

**Town of Wilton, NH**  
**Request for Proposals #08-22**  
**WFD Dry Hydrant Repair Project**



**Date Posted:** 8/18/2022  
**Proposal Deadline:** September 2<sup>nd</sup>, 2022

**Administrative Questions**

Nick Germain, Town Administrator

**Technical Questions:**

Don Nourse, Wilton Fire Chief

**Inquiry / Submissions Addresses:**

**Street / Drop-Off Address**

Administration Office  
Wilton Town Hall  
42 Main Street  
Wilton, NH 03086

**Mailing Address**

Wilton Town Hall  
Town Administrator's Office  
P.O. Box 83  
Wilton NH, 03086

**It is the town's intent that this RFP shall permit competition. It shall be the respondent's responsibility to advise the Town Administrator, Nick Germain ([wiltonta@wiltonnh.gov](mailto:wiltonta@wiltonnh.gov)) in writing if any language, requirement, specification, etc., or any combination thereof, inadvertently restricts or limits awarding this project to one source**

**The Select Board of the Town of Wilton reserves the right to reject all or any part of any or all proposals, to waive technical or legal deficiencies, to award portions of each subproject of the bid to multiple firms, and to accept any proposal that it deems to be in the best interest of the Town of Wilton**

## **Index**

1. General Information and Submission Process (Page 2)
2. Background information (Page 3)
3. Contract Award Requirements (Page 3)
4. Mandatory Proposal Components (Page 3)

Attachment 1 – Scope of Work and Specification Documents (Pages 4-18)

Attachment 2 – Pricing Sheet (Page 19)

## **1. General Information and Submission Process**

### **1.1 Key Dates**

**Mandatory Pre-bid Meeting:** August 29, 2022, 2:00PM @ Wilton Fire Station, 102 Main Street

**Submission Deadline:** September 2<sup>nd</sup> 2022 2:00PM

**Anticipated Opening:** September 2<sup>nd</sup> 2022 2:15PM

**Anticipated Award Timeframe:** Within 15 days of proposal deadline

**Anticipated Project Completion:** TBD

### **1.2 Obtaining Bid Documents**

The Town of Wilton's primary outlet for distributing documentation for this project is the Purchasing page on the town's main website: Essential documents can also be received in hardcopy from the Wilton Fire Department or Administration Department.

### **1.3 Inquiries**

Technical or administrative questions should be directed to this RFP's main contact listed on the cover page; technical questions will be referred to the expertise of the Wilton Fire Department. Highly specific e-mailed or typed questions are strongly preferred, and should reference the section the respondent wants clarified. Responses that are deemed reasonably able to affect competitiveness for this RFP will be released as addenda. The Wilton Fire Department may schedule site inspections requested by potential respondents based upon personnel availability.

### **1.4 Mandatory Pre-Bid Meeting**

Contractors or firms that want to submit a proposal must attend a mandatory pre-bid meeting at the Wilton Fire Station (102 Main Street, Wilton, NH) at 2:00PM on Monday August, 29, 2022 conducted by the Wilton Fire Department.

### **1.5 Submission Instructions**

Sealed hardcopy proposal packages, clearly marked "**RFP #08-22 WFD Dry Hydrant Repair Project**" must be received by Administration Department staff before the proposal deadline on September 2<sup>nd</sup>, 2022 at 2:00 PM.

### **1.6 Review and Award Process**

Bid packages received by the Town of Wilton after 2:00PM on September 2<sup>nd</sup>, 2022 will be immediately disqualified. Barring emergency, a public opening will be held on September 2<sup>nd</sup>, 2022 at 2:15PM in the Wilton Town Hall Court Room (42 Main Street), where appropriately received packages will be opened and have their bid values read aloud and recorded.

Thereafter, town personnel relevant to the project will review all proposal components received, verify whether or not they meet the town's requested requirements and specifications, and prepare a recommendation for the Wilton Select Board. The Wilton Select Board, at their next feasible scheduled meeting, will consider the proposals received: The Town of Wilton will award a contract to the lowest priced proposal that meets necessary submission requirements and is able to demonstrate satisfactory capability to perform the requested work.

## **2. Background**

The Wilton Fire Department maintains a list of fire ponds with non-functioning dry hydrants known to be needing repair or installation. Although great progress with this list has been made, a pair of sites are still known to need repair - both sites are known to utilize steel piping. The anticipated project is to include inspecting and repairing the existing dry hydrant / piping systems on both sites to Wilton Fire Department specifications, which are based upon typical fire code standards. The town doesn't know precisely what is causing failure at both sites, and therefore, precise labor and material requirements will be unknown until de watering inspections and testing occurs. Additionally, each site is on private property, so professionalism, discretion, and respect for the land owners is needed during the conduct of the work.

### **2.1 Process Description**

The Town of Wilton is seeking sealed proposals in compliance with the Town of Wilton's purchasing policy. A "Request for Proposal" process was chosen specifically because precise labor and material needs to fully complete the project are unknown. Therefore, the town seeks an estimated price for completing the described scope of work. Overall, the town seeks the lowest priced proposal from a contractor that can demonstrate suitable completion of the project in a timely manner.

### **2.2 Desired Outcome**

- Fire ponds for the two listed sites are restored to working order according to the Wilton Fire Department's specifications
- Affected areas of the properties are restored to same or better condition afterwards

## **3. Contract Requirements**

### **3.1 Pricing**

Pricing must be inclusive, clear, and concise, including such other information as requested or required. The pricing to be listed on the proposal pricing sheet (**Attachment #2**) should represent the contractor's good faith estimate to perform the work found in this RFP's Scope of Work (**Attachment #1**). Alternative or additional services, equipment, or material prices may be renegotiated and implemented through a change order approved by the Town Administrator if sufficient supporting evidence is presented.

## **4. Mandatory Bid Components**

Proposal packages should be prepared simply and economically, providing a straightforward, concise description of the firm's capabilities to satisfy the requirements of this request for proposals. Outside of the requested pricing format, the town doesn't mandate the precise form for most requested details, but at a minimum, the following items **must** be addressed in a proposal package:

- 4.1** Name, address, telephone number, fax number and e-mail address of the main respondent
- 4.2** A brief introductory statement or letter signed by the contractor or authoritative officer of a contracting firm able to commit the firm to perform all requested services. If multiple distinct entities are involved in the proposal, the involvement should be briefly described and be similarly signed by authorized officers.
- 4.3** A completed pricing sheet for the proposal (**Attachment #2**) that is typed or written legibly in i

## **Attachment #1**

Scope of Work Documentation

# **WFD Dry Hydrant Repair Project**

## **Site Scope of Work Document**

Site ID: **WIL-2**

Site Location: Connor Lane, Wilton NH 03086

Map/Lot: B-31-13

Land Owner Name/Address: Travis Diehle, 379 Amherst Street, Nashua, NH 03063

Land Owner Agent: N/A

Land Owner Contact Info:

Phone: (603) 396-6608

Email: Mwars6@aol.com

### **Scope of repair work:**

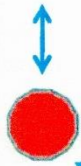
- Repair existing dry hydrant on site so that it is again operational per WFD Dry Hydrant Specifications document.
- De-water\*, inspect piping and strainer for reason for failure. Repair as necessary per WFD Dry Hydrant Specifications document.
- Return area to condition at or better than found.
- All spoils shall be removed from site, unless other arrangements are made with Land Owner.
- Wilton Fire to provide fire pumper for testing and/or pipe flushing as necessary.

### **Special Site Considerations:**

- \*Goldfish in pond.
- Underground electrical lines on site.

26

Driveway to 26 Connor Lane



~24' Edge of driveway to existing hydrant

~68' Hydrant to Strainer



# **WFD Dry Hydrant Repair Project**

## **Site Scope of Work Document**

Site ID: **WIL-9**

Site Location: Old County Farm Road, Wilton NH 03086.

Map/Lot: C-7-2

Land Owner Name/Address: Daniel Blackmere, 242 Old County Farm Road, Wilton, NH 03086

Land Owner Agent: N/A

Land Owner Contact Info:

Phone: (603) 801-7632

Email: danielblackmer@gmail.com

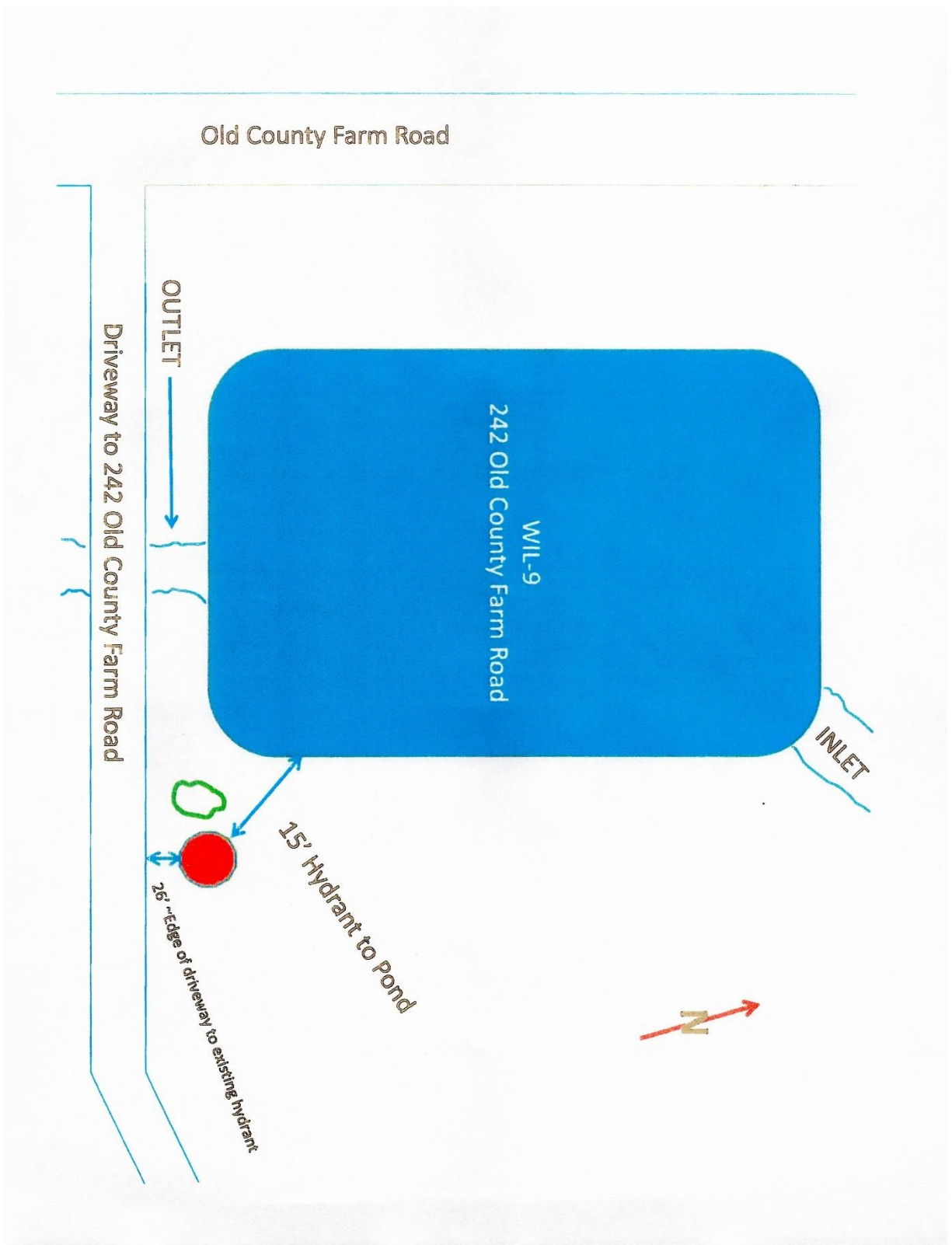
### **Scope of repair work:**

- Repair existing dry hydrant on site so that it is again operational per WFD Dry Hydrant Specifications document.
- De-water, inspect piping and strainer for reason for failure. Repair as necessary per WFD Dry Hydrant Specifications document.
- Return area to condition at or better than found.
- All spoils shall be removed from site, unless other arrangements are made with Land Owner.
- Wilton Fire to provide fire pumper for testing and/or pipe flushing as necessary.

### **Special Site Considerations:**

Underground electrical lines on site, both private and Eversource.







# Wilton Fire Department

## Dry Hydrant Specifications

Last Revised: 04/01/2021

1

# WFD Dry Hydrant Design Specifications

- The Wilton Fire Department shall approve all aspects of dry hydrant design and construction, including the type of materials, pipe size and system fittings to be used.
- All dry hydrant designs must be capable of providing a minimum water flow of 1000 gallons per minute at draft.
- The water supply source for the dry hydrant shall provide year round adequate water supply.
- System shall be designed to ensure that the slope and piping configuration does not impede drafting capability.
- All exposed surfaces and all underground metal surfaces shall be protected to prevent deterioration.
- A minimum number of elbows shall be used in the piping system.
- Suction hose connections shall be compatible with WFD specifications and conform to NFPA 1963. The connection shall include a protective cap and all materials used shall be resistant to rust and corrosion.
- System piping shall be supported and/or stabilized using approved engineering design practices.
- A maximum of 15' of lift (10' preferred) from the surface of the water (at its lowest anticipated level) to the pump intake.
- Stabilization or equivalent protection shall be employed at elbows and other system stress points to protect from damage.

# WFD Dry Hydrant Design Specifications

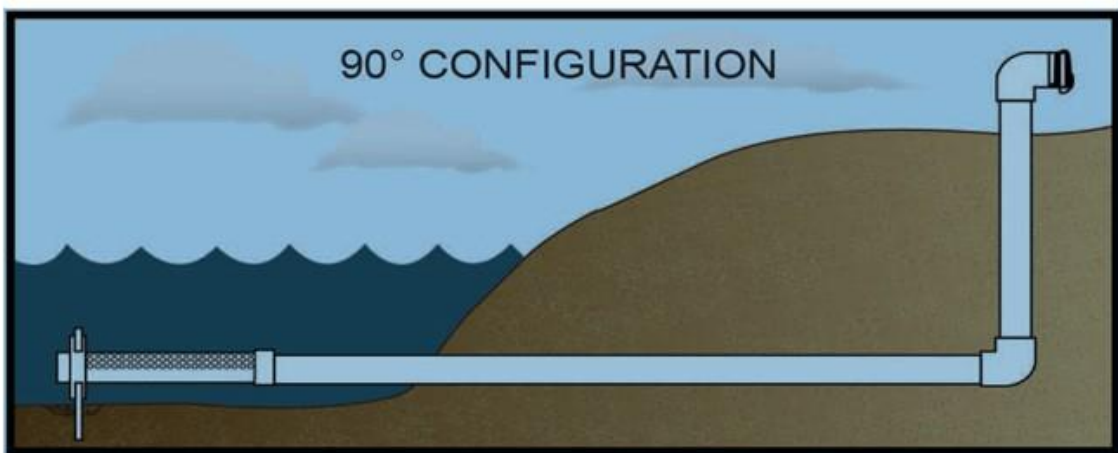
- The Wilton Fire Department shall approve all aspects of dry hydrant design and construction, including the type of materials, pipe size and system fittings to be used.
- All dry hydrant designs must be capable of providing a minimum water flow of 1000 gallons per minute at draft.
- The water supply source for the dry hydrant shall provide year round adequate water supply.
- System shall be designed to ensure that the slope and piping configuration does not impede drafting capability.
- All exposed surfaces and all underground metal surfaces shall be protected to prevent deterioration.
- A minimum number of elbows shall be used in the piping system.
- Suction hose connections shall be compatible with WFD specifications and conform to NFPA 1963. The connection shall include a protective cap and all materials used shall be resistant to rust and corrosion.
- System piping shall be supported and/or stabilized using approved engineering design practices.
- A maximum of 15' of lift (10' preferred) from the surface of the water (at its lowest anticipated level) to the pump intake.
- Stabilization or equivalent protection shall be employed at elbows and other system stress points to protect from damage.

# WFD Dry Hydrant Design Specifications

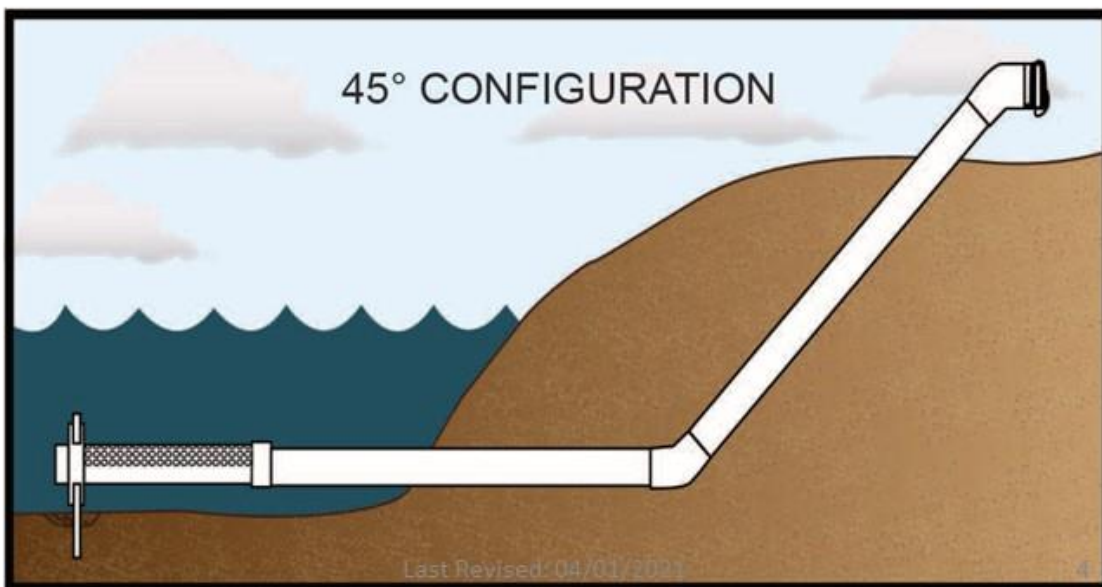
- Appropriate aggregates shall be used to backfill/cover piping during installation.
- All connections shall be clean and the appropriate sealing materials shall be used according to manufacturer's specifications so as to ensure all joints are airtight.
- System strainers shall be constructed to permit required fire flow.
- A minimum of 3' of clear, unobstructed space shall be provided around the dry hydrant.
- Dry hydrants shall be located to ensure that they are accessible year round, under all weather conditions with no more than 20' of fire department hard suction hose from the hydrant to the pumper.
- Dry hydrant connection (head) shall be lower than fire department pump intake to prevent creating an air-lock condition. This measurement is approximately 24" from the ground to the center of the dry hydrant connection.
- Dry hydrants shall be a minimum of 100' from any structure.
- No parking or other obstacles shall be allowed within 20' of the access location of the dry hydrant.
- Dry hydrants shall be protected from vehicular traffic with traffic bollards (pre-cast preferred) on either side of the hydrant, painted red.
- Approved signage with reflective markings shall be erected at each dry hydrant location.

# Typical Configurations

Preferred:



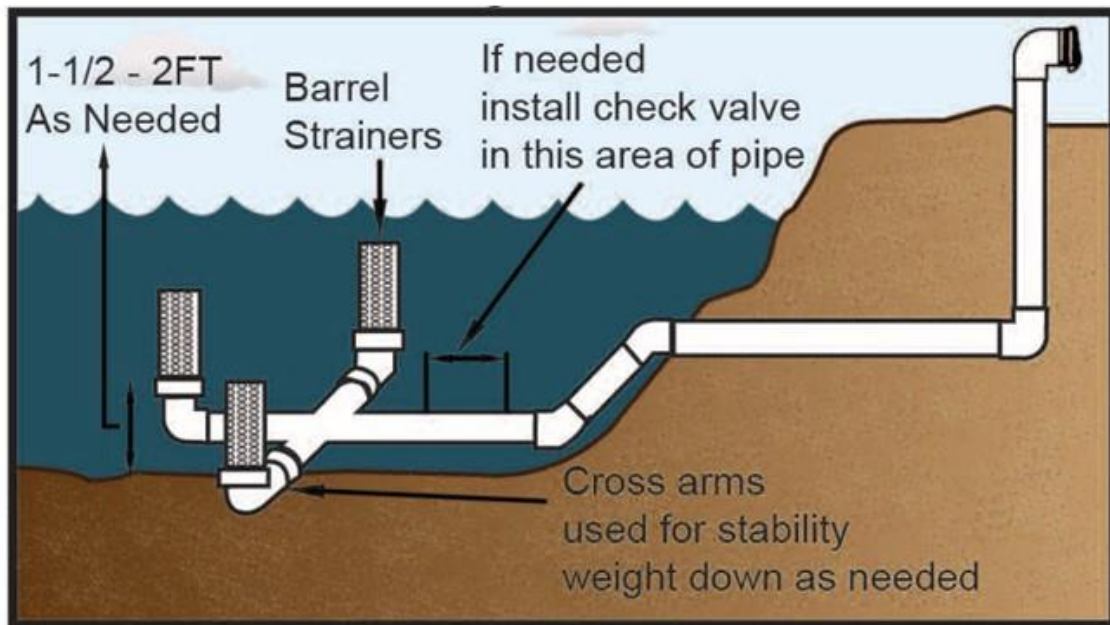
Optional, based on terrain and slope:





# Typical Configurations

Utilized in Silt or Mud conditions:

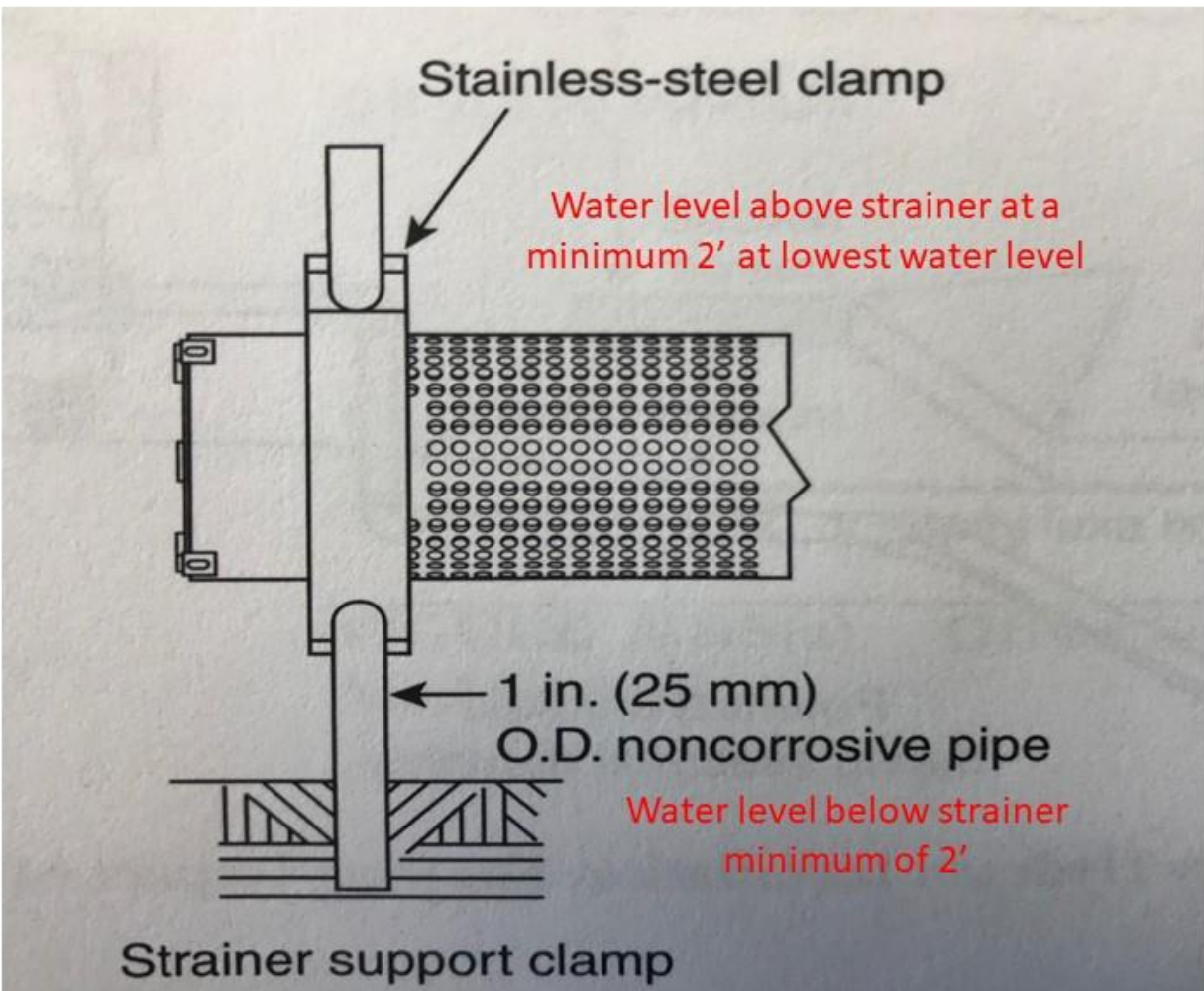


Cross arms must be supported by a substantial foundation block or blocks, approved by Wilton Fire.

Last Revised: 04/01/2021

5

# Strainer Detail



Strainer support clamp must be attached to a substantial foundation block, approved by Wilton Fire.

New installations/repairs require a strainer with a backflush cover, unless utilizing a mud/silt design.

Last Revised: 04/01/2021

6



## Typical Traffic Bollard Configuration



Last Revised: 04/01/2021

7

## Dry Hydrant Marker Sign Example



**Attachment #2**  
**Proposal Pricing Sheet**

**RFP # 08-22: WFD Dry Hydrant Repair Project**

**Date Signed:**\_\_\_\_\_

**Proposal Amount WIL-2 Connor Drive Site:**

\_\_\_\_\_

**Proposal Amount: WIL-9 County Farm Road Drive:**

\_\_\_\_\_

**Estimated Completion Date:**\_

\_\_\_\_\_

\_\_\_\_\_  
**Print Representative's Name and Title**

\_\_\_\_\_  
**Address-Street-City-Zip Code**

\_\_\_\_\_  
**Telephone Number and E-mail Address**

*Person signing proposal must be a person in your company authorized to sign a contract with the Town of Wilton*

**Notes to Contractors**

- Pricing must be inclusive of all services requested by the town
- All work Included in this Proposal is dependent upon the cost amounts and available funding
- Responses in pencil will be considered invalid