



**Town of Hanover**  
**Department of Public Works**  
40 Pond Street  
Hanover, Massachusetts 02339-1693  
Telephone 781-826-3189 Fax 781-826-8915

*Victor J. Diniak*  
*Director of Public Works*

*Kurt Kelley*  
*Deputy Superintendent*  
*Field Operations*

*Neal Merritt*  
*Deputy Superintendent*  
*Water Operations*

## **INVITATION TO BID**

The Town of Hanover through its Department of Public Works will receive sealed bids from responsible and responsive parties for materials, supplies, and services for the period July 1, 2020 through June 30, 2021 for the following items in the quantities as indicated on the proposal forms and bid specifications:

### Material/Supply Contracts:

- Item 1 Water Meters and Reading Equipment
- Item 2A Water Treatment Chemicals: Commercial Liquid Aluminum Sulfate
- Item 2B Water Treatment Chemicals: Liquid Ammonium Sulfate
- Item 2C Water Treatment Chemicals: Potassium Permanganate
- Item 2D Water Treatment Chemicals: Potassium Hydroxide
- Item 2E Water Treatment Chemicals: Sodium Hypochlorite Bleach 12%-15%
- Item 2F Water Treatment Chemicals: Hydrated Lime
- Item 3 Water Distribution Materials and Supplies
- Item 4A Bulk Highway Materials: Stone Dust/Stone Screenings
- Item 4B Bulk Highway Materials: Pea Stone/Crushed Stone
- Item 4C Bulk Highway Materials: Sand Borrow
- Item 4D Bulk Highway Materials: Loam Borrow
- Item 4E Bulk Highway Materials: Reclaimed Asphalt Borrow

### Service Contracts:

- Item 5 Hauling and Disposal of Construction and Demolition Debris and Bulky Furniture
- Item 6 Equipment Rental with and without Operator
- Item 7 Catch Basin Cleaning
- Item 8 Trash Barrel Service
- Item 9 Pavement Markings

Sealed bids properly marked as identified in the bid specifications shall be accepted at the office of the Hanover Department of Public Works, 40 Pond Street, Hanover MA 02339 on the approved bid forms until 2:00 pm local time on May 28, 2020 at which time they will be opened and read aloud. All bidders must complete and submit the attached Non-Collusion Statement, Bidder's Certification Regarding Payment of Prevailing Wages (where indicated in the bid specification), 5% Bid Bond (where indicated in the bid specification), Tax Compliance Certificate, and Bidder's Qualification Form. Prequalification from MassDOT for Item 9: Pavement Markings is required.

Specifications and proposal forms may viewed and/or downloaded from the Hanover DPW website, <https://www.hanover-ma.gov/public-works/pages/open-bids-and-bid-results>. Documents will be available after 12:00 PM on May 6, 2020. Hardcopies of bid packages can be made available at the Hanover Department Works with an advance request through 781-826-3189.

All materials will meet all applicable standards as identified in the respective bid specifications including those of the Massachusetts Department of Transportation (MassDOT) and American Water Works Association.

All bids must be submitted on the bid forms supplied. All bid forms must be either typewritten or written in ink. All signatures must be in ink.

The Town of Hanover reserves the right to reject any or all bids should it be deemed in the best interest of the Town to do so.

DEPUTY SUPERINTENDENT OF PUBLIC WORKS

Kurt P. Kelley

**Town of Hanover – Department of Public Works**  
**Specifications for Bid to Deliver/Furnish Bulk Highway Materials**

**I. Invitation to Bid**

1. The Town of Hanover acting through its Department of Public Works is accepting sealed bids from responsible and responsive parties for the delivery/furnishing bulk highway materials to be delivered to the DPW Garage at 229 Ames Way, Hanover or to other Town properties in accordance with the following specification during the period of July 1, 2020 through June 30, 2021.
2. Specifications and proposal forms for this bid be viewed and/or downloaded from the Town of Hanover DPW website at <https://www.hanover-ma.gov/public-works/pages/open-bids-and-bid-results>. Documents will be available after 12:00 PM on May 6, 2020. Hardcopies of bid packages can be made available at the Hanover Department Works with an advance request through 781-826-3189.
3. Sealed bids marked on the outside of the envelope “Bid for Bulk Highway Materials” shall be accepted at the office of the Hanover Department of Public Works, 40 Pond Street, Hanover MA 02339 on the approved bid forms until 2:00 local time on May 28, 2020 at which time they will be opened and read aloud. All bidders must complete and submit the attached Non-Collusion Statement, Tax Compliance Certificate, and the Bidder's Qualification Form. All bid forms must be either typewritten or written in ink. All signatures must be in ink.
4. The Town of Hanover reserves the right to reject any or all bids should it be deemed in the best interest of the Town to do so.

**II. Material Specifications**

1. **Item 4A: Stone Dust/Stone Screenings**
  - a. All materials to meet the current specification for stone dust as specified in section M2.05.0 of the Massachusetts Highway Department Standard Specifications for Highways and Bridges: Stone Screenings. Stone Screenings shall be that product from a stone crusher that completely passes a No. 4 sieve and not less than 40% passes a No 8. Sieve.
  - b. A signed Certificate of Compliance with regard to the Massachusetts Highway Department specifications must accompany the bid.
2. **Item 4B: Pea Stone/Crushed Stone**
  - a. All materials to meet the current specification for pea stone as specified in section M2.01.0, section M2.01.6, and section 468 of the Massachusetts Highway Department Standard Specifications for Highways and Bridges.
  - b. A signed Certificate of Compliance with regard to the Massachusetts Highway Department specifications must accompany the bid.
3. **Item 4C: Sand Borrow**
  - a. All materials to meet the current specification for sand borrow as specified in section M1.04.0 of the Massachusetts Highway Department Standard Specifications for Highways and Bridges.
  - b. A signed Certificate of Compliance with regard to the Massachusetts Highway Department specifications must accompany the bid.
4. **Item 4D: Loam Borrow**
  - c. All materials to meet the current specification for sand borrow as specified in section M1.05.0 of the Massachusetts Highway Department Standard Specifications for Highways and Bridges.
  - d. A signed Certificate of Compliance with regard to the Massachusetts Highway Department specifications must accompany the bid.
5. **Item 4E: Reclaimed Asphalt Borrow**
  - a. All materials shall conform to the current specification for reclaimed pavement borrow material for base course as

#### Specification for Item # KS-3: Stone Dust

specified in section M1.11.0 and section 404 of the Massachusetts Highway Department Standard Specifications for Highways and Bridges.

- b. A signed Certificate of Compliance with regard to the Massachusetts Highway Department specifications must accompany the bid.

### **III. Pricing Structure and Rule for Award**

1. Bidders shall quote a price per ton (U.S. Standard Tons – 2,000 lbs) delivered for the material. No separate payments will be made for delivery charges.
2. It is the intent of this solicitation to award a separate contract to a responsible & responsive bidder for each of the items identified on the Bid Sheet. The contracts will be awarded to the responsible and responsive bidder who offers the lowest price per ton for each material.

### **IV. Deliveries**

1. Delivery shall be to the DPW garage on at 229 Ames Way in Hanover, Massachusetts, or to other town properties, as ordered.
2. Load slips showing the quantity & type of material delivered shall be made available to DPW personnel upon delivery.
3. Deliveries shall be made within 3 calendar days of order placement.
4. The bidder shall be in compliance with all Federal and State regulations.

## V. Bid Form

The undersigned hereby proposes and agrees to furnish the Town of Hanover with bulk materials, as ordered, delivered to the Hanover DPW garage at 229 Ames Way, Hanover, MA or to other Town properties, as ordered, in accordance with the specifications listed above during the period of July 1, 2020, through June 30, 2021.

<b>ITEM 4A: Stone Dust/Stone Screenings</b>	<b>Bid Price/Ton:</b> _____
<b>ITEM 4B: Pea Stone/Crushed Stone</b>	<b>Bid Price/Ton:</b> _____
<b>ITEM 4C: Sand Borrow</b>	<b>Bid Price/Ton:</b> _____
<b>ITEM 4D: Loam Borrow</b>	<b>Bid Price/Ton:</b> _____
<b>ITEM 4E: Reclaimed Asphalt Borrow</b>	<b>Bid Price/Ton:</b> _____

_____ Company	By _____ Signature
_____ Address	_____ Print Name
_____ Address	_____ Title
_____ Date	_____ Telephone

All bidders must complete the attached Certificate of Non-Collusion, Tax Compliance Certificate and a Bidder's Qualification Form.

The Town of Hanover reserves the right to reject any or all bids should it be deemed in the best interest of the Town to do so.

Sealed bids shall be accepted at the office of the Hanover Department of Public Works, 40 Pond Street, Hanover MA 02339 on the approved bid forms until 2:00 local time on May 28, 2020 at which time they will be opened and read aloud. All bid forms must be either typewritten or written in ink. All signatures must be in ink.

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

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(Signature of Individual signing/submitting the bid)

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(Name of person signing bid)

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(Name of business)

TAX COMPLIANCE CERTIFICATE

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State tax returns and paid all State taxes required under law.

\_\_\_\_\_  
Social Security Number  
or Federal Identification  
Number

\_\_\_\_\_  
Signature of Individual or  
Corporation

\_\_\_\_\_  
Corporate Officer  
(If Applicable)

Date: \_\_\_\_\_

BIDDER'S QUALIFICATION FORM

1. Name of Bidder:
2. Permanent Main Office Address:
3. When Incorporated (If Applicable):
4. Where Incorporated (If Applicable):
5. How many years have you been engaged in the contracting business under your present firm name:
6. Contracts on Hand: (Type of project, client, gross amount, estimated completion date):
7. General character of work performed by your company:
8. Have you ever failed to complete any work awarded to you?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, where, when and why:
9. Have you ever defaulted on a contract?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, where, when and why:
10. List the more important projects, similar to the work of this contract, recently completed by your company, stating the name, address and telephone number of the owner, name and location of similar project, approximate cost for each, and time period of contract performance (month and year started/month and year completed).
11. List your major equipment available for this contract.
12. With what banks do you do business?



Specification for Item #4: Bulk Highway Materials

13. Do you grant the Awarding Authority permission to contact this (these) institution(s)?

Yes \_\_\_\_\_ No \_\_\_\_\_

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
By

\_\_\_\_\_  
Title

COMMONWEALTH OF MASSACHUSETTS

\_\_\_\_\_ being duly sworn, deposes and says that he is

\_\_\_\_\_ of \_\_\_\_\_ and that the  
Title Name of Organization

answers to the foregoing questions and all statements contained therein are true and correct.

Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary

My commission expires \_\_\_\_\_