



Borough of Stroudsburg

NOTICE TO BIDDERS

Bids for Repair/Restoration of the South and East Porches of
the Borough Building, 700 Sarah Street.

Date: _____

Company: _____

Authorized Agent (Print): _____

Authorized Agent (Signature): _____

Address: _____

Telephone: _____

Fax: _____

Contact Email: _____

Bids for Repair/Restoration of the South and East Porches of the Stroudsburg Borough Building, 700 Sarah Street

Specifications

Bids are for the repair/restoration of the porches on the South (Sarah Street) and East (North 7th Street) sides of the Borough Building at 700 Sarah Street.

Sarah Street Porch

Replace Rolled Roofing
Flashing Secured
Doors Glazed & Sealed
Clean/Repair/Replace Drain
Replace Soffit & Fascia
Ensure Proper Slope to Drain
Restore Porch Columns
Repaint
Any Other Repairs as Needed and Agreed Upon w/Borough

North 7th Street Porch

Replace Soffit & Fascia
Replace Rolled Roofing
Replace Lighting with Integrated LED Flush Lighting
Restore Porch Columns
Repaint
Any Other Repairs as Needed and Agreed Upon w/Borough

General Requirements of Bids

1. Bidders must meet all of the following general requirements.
2. Bid opening will be **Tuesday, March 5th, 2024, 7:00 pm**. Legal advertisement will be published in the Pocono Record on January 26th & February 2nd, 2024.
3. Bid prices are to be free of any state, local or federal tax, since the Municipality is a tax-exempt jurisdiction (tax-exempt certification provided on request).
4. **All work associated with this bid must be completed no later than October 31st, 2024.**
5. Bids must clearly show a breakdown of the cost of each individual component of the project, broken down by South and East Porches, as well as total cost.
7. Repairs listed above should not be considered exhaustive. If, in the professional opinion of the bidder, additional work needs to be completed to restore/repair either porch, this work should be included in the bid. This additional work will be factored into the Borough's decision when making an award.

8. Lowest qualified bidder, based upon individual component costs, will be awarded the contract. The Borough of Stroudsburg reserves the right to reject any or all bids.

9. Any questions on, or interpretations of, the specifications shall be directed to the Borough Manager no later than Monday, February 26th, 2024.

10. The bidder is presumed to have investigated and examined the specifications and is assumed that the bid is made with full knowledge and understandings of the conditions thereof.

11. All sealed bids must be received by the Borough Manager of the Borough of Stroudsburg, 700 Sarah Street, Stroudsburg, Pennsylvania 18360, by the published deadline of 5:00 pm, Friday, March 1st, 2024, and marked **BOROUGH BUILDING PORCH REPAIR/RESTORATION**.

Any question in regard to this project may be directed to the Borough of Stroudsburg Manager, Larry Kopp, at lkopp@stroudsburgboro.com, or by phone to 570-421-5444, Extension 104.