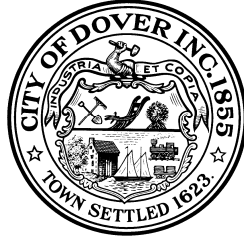


DANIEL R. LYNCH
Finance Director
d.lynch@dover.nh.gov

ANN M. LEGERE
Purchasing Agent
a.legere@dover.nh.gov



288 Central Avenue
Dover, New Hampshire 03820-4169

(603) 516-6030
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City of Dover, New Hampshire

OFFICE OF THE FINANCE DIRECTOR

June 23, 2009

REQUEST FOR PROPOSAL #B09090 **River St Pump Station Upgrade**

You are cordially invited to submit a Proposal for the River St Pump Station Upgrade in accordance with the attached specifications, terms and conditions. Prospective respondents are advised to read this information over carefully prior to submitting a proposal.

Proposal must be submitted in a sealed envelope, plainly marked:

RFP #B09090 – River St Pump Station Upgrade
Purchasing Office
City of Dover
288 Central Ave
Dover NH 03820

All proposals/bids must be received by **July 21, 2009 at 2:00 p.m. EST**

A pre-proposal meeting will be held on July 7, 2009 at 9:00 am at City Hall 288 Central Ave Dover Finance Dept

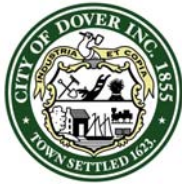
Ann M. Legere
Purchasing Agent

AML:kjn
Attachments

****IMPORTANT:*** *If you are not interested in submitting a quotation on this particular bid request, but wish to remain on our active bid list, please sign and return the attached form with a NO BID indication. Failure to respond in this manner will result in deletion from our bid list.*

Vendors wishing to respond to a bid request with alternates to specifications must notify the Purchasing Office no less than five (5) business days prior to the bid request opening date. If the proposed changes are acceptable, the City will advise other potential respondents, thereby maintaining equality in the bid process. Failure to advise the City could result either in rejection of the alternate proposal or in an untimely extension of the sealed bid process.

Vendors may be asked, as part of the bid evaluation process, to supply company financial information. This data will be held in the strictest confidence and be utilized only to help assess the stability of a responding firm. The records will be returned to you after identifying the successful respondent to the bid request.



CITY OF DOVER

REQUEST FOR BID, PROPOSAL, QUOTATION

Request Type Bid Number: **B09090**
Title **River St Pump Station Upgrade**
Date June 19, 2009

I. INTRODUCTION

Separate sealed BIDS for the construction of the River Street Pump Station Upgrade (City Bid #B09090) including, but not limited to, demolition of existing mechanical screen, vortex grit system internals, grit pumps, grit classifier, chemical pumps, below-ground chemical storage tanks and vault, wet chemical scrubber and associated appurtenances; construction of a new garage addition, piping, site work, equipment systems, structures, instrumentation, control and electrical systems; and installation of new chemical feed pumps, above-ground double-wall chemical storage tanks, mechanical screen and screenings wash press, vortex grit system internals, grit pumps, and covered grit washer and transfer conveyor. A non-mandatory pre-bid conference will be held on July 7, 2009 at 9:00 A.M. at City Hall (288 Central Avenue, 2nd floor conference room).

will be received by Ann M. Legere, Dover Purchasing Agent

at the office of City of Dover, 288 Central Ave. (2nd Floor) Dover, NH 03820

until 2:00 P.M., (Standard Time-Daylight Savings Time) July 21, 2009 and
then at said office publicly opened and read aloud.

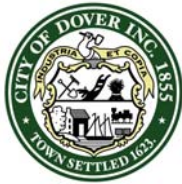
1. Completion time for the project will be calculated as calendar days from the date specified in the "Notice to Proceed" as follows:

360 calendar days for substantial completion.

390 calendar days for contract completion.

Liquidated damages will be in the amount of \$ 1,000.00 for each calendar day of delay
from the date established for substantial completion, and \$ 1,000.00 for each calendar
day of delay from the date established for contract completion.

2. Each General Bid shall be accompanied by a Bid Security in the amount of 5% of the Total Bid Price.
3. The successful bidder must furnish 100% Performance and Payment Bonds and will be required to execute the Contract Agreement within 10 days following notification of the acceptance of his bid.
4. Any contract or contracts awarded under this Advertisement for Bids are expected to be funded in whole or in part by:
 - a. A loan provided under P.L. 111-5, the American Recovery and Reinvestment Act of 2009 ("ARRA")
 - b. A loan provided under the New Hampshire State Water Pollution Control Revolving Loan Fund ("CWSRF")
5. Bidders on this work will be required to comply with the President's Executive Order No. 11246 entitled "Equal Employment Opportunity" as amended by Executive Order 11375 and amendments or supplements to that Executive Order and as supplemented in Department of Labor Regulations (41 CFR Part 80). The requirements for bidders and contractors under this order are explained in the Information For Bidders.



CITY OF DOVER

REQUEST FOR BID, PROPOSAL, QUOTATION

Request Type Bid Number: **B09090**
Title **River St Pump Station Upgrade**
Date June 19, 2009

6. Utilization of Minority and Women's Business Enterprises (MBE's and WBE's).
Bidders on this work must demonstrate compliance with the United States Environmental Protection Agency's MBE/WBE policy in order to be deemed a responsible bidder. The requirements for bidders and contractors covered by this policy are explained in the Information For Bidders.
7. Bidders on this work are subject to the "Buy American" provisions of the American Recovery and Reinvestment Act of 2009 (ARRA).
8. Bidders on this work are subject to U.S. Department of Labor's Davis Bacon wage rate provisions.
9. No Bidder may withdraw a Bid within 60 days after the actual date of opening thereof.

The CONTRACT DOCUMENTS may be examined at the following locations:

1. City of Dover Purchasing Office, 288 Central Ave., Dover, NH 03820
2. Wright-Pierce, 230 Commerce Way, Suite 302, Portsmouth, NH 03833
3. Wright-Pierce, 99 Main Street, Topsham, ME 04086
4. Construction Summary of NH, 734 Chestnut Street, Manchester, NH 03104
5. Associated General Contractors, 48 Grandview Road, Bow, NH 03304
6. Dodge Reports, 880 Second Street, Manchester, NH 03104

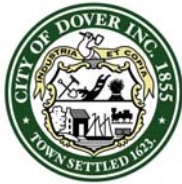
Copies of the Contract Documents may be obtained from WRIGHT-PIERCE
Upon payment of a fee of \$ \$125.00 per set, which will not be refunded. Partial sets will
will not be distributed. All requests for mailed documents must be accompanied by an additional
fee of \$ \$25.00 to cover the cost of postage and handling.

II. GENERAL REQUIREMENTS

Proposals must be plainly marked "**B09090 River St Pump Station Upgrade**". No late, email or facsimile proposals will be accepted.

Costs incurred for the preparation of a proposal in response to this RPB shall be the sole responsibility of the vendor submitting the proposal. The City of Dover reserves the right to select or reject any vendor that it deems to be in the best interest to accomplish the project specified. The City reserves the right to accept the proposal on one or more items of a proposal, on all items of a proposal or any combination of items. The City reserves the right to discontinue the selection process at any time prior to the awarding of a contract. The City reserves the right to waive defects and informalities of the proposals.

Questions should be directed to either Dean Peschel, Environmental Project Manager at (603) 516-6450 or Ann M. Legere, Purchasing Agent, at (603) 516-6030.



CITY OF DOVER

REQUEST FOR BID, PROPOSAL, QUOTATION

Request Type Bid

Number: B09090

Title River St Pump Station Upgrade

Date June 19, 2009

Insurance

The successful vendor will be required to submit a certificate of insurance showing minimum liability limits of \$2,000,000.00, types of liability coverage and workers compensation participation. Thirty day notice is required for cancellation of policy and City of Dover shall be listed as additional insured. The City has the option to request increase in coverage requirements depending upon an analysis of the risk of activities of the vendor

Bonds Required for Projects over \$25,000.00

Bid Price Bonds at minimum 5% of bid price, Performance Bonds at 100% of contract and labor/material bonds at 100% of the contract.

III SELECTION

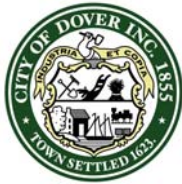
Vendor selection shall be based on possession of the necessary experience, organization, technical and professional qualifications, skills and facilities, project understanding, approach, ability to comply with proposed or required time of completion or performance, and possession of a satisfactory record of performance as well as cost.

CONTACT INFORMATION REQUIRED:

Official Entity Name		FOB Information:	
Address:			
City, State, Zip		Availability:	
Email address:		State of Incorporation	
Warranty/guarantee:		Price holds for:	
Date:		SSN or EIN:	
Telephone #:		Fax #:	
Signature:		Title:	

Check here if appropriate: _____ (X) NO BID

Any deviations from the above stated specifications must be so noted and any bid prices must be reflective of these deviations. The FOB point is always to be Dover unless otherwise stated by the bidder. A FOB point other than the City of Dover must be so stipulated by the bidder.



CITY OF DOVER

REQUEST FOR BID, PROPOSAL, QUOTATION

Request Type Bid Number: B09090
Title River St Pump Station Upgrade
Date June 19, 2009

BID, RFP AND QUOTE TERMS AND CONDITIONS

1. **BID ACCEPTANCE AND REJECTIONS:** The City of Dover reserves the right to accept any bid, and to reject any or all bids; to award the bid to other than the low bidder if deemed "bid most advantageous to the City"; to accept the bid on one or more items of a proposal, on all items of a proposal or any combination of items of a proposal and to waive any defects in bids.
2. **FINAL BID PRICE:** Terms and FOB point are always part of the bid. FOB POINT IS ALWAYS TO BE DOVER, NH UNLESS OTHERWISE INDICATED BY THE BIDDER. IT IS THE BIDDER'S RESPONSIBILITY TO SO DESIGNATE A FOB POINT OTHER THAN DOVER. If the bidder has any special payment or delivery clauses which could effect the final delivery price of an item up for bid, that too shall be made part of the bid. If, however, this is not included in the bid, the seller will be solely responsible for any increased prices due to any circumstances.
3. **LATE PROPOSALS/BIDS:** Any bids received after specified date and time will not be considered, nor will late bids be opened.
4. **PAYMENT TERMS:** It is the custom of the City of Dover to pay its bills within 20 - 30 working days following delivery of, and receipt for, all items covered by the purchase order. In submitting bids under these specifications, bidders should take into account all discounts, both trade and time, allowed in accordance with the above payment policy.
5. **BRAND NAMES:** When the item is offered of a brand that is not known for use and/or reputation and financial stability is not well and favorably known to these officials, bids on such unknown brand may be rejected because of this lack of knowledge alone. Prospective bidders with such unknown brand should give information concerning it to the City Purchasing Agent so that it may be checked into for bids for the coming year. The bidder will state in the proposal the brand name and any guarantees of the material he/she proposes to furnish. The brand name is to be for the material that meets all specifications.
6. **SUBCONTRACTORS:** Where a project involves utilizing subcontractors, and the project is completed satisfactorily, the City of Dover reserves the right to request proof of payment to subcontractors by the general contractor prior to making final payment to the general contractor.
7. **PROPER DOCUMENTATION:** Any respondent to a bid request should sign off on and return to the Purchasing Department the original Bid Documentation Package which explains the scope of the bid request. Said signature, in the spaces provided, indicates receipt of, familiarity with and understanding of, and acceptance of the specifications provided, except as otherwise noted by the respondent.
8. **BID RESULTS:** The Purchasing Office will NOT respond to phone inquiries for Bid Results, other than to identify the apparent low bidder and his total bid price quotation. Individuals or company representatives may secure a comprehensive bid analysis of a particular bid request by either attending a bid opening (which is open to all interested parties); by coming to City Hall after a bid opening and asking to look through the file; by visiting our website at www.dover.nh.gov, or by sending a written request for the bid analysis along with a self-addressed stamped envelope.