



**Request for Bids  
Reconstructing/Adjusting Drain and Sewer Structures  
RFB (2022-009)  
Town of Salem NH**

**SALEM PURCHASING**

Gia Faccadio, Purchasing Agent  
Nicole McGee, Finance Director

**Christopher Dillon, Town Manager**

Prepared for and in coordination with

**SALEM MUNICIPAL SERVICES**

ENGINEERING ♦ PUBLIC WORKS ♦ UTILITIES

## GENERAL TERMS AND CONDITIONS

**PREPARATIONS OF BIDS/PROPOSALS:** Proposals shall be submitted on the forms provided and must be signed by the Bidder or his authorized representative. The person signing the proposal shall initial any corrections to entries made on the attached forms.

Vendors must provide pricing on all items appearing on the bid forms unless specific directions in the advertisement, on the bid form or in the special provisions allowed for partial bids. Failure to provide pricing on all items may disqualify the bid. Alternative bids will be considered, unless otherwise stated, only if the alternate is described completely, including, but not limited to, sample, if requested and specifications sufficient so that a comparison to the request can be made.

Any questions or inquiries must be submitted in writing, and must be received by the Purchasing Department no later than seven (7) calendar days before the Request for Proposal due date to be considered. Any changes to the Request for Proposal will be provided to all bidders of record.

The name of manufacturer, trade name, or catalog number mentioned in this request for bid description is for the purpose of designating a minimum standard of quality and type. Such references are not intended to be restrictive, although specified color, type of material and specified measurements may be mandatory.

Proposals will be considered for any brand that meets or exceeds the quality of the specifications listed. On all such proposals, the bidder shall specify the product they are proposing and shall supply sufficient data to enable a comparison to be made with the particular brand or manufacturer specified. Failure to submit the above may be sufficient grounds for rejection of the proposal.

**SUBMITTED BIDS/PROPOSALS:** Proposals must be submitted as directed in the Notice to Qualified Firms, and on the forms provided unless otherwise specified. Proposals must be typewritten or printed in ink. Proposals must be mailed or delivered in person. Proposals that are faxed or emailed will not be accepted.

**WITHDRAWING BIDS/PROPOSALS:** Proposals may be withdrawn prior to the opening date and time upon written request of the Proposer. Negligence on the part of the Proposer in preparing his/her proposal shall not constitute a right to withdraw a proposal subsequent to the proposal opening.

### **PROPOSAL EVALUATION:**

The Town reserves the right to reject any and all proposals received for the following reasons including but not limited to:

- Fails to adhere to one or more of the provisions established in the proposal.
- Fails to submit its proposal at the time or in the format specified herein or to supply the minimum information requested herein.
- Fails to meet the minimum evaluation criteria specified in this proposal.
- Fails to submit its proposal to the required address on or before the deadline date established by the Town.
- Misrepresents its services, experience and personnel by providing demonstrably false information in its proposal or fails to provide material information.
- Fails to submit its cost on the enclosed bid form.
- Refuses a reasonable request for an interview.
- Refuses to provide clarification requested by the Town.

### **RECEIPT AND OPENING OF PROPOSALS:**

Proposals shall be submitted prior to the time fixed in the Request for Sealed Bids/RFP. Proposals received after the time so indicated shall be returned unopened.

**PROPOSAL RESULTS:**

All sealed bids received will be considered confidential and not available for public review until after the bid opening is conducted. Bid and RFP openings will be scheduled and opened accordingly. Results will not be given over the phone. Please send your request in writing or send an email to [gfaccadio@salemnh.gov](mailto:gfaccadio@salemnh.gov) to receive sealed bid results after the public opening. All Bids, RFP's, and RFQ's will remain unofficial and if applicable confidential until the award has been posted on the Town website.

**KNOWLEDGE AND EXPERIENCE:** If and as requested per document, provide a description of the firm's knowledge and experience in the industry. Highlight your company's experience to provide the highest quality and effective product and reliable service and support.

**REFERENCES:** If and as requested per document, projects within the past ten years best illustrating current qualifications for this project.

**AWARD OF CONTRACT:** It is the policy of the Town of Salem, NH that contracts are awarded only to responsible bidders. In order to qualify as responsible, a prospective vendor must meet the following standards as they relate to this request:

- Have adequate financial resources for performance or have the ability to obtain such resources as required during performance.
- Have the necessary experience, organization, technical and professional qualifications, skills and facilities.
- Be able to comply with the proposed or required time of completion or performance schedule; and
- Have a demonstrated satisfactory record of performance.
- Adhere to the specifications of this bid and provide all documentation required of this bid.

The contract will be awarded to the most responsive & responsible bidder based on the best cost, qualifications, and experience, including, the quality of the equipment / product / materials / services to be provided and the support that the bidder offers during the duration of the contract terms. The lowest bidder will always be utilized first however should any scheduling conflicts occur the Town, at its discretion, reserves the right to use the second bidder as applicable to immediate and scheduled operations. Bid Proposal evaluation will be done by the Utility Division of Municipal Services and as guided in the document in the best interest of the Town.

**EXECUTION OF AGREEMENT:**

The successful proposer shall sign (execute) the necessary agreements for entering into the contract and return such signed agreements to the town within ten (10) calendar days from the date mailed or otherwise delivered to the successful Proposer.

**APPROVAL OF AGREEMENT:**

Upon receipt of the agreement that has been fully executed by the proposer, the owner will complete the execution of the agreement and return the agreement to the contractor. The Agreement accompanied by a Town issued purchase order will be delivered to the contractor and will constitute a mutual approval and agreement by both parties to abide by the terms and conditions of the agreement.

**FAILURE TO EXECUTE AGREEMENT:**

Failure of the successful proposer to execute the agreement at the date and time agreed upon by the Town and the successful Proposer shall be just cause for cancellation of the award and forfeiture of all deposits.

**CONTRACT TERMINATION:**

If at any time the proposer fails to provide proper services during the contract period, the Town of Salem, NH will have the option to terminate the contract at any time without notice.

**RIGHT TO REJECT BIDS:** The Town reserves the right to reject any and all sealed bids, should the Town deem it to be in the best interest of the public.

**INSURANCE CERTIFICATES:**

Prior to award of this contract, the Contractor shall submit insurance certificates indicating coverage for all vehicles, public liability and property damage in the following amounts:

Comprehensive General Liability	\$1,000,000/\$ 1,000,000
Auto Liability: Property Damage	\$1,000,000/\$ 1,000,000
Personal Injury	\$ 1,000,000/\$ 1,000,000
Workmen's Compensation	as required by the State of New Hampshire

**PRICING:** Unless otherwise specified all prices listed are firm for the term of the contract. All prices should include all labor and material costs, and any discounts offered. All fuel surcharges, delivery charges and miscellaneous charges that are not part of the terms and conditions of this contract will only hold up payment if they are added to the submitted invoice.

**INVOICING:**

Invoices must be physically mailed and/or submitted (emailed invoices unacceptable) to Accounts Payable at:

Town of Salem  
c/o Accounts Payable  
33 Geremonty Drive  
Salem NH 03079.

The invoice must include an itemization of all items, supplies, repairs, labor furnished, including unit list pricing, and net pricing, as identified in the bid award. The total amount due shall be clear and apparent on the invoice for proper payment. Payment terms are net thirty (30) days from the date of the invoice. General terms as allowable: Invoices received before the twentieth of each month should get processed for said month with payment available through said month check disbursement.

**TAX:**

The Town is exempt from all sales and federal excise taxes. Our exemption number is 026000817  
Please Invoice less these taxes.

**DELIVERY:** Deliveries are to be made only to the department or division indicated on the order and in accordance with accepted commercial practices, without extra charge for packing or containers.

**GUARANTEES AND WARRANTIES:** All parts and labor related to agreements must be guaranteed and include a warranty. If any work is unable to be guaranteed, the contractor must inform the Town, in writing, prior to the delivery of an item or any work being performed.

**FORCE MAJEURE:** Neither party shall be liable for any inability to perform its' obligations under any subsequent agreement due to war, riot, insurrection, civil commotion, fire, flood, earthquake, storm or any other act of God.

**POLICE DETAILS:** Police Details shall be scheduled as required for safety, by and as required by Town, and will be paid by the Municipal Services Department. The Contractor shall coordinate and confirm work schedule with the Municipal Services Department, or the designee, discuss Police Detail, if approved, and if applicable, provide detail slips back to Municipal Services.

**REQUEST FOR BIDS  
RECONSTRUCTING/ADJUSTING  
DRAIN AND SEWER STRUCTURES**

You are cordially invited to submit a proposal for Reconstructing/Adjusting Drain and Sewer Structures in accordance with the attached specifications, terms, and conditions listed in RFB 2022-009 Reconstructing/Adjusting Drain and Sewer Structures which can be obtained at <https://www.townofsalemnh.org/purchasing>. The Town of Salem NH is requesting qualifications from a Contractor for professional services to provide materials, equipment, and labor for work which will include but is not limited to the following: adjusting sewer and drainage castings to existing or proposed grade at specified locations on existing paved roads; reconstructing catch basins, drop inlets, on existing paved roads: up to 75% (top down to sump) reconstruction of basin and/or manhole structures; adjusting and/or replacing water gate valve box structures on paved roads. Most structures are approximately 6-8 feet deep consisting of 3 foot sumps, 6 inch wall thickness, and 4 foot inside diameter and require frame and grate/cover adjustment of less than 1-foot. Most items requested are located in high traffic areas, so quality of construction is of utmost importance. Some structures may require significant barrel block construction. The Town will supply all casting materials needed to perform the work. This will be a three (3) year contract, 2022 – 2024. **All proposals/bids must be received by February 28, 2022, at 9:00 AM EST. Two (2) copies of the BID package must be submitted in a sealed envelope, plainly marked:**

**RFB 2022-009  
Reconstructing/Adjusting  
Drain and Sewer Structures  
Town of Salem  
Purchasing Office  
33 Geremonty Drive  
Salem NH 03079**

**INTRODUCTION**

The Town of Salem intends to contract a qualified company for reconstructing/adjusting drain and sewer structures at multiple locations primarily on main roads. The subject contract will be a three (3) year contract, 2022-2024, with a Town option to extend an additional year at bid pricing. Requested work will include but is not limited to the following: adjusting sewer and drainage castings to existing or proposed grade at specified locations on existing paved roads; reconstructing catch basins, drop inlets, on existing paved roads: up to 75% (top down to sump) reconstruction of basin and/or manhole structures; adjusting and/or replacing water gate valve box structures on paved roads. Most structures are approximately 6-8 feet deep consisting of 3 foot sumps, 6 inch wall thickness, and 4 foot inside diameter and require frame and grate/cover adjustment of less than 1-foot. Most items requested are located in high traffic areas, so quality of construction is of utmost importance. Some structures may require significant barrel block construction. The Town will supply all casting materials needed to perform the work.

Construction supervision shall be under the general guidance of the Salem Municipal Services Department and can be through either of the Divisions: Public Works, Utilities, and Engineering. A project manager thereof will be assigned accordingly. All materials and Work shall conform to

Specifications attached in the Appendix. All materials, equipment and labor shall be furnished by the Contractor to complete the job as specified. The Town will reject any work it determines to be below the high standards of the industry. The Town may accept alternative methods and/or materials provided the means is necessary, applicable, and approved as such by the project manager. All work performed under this contract shall be guaranteed for a period of one year. The Contractor shall be responsible for promptly repairing/replacing any work which is deemed unacceptable by the Town and/or fails within the one year guarantee period.

## **SCOPE OF WORK**

In general, Work by Contractor is defined in ITEM(S) Bid Request below. The Contractor shall supply all material, tools, equipment and labor to complete the Work. Work shall be conducted in a neat and orderly fashion such that no damage occurs to adjacent property, pavement, curbing, landscape, driveways, etc., and does not significantly impact traffic or pedestrians. Casting materials for each application below will be supplied by the Town including poly-liners if applicable. The Contractor should assume base paving and/or concrete as part of the pricing. The Town will provide any finish paving as needed.

### **ITEM 1 - Reconstructing/Remodel Catch Basins:**

The intent of a structure reconstruction is to rehabilitate and/or rebuild a drainage or sewer structure beyond the scope of a typical casting adjustment due to significant elevation change, significant degradation of the existing structure, correction of inadequate existing casting adjustment and/or replacement of non-standard castings and structure tops. Work would mostly be up to 75% of the structure from the top down but NOT including the sump or benching invert. The Contractor shall install the appropriate course(s) of cement blocks, prefabricated concrete riser sections, precast cones (or slab tops) to rebuild each structure, using mortar between each row and each block/brick. Cement concrete blocks shall be free from cracks or irregularities. Blocks shall be at least 28 days old.

### **ITEM(S) 2 and 3 – Adjust Catch Basin, Sewer/Drain Manhole Covers:**

The intent of a casting adjustment is to set (or reset) a casting to the final and/or existing grade of pavement. All compromised brick down to the top of the precast structure shall be replaced as applicable, brick work to remain shall be re-pointed and poly-liners (from Town) shall be installed on catch basins in paved areas. Concrete grade rings for casting adjustment are not generally allowed but will be considered when brickwork is extensive, particularly if location is in high traffic, cannot be closed for long duration to traffic, and is determined as the best application by the project manager. Castings shall be reset in a full mortar bed to meet the elevation of the finish existing or proposed road surface in a neat and safe manner. Nonstandard, unserviceable, or broken castings shall be replaced. New castings shall be provided and delivered by the Owner. For Bidding purposes these Items should expect work performed in the top two (2) feet of any reset or adjustment. Any work thereof requiring correction but not applicable to Item 1 will be pro-rated and priced accordingly between the contractor and Town and billed separately as such as Alternate.

#### **ITEM 4 – Adjust Water Valve Boxes:**

The intent of this work is to adjust water gate valve boxes similar in methods as ITEMS 2 and 3 above, however, the scope and/or scale is not nearly as extensive. Generally speaking a water gate valve would require an excavation of no more than two (2) square feet and a depth of no more than eighteen (18) inches. Materials required would generally be gravels, bituminous, and/or concrete. Any casting materials required will be by Town.

#### **ITEM 5 – New Water Valve Boxes:**

The intent of this work is to remove and replace any compromised or destroyed water gate valve casting. Work is generally similar to ITEM 4 however depth of work more extensive and excavation more precise. Compaction after replacement will be key in this method and must be done using specific equipment including ‘pogo-stick’ pneumatic compactors. Hand method with bar or equal will not be allowed on any depth more than twelve (12) inches. Castings will be supplied by Town. Any work deeper than three (3) feet and/or to actual valve body requiring correction will be pro-rated and priced accordingly between the contractor and Town and billed separately as such as Alternate.

### **GENERAL PROJECT REQUIREMENTS**

**EXCAVATION:** The pavement around each structure shall be neatly sawcut. Casting adjustments shall have a diamond sawcut pattern. Sawcut for structure remodels shall be such that 12" beyond face of excavation is provided. Excavation shall be done in a neat and orderly manner such that adjacent areas are not damaged or otherwise disturbed. It is preferred that all excavated spoils, debris, and structure pieces are placed directly into a truck for removal and disposal. During construction, the Contractor shall immediately remove any brick, block, or concrete that falls into the basin. The Contractor will be responsible to properly dispose of all pavements, damaged bricks, block, old cement and excavation spoils. The Contractor will have the option to stockpile said debris and stage equipment at the Municipal Services facility located at 21 Cross Street until the end of the project. Final payment will be held until the pile of debris is removed from the site.

**PREPARATION OF SUBGRADE:** All excavated areas shall be shimmed with Crushed Gravel to existing line and grade. The existing gravel surface shall be scarified prior to placing new gravels. All stones larger than 3 inches in diameter within the work area shall be removed from the gravel foundation. Compaction shall be performed by mechanical means with walk-behind plate or jumping jack or ‘pogo-stick’ pneumatic compactors. Gravels shall be compacted to at least 95% compaction.

**NOTE:** *Compaction of gravels may not proceed until brick mortar has cured to a point where the integrity of brick work is not compromised. It is expected that structures will be loosely backfilled until such time that compaction activities may proceed. The contractor may likely need to remove some backfill and compact in 6"-12" lifts to proper density.*

The Crushed Gravel unit cost shall include all material in-place, compacted and graded.

## **HOT BITUMINOUS PAVEMENT PATCH:**

It is intended that the Contractor will provide base pavement course(s) and the Owner will provide wearing course pavement for each location. The Contractor may if requested and applicable use an early strength concrete mix for the base pavement course after reviewed by Town officials. Upon acceptance of gravel base preparation, a base pavement patch shall be placed in 1 or 2 courses based on existing pavement thickness. In general, bituminous pavement shall be placed 1.5" below existing line and grade (to allow for wearing course placement by the Town). Minimum pavement thickness shall be 2.5" ( $\frac{3}{4}$ " Binder) on local roads or 4" (2" of  $\frac{3}{4}$ " Base, 2" of  $\frac{3}{4}$ " Binder) on operational roads or as directed by the project manager. Bituminous tack coat shall be used between each course of pavement and on all joint faces. All sweeping, cleaning and bituminous tack coat is subsidiary to the pavement item.

## **CONTRACTOR RESPONSIBILITIES:**

Street Opening Permit: The Contractor shall obtain a street opening permit from the Town of Salem as necessary and if required by the project manager. Most work considered in this bid, other than full reconstruction, will not require a permit. Any permit fees if applicable will be waived.

Police Details: Police details shall be scheduled by Contractor and paid by the Municipal Services Department. The Contractor shall coordinate and confirm work schedule with the Municipal Services Department. The project manager will be tasked with collecting detail slips and the Contractor will need to return any slips to the project manager that they may have collected. Prior to start of Work the Contractor shall define, as part of the Traffic Maintenance intent, use of police details. Number of details requested, placement of details, and any special instructions as may be necessary shall all be defined in the Traffic Maintenance intent and shall be reviewed by the Municipal Services Department.

When/if work is cancelled, the Contractor shall be responsible for cancelling Police Details in accordance with the Salem Police Department protocol. Cancellation of police details not in accordance with Salem Police Department protocol will result in the Contractor being charged for that time without reimbursement by the Town.

Traffic Maintenance: Safety measures including signage, barricades and warning lights shall be incidental to items identified on the Bid Form. Traffic control and safety measures shall be implemented prior to any construction and maintained in proper working order throughout the project. All street sweeping, cleaning, necessary erosion controls and other such needed measures shall be considered part of, and incidental to, items identified on the Bid Form.

Dig Safe: The Contractor is required to notify "Dig Safe" in accordance with local, State and Federal guidelines. All underground utilities shall be clearly marked and protected prior to any excavation.

**BID DELIVERABLES:**

- A.** BID Sheet completed in full and correct. Each ITEM should be bid as one ITEM or EACH, i.e., **NOT** for the full estimated quantity times the unit price EACH. The TOTAL BID shall be a cumulative of the ITEMS 1 – 5 and the basis for developing best cost.
- B.** Reference Form from APPENDIX B - At least three (3) Professional References preferably municipalities or private utilities that the Contractor has done work for, and a letter of recommendation.
- C.** Acknowledgment Forms from APPENDIX C completed and signed accordingly.
- D.** All proposals/bids must be received by February 28, 2022, at 9:00 AM EST.

# BID FORM

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	LUMP SUM BID per EACH ITEM
1	Reconstructing/Remodel Catch Basins and Manholes	5	EACH	\$
2	Adjust Catch Basin Grates & Frames	10	EACH	\$
3	Adjust Manhole (Drain or Sewer)	20	EACH	\$
4	Adjust Water Valve Boxes	10	EACH	\$
5	New Water Valve Boxes	5	EACH	\$
<b>TOTAL BID</b>				\$

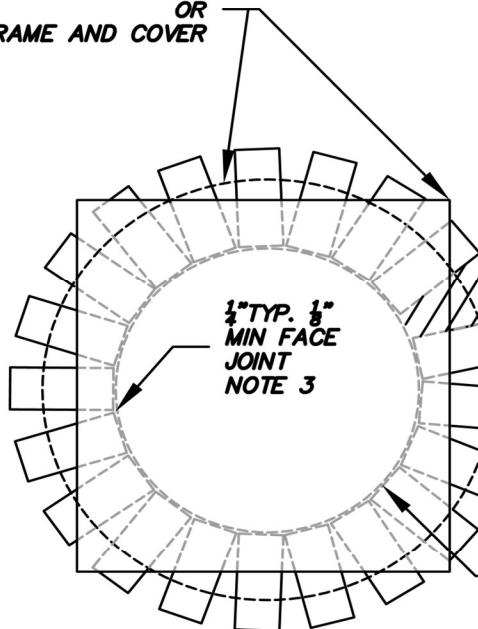
**PLEASE SEE IMPORTANT NOTES BELOW WHEN CALCULATING TOTAL BID ABOVE**

Contractor is responsible for reviewing APPENDIX A - SPECIFICATIONS to develop responsible BID.  
 LUMP SUM BID per EACH ITEM is the full cost the Contractor will charge to complete each (or one) ITEM. NOT the Estimated Quantity times the EACH cost.  
 Estimated Quantity is expected but not guaranteed.  
 All Bid Items are of an estimated quantity at indeterminate locations.  
 Work shall be located primarily on main roads throughout town  
 Casting Material, Poly Liners, Final Paving Wearing Course, Police Details provided by Town

## APPENDIX A - SPECIFICATIONS/DETAILS

**Bid document language will govern preferred methods that may be contrary to specifications/details here. This is provided for basic guidance and some information may not be applicable to bid. The project manager will make any decision for a specification/detail that may be in conflict to the information here.**

FRAME AND GRATE  
OR  
FRAME AND COVER



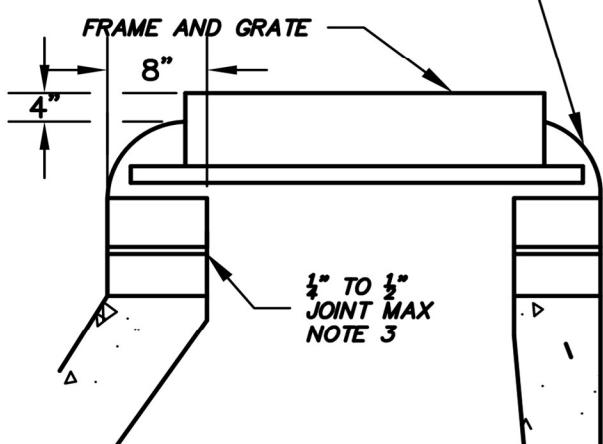
FILL AND  
TROWEL  
VOIDS  
NOTE 3

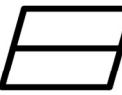
BRICK LAID AROUND  
STRUCTURE OPENING

NOTES:

1. ALL STANDARD CATCH BASINS SHALL BE OUTFITTED WITH A POLYETHYLENE LINER DOWNSPOUT. EXCEPTIONS MAY APPLY. REFER TO SPECIFIC STRUCTURE TYPE AND CORRESPONDING CONSTRUCTION DETAILS (I.E. DOUBLE GRATE CB, "C-TOP" CB, DROP INLET, ETC.).
2. PLACE MORTAR TO 4" BELOW THE TOP OF GRATE ELEVATION (SUBSIDIARY TO STRUCTURE ITEM).
3. BRICK MORTAR: COMPLETELY FILL AND TROWEL ANNULAR SPACE BETWEEN ALL BRICKS. MORTAR BED BETWEEN BRICK SHALL BE  $\frac{1}{4}$ " TO  $\frac{1}{2}$ " THICK. FACE JOINTS SHALL AVERAGE  $\frac{1}{2}$ " BUT NOT BE LESS THAN  $\frac{1}{8}$ ".
4. DO NOT PLASTER OR MORTAR OVER BRICK WORK. ALL JOINTS SHALL BE CLEAN AND PROPERLY POINTED.
5. BRICK SHALL BE AASHTO M91 GRADE SS SEWER BRICK WITH 3%-4% MAX ABSORPTION DURING THE 5-HOUR BOIL TEST. CONCRETE GRADE RINGS SHALL NOT BE ALLOWED.
6. DMH & SEWER FRAME AND COVER SHALL BE NEENAH MODEL #R-1743. DMH SHALL READ "DRAIN". SMH SHALL READ "SEWER". CB FRAME AND GRATE SHALL BE NEENAH MODEL #R-3570. DOUBLE GRATES SHALL BE EJ MODEL #OMA552000066.
7. ALL CATCH BASIN FRAMES (SINGLE AND DOUBLE) INSTALLED AT CURBING LOCATIONS SHALL BE 3-FLANGED. ALL CATCH BASIN FRAMES (SINGLE AND DOUBLE) INSTALLED WITH NO CURBING SHALL BE 4-FLANGED.

MORTAR BED CONNECTION  
BETWEEN FRAME AND  
BRICK



 Frame Set Detail (SMH, DMH or CB)

NO SCALE

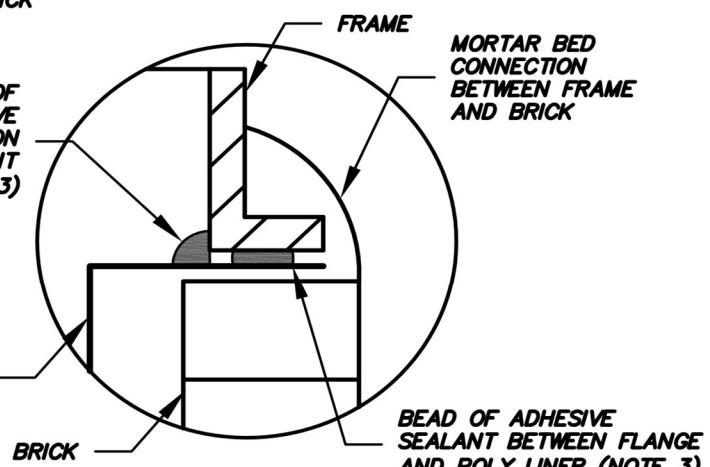
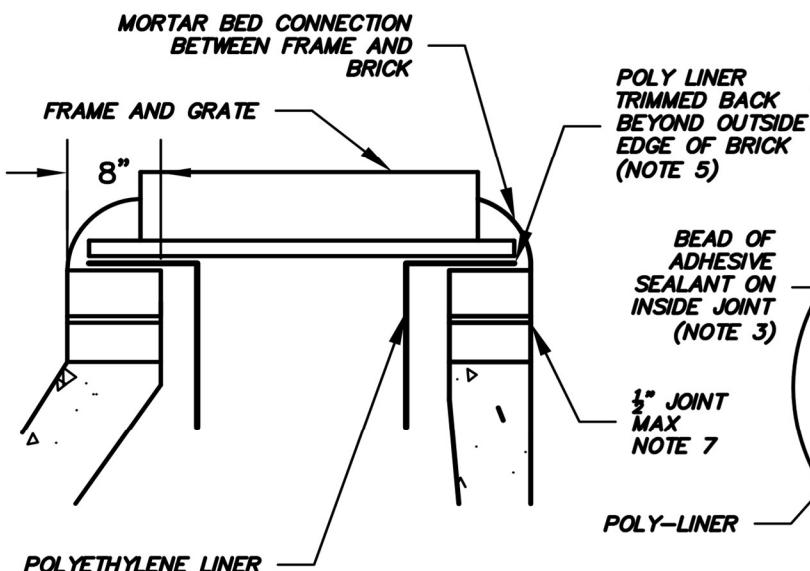
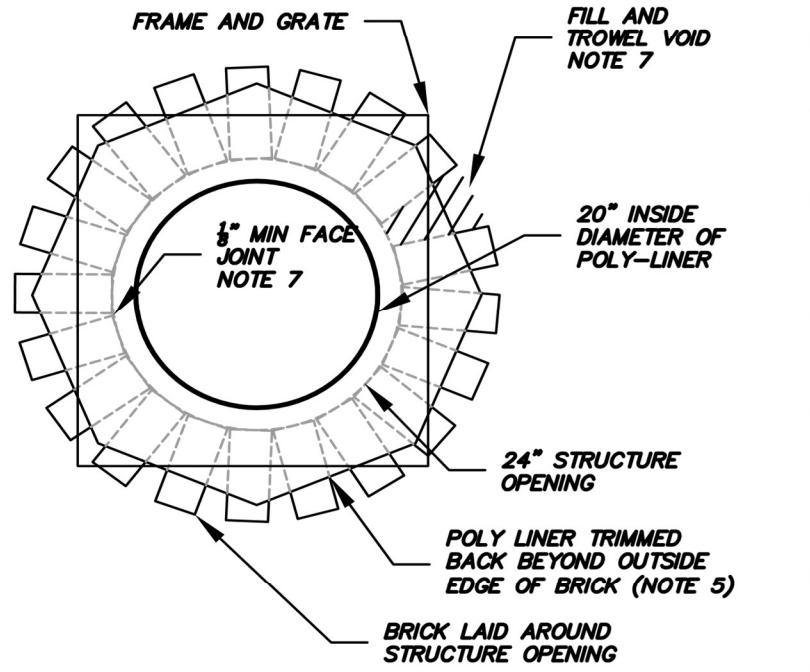
DATE: 03/16	JOB NO. —
DWG. <b>D1</b>	SCALE: N.T.S.

TOWN OF SALEM  
ENGINEERING DEPARTMENT  
33 GEREMONTY DRIVE  
SALEM, NH 03079

FRAME SET  
DETAIL

NOTES:

1. ALL CATCH BASINS SHALL BE OUTFITTED WITH A POLYETHYLENE LINER DOWNSPOUT.
2. POLYETHYLENE LINER SHALL BE FABRICATED AT THE SHOP. DOWNSPOUT SHALL BE EXTRUSION FILLET WELDED TO THE POLYETHYLENE SHEET.
3. PLACE A CONTINUOUS BEAD OF AN APPROVED BONDING ADHESIVE SEALANT BETWEEN FRAME AND POLYETHYLENE SHEET AND AT THE INSIDE JOINT AFTER ASSEMBLY IS COMPLETE.
4. PLACE CLASS AA CONCRETE TO 2" BELOW THE TOP OF GRATE ELEVATION (SUBSIDIARY TO DRAINAGE STRUCTURE).
5. TRIM POLYETHYLENE BEYOND THE OUTSIDE EDGE OF BRICK TO PROVIDE A MORTAR CONNECTION BETWEEN THE FRAME AND BRICK. ALTERNATE TRIMMING METHODS MAY/SHALL BE REQUIRED BY THE OWNER WHEN USED WITH CURBING AND GUTTER INLETS.
6. THE CENTER OF THE GRATE & FRAME MAY BE SHIFTED A MAXIMUM OF 1" FROM THE CENTER OF THE DOWNSPOUT IN ANY DIRECTION.
7. BRICK MORTAR: COMPLETELY FILL AND TROWEL ANNULAR SPACE BETWEEN ALL BRICKS. MORTAR BED BETWEEN BRICK SHALL BE  $\frac{1}{4}$ " TO  $\frac{1}{2}$ " THICK. FACE JOINTS SHALL NOT BE LESS THAN  $\frac{1}{8}$ ".
8. BRICK SHALL BE AASHTO M91 GRADE SS SEWER BRICK WITH 3%-4% MAX ABSORPTION DURING THE 5-HOUR BOIL TEST.



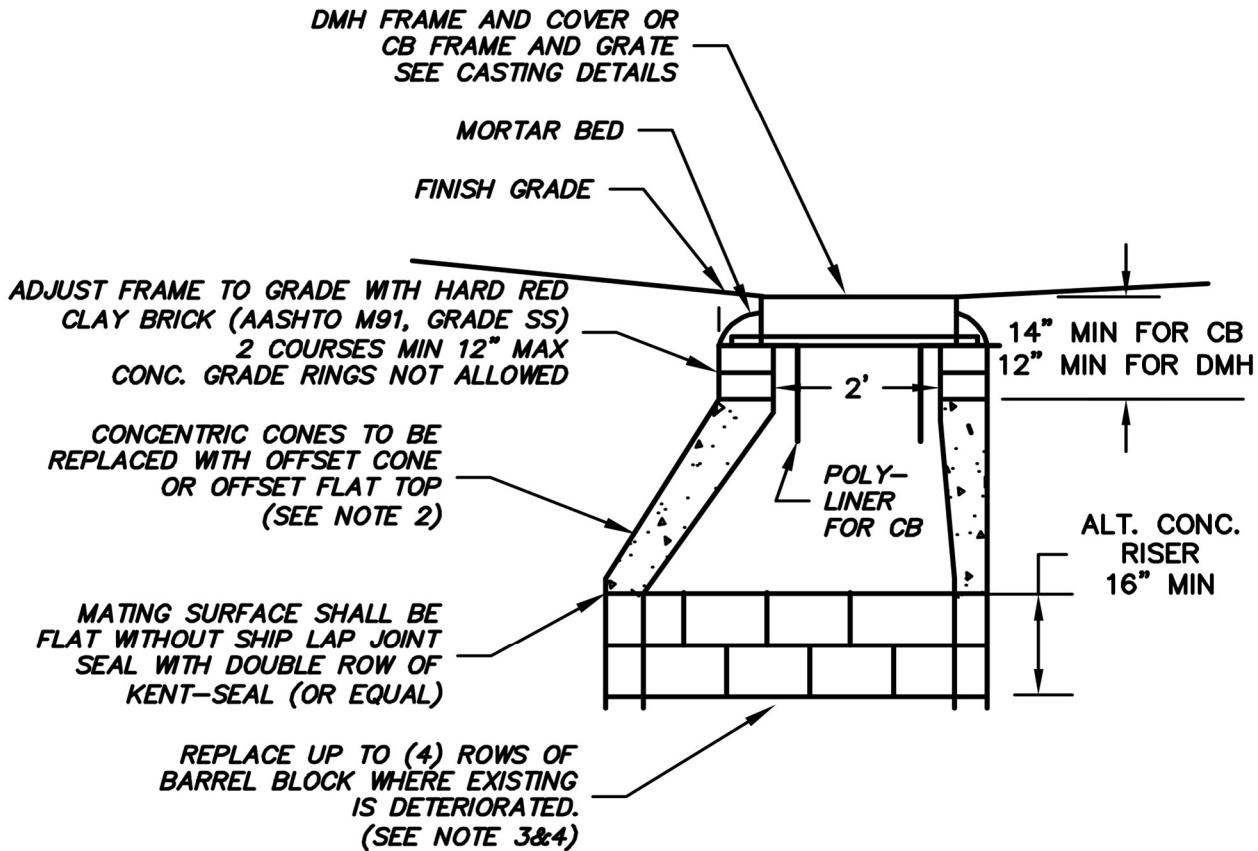
 Poly-Liner Detail

NO SCALE

DATE: 03/16	JOB NO. —
DWG. <b>D2</b>	SCALE: N.T.S.

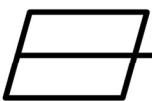
TOWN OF SALEM  
ENGINEERING DEPARTMENT  
33 GEREMONTY DRIVE  
SALEM, NH 03079

**POLY-LINER  
DETAIL**



### NOTES:

1. REFERENCE GENERAL DRAIN STRUCTURE NOTES, NHDOT SECTION 604, AND TOWN OF SALEM SUPPLEMENTAL SPECIFICATION FOR ADDITIONAL REQUIREMENTS.
2. REPLACEMENT OF STRUCTURE TOP WITH A CONE OR A SLAB TOP SHALL BE GOVERNED BY THE FINAL ELEVATION OF THE FINISH GRADE AND REQUIREMENTS OF THE CASTING ADJUSTMENTS.
3. ITEM SHALL INCLUDE UP TO (4) ROWS OF BARREL BLOCK. ALL JOINTS SHALL BE MORTARED.
4. ALTERNATE CONCRETE RISER SECTION MAY BE USED IN-LIEU OF BARREL BLOCK. MIN. RISER HEIGHT SHALL BE 16-INCHES.



## Drain Structure Remodel

NO SCALE

DATE: 10/16	JOB NO. —
DWG. <b>D3</b>	SCALE: N.T.S.

TOWN OF SALEM  
ENGINEERING DEPARTMENT  
33 GEREMONTY DRIVE  
SALEM, NH 03079

DRAINAGE DETAILS

## SUPPLEMENTAL SPECIFICATION

### AMENDMENT TO SECTION 604 – CATCH BASINS, DROP INLETS, AND MANHOLES

#### Description

**Add** the following after the last sentence of section 1.2.

"It is intended that the new manhole frame and grate shall replace an existing frame and grate that is determined to be unusable by the Engineer."

#### Materials

**Amend** 604.2.4 to read as follows:

**2.4** All brick used for casting adjustment and invert tables shall be clay brick conforming to AASHTO M32 Grade SS. Maximum water absorption shall be 3%-4% during the five hour boil test. The use of concrete brick will not be permitted.

**Amend** 604.2.9 to read as follows:

**2.9** Prefabricated adjustment rings are not allowed.

**Add** Section 2.11

**2.11** Unless specifically provided for drain manhole frame/cover assembly shall be Neenah Foundry model #R-1743, catch basin frame/grate assembly shall be Neenah Foundry model #R-3570, and catch basin double frame/grate assembly shall be EJ model #0MA552000066. All catch basin frames (single and double) installed at curbing locations shall be 3-flanged. All catch basin frames (single and double) installed with no curbing shall be 4-flanged.

**Add** Section 2.12

**2.12** Submittals shall be required for the following items:

- a. Shop drawing submittals shall be required for each individual catch basin and manhole. The submittal for each structure shall detail the following: the concrete structure including orientation of the cone section, pipe openings in the structure, and the frame and grate or cover orientation in relation to the concrete cone section.
- b. Shop drawing submittals shall be required for all brick used to adjust castings.
- c. Shop drawing submittals shall be required for mortar used in the setting of the castings or the parging of lifting holes.

- d. Shop drawing submittals shall be required for all adhesive and sealant used in the installation of the polyethylene liners.
- e. During the work of setting each new drainage structure or reconstructing existing structures, the Contractor shall log the as-built location (station and offset) of the center of opening at each structure (cone or top slab opening applicable). The Contractor shall submit a complete list of as-built structures, with station and offset of opening at each structure, for review and approval of the Engineer a minimum of one (1) week prior to starting paving operations.

### **Construction Requirements**

**Amend 3.3 to Read:**

**3.3** When reconstruction or adjustment of existing structures is specified, the frames and grates or covers shall be removed and the walls reconstructed as required. Reconstruction of the walls shall mean replacing the top section, if necessary, adding riser sections, replacing riser sections, removing riser sections, or adding/removing rows of barrel block as required to meet the proposed grades. The frames and grates or covers shall be cleaned and reset at the required elevation. Non-serviceable and non-conforming castings shall be replaced as directed.

**Amend 3.3.1 to Read:**

**3.3.1** The use of prefabricated adjustment rings will not be allowed.

**Add 3.10**

**3.10** New frame & grates or frame & cover and frame adjustments shall include new red clay brick (subsidiary). Existing frame shall be cleaned prior to reset. Where elevation adjustment is specified the existing brick shall be inspected for serviceability. Unserviceable adjusting brick shall be replaced.

**Add 3.10.1**

**3.10.1** Each brick for casting setting or adjustment is to be thoroughly wet just before laying and is to be completely embedded in mortar under its bottom, its side and its end at one operation. Care is to be taken to have every joint full of mortar and the outside is to be fully filled and the inside pointed. No brick work is to be laid in water and no water is to be allowed to rise on the work until it has set at least 24 hours. Do not plaster or mortar over brickwork inside the manholes.

**Add 604.3.10.2**

**3.10.2** Frames for manhole covers shall be set flush with finish grade. Frames for catch basins shall be set  $\frac{1}{2}$ -inch below finish grade. The Contractor shall ensure that the frame is set at the same cross slope and profile of the road. New pavement

courses shall be luted around the rim to provide a smoothly transitioned depression.

**Add 3.12:**

**3.12** Annular space between boot connector and pipe shall be grouted with non-shrink mortar.

**Add 3.13:**

**3.13** Inverts shall be constructed inside drain manholes and sewer manholes using brick specified in paragraph 2.4 above.

APPENDIX B:  
REFERENCES and LETTER OF RECOMMENDATION

**PLEASE PROVIDE THREE REFERENCES FROM MUNICIPALITIES OR UTILITIES AS RECOMMENDED:**

REFERENCE 1:

REFERENCE 2:

REFERENCE 3:

LETTER OF RECOMMENDATION:

Attach/Include Accordingly

## APPENDIX C: ACKNOWLEDGEMENT FORMS

## **SIGNATORY DECLARATION**

I, the undersigned, acknowledge completion and receipt of the Authorized Signatory Declaration Form, and fully understand my responsibility as an Authorized Signatory on this document and all subsequent forms thereof requiring signature. In particular I understand rules regarding the referencing, checking, and verification as necessary for disclosure to award this bid or proposal as requested and defined within this document. The bid document as submitted has not been altered knowing all information must be filled out correctly for consideration. It is hereby understood that the Town of Salem reserves the right to reject any and all proposals or parts of proposals; to waive any defects, information, and minor irregularities; to accept exceptions to these specifications; to award contracts, or to cancel this request, if it is in the Town's best interest to do so.

Written Name of Authorized Signatory: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### **NON-COLLUSION STATEMENT**

By Submission of the Bid or Proposal, the Bidder Certifies that:

1. This bid or proposal has been independently arrived at without collusion with any other competitor or potential competitor;
2. This bid proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the opening of bids or proposals for this project, to any other bidder, competitor, or potential competitor;
3. No attempt has been made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
4. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf;
5. That attached hereto (if a corporate bidder) is a certified copy of a resolution authorizing the execution of the certificate by the signatory of this bid or proposal on behalf of the corporate bidder.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **INDEMNIFICATION AGREEMENT**

The successful vendor agrees to indemnify, investigate, protect, defend, and save harmless the Town of Salem, NH, its officials, officers, agents, and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm or corporation furnishing or supplying work, services, materials, equipment or supplies in connection with the performance of this contract and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the vendor in the performance of this contract. In any case, the forgoing provisions concerning indemnification shall not be construed to indemnify the Town for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Town or its employees. This indemnification shall survive the expiration or early termination of this contract.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **NO BID QUESTIONNAIRE**

If you choose not to bid, please complete the questionnaire below and return it with your response by the bid opening date. Your assistance in helping us to analyze no bid rationale is very much appreciated.

A no bid is submitted in reply to the Town of Salem, NH invitation in reference to:

---

Given the following:

Item not supplied by our company  
 Bid Specification (Provide reason)

---

Profit Margin too low  
 Past experience with the Town of Salem (Provide reason)

---

Insufficient time allowed to prepare and respond to bid request  
 Bid requirements (Provide reason)

---

Priority of other business opportunities limits time.  
 Other reason(s): \_\_\_\_\_

---

---

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.Give Form to the  
requester. Do not  
send to the IRS.Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.					
2 Business name/disregarded entity name, if different from above					
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.					
<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► <input type="checkbox"/> <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►					
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) <input type="checkbox"/>  Exemption from FATCA reporting code (if any) <input type="checkbox"/>  <small>(Applies to accounts maintained outside the U.S.)</small>					
5 Address (number, street, and apt. or suite no.) See instructions.			Requester's name and address (optional)		
6 City, state, and ZIP code					
7 List account number(s) here (optional)					

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number		
<input type="text"/>	<input type="text"/>	<input type="text"/>
- <input type="text"/>		
<input type="text"/>	<input type="text"/>	<input type="text"/>
- <input type="text"/>		
<input type="text"/>	<input type="text"/>	<input type="text"/>

or

Employer identification number									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- <input type="text"/>									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ►	Date ►
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*