

**TOWN OF HANNIBAL
INVITATION TO BID
INTERIOR WALL & DOOR CONSTRUCTION**

Issue Date: 5/8/25

Due by: 6/3/25 5:00pm

Respond to:

Kim Malone

Town Supervisor

824 Cayuga Street

Hannibal, NY 13074

(315) 564-6037 X 29

TOWN OF HANNIBAL

INTERIOR WALL WITH DOOR BID

This signature page must be submitted with your bid.

(Please separate it from specifications before submission.)

Bid Amount- Interior Wall with door \$ _____

With my signature, I confirm I have reviewed the specifications for construction of interior wall with door located at the Hannibal Municipal Building 824 Cayuga Street

Signature & Title

Name of Company

Date

Accepted by the Hannibal Town Board on _____

Signature & Title

Request for bids to construct and finish interior wall partition with doorway.

1. Project Overview:

- **Location:** Hannibal Town Hall, 824 Co Rte. 34, Hannibal, NY 13074.
- **Project Description:** Construct interior wall partition of commercial materials, install door, hardware, finish trim and paint to match existing.
- **Purpose of Refurbishment:** The refurbishment is necessary for town personnel and property security.

2. Scope of Work:

- **Material Removal:** Removal of construction material debris.
- **Surface Preparation:** Prepare all wall surfaces, trim, door for paint or surface finishes to match existing interior area.
- **Material Installation:** Installation of interior wall partition from floor to existing drop ceiling (approximately 18 feet), removal of (1) ceiling light fixture, replacement of (1) ceiling tile, installation of (1) 36" interior door and locking hardware (to match existing doors), Install trim to match, paint and finish to match existing.
- **Finishing:** Painting, sealing, and other finishing touches as needed for high quality results.
- **Safety Features:** Construction barrier / curtain to be in place during refurbishment project until approved completion.

3. Project Requirements:

- **Schedule:** Provide a timeline for the project, including project start date.
- **Budget:** Provide itemized proposal for estimated materials and labor.
- **Insurance:** Provide certificate of insurance for general liability.

4. Bidding Procedures:

- **Submission Deadline:** Please submit sealed bid proposal to Town of Hannibal by June 3, 2025 Attention: Interior Wall Bid. Please include minimum of one business / customer reference with bid.
- **Evaluation Criteria:** All bids will be opened on June 4th and be evaluated on price, experience, and references.
- **Contact Information:** For questions or more information, please contact Kim Malone, Hannibal Town Supervisor, ph. 315-564-6037, Ext 29.