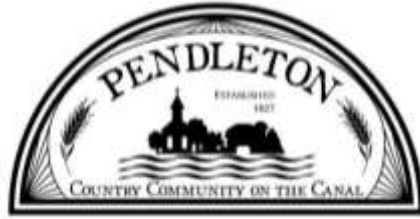


TOWN OF PENDLETON
6570 Campbell Boulevard
Lockport, NY 14094



**Town Hall - Justice Court Modifications
Request for Proposals**

SUMMARY OF WORK

PART 1 – GENERAL

1.1 PROJECT DESCRIPTION

- A. Project Location - Town of Pendleton Town Hall, 6570 Campbell Boulevard, Town of Pendleton, New York.
- B. The project involves the replacement of the existing Board Room bench with a new Board and Courtroom bench. The Contractor shall refer to the enclosed exhibits and pictures of the current conditions.
- C. Contract award will be made on the basis of best value given consideration to product durability and performance, and quality of craftsmanship coupled with a design that meets the town's expectation for use as a courtroom meeting space.
- D. Potential bidders may inspect the project location by email request to the Town Clerk at dmaurer@pendletonny.us or by contacting the Town Clerk's office at (716) 625-8833.

1.2 WORK INCLUDED

- A. The work of the Project shall include all labor, materials, equipment, tools, and incidentals necessary to complete the scope of work in place, approved, accepted, and ready for use. Work shall include but not be limited to:
 - 1. Protection and reinstallation of existing electrical and communication equipment
 - 2. Demolition and disposal of the existing bench
 - 3. Fabrication and installation of cabinetry and millwork in the boardroom in the Town Hall.
- B. This work will consist of fabrication and placement of a work and seating area to replace the existing installation.

- C. Contractor must be permitted and insured for the work in accordance with Town of Pendleton requirements.
- D. The Contractor shall supply all supervision, labor, equipment, and materials to complete the Work outlined in this section unless specified otherwise.
- E. The Contractor will evaluate the conditions present and update the Owner on an ongoing basis to any changes or recommendations to the project requirements.

1.3 GENERAL SCOPE OF WORK ITEMS – NOT USED

1.4 MODIFICATION – NOT USED

1.5 AVAILABLE DATA AND PHYSICAL DATA

- A. The Contractor shall be required to be fully informed concerning the location of the Work and all physical aspects of the area delineated as the focus of such work and if it shall be assumed that the Contractor has prepared the bid and entered into the Contract in full understanding of the conditions to be encountered, and responsibility of the Contractor in connection therewith.

PART 2 PRODUCTS

- A. All materials and hardware used in the fabrication of the new work and seating area will be of high quality products of suitable durability and appearance for the intended use.
- B. All materials incorporated into the work shall be approved by the Owner for incorporation into the completed work.
- C. Transparent Finish: - Stain, sheen, and Finish System shall be premium grade. Match approved sample color.
- D. A detailed list of materials of construction shall be provided with the bid.

PART 3 EXECUTION

- A. Before installation, condition of woodwork to average prevailing humidity conditions in the installation area.
- B. Grade: Install woodwork to complete with the approved grade pursuant to Section 2.
- C. Install woodwork level, plumb, true and straight to a tolerance of 1/8 inch in 96 inches. Shim as required with concealed shims.
- D. Scribe and cut woodwork to fit any adjoining work, refinish cut surfaces and repair damaged finish at cuts.

END OF SECTION

The Town Clerk shall receive all sealed Requests for Proposals and shall open and record all received RFPs on June 3, 2024 at 3:00 PM.

RFPs shall be mailed or delivered to the Pendleton Town Clerk at 6570 Campbell Boulevard, Lockport, NY 14094.

Deborah K. Maurer, Town Clerk

Dated: May 16, 2024

Please Publish: May 18, 2024