



***Town of New Hampton
Public Works Department***

6 Pinnacle Hill Road
New Hampton, New Hampshire 03256

**REQUEST FOR PROPOSALS
TREE REMOVAL**

The Town of New Hampton, NH, requests qualified professionals to submit a proposal for the removal of seventeen (17) trees located in seven (7) different locations.

Proposals must be received **no later than 3:30 PM on October 16, 2024**, to be eligible for consideration by the Town. Each proposal shall be submitted in a **sealed envelope** which is clearly marked.

Tree Removal Bid
Town of New Hampton
6 Pinnacle Hill Road
New Hampton, NH 03256

Questions concerning this RFP should be addressed to:

Corey Davenport, Town Administrator

6 Pinnacle Hill Road

New Hampton, NH 03256

Office Phone: (603)-744-5352

E-mail: townadmin@new-hampton.nh.us

The bids will be publicly opened and read aloud on Thursday October 17th at 7:00 p.m. at the Select Board meeting. The winning bid will be announced no later than Thursday October 24th at the Select Board meeting which starts at 6:00 p.m. Bid packages may be obtained by contacting the Town Administrator at the above address.

All proposals received will be considered confidential and are not available for public review until after a vendor has been selected



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1. BACKGROUND

The Town of New Hampton is looking to have (17) trees removed which are located in seven (7) different locations. These trees have been marked with surveyors ribbon and can be seen on the provided map.

2. SCOPE OF THE PROJECT

The successful bidder shall be required to perform the following tasks at each location specified:

1. The successful bidder shall provide all the equipment and manpower necessary to perform the complete removal of all seventeen (17) trees identified.
2. The successful bidder shall provide for traffic control in a manner that safely maintains traffic flow through work zones, including sign package to provide motorists with advance notice of work zone(s).
3. The successful bidder shall ensure the identification of the correct trees prior to removal.
4. Property owners shall be contacted and offered the right to retain the cut trees.
5. All trees shall be cut flush or as close to the ground as possible. Should the successful bidder fail to follow this method, the Town may withhold payment until corrective action to the satisfaction of the Town is performed. If the Town is required to take corrective action, any expense incurred will be deducted from the Contract Price.
6. All work sites will be left broom clean.
7. All property damage, public or private, is the responsibility of the successful bidder. The Town will not provide additional compensation for any property damage.
8. Proper disposal of materials shall be the responsibility of the successful bidder. The Town **will not** supply a site for the disposal of the trees covered under this contract.
9. At all times, all hydraulically operated equipment shall have, readily available, spill containment equipment and material that is capable of containing any hydraulic accidents. The successful bidder shall be responsible for the cleanup in compliance with EPA and NH DES guidelines, and the remediation of any property or environmental damage.

3. PROPOSAL REQUIREMENTS

No formal Pre-Bid Conference will be held.

The proposal **MUST** include as a minimum:



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1. Contractors Name
2. Address
3. Total Price for the Project.
4. A staffing plan for the project indicating each employee's experience.
5. A description of the equipment to be mobilized for the project.
6. The location of the disposal site for material to be removed from the work site(s).
7. Proposed Completion Date.
8. Certificate of Insurance.
9. Payment Terms.
10. Point of Contact information, including name, phone number(s) and email address;
11. And the following certification:

I, the undersigned, certify that this proposal has been completed in fullest practical detail and that all information herein is accurate and complete, knowing that incomplete or incorrect details may result in rejection of the proposal.

Signature of Preparer, Title and Date _____

Pursuant to this RFP, the successful bidder shall remove the identified trees at the following locations:

<u>Location #</u>	<u>Location</u>	<u>Nearby Pole # (if applicable)</u>	<u># of Trees Marked</u>
1	33 Brook Road		4
2	Dana Hill Road	78/46	1
3	289 Dana Hill Road		6
4	311 Dana Hill Road		3
5	427 Old Bristol Road		1
6	251 Straits Road		1
7	Pinnacle Hill Road	20/13	1

The approximate location of trees listed above are indicated on the map accompanying this RFP and trees are marked with orange ribbon.

Proposals shall be a fixed price for the project and any change orders must have preapproval by the Acting Public Works Director. Additional work for the project will be at the discretion of the Acting Public Works Director.



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All of the work must be completed on or before December 31, 2024.

The Town of New Hampton reserves the right to reject any or all proposals or any part thereof. The Town also may waive any formality, informality, information and/or errors in the proposal, to accept the proposal considered to be in the best interest of the Town.

This request for proposal does not obligate the Town of New Hampton to enter into any business relationship with any responder nor shall the Town of New Hampton be responsible for any costs associated with the preparation of this proposal.

Harry Cote, Acting Public Works Director
Office: (603) 744-8025 Direct: (603) 707-1980

New Hampton RSMS Initial Pavement Condition Index (IPCI)

