

**TOWN OF MINERVA
NOTICE TO BIDDERS
GYM – INSULATION LABOR**

The Town of Minerva is soliciting **sealed bids for spray foam insulation** for the Town of Minerva Fitness Center (Gym).

SCOPE OF WORK

The successful bidder shall provide all labor and materials necessary to install **closed-cell HFO spray foam insulation** as follows:

- **Ceiling:** R-49, sprayed to the underside of the roof plywood.
- **Walls:** R-26, sprayed to the inside of the wall plywood.
- **Wall adjoining the Town Hall:** R-26, as this wall is considered an exterior wall for insulation purposes.

The work shall be completed in accordance with the project plans, specifications, and applicable building codes.

BID SUBMISSION:

- Sealed bids must be submitted to: Minerva Town Clerk, 5 Morse Memorial Hwy, Minerva, NY 12851
- Bids must be received no later than **Thursday, September 24, 2026, at 4:00 p.m.**
- Each bid must include proof of appropriate insurance and any other required documentation
 - Bids shall be clearly marked: **“TOWN OF MINERVA BID – GYM SPRAY FOAM INSULATION”**

BID OPENING:

Sealed bids will be publicly opened on Thursday, September 24, 2026, at 7:00 p.m. during the regular meeting of the Town Board at the Town of Minerva Town Hall, Upper Level.

PLANS AND SPECIFICATIONS:

Plans and specifications are available for viewing at the Town of Minerva Town Hall during regular business hours, upon request.

PREVAILING WAGE REQUIREMENT

This project is subject to the prevailing wage requirements of New York State Labor Law Article 8. The successful bidder and subcontractors shall pay all laborers, workers and mechanics employed on the project not less than the applicable prevailing rate of wages and supplements established by the New York State Department of Labor.

RIGHT TO REJECT BIDS

The Town of Minerva reserves the right to reject any or all bids and to waive any informalities or irregularities in the bidding process when deemed to be in the best interest of the Town.

CONTACT

Questions regarding the project or bid specifications may be directed to Town Supervisor Stephen McNally at 518-251-2869 (office), 518-742-9262 (mobile), or supervisor@townofminervany.gov.

Poste by: Minerva Town Clerk Theresa Fish

Dated: Sept. 8, 2026

Res. #260 approved on Sept. 3, 2026