

**INVITATION TO BID**

Notice is hereby given that the Town of Ellington, Connecticut will accept General Contract bids for the HVAC upgrades at Hall Memorial Library according to Contract Documents prepared by Russell and Dawson LLC and described in general as Project Manual Dated July 1, 2011.

Bid and Contract Documents and Project Manual may be examined at:  
Russell and Dawson LLC  
330 Roberts Street, Suite 301  
East Hartford, Connecticut 06108

Bid and Contract Documents and Project Manual may be obtained from;  
Finance Office  
55 Main Street  
Ellington, Connecticut 06029

Bid security in the amount of 5% of the base bid will be required to accompany bids.

Proposals must be executed in accordance with and subject to instructions and specifications contained herein.

**PRE-BID MEETING AT SITE:** Thursday, July 14, 2011 at 3:00 p.m.  
93 Main Street  
Ellington, Connecticut 06029

**DATE OF RECEIPT OF BIDS:** Thursday, July 21, 2011.

**TIME OF RECEIPT OF BIDS:** 10:00 a.m.

**PLACE OF RECEIPT OF BIDS:** Finance Office  
55 Main Street  
Ellington, Connecticut 06029

The Town of Ellington, Connecticut is an equal opportunity employer and requires an affirmative action policy for all of its Contractors and Vendors as a condition of doing business per Federal Order 11246.

The Town of Ellington reserves the right to reject any or all bids, to waive any informalities, omissions, excess verbiage or technical defects in the bidding and the Town need not necessarily award the contract to the lowest Bidder if, in the opinion of the Town, it would be in the best interest of the Town of Ellington to accept another bid.

## SCOPE OF WORK

1. The intent of the project is to upgrade the existing HVAC system for the library as described in the project manual and drawings.
2. Inspect all existing fan/coil units and connecting ductwork, piping, wiring and controls and repair or replace any defects. The units should be cleaned and restored to original operating condition. Replace belts, valves and connections where necessary. Clean coils and seal casing joints where required. Change all filters.
3. Remove 4 existing oil fired boilers and related piping and wiring connections. Remove boiler flue system to chimney. Remove interior oil piping, pumps and related items to exterior wall.
4. Remove 6 existing pumps.
5. Refurbish existing heat exchanger.
6. Install 3 new, modulating, sealed combustion high efficiency natural gas boilers with stainless steel fire tube heat exchangers, distribution manifold, and external boiler control. Install all required piping, wiring and combustion air and makeup air vents.
7. Install 6 new energy efficient variable speed replacement pumps.
8. Install new ductile iron gas piping from exterior gas manifolds to new boilers with all valves, piping and trim.
9. Install a new fan/coil unit at second floor meeting room with chilled and hot water piping, wiring, ducts, registers, and controls. A painted sheetrock enclosure with a wood door shall be constructed for this location.
10. Install a new HVAC control system for all building systems and zones with remote monitoring capability.
11. Thoroughly clean all disturbed areas and remove all debris from the site.
12. The contractor shall perform his work with a minimum of disturbance to the operation of the library. The cooling system must remain in operation during library occupied hours and the contractor must provide temporary equipment or whatever is required to accomplish this.