 362-1060, or townadmin@atkinson-nh.gov.

SPECIFICATIONS

The Atkinson Police Station is located on the northeast corner of Academy and Maple Avenues, at 27 Academy Avenue, Atkinson, NH. The building was originally constructed as a church in 1842. The church disbanded and was remodeled and became the Rockwell School in 1949. It was repurposed into the Atkinson Police Station in 1994. The Scope of Work to be performed under this bid is as follows:

South Side (Front Wall facing Academy Avenue):

Miscellaneous pointing on the bottom three feet of brick.

North Side (Rear of Building along Driveway):

Grind out mortar joints approximately ten-feet high, from the ground up to the top of the window on both sides of the window opening; and five-feet wide on each side of the window and two-feet high below window;

Re-point.

West Side (Maple Avenue Side):

Grind out all mortar joints five-feet up from the ground;

Repair the area under the entry door;

Re-point.

General:

Clean up; wash down; remove any debris.

Town of Atkinson

Bid Response Form

To: The Town of Atkinson

The undersigned proposes to furnish all labor and materials and/or services required for **Re-Pointing the Atkinson Police Station** located at **27 Academy Avenue** in the Town of Atkinson in accordance with the Specifications for the Contract price below:

This bid includes addenda numbers _____, _____, and _____.

The proposed Contract Price for the _____ is: \$ _____.

_____ dollars and _____ Cents.

Unit prices (if any) are as follows:

1) _____ \$ _____

2) _____ \$ _____

Add Alternates (if any) are as follows:

1) _____ \$ _____

2) _____ \$ _____

The undersigned agrees that if, he is selected as the lowest, responsible bidder, he will within five (5) business days excluding weekends and legal holidays after selection thereof by the Town of Atkinson, execute a contract in accordance with the terms and conditions of this bid.

The undersigned agrees that, if he is selected as the lowest, responsible bidder, he will within _____ calendar days begin construction or provide the service contracted for. Contractor also agrees that all work will be completed (weather permitting) within _____ () working days excluding weekends and legal holidays, after beginning construction.

The undersigned agrees that all mechanics, laborers and other personnel employed by the Contractor will be paid in accordance with all applicable laws and to comply with all applicable rules and regulations stipulated under any and all such laws.

The undersigned hereby certifies that he is able to furnish any and all such labor, materials and or services required under this bid.

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

The undersigned is not presently debarred from doing work or supplying any type of services to the Town of Atkinson or the State of New Hampshire.

The undersigned agrees that all areas of Town property shall be properly protected and kept "safe" at all times. The Contractor shall keep the premises clean of debris at all times and shall remove such from site

on a daily basis or place in a dumpster to be located on the site at a pre approved location at the Contractor's expense.

The undersigned agrees that the Contract Sum payment shall be made to the contractor based on the completion of the Work less 10% retainage provided the Contractor is in complete compliance with all provisions of the contract.

The undersigned agrees that the Town shall make payment within ten (10) days after receipt of an invoice acceptable to the Town for Contractor's Work. Faxed or emailed applications will be not considered valid for payment. Only original applications will be considered.

The undersigned agrees that Certificates of Insurance must be filed with Selectmen's Office prior to beginning any work. No requisitions for change orders will be recognized that have not been executed by the Selectmen's office.

The undersigned agrees that in addition to the requirements or any other provisions, final payment shall not become due until the Work is fully completed and accepted by Town and the Contractor has provided all project documentation including waivers of liens and evidence satisfactory to the Town that all Contractor's bills and indebtedness for the project have been fully satisfied.

The undersigned agrees that no payment, including final, made under or in connection with this project shall be evidence of the performance of such Work, in whole or in part, and no such payment shall be construed to be an acceptance of defective, faulty or improper work or materials nor shall it release Contractor from any of its obligations

The undersigned agrees to supply Current Certificates of Liability and Workers' Compensation Insurances, with umbrella policy in accordance with the Town's requirements with their proposal. (see attached)

The undersigned agrees that, if required, all personnel, technicians, vendors and subcontractors of the contractor who work on this project shall be required to submit to a background check. Only individuals who successfully pass the background check will be permitted access to this project.

The undersigned agrees that proper Prior to starting Work, Subcontractor shall obtain and maintain insurance from a responsible insurer satisfactory to Contractor. Subcontractor's insurance shall apply to any Work furnished by or through Subcontractor for Contractor at any Project. It shall name Contractor as an additional insured on a primary and non-contributory basis to any other insurance carried by Contractor, under the subcontractor's General Liability, Auto Liability and Umbrella Liability coverages. This additional insured status shall also apply to completed operations coverage, and provide at least the following coverage's and minimum limits:

Insurance Requirements for All Contractors

Coverages Required Minimum Limits Required

Commercial General Liability

General Aggregate	\$2,000,000
Products-Completed Operations Agg.	\$2,000,000
Personal and Advertising	\$1,000,000
Each Occurrence Injury	\$1,000,000
Fire Damage (Any One Fire)	\$ 50,000
Medical Expense (Any One Person)	\$ 10,000
Occurrences	
Claims Made	

Commercial Automobile Liability

Combined Single Limit	\$1,000,000
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Any Auto, Symbol 1
Include Employees as Insured

Workers Compensation

NH Statutory including Employers Liability
- Each Accident/Disease-Policy Limit/Disease-Each Employee \$100,000/\$500,000/\$100,000

Town of Atkinson must be named as Additional Insured

Excess/Umbrella Liability Coverage, in excess of the Employer's Liability, General Liability and Auto Liability coverages shown above and subject to minimum limits of \$5,000,000 per occurrence and \$5,000,000 in the aggregate.

All Risk Insurance covering all tools and equipment, whether owned or rented; and all materials, whether stored or in transit, until incorporated into the Project.

The undersigned further agrees that prior to starting Work, Contractor shall furnish to Town a current Certificate of Insurance, issued directly from the insurer, showing coverage and limits meeting or exceeding the minimum requirements and that Town is named as additional insured. The Certificate of Insurance shall also specify that no part of such insurance shall be modified, canceled or allowed to expire until at least 60 days after written notice is given to Town.

Agreed to, Acknowledged and Accepted:

By: _____
Company

Printed Name of Authorized Signer

Signature

Address

City/State

Telephone

e-mail

Note: If bidder is a corporation, indicate state of incorporation under signature, and affix corporate seal; if partnership, give full names and residential addresses of all partners, and if individual, give residential address it different from business address.