



Town of Pepperell

1 Main Street
Pepperell, MA 01463

INVITATION TO BID

The Town of Pepperell invites sealed bids for the Peter Fitzpatrick Façade Repair Project at The Fitzpatrick Collaborative located at 45 Main Street Pepperell, Massachusetts.

Bid documents and specifications are available upon request from or can be downloaded from Town of Pepperell web site: <https://town.pepperell.ma.us/268/Opportunities-Bids-Openings>

Sealed bids must be submitted to the Town of Pepperell, Town Administrator's office, in an envelope clearly labeled Peter Fitzpatrick Façade Repair Project Bid. Bids are due by Thursday, April 16, 2026 at 1 PM.

A public bid opening will be held at the Town of Pepperell Town Hall, Conference Room A on Thursday, April 16, 2026 immediately after the submission deadline.

The Town reserves the right to reject any or all bids in the best interest of the Town.

Scope of Work
Peter Fitzpatrick Façade Repair Project
The Fitzpatrick Collaborative
45 Main Street Pepperell, Massachusetts

General Information:

The Town of Pepperell is seeking sealed bids from qualified contractors to provide all labor, materials, equipment, and services required to restore the front façade of the oldest portion of the Peter Fitzpatrick building facing Main Street at the Fitzpatrick Collaborative located at 45 Main Street Pepperell, Massachusetts.

A site visit is recommended for accurate assessment. Contractors are responsible for verifying all dimensions and site conditions. The site visit is set for Thursday, April 2, 2026 at 9:00 AM. Any questions regarding the project are to be submitted via email to Brynn Durno, bdurno@town.pepperell.ma.us, no later than Thursday, April 9, 2026 at 4:00 PM.

Scope of Work:

The Peter Fitzpatrick building's front façade is primarily brick with wood doors, windows and trim. The building's front façade has two (2) main entrances. The following categories of work are the minimum requirements based on the facility needs and prior assessment information.

- Façade Cleaning – Removal of any remaining vines from brick front and vinyl windows. Lightly powerwash the entire front façade.
- Masonry / Brick – Repoint the brick mortar in areas that have deteriorated over time and now have become porous with large visible cracks. The scope is to include repointing the brick mortar in areas that have visible gaps and voids. This is estimated to be 15% of the front façade. Also, please include a separately priced option to repoint the entire façade so that all visible mortar is new.
- Exterior Trim / Rot Repair – The wood trim surrounding the two (2) entrance doors along with windows above the main entrances have significant rot. Bid needs to include replacing all rotted wood trim at these two (2) entrances with new synthetic paintable trim that match the historical design of the existing trim. Repair and repaint entrance doors. Retain copper flashing if possible.
- Electrical – Replace the two (2) main entrance light fixtures and install new landscape up-lighting for the building's front façade. Replace two (2) flood lights (dark sky compliant) in the center of the façade that is appropriate for lighting the parking areas and center circle that are in this proximity.
- Painting – Prep and paint all wood and synthetic wood at the front façade including doors. Repair and paint railings. Paint top bank of "painted" brick. Remove and replace the large lettering at the top of the façade after painting.

Worksite Management:

- Maintain clean and safe work areas during construction
- Perform full cleanup of grounds and building exterior at project completion

Contractor Requirements:

- Must comply with all local building codes and permit requirements
 - Building department permit fees shall be waived by the Town of Pepperell however the contractor remains fully responsible for complying with all required inspections and approvals and for payment of all electrical and plumbing or gas inspection fees
- Must comply with Massachusetts public procurement laws
- Must secure and close all work areas daily for public safety

Bid Submission Requirements:

All bids must include:

- Completed Bid Form
- Detailed Cost Proposal
- Estimated project timeline from start to finish
- References for 3 completed projects similar
- Certificate of Incumbency
- Certificate of Non-Collusion
- Statement of State Tax Compliance
- Proof of Insurance
- Copy of Contractor License
- Site Visit Completed

Bids must be sealed and clearly labeled - **“Peter Fitzpatrick Façade Repair Project”**

All Bids must be received in the Town Administrator’s Office, 1 Main Street, Pepperell, MA 01463 no later than Thursday, April 16, 2026 at 1:00 PM. A public bid opening will be held at the Town of Pepperell Town Hall, Conference Room A on Thursday, April 16, 2026 immediately after the submission deadline.

Project Timeline:

- Work may begin upon contract award
- Contractor should propose a schedule that minimizes disruption to The Fitzpatrick Collaborative’s daily programs

Prevailing Wage:

This project is subject to Massachusetts prevailing wage laws. Prevailing wage sheets will be included in the bid package.

Right to Reject:

The Town of Pepperell reserves the right to reject any or all bids, waive informalities, and award the contract deemed in the best interest of the Town.

**Peter Fitzpatrick Façade Repair Project
The Fitzpatrick Collaborative
Sealed Bid Submission Cover Sheet**

Location: The Fitzpatrick Collaborative 45 Main Street Pepperell Massachusetts

Company Name: _____

Name, Authorized Representative: _____

Address: _____

Phone: _____

Email: _____

Bidder Checklist

- Completed Bid Form
- Detailed Cost Proposal
- Estimated Project Timeline from Start to Finish
- Documentation of, and references for 3 Completed Similar Projects
- Certificate of Incumbency
- Certificate of Non-Collusion
- Statement of State Tax Compliance
- Proof of Insurance
- Copy of Contractor License
- Warranty Information Included
- Site Visit Completed
- Envelope Clearly Marked Roof Replacement Bid

Signature: _____ Date: _____

CERTIFICATE OF INCUMBENCY

I, _____, do hereby certify that:

1. I am the duly elected _____ of _____, a corporation organized and existing under the laws of the State of _____.
2. As of the date hereof, _____ is a duly elected Officer of the Corporation, holding the office of _____, and is authorized to execute and deliver contracts and other obligations of the Corporation in the name and on behalf of the Corporation and to affix the Corporation's seal thereto; and
3. Any such contract or obligations executed and delivered by _____ on behalf of _____ shall be valid and binding upon the Corporation.

In Witness Whereof, I have duly executed this Certificate and affixed the seal of the Corporation hereto this _____ day of _____, _____.

A TRUE COPY:

ATTEST: _____

CORPORATE SEAL

DATED: _____

AT: _____

STATE OF: _____

COUNTY OF: _____

On this the _____ of _____, _____, before me personally appeared _____, who being by me duly sworn, did depose and say that he is _____ of _____, and is authorized to execute and deliver the above instrument.

NOTARY PUBLIC: _____

COMMISSION EXPIRES: _____

NOTARY SEAL

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certificate, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

(Signature of individual submitting bid or proposal)

(Name of Business)

STATEMENT OF STATE TAX COMPLIANCE

Pursuant to GL 62C, 49A(b), I, (name and title) _____ an authorized signatory for (contracting party) _____ whose principal place of business is at (address) _____ does hereby certify under the pains and penalties of perjury that (contracting party) _____ has complied with all laws of the Commonwealth relating to taxes.

Authorized signatory

Date

Federal ID #