TOWN OF LANCASTER – *New Hampshire*

"Life As We Make It"
03584

Request for Proposals RE: Debris Removal

The Town of Lancaster, New Hampshire, is requesting sealed proposals from qualified contractors for the removal, lawful disposal, and cleanup of debris located at a Town-owned property identified as Tax Map P02, Lot 7, located at 250 Summer Street.

SCOPE OF WORK:

The contractor shall perform all work necessary to remove debris and restore the work area, including but not limited to the following:

- Remove debris designated by the Town for removal.
- Load, transport, and legally dispose of all materials removed from the property.
- Provide all labor, equipment, trucks, containers, and other resources necessary to safely perform the work.
- The contractor shall not bury, burn, abandon, or otherwise unlawfully dispose of any materials removed from the site.
- All disposal shall occur at properly authorized facilities, not the Lancaster Transfer Station.
- The contractor shall comply with all applicable requirements regarding the identification of hazardous or potentially contaminated materials. No additional work involving such material shall proceed without direction from the Town and compliance with applicable law.
- The Contractor shall coordinate access and work scheduling with a designated Town official.
- The Contractor shall maintain documentation demonstrating the lawful disposal and/or recycling of materials removed from the property.

SITE INSPECTION:

A site inspection is strongly encouraged prior to submission of a proposal. Interested contractors may inspect the property by contacting Jessica Cyr, Town Manager, at (603)788-3391 or townmanager@lancasternh.org.

Submission of a proposal shall constitute the contractor's acknowledgment that it has had an opportunity to inspect the site and has considered conditions reasonably observable during such inspection.

CONTRACT TIMETABLE

The anticipated schedule is as follows:

- RFP Issued – September 15, 2026

- Anticipated Award – October 5, 2026 (The contractor shall commence work promptly following receipt of a notice of award or other written authorization from the Town.)
- Requested Completion – December 1, 2026

Weather conditions, unforeseen site conditions, or other circumstances beyond the contractor's reasonable control may be considered by the Town when determining whether an extension is appropriate. Any extension must be approved in writing by the Town. The Town reserves the right to withhold payment for incomplete or defective work until the deficiency has been corrected.

INSURANCE:

Prior to starting work, the selected contractor shall, at its sole expense, obtain and maintain insurance with companies authorized to do business in the State of New Hampshire. The contractor shall maintain insurance of the following types and minimum limits:

- Workers' Compensation – per NH statutory requirements
- Commercial General Liability – $1,000,000 per occurrence / $2,000,000 aggregate (Lancaster named as additional insured)
- Automobile Liability – $1,000,000 combined single limit

INDEMNIFICATION:

To the fullest extent permitted by law, the contractor shall indemnify, defend, and hold harmless the Town of Lancaster and its officers, employees, agents, and representatives from and against claims, damages, losses, liabilities, fines, penalties, costs, and expenses, including reasonable attorneys' fees, arising out of or resulting from the negligent acts, errors, omissions, or willful misconduct of the contractor, its employees, agents, subcontractors, or anyone for whom it is legally responsible in connection with the performance of the work.

This obligation shall include claims for bodily injury, death, or damage to tangible property to the extent caused by the acts or omissions of the contractor or parties for whom the contractor is legally responsible.

Nothing in this provision shall require the contractor to indemnify a party for that party's own negligence or other liability to the extent such indemnification is prohibited by applicable law.

The contractor's obligations under this section shall survive completion of the work and termination of the contract.

Nothing contained herein shall be construed as a waiver of any rights, defenses, limitations of liability, or immunities available to the Town under New Hampshire law.

COMPLIANCE WITH LAW:

The contractor shall comply with all applicable federal, State of New Hampshire, and local laws, regulations, rules, permits, orders, and requirements applicable to the work. The contractor shall be responsible for determining the legal requirements applicable to its means and methods of performing the work.

RESERVATION OF RIGHTS:

The Town reserves the right to:

- Reject any or all proposals;
- Cancel or modify this RFP;
- Waive minor informalities or irregularities;
- Request clarification or additional information from any proposer;
- Negotiate contract terms with the selected proposer as permitted by law;
- Award all or part of the work, if determined appropriate; or
- Take any other action permitted by applicable law that the Town determines to be in its best interests.
- The Town is not obligated to accept the lowest-priced proposal and may consider all factors including qualifications, similar experience and references.

DEADLINES AND SUBMISSION:

Sealed proposal forms should be marked "Debris Removal" and be submitted to the Town Manager, Jessica Cyr, at 25 Main Street, Lancaster, NH 03584 by the close of business on Friday, October 2, 2026. Proposals received after this deadline will not be eligible for consideration.