



TOWN OF ASHBY

Town Hall
Town Clerk,
Treasurer &
Town Accountant
978-386-2424

895 Main Street
Ashby, Mass. 01431
Town Hall Fax: 978-386-2490

Board of Selectmen &
Town Administrator
978-386-2501
Town Collector &
Board of Assessors
978-386-2427

REQUEST FOR BIDS DESIGN SERVICES TOWN HALL SEPTIC SYSTEM REVISED 7/28/2010

The Ashby Board of Health (BOH) requests bids for design and permitting services associated with the sewage disposal system at the Ashby Town Hall, Main Street, Ashby MA. **If you have already bid based on the previous request, please notice that the scope of the project has changed and the BOH is requesting new bids based on the revised scope.**

BACKGROUND AND PROJECT DESCRIPTION

The septic tank at Town Hall is currently being pumped approximately monthly. The BOH has done preliminary analysis that indicates that it should be feasible to connect the Town Hall sewage disposal system to the Ashby Elementary School septic system. The school septic system was designed at 7500 gallons per day, based on 500 students at 15 gpd/student. The elementary school design flow, according to Title 5 is 10 gpd/student. The Board hopes to reconfigure the flow for the system to be able to tie the Town Hall in. The Town and its agent, Nashoba Associated Boards of Health (Nashoba), will provide town hall and school septic system design information.

Physically, the conversion would require revising the piping in the town hall basement to drain to the pump station servicing the police station.

Please contact Rick Metcalf at Nashoba if you would like additional technical information concerning the town hall, police station, and school septic systems. By responding to the proposal, respondents will indicate that they are satisfied that there is sufficient technical information available to them to complete the project as proposed.

SERVICES REQUESTED

Design services will include preparing plans and appropriate permitting paperwork including any necessary local variance requests. The project will be completed with presentation of plans, permit applications, and any necessary variances at a BOH hearing.

SCHEDULE

The plans must be submitted to the Board within six weeks of award of the project.

BID REQUIREMENTS

Respondents should present a lump-sum bid to complete the project. Please provide separate line items for work leading up to the permit and work after the permit (as-built, etc.) Respondents should also identify the design engineer or professional who will be responsible for the project, and present a resume for that individual. Respondents should present a summary of experience on similar projects, and a letter outlining the proposed technical approach.

Bids should be submitted in sealed envelopes to the Ashby Board of Health, Town Hall, 895 Main St., Box 7, Ashby MA 01431 no later than **August 6, 2010**. Bids will be opened at a posted meeting of the BOH on August 9, 2010 and a decision will be made that night. The BOH will evaluate the bids both on price and on relevant experience.

The Ashby Board of Health shall have absolute discretion to accept or reject any bid received for the best interest of the town.