

TOWN OF APPLETON

REQUEST FOR BIDS

2016

WINTER SAND BID

General Instructions

1. **BID FORM** – All bids must be submitted on the attached Bid Form. Upon acceptance by the Town of Appleton, the Official Bid Form, and other such documents stated below, shall serve as the Contract.
2. **BID DOCUMENTS** – Bid documents shall be enclosed in a sealed envelope, clearly marked “WINTER SAND BID” and returned to the Town Office.
3. **TIME FOR RECEIVING BIDS** – Please submit your bid to the Appleton Town Office **no later than 7 pm, 04/12/2016.**
4. **BID OPENING** – Bids will be publicly opened at the Appleton Town Office on **Tuesday 04/12/2016 at 7:01 pm.**
5. **AWARD OF CONTRACT** – The Contract will be awarded to a responsible bidder whose bid complies with all the conditions set forth in the Bid Documents. The Town of Appleton reserves the right to reject any and all bids and also reserves the right to consider quality, workmanship and dependability, independent of price. Signing of Contract is contingent upon voter approval of funds at Town Meeting 06/15/2016.
6. **INDEPENDENT CONTRACTOR** – Throughout the performance of this Contract, successful Bidder is acting in an independent capacity and not as an employee, officer or agent of the Town. Successful Bidder is solely responsible for complying with all State and Federal laws.
7. **QUESTIONS** – Any questions should be directed to the Road Commissioner.
8. **GENERAL ADMINISTRATION** – The Road Commissioner and/or Selectmen shall oversee and approve all services performed, including completion.
9. **PAYMENT** – Payment will be upon successful completion by submitting an invoice to the Town of Appleton.
10. **CONTRACT DOCUMENTS** – The following documents constitute the Contract Documents:
 - A. General Instructions
 - B. Specifications
 - C. Official Bid Form

TOWN OF APPLETON

2016

WINTER SAND BID SPECIFICATIONS

- ❖ The Town of Appleton is requesting sealed bids for up to 3000 cu. yards of sharp screened winter sand, approved by the Road Commissioner and delivered to the Town Sand Shed.
- ❖ The successful bidder must **GUARANTEE** the availability of up to an additional 1000 cu. yards of sand during the winter months *if needed*, and will submit delivered price as part of this bid.
- ❖ The successful bidder will be required to provide all equipment and labor to mix delivered sand with salt provided by the Town and stockpile in sand shed.
- ❖ Special attention **MUST** be paid when pushing sand up to avoid any sand being higher than the concrete portion of the outside walls. If the sand is found to be against the wooden portions of the outside walls the contractor will be responsible at his/her expense to remove it as necessary to be in compliance.
- ❖ Sand will **NOT** be delivered during a rain event or within 24 hrs. following a rain event.
- ❖ Successful bidder must notify the Road Commissioner at least 5 (five) days prior to start date to insure timely salt deliveries.
- ❖ Successful bidder must provide proof of insurance and workers compensation if applicable prior to start of work.

A minimum of \$1,000,000 of liability insurance is required naming the Town of Appleton as "Additional Insured".
- ❖ Work to be accomplished under the supervision of the Road Commissioner.
- ❖ Work to be completed no later than **September 16, 2016**.
- ❖ Bids must be submitted no later than **7:00 pm, Tuesday, 04/12/2016 on the attached Bid Form**.

TOWN OF APPLETON
OFFICIAL BID FORM

“WINTER SAND”
2016

In accordance with Request for Bids, having read and understand General Instructions, Specifications as well as scope of work submit a bid as follows:

I (we), of _____ of _____
(Name of individual or firm) (Address)

Bid the following amount:

\$ _____ per cu. yard for *up to 3000 cu. yards* delivered. (item#1)

\$ _____ per cu. yard for *up to 1000 cu. yards* delivered during the winter months
if needed. (item #2)

If my bid is accepted, I agree to comply with all conditions set forth in the Contract Documents

Signature: _____ Date: ____ / ____ / 2016

Name : _____ Telephone:# _____
please print clearly

The bid as presented above is _____ Accepted or _____ Rejected.

Signed: _____ Date: _____
_____ Date: _____
_____ Date: _____
Selectmen of Appleton, Maine