

## **2019 Province Road Project Specifications/Bid Requirements**

### Project Specifications:

1. All work to be done in accordance with the project specifications and requirements.
2. Select Board or designee may determine disposal sites for excavated material within the Town of Groton.
3. Ditch approximately 3 miles of road which is mostly on one side of the road.
4. Armor ditches where needed.
5. Replace 14-16 metal culverts, sizes 12" and 15", with plastic culverts, sizes 15" to 18".
6. Add between 4" to 12" of road material, crowned and rolled, 15 feet wide where applicable, with 5,000 cubic yards of material using three days of excavator hammer for various places for ditch line.
7. All existing paved driveways to be tied in properly with the non-paved driveways having gravel added to aprons as needed.

### Other requirements:

1. Contractor must use the approved Town Bid Sheet
2. A site visit will be conducted on Monday, June 17, 2019 at 8:00am, meeting first at the Town House.
3. Contractors must include all costs for materials and labor.
4. Contractors must supply a Certificate of Insurance.
5. The proposal must be sent (UPS, FedEx, USPS) or hand-delivered to the Select Board. Office hours are Monday – Thursday 8:00am – 4:00pm.
6. All proposals must be submitted in sealed envelopes or packages and clearly labeled – "Town of Groton, NH – Province Road Project". Contractors must submit 4 copies of the proposal.
7. Submissions must be received no later than 4:00pm in the Select Board's Office at 754 North Groton Road, Groton, NH 03241, on Monday, July 1, 2019.
8. Proposals received after the specified date and time will not be accepted.
9. Facsimile (FAX) and email proposals will not be accepted.
10. Work preferably completed by October 15, 2019.

### Evaluation and Selection Process:

1. The awarding authority is the Groton Select Board.
2. The Select Board will open the proposals publicly on Tuesday, July 2, 2019 during the Select Board meeting.
3. The Select Board reserves the right to accept or reject any and all proposals as deemed to be in the best interests of the Town of Groton. Proposals will be evaluated based on completeness and applicability to the objectives of the RFP, cost of services, and qualifications of the Bidder. Incomplete proposals and proposals not applicable to the objectives of the RFP will receive no further evaluation.
4. All bidders will be notified of the Select Board's final decision.