

Peacham, VT Town Hall Renovation

ADVERTISEMENT FOR BIDS

March 20,2025

The Town of Peacham's Selectboard is soliciting bids for renovations to the Town Hall Building.
79 Church Street, Peacham, VT

Interior construction work includes reconfiguration of existing spaces to provide:

- new restrooms,
- a new meeting room,
- additional offices,
- improvements to building insulation,
- replacement of existing lighting fixtures, and
- modifications to the building lobby.

Exterior construction work includes:

- a new covered walkway to the building, and
- painting the building exterior.

Work to be supplied and installed by others under separate agreements:

- Design and installation of a new heat pump system, and modifications to the existing hydronic heating system, by **VHV**.
- The timber frame for the new covered walkway by Groton Timber Works.
- Restoration of four historic windows.
- Security system.
- AV equipment.

- The construction documents can be viewed and downloaded at the Town of Peacham website, peacham.org/renovation. Documents can also be viewed in the Town Clerk's office: Monday 8:30am to 4:30pm, and Tuesday through Thursday 8:30am to 2:30pm.
- Bids will be due at **2:00pm on Wednesday, May 7, 2025.**
- **Work must be completed in 2025.**
- Prebid tours of the site will be held on Friday, April 4, 2025, at 9:00am and on Tuesday, April 8, 2025, at 9:00am.
- Bidders may inspect the site individually from 7:30am to 5:00pm Monday-Friday. Post office work areas can be inspected from 8:30am to 11:00am Monday-Thursday when accompanied by the town clerk.
- To receive updates, revisions to the documents, or other information, bidders must provide the following information to Rusty Barber at rbarbervermont@gmail.com with a copy to townclerk@peacham.org:
 - a contact name,
 - company name,
 - phone number, and
 - email address.

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- Subsequent information, including approved substitutions, will be sent by email to all bidders, will be posted on the Town of Peacham website, peacham.org/renovation, and will be available in the town clerk's office.
- Proposed substitutions for materials or components will be considered up to 5 days before the bid date. Substitution requests must include adequate supporting data or literature. Substitutions not approved in advance will not be allowed for construction. Address requests for substitutions to:
 - Rusty Barber rbarbervermont@gmail.com, with a copy to townclerk@peacham.org. Requests for substitutions may also be delivered to the Town Clerk's office.

State Building Permit

- The Town of Peacham will apply for and pay for the State Building Permit.

Contractor's Minimum Insurance Requirements

- Contractor agrees that it will provide and maintain during the entire term of this Contract the following insurances with at least the indicated amounts of coverage and provide Municipality a certificate of insurance showing such coverages before providing any services under this Contract:
 - (1) Commercial General Liability insurance coverage with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 in aggregate.
 - (2) Business Automobile Liability coverage with total liability limits of at least \$1,000,000.
 - (3) Statutory Workers' Compensation insurance. If Contractor is not required by law to carry workers' compensation insurance, in place of proof of workers' compensation insurance Contractor may provide a fully executed Non-Employee Work Agreement specifying the particular provision of 21 V.S.A §601(14)(F) that exempts Contractor from having to carry such coverage.
- The Contractors policies shall name the Municipality as an additional insured.

Non-discrimination

- The contractor, subcontractors, and suppliers shall provide equal employment opportunities for all persons, regardless of race, color, religion, creed, sex, age, national origin, sexual orientation, disability, or political affiliation. The contractor shall comply with the Americans with Disabilities Act.

Work Conditions

- The Town Hall Building is open from 7:30am to 5:00pm Monday-Friday. The Town Clerk's office is open on Monday from 8:30am to 4:30pm, and on Tuesday through Thursday from 8:30am to 2:30pm.
- The contractor must provide safe access to the building for pedestrians during construction.
- To the extent practical, construction access will be through the rear fire exit door.
- The contractor is to provide dust control separating the work area from the remainder of the building.
- Work in the post office must be scheduled in advance so that post office staff can be present.

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Contractor Selection

- Sealed bids, addressed to the Selectboard, will be received until **2:00pm on Wednesday, May 7, 2025** at the Town Clerk's office in the Peacham Town Hall. Bid proposals will be date-stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bids received after the deadline specified will not be considered.
- Bids must include:
 - a fixed price for the work,
 - a fixed price for the Add Alternate,
 - a total fixed price,
 - an estimated date for commencement of the work,
 - an estimated duration of the work, and
 - certificates of insurance.
- Every bid received prior to the deadline will be publicly opened during the Selectboard meeting **on Wednesday, May 7, 2025**, beginning at **6:30pm** at the Peacham Library, 656 Bayley-Hazen Road. Bids will be available for inspection after the bid opening. Bidders may attend the bid opening in person or remotely by ZOOM.

To join the meeting via ZOOM:

<https://us06web.zoom.us/j/82046868561?pwd=QvZbmil0ajUibvEebJUXbssnEWSqm0.1>

Meeting ID: 820 4686 8561

Passcode: 802592

One tap mobile +13126266799,82046868561

Dial by your location

1 312 626 6799

1 646 558 8656

Criteria for Bid Selection

- The Selectboard reserves the right at its sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will in the best interests of the Town of Peacham.
- The Selectboard reserves the right to investigate the qualifications of any bidder to determine his or her ability to ensure service throughout the term of the contract. In evaluating the bids, the Selectboard may consider the following:
 - price,
 - bidder's ability to perform within the proposed time frame,
 - bidder's experience and reputation, including past performance for the Town of Peacham,
 - bidder's financial responsibility,
 - bidder's availability to provide future service, maintenance, and support, and
 - any other factors that the Selectboard determines are relevant and appropriate.

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The Contractor and the Selectboard will enter into an agreement for a fixed price.

Contact Information

Project Coordinator

Rusty Barber

802.274.6875

rbarbervermont@gmail.com

Peacham Town Clerk

Rebecca Washington

802.592.3218

townclerk@peacham.org

Peacham Selectboard

Alfred Dedam, Chair

Peter Craig

Will Kempton

Molly Willard

Christian Snow