



# TOWN OF AUBURN

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## **PUBLIC NOTICE REQUEST FOR PROPOSALS**

The Auburn Board of Selectmen is soliciting proposals for the establishment of a sand and salt shed storage facility for the Town of Auburn Highway Department on property located at 273 Chester Turnpike, Auburn.

Ideally, the Town would like to establish a facility large enough to contain 1,500 to 2,500 tons of salt, in addition to a supply of sand, and allow for mixing and loading inside the building.

All proposals submitted shall be valid until April 1, 2017. The vendor shall state in writing when the proposal will expire. Official awarding of the proposal shall not take place before the Auburn Town Meeting on March 14, 2017, but may be conditionally accepted prior to that date contingent upon voter approval of funding. Formal award will occur by April 1, 2017 if funding is approved.

Sealed bids marked "SAND & SALT BUILDING" will be accepted at the Selectmen's Office until 4:00 PM on Friday, December 9, 2016.

Specifications for the project are available at the Town Hall or online at the Town of Auburn web site ([www.auburnnh.us](http://www.auburnnh.us)) under "Requests for Proposals". Additional information may be obtained from Road Agent Michael Dross, telephone (603) 303-4223.

The Board of Selectmen reserves the right to accept or reject any or all proposals in the best interest of the Town of Auburn.

**TOWN OF AUBURN  
BOARD OF SELECTMEN**

November 21, 2016

## **TOWN OF AUBURN**

### **SPECIFICATIONS FOR SAND & SALT STORAGE FACILITY**

The Town of Auburn is soliciting proposals for the establishment of a sand and salt shed for the Town of Auburn Highway Department on property located at 273 Chester Turnpike, Auburn, New Hampshire.

Ideally, the Town would like to establish a facility large enough to contain 1,500 to 2,500 tons of salt, in addition to a supply of sand, and allow for mixing and loading inside the building. It is believed a facility of approximately 30-feet by 50-feet would accomplish this, but the Town is looking for some direction from the vendor for the appropriate size.

Currently, the Town utilizes a small lean-to style storage facility that is approximately 17-feet by 28-feet, which does not provide much storage capacity for the Town.

The proposed storage facility would be placed on a slab with a cement wall of eight-to-10-feet in height. The top portion of the structure could either be a steel & fabric structure or a wooden structure with shingled roof.

Attached is a Town of Auburn Tax Map which highlights the outline of the property at 273 Chester Turnpike in yellow, and the approximate location for the proposed sand and salt shed in orange.

#### **SCOPE OF WORK**

Work that is anticipated to be done as part of this project includes:

- ✓ Design and install a storage structure that is fully enclosed on three sides with an opening on the fourth side.
- ✓ The facility shall have the capacity to store between 1,500 and 2,500 tons of road salt, in addition to a supply of sand
- ✓ The interior height provided by the structure will allow for unloading of materials by a trailer dump truck.
- ✓ The facility should feature cement walls eight-to-10-feet in height that could be either poured cement walls or interlocking, secured cement blocks.

- ✓ The structure must meet or exceed applicable building codes and snow load standards for this region.
- ✓ Successful contractor will need to pull a Town of Auburn building permit as part of the project, but there will be no fee charged for that permit.
- ✓ ***Town forces will handle all site work that is necessary for this project.***
- ✓ ***The Town will have its paving contractor handle the paving of the floor area.***

The successful contractor shall maintain a relatively clean work site, and will be allowed to maintain a disposal container on site for this purpose if needed.

Interested contractors wishing to view the job site shall contact the Auburn Rod Agent between the hours of 8:00 am and 4:00 p.m. No contractor is to view the job site without a Town representative present.

If subcontractors or contracted services are anticipated to be used by a contractor for this project, if at all possible, utilization of local Auburn vendors, services or contractors is urged.

All proposals submitted shall be good until April 1, 2017. The vendor shall state in writing when the proposal will expire. Official awarding of the proposal shall not take place before the Auburn Town Meeting on March 14, 2017, but may be conditionally accepted prior to that date based upon voter approval of funding. Formal award will occur by April 1, 2017 if funding is approved.

#### **PAYMENT**

Payment can be made in installments as the project progresses or with-in two weeks once all work is satisfactorily completed and all surrounding grounds are clear of all debris. Payment terms will be worked out between the chosen contractor and the Town.

#### **PROFESSIONAL AND GENERAL LIABILITY INSURANCE**

Chosen contractor shall file with the Town of Auburn evidence of professional liability and general liability insurance certifying coverage contained therein or, in the alternative, provide documentation of a self-insured program. Such insurance shall provide protection against professional and personal injury liability. The Certificate of Insurance shall identify the insurer and the Contractor, the type and amount of insurance, the location and operations to which the insurance applies, and the effective and expiration dates of the policies of insurance. Further, the contractor shall advise the Town of Auburn of any changes of insurance company, coverage, limits of liability and notices of cancellation of insurance.

Limits of liability shall be not less than: General Liability \$500,000 combined single limit and Worker's Compensation \$100,000 statutory insurance. Such insurance shall be maintained throughout the term of this contract and may not be canceled without providing at least thirty (30) days advance notice of such cancellation to the Town of Auburn.

### **INDEMNIFICATION**

The Contractor agrees to hold harmless and indemnify the Town of Auburn against any and all claims, suits, damages, costs, or legal expense as a result of bodily injury or property damage resulting from the negligence of the Contractor.

### **PRE-AWARD CONFERENCE**

The Town of Auburn shall conduct a pre-award conference with the apparent low bidder to evaluate the capabilities and resources of the apparent low bidder, and to review references of clients having similar requirements as set forth in this specification. Reference checks shall be an integral part of the final analysis of an award of contract. NOTE: Negative reference feedback may cause the bidder to be judged non-responsible and may result in rejection of the apparent low bid.

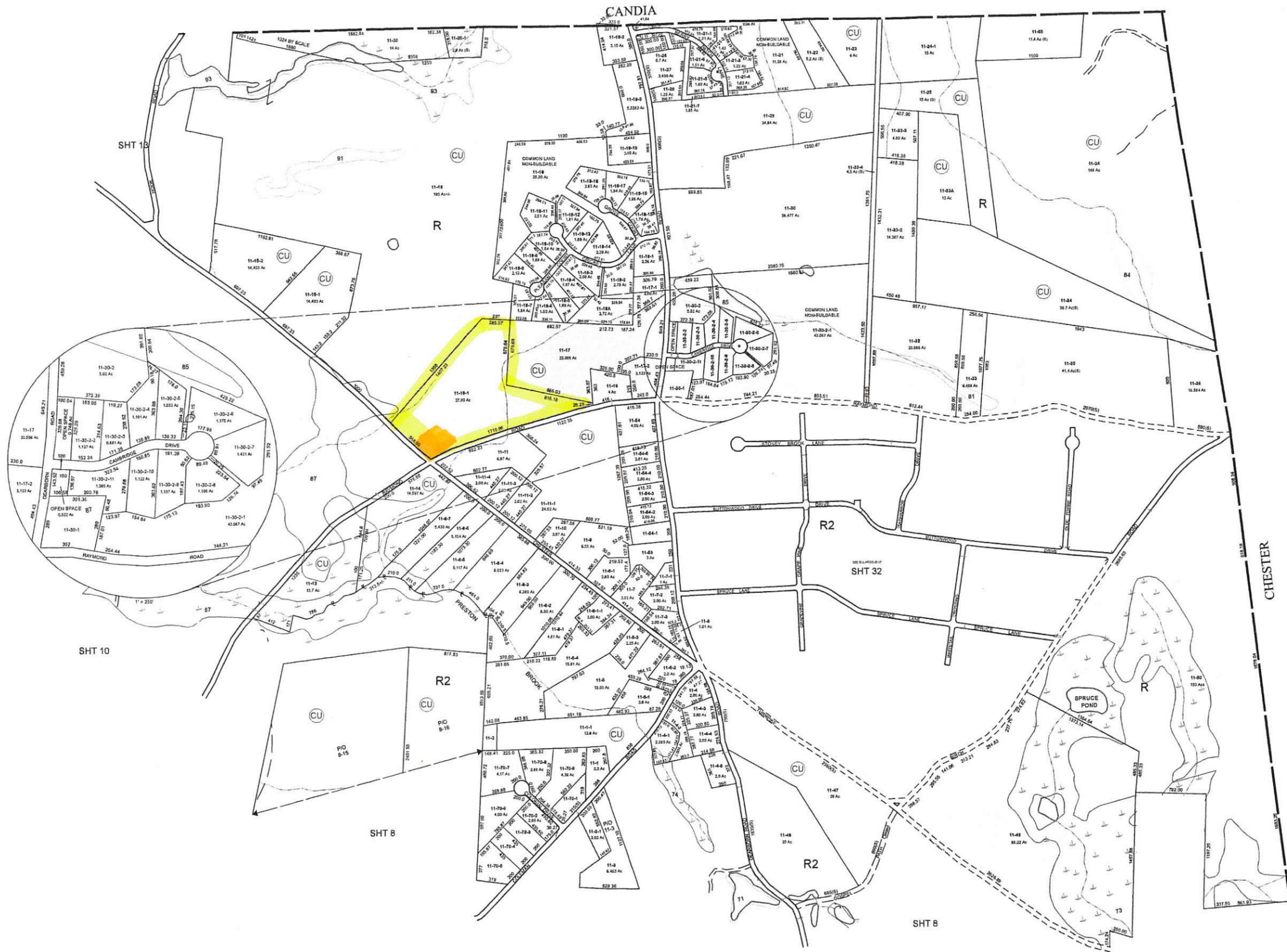
### **AWARD**

The Town of Auburn reserves the right to select the proposal it feels best meets the needs of the Town. Proposals will be received by the Selectmen's Office until 4:00 P.M. on December 9, 2016.

All proposals submitted shall be good until April 1, 2017. The vendor shall state in writing when the proposal will expire. Official awarding of the proposal shall not take place before the Auburn Town Meeting on March 14, 2017, but may be conditionally accepted prior to that date based upon voter approval of funding. Formal award will occur by April 1, 2017 if funding is approved.

Questions may be directed to Michael Dross, Town of Auburn Road Agent, telephone (603) 303-4223 between the hours of 8:00 A.M. and 4:00 P.M.

The Town reserves the right to reject any or all submissions, or any part thereof; to waive any information in the solicitation of proposals; and to accept the proposal considered to be in the best interest of the Town.



THE DATA ON THIS MAP HAS BEEN COMPILED FROM A VARIETY OF SOURCES GRANTED VOLUNTARILY BY PRIVATE OWNERS AND OFFICIAL SOURCES AND IS NOT TO BE CONSIDERED LEGAL LOCATION OF PROPERTY BOUNDARY LINES. THE TOWN OF AUBURN ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF INDIVIDUAL PARCELS. MAPS ORIGINALLY COMPILED BY DOLLARD ASSOCIATES

THE HORIZONTAL DATUM IS THE NEW HAMPSHIRE STATE PLANE COORDINATE SYSTEM, NAD 83

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**LEGEND**

CURRENT USE	CU	CULVERT	→
PROPERTY LINE	ℓ	CATCH BASIN	●
SCALED	(S)	MANHOLE	⊙
PART OF ORIGINAL LOT	Z		

FEET SCALE: 1" = 500'

REVISD TO: APRIL 1, 2016

PROPERTY MAPS  
**AUBURN**  
NEW HAMPSHIRE

INDEX DIAGRAM

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MAP NO.  
**11**