



TOWN OF LEE HIGHWAY DEPARTMENT

7 Mast Road
Lee, New Hampshire 03861



Randy Stevens - Supervisor

Telephone 609-6515/3027

Request for Quotes for Permitting of Two Replacement Culverts on Town of Lee Roads

The Lee Select Board is requesting quotes from qualified individuals or firms for technical services to complete NH Department of Environmental Services Wetland permits for two culvert replacements on Thompson Mill Road in the Town of Lee.

Intent- To obtain wetland permits for the two culverts listed below as quickly as possible in order to replace the said culverts before paving commences, estimated to be after July 2018.

Below are the specification and location information for each culvert:

Culvert #1-

- Location – Thompson Mill Road (formerly known as Lee Hill Road)
- Type -plastic
- Reason for Replacement- partially collapsed at midpoint.
- Current Pipe Size and Material – 15" dia. x50' long HDPE plastic
- Proposed replacement Size and Material – 18" diameter concrete
- Endangered Species Noted – unknown
- Within ¼ mile of Designated River – Yes
- Perennial stream –No
- Comments - No flooding ever noted.

Culvert #2 – Optional - Depending on Availability of Funds

Location – Thompson Mill Road (formerly known as Lee Hill Road)

- Reason for Replacement- Rusted through in spots on bottom - want to replace before paving.
- Existing Size and Material – 12" Dia. Galvanized steel X 40' long
- Proposed Size and Material – 12"dia. x 40 feet long HDPE plastic pipe.
- Endangered Species Noted – Unknown
- Within ¼ mile of Designated River – Yes (Little River)
- Comments – drains a manmade ditch (dry most of the time)-outlet close to Little River.

The Town will pay NHDES fees, meet with Lamprey River Advisory Committee (if necessary,) and obtain Lee Conservation Commission signatures (if necessary.)

Individual or firm completing the Wetland permits will be responsible for completing all other aspects of the permitting requirements including wetland mapping, surveys, and plans as required within 60 days of notification of award of work.

Individual or firm completing Wetland permits and also any sub contractors must comply with the Town of Lee Insurance requirements and provide a certificate of insurance to the Town (see attached).

Please provide the following items as part of your proposal for consideration:

- Lump sum for the permitting of Culvert #1 and a separate price for Culvert #2
- Description of your experience that is relevant to the project.
- List of staff who will be engaged in the project, including educational and relevant professional background.
- Examples of any similar projects done by your organization, including client references
- Detailed scope of work
- Estimate of the amount of time it will take to complete the project, as well as an explanation of any contingent factors that could affect the timeline

Please submit your response by **3:30 pm Wednesday March 22, 2018** to the Town Administrator's office at 7 Mast Rd., Lee, NH 03861. E-mailed responses will also be accepted at townadministrator@leenh.org.

The Town reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the Town's best interest.

Any questions or request for site visits may be directed to Randy Stevens Highway Supervisor @ 603-659-3027 or rstevens@leenh.org

Pictures and a map of locations of the culverts are provided below.



Thompson Mill
Rd. - #1 15"x50'
Inlet



Thompson Mill
Rd. - #1 -15"x50'
Outlet



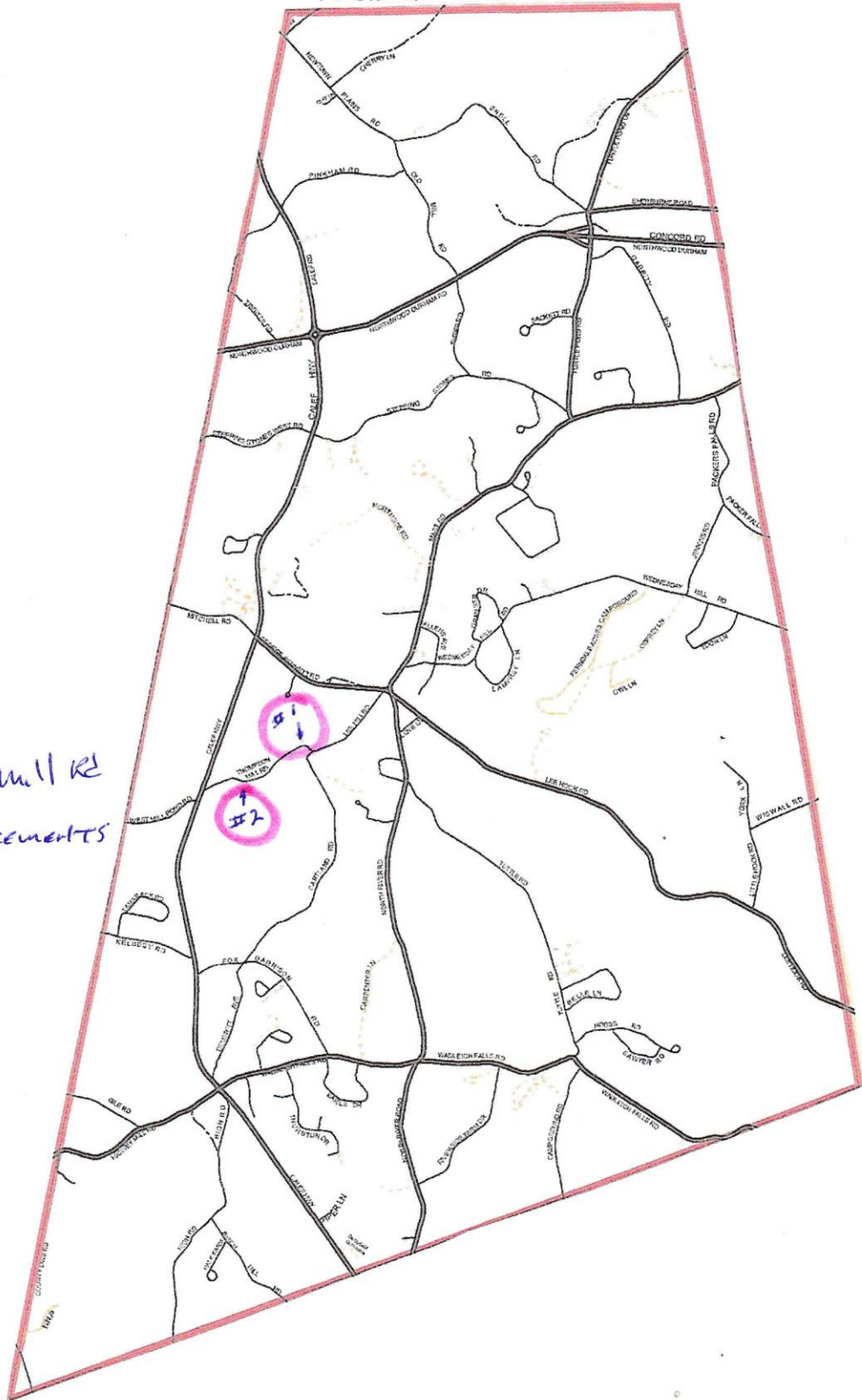
Thompson Mill Rd. #2-12"x40' Inlet

Thompson Mill Rd.
#2-12"x40' Outlet



Town of Lee Map

Thompson Mill Rd
Seat Replacements
Project



**Town of Lee, NH
INSURANCE REQUIREMENTS**

Insurance shall be in such form as will protect the Contractor from all claims and liabilities for damages for bodily injury, including accidental death, and for property damage, which may arise from operations performed for the Town of Lee whether such operation be by himself or by anyone directly or indirectly employed by him.

AMOUNT OF INSURANCE

A) Comprehensive General Liability:

Bodily injury or Property Damage - \$1,000,000

Per occurrence and general aggregate

B) Automobile and Truck Liability:

Bodily Injury or Property Damage - \$1,000,000

Per occurrence and general aggregate

Coverage requirements can be met with excess policies. Additionally, the Contractor shall purchase and maintain the following types of insurance:

A) Full Workers Comprehensive Insurance coverage for all people employed by the Contractor to perform work for the Town of Lee. This insurance shall at a minimum meet the requirements of the most current laws of the State of New Hampshire.

B) Contractual Liability Insurance coverage in the amounts specified above under Comprehensive General Liability.

C) Product and Completed Operations coverage to be included in the amounts specified above under Comprehensive General Liability.

For the services of an architect, engineer, surveyor or any other industry professional, all such professionals, in addition to the general and automobile liability coverage described above, shall carry professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$2,000,000 aggregate. Such professionals shall name the Town of Lee and its officials, agents, volunteers and employees as an additional insured on the general and automobile liability coverage by certificate and amendatory endorsement.

ADDITIONAL INSURED

All liability policies (including any excess policies used to meet coverage requirements) shall include naming the Town of Lee, New Hampshire as an **Additional Insured by Certificate and Amendatory Endorsement**.

1) The contractor's insurance shall be primary in the event of a loss.

2) Town of Lee shall be listed as a Certificate Holder. The Town shall be identified as follows:

Town of Lee
Attn: Town Administrator
7 Mast Rd
Lee, NH 03861