

**PROJECT MANUAL, INCLUDING SPECIFICATIONS, FOR
Exeter Public Safety Complex Fire Sprinkler System 2013**

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Fire Chief**

**PREPARED BY:
EXETER FIRE DEPARTMENT
20 COURT STREET
EXETER, NEW HAMPSHIRE 03833**

PROJECT MANUAL PREPARATION

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PROJECT MANUAL PREPARATION

INVITATION FOR PROPOSAL

The Town of Exeter invites interested contractors to submit proposals for “**Exeter Public Safety Complex Fire Sprinkler System 2013**”, in complete conformance with the attached “**Scope of Work**”. All prices submitted shall be lump sum and no additional compensation will be made by the Town unless approved by written change order signed by the Fire Chief. All work shall conform to the attached specifications.

The Town reserves the right to reject any and all proposals not conforming to the specifications or deemed not to be in the best interest of the Town. Proposals will be evaluated by the Fire Department, Public Works Director and Town Manager. The quality and service availability and the contractor's experience will be considered for the final selection.

The successful contractor must submit proof of liability and worker's compensation insurance within ten (10) days of the "Notice of Selection" as the acceptable contractor.

Proposals will be sealed and clearly marked, “**Exeter Public Safety Complex Fire Sprinkler System 2013**” and shall be submitted not later than 4:00p.m., February 25, 2013 to the Office of the **Town Manager, 10 Front Street, Exeter, New Hampshire 03833**.

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SCOPE OF WORK

The successful contractor shall provide all labor, materials, and equipment required for a completely operational and tested Fire Sprinkler System for the Exeter Public Safety Complex located at 20 Court Street, Exeter, NH. The building is a 2 story, ordinary construction, building. A six inch water main has been installed. The Sprinkler System installation shall be in accordance with NFPA 13, NFPA 72 alarm fire code, and NFPA 70 electric code. A building permit shall be required and may be obtained from the Exeter Code Enforcement Office at no cost to the contractor. The system design shall be submitted to the Exeter Fire Department for approval prior to construction, and inspected upon completion. The sprinkler system shall be tied into the existing Fire Alarm, and be fully tested and ready for use. The contractor shall be responsible for disposal of construction materials. All work to be in complete accordance with sound construction practice, and in conformance with the attached specifications. All work is to be completed no later than May 3, 2013.

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SPECIFICATIONS

DIVISION I: GENERAL REQUIREMENTS

- 1.1 The following are minimum requirements:
 - a. All applicable rules and regulations of the State of New Hampshire, and all other authority having jurisdiction.
 - b. NFPA 13
 - c. NFPA 72 Fire Alarm Code
 - d. NFPA 70 Electric Code
 - e. International Building Code
- 1.2 Once work has commenced, the contractor must work diligently, and uninterrupted until all Work is complete.
- 1.3 The contractor must keep the worksite free from debris and hazards.
- 1.4 The contractor must have the ability to respond to any reasonable request of the Exeter Fire Department.
- 1.5 Final acceptance subject to Exeter Fire Department approval
- 1.6 As-built drawings shall be provided upon completion.

DIVISION II: PAYMENT

- 2.1 Contractor shall request payment after completion of the project.
- 2.2 Progress payments may be made for start up costs and work completed.

DIVISION III: PROCEDURES, METHODS AND MATERIALS

- 3.1 The contractor shall be responsible for coordination of services required to accomplish the project.
- 3.2 All required permits.

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DIVISION IV: WARRANTIES, SERVICE CONTRACT, BONDS/CREDIT AND MAINTENANCE MANUALS.

- 4.1 All other components, materials and workmanship shall be warranted for a one year period.
- 4.2 The contractor shall provide a **two-year service contract** from the date of final acceptance.
- 4.3 Warranties and maintenance manual will be submitted with final payment request.

DIVISION V: ATTORNEY'S FEES AND COSTS

The contractor agrees to indemnify the Town from any and all liability, loss or damage, including but not limited to; bodily injury, illness, death or property damage which the contractor becomes legally obligated to pay, including reasonable attorney's fees, investigative and discovery costs, or judgments against the Town arising out of this agreement, caused by or arising out of, the negligence, fault, breach of warranty, product liability or strict liability is sole, joint, or several.

INSURANCE

Successful contractor shall provide proof of insurance, as shown, before any work commences:

1. Liability coverage: General Liability/Bodily Injury/Property Damage; \$300,000/\$1,000,000
2. Worker's compensation: Statutory limits; Employer liability.

These certificates shall contain a provision that the insurance company will notify the certificate holder and Town by registered mail, at least fifteen (15) days in advance of any cancellation or material change.

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PROPOSAL

TO: TOWN MANAGER

FOR: Furnishing all materials, labor and equipment to complete the attached Scope of Work, according to the Project Manual, including Specifications for “The Exeter Public Safety Complex Fire Sprinkler System 2013”.

The undersigned, as bidder, declares that the only person(s) or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm, or corporation; that s/he has carefully examined the work and the project's specifications, attached hereto; and s/he proposes and agrees, if this proposal is accepted, that he will contract with the owner in the form of the contract attached, hereto; to provide all necessary tools, incidental materials, materials and methods to do all work and complete said work in the specified time prescribed; and that he will take payment for completed work, when approved by the Town Manager, for the following lump sum price:

This agreement, made as of the _____ day of _____, 2013, between

PROJECT MANUAL PREPARATION

FULL NAME AND ADDRESS OF INDIVIDUAL, FIRM PARTNERSHIP OR CORPORATION
SUBMITTING THIS BID:

Telephone number: (____) _____ Date: _____

Signed by: _____ Title: _____

NOTICE: Bid shall be signed in black ink by person having proper legal authority. If you do not submit a bid but wish to remain on the Town of Exeter's "Bid List", provide name and address, check here: _____ and return.