

Town of Wilton, NH
Request for Proposals #04-23
WFD Dry Hydrant Repair Project



Proposal Deadline: June 2nd 2023

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@wiltonh.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

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1. General Information and Submission Process

1.1 Key Dates

Submission Deadline: June 2nd, 2023 2:00PM

Anticipated Opening: June 2nd, 2023 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 June, 2nd, 2023 conducted by the Wilton Fire Department.

1.5 Submission Instructions

Sealed hardcopy proposal packages, clearly marked "**RFP #04-23 WFD Dry Hydrant Repair Project**" must be received by Administration Department staff before the proposal deadline on June 2, 2023 at 2:00 PM.

1.6 Review and Award Process

Bid packages received by the Town of Wilton after 2:00PM on June 3rd, 2023 will be immediately disqualified. Barring emergency, a public opening will be held on June 3rd, 2023 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, this year a single site is known to need repair. The anticipated project is to include inspecting and upgrading the existing dry hydrant / piping systems on the site to Wilton Fire Department specifications, which are based upon typical fire code standards. The 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 listed site are restored to working order according to the Wilton Fire Department's specifications
- Affected areas of the property 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 #3**) should represent the contractor's good faith estimate to perform the work found in this RFP's Scope of Work documentation (**Attachment #1 and #2**). 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

IFB 04-23 WFD Dry Hydrant Repair Project

Site Scope of Work Document

Site ID: **WIL- 13**

Site Location: Kimball Hill Road @ Tallarico Farm.

Map/Lot: G-35

Land Owner Name/Address: Leslie Tallarico, 379 Kimball Hill Road, Wilton, NH

Land Owner Agent: John Tallarico

Land Owner Agent Contact Info:

Phone: (603)732-6134

Email: john.tallarico1925@gmail.com

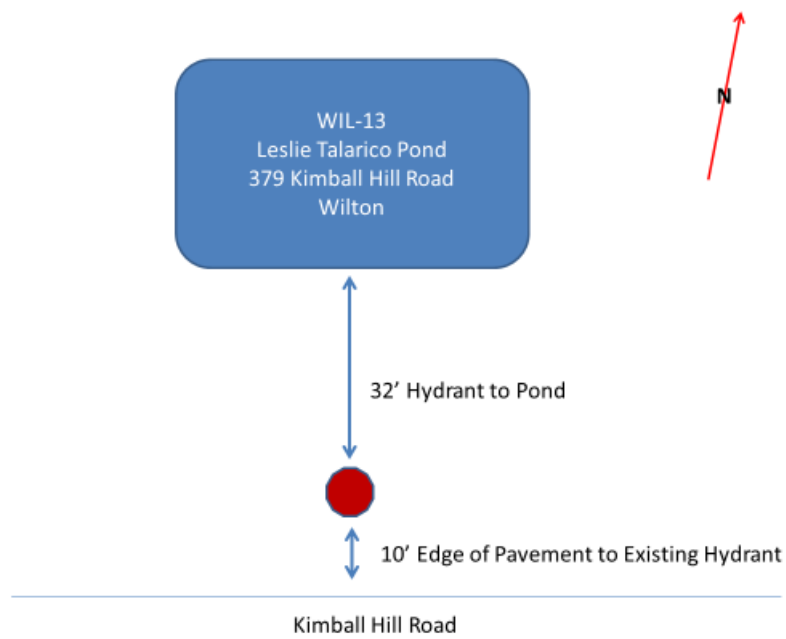
Scope of repair work:

- Replace existing 4" steel dry hydrant with new 6" hydrant and associated equipment in same location per WFD Dry Hydrant Specifications document.
- Install new strainer and block to secure same if not present, refer to WFD Dry Hydrant Specifications document.
- Install protective bollards per WFD Dry Hydrant Specifications document.
- RE-install existing sign on post marking location 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.
- Remove existing hydrant from site.

Special Site Considerations:

- N/A

Site Photo and Diagram



Attachment Item #2

Wilton Fire Department Dry Hydrant Specifications



Wilton Fire Department

Dry Hydrant Specifications

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

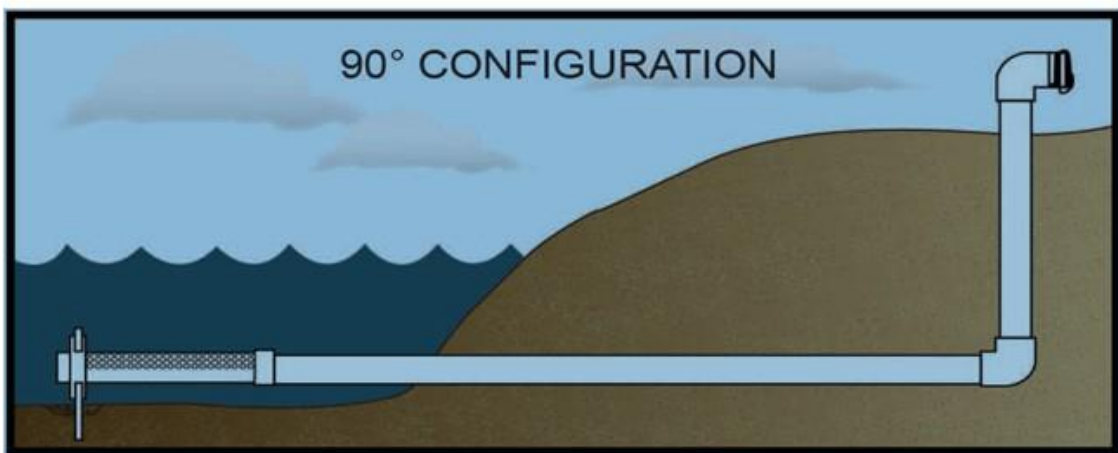
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WFD Dry Hydrant Design Specifications

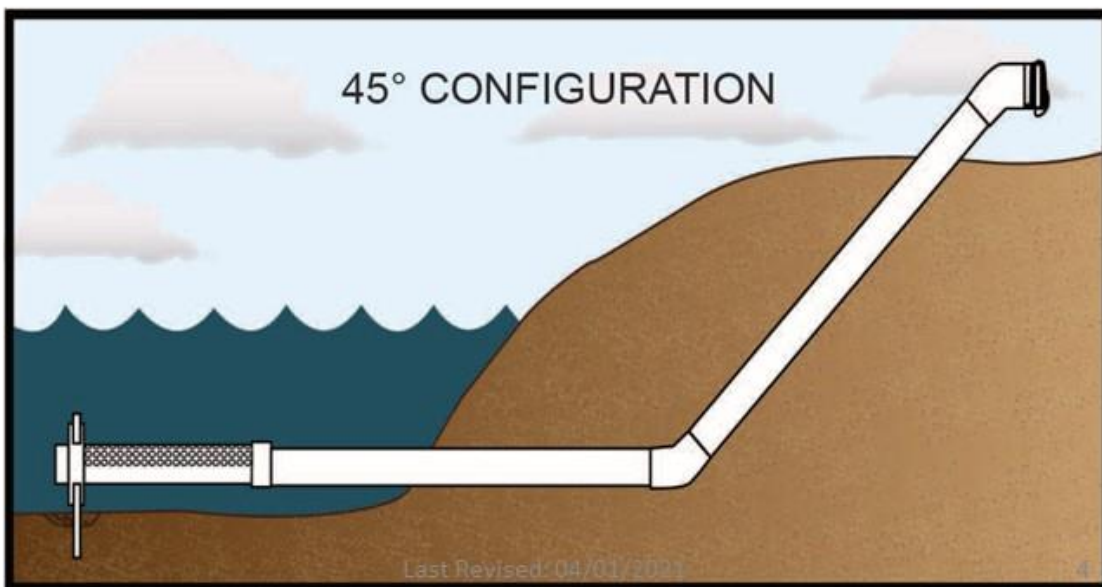
- Appropriate aggregates shall be used to backfill/cover piping during installation.
- All connections shall be clean and the appropriate sealing materials shall be used according to manufacturer's specifications so as to ensure all joints are airtight.
- System strainers shall be constructed to permit 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:

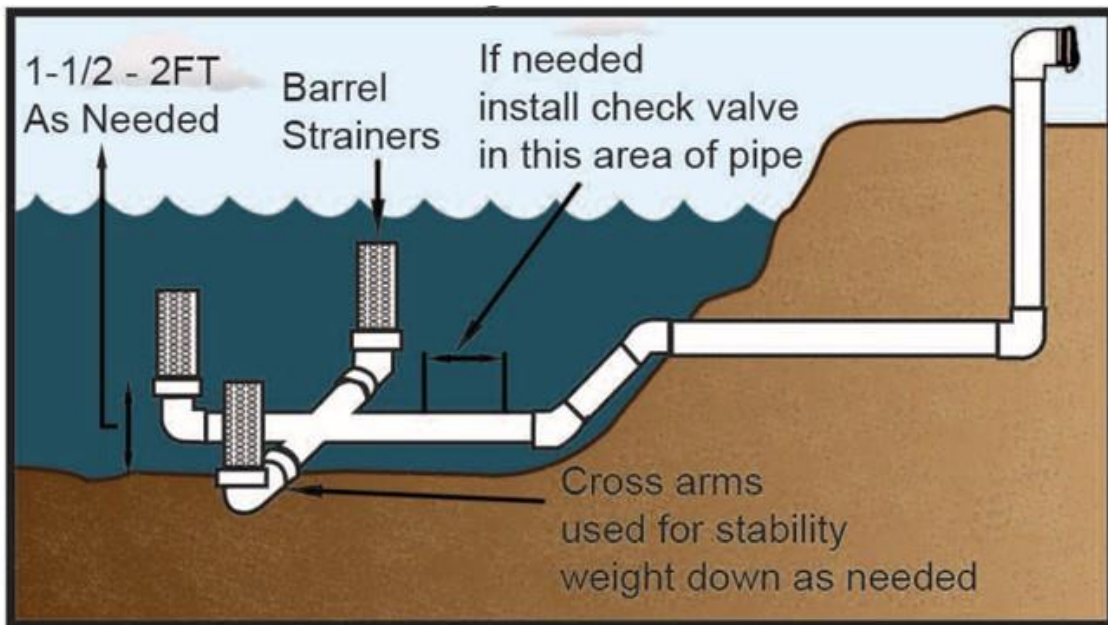


Optional, based on terrain and slope:



Typical Configurations

Utilized in Silt or Mud conditions:

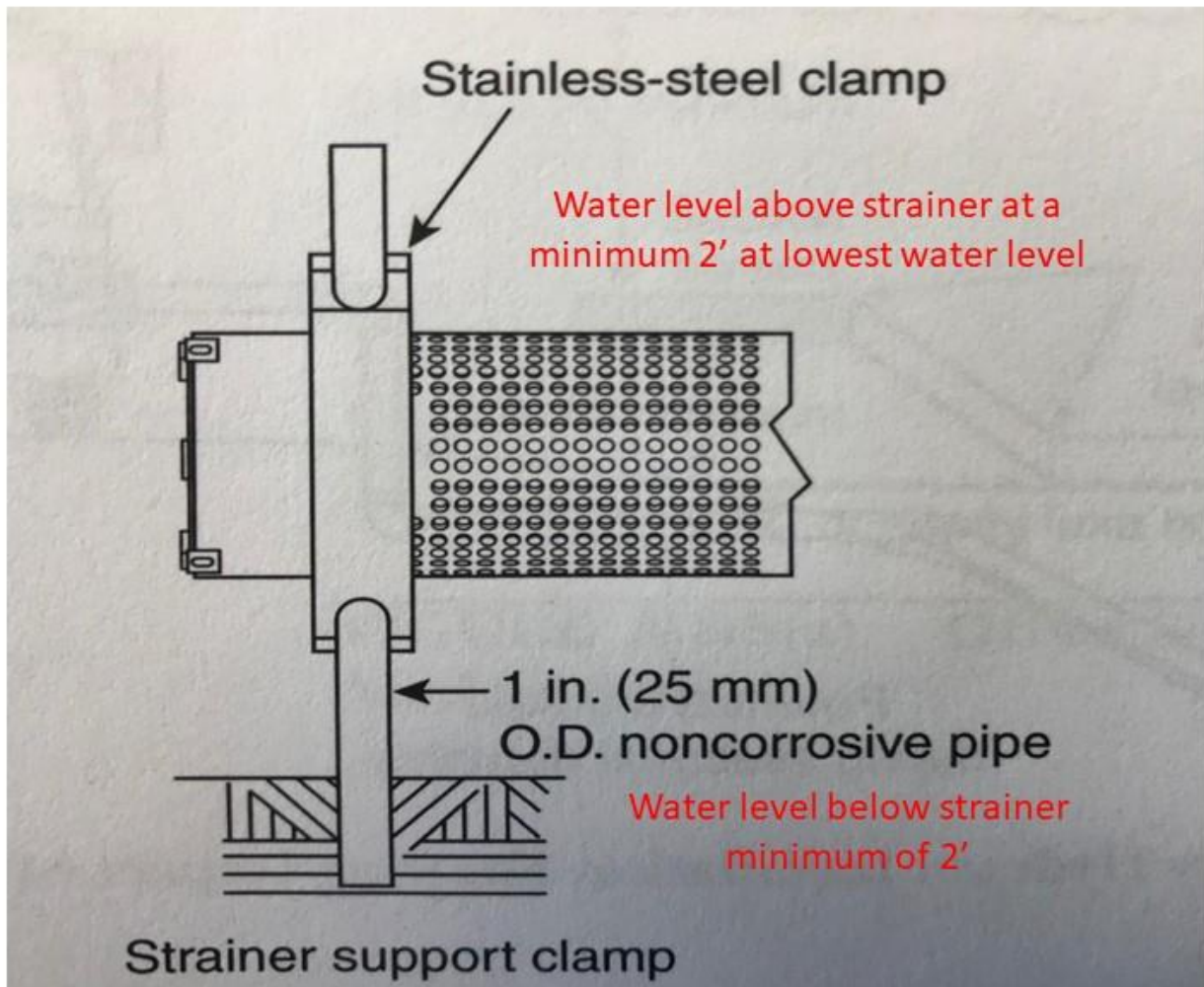


Cross arms must be supported by a substantial foundation block or blocks, approved by Wilton Fire.

Last Revised: 04/01/2021

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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

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Typical Traffic Bollard Configuration



Last Revised: 04/01/2021

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Dry Hydrant Marker Sign Example



Last Revised: 04/01/2021

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Attachment #3
Proposal Pricing Sheet

RFP # 03-23: WFD Dry Hydrant Repair Project

Date Signed: _____

Proposal Amount WIL-13 Kimball Hill Road @ Tallarico Farm

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