



**Town of Pelham,
New Hampshire**

Memo

To: Doug Viger, Chairman

From: Brian McCarthy, Town Administrator

Date: September 15, 2016

Re: Bid award for the Municipal Building Renovation Project

On Wednesday September 14, 2016 I met with Marie Maruca in reference to unsealing Request for Proposals (RFP) for the Municipal Building Renovation Project.

The RFP process started on August 29, 2016 with the dissemination of the RFP that was publically advertised in the newspaper and the internet. The closing date for bids/proposals was Tuesday September 13, 2016.

The Town received four (4) bids/proposals for the project. They are as follows;

1. Score Construction submitted a proposal with a total cost of \$77,600.
2. Monadnock Construction submitted a proposal with a total cost of \$75,078.
3. Brussard Construction submitted a proposal with a total cost of 54,150.
4. Paxor Construction submitted a proposal with a total cost of 53,910.

My recommendation would be to award the contract to Brussard Construction.

In my opinion, Brussard Construction is the lowest qualified bidder for this project and their quality and workmanship is exceptional. Brussard Construction's service record and experience will suit our needs and they have previously performed work for the Town to our satisfaction.

Please don't hesitate to contact me if you have any questions