



TOWN OF MENDON

Town Administrator
Mendon Town Hall
20 Main Street
Mendon, Massachusetts 01756
Telephone: (508) 478-8863 Fax: (508) 478-8241
KNewman@mendonma.gov

Town Administrator

Kimberly Newman

**Town of Mendon
Request for Quotes
Main Floor Office Remodel
Mendon Town Hall
20 Main Street, Mendon, MA 01756**

The Town of Mendon is requesting quotes on a project for the Mendon Town Hall located at 20 Main Street, Mendon, MA 01756. **Quotes Due: Monday, December 19, 2022 at 1:00 PM.**

Construction Scope

- Remove old paneling on walls
- Remove three walls, two windows and closet
- Build two new walls
- Prep, plaster, repair existing walls as needed
- Install beadboard and chair rail for all offices
- Install new doors and trim (other trim as needed)
- Install new dropped ceiling grids and tiles
- Remove old drop ceiling
- Repair and paint ceilings, replace tiles
- Frame and install window wall in hallway
- Sand and prep walls and trim
- Paint all walls and Trim
- Clean rooms as needed, remove all waste

A mandatory site visit is scheduled for Wednesday, December 7, 2022, 2PM at the Mendon Town Hall, Main Floor, 20 Main Street, Mendon, MA 01756

Please submit quotes and three (by email) no later than **Monday, December 19, 2022 at 1 PM** to:

**Kimberly Newman
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