

REQUEST FOR PROPOSALS
DAY TANK REPLACEMENT & DAY TANK VENTING
SANDOWN NORTH ELEMENTARY
SANDOWN, NEW HAMPSHIRE



Prepared for
Marc Brander
Director of Facilities
Timberlane Regional School District
30 Greenough Road
Plaistow, NH 03865

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1. PURPOSE & OVERVIEW

The Timberlane Regional School District (“District”) is seeking proposals from qualified contractors to perform the Day Tank Venting and Day Tank Replacement at Sandown North Elementary School in Sandown, New Hampshire.

The project includes removal and disposal of an existing 275gallon single wall tan , modifications to the existing fuel oil piping, installation of new double wall day tank and vent piping.

All proposals submitted shall become the property of the District. The District reserves the right to reject any or all proposals and waive informalities in the best interest of the District.

2. STATEMENT OF WORK

The contractor shall furnish all labor, materials, equipment, coring, supervision, transportation, permits and related services necessary to complete the day tank and venting project. Including coordination with the Fire Marshall, DES and engineering if required.

The contractor shall verify all field conditions and quantities prior to proposal submission.

All work shall comply with the Fire Marshall, NHDES and the local AHJ.

2.1 PRE-PROPOSAL MEETING

A pre-proposal meeting and site walkthrough will be held as follows:

Date: June 12, 2026

Time: 9:00am

Location: Sandown North Elementary School

23 Stagecoach Drive

Sandown, NH 03873

Attendance by a representative of the proposing contractor is strongly encouraged. Contractors are responsible for familiarizing themselves with existing site conditions prior to proposal submission.

2.2 DIRECT CONTACT FOR QUESTIONS

All questions and inquiries regarding this Request for Proposals shall be directed to:

Marc Brander

Director of Facilities

Timberlane Regional School District

Marc.Brande@timberlane.net

Questions shall be submitted in writing no later than Tuesday June 16, 2026 EOD.

2.3 SUBMISSION ADDRESS

One (1) original signed proposal and one (1) copy shall be submitted in a sealed envelope plainly marked:

“DAY TANK REPLACEMENT & DAY TANK VENTING”

Attention: Marc Brander
Director of Facilities
Timberlane Regional School District
30 Greenough Road
Plaistow, NH 03865

Faxed or electronically submitted proposals will not be accepted.

2.4 SUBMISSION DEADLINE

Proposals must be received no later than:

Date: Friday June 19, 2026

Time: 9:00am

Proposals received after the stated deadline will not be considered and will be returned unopened.

3. TERMS OF CONTRACT

3.1 The contractor shall provide all labor, materials, equipment, tools, permits, notifications, transportation, and disposal necessary to complete the work.

3.2 Payment shall be made within thirty (30) days after receipt of proper invoice and completion of approved work.

3.3 No portion of the contract may be assigned or subcontracted without prior written approval from the District.

3.4 All prices submitted shall remain firm for the duration of the contract.

3.5 The District reserves the right to terminate the contract for default, insolvency, or failure to comply with the contract requirements.

3.6 The contractor shall procure and maintain all required permits, licenses, and approvals at its own expense.

3.7 The contractor shall ensure all employees comply with applicable federal and state employment laws and safety requirements.

4. GENERAL CONDITIONS

4.1 The District reserves the right to reject any or all proposals, waive informalities, and accept the proposal determined to be in the best interest of the District.

4.2 The District may investigate the qualifications and ability of any proposer to perform the work.

4.3 All proposals must be typed and submitted in sealed envelopes clearly marked with the project title.

4.4 Proposals may not be withdrawn for thirty (30) days following the proposal opening date.

4.5 The District reserves the right to cancel or alter the project due to budgetary considerations or unforeseen circumstances.

4.6 The successful contractor shall provide Certificates of Insurance naming the Timberlane Regional School District as an additional insured prior to commencement of work.

4.7 The District shall not be responsible for costs incurred by proposers in preparing proposals.

4.8 No proposal shall be accepted from contractors who have been terminated for cause within the past five (5) years.

5. INSURANCE

The successful contractor shall maintain the following insurance coverage:

- General Liability: \$1,000,000 per occurrence
- Automobile Liability: \$1,000,000
- Workers Compensation: Statutory Limits
- Pollution Liability Coverage

Certificates of Insurance shall be filed with the District prior to commencement of work.

6. INDEMNITY

The contractor shall indemnify, defend and hold harmless the Timberlane Regional School District, School Board, Superintendent, employees and agents from any and all claims, damages, losses, liabilities, costs, and expenses arising out of or resulting from the performance of the work, including but not limited to personal injury, property damage, negligence, or violations of applicable laws or regulations.

7. FORCE MAJEURE

In the event the contractor's performance is delayed or interrupted due to acts of God, fire, war, civil disturbance, governmental actions, labor disputes, or other causes beyond the contractor's reasonable control, the District may excuse performance for the duration of such event. The contractor shall make reasonable efforts to resume work as quickly as possible.

8. SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

- Capability to perform required services – 20 points
- Experience and past performance on similar projects – 20 points
- Understanding of project scope and asbestos regulations – 20 points
- Proposed project schedule – 10 points
- Proposed fee for services – 30 points

Total Possible Points: 100

9. REQUEST FOR PROPOSAL SPECIFICATIONS

Proposals must include:

1. Firm Profile Statement
2. Proposal Form
3. Certification
4. Proof of Licensing
5. Supervisor and Worker Certifications
6. Insurance Certificates
7. Project References
8. Safety Program Information

FIRM PROFILE STATEMENT

Company Name:

Legal Business Name: _____

Business Information:

Year Established: _____

Business Type: _____

Number of Employees: _____

Description of Equipment and Fleet: _____

Contact Information:

Address: _____

Phone Number: _____

Email Address: _____

Website: _____

Litigation:

Have you or any principals of your company been involved in litigation, arbitration, mediation, or administrative proceedings within the past ten (10) years?

Yes _____ No _____

If yes, attach explanation.

1. REFERENCES

Provide five (5) references for similar asbestos abatement projects completed within the past five years.

Reference 1:

Project Description:

Date:

Company:

Contact Person:

Phone Number:

Email Address:

Reference 2:

Project Description:

Date:

Company:

Contact Person:

Phone Number:

Email Address:

Reference 3:

Project Description:

Date:

Company:

Contact Person:

Phone Number:

Email Address:

Reference 4:

Project Description:

Date:

Company:

Contact Person:

Phone Number:

Email Address:

Reference 5:

Project Description:

Date:

Company:

Contact Person:

Phone Number:

Email Address:

2. PROPOSAL FORM

Base Bid Price: \$ _____

Alternate Pricing (if applicable): \$ _____

Proposed Start Date: _____

Proposed Completion Date: _____

3. CERTIFICATION

The undersigned certifies under penalties of perjury that this proposal is bona fide, fair, and made without collusion or fraud with any other person or entity.

The undersigned further certifies there is no conflict of interest between the proposer and the Timberlane Regional School District.

ORGANIZATION SUBMITTING PROPOSAL:

AUTHORIZED SIGNATURE:

DATE: _____