

**TOWN HALL/MUNICIPAL BUILDING PROJECT PROPOSAL COVER  
SHEET**

Firm Name:

Monadnock Commercial Building Co.

Firm Address:

32 Fitzgerald Drive, Unit 10, Jaffrey, N.H. 03452

Firm Telephone Number:

603-878-0810

Number of years in existence: 14

Management Contact (person responsible for direct contact with Town):

Name: Dan Callahan

Title: Vice President

Telephone Number: same

Email: dan\_callahan@comcast.net

Cell Number: 603-965-5262 Email: dan\_callahan@comcast.net

The undersigned hereby submits the accompanying proposal and, by doing so, agrees that:

1. The firm has carefully reviewed its proposal and understands and agrees that the Town is not responsible for any errors or omissions on the part of the proposer.
2. It is understood and agreed that the Town reserves the right to accept or reject any or all proposals and to waive any informality or irregularity in any proposal received by the Town.
3. The proposal includes all of the terms, conditions, figures, and data required by the proposer to enter into a binding agreement for the services proposed.
4. The proposal shall be valid for 12 months from the date of submission.

Name of Firm: Monadnock Commercial Building Co.

By: 

(Authorized Signature)

Type Name: Dan Callahan

Title: Vice President

Date: 9/13/16



**32 FITZGERALD DRIVE, UNIT #10 JAFFREY, NEW HAMPSHIRE 03452**  
**PH. 603-878-0810 FAX 603-878-0809**

## **REVISED PROPOSAL**

September 13, 2016

**Page 1 of 5**

Town of Pelham, N.H.  
Selectmen's Office  
6 Village Green  
Pelham, N.H. 03076

**RE: RFP for Town Hall / Municipal Building Renovation Project**

Attached please find the proposed scope of work, inclusions / exclusions and clarifications, in accordance with RFP Town Hall / Municipal Building Renovation Project, our pre-bid site visit and the following scope of work. Should you have any questions, or need further clarification, please feel free to contact me at your earliest convenience.

### **Professional Fees & Permits**

- Apply for, secure building permit and related inspections (no permit fees included)

### **General Conditions**

- Daily offloading, clean up & dumpster for daily debris
- Project Management & Supervision
- Project close out documentation

### **Project Conditions / Requirements**

- Owner to provide staging area, in close proximity of work areas, for contractor's equipment and material
- Work to be performed during daytime working hours
- Town of Pelham to move office equipment, furniture & furnishings
- Provide poly dust barriers where needed / applicable

### **General Construction**

#### **Selectmen's Office / Administrative Area**

- Prep existing opening to receive new office walls
- Install new ceiling high partitions (with tear-away bead @ ceiling) creating two (2) new offices with 3-5/8" metal studs, un-faced sound batt insulation, 5/8" type X gypsum board, tape, finish, sand, prime & patch / paint to match existing
- Relocate one (1) existing door & install one (1) new 3'-0" x 7'-0" B-Label (90 min) fire rated door frame prepped for electric strike, electric strike plate, solid birch door, hardware, Corbin Russman lever set. New door to be stained and finished to match existing. (Card access system, wiring, transformer and installation by others)
- Re-install counter in hallway (removed from mail room)
- Install six (6) duplex electrical receptacles (3 in each office)
- Kerf existing tegular ceiling tile into new partitions

### **Town Clerk's Office:**

- Remove existing low wall
- Dismantle, modify & re-install existing counter
- Install new ceiling high partition (with tear-away bead @ ceiling) on top of & beside relocated counter with 3-5/8" metal studs, un-faced sound batt insulation, 5/8" type X gypsum board, tape, finish, sand, prime & patch / paint to match existing
- Install in-wall fire treated blocking for glass panel installation where applicable
- Install three (3) 1/4" clear tempered glass panels with aluminum clips & polished edges @ counter openings
- Cut new door opening into existing office adjacent to counter
- Relocate one (1) duplex electrical receptacle
- Install one (1) new 3'-0" x 7'-0" B-Label (90 min) fire rated door frame prepped for electric strike, electric strike plate, solid birch door, hardware and Corbin Russman lever set. New door to be stained and finished to match existing. (Card access system, wiring, transformer and installation by others)
- Install one (1) 1/4" clear tempered glass panel with aluminum clips & polished edges @ existing office window opening
- Infill new Mannington SafeWalks 12"x12" tile (to match existing) where counter was relocated
- Disconnect existing power @ counter (low voltage by others), provide temporary and permanent power with two (2) quadraplex electrical receptacles
- Install three (3) duplex electrical receptacles (2 in new wall & 1 in existing wall)
- Remove five (5) existing 2'x 4' parabolic lense light fixtures & install four (4) new 2'x 2' LED prismatic lense light fixtures
- Infill ceiling tile & modify ceiling grid to accommodate new light fixtures

### **New Assessor's Office:**

- Remove existing kitchen cabinets & counter and save for re-use
- Disconnect and cap (in-wall) plumbing supply & waste
- Open & patch / paint wall @ plumbing access
- Dismantle existing counters & save for re-use
- Install new ceiling high partition (with tear-away bead @ ceiling) with 3-5/8" metal studs, un-faced sound batt insulation, 5/8" type X gypsum board, tape, finish, sand, prime & patch / paint to match existing
- Install in-wall fire treated blocking for glass panel installation where applicable
- Install one (1) new 3'-0" x 7'-0" B-Label (90 min) fire rated door frame prepped for electric strike, electric strike plate, solid birch door, hardware and Corbin Russman lever set. New door to be stained and finished to match existing. (Card access system, wiring, transformer and installation by others)
- Install two (2) 1/4" clear tempered glass panels with aluminum stiles & clips and polished edges

**New Assessor's Office (continued):**

- Install Mannington SafeWalks 12"x12" tile in the public area over existing vct
- Install Hollytex Commercial Solutions Attribute carpet & pad over existing vct in new Assessor's Office
- Install 4" vinyl cove base to match existing throughout
- Install two (2) duplex electrical receptacles
- Re-install existing mail room counters against new wall in public area

**Parks & Recreation Department:**

- Dismantle, modify & re-install existing counter (counter currently in existing office)
- Remove existing closet walls, door, frame & hardware
- Remove existing electrical outlets & associated piping on block wall
- Saw-cut masonry block, install steel lintel, parge block opening & concrete floor in preparation for two (2) new door frames
- Remove existing ceiling tile
- Install new ceiling high partitions (with tear-away bead @ ceiling) with 3-5/8" metal studs, un-faced sound batt insulation, 5/8" type X gypsum board, tape, finish, sand, prime & patch / paint to match existing
- Install in-wall fire treated blocking for glass panel installation where applicable
- Install two (2) new 3'-0" x 7'-0" B-Label (90 min) fire rated door frame prepped for electric strike, electric strike plate, solid birch door, hardware and Corbin Russman lever set. New doors to be stained and finished to match existing. (Card access system, wiring, transformer and installation by others)
- Install two (2) new 3'-0" x 7'-0" B-Label (90 min) fire rated welded masonry door frames prepped for electric strike, electric strike plate, solid birch doors, hardware and Corbin Russman lever sets. New doors to be stained and finished to match existing. (Card access system, wiring, transformer and installation by others)
- Modify existing ceiling grid to accommodate new light fixtures
- Install Armstrong 769 flat fissured 2'x4' lay-in ceiling tile
- Install four (4) 1/4" clear tempered glass panels with aluminum stiles & clips and polished edges
- Install ten (10) duplex electrical receptacles
- Install ten (10) new 2'x 2' LED prismatic lense light fixtures
- Install one (1) new 36,000 btu Mitsubishi heat pump split system
- Install power circuitry to new heat pump & condenser
- Install Mannington SafeWalks 12"x12" tile in the public area over existing vct
- Install Hollytex Commercial Solutions Attribute carpet & pad over existing vct in new office area
- Install 4" vinyl cove base to match existing throughout

**Employee Entrance:**

- Remove existing door, frame & hardware and save for re-installation
- Remove existing 10' wall
- Install new ceiling high partition (with tear-away bead @ ceiling) with 3-5/8" metal studs, un-faced sound batt insulation, 5/8" type X gypsum board, tape, finish, sand, prime & patch / paint to match existing
- Re-install existing door, frame & hardware in new wall
- Remove, patch & match existing ceiling grid and tile on both sides of new wall
- Relocate one (1) existing fire extinguisher cabinet
- Relocate one (1) existing room sign
- Patch Hollytex Commercial Solutions Attribute carpet & pad over existing vct where wall was relocated (approx. 100sf)

**QUALIFICATIONS:**

- Work to be performed during daytime working hours
- Work in all areas will be done simultaneously
- Construction schedule to be generated and submitted upon results of pre-construction meeting with the Town of Pelham
- Proposal includes procuring all necessary permitting and does not include permit fees (fees waived by Town of Pelham)
- Submit drawings provided by Town of Pelham for permitting
- Additional information, clarifications, references, etc. available upon request

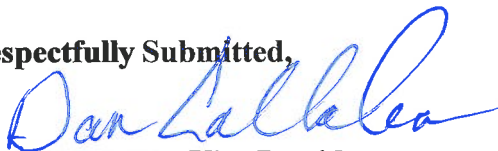
**EXCLUSIONS:**

- Any items not specifically stated above
- Bonds & permit fees
- Design and / or permit drawings (submit drawings provided by Town of Pelham)
- Premium Time and Overtime
- Low voltage wiring, security cameras & alarms, card access system & wiring, fire detection, fire protection, emergency and exit lighting
- Removal, modification, re-installation or new window treatments
- Clean up of subcontractors performing work for the Town of Pelham
- Repairs, upgrades or replacement to existing building systems
- Environmental abatement

**PROPOSAL IS SUBJECT TO VERBAL QUALIFICATION FOR  
CONTENT, INTENT & DESIGN**

**TOTAL LUMP SUM PROPOSAL AMOUNT \$ 75,078.00  
(Seventy Five Thousand Seventy Eight Dollars)**

Respectfully Submitted,



**Dan Callahan – Vice President  
Monadnock Commercial Building Co.**



## **ABOUT US**

Monadnock Commercial Building Co. (MCBC) is committed to providing reliable service and quality projects in compressed time frames. We strive to uphold our sense of honesty, hard work, and practical solutions that show respect for our clients' needs. We understand the special challenges that our clients are faced with today: budget constraints and aggressive schedules with critical completion dates. Successfully completing these types of projects requires expertise and experience, a team approach, excellent management and communication skills, plus a great determination to succeed. MCBC brings these attributes to every project.

## **SERVICES**

### **Pre Construction and Consulting Services**

MCBC represents our clients in the site selection and the feasibility process as well as other pre construction functions. Making informed decisions early on is critical to the success of any project. Below are some of the services we provide as the owners' representative.

- Site Selection
- Existing Conditions Survey
- Develop Design Team
- Code Review & Permitting
- Space Planning
- Preliminary Layout & Design
- Budgeting
- Preliminary Construction Schedule
- Construction Documentation & Specification Review
- Construction Planning

## **Construction Management**

Our industry knowledge and management team can keep the project within budget and on schedule. As a construction manager with hands on experience we can provide budget assurances and a single-source contract for our clients. Serving as the owners' representative we oversee the entire process from the pre construction phase through occupancy.

- Permit Acquisition
- Coordinate Design Team with Municipality Requirements
- Daily On Site Management of All Contractors
- Select, Manage & Award All Contracts
- Provide Site Supervision & Project Management
- Monitor Budgeting
- Coordinate Construction with Facilities & Building Management
- Maintain Submittals, Shop Drawings and Construction Documentation On Site
- Secure Certificate of Occupancy

## **General Contracting**

Our strong management systems and skills help us perform successful construction projects. By leveraging our experience and abilities to coordinate and manage the entire construction project allows our clients single-source responsibility to all facets of the project. This allows the client to focus on their business with minimal disruption. We currently service the Retail, Commercial, Institutional, Telecom and Restaurant industries.

## **Maintenance**

Our working relationship with our clients has enabled us to continue to service their maintenance needs while providing a single-source for various needs. Our continued commitment to providing reliable service allows our clients to have a level of trust when it comes to deciding who to call in a preventative maintenance, maintenance repair or emergency repair situation. We currently provide maintenance, repair and upgrading of existing building systems to many of our longtime valued clients.



## **KEY INDIVIDUALS**

### **Jon Clough – President**

Approximately 29 years of experience in the construction industry. Responsibilities include overseeing daily field operations of the company, estimating, and project management for restaurant, commercial and retail projects. Develop business plan and review staffing needs with management staff.

### **Dan Callahan – Vice President**

Approximately 36 years of experience in the construction industry. Responsibilities include business development, client relations, contract negotiations, quality control, project administration and closeout. Ensure adequate staffing for all business functions. Develop, prepare and maintain financial forecasts in accordance with business plan.

### **Michael Mercurio – Estimator / Project Management**

Approximately 30 years of experience in the construction industry. Responsibilities include coordination, preparing and follow up of estimates for potential projects and management of current projects.

### **Mike Barrett – Field Superintendent**

Approximately 22 years of experience in the construction industry. Responsibilities include field coordination of multiple projects, daily monitoring of field staffing needs and timely stocking of tooling and material for current projects.

### **Walter Fredette – Project Superintendent**

Approximately 37 years of experience in the construction industry. Responsibilities include field coordination of projects, daily monitoring of field staffing needs and timely stocking of tooling and material for current projects.

### **Joe McCoy – Project Superintendent**

Approximately 30 years of experience in the construction industry. Responsibilities include field coordination of projects, daily monitoring of field staffing needs and timely stocking of tooling and material for current projects.

# **MONADNOCK COMMERCIAL BUILDING CO.**

## **K1 Speed - Indoor Go-Kart Racing Facility Fordham Road, Wilmington, Mass.**



**SCOPE OF SERVICES:** Design build services to create an indoor go-kart racing facility. Performed functions from existing conditions survey, code search, develop design team, permitting through certificate of occupancy. Co-ordinated all trades throughout construction.

**Contract Amount \$ 1,285,329.00**

### **PROPERTY OWNER**

**Wilmington Realty Trust  
324 Broadway  
Somerville, Mass. 02145**

**Mr. Gary Stanieich - Property Manager  
Cell: 603-860-5508**

**32 Fitzgerald Drive, Unit 10**

**Jaffrey, N.H. 03452**

## **MONADNOCK COMMERCIAL BUILDING CO.**

### **3M Ceradyne Inc. - 3 Phased Office Renovations Salem, N.H.**



**SCOPE OF SERVICES:** Design build services for office/warehouse expansion completed in 3 phases. Performed functions from existing conditions survey, space planning, budgeting, permitting through certificate of occupancy. Re-zoned air distribution system. Coordinated all trades throughout construction.

Contract Amount \$ 405,338.00

### **OWNER**

**3M Ceradyne Inc.  
7 Industrial Way  
Salem, N.H. 03079**

**Mr. Paul Crowther - Design Engineer  
Office: 603-893-0992  
Cell: 617-817-6328**

**32 Fitzgerald Drive, Unit 10**

**Jaffrey, N.H. 03452**

# **MONADNOCK COMMERCIAL BUILDING CO.**

## **CranBarry Inc. - New Office Fit Up / Warehouse Wilmington, Mass.**



**SCOPE OF SERVICES:** Design build services for new office / warehouse fit up. Performed functions from existing conditions survey, space planning, budgeting, permitting through certificate of occupancy. Coordinated all trades throughout construction.

**Contract Amount \$ 315,060.00**

### **OWNER**

**CranBarry Inc.**

**40 Fordham Rd., Building 1A, Suite 2  
Wilmington, Mass. 01887**

**Mr. Brad Gay - Vice President  
Office: 978-447-5290**

**32 Fitzgerald Drive, Unit 10**

**Jaffrey, N.H. 03452**



## REFERENCES

**Mr. Paul Crowther**

Design Engineer  
3M Ceradyne  
7 Industrial Way  
Salem, New Hampshire 03079  
603-386-0405 Office  
617-817-6328 Cell

**Mr. Brad Gay**

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CranBarry Inc.  
40 Fordham Rd., Building 1A, Suite 2  
Wilmington, Mass. 01887  
978-447-5290 Office

**Mr. Joel Silverwatch**

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Silverwatch Architects LLC  
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Windham, New Hampshire 03087  
603-894-4450 Office  
603-235-6843 Cell

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