

COMMISSIONERS OFFICE / HALLWAY REMODEL SPECIFICATIONS

SCOPE OF PROJECT

To remove all the exposed duct work in the 1st and 2nd floor hallways, County Clerk's Office, Assessor's Office, Treasurer / Collector's Office, Recorder of Deeds Office, and 1st floor restrooms. Refinish the holes left by the removed ductwork. Construct a false wall, at the breaker boxes, allowing for access to breakers with a small access door, on the 1st, 2nd, and 3rd Floors in order to conceal the breakers.

To remodel the Commissioner's Office to include but not be limited to: remove the interior walls of the office; reseal the west brick wall to leave exposed; refinish the remaining walls, prep and paint; complete or reconstruct the drop ceiling; add lighting; replace the floating floor laminate.

To remodel the 1st floor restrooms to include but not be limited to: installing ceramic tile (that matches the basement restroom) onto the floors of each restroom and hallway between; installing the same ceramic tile 4' up the walls of each rest room; installing the same ceramic tile 6" at the base of the hallway between restrooms; replacing the window sill with a finished oak that matches the hallways of the courthouse; and prepping and painting the walls.

COMPLETION DATE

Please indicate, in your bid, the estimated completion date of the project.

PAYMENT

Invoices will normally be paid within 10 days of submittal.

Invoices paid with 30 days of submittal shall not be subject to any additional charges.

CERTIFICATE OF LIABILITY INSURANCE

A \$1,000,000 Certificate of Liability Insurance naming Henry County as "Additionally Insured" must accompany bid.

BID SUBMITTAL DEADLINE

The requested bid documents and bids must be received by 10:00am Thursday June 30th, 2022

Office of Rick Watson, County Clerk

100 W Franklin St

Clinton MO 64735

**Please contact Rick Watson for additional information at 660-885-7204.

