



## NOTICE OF ADDENDUM



### Addendum #1

## Moultonborough Function Hall ADA Compliant Bathroom

**You must account for any additional work set forth in this addendum and acknowledge the receipt of said Addendum on the attached proposal form.**

**You must use the attached proposal cover form as part of your submission!**

**Q: Is the town expecting a Stamped Engineered set of plans or will in-house (CAD) drawings be acceptable?**

A: You will not need to submit a set of stamped drawings with your proposal. However, the Building Inspector has determined that he will require a set of stamped drawings in order to ensure complete compliance with code/accessibility requirements. So, do be sure to include the anticipated price of such services in your cost proposal.

**Q: Does the project need to be bonded?**

A 1: We do not anticipate that the project needs to be bonded unless the value of your proposal exceeds \$125,000. [ RSA 447:16 requires that “Officers... agents or other persons who contract in behalf of... any political subdivision thereof for the construction, repair or rebuilding of public buildings... shall if said contract involves an expenditure of... \$125,000 in behalf of a political subdivision... obtain as a condition precedent to the execution of the contract, sufficient security, by bond or otherwise, in an amount equal to at least 100 percent of the contract price...”.]

A 2: However, in the alternative, we will require a retainage of 10% on each progress payment, and certificates of payment received from each subcontractor for work due under that progress payment, until such time as the work is complete and we have issued a Certificate of Completion.

**Q: Can they get weekend inspections?**

A: This is highly likely but would need to be pre-arranged as the Inspector cannot confirm availability without knowing when those weekends might be.

**Q. Will a Fire “pull station” be required?**

A: No but... An “occupant notification device” with visual and audible features will be installed in each bathroom to notify the hearing impaired of an activation of the fire alarm system. This

will be ceiling mounted and provided and paid for outside of the contract by the Owner. It will be the responsibility of the Contractor to maintain close coordination with the Owner so that the Owner may arrange for the requisite pre-wiring and final installation.

**Q: Can they make appointments to do a walk through with their contractors other than the tour dates that are in the bid package?**

A: Yes. You may arrange the same by contacting the Owner's representative via email at [facilities@moultonboroughhn.gov](mailto:facilities@moultonboroughhn.gov). You may also do a site inspection during any open hours of the facility provided you understand that you may not interrupt any normal and ordinary use of the facility.

**Q: Must I match the same color of floor finish wherever I am cutting into, doing demolition, or otherwise creating or exposing raw floor?**

A: You do not need to match the existing floor coloring if you cannot. However, you must submit what you propose to use for approval and you must bring the floor treatment to a clean "break line" to ensure a finished look to the work/

**Q: May I do any preparatory work ahead of the weekends?**

Yes, depending upon what you propose to do and obtaining pre-approval. A perfect example is you may be able to accomplish the relocation of the hot water heater on an overnight basis. Bear in mind, this is a working facility. In addition to the working hours set forth in the original issuance of this RFP, you may work after 2p and you must be completed, fully cleaned up and out of the facility by 6a. Once we have an executed contract, we will work with you on your schedule and schedule around any such additional working hours you might propose to use.

**Town of Moultonborough**  
**ADA Unisex Bathroom @ Town's Function Hall**  
**Proposal Cover Form**  
**(Please Print or Type)**

Name of Proposer: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Person: \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**ATTENTION:**

Mr. Carter Terenzini, Interim Town Administrator  
Town of Moultonborough  
6 Holland Street  
PO Box 139  
Moultonborough, NH 03254

Dear Mr. Terenzini:

Having examined the documentation provided with the subject Request for Design/Build Proposals for Bids the undersigned proposes to furnish all materials as requested in accordance with the subject documents.

The undersigned acknowledges Addenda # \_\_\_\_\_  
(If none, write none).

If I am notified my proposal is accepted within forty-five (45) days of the bids having been opened, I will execute a contract for the work within fourteen (14) days thereafter.

I propose to provide the work, as set forth in my cost proposal attached for the sum of:

\$ \_\_\_\_\_  
(In Figures)

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents  
(In Words)

Town of Moultonborough  
ADA Unisex Bathroom @ Town's Function Hall  
Proposal Cover Form  
Page 2

I propose to complete the project in \_\_\_\_\_ calendar days from the notice to proceed.

I have attached a section on my team, our project experience and our technical proposal as specified in the Request for Proposals.

I understand that the town reserves the right to reject any and all proposals, and waive any minor or non-material informalities, if deemed to be in its best interests.

I understand that the Town may hold my proposal for forty-five (45) days prior to awarding a contract.

I certify, under the penalties of perjury, that (1) I have had an opportunity to view the full bid package and am aware it was my responsibility to perform my own due diligence appropriate to submitting this proposal, (2) I am fully authorized to submit this bid, (3) I have not engaged in discussions, negotiations, or collusion with any person to determine what my bid will be and (4) that I, to the best of my knowledge and belief, have paid all taxes, fees, assessments, betterments or other municipal charges that I owe to the Town of Moultonborough or have payment agreement in place or have filed an appeal over the same.

---

Signature of Bidder

---

Title of Bidder

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Corporate  
Seal