

Town of Webster, New Hampshire

TOWN HALL WOOD PELLET BOILER

945 Battle Street

Webster, New Hampshire

Prepared by

Town of Webster Board of Selectmen

Contract

Bid Documents

Specifications

January 28, 2014

BID DUE DATE/TIME: FEBRUARY 18, 2014 NOT LATER THAN 4 PM

MANDATORY PRE-BID MEETING: FEBRUARY 11, 2014 AT 4 PM

Town of Webster, New Hampshire

Board of Selectmen

945 Battle Street

Webster, New Hampshire 03303

Phone: (603) 648-2272 Fax: (603) 648-6055

www.webster-nh.gov

INVITATION FOR BIDS

The Town of Webster Select Board will receive sealed bids for the Town Hall Wood Pellet Boiler project until February 11, 2014, at 4 pm. Bids will be opened and publicly read at a time to be determined. The sealed envelope should be plainly marked:

“Town Hall Wood Pellet Boiler Project”

Invitations for bids may be issued only by the Select Board to authorized firms and are not transferable unless authorized by the Select Board. A pre-contract will be signed contingent upon Town meeting approval.

Bid documents may be obtained from the Select Board, 945 Battle Street, Webster, NH, 03303 for a non-refundable fee of \$10.00.

A mandatory pre-bid informational meeting will be held on February 11, 2014 at 4 pm, at the Webster Town Hall, 945 Battle Street, Webster, NH 03303.

Each bid shall be accompanied by a certified check, cash, check drawn by a New Hampshire bank, or bid bond for and subject to conditions provided in this document. The amount of such bid deposit shall be ten percent (10%) of the total bid, made payable to the Town of Webster, New Hampshire.

The successful bidder will be required to furnish a Performance Bond and a separate Payment Bond, each in the amount of one hundred percent (100%) of the contract price. The bonds must be rated A+ by A. M. Best.

Payment will be made upon completion of project within 14 days.

The Town of Webster reserves the right to reject any or all bids or any part thereof, to waive any formality, informality, information and/or errors in the bidding, to accept the bid considered to be in the best interest of the Town, or to purchase on the open market if it is considered in the best interest of the Town to do so.

Failure to submit information as detailed here is sufficient reason to declare a bid as non-responsive and subject to disqualification.

SUMMARY OF WORK

PART 1 GENERAL

1.1 PROJECT IDENTIFICATION

- A. The name of the project is “Town Hall Wood Pellet Boiler Project”.
- B. The project is located at 945 Battle Street, Webster, New Hampshire 0333.
- C. The contract documents are dated January 28, 2014.
- D. The owner of the project is the Town of Webster, NH, located at 945 Battle Street, Webster, New Hampshire 03303.
- E. The contact for this project is the Select Board, Town of Webster, NH, 945 Battle Street, Webster, New Hampshire 03303.

1.2 DESCRIPTION OF WORK

- A. This project consists of, but is not limited to:

THE WOOD PELLETT BOILER: Providing and installing one OkoFEN Model PES 32 wood pellet boiler with a net output of 109,500 BTUs per hour. This boiler has an automatic turn-down ratio that goes from 30% to 100%, depending on heat demand. Throughout that burn range, the boiler maintains 85% combustion efficiency. The OkoFEN pellet boiler is sized so that it does an average of 90% of the heating in the building—throughout the heating season. The remaining 10% of heat required will be during very cold and high building usage periods and it will be provided by the existing oil fired boilers. This approach to boiler sizing results in a least cost pellet boiler system with best economic results.

WOOD PELLETT STORAGE: Providing and installing the AutoPellet Auger Fuel Feed System directly from a FleXILO “Spring bag-type” interior silo located beside the boiler within the new boiler room. Specified silo will hold 6.2 tons of pellets. It will have a footprint of 8’-5” x 6’-0”.

BOILER ROOM: Building a new boiler room to be built on the east side of the smaller meeting room in the basement level of the Grange end of the building with a new wall about 15’-7” wide and 8’-0” out from the front of the building and a 36”

wide lockable access door. Also, filling in one of the openings into the dining room, thereby fully enclosing the boiler room. All walls to be sheetrocked, trimmed, finished and primed. Finish painting to be by others. A concrete boiler pad 4" high to be provided for the boiler.

CHIMNEY: Installing a 6-inch-diameter stainless steel vertical chimney, supported by brackets, spaced approximately 12 inches away from the exterior surface of the basement and first floor wall, provided with appropriate means for deflecting snow sliding of the roof, extended above the roof sufficiently to meet code requirements, and connected to the boiler with sealed and galvanized steel chimney breeching through a hole bored in the basement wall.

COMBUSTION AIR: Installing appropriately sized ducting to bring combustion air to the boiler from outside the building.

INTEGRATION WITH TWO PRESENT OIL FIRED BOILERS: Installing a loop of supply and return pipes with circulator pumps to be run from the pellet boiler to the two existing oil fired boilers within the building. Pipes to the Town Hall/Library boiler shall run through the oil tank/storage area behind the restrooms and into the boiler room. Pipes to the Grange boiler shall run through the meeting room and through the wall into the boiler room. Custom sized water to air heat exchange coils to be installed into each of these two boilers and tied into the new piping loops. Controls to be installed so that any call for heat will first activate the pellet boiler, leaving the oil burners off, unless the pellet boiler is unable to keep up with heat demand. The priority will be to have wood pellets as the primary fuel in the whole building.

OTHER WORK: Providing and installing all safety and regulating components required in the piping work. All pipes to be insulated with 1.5" of jacketed fiberglass pipe insulation. Electrical connections to above noted boiler, controls and circulators to be provided from the existing electrical service in the Town Hall boiler room. The pellet boiler system will be fully tested and commissioned. Supply submittals, apply for, pay for and assure compliance with all local permits and code requirements in all phases of the work.

WARRANTIES: The Okofen boiler body shall be covered by the manufacturer's 20 year limited warranty against defects in materials or workmanship causing breaks or leaks that significantly impair a boiler's performance. All motors, pumps, piping, electronic controls and other components installed to have a one year warranty covering parts and labor. All warranty periods shall begin on the date of boiler commissioning.

COMPLETE CLEAN UP: Remove all extraneous materials and debris leaving the room in broom clean condition. All debris shall be disposed of by the contractor.

B. Work to be completed by September 5, 2014.

C. The Contractor shall be responsible for all aspects of work on this project. All damages are to be repaired at no cost to the Town of Webster and to the satisfaction of the Town of Webster.

D. The Contractor shall be responsible for:

1. Proper disposal of all unneeded materials and debris.
2. The maintenance and protection of personnel, public, and private property and vehicular traffic at all times during the implementation of this work.

E. Refer to Attachment #1, Addendum #1, and project specifications for additional description of work to be done, if necessary.

1.3 COORDINATION OF WORK EFFORTS

The contractor shall coordinate its work with the Town of Webster during all phases of work.

1.4 CONSTRUCTION SAFETY/HEALTH

The Contractor, in all cases, shall be responsible for the safety of all persons involved on this project, and shall comply with OSHA, EPA, and all other applicable local, state, and federal agencies. The Contractor shall maintain copies of all MSDS sheets in a three ring binder at the project site. At the conclusion of the project, a copy of the complete binder shall be presented to the Owner.

B. The Contractor shall use any asbestos containing building materials (ACBM) on this project. The Contractor shall supply a letter to the Owner certifying that no ACBM's have been used on this project.

1.5 INSTALLATION

All work shall conform to the contract documents, and applicable local, state, and federal requirements. Unless specified herein, contract work shall conform to Manufacturer's recommendations.

1.6 TESTING

Except as herein provided, the Contractor shall pay for all testing. All special testing called for by the Owner's Representative to confirm quality of installation which results in confirmation of work not meeting the specifications of the contract shall be paid for by the Contractor.

1.7 RESTORATION

All structures, facilities, finishes, utilities, etc., or landscaped or paved areas damaged during the duration of the work shall be restored by the Contractor to a condition acceptable by the Owner prior to final payment.

1.8 PROTECTION

Contractor to be responsible for the protection of all property including, but not limited to, all existing roadway components, utilities, fencing, concrete pads, building finishes, building components, all existing roofing, hydrants, trees, shrubs, grassed areas, etc., during all phases of the work.

1.9 INSURANCE

A. The contractor must have the following minimum coverage:

Commercial General Liability	\$1,000,000 – each occurrence
Medical Expense any one person	\$ 5,000
Personal and ADV Injury	\$1,000,000
General Aggregate	\$2,000,000
Products Completed	\$2,000,000

The Town Of Webster is to be listed as additional insured by CG2010 and CG2037 or its equivalent for general liability as well as Products/Completed Operations coverage.

The contractor shall ensure that any sub-contractor have equal or greater general liability limits and has signed a subcontractor's agreement with a hold harmless

clause. Contractor's policy shall include a waiver of subrogation against the Town of Webster.

B. The contractor shall ensure that anyone working on the site is covered by worker's compensation by statute.

C. Commercial Auto Liability coverage including All Owned, Leased, Hired & Non-owned Vehicles at minimum limit of \$1,000,000 each accident.

1.10 TIME FOR COMPLETION AND LIQUIDATED DAMAGES

A. The work to be performed under the General Contract shall be finally completed by September 1, 2014.

B. It is expressly understood and agreed, by the Contractor and the Owner, that the time for completion of the work stated is reasonable for the completion of this project.

C. The Owner reserves the right to implement Liquidated Damages in the amount of \$200 per calendar day for the work on this project not substantially completed within the agreed upon limits.

PART 2 PRODUCTS

See bid documents.

PART 3 FINAL COMMENTS

Contract award approval subject to the Town of Webster March 15, 2014 Annual Meeting vote as well as 30% PUC grant funding.

Town of Webster, New Hampshire

945 Battle Street

Webster, New Hampshire

January 28, 2014

By signing this document, bidder acknowledges responsibility for completion of all work to be completed as specified.

Contract proposals valid 30 days from bid closing date.

Name _____

Signature _____

Address _____

E-mail Address _____

Contact Telephone Number _____

Base Bid - Town Hall Wood Pellet Burner _____

Acknowledgment of Addendum, if applicable, please initial _____

Thank you for your consideration

Select Board

Town of Webster, New Hampshire

Attachment #1 if needed.

Addendum #1 if needed.