

SCHOOL ADMINISTRATIVE UNIT NO. 83

Fremont School District
432 Main Street
Fremont, NH 03044

Dr. Betsey Cox-Buteau
Superintendent



Susan Penny
Financial Administrator

Carla Smith
IT Director

Melissa McKeon
Director of Special Services

April 7, 2017

Dear Potential Bidder,

Enclosed is an Invitation to Bid on the installation of vinyl composition tile for two hallways at Ellis School, 432 Main Street, Fremont, NH 03044. Please see the attached listing of tile replacement specifications for square footage. When submitted, bids must include the bid form, proof of worker's compensation coverage, and applicable insurance coverage as outlined under the general conditions.

If a bidder is unable to attend the Pre-Bid Meeting date on April 20, 2017 and would like to schedule another time to view the project site please call me at 1-603-895-6903.

Please call if you require further information regarding this project.

Sincerely,

A handwritten signature in blue ink that reads 'Susan Penny'.

Susan Penny

Business Administrator
Fremont School District
Blackrocks Village, 5 Hall Rd, Unit1
Fremont, NH 03044

Enclosures:

Invitation to Bid:

Bid Requirements

Bid Form

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FREMONT SCHOOL DISTRICT

SAU # 83

INVITATION TO BID

APRIL 7, 2017

BIDS FOR: INSTALLATION OF VINYL COMPOSITION TILE

DUE DATE: 10:00 A.M. on Tuesday May 2, 2017

Bids for **Installation of Vinyl Composition Tile** will be accepted until 10:00 A.M. on Tuesday, May 2, 2017 at the SAU Office, Fremont School District, 432 Main St., Fremont, NH 03044, Attention: Susan Penny. The bids will be publicly opened and read at this time. Bid specifications may be obtained by calling or emailing the Business office at 603-895-6903 spenny@sau83.org.

Bids will be accepted only if sealed and clearly marked:

BIDS FOR: INSTALLATION OF VINYL COMPOSITION TILE

DUE DATE: 10:00 A.M. on Tuesday May 2, 2017

The School Board reserves the right to accept or reject any or all bids, to accept any informality in a bid or to accept a bid which it deems to be in the best interest of the school district.

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FREMONT SCHOOL DISTRICT – SAU 83

Installation of Vinyl Composition Tile

(Please refer to attached schedule of Tile Replacement Specifications)

Bid Requirements

The Fremont School District, by its School Board (hereinafter called the "District") invites bids from responsible parties to **install vinyl composition tile per the attached listing of Tile Replacement Specifications**, located at Ellis School, 432 Main Street, Fremont, NH 03044.

GENERAL CONDITIONS:

- A Pre-Bid Meeting has been scheduled for Thursday, April 20, 2017 at 10:00 a.m. at the site: Ellis School, 432 Main Street, Fremont, NH 03044.
- The successful bidder shall have visited the site of the proposed work in order to fully acquaint and familiarize himself with conditions as they exist and the character of the operations to be carried out under the scope of this contract and make such on-site and subsurface investigations as he may see fit so that he understands fully the site, facilities, difficulties and any restrictions attending the execution of this work. The failure or omission of the successful bidder to receive or examine any form, instrument, and document or to visit the site and acquaint their company with the conditions there existing, shall in no way relieve him from any obligations with respect to the performance of the proposed contract.
- Contractor must provide proof of workers' compensation coverage, proof of hazardous waste coverage (if required), and proof of commercial liability. The liability policies should be \$1 Million per occurrence and \$2 Million aggregate. The School District should be named as additional insured on the liability policies via certificate and endorsement. The bidders should be put on notice that an acceptable contract will be required. The bidders should also be put on notice that they shall be required to defend and indemnify the District for claims arising out of the project. The School District should not be required to defend, indemnify or insure the contract.

- Any damage done by the contractor to Ellis School property is the responsibility of the contractor and should be reported to the Director of Building and Grounds immediately.
- Contractor is responsible for supplying all equipment, off-site storage, materials and labor.
- Contractor shall obtain any and all permits, licenses, and permissions required for the project at the contractor's expense.
- Contractor is responsible and liable for any hazardous material damages incurred during work performed at Ellis School.
- Contractor will maintain all necessary MSDS reports on products used at Ellis School and forward a copy of them to the office of the Director of Buildings and Grounds.
- All work must be performed to accommodate the school's athletic, academic, and social schedule.
- Fremont School District reserves the right to accept or reject any and/or all bids and waive any informality as may be deemed to be in the best interest of Ellis School. The School Board also reserves the right to reject any bid that, in their judgment, does not meet the requirements of these specifications or the needs of Ellis School.
- Bidders are **required** to submit their bid on the attached form.

BID SPECIFICATIONS:

1. The attached listing of Tile Replacement Specifications are the areas that need tile replacement.
2. These listed areas are being abated for asbestos with a completion date of June 30th.
3. Furnish and install vinyl composition tile and cove base tile for the areas specified.
4. Patch any floor cracks as deemed necessary.
5. The color will be determined by the district's designee.
6. Include and install all transitions as needed.
7. Clean up and take away any materials as necessary.
8. Work schedule to be coordinated with the district's designee.
9. Estimated that the job should be performed on or about June 19th.

SAU #83, ELLIS ELEMENTARY SCHOOL

432 MAIN STREET

FREMONT, NEW HAMPSHIRE 03044

Tile Replacement Specifications

ROOM NUMBER	APPROXIMATE SQ. FT.
Hallway #1	2385
Hallway #2	3285

Fremont School District
Installation of Vinyl Composition Tile – (Per attached schedule of Tile Replacement
Specifications)
2016-2017
BID FORM

Please return your bid, on this form, to the Business Administrator, Fremont School District, 432 Main St., Fremont, NH 03044. **Bids will be opened at 10:00 AM on May 2, 2017.**

Company Name:

Company Street Address:

Phone _____ Cell Phone _____

Fed ID # _____

E-Mail: _____

Bid Amount \$ _____

Owner/Authorized Signature