



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

6 Pinnacle Hill Road  
New Hampton, New Hampshire 03256

**REQUEST FOR PROPOSALS  
WINTER ROAD MAINTENANCE**

The Town of New Hampton, NH, requests qualified contractors for the 2024-2025 season to submit a proposal to perform snowplowing, sanding and salting of town roads, parking areas, etc. as designated by the Public Works Director or Public Works Foreman.

Proposals must be received **no later than 3:30 PM on November 13, 2024**, to be eligible for consideration by the Town. Each proposal shall be submitted in a **sealed envelope** which is clearly marked.

Winter Road Maintenance  
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](mailto:townadmin@new-hampton.nh.us)

The bids will be publicly opened and read aloud on Thursday November 14th at 7:00 p.m. at the Select Board meeting. The winning bids will be announced no later than Thursday November 21<sup>st</sup> 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.



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### **1. BACKGROUND**

The Town of New Hampton, NH, requests qualified contractors for the 2024-2025 season to submit a proposal to perform snowplowing, sanding and salting of town roads, parking areas, etc. as designated by the Public Works Director or Public Works Foreman. Plow routes are to be assigned by the Public Works Director or Public Works Foreman based on the number of contractors and Town of New Hampton Employees.

### **2. SCOPE OF THE PROJECT**

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

1. The successful bidders shall provide truck(s) with snow plow, sander, and operator.
2. The successful bidders shall be available on call duty at the start of precipitation including snowstorms and ice storms. This would entail being available on short notice (one hour or less), 24 hours per day, 7 days per week, November through April.
3. The successful bidders shall be available to work with equipment up to 16 hours with breaks of 15 mins every 4 hours.
4. The successful bidders shall operate in a safe manner, observing traffic laws at all time.
5. Successful bidders shall respect private and public property while plowing and sanding. If any damage is done to private or public property, the contractor shall let the Public Works Director or Public Works Foreman know as soon as it is safe to do so.

### **3. PROPOSAL REQUIREMENTS**

No formal Pre-Bid Conference will be held.

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

1. Contractor's Name
2. Address
3. A detailed description of the equipment offered
4. A separated hourly rate for the equipment and the operator.
5. Reviewed and signed Winter Storm Policy
6. Filled out and Signed Independent Contractor Work Agreement
7. Certificate of Insurance.
8. Payment Terms.
9. Point of Contact information, including name, phone number(s) and email address;



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10. 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 \_\_\_\_\_

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