



Request for Proposal
Water Storage Tank Inspections
#B2025-WTR-12

Town of Seabrook, New Hampshire
Water Department



Request for Proposal # B2025-WTR-12

You are cordially invited to submit a Proposal for the Inspection of Two (2) Potable Water Storage Tanks in accordance with the attached specifications, terms, and conditions. Prospective respondents are advised to read this information carefully before submitting a proposal.

Three (3) copies of the Bid must be submitted in a sealed envelope plainly marked:

***RFP# B2025-WTR-12
Water Tank Inspections
Town of Seabrook
C/o Shaylia Wood
Chief Procurement Officer
99 Lafayette Road
Seabrook, NH 03874***

All proposals/bids must be received by August 28th, 2025, at 2:00 pm EST and will be opened publicly at such time.



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PURPOSE OF PROPOSAL

The Town of Seabrook, NH, is soliciting bid proposals to provide services to fully inspect Two (2) Potable Water Storage Tanks and provide reports.

BACKGROUND

The Route 286 Elevated Tank can hold 1,000,000 gallons of treated water. The tank was constructed in approximately 1976. The Route 286 Water Tank construction is an elevated design 140 feet high and 100 feet in diameter. The tank itself is 40 feet in height, elevated approximately 100 feet above the ground surface. The tank is elevated by 10 tubular round legs and has an elliptical welded steel design. There are four roof hatches and two manways with clamp-style design. The tank has sixteen (16) 20-inch structural beams that run vertically in the tank and horizontally around the middle of the shell walls. The site is secured by a 16-foot fence and locked gate. The tank was sandblasted and painted inside and out in 2021 by Worldwide Industries Corporation. Cellular equipment was added shortly after. The tank will need to stay in service for the inspection.

The Route 107 Water Storage Tank can hold 720,000 gallons of treated water. Route 107 Water Tank was constructed in 1955. It is a standpipe design 100 feet high and 32 feet in diameter. The tank is constructed of fourteen (14) seven-foot—6 inches tall, welded steel rings. The site is secured by a 16-foot fence and locked gate. Worldwide Industries Corporation sandblasted and painted the tank inside and out in 2020. The tank will need to stay in service for the inspection.

PROPOSAL TERMS

The Town of Seabrook reserves the right to accept or reject any and all proposals in whole or in part received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding price, quality of service, and the contractor's qualifications and capabilities to provide a particular service. The Town reserves the right to consider proposals for modifications at any time before a contract is awarded, and negotiations would be undertaken with the contractor whose proposal is deemed to best meet the Town's specifications and needs. There will be no reimbursement to any candidate if the selection process is terminated. The Town of Seabrook reserves the right to waive defects and informalities of the proposals.

All bids must be received by 2:00 pm EST on August 28, 2025. The submittal package must include three (3) copies of the proposal. Telephone, email, or facsimile proposals will not be accepted. Proposals received after the deadline will not be accepted and will be returned unopened.



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SCOPE OF WORK

The Town of Seabrook requires the services of a potable water storage tank inspection, preferably with a Remotely Operated Underwater Vehicle (ROUV), for the following purposes:

- A. To perform inspection services of Two (2) potable water storage tanks, provide information regarding the overall condition and integrity of each structure, and measure sediment accumulation found on the floor of each tank. We do not expect cleaning of either tank to be necessary at this time.
- B. Inspect each water storage tank's entire exterior (all components). Inspection should include the walls and coating, ladders and safety cage, overflow, roof, vents, and hatch.
- C. Inspect the entire interior (all components) of each water storage tank. The inspection should include sediment accumulation, floor, piping, walls, ladders, overflow, overhead, and aesthetic water quality.

Provide a written report of each tank inspection and cleaning with photos at the Completion of the project. Project to be completed by September 2026.

PROPOSAL PREPARATION

In order to facilitate the evaluation of the proposal statements, the FIRM is instructed to follow the outline below when responding. Proposals that do not follow the outline or do not contain the required information may be considered unresponsive proposals. Additional and more detailed information may be annexed to the main body of the reply.

Proposals can be submitted in letter format or as a bound document. The following information should be provided:

- A. Company Background Material
Include pertinent information concerning the firm's background, experience, reputation, and financial resources.
- B. Ability to Perform
Previous work on similar projects - the firm will demonstrate its understanding of and familiarity with projects of this type or similar contracts developed. Firms shall list all Inspection and Cleaning contracts of comparable type that they have performed or supervised within the last five (5) years. Include contract duration, services performed, and the contracting agency's name, address, and phone number.



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#B2025-WTR-12

C. State and Federal Knowledge

The firms shall demonstrate their familiarity with all State (NH) and Federal rules and regulations pertaining to potable water storage tank cleaning and inspections.

INSURANCE REQUIREMENTS

The successful bidder shall carry any and all insurance that will protect the Town of Seabrook and its officials, agents, employees, and volunteers from any and all claims and demands, costs, damages, loss of service or consortium, expenses, compensation, and attorney's fees. Worker's Compensation Insurance as required under New Hampshire law for all employees engaged in the work hereunder and shall provide a certificate to the Town indicating such insurance coverage before engaging in any work hereunder.

The successful bidder shall also carry the following types of insurance with the Town named as an additional insured under each. The limits shall be at least \$1 million on account of any one person or accident and \$1 million on account of any additional person or accident.

- Public Liability Insurance, Property Damage Insurance, Bodily Injury Insurance, Property Damage Insurance covering the operation of vehicles or equipment, bodily Injury Insurance covering the operation of vehicles or equipment, and Non-Ownership Automobile Liability Insurance.

INTENTION TO BID / ADDENDA

Bidders that want to participate in the RFP are urged to submit an intention to bid form to receive addendums and possibly additional information. Intention to Bid forms can be found on the town website at www.Seabrooknh.info/procurement. Completed Intention to Bid forms and questions may be emailed to the Chief Procurement Officer at Swood@seabrooknh.org. All questions shall be submitted in writing to only the Chief Procurement Officer at the above address by August 21st, 2025, at 2:00 pm EST. The Chief Procurement Officer will then forward the question and the Town's response to all prospective bidders. In the event it becomes necessary to revise any part of the RFP, the addenda will be provided by email and on the Town website at www.Seabrooknh.info/procurement. Deadlines for submission of RFP's may be adjusted to allow for revisions. To be considered, original proposals with amended proposals must be submitted before the date and time specified.

WITHDRAWAL OF BID PROPOSAL

A bidder will be permitted to withdraw his/her proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.



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CONSIDERATION OF PROPOSALS

Bids will be made public at the time of opening and may be reviewed only after they have been properly recorded. In the case of a discrepancy between prices written in words and those written in figures, the prices written in words shall govern. In the event of a discrepancy between the total shown in the proposal and that obtained by adding the products of the quantities of items and bid prices, the latter shall govern.

AWARD OF CONTRACT

The successful bidder will be notified by mail to the address on their proposal that their Bid has been accepted and that they have been awarded the contract.

CANCELLATION OF AWARD

The Town reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability against the Town.

EXTRAS

Except as otherwise herein provided, no charge for any extra work or material will be allowed unless the Town Manager has ordered the same, in writing.

*The Town of Seabrook is a Tax-Exempt Organization.

BID SUBMISSIONS

Bids must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

"The undersigned certifies under penalties of perjury that this Bid is in all respects bona fide, fair, and made without collusion or fraud with any other person. As used in this section, the word "person" means any natural person, joint venture, partnership, corporation, or other business or legal entity."

(Authorized Signature)

(Date)

(Company) & (Title)



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CONTRACT TERMS

The Town of Seabrook will negotiate contract terms upon selection. All contracts are subject to review by the Town of Seabrook legal counsel and will be awarded upon signing of a commitment or contract, which outlines terms, scope, budget, and other necessary items.

TIMELINE

August 21st, 2025,

Question submissions are due by 2 pm

Submitted to Swood@seabrooknh.org

August 28th, 2025,

Submissions are due at Seabrook Town Hall at 2pm

Proposals will be opened publicly immediately after in the Selectmen's Meeting Room.

Approved by:

A handwritten signature in black ink, appearing to read "W. Manzi III".

William M. Manzi III

6/27/25

Town Manager