

TOWN OF ISLE LA MOTTE
INVITATION TO BID: Town Office Plumbing Bid

The Town of Isle La Motte (the "Town") is currently accepting bids for upgrading the Town Office Building's water system plumbing, and capping off the plumbing for two bathrooms and a sink in rooms 112, 117 and 121. The plumbing for the heating system will not be replaced.

You can find the building map attached to the addendum.

Please Break down the Bid for each of the two (2) following specifications: *(Based on cost, board may choose to award the bid for one specification, or all specifications)*

- **Specification one:** Cap water lines, remove piping to the ceiling and remove fixtures in Rooms 121, 118, 117, 116, 112, 111, and 107. Remove and cap outside faucet in the front of the building. As noted in the addendum,
- **Specification two:** Replace water system piping in the building with new non-corrosive piping to Rooms 120, 124, 125, 105, 106, and 126. Replace fixtures in Rooms 120 (faucet only), 124, 125, 105, 106, and 126. after flooring is done. Install 2 new outside faucets. As noted in the addendum,

Other Requirements:

Bids must reference the room numbers on the map. Bidder must be fully insured and have demonstrated experience working in commercial buildings.

Bid Requirements:

All bids must be submitted in sealed envelopes, addressed to the Town in care of the Selectboard, and plainly marked with the name of the bid and the time of the bid opening. Bid proposals will be date-stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the scheduled time for the opening of bids. Any bids received after the time and date specified shall not be considered and shall be returned to the bidder unopened.

Bidders shall bid to specifications, and any exceptions must be noted by the bidder. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any undisclosed person or firm.

1. The Contractor must provide a firm completion date for all work in the bid.
2. The bid must include cost estimates for each of the specifications in the bid.
3. The Contractor must include five copies of the bid in the envelope.
4. The Contractor must file a certificate of insurance stapled to the outside of the sealed bid envelope being submitted
5. Contractor must include a signed copy of the contract

6. If the bid is mailed, the sealed bid and insurance certificate must be placed within a separate addressed and stamped envelope. The sealed bid and insurance will be removed from the addressed envelope to check that the insurance was included and date stamped.

Project Requirements:

1. The Contractor shall meet with a Selectboard member at the town office prior to start of work, and no later than five days after bid award and direct any questions on the work to Peter Brzozowy
2. The Contractor shall be liable for any personal property damages which The Contractor causes.
3. Equipment breakdown experienced by The Contractor is the sole responsibility of The Contractor, and in no way shall reflect a cost overrun.
4. The contractor will work with building staff to ensure as little interruption of town services as possible.
5. The contractor shall be responsible for cleaning up after the workday.
6. Prior to payment, the work performed must be inspected by and determined complete by Peter Brzozowy
7. Work must conform to commercial water system standards
8. Contractor must maintain regular and open communications with town officials

Contract Requirements:

1. Contract will be signed by the Selectboard before work starts.
2. In the event this contract is not adhered to, The Town will have the option to terminate said contract with a thirty (30) day notice to The Contractor.
3. Contractor whose bid is accepted will be required to post a performance and payment bond of 100% of the contract price within five (5) business days of being awarded the contract.

Payment:

Assuming timely and successful completion of work tasks as specified above, all payments will be made within thirty (30) days of submission of the applicable invoice.

Bid Submission Details:

Bid form and proof of insurance must be sealed and received at the Town Office located at 42 School St. Ext. Isle La Motte, Vt. 05463 or mailed to P.O. Box 250 Isle La Motte, Vt. 05463 by November 3, 2025 at 4:00 p.m. **Please write: "Attn: Town Office Plumbing Bid"** A signed contract will be required for the bid to be considered.

Bids will be opened at the Select Board Meeting on November 5, 2025. Any questions (including project maps) regarding this bid please contact Peter Brzozowy, pbrzozowy@islelamotte.gov.

The Selectboard reserves the right at its sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the

lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the Town's interest. The Selectboard reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract.

Bid Submission Checklist:

- ☐ Bid Form
- ☐ Bid name (on outside of the bid envelope)
- ☐ Bid submission deadline (on outside of the bid envelope)
- ☐ Date, location, and time of bid opening
- ☐ Specifications for the project or services including quantity, design, and performance features (see attached bid form to help with submission of the bid)
- ☐ Five copies of the bid documents
- ☐ Bond and/or insurance requirements.
- ☐ A signed contract.
- ☐ Any special requirements unique to the project or purchase.
- ☐ Delivery or completion date.

Bid Selection Criteria:

- ☐ Price
- ☐ Bidder's ability to perform within the specified time limits
- ☐ Bidder's experience and reputation, including past performance for the Town
- ☐ Quality of the materials and services specified in the bid
- ☐ Bidder's ability to meet other terms and conditions, including insurance and bond requirements
- ☐ Bidder's financial responsibility
- ☐ Bidder's availability to provide future service, maintenance, and support
- ☐ Nature and size of bidder
- ☐ Contract provisions that are acceptable to the Town
- ☐ Any other factors that the Selectboard determines are relevant and appropriate in connection with a given project or service

PLUMBING BID FORM

Name/Company: _____

Address: _____

Phone Number: _____

Email: _____

Specification One:

Detail of work

Specification One: Labor Cost _____

Specification One: All Materials and Quantities to be used (_____

Specification One: Equipment Costs _____

Specification One: Total Cost _____

Specification Two:

Detail of work

Specification Two: Labor Cost _____

Specification Two: All Materials and Quantities to be used _____

Specification Two: Equipment Costs _____

Specification Two: Total Cost _____

Completion Date (assume work may begin after meeting with the Selectboard member):

(All work must be completed by stated completion date.)

Please describe any deviations from the bid specifications that you will need to follow or would suggest to the Town:

Signature of Bidder: _____

Date: _____

Specification One:

Water lines to be capped and removed to the ceiling

Fixtures to be removed

Room 121: Cap water lines to sink/Remove sink
Classroom

Room 118: Cap water lines to sink/Remove sink
Bathroom Cap water lines to toilet/Remove toilet
Leave a connection that may be used later

Room 117: Cap water lines to sink/Remove sink
Classroom Cap water line to water fountain/Remove it

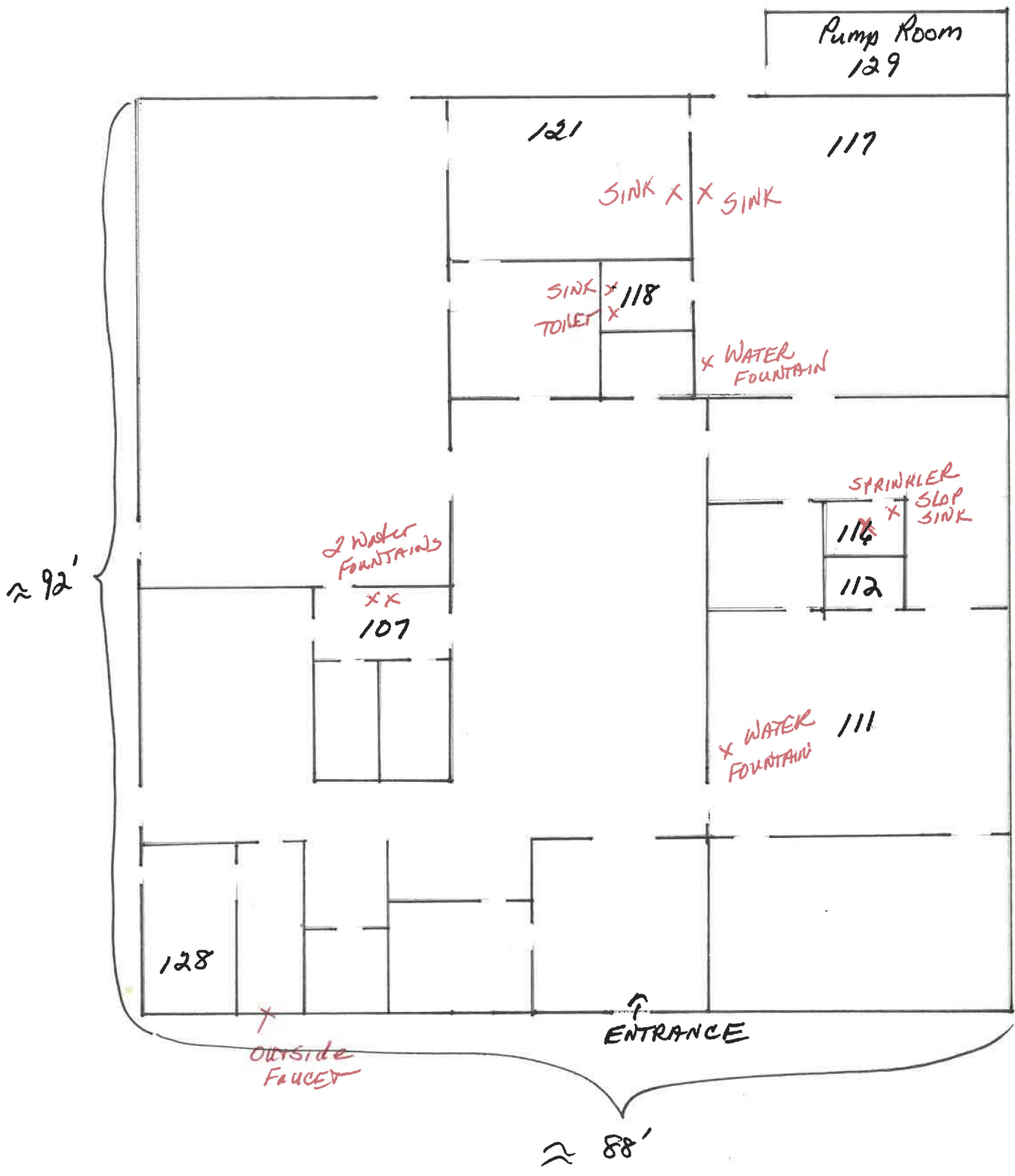
Room 116: Cap water lines to slop sink/Remove sink
Closet Cap water lines to sprinkler head

Room 112: Cap water lines to sink/Remove sink
Bathroom Cap water lines to toilet/Remove toilet

Room 111: Cap water lines to water fountain/Remove it
Classroom

Room 107: Cap water lines to 2 water
Hallway fountains/Remove them

Outside: Remove and cap outside faucet in front



Specification Two

New water lines to be run

The water heater is in the furnace room (Room 128)

Room 120:	Upgrade faucet
Room 124:	New piping to sink and toilet
Bathroom	Remove sink and toilet
	Install new sink and toilet after flooring is done.
Room 125:	New piping to sink and toilet
Bathroom	Remove sink and toilet
	Install new sink and toilet after flooring is done at handicap height
Room 105:	New piping sink and toilet
Bathroom	Remove sink and toilet
	Install new sink and toilet after flooring is done
Room 106:	New piping to sink
Kitchenette	Remove sink
	Install new sink after flooring is done
Room 126:	New piping to hand washing sink
Kitchen	Replace handwashing sink
	New piping to 3 tub sink/Evaluate and replace if needed
	New piping to dishwasher
Outside:	Install 2 outside faucets, 1 outside the pump room and 1 outside the furnace room

