

**SOLE SOURCES & PREFERRED VENDORS LIST  
For Regular and Major Purchases**

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Revised October 8, 2018  
Revised April 27, 2020  
Revised November 8, 2021  
[Revised May 20, 2024](#)

**Sole Sources**

**Green Mountain Power**

Service: electricity  
Annual cost: \$16,570 (FY15)

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**Waitsfield & Champlain Valley Telecom**

Service: phone & data for Town Hall, Senior Center, and Library  
Reason: Alternative vendors are not currently available; this may change in the coming year  
Annual cost: approx. \$8,900 (FY15)

**Preferred Vendors**

**BlueCross BlueShield of Vermont**

Service: Health Insurance  
Reason: Long term provider of service; national network; lower price than alternative vendor  
Annual cost: \$96,049 (FY15)

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**Cargill, Inc.—Salt Division**

Service: Source of deicer salt and sand for winter road maintenance  
Reason: Purchased via Vermont League of Cities & Towns as a joint purchase, i.e. negotiated price; only a few vendors provide same product reliably  
Annual cost: \$34,819 (FY15)

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**Champlin Associates, Inc.**

Service: Equipment for Thompson's Point wastewater system (pumps, meters, controls, etc.)  
Reason: Provided equipment for the original system; it's desirable to keep parts uniform  
Annual cost: \$26,099 (FY15); 21,362 (FY14)

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**Charlotte Volunteer Fire & Rescue, Services, Inc.**

Service: Fire, rescue and emergency management  
Reason: Quickest response; excellent service; reliable; town residents  
Annual cost: \$510,960 (FY15)

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**Christine Chamberlain Mapping**

Service: Tax mapping;

Reason: Long term service as the town's tax mapper; extensive knowledge of tax mapping and the town; good service; easy to work with

Annual cost: \$4,200 (FY21-22)

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**Civil Engineering Associates, Inc.**

Service: Consulting engineer for Thompson's Point wastewater system

Reason: Provided consulting engineering service since the system began operating; very familiar with the system; consistent, reliable, and very good to work with

Annual cost: \$4,795 (FY15); \$7,677 (FY14)

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**Clark-Wright Septic**

Service: Pumping of step tanks at Thompson's Point wastewater system

Reason: Extremely reliable; service is available 24/7; wastewater system operator indicated vendor's fee is less than other vendors

Annual cost: \$2,556 (FY15)

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**Climate Systems, Inc.**

Service: maintenance of air conditioning and air handling systems in Town Hall, Library and Senior Center

Quotes from three vendors were obtained in fall, 2013

Reason: Lowest quote; reliable service

Annual cost: \$2,695 (FY15)

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**Cole Trucking**

Service: Trucking

Reason: Local; convenient; good rates

Annual cost: \$1,520 (FY15); \$5,640 (FY14)

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**Complete Clean**

Service: Cleaning of Town Hall and Library

Reason: Excellent service at competitive price; put out to bid in 2016.

Annual cost: \$6,600 (Town Hall) & \$4,800 (Library)

Annual cost (FY17 & FY18): \$6,600 (Town Hall) & \$4,800 (Library)

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**CW StageWorks, LLC**

Service: Sound for Town Meetings and Informational Hearings

Reason: Excellent service at competitive, reasonable price

Annual cost: \$1,508 (FY17)

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**Darryl Hayden**

Service: Source of screened gravel and plant mix for road repairs/reconstruction, and sand for winter maintenance

Reason: Local supplier; reliable; only a few vendors provide same product reliably; convenient location  
Annual cost: \$32,600 (FY15)

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**Delta Dental**

Service: Dental care insurance  
Reason: Long term provider of service; good rates (for VLCT members); very good service;  
Annual cost: \$12,288 (FY15)

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**Design Signs**

Service: Sign fabrication and installation  
Reason: Excellent service at reasonable price, responsive to change orders, designs on file for easy turnaround on fabrication/installation  
Annual Cost: \$1,970 (FY23)

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**Essex Equipment**

Service: Rental of tree chipper for road maintenance  
Reason: Only rental dealer with a large enough chipper (Morbark)  
Annual cost: \$3,565 (FY15)

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**F.R. Lafayette, Inc.**

Service: Source of guardrails  
Reason: Only supplier in the area; responsive; other suppliers area farther away  
Annual cost: \$2,062 (FY15); \$4,413 (FY14)

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**Ferguson Waterworks**

Service: Parts for Thompson's Point wastewater system (PVC, manhole covers, etc.)  
Reason: One of the two firms that provides such parts—both are similarly priced; provided parts when the system was first constructed, so new parts match existing parts, which is important for consistency  
Annual cost: \$5,772 (FY15)

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**Giddings**

Service: Source of large-sized culverts  
Reason: Only local source (Pittsford); other sources involve greater transportation cost  
Annual cost: \$10,429 (FY15)

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**Gorman Group, LLC**

Service: Source of summer calcium  
Reason: Only supplier in the area; Allstate is sometimes used  
Annual cost: \$19,954

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**GovConnection, Inc.**

Service: Computer network hardware

Reason: Very reliable and responsive; proficient working with governmental entities' unique needs; very good historical performance  
Annual cost: \$2,992 (FY15)

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**Hinesburg Sand and Gravel**

Service: Source of gravel and plant mix for road repairs and reconstruction; sand for winter maintenance  
Reason: Local supplier; reliable; only a few vendors provide same product reliably  
Annual cost: \$71,507

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**Kofile Preservation**

Service: Land record supplies, map files, land record preservation and vault updates  
Reason: Long term provider of service; a very limited number of vendors provide all of these services  
Annual cost: \$3,574 (FY15); \$8,326 (FY14)

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**Lamoureux & Dickinson**

Service: Review of wastewater designs and other engineering plans associated with land use permitting  
Quotes from other vendors were obtained in summer, 2014  
Reason: Good technical background; good communications; reasonably priced  
Annual cost: \$3,337 for period of 9/29/14—6/30/15

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**Lewis Creek Association**

Service: Surface water quality monitoring and reporting; aquatic invasives control and reporting  
Reason: Significant experience with providing these services in Charlotte, and lack of other organizations or companies with similar expertise  
Annual cost: \$2,700 (FY19)

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**Lewis Excavating**

Service: Maintenance and repair of town highways  
Reason: Extensive experience with Charlotte roads; excellent work; excellent customer service; town resident  
Annual cost: \$392,564 (FY15)

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**Lincoln Applied Geology**

Service #1: Monitoring of Closed Landfill, Plouffe Lane  
Reason: Post-closure certification is required by the State—there are very specific requirements; LAG has been performing this service for several years and has experience with the facility and with State process and personnel  
Annual Cost: approximately \$6,188 (FY18)

Service #2: Water System Operation—Town Office, Library and Town Beach  
Reason: Put out to bid in 2014. LAG provided the most comprehensive proposal for this service; service since the original proposal has been adequate.  
Annual cost: \$3,543 (FY18)

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**Lynn Monty**

Service: Minutes-taker for Selectboard, Planning Commission and Zoning Board of Adjustment

Reason: Extremely reliable; several years of experience with Charlotte; very responsive; very good accuracy; remains impartial; captures essence of comments and discussion on sometimes difficult, technical and emotionally charged subject matter.

Annual cost: \$6,800 (FY21)

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**Naturalawn of America**

Service: Organic fertilizing, soil testing and soil monitoring of Little League fields

Reason: This is likely to be the only vendor that provides a 100% organic application

Annual cost: \$4,992 (FY15)

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**New England Municipal Resource Center (NEMRC)**

Service #1: Computer programming for grand list & tax billing, general ledger, accounts payable, payroll, Thompson's Point lease and wastewater billing

Reason: Extensive experience; very good product; very good customer service

Annual cost: \$30,397 (FY15)

Service #2: Property valuation for grand list

Reason: Extensive experience in the field and with Charlotte; complements use of NEMRC's grand list management software

Annual cost: \$30,000

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**Northeast Automation**

Service: Provides electrical/computer components and component repairs for Thompson's Point wastewater system; specializes in computer/electrical interface

Reason: Very unique skillset; highly qualified; one other company that provides similar service is very expensive

Annual cost: \$1,967 (FY15); \$5,050 (FY12); \$18,940 (FY10)

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**P&P Septic**

Service: Pump septic tanks; trouble-shoot problems with tanks and pump station; perform repairs

Reason: Extremely reliable; knowledgeable; competitive pricing

Annual cost: \$1,732 (FY15)

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**Patterson Fuels**

Service: Fuel oil and boiler/furnace maintenance & repair for Town Hall, Senior Center and Library

Reason: Long term service; reliable; excellent customer service; competitive pricing; owned by resident

Annual cost: \$12,455 (FY15)

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**Shelburne Limestone**

Service: Limestone for road repairs—primarily used for driveways adjacent to roads being repaired

Reason: Conveniently located

Annual cost: \$754 (FY15); \$687 (FY14); \$7,270 (FY13)

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**SJW Docks (Steve Williams)**

Service: Operation and maintenance of Thompson’s Point Wastewater System

Reason: Extremely knowledgeable about the wastewater system; very reliable; excellent service and communications with town staff and with Thompson’s Point residents

Annual cost: \$94,312 (FY15)

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**SJW Docks (Steve Williams)**

Service: Installation, removal and repair of docks/floats at the Town Beach

Quotes from other vendors were obtained in \_\_\_\_\_

Reason: Very reliable; excellent service and communications with town staff

Annual cost: \$5,255 (FY15)

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**Stitzel, Page & Fletcher**

Service: Legal advice and representation

Reason: Long term service; extensive experience with the many areas of municipal law; size of firm allows access to multiple perspectives; reliable service

Annual cost: \$31,041 (FY15); \$42,749 (FY14); \$15,479 (FY13)

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**Team EJP South Burlington**

Service: Source of culverts

Reason: Good location; short turnaround

Annual cost: \$20,486

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**Troy Tsounis**

Service: Computer network support; computer trouble-shooting

Reason: Good rates; good service; reliable; town resident

Annual cost: \$4,335 (FY15)

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**Vermont League of Cities and Towns**

Service: Range of services assisting municipal functions, including: insurance, education, lobbying state legislature, legal advice

Reason: Extensive experience; good customer service; provides wide range of assistance

Annual cost: annual dues = \$4,992 (FY16); unemployment insurance = approx. \$750; property/liability insurance = \$41,230 (FY16)

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**Vermont Offender Work Program**

Service: Source of road signs  
Reason: Good product; good pricing  
Annual cost: \$1,092 (FY15)

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**Vertec Supply Co.**

Service: Source of culverts and fabric for road repair and reconstruction  
Reason: Good location; reasonable pricing  
Annual cost: \$1,200 (FY14)