



Cultivating the Health of Our Communities

Wabanaki Public
Health & Wellness

Wabanaki Public Health and Wellness
16 Central Street
P.O. Box 1356
Bangor, ME 04401

RFP #:2024-001

Date:

REQUEST FOR PROPOSAL

Wabanaki Public Health and Wellness would like to extend this Invitation to Bid (ITB) to your firm and is seeking proposals for a Paving Project at our facility located 51 Rice Farm Road, Millinocket, ME 04462.

WPHW will receive bids at 16 Central Street, PO Box 1356, Bangor, Maine 04401, or via email at contracts@wabanakiphw.org by the end of day on 04/05/2024.

Envelopes will be clearly marked “Bid for 51 Rice Farm Road Paving Project.”

Bids not received by WPHW by the indicated deadline will not be opened nor considered.

WPHW requires the project to be completed in 120 calendar days from the date of contract signing.

The following lists details and the scope of services Wabanaki Public Health and Wellness requests for RPF #2024-001.



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Project: **51 Rice Farm Road, Millinocket, ME 04462**

Owner: Wabanaki Public Health & Wellness, 16 Central Street, Bangor, ME 04401

Description of the Project: Grading, Compacting, and Paving

It is our intent with this project to grade the existing driveway and parking areas, add reclaim shim material, grade and compact, and pave with three inches of HMA. All work is to be completed following typical MDOT standards.

While our intent is to complete this project as a whole, we have asked for three separate prices in case we have to adjust for budgetary constraints.

Below is a categorical breakdown of all the requested work elements. Please fill out and submit the bid tab below. In addition, please see the supplemental documents, which contain the current design and layout of the Millinocket property. Please see the sketches provided for reference.

Disclaimer: The contractor will be responsible for providing all materials specified in the attached bid.



Specifications:

- 1) 51 Rice Farm Road, Millinocket, ME 04462
 - a) Parking lot and access area (Highlighted Green in Schedule A)
 - i) Grade subbase, add reclaim shim, then grade and compact (1891sy) (include 100 cubic yards of fine reclaim material)
 - ii) Pave and compact 1891sy with 19mm HMA Base @ 2"
 - iii) Pave and compact 1891sy with 9.5mm HMA Surface @ 1"
 - b) Entrance from Medway Road (Highlighted Red in Schedule A)
 - i) Grade subbase, add reclaim shim, then grade and compact entrance and 200 feet of driveway (540sy) (include 30 cubic yards of fine reclaim material)
 - ii) Pave and compact 540sy with 19mm HMA Base @ 2"
 - iii) Pave and compact 540sy with 9.5mm HMA Surface @ 1"
 - c) Access Road (Alternate) (Pending funds) (Highlighted Blue in Schedule A)
 - i) Grade subbase, add reclaim shim, then grade and compact (1956sy) (include 100 cubic yards of fine reclaim material)
 - ii) Pave and compact 1956sy with 19mm HMA Base @ 2"
 - iii) Pave and compact 1956sy with 9.5mm HMA Surface @ 1"

Standard MDOT construction means and methods shall be applied to all work not otherwise noted or detailed.



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1) Description of the Process:

- a) WPHW will publicly publish this RFP on its webpage.
- b) Each proposal will be in the proposed format (Attachment A).
- c) WPHW will announce the selected contractor via a Notice of Award.
- d) WPHW will send a contract to the selected contractor.

2) WPHW understands that supply chain issues may occur, and calendar days may be adjusted as necessary.

Scheduled Activities:

DATES	SCHEDULED ACTIVITY
03/22/2024	Publication of RFP on the WPHW website
04/05/2024	Deadline for Proposals- End of Day
04/08/2024 through 04/10/2024	Evaluation of Bids
04/12/2024	Notice of Award
04/15/2024 through 04/19/2024	Contract Elaboration and Execution
06/01/2024	Commencement of Service
60 Calendar Days	Expected Finish date

3) SCOPE OF SERVICES / PROJECT APPROACH

The WPHW intends to select a Contractor based on team qualifications, fees, and proposed schedule to become an integral part of the project team.

The Contractor **may be expected but will not be required** to provide a performance and material and labor payment bond for the project.

The proposal shall be in accordance with the requirements outlined in this document and formatted per Attachment A.

4) Cost of the Work

- a) The cost of the work shall include all foreseeable work items required to deliver a complete and functional project.
- b) General Conditions: The Contractor’s general conditions should be included in his bid prices, such as the project support group functions, including accounting, human resources, scheduling, estimating, or other off-site personnel. These staff costs are included in the contractor’s fee and are not reimbursable.
- c) Savings: To the extent the actual cost of the work may be reduced through the course of design refinement, procurement, and construction and to the extent there may be unspent contingency at the end of the project, then these funds (“savings”) shall revert entirely to the benefit of the WPHW. There shall be no shared savings compensation to the contractor.
- d) Change Orders: The cost of the work line-item values is commensurately fixed through refined scope definition and procurement commitments. As appropriate, to keep the cost of the work scheduled values current, any changes or transfers shall be substantiated, accounted for by change order, and subject to the approval of both the contractor and WPHW.



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- e) Schedule of Values: See bid form.
- f) Payment Procedures: Progress payments will be processed in accordance with the agreement between WPHW and the Contractor.

5) Scoring.

Proposals will be reviewed, and the award will be based on the following criteria:

- a) Company Experience and Personnel Qualifications
- b) Licenses and Insurance
- c) Timeline of project
- d) Competitive Price

Wabanaki Public Health will select a Contractor based on a combination of the above requirements.

Wabanaki Public Health reserves the right to negotiate services and prices.

Please e-mail or mail the proposal no later than 04/05/2024 by the end of the day to the following address:

Wabanaki Public Health and Wellness
Attn: Grants and Contracts
16 Central Street
PO Box 1356
Bangor, Maine 04401

contracts@wabanakiphw.org



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ATTACHMENT A

INVITATION TO BID

RFP #2024-001

xx/xx/2024

Dear Recipient,

Wabanaki Public Health and Wellness would like to extend this Invitation to Bid (ITB) on our recently posted Request for Quote (RFQ) 2024-001. Wabanaki Public Health and Wellness is seeking quotes for Excavating, Paving, Grading, and Compacting at 51 Rice Farm Road, Millinocket, ME 04462. You will find the details of the requested services attached to this document and on our website, [Procurement | Wabanaki Public Health and Wellness \(wabanakiphw.org\)](#). Contractors are welcome to view the property at any time. If you prefer a site walk thru, please contact Thomas Martin at tmartin@wabanakiphw.org to request a site walk thru.

Sincerely,

Wabanaki Public Health and Wellness
contracts@wabanakiphw.org



Wabanaki Public Health & Wellness

BID TAB

Base Bid: RFP #2024-001 Grading, Compacting, and Paving at 51 Rice Farm Road, Millinocket, ME 04462

Contractor Name: _____

Date: _____

Signature of Bidder: _____

Due Date: 04/05/2024 by the end of Day

This will not be a public Bid opening. Please submit bids via email to contracts@wabanakiphw.org or PO Box 1356, Bangor, ME 04402. The project bid is to be reviewed and awarded within two weeks, and the awarded bidder can start work on agreed upon date in the contract.

<i>Item/Service Description</i>	<i>Amount</i>	<i>Unit</i>	<i>Price Per</i>	<i>Total</i>
1. Grade, Compact, and Pave 1891sy Parking area	1891	sy		
2. Grade, Compact, and Pave 540sy Entrance Area	540	sy		
Please write your total out in words: _____		Total	\$	
Add Alternate:				
3. Grade, Compact, and Pave 1956sy Access Road (Pending Funds)	1956	sy		
Please write your total out in words: _____		Total	\$	



FORMAT FOR PROPOSAL

**Upon Award, the following may be required:
The following information may be required of the successful contractor.**

- 1) Section 1.0 – Executive Summary
 - a) Provide a summary of this project's experience, qualifications, and expertise and a proposal summary.
- 2) Section 2.0 – Company Description & Proposed Project Team
 - a) Firm
 - i) Identify the firm's name and address of its principal office.
 - b) Organization
 - i) Specify the type of organization (partnership, corporation, or other), the year established, and the contractor's license number. State the years the firm has been involved in ongoing work in the project's locality.
 - c) Contact Office
 - i) State the size and adequacy of the firm's contact office to perform the proposed work. List the disciplines represented by your staff and any areas of specialized expertise.
 - d) Personnel Qualifications
 - i) List specific personnel proposed for the project team and their time commitment. Indicate each individual's project assignment, role, or area of responsibility.
 - ii) Provide resumes for Superintendent and Foreman, explicitly stating the experience and qualifications of individual personnel with references for each.
 - iii) Indicate the experience of proposed personnel on projects of similar type and scope and any experience working together as a team.
 - e) Work with Own Forces
 - i) Indicate which elements of the work the firm can and plans to perform with its forces.
 - f) Proof of Insurance Coverage
 - i) Provide a current Certificate of Insurance addressing coverage per the requirements.
 - ii) provide lost runs prepared by your firm's insurance carrier(s) for claims within the past five years.
 - g) Financial and Bonding Qualifications
 - i) Demonstrate bonding capacity with current and projected (during the term of this project) work volume. Provide evidence from your bonding company that all required bonds can be secured.



3) Section 3.0 – Project Experience

a) Volume and Capacity

- i) Confirm the capacity of the firm to maintain diligent and expeditious progress on this Project.

b) Local Knowledge

- i) Indicate the firm’s familiarity with the government, codes, ordinances, and standards of the jurisdictions governing the Project and with the labor market in the location of the Project.

c) Specific Project List

- i) Indicate the specific experience and competence of the firm in comparable projects of similar complexity and scope. List projects in the Town of Millinocket.

4) Section 4.0 – Project Administration

a) Hourly Rates and detailed final price bid.

b) Project Management Techniques

- i) Describe the standard project management techniques and systems your company uses to manage your projects. Include reference to scheduling, WPHW communications and meeting minutes, constructability reviews, quality control techniques, Building Information Modeling (BIM), construction field changes, change management, change order cost tracking, and user interaction.

c) Claims

- i) Explain what your company does during a project to attempt to prevent claims. Has your firm been involved in mediation, arbitration, or litigation in the past five years? If so, describe the circumstances and the outcomes.

d) Safety

- i) Describe your firm’s safety programs and any specific safety concerns you have about this project. Provide your company’s EMR rate for the past five years.

e) Equipment Rental Rates

- i) Provide a schedule of rental rates proposed for any contractor-owned equipment which may be charged to the project.



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SCHEDULE A

51 Rice Farm Road, Millinocket, ME 04462

