



Town of Southborough
Facilities Department

SOUTHBOROUGH, MASSACHUSETTS 01772

17 Common Street
SOUTHBOROUGH, MASSACHUSETTS 01772-1662
(508)485-8175

Carpentry Specifications
Cordaville Hall – 9 Cordaville Road

The Town of Southborough Facilities Department is requesting proposals for the purpose of installing an **additional exit door and making structural changes per attached engineer specifications** in accordance with M.G.L. c. 149.

Description of work:

1. Add exit door in the main hall at Cordaville Hall in location noted on the attached drawing. Door will be provided by the Town of Southborough.
2. Provide work per attached engineer specifications to support new folding panel partitions to be installed.
3. All work included in specifications must have a 2 year warranty.
4. Work area must be kept clean at all times.
5. Work to begin November 1, 2010 and be completed no later than November 12, 2010.

All bidders must complete the attached bid form in order to be considered a valid bidder.

A bid may not be modified, withdrawn, or canceled by the bidder for 30 calendar days after receipt of bids, and each bidder so agrees in submitting his bid.

Bids shall be evaluated on the basis of price, previous experience, ability to perform the work in a timely manner and references. The bid envelopes should be marked accordingly as “Cordaville Hall exit door and structural changes”. Bids may be delivered by mail or other delivery entities or by hand. No faxes or e-mails are acceptable. Bids are due at the Southborough Town House, 17 Common Street, Southborough, MA 01772 on **Thursday, August 19, 2010** by 2:00 p.m. at which time all bids will be opened and recorded. Bid openings will take place at the Town House in the hearing room on the second floor. The contract will be awarded no later than **Tuesday, August 31, 2010**.

The Town of Southborough reserves the right to waive any informalities; to reject any or all proposals. A proposal, which includes for any item a bid that is abnormally low or high, may be rejected as unbalanced. The right is also reserved to accept any proposal deemed to be best for the town.

Any questions, please contact the facilities manager, **Phil Rinehart at 508-485-8175, or prinehart@southboroughma.com**.