



City of Auburn, Maine

Business & Community Development

Glen Holmes, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

May 18th, 2022

Request for Proposals Housing Rehab

Dear Bidder:

Your firm is invited to submit a bid for a rehabilitation project concerning the property at **2 Dunlap Street**. The City of Auburn is governed by Title 1 M.R.S.A. § 401-410, otherwise known as the Freedom of Information Act, which considers bid specifications as public documents.

Questions regarding this Request for Bids should be directed to Kevin Bean, Community Development Coordinator at (207) 333-6601, ext. 1337.

Your **SEALED** bids must be labeled with the project address and delivered to Community Development Department, 60 Court Street, First Floor, Auburn, Maine 04210 by **12:00 PM. on June 01**. Bids will be opened publicly at City Hall at 12:00 PM. Bids received after the opening will be rejected.

There will be a pre-bid conference at the project site on **Wednesday May 25th 12:00 PM**.

This project's specifications begin on page 3 (see attached prints / specifications) of this bid invitation. Please review the specifications and be prepared to ask questions.

Sincerely,

Kevin Bean
Community Development Coordinator

PROJECT DESCRIPTION

Removal of existing System and installation of a new 1500 gal. tank, including 16' x 40' disposal field, consisting of concrete chambers (20).

Site to be loamed and seeded after project completion

CONDITIONS AND INSTRUCTIONS TO BIDDERS

1. Submission of your bid **must** be in a **sealed** envelope marked **2 Dunlap St. Auburn**
2. Bidders **must** use the enclosed bid form. Bids must be completed in full, in ink and must be signed by firm's owner or designated official.
3. Bids may be withdrawn prior to the time set for the official opening.
4. Bids will be opened publicly. Bidders or representatives may be present at the bid opening.
5. The City of Auburn reserves the right to eliminate any task(s) from the scope of work / bid, prior to any contractual agreements as the City deems best for the interest of the owner or any budgeting constraints.
6. The City of Auburn reserves the right to waive any formality and technicality in bids, whichever is deemed best for the interest of the owner. Generally, awards will be made to the lowest responsible bidder. The owner, however, reserves the right to accept or reject any or all bids in whole or in part. In awarding a bid, the owner may consider, but is not be limited to, any of the following factors: price and completion date.
7. Contractors **must** be current on all amounts due to the City of Auburn.
8. The contractor must be current with licenses and certifications and must have valid certificates of all required insurance prior to the City entering into any contract agreement. Copies of required insurance and licenses relevant to the scope of work shall be included in the bid response package. Failure to include these documents may disqualify the proposal as incomplete.
9. Contractors are responsible to obtain any required permits and must include the cost in their bid.
10. No contract may be assigned to a subcontractor without the written consent of the owner and City Staff. Neither party shall assign or transfer its interest in the contract without the written consent of the other party.
11. The selected contractor will be required to sign a construction contract. If you have not already reviewed the City of Auburn's contract, please ask to see it prior to submitting a bid.
12. Construction must begin within 30 days of the bid award. Failure to begin construction within this time frame will void the contract and the project will be rebid.



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May 18, 2022

WORK WRITE-UP PROJECT # Dunlap St. Septic System Replace

OWNER / PROPERTY INFORMATION Cindy Dan Martin 2 Dunlap St. Auburn, Maine (207) - 576 - 1615	CONTRACTOR INFORMATION Company Name _____ Address _____ Phone _____ Signature _____ Title _____
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BID TOTAL (to include any and all fees such as permitting fees) \$ _____

The contractor must inspect the property. Submission of a bid is presumptive evidence that the bidder has thoroughly examined the site and is conversant with the requirements of the local jurisdiction. Submission of a bid is presumptive evidence that the bidder fully understood the entire scope of work required and will be responsible to complete project as defined on specifications provided and explained during the pre-bid meeting for the amount submitted.

LIST ANY SUBCONTRACTORS THAT WILL BE ENLISTED TO PERFORM WORK ON THIS PROJECT. ALL LICENSES, CERTIFICATES AND COPIES OF INSURANCE MUST ALSO BE ATTACHED.

Contractor _____ Phone _____
Address _____

Contractor _____ Phone _____
Address _____

Contractor _____ Phone _____
Address _____

Contractor _____ Phone _____
Address _____

Exterior

Septic System Replace:

SF: Outside

Removal of existing System and installation of a new 1500 gal. tank, including 16' x 40' disposal field, consisting of concrete chambers (20).

Site to be loamed and seeded after project completion

\$ _____

PERMIT FEES

\$ _____

TOTAL JOB COST (transfer this number to front page)

\$ _____