



The City of Roseville is seeking bids to complete a remodeling project within its City Hall as per the plans included with these bidding instructions. The improvements include creating four offices and converting some existing spaces into office environments. Some electrical and mechanical work is also included as part of these improvements.

Please review the included plans and specifications. There is a mandatory Pre-Bid meeting that all bidders must attend or must make alternate arrangements before submitting a bid.

**THE PRE-BID MEETING WILL BE HELD AT 10 AM ON WEDNESDAY, DECEMBER 29<sup>th</sup>, 2021, AT THE ROSEVILLE CITY HALL**

Contact information for the City project manager and the architect are included on the title page of the plan set.

City permits will need to be issued to the Contractor for all work. Contractor is responsible for any costs of registering as a licensed contractor with the City. To that requirement, all contractors should be licensed as necessary, insured and bonded.

BIDS ARE DUE TO THE CITY PROJECT MANAGER VIA EMAIL BY 10 AM TUESDAY, JANUARY 4<sup>th</sup>, 2022, SENT TO [MARC.CULVER@CITYOFROSEVILLE.COM](mailto:MARC.CULVER@CITYOFROSEVILLE.COM) USING THE ATTACHED BID FORM.

The City will select a contractor based on the pricing submitted as well as consideration of start date and completion date as stated on the bid form.

Any questions related to the plans should be sent to:

City Project Manager:  
Marc Culver  
Public Works Director  
(651) 792-7041

[Marc.culver@cityofroseville.com](mailto:Marc.culver@cityofroseville.com)

Architect:  
Dave Heller  
Heller Architects, Inc.  
(651) 487-8558

[dave@hellerarchitects.com](mailto:dave@hellerarchitects.com)



**CITY OF ROSEVILLE  
2022 CITY HALL REMODELING PROJECT  
BID FORM**

All bids to be submitted via email to [marc.culver@cityofroseville.com](mailto:marc.culver@cityofroseville.com) by 10 AM January 4<sup>th</sup>, 2022.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

MAIN CONTACT: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**BID PRICING:**

**PACKAGE #1: ADMINISTRATION AND FINANCE AREA**

PACKAGE BID PRICE: \$ \_\_\_\_\_ A

ALTERNATE A1: \$ \_\_\_\_\_ B

ALTERNATE B: \$ \_\_\_\_\_ C

ALTERNATE D: \$ \_\_\_\_\_ D

**PACKAGE #2: COMMUNITY DEVELOPMENT AREA**

PACKAGE BID PRICE: \$ \_\_\_\_\_ E

ALTERNATE E1: \$ \_\_\_\_\_ F

TOTAL BID FOR PACKAGE #1 AND #2 ONLY (A+E) \$ \_\_\_\_\_ G

TOTAL WILL ALL ALTERNATES (A+B+C+D+E+F) \$ \_\_\_\_\_ H

START DATE: \_\_\_\_\_

COMPLETION DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME: