City of Nashua

Central Purchasing
229 Main Street - Nashua, NH 03060

August 21, 2015

INVITATION TO BID

Bicentennial Park Improvements
IFB0651-090815

The City of Nashua Division of Public Works invites qualified contractors to submit bids for the **Bicentennial Park Improvements** project. The purpose of the project is to make improvements to this urban park located between 75 Main Street and the Nashua River. The Work includes demolition, including removal and disposal of overgrown evergreen shrubs and 3 trees and their stumps; removal and disposal of a concrete pad and a portion of the concrete sidewalk along the river, removal of a brick area and other miscellaneous work. Construction improvements include excavation and grading, construction of a new concrete sidewalk along the river, a concrete stage area, concrete repair along railing bottom, relocation of the NH state granite monument and two sculptures including necessary bases, and restoration of the lawn area with loam and seed, and all associated work. Federal Davis-Bacon wages will apply since funding of this project is through a Community Development Block Grant (CDBG). Some bid items may be removed should the bid amount exceed available funding.

INSTRUCTIONS TO BIDDERS

Bids must be submitted on the Bid Form in its entirety with **(1) original and two (2) copies,** in a sealed envelope plainly marked **"Bicentennial Park Improvements"** and must be received at Central Purchasing Office, 229 Main Street, Lower Level, Nashua, NH 03060 prior to **3:00 pm on Tuesday, September 8, 2015**. Postmarks or other timestamps will not be accepted in lieu of actual delivery. The contractor can use whatever delivery mechanism it chooses as long as it remains clear that the contractor is responsible for submissions prior to the date and time. Further details are available on the City's web site, www.nashuanh.gov, under Citizens Favorites, Current Bid Opportunities; document **IFB0651-090815**. Bids will be opened in public on the due date and time. Results of the bid opening will be posted on the City's web site, under Bid Results, within twenty-four (24) hours of the opening.

Completion time for the project shall be within 60 days of issuance of Notice to Proceed.

There will be a **Mandatory Pre-Bid Meeting** at the site, **which is the park located north of 75 Main Street, next to the Nashua River, Nashua, NH 03061-2019** at **10:00 AM on Tuesday, September 1st, 2015.** The meeting is an opportunity for the City to overview the project and objectives and participants to request additional information directly from City staff managing or participating in the project. **You or your representatives are required to attend this meeting.**

The timeline for this project is:

Subject	Date	Time/Location
Documents available	Tuesday August 25, 2015	5:00 p.m. on the City Web Site
Mandatory Pre-Bid Meeting	Tuesday September 1, 2015	10:00 a.m. at site, park located north of 75 Main Street, next to the Nashua River
Deadline for Vendor Questions	Wednesday, September 2, 2015	3:00 p.m.
Answers/Clarifications Posted	Friday, September 4, 2015	3:00 p.m.
Bid Due	Tuesday, September 8, 2015	3:00 p.m. Purchasing Department
Notice to Proceed	About September 30, 2015	

Vendors are encouraged to submit questions via e-mail; however, the City assumes no liability for assuring accurate and complete email transmission/receipt and is not responsible to acknowledge receipt. **Inquiries must be submitted in writing,** citing the IFB title, IFB number, Page, Section, and received **no later than Wednesday, September 2, 2015 at 3:00 PM to:** Questions may be submitted in writing to:

Amy Prouty Gill
City of Nashua
CSO Stormwater Engineer
Email: gilla@nashuanh.gov or via Fax at (603)589-3169.

The City will consider all timely-received questions and requests for change and, if reasonable and appropriate, will issue an addendum to clarify or modify this IFB. Answers to Vendor submitted questions and other addenda will be posted under document **IFB0651-090815** on the City of Nashua website; www.nashuanh.gov under Citizens Favorites, Current Bid Opportunities no later than **Friday, September 4, 2015, at 4:00 pm.**

A sample of the City's contract and Davis Bacon wage information will be available on the web site when additional bid documents are posted Tuesday, September 1, 2015 by 5:00 p.m.

Each General Bid shall be accompanied by a Bid Security in the amount of 5% of the Total Bid Price.

All bids are binding for sixty (60) days following the deadline for bids, or until the effective date of any resulting contract, whichever is later.

No bidder may withdraw a bid within sixty (60) days after the actual date of bid opening.

Certificates of Liability and Workmen's Compensation Insurance must be filed by the successful bidder prior to commencement of work. Liability limits are as follows:

General Liability: $1,000,000 per occurrence; $2,000,000 aggregate
Automobile Liability: $1,000,000 combined single limit

City of Nashua must be named as an additional insured on all liability certificates.

Workers' Compensation: Per NH State Statute ($100,000/$500,000/$100,000)

The City of Nashua may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City of Nashua. A bid that is abnormally high or low for any bid item, or as a whole, may be rejected as unbalanced.

To be eligible for an award, a bidder must be deemed "responsible". A responsible bidder 1) has the ability, capacity and skill to provide the goods or services required; 2) can provide the goods or services within the time frame specified; 3) has a satisfactory record of integrity, reputation, judgment and experience; 4) has sufficient financial resources to provide the goods or services; 5) has an ability to provide future maintenance and support as required; and 6) has developed a positive track record with the City of Nashua to the extent the bidder has previously provided goods or services.

The submission of a bid constitutes the bidder's acceptance of and agreement to the terms and conditions of this Invitation to Bid.

The City is exempt of all taxes. All bids must be FOB Nashua, NH. All bidders must comply with all applicable Equal Employment Opportunity laws and regulations.

Pursuant to NRO 5-78 (F), the purchasing manager shall not solicit a bid from a contractor who is in default on the payment of taxes, licenses or other monies due the city. Therefore, this bid request is void as to anyone who is in default on said payments.

Respectfully,

Dan Kooken
Purchasing Manager
kookend@nashuanh.gov