



Town of Bowdoinham

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www.bowdoinham.com

Nicole Briand, Town Manager

June 1, 2022

REQUEST FOR PROPOSALS

CLEANUP OF A STRUCTURES DETERMINED TO BE DANGEROUS BUILDINGS AND REMOVAL OF PERSONAL PROPERTY RELATED TO DANGEROUS BUILDINGS

Invitation to Bid:

The Town of Bowdoinham is soliciting bids for the removal of the Structures and Abandoned Personal Property located at 61 Bay Road, Bowdoinham Maine 04008 (Tax Map U02, Lot 003), as well as any debris, rubble, or trash related to the dangerous buildings.

Background Information:

Following a Findings of Fact and an Order pursuant to Title 17 M.R.S. §2851 *et. seq.*, the Select Board for the Town of Bowdoinham determined that the structures and abandoned personal property at 61 Bay Road, Bowdoinham Maine 04008 (Tax Map U02, Lot 003) (“the property”) to be a dangerous building. For your reference, a copy of the order, Appendix A and photographs out the Structures and abandoned personal property is attached to this RFP as Appendix A.

Minimum Qualifications for Bidders:

1. Bidders must have the capacity to provide all labor and equipment to complete the scope of work defined below.
2. Bidders must assign and identify at least one single point of contact (provide contact information) to the Bowdoinham Town Manager and Code Enforcement Officer.
3. Bidders must provide at least three (3) references, including addresses and telephone numbers.
4. Bidders may provide proof of insurance.
5. The Town of Bowdoinham may make such inquiries as it deems necessary to determine the ability of each bidder to perform the scope of work defined by this RFP. Bidders shall promptly furnish all information and data for this purpose as may be subsequently requested by the Town of Bowdoinham.

Scope of Work:

1. The Town of Bowdoinham is seeking bidders that are qualified and capable of carrying out the following:
 - Photograph and document existing property conditions prior to commencing the cleanup, throughout clean up and once work is completed.
 - Remove the abandoned personal property within and surrounding the structures. Abandoned personal must be disposed in accordance with State Statutes.
 - Remove both structures and disposed in accordance with State Statutes.
 - Remove foundation and dispose of material in accordance with State Statutes.
 - Backfill location of foundation with clean fill. Contractor must document type of backfill material and where it was sourced
 - Loam and seed all disturbed areas.
 - Schedule inspections with Town's CEO and submit photographs and documentation once complete
2. The bidder must remove and dispose of all materials in a lawful and environmentally appropriate manner, and shall comply with all other applicable federal, state and local laws and regulations.
3. The bidder will be responsible for procuring and paying for all permits required to perform the outlined scope of work, if any.
4. The bidder shall fully comply with all applicable federal, state, and local laws, ordinances, rules and regulations and all orders and rules of any duly constituted authorities affecting the Property or bearing on the performance of the services.
5. The work must be completed by July 15, 2022.
6. 100% of the payment will be made once the Contractor submits all documentation to the Town and the Town's CEO conducts a final inspection and determines the project is complete.

Insurance Requirements:

The bidder shall be required to provide for and maintain, at its own cost and expense until the completion of the scope of work, the following forms of insurance:

1. Commercial General Liability coverage with limits of liability not less than One Million Dollars (\$1,000,000.00) per occurrence and not less than Two Million Dollars (\$2,000,000.00) annual aggregate, and shall name the Town of Bowdoinham as an additional insured on the certificate of insurance.

2. Comprehensive Automobile Liability coverage on owned, hired, leased, or non-owned vehicles with limits of not less than \$1,000,000.00 combined for each accident, and arising out of the ownership, maintenance or use of any vehicle for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance or use of any vehicle. The Town of Bowdoinham shall be named as an additional insured on the certificate of insurance.

3. Worker's Compensation and Employers' Liability in form and amounts required by law. The bidder shall provide to the Town of Bowdoinham certificates of insurance demonstrating the above coverages upon request.

Indemnification:

The bidder shall defend, indemnify and hold harmless the Town of Bowdoinham, its employees and

agents, from and against any and all liabilities, causes of action, judgments, claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) for personal injury (Including death) or property damage arising out of, or in consequence of, any negligent or intentional act or omission of the bidder, its employees, agents or subcontractors.

Proposal Requirements:

All bid proposals shall include, at a minimum, the following documents or information:

1. A pricing sheet, which should be based on a lump sum for the complete project.
2. Business address, phone number, fax number, e-mail address, and federal tax ID number for bidder and all sub-contractors.
3. A brief description of the bidder's history and experience in providing services covered by this RFP, as well as your experience and knowledge of hazardous and regulated material disposal.
4. A description of other similar projects completed by the bidder (including the names of clients serviced and length of time providing such services).
5. A list of the intended disposal sites for the various categories of materials that are listed in the scope of work.
6. A description of your financial and technical capability to handle the volume of work that will be required to carry out the scope of work, including the number of employees and number of vehicles (trucks/trailers) that you anticipate using for the job.

Proposal Submission:

1. Proposals will be received by the Town at the Bowdoinham Town Office until 2:00 PM on June 17, 2022. Each proposal shall be submitted in a sealed envelope, clearly marked "Dangerous Building Cleanup RFP" and addressed as follows:

Town of Bowdoinham
Attn: Town Manager
13 School Street
Bowdoinham, ME 04008

2. The bidder is expected to carefully review this RFP and scope of work. The submission of a bid shall be considered evidence that the bidder has made such examination and is satisfied as to the conditions to be encountered in performing the scope of work and as to the requirement of this RFP. The bidder will be held responsible for its failure or neglect to observe or comply with these instructions.
3. The Town of Bowdoinham will not be responsible for any expenses incurred by any firm or person in preparing or submitting a proposal.
4. The bidder is advised that the work to be accomplished under this RFP will be awarded to the lowest responsive, responsible bidder, in the Town's sole discretion.
5. The Town reserves the right to accept or reject any and all submissions, to waive any or all formalities in the bidding, to evaluate bids, to investigate the references of any and all bidders, to negotiate with one or more bidders and otherwise to act as it deems to be in the best interests of the Town.