

The City of Rochester, New Hampshire is accepting sealed bids for construction of the **City Hall Annex Renovations**. Bids must be submitted in a sealed envelope plainly marked:

“City Hall Annex Renovations”

Bid No.: 16-38

City of Rochester City Hall

31 Wakefield Street

Rochester, NH 03867

Attn: Purchasing Agent

All bids must be received no later than **June 16, 2016 at 2:15 PM**. Actual bid opening will be at **2:30 PM**. No late bids, faxed, e-mailed or telephone bids will be accepted. Bid proposals and specifications may be obtained from the City of Rochester Purchasing Department, 31 Wakefield Street, Rochester NH 03867. All bid questions must be submitted in writing (email preferred) to the Purchasing Agent. Bidders are to monitor website for addendums, and postings of all bid questions and answers. The period for questions or addendums will end 1 week prior to bid opening. All bid proposals must be made on the bid proposal forms supplied, and the bid proposal forms must be fully completed when submitted.

A **mandatory** Pre-Bid Conference for the project will be held at the City Hall Annex, 31 Wakefield Street, Rochester, New Hampshire on June 1, 2016 at 1:00 PM. Contractor(s) who submit a Bid and are not listed as attending the Pre-Bid Conference will be disqualified.

1. Completion time for the project will be calculated as calendar days from the date specified in the “Notice to Proceed” as follows:
 - 274 calendar days for Substantial completion
 - 304 calendar days for Final completionLiquidated damage will be in the amount of \$500.00 for each calendar day of delay from the date established for substantial completion, and \$500.00 for each calendar day of delay from the date established for final completion.
2. Each General Bid shall be accompanied by a Bid Security in the amount of 5% of the Total Bid Price.
3. The successful Bidder must furnish 100% Performance and Payment Bonds, and will be required to execute the Contract Agreement within 10 days following notification of the acceptance of his Bid.
4. The successful Bidder on this work is required to comply with the president’s Executive Order No. 11246 entitled “Equal Employment Opportunity”, as amended by Executive Order 11375 and amendments or supplements to that Executive Order, and as supplemented in Department of Labor Regulations (41 CFR Part 80). The requirements for bidders and contractors under this order are explained in the Information for Bidders.
5. No Bidder may withdraw a Bid within 90 days after the actual date of opening thereof.
6. The CONTRACT DOCUMENTS may be examined at the following locations:
 1. City of Rochester, 31 Wakefield Street, Rochester, NH 03867
 2. Oak Point Associates, 85 Middle Street, Portsmouth, NH 03801
 3. Construction Summary of NH, 734 Chestnut Street, Manchester, NH 03104
 4. Associated General Contractors, 48 Grandview Road, Bow, NH 03304

Paper or digital copies of the Contract Documents may be obtained from **The City of Rochester** starting May 10, 2016. Paper copies may be picked up in person upon payment of a fee of **\$150.00** per set, which will not be refunded. Paper copies will not be mailed, nor will

partial sets be distributed. Digital copies may be picked up at no cost, but requests for mailed digital documents must be accompanied by an additional fee of **\$20.00** to cover the cost of postage and handling.

To be considered a responsive Bidder, the Contractor shall have obtained at least one set of plans and specifications (in either paper or digital form) from the Owner (City of Rochester). The Bid will not be awarded to a Bidder unless a record for the request of at least one set of plans and specifications exists in the office of the Owner. To meet this requirement and to establish the record of request, a prospective Bidder must obtain plans and specifications using the name that is to appear in the Bid Documents.