



TOWN OF MOULTONBOROUGH

REQUEST FOR PROPOSALS

FY2026 Road Program – Crack Sealing

The Town of Moultonborough is seeking proposals from qualified companies who are interested to provide Hot-Poured Crack Sealing services on various roads throughout Town. The work shall consist of filling the major cracks in the pavement with an approved sealant material. The cracks to be filled will be those designated by the Public Works Department. The FY2026 Road List for Crack Sealing and specifications are provided in this RFP.

PROJECT DESCRIPTION:

The Town of Moultonborough Public Works Department is soliciting proposals for Crack Sealing as part of the FY2026 Road Pavement Preservation Program. We are asking vendors to submit proposals based on the attached specifications and the Road List provided. A detailed package with information on the equipment to be delivered, the conditions thereof, and bid forms, is available at www.moultonboroughnh.gov (Paid, Volunteer & Contract Openings) or said offices during normal business hours.

FY2026 Road List for Crack Sealing

East Side Roads:

1. Ossipee Mountain Rd. (1.25): From Route 109 to #295 OMR.
2. Randall Rd. (0.32 mi.): From Ossipee Mountain Rd to dirt transition.

West Side Roads:

3. Ames Rd. (0.26 mi.): From Route 25 to dirt transition.
4. Far Echo Rd. (0.03): From Route 25 to dirt transition.
5. Highway Garage Rd. (0.31 mi.) From Moultonboro Neck Rd to Highway Garage.
6. Kerrie Ct. (0.28 mi.) From Eagle Shores Rd to end.
7. Kona Farm Rd. (0.68 mi.) From Moultonboro Neck Rd to end.
8. Myers Rd. (0.06 mi.) From Route 25 to end.
9. Playground Dr. (0.37 mi.) From Route 25 to Highway Garage Rd.
10. Redding Ln. (0.77 mi.) From Route 25 to Krainewood Dr.
11. Winaukee Rd. (1.00 mi.) Moultonboro Neck Rd to Aldrich Rd.

Please provide a detailed proposal which includes the following items:

- Estimated Days to Complete,
- Total Estimated Project Cost.

REQUIREMENTS:

1. An optional tour of the roads can be scheduled with Chris Theriault, Public Works Director, no later than Friday, April 4, 2025 by phone (603-253-7445) or by e-mail (ctheriault@moultonboroughnh.gov).
2. Any questions with respect to this invitation must be received, in writing by mail at 6 Holland Street, PO Box 139, Moultonborough, NH 03254 (above address), by fax (603.476.5835) or by email (ctheriault@moultonboroughnh.gov) by Chris Theriault, Public Works Director, no later than 12 Noon on Monday, April 7, 2025. The answers, and any other changes or supplements to this document, will be posted on the Town's web site as an Addendum no later than 4:00 p.m. on Tuesday, April 8, 2025. It is the bidder's responsibility to check and verify any such changes in order to account for them in their bid.
3. Work shall be performed within the Town of Moultonborough in accordance with the appropriate ordinances and regulations.
4. Materials, Equipment, and Construction Requirements shall be per the attached specifications, or approved equivalent.

PROPOSAL SUBMISSION:

1. A description of the firm and qualifications, and references of the individual who will be completing the work.
2. Completed Town of Moultonborough Bid Form (attached).

INSURANCE & HOLD HARMLESS:

Prior to commencing work, and throughout the term of this contract, the Contractor shall obtain, and maintain, in the limits and under the conditions set forth below, insurance coverage naming the Town, its officers, employees and assigns, as Certificate Holder and additionally Named Insured, for the following types and levels of coverage:

- Workers Compensation	Statutory
- Automobile and Equipment	\$1 Million/\$2 Million
- Property Damage	\$1 Million/\$2 Million
- General Liability	\$1 Million/\$2 Million

If a sub-Contractor is used for any portion of the work, the Contractor will provide to the Town a similar certificate, in similar amounts and under similar conditions, from the Subcontractor.

Should the Contractor fail to maintain such Workers' Compensation insurance, and should the Town be found liable to principals, officers, employees and agents of the Contractor, the Town may recover from the Contractor the amount of any medical costs and compensation paid to or on behalf of the principals, officers, employees and agents of the Contractor and any expenses relating to claims filed under the provisions of Workers' Compensation.

The Contractor shall indemnify, defend and save harmless the Town, and its officers, agents and employees from and against any suit, action or claim of loss or expenses because of bodily

injury, including death at any time there from, sustained by any person or persons or on account of damages to property, including loss thereof to the extent caused by the Contractor's negligent acts, errors, or omissions, in the performance of services under this Contract. The Town agrees that the Contractor will not be responsible for any suit, action or claim of loss or expenses because of bodily injury, or damages, caused by the Town, its officers, agents and employees due to the negligence or omission of the Town. This covenant shall survive the termination of this Contract.

DUE DATE AND METHODS OF DELIVERY:

Sealed Proposals will be accepted until 2:00 p.m. on Tuesday, April 15, 2025 in the Town Hall Administration Office, 6 Holland Street, Moultonborough, NH 03254 at which time they will be opened and publicly read aloud. Each submission should be in a sealed envelope marked, Town of Moultonborough, FY2026 Road Program – Crack Sealing Proposal with the due date clearly marked.

It is your responsibility to ensure that the quotations are received in the Town Administrator's office by the due date and time irrespective of whatever means of delivery you choose. Any submission received after the due date and time will be returned to you unopened.

PAYMENT PROCEDURE:

This contract is a single payment upon completion and acceptance of the work. You will be paid, upon invoice, within twenty-one days of the acceptance of the work.

PROPOSALS:

Request for Proposals will be received by Carter Terenzini, Interim Town Administrator at the Moultonborough Town Hall, at 6 Holland St. Moultonborough, NH 03254.
Or by mail at P.O. Box 139 Moultonborough, NH 03254.

Town of Moultonborough
FY2026 Road Program – Crack Sealing
Bid Form
(Please Print in Ink or Type)

Name of Bidder: _____

Address: _____

Contact Person: _____

Telephone

Fax

Email

ATTENTION: Carter Terenzini, Interim Town Administrator
Board of Selectmen
PO Box 139
Moultonborough, NH 03254

Dear Mr. Terenzini:

Having examined the documentation provided with the subject Request for Proposals, the undersigned proposes to furnish the requested item or materials as requested in accordance with the subject documents.

I propose to provide the specified services as follows:

Roadway Crack Sealing Services \$/day: # days _____ x \$ _____ /day = \$ _____

Total in numbers: \$ _____

Total in words _____

Bid Form
Town of Moultonborough
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I understand that the Town may hold my bid for fifteen (15) days prior to awarding a contract.

I understand that Contract Execution is contingent upon available funding of the FY2026 Road Program Budget.

Time for Delivery: I will complete all work within _____ days (In Figures) of your notice to proceed.

If I am notified my proposal is accepted within fifteen (15) days of the bids having been opened, I will execute a contract for the work within seven (7) days of contract award.

I understand that the Town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

I certify, under the penalties of perjury, that (1) I have had an opportunity to view the full bid package and am aware it was my responsibility to perform my own due diligence appropriate to submitting this proposal, (2) I am fully authorized to submit this bid, (3) I have not engaged in discussions, negotiations, or collusion with any person to determine what my bid will be and (4) that I, to the best of my knowledge and belief, have paid all taxes, fees, assessments, betterments or other municipal charges that I owe to the Town of Moultonborough or have payment agreement in place or have filed an appeal over the same.

Signature of Bidder

Corporate

Title of Bidder

Seal

Signed this _____ day of _____, _____.

HOT-POURED CRACK SEALANT SPECIFICATION

Description:

- 1.1.1 This work shall consist of filling the major cracks in the pavement with an approved sealant material. The cracks to be filled will be those designated by the Owner/Engineer.

Materials & Equipment:

- 2.1 Material shall be of the hot-poured type and be a product as included on the NHDOT Qualified Products List.
 - 2.1.1 Material not covered by an asphalt pavement overlay shall meet the requirements of ASTM D6690 Type II.
 - 2.1.2 Material covered by an asphalt pavement overlay shall be low modulus conforming to ASTM D6690 Type IV except cone penetration shall be 110-150.
- 2.2 Equipment shall meet the approval of the Owner/Engineer and shall be maintained in good working condition at all times.
 - (a) Air compressors shall be portable and capable of furnishing not less than 100 ft³ of air per minute at not less than 90 psi pressure at the nozzle. The compressor shall be equipped with traps that maintain the compressed air free from oil and water. Filters shall be inspected daily to ensure that they are still effective and not saturated with oil and moisture. Saturated and/or damaged filters shall be replaced.
 - (b) Melting kettles shall be of the double-boiler, indirect-fired, portable type. The kettle shall be mounted on rubber tires and shall be equipped with a metal shield beneath the firebox to protect the pavement. The space between the inner and outer shells shall be filled with a suitable heat transfer oil or substitute having a flash point of not less than 530°F. The kettle shall be equipped with a satisfactory means for agitating the joint sealer to maintain a uniform temperature. This may be accomplished by continuous stirring with mechanically operated paddles or by a continuous circulating gear pump attached to the heating unit, or by both paddles and a pump. Kettles equipped with rocking type agitation shall not be used. The kettle shall be equipped with a thermostatic control calibrated between 200° and 550°F.
 - (c) Hand pouring pots shall be equipped with mobile carriages and rubber shoes and have flow control valves that allow all cracks to be filled to refusal.
 - (d) Hot-air lances for blowing clean and drying cracks shall be an approved propane gas burner and compressed air device that does not allow the flame to touch the pavement.
 - (e) The wand applicator shall be connected to the holding tank through an applicator hose that ensures the safety of the operator and allows the operator to control the flow of material. A device shall be mounted to bypass material into the holding tank if the applicator nozzle is shut off.

Construction Requirements:

- 3.1 All cracks ordered treated shall be hot-air lance cleaned of dirt, foreign material, and loose edges.
- 3.2 The material removed from the cracks shall be removed from the roadway surface prior to reopening the roadway to traffic.
- 3.3 The hot-poured sealant shall be maintained in the kettle and applied at the temperature range specified by the manufacturer. The Contractor shall furnish the Engineer with copies of the manufacturer's literature indicating the application temperature range.
- 3.4 The hot-poured sealant shall be applied to the cracks using hand pouring pots or wand applicators within two (2) minutes following hot-air lance cleaning. Only wand applicators shall be used for crack filling when cracks are not covered by an asphalt pavement overlay.
- 3.5 All cracks to be treated shall be filled to 1/16" to 1/8" below the pavement surface with hot-poured sealant with the sealant left slightly concave. Filling flush, overfilling, and over-banding of cracks will not be allowed. Sealant shall tightly bond to the pavement. The sealant bond to the pavement shall be checked after it has sufficiently cooled. If the sealant does not bond to the pavement, sealant shall be removed, and crack sealing operations discontinued until debonding problem is corrected.
- 3.6 No hot-air lance cleaning or crack sealing shall be performed when the pavement and cracks are wet, or the ambient temperature is below 50°F.
- 3.7 All work shall be performed in a neat manner. The sealant shall be allowed to cool sufficiently to prevent lifting, sticking, and tracking prior to returning the pavement segment to traffic.
- 3.8 The contents of the kettle shall be emptied at the end of each day and shall not be reused.

Basis of Payment:

- 4.1 The accepted quantity of hot-poured crack sealant will be paid for at the contract unit price per day, complete in place.
- 4.2 Hot-air lance cleaning and traffic control will be subsidiary.