

**INVITATION TO BID**  
**BID #2023-07**

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The Town of Belmont, Massachusetts, the Awarding Authority, invites sealed bids for the project: **Elevator Maintenance and Repair at Various Locations.**

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Nature and scope of work: **Provide all labor, materials and equipment to provide preventative maintenance, unscheduled service, and annual State inspections of various boilers at Town and School buildings.**

Bidding procedures shall be in accordance with M.G.L. c. 30, 30b, as most recently amended.

The estimated project value is: **\$55,000**

Plans and specifications will be available from 8:00 a.m. to 4:00 p.m., Monday through Thursday and 8:00 a.m. to 11 a.m. on Friday, at the Facilities Department, Ground Floor, Homer Administration Building, 19 Moore Street, Belmont, MA 02478, beginning **Wednesday, May 25, 2022**. Plans and specifications are also available in electronic format from [apfacilities@belmont-ma.gov](mailto:apfacilities@belmont-ma.gov)

The contract documents may be examined at the Facilities Department, Ground Floor, Homer Administration Building, 19 Moore Street, Belmont, MA 02478.

Sealed bids must be received at the Facilities Department, 19 Moore Street, Ground Floor, Belmont, MA 02478 on or before **Wednesday, June 8, 2022 at 10AM** at which time all bids will be publicly opened and read aloud.

All bids marked "**Elevator Maintenance**" shall be accompanied by a bid deposit in the form of a certified, cashier's or treasurer's check issued by a responsible bank or trust company made payable to the Town of Belmont or a bid bond, in an amount not less than five percent (5%) of the value of the bid.

The successful bidder will be required to furnish a Labor and Material (Payment) Bond in the amount of fifty percent (50%) of the contract sum. Bonds shall be obtained from a surety licensed to do business in the Commonwealth of Massachusetts and the form shall be satisfactory to the Town of Belmont. **Bidders must submit documentation with their bid that indicates the bidder's ability to obtain an insurance bond. Documentation may be in the form of a letter from a surety company indicating that the bidder can obtain a bond, if awarded a contract by the Belmont Facilities Department.**

The Town of Belmont reserves the right to reject any or all general bids if it is in the public interest to do so.

No less than the minimum wage rates as set forth in the schedule contained in the Contract Documents must be paid on this project.

**A voluntary pre-bid conference for all bidders will be held as follows:**

When: **Wednesday, June 1, 2022 at 10AM**

Place: **Conference Room Two, Belmont Town Hall**

**455 Concord Avenue, Belmont MA 02478**

David T. Blazon, Director of Facilities