



NEW HAMPSHIRE STATE

LIQUOR COMMISSION

PROPOSAL FOR PARKING LOT STRIPING 2009/2010

“STATEWIDE STRIPING – 2009/2010”

REQUEST FOR PROPOSAL

**REQUEST FOR PROPOSAL
FOR STATEWIDE STRIPING 2009/2010
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Request for Proposals

Title: STATEWIDE STRIPING – 2009/2010

Issue Date: MAY 15, 2009

Issuing Agency: New Hampshire State Liquor Commission

Mailing Address: P.O. Box 503
Concord NH 03302-0503

Physical Address: 50 Storrs Street
Concord, NH 03301

Period of Contract: From Governor and Executive Council Approval through June 30, 2010.

Written Proposal Deadline: Sealed proposals will be received until **9:00AM, on Monday, June 1, 2009**, at 50 Storrs Street, Concord, for furnishing the services described herein. **Proposals postmarked prior to, but received after deadline, will not be accepted.**

If sending through the mail, send to: NHSLC, P.O. Box 503, Concord, NH 03302-0503

If sending via another carrier, send to: NHSLC, 50 Storrs Street, Concord, NH 03301

Or hand-delivered, deliver to: The New Hampshire State Liquor Commission, 50 Storrs Street, Concord, NH 03301.

Proposal Opening: Monday, June 1, 2009 at 9:00am

Bids must be made on the enclosed bid form and must be typed or clearly printed in ink, and signed. Corrections must be initialed. Bids that are not complete or are unsigned will not be considered. Faxed Bids will **NOT** be accepted.

Bid information made public at the time of the opening, will be limited to the names of the companies bidding.

ALL PROPOSALS MUST BE LABELED: STATEWIDE STRIPING – 2009/2010
Attention: Charline Everson

All inquiries for information should be directed to: John Tower, telephone 603-271-1710

In compliance with this Request for Proposals, and to all the conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed proposal, or as mutually agreed upon by subsequent negotiation.

THIS BID IS NOT VALID UNLESS SIGNED BY A PERSON AUTHORIZED TO LEGALLY BIND THE COMPANY.

Name and Address of Company:

Date: _____

Contact: _____

Title: _____

Authorized Signature:

Phone: _____ Fax: _____

E-Mail: _____

PLEASE DIRECT ANY QUESTIONS REGARDING THIS PROPOSAL TO: John Tower, Maintenance Engineer, PHONE: 271-1710

PROPOSAL FOR: Parking lot striping statewide 2009/2010

Unless specifically deleted by the N.H. State Liquor Commission, the following General Terms and Conditions apply to this Proposal and any resulting Contract.

GENERAL CONDITIONS FOR BIDDING AND CONTRACTS FOR MATERIALS, EQUIPMENT AND SUPPLIES

NATURE OF PROPOSAL AND ELIGIBILITY TO BID.

The proposal is submitted in accordance with Chapter 21-1 and Chapter 8, and rules promulgated thereunder, and constitutes a firm and binding offer. The determination of whether a bid proposal may be withdrawn is solely at the discretion of the N.H. State Liquor Commission. However, in no event shall a proposal be withdrawn unless the request for withdrawal is filed within five days of the date of bid opening, and the bidder establishes that the bid contains a material mistake, and that the mistake occurred despite the exercise of reasonable care.

Proposals may be Issued only by the N.H. State Liquor Commission to authorized vendors and are not transferable.

SAMPLES AND DEMONSTRATIONS. When samples are required they must be submitted free of costs and will not be returned.

Items left for demonstrations purposes shall be delivered and installed free of charge and shall be removed by the vendor at no cost to the State. Said demonstrations units shall not be offered to the State as new equipment.

BIDS. Bids must be received at the N.H. Liquor Commission before the date and time specified for the opening. Bids must be made on the official bid proposal and must be typed or clearly printed in ink. Corrections must be initialed. Bids are to be made less Federal Excise Tax and no charge for handling. Bids that are not complete or unsigned will not be considered.

Bids will be made public at the time of the opening and may be reviewed, only after they have been properly recorded. Bid results will not be given by telephone and shall be given by mail only if requested in writing and accompanied by a self-addressed, stamped business-size envelope.

SPECIFICATIONS. Vendors must bid on items as specified. Any proposed changes must be detailed in writing and received at the N.H. Liquor Commission at least five (5) days prior to the bid opening. Vendors shall be notified in writing if any changes to bid specifications are made. Verbal agreements or instructions from any source are not authorized.

AWARD. The award will be made to the responsible bidder meeting specifications at the lowest cost unless other criteria are noted in the proposal. Unless other criteria are noted in the proposal, the award may be made by individual items. The State reserves the right to reject any or all bids or any part thereof.

If there is a discrepancy between the unit price and the extension, the unit price will prevail.

When identical low bids are received with respect to price, award will be made by drawn lot.

Discounts will not be considered in making award but may be offered on the invoice for earlier payment and will be applicable on the date of completion of delivery or receipt of invoice, whichever is later. On orders specifying split deliveries, discounts will apply on the basis of each delivery or receipt of invoice, whichever is later.

DELIVERY. If the vendor fails to furnish items and/or service in accordance with all requirements, including deliver, the State may re-purchase similar items from any other source without competitive bidding, and the original vendor may be liable to the State for any excess costs. If a vendor is unable to complete delivery by the date specified, he must contact the using agency. However, the agency is not required to accept a delay to the original delivery date. All deliveries are subject to inspection and receiving procedure rules as established by the State of New Hampshire. Deliveries are not considered

accepted until compliance with these rules has been established State personnel signatures on shipping documents shall signify only the receipt of shipment.

INVOICING. All invoices must be in triplicate showing Order number, Unit and Extension Prices and Discounts Allowed. A separate invoice shall be submitted for each order. Unless otherwise noted on the proposal or purchase order, payment will not be due until thirty (30) days after all services have been completed, or all items have been delivered, inspected and accepted or the invoice has been received at the agency business office, whichever is later.

PATENT INFRINGEMENT: Any bidder who has reason to believe that any other bidder will violate a patent should such bidder be awarded the contract shall set forth in writing, prior to the date and time of bid opening, the grounds for his belief and a detailed description of the patent.

ASSIGNMENT PROVISION. The bidder/vendor hereby agrees that it will assign all causes of action that it may acquire under the antitrust laws of New Hampshire and the United States as the result of conspiracies, combinations, or contracts in restraint of trade which affect the price of goods or services obtained by the State under this contract if so requested by the State of New Hampshire.

TOXIC SUBSTANCES. In compliance with RSA 277-A known as the Workers Right to Know Act, the vendor shall provide Material Safety Data Sheets with the delivery of any and all products covered by said law.

SPECIFICATION COMPLIANCE. The vendor may be required to supply proof of compliance with bid specifications. When requested, the vendor must immediately supply the N.H. State Liquor Commission with certified test results or certificates of compliance. When none are available, the State may require independent laboratory testing. All costs for such testing, certified test results or certificate of compliance shall be the responsibility of the vendor.

FORM OF CONTRACT. The terms and conditions set forth on the following pages are part of the proposal and will apply to any contract awarded the bidder unless specific exceptions are taken and accepted by the N.H. State Liquor Commission.

OFFER. The undersigned hereby offers to sell to the State of New Hampshire the commodities or services indicated in the following page(s) of this Proposal at the price(s) quoted in complete accordance with all conditions of this Proposal.

EXHIBIT A - PART ONE
GENERAL INFORMATION

1. NON-COMMITMENT OF THE STATE

- 1.1. The solicitation of bids by this RFP does not commit the State of New Hampshire Liquor Commission to award a contract or to pay costs incurred in the preparation of a bid proposal. All materials received in response to this RFP shall become the property of the State of New Hampshire and will not be returned to the Vendor. Regardless of the Vendor(s) selected, the State reserves the right to use any information presented in the proposal. The content of each Vendor's proposal is required by law to become public information once a contract has been awarded.
- 1.2. The State of New Hampshire assumes no responsibility or liability for costs incurred by the bidders in preparing or submitting their proposals or for samples included in their response to this RFP, or in making any requested oral presentation regarding this RFP. Any samples or any type of artwork submitted by the vendor will be returned upon request.
- 1.3. All proposals shall remain valid for a period of 180 days from the proposal due date.
- 1.4. The State of New Hampshire Liquor Commission reserves the right to accept, reject any or all proposals received in response to this RFP, or to cancel this RFP entirely if it is in the best interest of the State.
- 1.5. The State of New Hampshire Liquor Commission reserves the right to waive any informality in bid proposal content. However, failure to furnish all information requested may disqualify the bid.
- 1.6. The contents of the proposal of the successful bidder will become part of any contract awarded as a result of this procurement process.
- 1.7. Addenda to the Request for Proposal:
In the event it becomes necessary to revise any portion of the RFP, addenda will be posted on the Liquor Commissions website – http://www.nh.gov/liquor/public_notices.shtml
- 1.8. Proposal Disclosure:
RSA 21-I:13-a, II – (1988) provides, in part that no information shall be made available to the public concerning invitations or proposals for public bids from the time the proposal is made public until contract is actually awarded, in order to protect the integrity of the public bidding process. Accordingly, the NHSLC has determined that information contained in proposals submitted to this or any subsequent RFP issued by the NHSLC shall not be released to the public or to other persons identified in RSA21-1:13-a, II, until the NHSLC has awarded a contract. At that time all proposals will be disclosed to the public to the extent required by the statutes governing access to public records and meeting (the “Right to Know” law), RSA Ch. 91-A.
- 1.9. Proposal Disclosure Exemption
If an Offeror wishes to submit information it believes to fall within an exemption from the disclosure requirements of the Right to Know Law, RSA Ch. 91-A, the Vendor must clearly mark each page of its proposal containing such information. A designation by the Vendor of information it believes exempt does not have the effect of making such information exempt. The State will determine the information it believes is properly exempted from disclosure.

EXHIBIT A - PART ONE
GENERAL INFORMATION

2. TERMS AND DEFINITIONS

- 2.1. The NHSLC has issued, and is responsible for this RFP. The Liquor Commission will enter into the resulting Contract on behalf of the State.
- 2.2. “Bidder” or “Vendor” refers to any individual, corporation, partnership or agency that responds in writing to this RFP. “State” refers to the State of New Hampshire; “NHSLC” refers to the New Hampshire State Liquor Commission.
- 2.3. “Contractor” refers to the Bidder under this Request for Proposals (RFP) with which the New Hampshire State Liquor Commission negotiates a contract. The terms in this RFP referring to “Contractor”, represent contract terms that will be a part of the final Contract.
- 2.4. The “Contract” is the resulting contract entered into between NHSLC and the successful Offeror.

3. CONTRACTING OFFICER

The Contracting Officer, acting on the Liquor Commission’s behalf, is the sole point of contact in all matters relating to this RFP. All communications concerning this RFP must be addressed **in writing** via email, mail or facsimile to the Contracting Officer:

John Tower, Maintenance Engineer
New Hampshire State Liquor Commission
50 Storrs Street.
Concord, NH 03301
Tel: (603) 271-1710
FAX: (603) 271-3897
Email: jtower@liquor.state.nh.us

4. RESTRICTIONS ON COMMUNICATIONS

Other than the contracting officer listed above, bidders shall make **no unsolicited contact with any New Hampshire Liquor Commission personnel including Commissioners**, or agency designee regarding this RFP. Prior to the award of a contract, bidders shall not represent themselves to liquor commission staff or liquor commission retailers as having the endorsement of the liquor commission. Bidders who are currently doing business with New Hampshire Liquor Commission may continue to do so. However, any communication regarding this RFP is prohibited.

EXHIBIT A - PART TWO
REQUIREMENTS

1. SCOPE OF SERVICES:

The State of New Hampshire Liquor Commission proposes to enter into an agreement with a contractor to provide parking lot striping services at various Liquor Commission locations throughout the southern part of the State. The Contractor shall provide the following:

- Repaint the existing spaces at all locations listed in Exhibit A – Part Four.
- The paint used shall conform to NHDOT specifications as described in section 708 (copy enclosed) of the standard specifications for road and bridge construction.
- All line markings shall be reproduced in kind unless otherwise noted in this contract or as directed by a Liquor Commission representative. All work shall be in accordance with standards set by the NHDOT specifications.
- The paint shall be applied with airless or air assisted spray equipment at the rate consistent with the specification standard and the lines shall be applied under dry conditions with humidity levels of 80% or less.
- The contractor shall ensure that newly applied pavement markings are protected from traffic until paint has cured and that method of protecting will not constitute a hazard to the traveling public. Any damage to any markings as a result of tracking shall be repaired by the contractor at his expense.

THIS CONTRACT CONSISTS OF FURNISHING ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE PARKING LOT STRIPING AT LOCATIONS LISTED AND DESCRIBED HEREIN.

- 1.1. Normal Working Hours: Normal hours are considered to be 8:00 AM to 5:00 PM, Monday through Friday. Store hours are listed in Exhibit A – Part Four.
- 1.2. **Upon arrival at the site the Contractor shall sign in with the manager of the store or person in charge and after each scheduled, before leaving the job site present a written summary of the work performed and obtain the State's signature thereon. (time of day must be written in and manager must initial at time of arrival and again at time of departure)**
- 1.3. Experience Requirements: **It is mandatory that the Bidder as a company, corporation, or other entity must have a minimum of three (3) years successful experience in parking lot striping. This experience must be completed prior to the date established for the receipt of the proposal.** Any bidder unable to or failing to comply with this provision will not be considered for this contract.
- 1.4. The State reserves the right to hire equipment other than the Contractor if the Contractor's equipment does not report ready for service within one (1) hour of the time ordered. When such equipment, other than the Contractor's is employed, any expense incurred above the contract price shall be borne by the Contractor and such additional expense shall be deducted from any money due the Contractor.
- 1.5. Caution to Bidders: The services called for by this solicitation are critical to the needs of the New Hampshire State Liquor Commission. All contractual requirements will be strictly enforced. Any Contractor receiving an award hereunder will be held fully responsible for proper performance of contract requirements. The Liquor Commission expects a high standard of cleanliness and professionalism in performance of this contract. It is expected that an initial extra effort on the part of the Contractor will be provided to create and maintain a condition of excellence meeting the requirements of the Liquor Commission and their representative who shall be the sole judge of the level of excellence expected.

EXHIBIT A - PART TWO

REQUIREMENTS

- 1.6. All work must be performed in such a manner as not to inconvenience building occupants. The Contractor shall conduct his work so as to interfere as little as possible with State business, determine the State's normal working conditions and activities in progress and shall conduct the work in the least disruptive manner.
- 1.7. The Contractor shall secure and pay for all permits, inspections and licenses necessary for the execution of his work.
- 1.8. The Contractor shall do all the work and furnish all the materials, tools, equipment and safety devices necessary to perform in the manner within the time specified. The Contractor shall complete the entire work to the satisfaction of the State and in accordance with the specifications herein mentioned, at the price herein agreed upon. All the work, labor, and equipment to be done and furnished under this contract, shall be done and finished strictly pursuant to, and in conformity with the specifications described herein and any directions of the State representatives as given from time to time during the progress of the work, under the terms of this contract.
- 1.9. The Contractor shall at his own expense, wherever necessary or required, furnish safety devices and take such other precautions as may be necessary to protect life and property.
- 1.10. The Contractor shall bear all losses resulting to him or to the Owner on account of the amount or character of the work, or because of the nature of the area in or on which the work being done is different from what was estimated or expected, or account of the weather, elements or other causes.
- 1.11. Unsatisfactory response to any or all of the listed services or requirements will be a basis for immediate termination of the contract.
- 1.12. The Liquor Commission reserves the right to terminate this contract at any given time with a 30 day written notice.

2. INSURANCE:

- 2.1. The bidders shall furnish to the Contracting Officer, prior to the start of any work, insurance certificates for comprehensive general liability, automobile liability and worker's compensation in accordance with the following:
 - a. Comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per incident; and
 - b. Fire and extended coverage insurance covering all property which has been received from the State or purchased with funds provided for that purpose under this agreement.
 - c. The policies shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modifications of the policy earlier than 10 days after written notice thereof has been received by the State.

3. BIDS

- 3.1. If sub contractors are to be utilized, please include information regarding the proposed subcontractors including the name of the company, their address and three references with contact personnel for each sub-contractor.

EXHIBIT A - PART TWO

REQUIREMENTS

- 3.2. Bidders shall take careful note that only material contained in their proposal shall be criteria for contract award consideration. Bids should encompass all criteria set forth in this RFP.
- 3.3. The time and effort expended in bid preparation is entirely the responsibility of the bidder.
- 3.4. Before submitting a bid, each vendor is encouraged to visit the sites and become familiar with the equipment and pertinent local conditions, such as location, accessibility and general character of the buildings. The act of submitting a bid is to be considered full acknowledgement that the vendor has inspected the sites and is familiar with the conditions and requirements of these specifications. Arrangements to look at these locations must be made prior to bidding by contacting John Tower at telephone number 271-1710.
- 3.5. All Bidder correspondence and submittal shall be sent to :

State of New Hampshire
Liquor Commission
P. O. Box 503
Concord, NH 03302-503
Attn: Charline Everson

Questions can also be sent via e-mail to ceverson@liquor.state.nh.us.

4. TERM:

The term of the contract shall be effective upon Governor and Executive Council Approval through June 30, 2010.

EXHIBIT A - PART THREE
EVALUATION AND AWARD CRITERIA

1. EVALUATION:

- 1.1. The Liquor Commission will evaluate the bid proposals received in response to the RFP. The bid proposals must include specific responses for each item.
- 1.2. The Liquor Commission will select the bid proposal(s) most advantageous to the State for award; the resulting contract to be executed by the Commission subject to approval by the Attorney General's Office and Governor and Executive Council, as required.
- 1.3. Failure of the bidder to provide any information requested by the RFP may result in disqualification of the bid.
- 1.4. The criteria to be used in the evaluation of the bid proposals is as follows:
 - a. The ability of the bidder to meet the minimum specified requirements contained in Exhibit A .
 - b. The overall costs of the proposal satisfying the requirements contained in Exhibit A.
- 1.5. Bids will only be considered from Contractors that have a minimum of three years of successful experience providing parking lot striping services. The Contractor shall be required to demonstrate that they have successfully completed these type services for clients of the same size and magnitude for a minimum of three years. Failure to demonstrate this experience will be grounds for bid rejection.
- 1.6. The Commission will make the decision for selection of a Bidder. Proposals will be evaluated for purpose of award by the New Hampshire Liquor Commission. The selected Bidder will be notified in writing.
- 1.7. NHSLC may cancel this RFP, or reject proposals at any time prior to an award.
- 1.8. Bid award for the services requested under these specifications will be based upon capacity to perform, capacity of the state to monitor and enforce performance, availability of resources to perform services, and price.
- 1.9. The State reserves the right to reject any or all bids or any part thereof as deemed to be in the best interest of the state.
- 1.10. Any agreement that may result from this proposal shall not be binding on either party until it has been approved by the New Hampshire Attorney General Office and Governor and Executive Council.

2. AWARD:

The bid shall be awarded to the lowest qualified bidder meeting all the specifications listed within. The gross bid must be the exact additive total of the bid for all requirements. The State reserves the right to remove one or more locations from the project at the price quoted in the bid with the remaining locations serviced at the individually quoted unit prices.

EXHIBIT A - PART FOUR
LOCATIONS AND SPECIFICATIONS

All areas listed as “spaces are standard 20’ x 10’ areas. Handicap spaces must meet ADA requirements and be repainted in kind to their existing size and colors. Truck, trailer & bus spaces are 40’ x 10’ and only differ in wording painted in spaces. Areas with special considerations are listed first.

STORE LOCATION

SPECIFICATIONS

Headquarters- 50 Storrs Street Concord, NH 03301 John Tower – 271-1710	3 – Parking Lots- (including side, main and Store #1) 75 – Regular Spaces 3 – Handicap Spaces 2 – Angled Between Spaces 2- Large Odd Shaped @ Store #1 Front
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STORE HOURS

Headquarter - Monday thru Friday 8:00 to 5:00
Store - Mon thru Wed & Sat 9:00 to 6:30
Thurs, Fri 9:00 to 8:00
Sun 11:00 to 5:30

#15- 6 Ashbrook Court Keene, NH 03431 Christine Keefe – 352-1568	3 – Handicap Spaces 52 – Regular Spaces 3 – Angled Spaces
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STORE HOURS

Mon thru Thurs 9:00 to 8:00
Fri & Sat 9:00 to 9:00
Sun 9:00 to 6:00

#34 – 417 South Broadway Salem, NH 03079 Jim Haggis - 898-5243	6 – Handicapped Spaces 1 – 49’ cement island painted yellow 1 – Painted island; white 23’ in length with 2 exit arrows and a dividing line 8 – Yellow curbs 3 – Lateral parking spaces 1 – Large crosshatched area in front of main entry 120 – Standard spaces Most southern parking spaces shall only be 100’ from starting line which starts 37’ from eastern edge of pavement. This 100’ also ends at 78’ from Concrete Island on western edge of parking lot. This is to allow for safe egress from abutters parking lot.
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STORE HOURS

Mon thru Sat 9:00 to 9:00
Sun 9:00 to 6:00

EXHIBIT A - PART FOUR
LOCATIONS AND SPECIFICATIONS

#38 – Portsmouth Circle,
500 Woodbury Ave
Portsmouth, NH 03801
Richard O'Brien - 436-4806

2 – Cross walks
6 – Handicapped spaces
Edge of walkway yellow at handicapped spaces
189 – Standard spaces
5 – Yellow light poles in parking lot

STORE HOURS

Mon thru Wed & Sat 8:00 to 9:00
Thurs thru Sat 8:00 to 10:00

#62 – Raymond Shopping Center
Route 27, RFD 2
Raymond, NH 03077
Michelle Markiewicz – 895-2286

4 – Lateral Spaces
2 – Handicapped Spaces
14 – Standard Spaces

STORE HOURS

Mon thru Thurs 10:30 to 5:30
Fri 9:00 to 6:30
Sat 9:00 to 5:30
Sun Closed

#66 – I-93 North
Route 3A, PO Box 16296
Hooksett, NH 03106
Mike Derderian- 485-5663

17 – Truck Spaces
4 – Handicapped Spaces
2 – No Parking Spaces
126 – Standard Parking Spaces, parking lot on both sides of building.

STORE HOURS

Mon thru Thurs & Sat 8:00 to 9:00
Fri 8:00 to 10:00
Sun 8:00 to 8:00

STORE LOCATION

SPECIFICATIONS

#67– I-93 South
25 Springer Road
Hooksett, NH 03106
Dan Mercier – 485-5816

17 – Truck Spaces
4 – Handicapped Spaces
2 – No Parking Spaces
126 – Standard Parking Spaces, parking lot on both sides of building

STORE HOURS

Mon thru Sun 9:00 to 9:00

EXHIBIT A - PART FOUR
LOCATIONS AND SPECIFICATIONS

#69 – 27 Coliseum Avenue
Nashua, NH 03063
Craig Boudreau – 882-4670

1 – Double yellow line
3 – Handicapped
White crosshatch in front of main entry
29 – Standard Spaces

STORE HOURS

Mon thru Sat 9:00 to 9:00
Sun 10:00 to 6:00

#73 – I-95 South
PO Box 1993
Hampton, NH 03843
Michael O'Connor – 926-3272

7 – Directional arrows, exit to be in yellow
9 – Trailer Spaces
6 – Bus Spaces
8 – Handicapped Spots
1 – Large crosshatched area in front of main entrance
2 – No Parking Spaces in 6 inch letters
134 – Standard Spaces
New yellow crosshatch area between handicapped parking area and first row of regular spaces to prevent parking in “FIRE LANE” REQUEST REVIEWING SITE BEFORE BIDDING.

STORE HOURS

Mon thru Sun 8:00 to 9:00

EXHIBIT B – PART ONE

BIDDER'S RESPONSE

1. **BIDDER'S REPRESENTATIVES:** The Bidder shall be required to supply the Contracting Officer with the name and telephone number of the Bidder's representative who will be on call incase of emergency twenty-four (24) hours a day.

Name, address, and telephone number of Bidder's agent who is on twenty-four-(24) hour call.

Name: _____

Address: _____

Telephone #: _____

2. **REFERENCES:** Please list three references and contact persons that your firm has performed similar work for.

1. _____

2. _____

3. _____

EXHIBIT B – PART TWO
BUDGET AND METHOD OF PAYMENT

1. BUDGET OUTLINE OF SERVICES:

A. Billable Charges Breakdown:

Headquarters (HQ):

Labor: \$ _____

Materials: \$ _____

Total Price: \$ _____

Keene (15):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

Salem (34):

Labor: \$ _____

Materials: \$ _____

Total Price: \$ _____

Portsmouth (38):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

Raymond (62):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

Hooksett (66):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

EXHIBIT B – PART TWO
BUDGET AND METHOD OF PAYMENT

Hooksett (67):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

Nashua (69):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

Hampton (73):

Labor: \$ _____

Materials: \$ _____

Total Price \$ _____

TOTAL CONTRACT: = \$ _____*

***Billing Not to Exceed Total Bid**

2. INVOICING:

1. All invoices must include detail of work performed, dates and location of service and prices. Please include one original invoice and one copy. Payment will not be due until thirty (30) days after the invoice has been received at the New Hampshire State Liquor Commission business office.
2. All invoices must be submitted within 30 days of the fiscal year-end, (June 30th) of each year for work completed within the current fiscal year. It is the contractor's further responsibility to ensure that they have been paid within 60 days from the time of submittal. If invoices haven't been submitted within the above mentioned time frame, approval will be required from The Governor and Executive Council prior to any processing of payments, which will delay the payment process.
3. Payment may be withheld if work is not performed as described under SCOPE OF SERVICES, and the immediate termination of this contract could occur.
4. A check will be issued through the State Treasurer and forwarded to the Vendor within fourteen (14) days after processing begins at the agency level. Payments will be for only what has been agreed to in the contract. The State of New Hampshire Liquor Commission does not pay late charges or interest.

EXHIBIT C
SPECIAL PROVISIONS

There are no special Provisions

ATTACHMENTS TO BE INCLUDED WITH BID RESPONSE

NOTE: These forms will be REQUIRED during contract signing. We ask that you provide them during the bid submission if possible, or be prepared to furnish them during contract signing.

1. Certificate of Insurance: This certificate is obtained from the Bidder's Insurance Company.
One Original and two copies should be returned with Bidder's Response Sheet. The amount of insurance should reflect the requested levels of the RFP.
2. Certificate of Authorization/Good Standing: This document may be obtained through the Secretary of State's Office located in the State House, 107 North Main Street, Concord, NH 03301, 603-271-3242. One Original and two copies should be returned with the Bidder's Response Sheet.
3. Certificate of Authority/Existence: This is merely a notarized form on your company's letterhead stating the individual signing the contract is authorized to enter into contracts on behalf of the company. Make sure this form is notarized and that the person that signs this form is not the same person that signs the contract. Standard forms available upon request. One Original and two copies should be returned with the Bidder's Response Sheet.

3.5 Mortars shall be used and placed in final position within two and one-half hours after mixing.

3.6 Mortar for bridge curbs shall meet the requirements of 609.2.5 and shall be used as specified under 609.3.1.7.

SECTION 708 -- PAINTS

708.01 Description. These specifications are intended to specify paints that will meet service requirements for highway construction.

Paint shall be homogeneous, free of contaminant, and of a consistency suitable for use in the capacity for which it is specified. Finished paint shall be well grounded, and the pigment shall be properly dispersed in the vehicle according to the requirements of the paint. The dispersion shall be of such nature that the pigment does not settle, does not cake or thicken in the container, and does not become granular or curdled. The paint shall be easily broken up with a paddle to form a smooth uniform product of the proper consistency and shall possess satisfactory properties in all respects which affect its application and curing.

The color shall match the established standard. The hiding power shall be sufficient to obtain complete hiding of the preceding coat with a single application when applied at normal spreading rates. The primer and intermediate coats shall dry with a dull gloss, and the finish coat shall dry with a semi gloss, unless otherwise specified.

In the following paint specifications, unless otherwise stated, all references to percentages refer to percentages by weight.

The final color of the paint specified for the work shall conform to FED-STD-595B and the specific color number specified below. The Department may approve a manufacturer's standard color provided it is very similar to that specified and color chips are submitted for approval before the paint is shipped.

Federal Standard Colors	
Color	Federal Color Number
Green	24272
Dark Brown	20045
Aluminum	17178
White	17925
Black	27038

708.02 Packaging. All paint furnished must be shipped in original, sealed, strong, new containers having a capacity of not more than 18.9 L (5 gal) each. The containers shall be equipped with a lever-type ring seal or a lug-type cover and wire bails. Each container shall be so filled that the net weight of the material in the can is the product of the weight per liter (gallon) determined at 24 to 27 °C (75°F-80°F) and the specified liter (gallon) capacity of the can.

All containers of paint shall be clearly labeled with the following information:

New Hampshire Paint Number, Name, and Color
 Name of Product
 Lot and Batch Number
 Date of Manufacture
 Volume and Weight of Contents
 Volatile Organic Compounds (VOC) Contents
 Instructions for opening, mixing, thinning and applying the paint
 Names and Address of Manufacturer

708.03 Approval, Sampling and Testing. The Contractor shall submit the complete paint system in writing to the Department for approval prior to use on the project. The Engineer shall be furnished with a Certificate of Compliance and Material Data Sheet for all paint used for shop coats prior to or upon delivery of painted structural steel to the project. (See 106.04.)

The paint will be sampled by lot for testing by the Department to insure compliance with material specifications prior to use. The material may be sampled either at the point of manufacture or application. Samples of paint furnished for field use shall be submitted at least ten working days before application, in order to allow the Engineer time for testing and accepting the paint. The Engineer may permit application of the paint in a shorter time upon approval of the manufacturer's Certificate of Compliance by the Bureau of Materials & Research.

Unless otherwise provided, the materials entering into the composition of the paint shall conform to the requirements of the applicable ASTM and AASHTO standards and FSS covering such materials. Testing shall be in accordance with the latest test methods of the ASTM and AASHTO standards and FED-STD-141C NOT 2. However, the Department reserves the right to make use of any information or methods of testing to determine the quality of paint and paint materials.

708.04 Raw Material Requirements. Unless otherwise stated, raw materials shall conform to the latest revision of the applicable AASHTO, ASTM and SSPC standards and specifications and specifically the following:

Raw Linseed Oil	ASTM D 234
Boiled Linseed Oil	ASTM D 260
Turpentine	ASTM D 13
Volatile Mineral Spirits	ASTM D 235
Varnish, Aluminum Paint	FSS TT-V-81G
Alkyd Resin Solution, Type I	FSS TT-R-266D
Alkyd Resin Solution, Type III	FSS TT-R-266D

708.05 Identification. To provide a means of identification, the applicable number and name taken from the following list, unless otherwise specified, shall be printed on the label.

Traffic Paints

NH 4.11	White Bead Binder*
NH 4.12	Yellow Bead Binder*
NH 4.13	Glass Spheres for Traffic Paint

* Specifications will be furnished if required.

NH 4.11 Ready-Mixed White Traffic Paint
NH 4.12 Ready-Mixed Yellow Traffic Paint

1.1 General. This specification covers ready-mixed 100% acrylic type, low VOC, fast drying, white or yellow waterborne traffic paint that can be used as a base for reflective spheres, or for use as a plain non-reflective paint. The paint shall be suitable for either bituminous or concrete surfaces.

1.2 The paint shall be formulated and processed specifically for service as a binder for reflective spheres, in such a manner as to produce maximum adhesion, refraction, and reflection and a highly weather resistant traffic line. Any capillary action of the paint shall not be such as to cause complete coverage of the spheres.

1.3 The paint shall dry on a road surface to a strongly adherent film that will not turn dark in sunlight or show appreciable discoloration with age. It shall be easily and uniformly applied with mechanical line-marking equipment and shall meet the opacity (contrast ratio) properties specified herein.

2.1 Paint. Paint shall be 100% acrylic, with or without methanol, rated non-combustible with the composition complying with the following:

White Traffic Paint

Property	Test Method	Requirements
Binder	ASTM D 2621 Infrared Analysis	100 % Acrylic
Polymer Emulsion within Binder	NH DOT C1	Rohm and Haas FT3427 or approved equivalent.
Titanium Dioxide, Rutile Type II	ASTM D 1394	120 g/l (1 lb./gal.) Min.
Pigment, by weight	ASTM D 3723	58% Min. to 62% Max.
Total non-volatile	ASTM D 2697	76% Min. by weight 62% Min. by volume
Total non-volatile in vehicle	ASTM D 2697	42% Min. by weight
Lead	ASTM D 3335	0.06% Max.
VOC	ASTM D 3960	150 g/l (1.25 lb./gal.) Max.
Theoretical Weight	ASTM D 1475	1678 ± 36 g/l (14.0 ± 0.3 lb./gal.)
pH		9.6 Min.
Flash Point (Close Cup)		> 60 °C (140 °F)
Color White	Without spheres a minimum of 24 hours after application	Fed-Std-595B No. 37886

Yellow Traffic Paint

Property	Test Method	Requirements
Binder	ASTM D 2621 Infrared Analysis	100 % Acrylic
Polymer Emulsion within Binder	NH DOT C1	Rohm and Haas FT3427 or approved equivalent. Pigment - Yellow #65 or #75
Titanium Dioxide, Rutile Type II	ASTM D 1394	24 g/l (0.2 lb./gal.) Min.
Pigment, by weight	ASTM D 3723	58% Min. to 62% Max.
Total non-volatile	ASTM D 2697	76% Min. by weight 62% Min. by volume
Total non-volatile in vehicle	ASTM D 2697	42% Min. by weight
Lead	ASTM D 3335	0.06% Max.
VOC	ASTM D 3960	150 g/l (1.25 lb./gal.) Max.
Theoretical Weight	ASTM D 1475	1618 + 36 g/l (13.5 + 0.3 lb./gal.)
pH		9.6 Min.
Flash Point (Close Cup)		> 60 °C (140 °F)
Color Yellow	Without spheres a minimum of 24 hours after application	Fed-Std-595B No. 33538

2.2 In addition, all traffic paint shall comply with the following requirements:

Property	Test Method	Requirements
Viscosity (Krebs Units)	ASTM D 562	78 Min. to 95 Max. @ 25 °C (77 °F)
Fineness of Grind (North Standard)	ASTM D 1210	2 Min.
Drying Time	ASTM D 711 with wet film thickness of 15 mils	10 minutes Max. @ 25 °C (77 °F)
Flexibility	FSS TT-P-1952D, Section 4.5.5, using 1/2" mandrel bend	No Cracking or Flaking
Dry Opacity (contrast ratio)	ASTM D 2244	0.96 Min.
Daylight Reflectance	Federal Test Method No. 141c	85% Min. for White Paint 50% Min. for Yellow Paint
Bleeding (ratio)	FSS TT-P-1952D	0.97 Min.
Scrub Resistance	ASTM D 2486	Pass 300 cycles
Freeze-Thaw Stability	FSS TT-P-1952D	≤ 10% change
Heat Stability (Krebs Units)	FSS TT-P-1952D	≤ 10% change

Condition in Container: The paint shall show no livering, skinning, mold growth, putrefication, corrosion of the container, or hard settling of the pigment in the container. Any settling shall be readily dispersed when stirred by hand with no persistent foaming.

No Track Time: Paint shall dry to a no tracking condition in no more than 3 minutes, the no tracking condition shall be determined by actual application on the pavement at a wet film thickness of 508 microns (20 mils) with white or yellow paint covered with glass beads at a rate of 960 grams per liter (8 pounds per gallon). The paint lines for this test shall be applied with the striping equipment operated so as to have the paint at temperatures between 20 - 35 °C (70 - 100 °F) at the spray orifice. This maximum tracking time shall not be exceeded when the pavement temperature varies from 10 °C (50 °F) to 50 °C (120 °F), and under humidity conditions of 80% or less providing that the pavement is dry. The no tracking time shall be determined by passing over the paint line 3 minutes after paint application, in a simulated passing maneuver at a constant speed of 48 to 64 kilometers per hour (30 to 40 miles per hour) with a passenger car. A line showing no visual deposition of the paint to the pavement surface when viewed from a distance of approximately 15.3 meters (50 feet) from the point where the test vehicle has crossed the line shall be considered as showing no tracking and conforming to the requirement for field drying conditions. This field dry time test shall be used for production samples only.

Dry Through (Early Washout): A sample of 15 mil wet film thickness paint placed immediately in a humidity chamber maintained at $22.5\text{ °C} \pm 0.5\text{ °C}$ ($72.5\text{ °F} \pm 2.5\text{ °F}$) and $90\% \pm 3\%$ relative humidity shall have a "dry-through" time less than or equal to the specifier's laboratory reference paint film tested in accordance with ASTM D 1640, except that the pressure exerted will be the minimum needed to maintain contact between the thumb and film.

2.3 Material Safety Data Sheets (OSHA Form 20 or equivalent) pertinent to all materials in this product shall be within the striping vehicle.

NH 4.13 Glass Spheres for Traffic Paints

1. General. The glass spheres shall be clean, moisture-resistant, water white, transparent, and free from milkiness, pits, and excessive air bubbles, and they shall meet the requirements of AASHTO M 247.

SECTION 711 -- PREFORMED RETROREFLECTIVE PAVEMENT MARKING TAPE

Description

1.1 Description. Preformed retroreflective pavement marking tape shall be either removable or non-removable as specified. Removable tape shall be capable of being removed intact or in large strips. Non-removable tape shall be designed to remain in place.

1.2 General. Tape shall consist of glass spheres of a high optical quality imbedded into a binder on a suitable backing that is pre-coated with a pressure-sensitive adhesive. The spheres shall be of uniform gradation and shall be distributed evenly over the surface of the tape. The color of the tape shall conform to FHWA color standards for pavement markings and shall be readily visible when viewed under automotive headlights at night.