



Town of Rye

BUILDING DEPARTMENT

Peter E. Rowell CFM
Building Inspector

10 Central Road
Rye NH 03870

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REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES

I. Statement of Purpose

The Town of Rye NH (Town) is looking for qualified building contractors to do some small construction projects in the Town Hall located at 10 Central Road, Rye, NH.

II. Background Information

The Town Hall is an old building and needs some upgrades and improvements to make the building more user friendly.

III. Scope of Work

There are 3 projects that we would like separate bids on. All three projects will be design/build with the contractor presenting design plans, specification and a final price for each project.

1. Install a code compliant handrail system for the main stairway serving the second floor of the building.
2. Install a ceiling over an 18' x 18' second floor office room. Work is to include workspace lighting installed in the ceiling.
3. Install a code compliant exterior set of stairs, associated landings, guard rails and handrails to service a second floor office. Any excavation will be done by Rye DPW.

IV. Outcomes and Performance Standards

All work to be done in a workman like manner with the least disruption of required town services and must comply with State Building Code.

V. Deliverables

Submit to the town; plans, specification and total costs for each of the three projects outlined in #III. Supply proof of appropriate insurance to cover workman, completed operations and liability.

VI. Term of Contract

Contract to begin at signing of agreement and to be completed within 20 days.

VII. Payments, Incentives and Penalties

To be determined

VII. Contractual Terms and Conditions

To be determined upon acceptance of proposal. All contracts will be governed by NH State Law.

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VIII. Requirement for Proposal Preparation

All three projects will be submitted in one sealed envelope. Each proposal will include a brief description of each project and a final cost of each. Work site visits and evaluation can be arranged by contacting the point of contact listed in XIII and are highly recommended.

IX. Evaluation and Award Process

Proposals will be evaluated by the town employees and final award will be by the Board of Selectmen. All three projects will be awarded to one qualified building contractor.

XII. Process Schedule

All proposals shall be sealed and marked "TOWN HALL PROJECTS" on the outside of the mailing envelope and must be received in the Selectmen's Office, 10 Central Road, Rye, NH 03870 no later than 3:30 p.m., Tuesday, August 15, 2017.

The Town will make a final decision by Friday, September 1, 2017.

XIII. Points of Contact for Future Correspondence.

Peter E. Rowell - Rye Building Inspector - 603-964-9800 – prowell@town.rye.nh.us

Rosalie Powell Andrews – Building Assistant – 603-964-9800 – randrews@town.rye.nh.us

Building Shared/ Street/ 10 Central Road/2017 Projects