

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 20, 2023

Resolution No. 023-xxx

Publish a Request for Sealed Bids
Intended for Flooring Installation
Services for Town Hall Building

WHEREAS, the Town of Plattsburgh is seeking bids from qualified commercial flooring vendors to provide installation of wall to wall carpeting in Plattsburgh Town Hall located at 151 Banker Road, Plattsburgh, NY 12901; and

WHEREAS, the Town of Plattsburgh Town Hall will require approximately 7600 square feet of carpet (all bidders are responsible for taking accurate measurements of the required square footage) carpet needs to be commercial grade. Bids should include options for both rolled carpet and carpet tiles. Bids should include removal and disposal of old carpeting, the installation of carpet tiles/rolled carpet, and removal and replacement of all vinyl/carpeted baseboards; and

WHEREAS, bidders are strongly encouraged to attend the walk-through at the Plattsburgh Town Hall, located at 151 Banker Road, Plattsburgh, NY 12901, on Monday, May 8, 2023 promptly at 10:00AM; bidders will have ample time to measure the space in order to submit an appropriate bid; and

WHEREAS, bidders are also required to be flexible with work times and days in order to ensure no departmental closures will be required. Bidders must be equipped to move all furniture for carpet installation (and replace furniture when completed) and must dispose of all removed carpet; and

WHEREAS, The Town of Plattsburgh reserves the right to reject any or all bids and to conduct interviews at its sole discretion. All vendors will be required to execute a non-collusive bidding certificate. Responses must be sealed and marked Flooring Installation Services and received at the Town of Plattsburgh by 2:00PM on May 22, 2023. Additional information regarding this Request for Bids may be obtained by calling the Town of Plattsburgh Building and Grounds Superintendent, Steve Waldron, at (518) 312-8070 during the hours of 6am-2pm Monday – Friday or going to the Town of Plattsburgh website; now, therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive bid proposals for Flooring Installation Services to administer and deliver the scope of services, and that the Town Clerk post notice on the Town's Clerks bulletin board and post on the Town's Website; and, it is further

RESOLVED, that a copy of this Resolution be given to the Buildings and Grounds Superintendent, the Finance Manager, and the Town Clerk.

Motion:

Seconded by:

Discussion:

Yes

No

Absent

Carried

Tabled

Thomas E. Wood

Barbara E. Hebert

Charles A. Kostyk

Dana M. Isabella

Michael S. Cashman