



OFFICE POSTING
WESTWOOD PUBLIC SCHOOLS
INVITATION TO BID
HVAC PROJECT SUMMER 2017

Scope of Work

1. Install locations:

Location 1: Sheehan School - 549 Pond Street Street - Westwood - MA - 02090

Location 2: Downey School - 250 Downey Street - Westwood - MA - 02090

2. Provide bids for mitsubishi or equivalent units per Job Specifications.
3. Install per manufacturer's guidelines.
3. Start, test, commision and register unit with Mitsubishi or equivalent manufacture.
4. Training on use of equipment.
5. Please provide all equipment specs with quote.
6. Westwood Public Schools will provide vendor for required power per specifications.
7. If a pitch pocket is needed Westwood Public Schools will provide.
8. All work must be complete within stated time frame of July 5, 2017 - August 11, 2017. Vendor is responsible for cleanup of area, maintain a safe work area and all permits requirement by the Town of Westwood. No changes allowed without permission from the Operations Department.
9. A walk through of the Downey School located at 250 Downey Street Westwood MA 02090 will take place on Wednesday March 15, 2017 starting at 1:30PM followed by the Sheehan School @ 2:15. **Please meet at the Main lobby of the Downey School. The site visit, although highly encouraged, is not mandatory.**
- 10: Bids must be received not later than **10:00 A.M. on Wednesday March 22, 2017** at the Westwood Public Schools 220 Nahatan Street, Westwood, MA 02090 at which time the bids will be opened. Award consideration will be made within 30 days of opening of the proposals.
11. If you would like a copy of the specs please email the Director of Operations at karies@westwood.k12.ma.us or copies may be picked up at the District Administrations Offices at 220 Nahatan Street, Westwood, MA. 02090 between the hours of 8:00am and 4:00pm M-F starting on March 8, 2017.