

**Public Notice
Town of Ossipee**

The Town of Ossipee, NH will be accepting bids for the renovations of the Selectmen's Office. Specs. are available at the Selectmen's Office Mon. – Fri. from 8:00 am thru 4:30 pm. Bids must be received by 4:00 Nov. 19th. The Bids will be opened on Nov. 22, 2010 at 4:30 PM. The Board of Selectmen reserves the right to reject any or all bid proposals. Ossipee is an equal opportunity employer.

Ossipee Board of Selectmen

Specifications for Selectmen's Office Renovations

-Painting of back wall, primer specific for covering paneling, and quality paint with a color of our choosing.

-Painting of front wall. Touch up painting of trim around doorways. Other walls will remain the same since the majority of the surfaces are covered with other things.

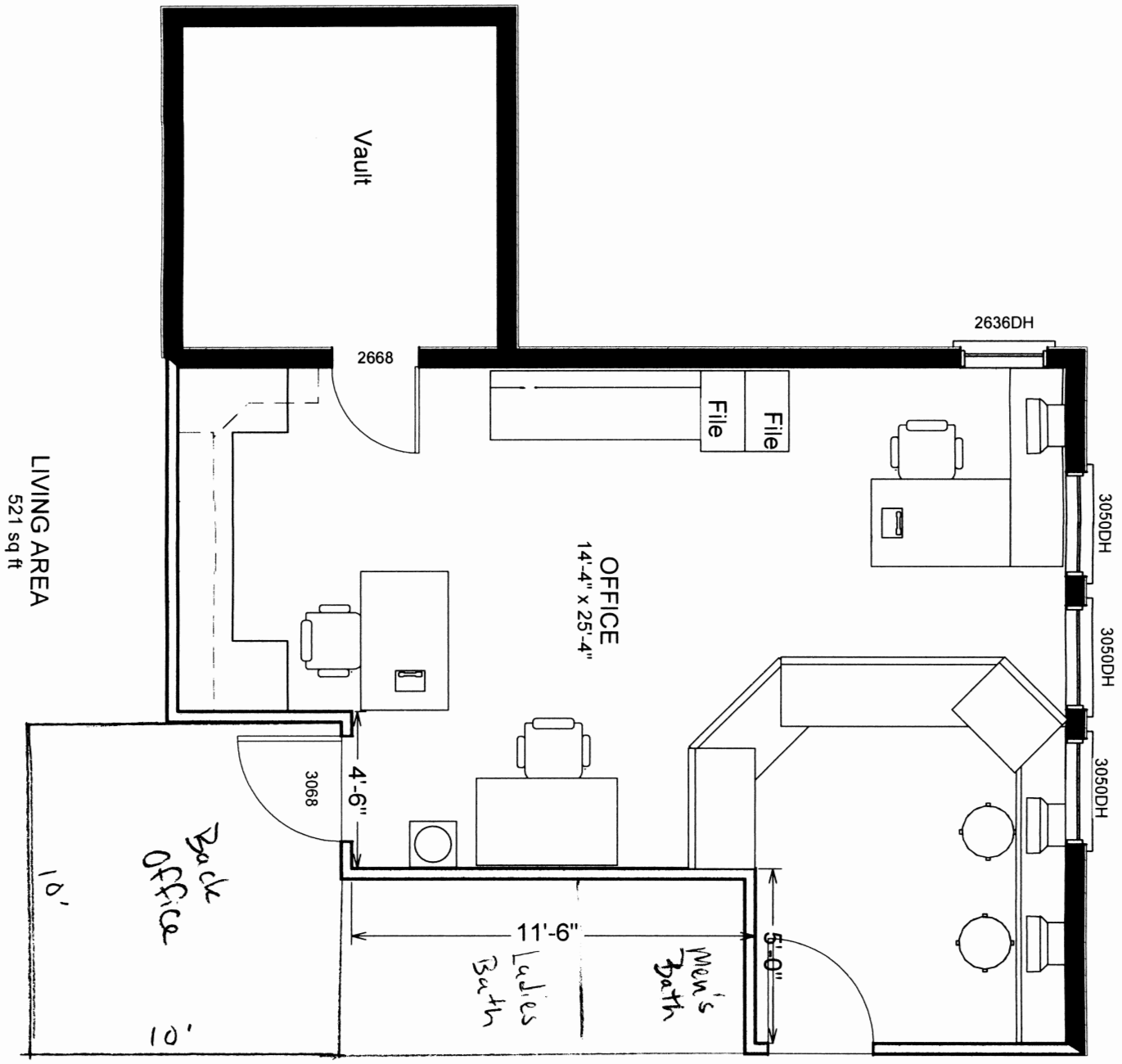
-Removal of existing counter, moving of all furniture and equipment out of office, or moving around the office as is practical.

-Flooring of entire office with Armstrong Allure flooring product in color of our choosing, which is available at Home Depot. This includes the rear office area. Leveling of the area near Sue's desk will be required, possibly removing a section of tile and subfloor. Caution shall be taken near the vault door, so as not to impede use of the vault.

-Rebuilding of counter at customer service area based on attached sketch. Counter shall have open rear shelves for storage. Computer area for the public shall be bar height for standing and shall have a space for storage of tax maps. This area shall be faced with an attractive wood or painted surface. It shall be put together and installed in such a way that it is possible to move or remove it. Counter top shall be a matching or similar formica product as we have in the rear office area.

-Furniture shall be moved back into office carefully, and protective pads applied to all furniture legs.

-Ideally, the bulk of the work shall be done on the weekend(s) so that any disruption to the office functions are minimized.



LIVING AREA
521 sq ft

Back Office
10'

← Estimated