

TOWN OF EXETER, RI

Lynn M. Hawkins, CMC
Town Clerk
Council Clerk
Probate Clerk

675 Ten Rod Road
Exeter, R.I. 02822
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**TOWN OF EXETER
DEPARTMENT OF PUBLIC WORKS**

REQUEST FOR PROPOSALS

**VESTIBULE ADDITION UPGRADE
TOWN CLERK'S OFFICE BUILDING**

Sealed bid proposals for the construction of a Vestibule Addition Upgrade to the Town Clerk's Office Building will be accepted in the Office of the Town Clerk, 675 Ten Rod Road, Exeter, RI 02822, until 4:00 p.m. on Wednesday, September 2, 2020. Bid proposals received after said date and time, whether hand delivered, submitted via United States Postal Service, or submitted via any other delivery service, shall be declared invalid.

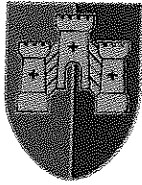
Bids will be publicly opened and read aloud by the Town Clerk at 9:30 a.m., on Thursday, September 3, 2020, in Council Chambers, Exeter Clerk's Office, 675 Ten Rod Road, Exeter, Rhode Island. The bid proposal will be awarded at a future Town Council meeting.

The Town of Exeter reserves the right to refuse or reject, in part or in whole, any or all proposals or any parts thereof, to waive any informalities and/or technicalities in same, or to accept any proposal deemed to be in the best interest of the Town, whether or not it is the lowest proposal.

All bids must be in a sealed envelope and labeled "Vestibule Addition Upgrade: Town Clerk's Office Building." Specifications are attached to this Request for Proposals or may be obtained at the Clerk's Office during normal business hours, by email at clerk@town.exeter.ri.us, or by calling (401) 294-3891.

Lynn M. Hawkins, CMC
Exeter Town Clerk

POSTED: July 20, 2020 – until awarded
Town of Exeter Clerk's Office, Public Library, Post Office, and Website
ADVERTISED: July 30, 2020, The Standard Times



TOWN OF EXETER, RI

Stephen P. Mattscheck
Director of Public Works
publicworks@town.exeter.ri.us

Public Works Department
175 South County Trail
Exeter, R.I. 02822
Ph: (401) 295-1983
Fax: (401) 294-2494

TOWN OF EXETER
REQUEST FOR PROPOSALS

VESTIBULE ADDITION UPGRADE
TOWN CLERK'S OFFICE BUILDING
675 TEN ROD ROAD
EXETER, RHODE ISLAND

BIDDER INFORMATION

Bid proposals for Vestibule Addition Upgrade to the Town Clerk's Office Building, 675 Ten Rod Road, Exeter, Rhode Island, will be accepted by hand delivery, delivery service, or mail to the Office of the Town Clerk, 675 Ten Rod Road, Exeter, Rhode Island 02822, until 4:00 p.m., on Wednesday, September 2, 2020. Proposals will not be accepted after this deadline.

All bids will be publicly opened and read at 9:30 a.m. on, Thursday, September 3, 2020, at the Exeter Town Clerk's Office, 675 Ten Rod Road, Exeter, Rhode Island. The bid will be awarded at the next regularly schedule Town Council Meeting.

DESIGN BUILD SPECIFICATIONS

The Town Clerk's Office Building currently has a canopy that will need to be removed.

Foundation to be installed by others.

Town will obtain all required permits.

Existing door and new exterior door to be wireless remote, auto opening for handicap access.

Vestibule shall have one (1) window on the south side, one solid wall on the north side, one LED ceiling light on photo cell.

Exterior siding and trim to match existing building.

Electrical connections will be completed by Town of Exeter.

All materials used shall be new and or currently manufactured.

Drawings and a firm fix price shall be included with RFP submittal.

Bids on equipment differing in minor details from these specifications will be considered, provided the equipment offered is determined by the ordering agency, the Town of Exeter, to be in compliance in all essential respects with these specifications.

To be started as soon as possible and completed by December 1, 2020.

All proposals must be in a sealed envelope and labeled "Vestibule Addition Upgrade: Town Clerk's Office Building."

BUILDING VIEWING

Mandatory onsite pre-proposal viewings of the building are required. To schedule an appointment to view the building, please call the Town Clerk's Office, (401) 294-3891. Access to the interior is limited between the hours of 9:00 a.m. and 3:00 p.m., Monday through Thursday.

For design and construction questions, please call Director of Public Works, Stephen Mattscheck, at (401) 295-1983.

DISCLAIMER

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