

**SECTION 00 1113**  
**ADVERTISEMENT FOR BIDS**

**PROJECT INFORMATION**

1.01 NOTICE TO BIDDERS:

- A. Bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.

1.02 PROJECT IDENTIFICATION

- A. Project Name: Londonderry Town Office Renovation.
  - 1. Project Location:  
100 Old School Street  
South Londonderry, Vermont, 05155
- B. Owner: Town of Londonderry.
  - 1. Owner's Representative: Shane O'Keefe, Town Administrator.
- C. Architect: JA Saccoccio Architectural Workshop, PLLC.
  - 1. Architect's Representative: Jon Saccoccio, AIA; jon@jasworkshop.com; 802 490 2296

1.03 PROJECT DESCRIPTION

- A. Renovation of Londonderry's administrative Town Office. New work includes upgraded MEP throughout; new Limited Use/Limited Access elevator; structural re-framing to support new elevator and stair; accessibility improvements, including bathroom and entry ramp; outfitting of currently unfinished basement for office and meeting room; new windows, doors, and finishes; repave parking lot.

1.04 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
  - 1. Bid Documents Issued: March 20, 2024.
  - 2. Bid Due Date and Time: April 17, 2024, 2:00pm .
  - 3. Address submissions to: Town of Londonderry, c/o Town Administrator.
  - 4. Location: Owner's office at 100 Old School Street, South Londonderry.
- B. Bids will be thereafter publicly opened and read aloud.

1.05 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount.

#### 1.06 PREBID MEETING

- A. Prebid Meeting: A Prebid meeting for all bidders will be held at on March 27 beginning at 11:00 am, local time.
  - 1. Attendance is mandatory for prime bidders.

#### 1.07 PROCUREMENT DOCUMENTS

- A. Procurement and Contracting Documents: Obtain access by contacting Architect. Online access will be provided to prime bidders only.
  - 1. Printed Procurement and Contracting Documents will not be provided.

#### 1.08 CONTRACT TIME

- A. Begin the Work on the anticipated Date of Commencement. Owner anticipates starting construction in the spring of 2024.
  - 1. Provide the bidder's proposed Date of Commencement and duration of the work, in weeks, on the Bid Form.
  - 2. Award requires approval of Selectboard.

#### 1.09 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work.
- B. A Performance Bond, and separate Labor and Material Payment Bond in a form acceptable to Owner will be required of the successful Bidder.
- C. Insurance in a form acceptable to Owner will be required of the successful Bidder.

#### 1.10 BID PROVISIONS

- A. Review 00 2113 - Instructions to Bidders for requirements.
- B. Tax Exempt Status: Owner is Tax Exempt.
- C. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

#### 1.11 NOTIFICATION

- A. This Advertisement for Bids document is issued by the Architect on the Owner's behalf.