Winncunnet Cooperative School District

Athletic Field Access Paths & Viewing Area
Invitation to Bid

A. The Winnacunnet Cooperative School District will receive sealed bids for constructing two athletic field access paths and a viewing area at Winnacunnet High School, 1 Alumni Drive, Hampton, NH.

B. Specifications are attached.

C. Actual work on the project shall be between during the 2024 summer school break - June 25th and August 18th, 2024.

D. The Contract will, in general, be awarded to the lowest qualified bidder. The School District reserves the right to accept or reject any or all bids in part or whole, whether from responsible bidders or otherwise, even though the bidder may not submit the lowest bid. The School District has sole discretion in determining the best interest of the district and to waive any informality deemed to be in the best interest of the School District. Bidders shall be responsible for any and all expenses they may incur in preparing their bids.

E. Bidders shall carefully examine the specifications to obtain first-hand knowledge and verify requirements.

F. A walk-thru is mandatory. The date scheduled for this walk-through is Wednesday, February 28, 2024 @ 10:00AM. This date is during school vacation week. Please meet and sign in behind the school at the athletic fields. The walk-through will begin at the football field. For more information please contact John Gamache Sr, Director of Facilities, at (603) 758-9276 or jf gamache@warriors.winnacunnet.org. If you are unable to make this date please contact Mr. John Gamache to schedule another appointment.

G. Bids shall be submitted on the attached bid form. Bids should be electronically transmitted to the address listed below. Please list BID FOR ATHLETIC FIELD ACCESS PATHS 2024 in the subject line.

Electronic Submission:
Nancy Tuttle
Finance Manager
ntuttle@sau21.org

1. Closing Date: Wednesday, March 13, 2024 at 2:00PM. Any proposals received after this date and time will not be considered.

2. Bid Opening: Bids will be received via email and the results will be posted on line and emailed to bidders within 24 hours of bid opening.
WINNACUNNET SCHOOL DISTRICT
ACCESS PATHS AND VIEWING AREA
SPECIFICATIONS

SCOPE OF WORK

A. The Contractor shall provide all labor and materials for the resurfacing of two (2) access paths and one (1) viewing area on the athletic fields at Winnacunnet High School.

NOTE: An aerial map of the fields is included. The Site Plan developed by Jones & Beach Engineers will be available as a handout at the scheduled walk-through.

SPECIFICATIONS: Section 1 – ADA Compliant Pathway

A. The switchback designed pathway is to provide access from the upper roadway to the athletic fields.

B. All work must be performed to meet ADA compliance requirements.

C. Jones & Beach Engineers have provided a site plan for the project and to provide for ADA guidelines

D. Excavation of the existing location is necessary, and all unusable materials will be removed from school property by the contractor.

E. Follow architectural guidelines using proper stone, compaction, and other materials to ensure density is compliant to avoid ground compromise and washouts.

F. Existing elevation slopes with proper landing need to comply.

G. Handrails must be properly anchored and secured.

H. Asphalt will be used for the ADA switchback design. Asphalt should meet the existing roadway at the top of switchback and connect to the existing pavement at the bottom of the switchback near the concession stand.

SPECIFICATIONS: Section 2 – Access Pathway

A. The pathway is to begin from the existing gate entry by the baseball gate and batting cage and to conclude behind the existing backstop fence at the girls’ softball field.

B. All work will be performed and is not required to be ADA compliant.

C. The pathway will be approximately 1,400lf x 8ft wide.

D. Excavating 8 inches of existing ground materials consisting of soil will need to be removed for the proper base to be added for stability.

E. Approximately 5 inches of stone will be applied after the excavation to form a base using heavy compaction. An additional 2 inches of asphalt base will be applied as a binder with a finish application of 1 in asphalt. Proper compaction will be applied to ensure stability.
SPECIFICATION: Section 3 – Viewing Area

A. A 25’x25’ asphalt pad will be added on the far side of the football grandstands.

B. Excavating 8 inches of existing ground materials consisting of soil will need to be removed for the proper base to be added for stability.

C. Approximately 5 inches of stone will be applied after the excavation to form a base using heavy compaction. An additional 2 inches of asphalt base will be applied as a binder with a finish application of 1 in asphalt. Proper compaction will be applied to ensure stability.

PREPARATION OF PATHWAYS & VIEWING AREA

A. The existing locations for these pathways and viewing area will need to have materials excavated and disposed of off-site if it is determined to be unusable.

EXAMINATION

A. Contractor must examine existing area. Measurements listed in these specifications are intended to give an approximation of the scope of the work.

B. All final field measurements are the responsibility of the contractor.

WORK SITE

A. All material will be reviewed and approved by the Owner prior to installation.

B. Furnish and install only the materials as specified herein, in strict accordance with the specifications provided by the architect.

C. The Contractor must examine the conditions under which installation work is to be performed and notify the Owner of unsatisfactory conditions. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to the Owner.

D. Before starting any work, the Contractors shall protect all grounds and paved areas where work will be performed.

E. Protect the building, grounds, and finishes from damage resulting from spillage, dripping, and dropping of materials. Any areas of the ground which have become stained or damaged in any way shall be repaired or replaced by the Contractor prior to the final inspections. The method of repair used must be acceptable to the Owner.

F. The contractor shall supply all tools and equipment necessary for the tasks at hand, use of school tools and equipment will not be allowed.

G. Cleanup: Remove trash and debris resulting from work at the end of each day’s work.

H. The Winnacunnet High School is a non-smoking area.

I. No drugs or alcoholic beverages are permitted on the grounds.
SAFETY

A. The safety of all people, including school children, is paramount. The Contractor shall take all possible means of preventing injury including the placement of signs, ropes, barricades, or other warning devices to exclude people from the work zone.

B. If people enter the work area, the Contractor shall cease all operations which could result in injury/accident to the visitor and not restart until the area is cleared of all people.

C. Contractors must comply with all OSHA guidelines for the safety of workers and other citizens.

QUALITY ASSURANCE

A. The contractor shall provide a one-year guarantee against defects in material or workmanship, save normal wear & tear. The guarantee period shall start from the date of project completion.

B. A qualified installer with a minimum of 5 years of experience.

C. Qualified bidders must have an operational facility within a 60 mile radius of Hampton, New Hampshire.

D. Contractor shall be a single firm specializing in this type of work. Portions of the work may be subbed out, but ultimate responsibility for workmanship falls on installer.

E. All work shall be executed by skilled tradesmen in a workmanlike manner. All employees must be properly trained and familiar with the work, products and procedures. This work shall be carefully done. Any damage to the physical plant or equipment shall be repaired by skilled mechanics of the trade involved at no additional cost.

F. Contractor must provide a list of at least 3 references relating to work of a similar project and scope. Reference list must include contact name, address and phone number.

SPECIAL CONDITIONS

A. The contractor shall provide a signed one-year workmanship guarantee.

B. The acquisition of all applicable permits and associated costs to obtain said permits will be the responsibility of the Contractor.

C. This bid cannot be assigned or transferred to any other Contractor.

D. Contractor must examine the conditions under which the project is to be performed, and notify the Owner of unsatisfactory conditions. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to the Owner.
SPECIAL CONDITIONS- cont

E. The Owner shall have general rights of inspection of the work and has the authority to stop work whenever such stoppage may be necessary to insure the proper execution of the contract and shall have the authority to reject any and all materials, whether worked or unworked, if such materials are not in accordance with the plans and specifications.

F. If at any time, the Owner determines that the Contractor's rate of performance is jeopardizing completion of the work within the Contract Time, the Contractor may be considered in default of the contract and the Owner may terminate the contract.

G. Equipment may be stored on site during the project period as required for proper coordination of the work. All equipment shall be removed at the conclusion of the project. The Contractor shall hold the Owner harmless from any loss arising from lost, stolen or damaged equipment stored at the job site.

H. The Contractor shall and insure that all employees shall perform criminal background checks for all persons that will be present on the jobsite at any time. If background checks reveal convictions of any crimes involving offense against children, notify the Owner in writing and do not allow the offender access to the jobsite.

DELIVERY, STORAGE, AND PROTECTION

A. Products on site must be sealed and properly labeled, in the manufacturer's original containers, dry and undamaged. Do not use materials which have been opened prior to this project or damaged in any manner.

B. Products and other materials shall be delivered to site at such a time as required for proper coordination of the work. Winnacunnet High School has minimal storage space and therefore, cannot make accommodations to store materials for an extended period of time.

C. The Contractor shall arrange material storage so as not to interfere with the Owner's operations.

D. Deliver materials in manufacturer's unopened container or bundles, fully identified with brand, type, grade, class, and all other qualifying information, including UL labels for specified tennis court materials.

E. Storage of materials - Store all materials in properly protected and dry storage facilities until ready for use. Installation of used materials will not be accepted. Do not use materials which have been damaged in any manner.

F. Take all necessary precautions against fire and other hazards, during delivery, storage, and installation of inflammable adhesives, solvents, and other materials specified herein. Comply with local ordinances and fire regulations in the installation of hazardous materials specified or required under this section.

G. The Contractor shall hold the Owner harmless from any loss arising from lost, stolen or damaged materials stored at the job site.
REMOVAL AND DISPOSAL OF MATERIALS

A. It is the responsibility of the Contractor to remove and dispose of all material according to federal, state, and local policies.

B. Discarded materials must be removed from school site on a daily basis unless the Contractor provides an on-site dumpster (if needed). Dumpster should be emptied when it reaches capacity. It is the responsibility of the Contractor to have the dumpster removed from school property at the conclusion of the project.

C. Location of on-site dumpster (if needed) will be at the Owner’s discretion.

D. At the completion of the job, all unused material and rubbish shall be removed from the site. The ground shall be clean, and the building shall be broom cleaned. All rubbish and debris will be removed from the facility.

INSURANCE

A. The Contractor shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the Contractor’s operations under the Contract, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable. The Contractor shall submit a Certificate of Insurance showing the Contractor has the required coverage.

1. The contractor shall name the Winnacunnet School District as an additional insured.
2. Claims under Workers’ Compensation, disability benefit and other similar employee benefit acts.
3. Claims for damages because of bodily injury, occupational sickness or disease, or death of his employees, and claims insured by usual personal injury liability coverage.
4. Claims for damage because of bodily injury, occupational sickness or disease, or death of any person other than his employees, and claims insured by usual personal injury liability coverage.
5. Claims for damage because of injury to or destruction of tangible property, including loss of use resulting therefrom.

a. Workers Compensation and Employers’ Liability
   - Each Accident: $1,000,000
   - Disease (Policy Limit): $1,000,000
   - Disease (Each Employee): $1,000,000

b. Comprehensive General Liability
   - Bodily Injury (Each person/Each occurrence): $1,000,000
   - Property Damage: $1,000,000

c. Comprehensive Automobile Liability
   - Bodily Injury (Each person/Each occurrence): $1,000,000
   - Property Damage: $1,000,000
LAWs AND REGULATIONS

A. Contractor shall be solely responsible for complying with all Laws and Regulations governing the work, including, without limitation, applicable OSHA, EPA and State regulations and Town of Hampton ordinances.

FINAL INSPECTION

A. At completion of the project and associated work, meet with Owner to inspect installer's work. The owner will list all items requiring correction or completion and furnish a copy of items to each party in attendance.

B. Repair or replace defective work found at time of inspection, as necessary to produce a project which is free of damage and deterioration and according to warranty requirements.

C. Notify the Owner upon completion of corrections.
COMPANY PROFILE
and
REQUIRED SUBMITTALS

Please provide the following information regarding your business. This form is required as part of your bid submission. You may attach additional sheets or documents as needed.

1. DUNS Number or Federal Tax ID # ______________

2. Size of Company:
   Total number of employees __________
   Total number of service employees __________

3. Number of years in business __________
   Number of years under current management __________

4. Office locations (service, retail, other) ____________________________

5. Please provide website address: ____________________________

6. Insurance – Please provide proof of insurance per specifications.

7. Bid Payment Bond – please provide if applicable, see specifications, proof of eligibility Per New Hampshire RSA 447:16 if project is over $125,000.

8. Warranty Information
   A. Warranty Coverage: ____________________________ (Company Name)
   B. Number of years on equipment __________
   C. Number of years on labor __________
   D. Number of years on installation __________
   E. Exclusions: ____________________________ (Company Name) will not have any liability or obligation under the limited warranty in case of:
      1. Damage caused by natural disasters
      2. Damage caused by snow removal activities
      3. Any defect caused by misuse or abuse of the equipment
      4. Damage caused by unauthorized modification
      5. Damage caused by improper maintenance
      6. ____________________________

Hereby warranties the project listed at Winnacunnet High School, 1 Alumni Drive, Hampton, NH is free of any defect in material and workmanship. The period of warranty is one (1) year from the date of completion, final inspection and acceptance. Any defects in material or workmanship resulting from construction procedures that occur during the warranty period will be repaired or replaced.

   Date of Final Inspection: ____________________________

   Date of Warranty Expiration: ____________________________

9. Provide operations and maintenance manuals.

10. Identify maintenance requirements of proposed equipment (if applicable).
   A. Required service to maintain warranty.
      ____________________________
      ____________________________

   B. Service schedule for equipment proposed (example: weekly, monthly, yearly).
      ____________________________
COMPANY PROFILE cont
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11. Provide list of proposed equipment/materials to be used on this project (per specifications)

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

☐ No equipment substitutions will be part of this project. _____________________

Proposed Alternate Equipment: ____________________________

________________________________________________________________________

12. List 3 references for which your Company performed similar scope and size work for, include company/agency name, contact name and telephone number and email address.

1) ____________________________

________________________________________________________________________

2) ____________________________

________________________________________________________________________

3) ____________________________

________________________________________________________________________

13. List all subcontractors to perform work including contact name and telephone number or check box below.

☐ No subcontractor will be performing work on this project. ___________________

A. ____________________________

B. ____________________________

C. ____________________________

Provide references for each subcontractor under separate attachment.

(Company Name) ____________________________ (Print Name) ____________________________

(Authorized Signature & Title) ____________________________ (Date) ____________________________
WINNACUNNET SCHOOL DISTRICT
ACCESS PATHWAYS AND VIEWING AREA
SPECIFICATIONS

BID FORM

TO: Mr. Matthew Ferreira
Winnacunnet School District
c/o SAU #21
2 Alumni Drive
Hampton, NH 03842

Having carefully examined the description of the work to be accomplished, as contained in the Specifications, and having fully inspected the site for all particulars, the undersigned agrees to perform the work, for the following sum of money:

LUMP SUM BID ________________________________ ($__ )

Submittals Included:

___ Company Profile
___ Certificate of Insurance

By signature below, the bidder, if awarded a contract,
- Agrees to complete the work by August 18, 2024
- Agrees to comply by architectural design as per attached specifications

NAME OF CONTRACTOR: ________________________________

ADDRESS OF CONTRACTOR: ________________________________

PHONE #: ________________________________ EMAIL: ________________________________

SIGN HERE: ________________________________
DATE ________________________________ NAME OF AUTHORIZED OFFICER