

Metro West Fire Protection District

P.O. Box 310
Wildwood, Mo. 63040

Request for Proposal

For

Plumbing Contractor Maintenance Agreement





NOTICE OF BID

Proposals will be received by the Board of Directors of the Metro West Fire Protection District, for furnishing all materials, services, labor and equipment necessary and/or reasonably incidental for the **Plumbing Contractor Maintenance Agreement**.

Copies of the specifications may be picked up at the Offices of the Metro West Fire Protection District, 17065 Manchester Road, Wildwood Mo. 63040 or emailed upon request.

Proposals shall be delivered to, or mailed to **Metro West Fire Protection District; attention Assistant Chief John Bradley**, 17065 Manchester Road, (for hand delivery) or P.O. Box 310, Wildwood, MO 63040 (for mail), **NO LATER than 4:00 p.m. on Tuesday, April 28, 2026.**

Bids will be opened at the next regular meeting of the Board of Directors, Metro West Fire Protection District, Station #3, 17065 Manchester Road, Wildwood, MO 63040, on **Tuesday, April 28, 2026, at 5:00 p.m.**

The Fire District reserves the right to reject any and all bids, to waive variations or informalities, and to negotiate changes or additions. The Fire District also reserves the right to extend the time to submit bids and to extend the time to open bids.

By Order of the Board of Directors

**METRO WEST FIRE PROTECTION
DISTRICT
INVITATION TO BID**

Date: _____ **Name of bidder:** _____

Address of bidder: _____

City: _____ **State:** _____ **Zip:** _____

Phone #: _____ **Fax:** _____

E-Mail: _____

**YOU ARE INVITED TO SUBMIT SEALED BIDS
ON THE FOLLOWING ITEMS PER
SPECIFICATIONS**

Plumbing Contractor Maintenance Agreement

CLOSING DATE: Tuesday, April 28, 2026@ 4:00 p.m.

The District reserves the right to reject all bids, and also the right to take any bid, whether or not it is the lowest, if, in the judgment of the Board of Directors, the quality of the items submitted on the bids justifies taking another bid other than the lowest one. The district also reserves the right to reject items on delivery if, at that time, it does not meet the incoming inspection of the district.

All items quoted must be FOB Metro West Fire Protection District, Engine House #3, 17065 Manchester Road, Wildwood, MO 63040.

Mailing address: Metro West Fire Protection District, P.O. Box 310, Wildwood, MO 63040.

TOTAL AMOUNT OF BID: _____

Sales Representative _____

Specifications or Scope of the Project

1.0 Project Description

The Metro West Fire Protection District (Metro West) is in need of a plumbing contractor to problem-solve and perform repairs to plumbing systems at our five facilities. The work involved may vary in size and complexity as Metro West has a wide variety of plumbing needs. This agreement will cover a three-year time frame starting on or about May 15, 2026 and will run through May 15, 2029.

2.1 Scope of Work - Contractor Responsibilities

- The contractor will be expected to provide all labor and materials necessary to complete work in a timely and professional manner.
- The contractor must be able to provide sufficient manpower to meet the schedule of Metro West for small, medium, and large-scale projects without fail.
- Contractors will need to be neat and capable of providing dedicated and detail-oriented workers.
- Contractors will disclose whether the hourly rate will be for apprentice or journeyman work.

3.1 Company Qualifications

- Statement of Bidders Qualifications.
- Proof of Insurance, including general liability and equipment coverage.
- Completed Forms of Payment and/or Performance Bonds will be required for any projects whose lump sum fees exceed \$25,000. Contractor may be asked to provide vendor agreements for larger projects and will need to obtain a purchase order from Metro West for each repair task, regardless of the cost or scope of work.
- Completion of other required paperwork necessary to conduct business with Metro West.
- Vendors should be prepared to provide references and set up site visits on completed projects for review of the quality of work and attention to detail.

4.0 Pre-Bid Meeting

A pre-bid meeting and site survey will be arranged by Metro West on **April 15, 2026**. All vendors are **required** to attend, and questions prior to this time may be submitted by email. Interested vendors are asked to meet at 17065 Manchester Road, district headquarters, upper lot, at 9:00 am.

5.0 Pricing to Be Included in Response

The responses to this request should include the following.

- The price, per person, for each hour worked. This will include apprentice or journeyman work and any projects that may require multiple workers on site.

-The percent of markup on any materials furnished by the contractor.

Metro West reserves the right to reject any and all proposals. Contractor selection will be based the lowest and best qualified bidder in accordance with the evaluation criteria set by Metro West.

Prevailing wage must be met, and time sheet of documentation should be provided upon request.

