

# TOWN OF BARRINGTON REQUEST FOR PROPOSAL

## 2024 EXCAVATOR RENTAL

The Town of Barrington, New Hampshire is accepting Bid Proposals for their annual excavator rental.

**PROJECT LOCATIONS:** Town of Barrington.

**PROJECT DESCRIPTION & REQUIREMENTS:** The vendor selected for this project will be responsible for renting one excavator to the Town of Barrington Highway Department. The Highway Department will take delivery of, and/or reserves the right to pick up the excavator during the week of April 15, 2024, weather permitting. The Town will rent the excavator for up to 6-months from the date that the excavator arrives at the Highway Garage.

**EXCAVATOR & PROPOSAL SUBMISSION REQUIREMENTS:** The following information is provided for each vendor to use when preparing his/her proposal, and shall be followed in order to be considered for the rental:

### **EXCAVATOR**

1. The excavator(s) being offered for rent by the vendor shall have the following minimum working components:
  - A digging bucket (quick disconnect preferred),
  - A grading bucket (quick disconnect preferred),
  - A hydraulic thumb,
  - Rubber tracks preferred,
  - Closed cab (meeting all safety requirements)
  - Zero tail swing,
  - front blade (preferred),
  - Standard boom configuration, no offset joint,
  - Air conditioning.
  - All other necessary components for the smooth and safe operation of the excavator.

Excavator weight should be between 18,000 pounds to 20,000 pounds. The vendor may provide more than one excavator for the town to choose to rent in his/her proposal. The make, model and size of the excavator must be included with each machine being offered for rent by the vendor.

### **RENTAL PERIOD & ESTIMATED COST**

2. The Town may elect to rent the excavator on a monthly basis, beyond the 6-month rental. The vendor shall include the following information with his/her proposal:

- A. Total cost per month for each machine being offer by the vendor?
- B. Total cost for 6-month rental for each machine being offered by the vendor?
- C. The Barrington Highway Department can transport the machine to/from Highway Department

3. The contractor shall provide the name of his/her company, the company's mailing address, the name of the individual that will be responsible for the rental of the excavator(s), the telephone and cell phone number of the individual that will be responsible for the rental of the excavator(s), and e-mail addresses for the person(s) that will be responsible for the rental of the excavator(s).

### **ADDITIONAL INFORMATION:**

- 1. No pre-bid meeting will be conducted for the excavator rental.
- 2. The Town will carry insurance coverage on the machine throughout the duration of the rental agreement.
- 3. The contractor shall sign and date his/her proposal. By doing so, he/she acknowledges that they have the equipment for the term of the rental agreement.
- 4. Proposals must be mailed or hand delivered to the Town Offices, Attn: Highway Department, P.O. Box 660 Barrington, NH 03825 or physical address is 4 Signature Drive Barrington, NH 03825. All proposals must be sealed in an envelope clearly marked "**Sealed Bid,2024 Excavator Rental**", and they must be received by 12:00 p.m. Monday April 1,2024.

5. A public bid opening will be conducted at 12:15 PM on April 1,2024, at the Town Offices. At that time, all proposals will be opened and read aloud to anyone who wishes to attend the bid opening. Bid will be awarded at the Select Board meeting on Monday April 8,2024.

6. The Town will review all bid proposals following the public bid opening. The Town reserves the right to select the proposal that is determined to be in its best interest.

7. Any proposal that is not submitted in accordance with the requirements of this Request for Proposal may be disqualified by the Town.

8. The Town reserves the right to accept or reject any or all proposals, either in whole or in part; to waive any defects, informalities, and/or minor irregularities in proposal responses.

9. Any questions should be directed to Marc Moreau, Road agent, in writing at: [mmoreau@barrington.nh.gov](mailto:mmoreau@barrington.nh.gov). Questions must be received on or before March 25,2024. Response to questions will be provided in writing to all bidders via e-mail on or before March 29, 2024.

