

Restoration of the former Candia Incinerator Site

*A Status Update for Presentation to the Candia Board of
Selectmen*

April 23, 2012

General Overview of the Process

It is anticipated that this project will be done in two general phases:

Phase I:

- Demolish and remove the existing structures (including all concrete slabs and foundations to below grade) from the site:
 - Former Incinerator Building
 - Former Swap Shop
 - Former Glass Storage Bins
 - Fencing along New Boston Road and partial removal of the fence along the west property line.
- Clear the site of any residual solid waste (including burn pile ash and other solid waste).
- Re-grade the existing berms.
- Loam and seed the entire site with a suitable ground cover.

General Overview of the Process

Phase II:

- Seek public input as to the best long term re-use (multi-use) of the site
- Develop a plan for this re-use to include:
 - Development of the plan
 - Associated costs
 - Potential partners
- Implement the plan
 - Assign responsibility for implementation
 - Develop a time frame.

Items Currently Being Addressed

- Preliminary items:
 - Submit and obtain approval for the closure of the incinerator and associated equipment. (Completed)
 - Obtain any site test results related to the incinerator and building (clearance testing).
 - Do test pits in the berms around the former burn pile to determine the extent of any ash remaining in this area.
 - Testing will determine if removal as solid waste is required.
 - No additional testing of the buildings is necessary as they are being demolished and recycled.
 - The only exception would be to ensure there is no asbestos present in the building or incinerator refractory.
 - The buildings do not need to be “cleaned”.

Items Currently Being Addressed

- Invitation to Bid items:
 - Determine the square footage of area to be loamed and seeded.
 - If it desired to add clay to the site, determine the size of the area to be covered.
 - Determine the type of ground cover (i.e., grass, clover, etc.) and the requirements for application.
 - Determine a method for limiting vehicular access to the site at least until the ground cover is established.
 - If it is desired to erect a small well house for watering of the site, develop appropriate specifications.
 - Seek public input for the contents of the final IFB



Questions?

The Town of Candia NH is presently seeking bidders for the disassembly, labeling, and removal of a 28' X 30' metal building located on Town property, and the transportation of said building to the main Town cemetery location for future re-use, (Exact re-location to be determined by Superintendent of the Cemeteries). The bidder to provide proof of own insurance and provide own equipment. All miscellaneous trash associated with the building is to be disposed of properly at the Town's recycling center. Interested parties must submit a letter of interest and bid to the Selectmen's Office by -----, 2012, no later than 3 p.m., located at 74 High Street Candia NH 03034.

Amanda's RFP

TOWN OF CANDIA
74 HIGH STREET
CANDIA, NH 03034

NOTICE

Date: April 24, 2012

Sealed bids for RESTORATION OF THE FORMER INCINERATOR SITE subject to the conditions and all provisions set forth herein and attached, will be received at this office until 3:00 P.M. • EDT. MAY XX, 2012, and then publicly opened at the May YY, 2012 Board of Selectmen meeting. The commodities and/or services must be furnished as described and specified to the Town of Candia. The prices on this bid will include all costs of transportation to the required destination.

SHOW THIS NUMBER ON ENVELOPE

BOARD OF SELECTMEN

IFB No. # 2012-001

Chairman

COMMODITIES OR SERVICES

THE TOWN OF CANDIA IS REQUESTING SUBMISSION OF SEALED BIDS FROM VENDORS FOR SERVICES AND COMMODITIES RELATED TO THE RESTORATION OF THE FORMER INCINERATOR SITE LOCATED ON NEW BOSTON ROAD PER THE SPECIFICATIONS INCLUDED IN THIS DOCUMENT.

BIDS MUST BE SUBMITTED ON THE BID SHEET (PAGE 4) WITH THE TOTAL BEING LISTED AT THE BOTTOM. PAGE 2 IS TO BE FILLED OUT AND SIGNED. BID SHEET MUST BE SIGNED.

PLEASE SUBMIT ONE (1) ORIGINAL AND THREE (3) COPIES OF YOUR BID.

A MANDATORY PRE-BID MEETING WILL BE HELD AT 10:00 A.M., EDT, ON MAY YY, 2012 AT THE SITE LOCATED AT ccc NEW BOSTON ROAD, CANDIA, NH 03034.

QUESTIONS CONCERNING THE INVITATION FOR BIDS (IFB) ARE TO BE SUBMITTED IN WRITING TO CHERYL EASTMAN, OFFICE MANGER, TOWN OF CANDIA, 74 HIGH STREET, CANDIA, NH 03034, BY FAX (603-483 XXXX) OR EMAIL ceastman@townofcandia.org NO LATER THAN 3:00 P.M., EDT MAY DD, 2012.

PLEASE SIGN THE FOLLOWING PAGE. FAILURE TO SIGN WILL VOID YOUR BID.
PLEASE MARK YOUR ENVELOPE TO READ: IFB # 2012-001.

INSTRUCTIONS TO RESPONDENTS
IFB # 2012-001 RESTORATION OF FORMER INCINERATOR SITE

1. Unless otherwise required, submit only one (1) original and three (3) copies of each Proposal.
2. Proposals, amendments thereto or withdrawal requests received after the time advertised for opening will be void regardless of when they were mailed.
3. Quote prices on units specified are to be all inclusive.
4. Attach complete specifications for and permitted substitutions offered, or when amplification is desirable or necessary.
5. If specifications or descriptive papers are submitted with Proposals, enter respondents name thereon.
6. If the article bid upon has a trade name or brand, show same in the proposal.
7. Show delivery time required after order is received (see below).
8. Address and mark bids/proposals as indicated in the notice.

CONDITIONS

1. The Town of Candia reserves the right to reject any and all Proposals, and to waive all technicalities.
2. Unit prices will govern over extended prices, unless otherwise stated in notice.
3. In case of default of contractor, the Town of Candia reserves the right to purchase any or all items in default on open market, charging contractor with any excessive costs.
4. All materials and products offered must be guaranteed to meet the requirements of the specifications indicated, given or referred to.
5. Prices bid must be based upon payment in thirty (30) days. Discounts for payment in less than thirty (30) days will not be considered in making award.
6. The right is reserved, in case of tie bids, to make award considered being most advantageous to the Town of Candia.
7. The right is reserved to reject any Proposal in which the delivery time indicated is considered sufficient to delay the operation for which the service is intended.
8. Unless otherwise indicated by the Town of Candia, prices must be firm.

PROPOSAL

In compliance with invitation, and subject to all conditions, thereof, the undersigned offers and agrees, if this Proposal is accepted within ____ days from date of opening, furnish any or all items quoted on at prices as set forth after the item and unless otherwise specified, within ____ days after receipt of order, delivered, all transportation costs included:

Signature _____
Printed name _____
Company _____

Date _____
Title _____

TOWN OF CANDIA, NH
74 HIGH STREET
CANDIA, NH 03034

Restoration of Former Incinerator Site

SCHEDULE

May XX, 2012	A mandatory Pre-Bid walk through will be held at 10:00 A.M., EDT at the site located at 123 New Boston Road, Candia, NH 03034
May YY, 2012	All questions must be submitted in writing to Cheryl Eastman, Office Manager, Town of Candia, 74 High Street, Candia, NH 03034, by fax (603) 483-xxxx, or by email at ceastman@townofcandia.org by 3:00 P.M. EDT.
May UU, 2012	Bids must be delivered to Cheryl Eastman, Office manager, Town of Candia, 74 High Street, Candia, NH, 03034 by 3:00 P.M., EDT
June TT, 2012	Review of Bids by the Board of Selectmen
June SS, 2012	Tentative Date of Award
June RR, 2012	Issue of Notice to Proceed

TOWN OF CANDIA, NH
74 HIGH STREET
CANDIA, NH 03034

Restoration of Former Incinerator Site

BID SHEET

TASK	COMMODITIES OR SERVICE	PRICE
1.	<i>Note: Each task as outlined below will be inserted in this section and priced separately. Contracts could be issued for each task, group of tasks or as one contract depending on a review of the bids and recommendations made by a committee established by the Board of Selectmen.</i>	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

RESTORATION OF FORMER INCINERATOR SITE

I. Introduction

The Town of Candia, NH is seeking sealed bids from qualified contractors to provide site restoration services at the former incinerator site located at 123 New Boston Road in Candia, NH, as described below.

II. Scope of Work

A. Total scope of work is to include nine separate tasks as follows:

1. Perform an inspection of the former incinerator building, the former swap shop and the refractory and other heat resistant material in and around the former incinerator for any asbestos containing building material (ACBM).
2. If any ACBM is discovered, remove and dispose of the material in accordance with state and federal requirements.
3. Removal and disposal of the incinerator, control system, steel stack and all associated equipment and appurtenances.
4. Demolition (raze/tear down) of the two steel buildings (former incinerator building and former swap shop) to include removal of the structures, removal of all debris, slabs in and around the buildings, foundation walls to at least 1 foot below grade, and any impervious surfaces in and around these buildings.
5. Demolition and proper disposal of an open three section concrete storage structure located to the east of the former incinerator building.
6. Remove and dispose of (100) feet of chain link fencing along New Boston Road and approximately (30) feet of fencing along the west side of the property.

Demolition and disposal of all structures shall be in accordance with all applicable local, state and federal regulations.

7. Removal of approximately (10) cubic yards of burn pile ash. Ash to be handled and disposed of as a solid waste in accordance with NH Department of Environmental Services rules and regulations
8. Site work to include:
 - a. Re-grading of earthen berms on the south side and the northeast corner of the site.

- b. Leveling and grading of entire site
- c. *Apply a six inch layer of clay to the entire site (Option)*
- d. Seeding the property with a mixture of grass seed, specifications found in Section F "Loaming and Seeding" of this document.
- e. Placement of suitable barriers to prevent unauthorized vehicular access to the site

9. *Construction of a well house and irrigation system (Option)*

B. Method of Demolition

Any standard method of demolition currently in use except burning or blasting shall be acceptable.

C. Re-grading and Excavation Conditions:

- 1. No excavation in the area designated as the capped ash landfill shall be allowed. Excavation shall be limited to that necessary to remove foundations and to disconnect and secure the electric and water lines at the well head.
- 2. Protection of wetland areas shall be maintained at all times. No work shall be conducted in any wetland area and no existing slopes shall be disturbed by excavation or grading activities.
- 3. All material must be disposed of properly. All metal, wood and other material considered solid waste must be disposed of in accordance with state regulations. Clean concrete, asphalt and brick can be used as fill on site

D. Existing Utilities:

- 1. All utilities have been removed from the site with the following exceptions:
 - There is a well located near the southwest corner of the building with an abandoned electrical line and water line from the well to the southwest corner of the former incinerator building. The electrical line and the water line shall be terminated and capped at the well head in such a manner to allow for potential reuse.
 - There is a septic system at the site with a 1000 gallon concrete septic tank located approximately XX feet from the YYY side of the building and a leach field located at the west side of the building. The septic tank has been drained and cleaned and will be abandoned in place. The leach field will also be abandoned in place.

E. Grading:

1. Prior to grading, the site shall be cleared of any surface debris including metal, wood and other material considered solid waste. This clearing can be done by hand or machine that has minimal impact on the top layer of existing soil.
2. No excavation in the area designated as the capped ash landfill shall be allowed.
3. Re-grading of the site shall be done to ensure proper site drainage
4. The berms at the northeast corner of the site shall be re-graded to allow for a gradual slope towards the former incinerator building and, if necessary, used as fill in the area where the concrete bins are currently located.

F. Additional Clay Layer

-Reserved-

G. Loaming and Seeding:

1. Contractor shall provide sufficient clean loam to cover an area of at least YYYY square feet to a minimum depth of 4 inches.
2. Loam shall be leveled and raked free of rocks and other debris.
3. Grass seed:
 - (Add grass seed or ground cover here) PLANTING RATES: (As specified for cover material)
 - (Consider having the loaming and seeding contractor be responsible for initial watering of site)
 - The intent of this section is to provide a low maintenance ground cover for the site.
 - After completion of seeding, stabilize with clean straw or other method at a rate to completely cover any disturbed and/or seeded areas

H. Clean-up:

1. All trash and debris shall be removed. All excavated areas shall be raked clean by hand or by means of landscaping equipment.
2. If Contractor's vehicles get mud on the street(s), the Contractor is to immediately have the mud removed and the street cleaned.

I. Permits:

1. The Contractor shall secure and pay for all required permits and licenses necessary for the completion/execution of the work. A Building Demolition permit

will be issued by the Town of Candia at no charge.

2. The Contractor shall perform all work in conformance with applicable local codes and state DES requirements whether or not covered herein by the specifications for the work.

J. Safeguards during Demolition:

1. General. The temporary use of streets or public property for the storage or handling of materials of equipment required for demolition and the protection provided to the public shall comply with the provisions of this section. The Contractor shall be responsible for the safety of all individuals and those performing work under this Contract and for any damages to the Owner(s) property that may occur as the result of negligent acts by him or his workers, and shall indemnify and Hold Harmless the Town of Candia through insurance as stipulated in the Contract documents.
2. Allowable Use of Public Property During Construction. The amount of space and conditions under which public property may be used for demolition purposes shall be as set forth below:
 - a. One-third (1/3) of the width of street in front of the site if necessary for fence removal, provided that not less than 16 ft. of usable street width remains.
2. Cleaning of Streets. The Contractor, upon the completion of the work, shall immediately remove all mud, sand and all other obstructions and leave such public property in as good a condition as it was before such work was commenced.

K. Work Hours

No work shall begin earlier than 7:00 AM and no later than 6:00 PM, Monday through Saturday. No work will be allowed on Sundays

L. Job Site Safety

All work performed at the work site shall be in accordance with OSHA requirements and the General Safety Policy of the Town of Candia. For additional information regarding the Safety Policy of the Town of Candia, contact the Office Manager located at the Town Offices, 603-483-8101.

M. Scheduling Notification and basis of Award

1. No late bids will be accepted.
2. Lowest responsible bidder for each phase will be notified by the Town of Candia following the bid opening.
3. Contractor shall commence work within twenty (20) working days from the date the contract is signed and all work shall be completed within thirty (30)

days from the date the contract is signed.

4. Failure to comply with the above will result in the contract being revoked and another contract will be awarded to the next responsible low bidder.

N. Basis of Payment:

All work performed under the terms of this contract shall be paid for on a lump sum basis as indicated on the Bid Forms. Lump sum payments shall be made upon satisfactory completion of all work. No payments shall be made until the contracted work product has been inspected and approved by a representative or agent of the Town of Candia. Said payment shall be full compensation for furnishing all materials and doing all the work herein prescribed in a workman like and acceptable manner; including labor, tools, equipment, supplies, and incidentals necessary to complete the work. No additional payment will be allowed for work under adverse weather conditions or subsurface and/or latent conditions at the site. The contractor is expected to fully acquaint themselves with all conditions relative to the project prior to entering into the Contract.

3.

O. Pricing

Pricing shall be listed on the bid sheet (page 4). Pricing shall be listed per phase and a total price item. A grand total shall be listed at the bottom. (Contractors only bidding on individual phases shall not provide a grand total price). The Town of Candia reserves the right to award the entire contract to one vendor or specific phases to individual vendors.

P. Bonding

(Insert any Terms and Conditions for Bid Bonds and Performance/Payment Bonds required for this project.)

Q. Submission Procedures, Requirements

All submissions must be received by 3:00 P.M., EDT; FRIDAY MAY KK 2012 and delivered to 74 High Street, Candia, NH 03034. If the submission is late, the bid will be rejected. There will be no exceptions. Responders submitting bids shall be responsible for all cost of preparing such bids.

Responders to this Invitation for Bids shall closely examine the specific requirements noted herein and the attached Terms and Conditions and submit one (1) original and three (3) bound copies of their bid to the address listed below. To ensure acceptance of the bid, the title "Incinerator Site Restoration Bid" should be clearly shown on the left corner of the return envelope. Facsimile transmittals or offers communicated by telephone will not be accepted or considered. Send to:

Town of Candia
Attn: Cheryl Eastman
74 High Street
Candia, NH 03034

R. Statement of Qualifications

Vendors shall include a statement of qualifications that includes the following:

1. Overview of company background.
2. Vendor contact information with names, addresses, telephone numbers.
3. List of at least three (3) references including names, addresses, and telephone numbers. Vendor should include any governmental entity reference.
4. List of previous projects of similar size and scope.

S. Inquiries and Addenda

1. Questions:

All questions concerning this Invitation for Bids are to be submitted in writing via fax, electronic mail, or regular mail to Cheryl Eastman, Office Manager to the address listed below, no later than 5:00 P.M., EDT, MAY 11, 2012.

Town of Candia
Cheryl Eastman, Office Manager
74 High Street
Candia, NH 03034
Phone: (603) 483-8101
Fax: (603) 483-xxxx
E-mail: ceastman@townofcandia.org

All inquiries and responses will be distributed to all vendors known to have received the IFB document. The Town will not be responsible for or bound by any oral instructions made by any employee(s) or representatives of the Town in regard to this IFB.

2. Addenda

This IFB represents the most definite statement the Town of Candia will make concerning information upon which bids are to be based. Any changes to this IFB will be in the form of a written addendum, which will be furnished to all vendors who are listed with the County as having received an IFB document. No addenda will be issued later than five (5) working days prior to the date for receipt of bids except an addendum which, if necessary, postpones the date for receipt of bids or cancels this IFB. Vendors shall acknowledge receipt of all addenda and Questions and Answers with their Bid.

III General Information

A. Proprietary Information

Responders are advised that the Town, to the extent permitted by law, will protect the confidentiality of their bids. Responders are advised to consider the implications of the New Hampshire Freedom of Information Act, particularly



Town of Candia
OFFICE OF THE SELECTMEN
74 High Street
Candia, New Hampshire 03034
(603) 483-8101

Judith A. Seward
arethusa@myfairpoint.net

April 23, 2012

Dear Mrs. Seward,

The Board of Selectmen has received two e-mails from you recently to which we would like to respond.

- You commented that the minutes of meetings take too long to be posted. The recording secretaries for the various boards and committees certainly try to produce minutes as soon as possible after a meeting. State law (RSA 91-A:2,II) states that minutes of public meetings be recorded and open to public inspection not more than 5 business days after the meeting. The Town of Candia has been and continues to be in compliance with this law.
- We currently do not have any specific accommodations in place for the hard of hearing, but anyone attending a meeting can certainly ask for dialogue to be repeated more loudly, if necessary.
- Rescue has always been included in the Fire Department here in Candia and will continue to be so for the foreseeable future.

We hope this answered your concerns. If not, please feel free to contact the office again.

Sincerely,


Joe Duarte, Chairman