



TOWN OF BERLIN, VERMONT

Washington County

Selectboard:

Brad Towne, Chair

Jeremy Hansen, Vice Chair

Wayne Lamberton, Secretary

Pete Kelley

Angelina Capron

Municipal Office Building

108 Shed Road

Berlin, Vermont 05602

Telephone: 802-223-4405

Fax Number: 802-229-9530

Town Administrator
Dana Hadley

Rfp Door Replacement Police Department

The Town of Berlin seeks sealed bids from qualified contractors to replace two exterior steel doors at the Police Department. The doors and frames have deteriorated and need to be replaced in kind. Contractors are asked to make an appointment to come to inspect the required work and measure for the size of replacement doors needed, prior to submitting a bid. The bid is to include the cost of all materials needed.

Please contact Dana Hadley, Town Administrator, by phone 802-552-8801 or by email: townadministrator@berlinvt.org to make an appointment.

Contractors are asked to use the bidding sheet found on the next page. Bids are to be in a sealed envelope, clearly marked "Bid for Police Department Doors" Bidders must have proper liability insurance in the minimum amount of \$1,000,000. The insurance will name the Town as the additional insured and documentation must be provided within 10 days of the bid being awarded, but in no case can any work commence without the insurance documentation. Failure of the ability to provide insurance may cause the bid to be awarded to another bidder. All bids are to be received by 12:00 p.m. on Monday, August 20, 2018 at the Town Administrator's Office. Bids will be opened at the Selectboard meeting of August 20, 2018. Decisions to whom to grant the bid to will be made as soon as practical either at the meeting of August 20, 2018 or later within a reasonable amount of time if further review is warranted. The Town however, does retain the right to reject any or all bids, and to grant the bid to the contractor whose proposal is deemed to be in the best interest of the Town.

Town of Berlin
Municipal Office Building
108 Shed Road
Berlin, Vermont 05602

Replacement of Police Department Exterior Doors
Bidding Sheet

Bids to be submitted in a sealed envelope, clearly marked "Bid for Police Department Doors" and delivered in person or via U.S. Mail. No faxes or emails will be accepted.

Bids are due no later than 12:00 p.m. - Noon on August 20, 2018.

Name of Bidder: _____

Bidder's Address: _____

Telephone Number: _____

Signature of Bidder: _____

Amount of Proposed Bid _____

Insurance with minimum coverage of \$1,000,000 and the Town listed as addition insured must be provided by a successful bidder within 10 days.