

## MEMO

**TO:** Selectboard  
**CC:** Town Administrator and Town Treasurer  
**FROM:** Carl Rogers, Interim Comm. and Econ. Development Specialist *CR*  
**DATE:** October 1, 2026  
**RE:** LVRT Welcome Center Stone Steps

As stated in the bidding specifications, bids for the stone steps were opened on Tuesday, September 29. The bid report sheet is attached.

After you approved the bidding specifications, because of a prospective bidder's question, one clarification was sent to businesses. The clarification stated the pipe handrail could be a welded one-piece unit or lengths of pipe connected with threaded fittings.

The low bid is \$11,800 from Method Man LLC of Morrisville. The sole proprietor and sole employee is Mathew Cote. Mr. Cote asked good questions before bidding. The questions he asked gave me the impression he has knowledge about building steps like this project. He buys his granite from the company I spoke to. He says he has been doing this work since 2000. He does residential work and completed hundreds of jobs like this one. He provided photos of two jobs. One is a basic set of steps like the Town's contract. The other job included steps, landings, and what appear to be planters. He said he did work for homeowners on Ober Hill Road and French Hill Road but could not recall their names because it was years ago.

Mr. Cote signed a workers compensation waiver stating he understands any work-related injury is his responsibility and he will not make a claim against the Town. He will complete the project before the November 13 deadline.

The original cost estimate for this project was \$14,800 and was used in the grant application. The grant will pay 80% of the project cost, so the Town was awarded \$11,840. The low bid is lower than the original cost estimate, so the project will not cost the Town more than anticipated. With an actual project cost of \$11,800, the Town will receive a \$9,440 grant reimbursement. The Town's share will be \$2,360 (20%), which is less than the amount of VCF grant money the Rail Trail Committee has for this project. No extra Town money is needed for this project- barring an unforeseen change order.

**Please adopt a motion awarding the Ted Alexander Welcome Center stone steps construction contract to Method Man LLC in the amount of their bid, \$11,800.**