



## City of Auburn, Maine

Finance Department

[www.auburnmaine.gov](http://www.auburnmaine.gov) | 60 Court Street  
Auburn, Maine 04210  
207.333.6601

September 12, 2016

Dear Consultant:

The City of Auburn, a municipal corporation (hereinafter “the City”) is accepting written proposals to identify hazardous materials that require special removal, determine the location and quantities, and estimate the cost for abatement.

The City reserves the right to accept or reject any or all proposals in whole or in part and to waive any informality the City may determine is necessary. The City also reserves to itself the exclusive right to accept any proposals when it is deemed by the City to be in its best interest. The City 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. In awarding any proposal, the City may consider, but not be limited to, any of the following factors: the cost, the Contractor’s performance on similar projects, recommendations and opinions from previous clients, and financial standing with the City. Consultants shall be current on all amounts due to the City prior to the City entering into a contract.

There will be mandatory on-site inspections to acquaint the consultant with the properties and conditions for performance of the work. Each building will be open for a period of time on **Tuesday, September 20, 2016**. A walk through will begin at 9 am starting at 16 Newbury Street.

Please submit your proposal to Derek Boulanger, Facilities Manager/Purchasing Agent, Finance Director, 60 Court Street, Auburn, Maine 04210 at the City of Auburn by 2:00 p.m. **Tuesday, October 4, 2016**. Please mark sealed envelopes plainly: **“Hazardous Materials Identification Survey – Bid 2017-005”**. No proposals will be accepted after the time and date listed above.

Sincerely

Derek Boulanger  
Facilities Manager/Purchasing Agent

## **Table of Contents**

PROJECT DESCRIPTION..... 3

INSTRUCTIONS TO INTERESTED PARTIES ..... 3

SELECTION PROCESS ..... 4

TASKS OF THE CONSULTANT ..... 4

COMPLIANCE WITH FEDERAL REGULATIONS ..... 4

BID SUBMISSION ..... 5

PROJECT TAX CARDS ..... 7

**I. PROJECT DESCRIPTION**

The City intends to demolish 3 residential buildings in Auburn, Maine at 16 & 18 Newbury Street, and 12 Patton Street, and a commercial warehouse at 180 Station Road (see attached project tax records). The purpose of this survey is to provide the City with an inventory of hazardous materials that must be separated from demolition debris.

**II. INSTRUCTIONS TO INTERESTED PARTIES**

**a. Receiving Proposals**

Proposals will be received until 2:00 pm on Tuesday, October 4, 2016 at the Finance Department, Auburn City Building, 60 Court Street, Auburn, ME 04210 after which time all further proposal submissions will be refused by the City. Proposals will be delivered in an envelope that is marked: **“Hazardous Materials Identification Survey – Bid 2017-005”**.

**b. Contract Performance**

The survey report shall be complete by October 28, 2016.

**c. Conflict of Interest**

The consultant shall certify that neither the consultant's firm nor its employees has any interest, financial or otherwise, beyond that which is to be specified.

**d. Prohibition Against Payments of Bonus or Commission**

The consultant shall not pay any bonus or commission for the purpose of obtaining the City’s approval to receiving a consulting services contract.

**e. Inspection of Site**

There will be on-site inspections to acquaint the consultant with the properties and conditions for performance of the work. Each building will be open for a period of time on Tuesday, September 20, 2016. A walk through will begin at 9 am starting at 16 Newbury Street. The inspection is mandatory.

**f. Insurance**

The City will require that the consultant have insurance during the term of the contract as follows:

1. Statutory Workers Compensation
2. General Liability General Aggregate (\$2,000,000 minimum)
3. Automobile (\$1,000,000 minimum)
4. Employers Liability Insurance (\$1,000,000 minimum)

Consultants will name the City as an additional insured under its policies and will provide a Certificate of Insurance with provisions for a thirty day cancellation notice to the City.

### **III. SELECTION PROCESS**

The selection of a consultant will be based on the proposal that best serves the interests of the City. The City reserves the right to accept any proposal, in whole or in part, to achieve the best proposal as determined by the City at its sole discretion. The City also reserves the right to reject any or all proposals, or to waive any irregularities.

### **IV. TASKS OF THE CONSULTANT**

1. Testing and Analysis: The consultant will perform on-site testing to identify types and locations of hazardous materials. Testing and analysis shall include any and all outbuildings at all locations listed on the bid submission form. The assessment will include:
  - a. Asbestos-containing building materials
  - b. Universal waste materials such as mercury-containing lights, switches and thermostats; and
  - c. Special waste materials such as fuel oil residuals in heating equipment and distribution lines.
2. The Contractor will provide a report consisting of the findings of hazardous materials including type, location and quantity, recommendations, photos, lab results, and estimate of cost for removal.

### **V. COMPLIANCE WITH FEDERAL REGULATIONS**

Services under this contract are funded by the Community Development Block Grant Program and are subject to the following regulations.

- a. Equal Employment Opportunity: The City of Auburn is an Equal Opportunity Employer and shall not discriminate against an applicant for employment, and employee or a citizen because of race, color, sex, marital status, physical and/or mental handicap, religion, age, ancestry or natural origin, unless based upon a bona-fide occupation qualification. Consultants and sub-consultants doing business with the City shall not violate the above clause or the Civil Rights Acts of 1964. Violations by vendors shall be reviewed on a case-by-case basis and may mean an automatic breach of contract or service to the City.
- b. Save Harmless: The Consultant agrees to protect and save harmless the owner from all costs, expenses or damages that may arise out of alleged infringement of patents of materials used.
- c. Subcontracting: The Consultant shall not subcontract any part of the work or materials or assign any monies due it without first obtaining the written consent of the municipality.

- Neither party shall assign or transfer its interest in the contract without the written consent of the other party.
- d. **Warranty:** The Consultant warrants that all work will be of good quality and free from faults and defects, and in conformance with the specifications. All work not so conforming to these standards may be considered defective. The Consultant agrees to be responsible for the acts and omissions of all of its employees and all subcontractors, their agents and employees, and all other persons performing any of the work under a contract with the Consultant.
  - e. **Other Federal Regulations:** The Consultant will be required to comply with all applicable federal regulations, standards and laws of the Community Development Block Grant Program, standards and laws of the Community Development Block Grant Program including: OMB Circulars; Civil Rights Act of 1964; Executive Order 11246; Section 3 of the Housing and Urban Development Act of 1968; and Section 109 of the Housing and Community Development Act of 1974.

**VI. BID SUBMISSION**

Proposals shall contain the following information:

1. Bid submission form (Page 6)
2. General statement of professional qualifications and capacity;
3. Experience in similar work;
4. Provide names of three client references for similar work; and
8. Any other information that would be useful to the City in evaluating your proposal.

**BID SUBMISSION FORM**

The undersigned individual/firm/business guarantees this price for Thirty days (30) from the proposal due date. The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the City of Auburn, Maine. By signing this bid form, the firm listed below hereby affirms that its bid meets the minimum specifications and standards as listed above.

Description	16 Newbury Street	18 Newbury Street	12 Patton Street	180 Station Road
Fee for physical sampling and final report				
Fee for universal and special waste inventory				
Asbestos bulk sample analysis cost PLM (lump sum)				
Asbestos bulk sample analysis NOB (lump sum)				
<b>TOTAL</b>	\$	\$	\$	\$

# of Samples PLM				
# of Samples NOB				

Company (Legal Name) \_\_\_\_\_  
 Signature \_\_\_\_\_ Printed Name \_\_\_\_\_  
 Title \_\_\_\_\_ Telephone \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Fax # \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Federal Tax ID # \_\_\_\_\_ DUNS # \_\_\_\_\_

Personally appeared \_\_\_\_\_ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public \_\_\_\_\_  
 Print Name \_\_\_\_\_  
 Commission Expires \_\_\_\_\_

**VII. PROJECT TAX CARD/16 NEWBURY STREET**

**Unofficial Property Record Card - Auburn, ME**

**General Property Data**

Parcel ID <b>231-035</b>	Account Number <b>231035000</b>
Prior Parcel ID <b>-</b>	
Property Owner <b>OUELLETTE BERNARD</b> <b>LACHAPELLE JUDITH A</b>	Property Location <b>16 NEWBURY ST</b> Property Use <b>SEVEN FAMILY</b>
Mailing Address <b>19 GREENFIELD DR</b>	Most Recent Sale Date <b>7/11/1995</b> Legal Reference <b>3446-251</b> Grantor <b>LACHAPELLE, JUDITH A</b>
City <b>AUBURN</b>	Sale Price <b>0</b>
Mailing State <b>ME</b> Zip <b>04210</b>	Land Area <b>0.180 acres</b>
ParcelZoning	

**Current Property Assessment**

Card 1 Value	Building Value <b>58,700</b>	Xtra Features Value <b>0</b>	Land Value <b>36,500</b>	Total Value <b>95,200</b>
Total Parcel Value	Building Value <b>126,200</b>	Xtra Features Value <b>0</b>	Land Value <b>36,500</b>	Total Value <b>162,700</b>

**Building Description**

Building Style <b>MULTI-CONV</b>	Foundation Type <b>CONC/BRICK</b>	Flooring Type <b>CARPET</b>
# of Living Units <b>5</b>	Frame Type <b>WOOD</b>	Basement Floor <b>DIRT</b>
Year Built <b>1920</b>	Roof Structure <b>GABLE</b>	Heating Type <b>FORCED HW</b>
Building Grade <b>FAIR</b>	Roof Cover <b>ASPHALT SH</b>	Heating Fuel <b>OIL</b>
Building Condition <b>Poor</b>	Siding <b>ASBESTOS</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>3623</b>	Interior Walls <b>PLASTER</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>17</b>	# of Bedrooms <b>10</b>	# of Full Baths <b>4</b>
# of 3/4 Baths <b>1</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>1</b>

**Legal Description**

VACANT OVER 5 YEARS

**Narrative Description of Property**

This property contains 0.180 acres of land mainly classified as SEVEN FAMILY with a(n) MULTI-CONV style building, built about 1920 , having ASBESTOS exterior and ASPHALT SH roof cover, with 5 unit(s), 17 room(s), 10 bedroom(s), 4 bath(s), 0 half bath(s).

**Property Images**



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

**VIII. PROPERTY TAX CARD/18 NEWBURY STREET**

**Unofficial Property Record Card - Auburn, ME**

**General Property Data**

Parcel ID <b>231-035</b>	Account Number <b>231035000</b>
Prior Parcel ID <b>-</b>	Property Location <b>18 NEWBURY ST</b>
Property Owner <b>OUELLETTE BERNARD LACHAPELLE JUDITH A</b>	Property Use <b>SEVEN FAMILY</b>
Mailing Address <b>19 GREENFIELD DR</b>	Most Recent Sale Date <b>7/11/1995</b>
City <b>AUBURN</b>	Legal Reference <b>3446-251</b>
Mailing State <b>ME</b> Zip <b>04210</b>	Grantor <b>LACHAPELLE, JUDITH A</b>
ParcelZoning	Sale Price <b>0</b>
	Land Area <b>0.000 acres</b>

**Current Property Assessment**

Card 2 Value	Building Value <b>67,500</b>	Xtra Features Value <b>0</b>	Land Value <b>0</b>	Total Value <b>67,500</b>
Total Parcel Value	Building Value <b>126,200</b>	Xtra Features Value <b>0</b>	Land Value <b>36,500</b>	Total Value <b>162,700</b>

**Building Description**

Building Style <b>MULTI-CONV</b>	Foundation Type <b>BRICK</b>	Flooring Type <b>CARPET</b>
# of Living Units <b>2</b>	Frame Type <b>WOOD</b>	Basement Floor <b>DIRT</b>
Year Built <b>1920</b>	Roof Structure <b>GABLE</b>	Heating Type <b>ELECTRC BB</b>
Building Grade <b>FAIR-AV</b>	Roof Cover <b>ASPHALT SH</b>	Heating Fuel <b>ELECTRIC</b>
Building Condition <b>Fair</b>	Siding <b>VINYL</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>1856</b>	Interior Walls <b>PANEL</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>8</b>	# of Bedrooms <b>4</b>	# of Full Baths <b>1</b>
# of 3/4 Baths <b>1</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>1</b>

**Legal Description**

VACANT OVER 5 YEARS

**Narrative Description of Property**

This property contains 0.000 acres of land mainly classified as SEVEN FAMILY with a(n) MULTI-CONV style building, built about 1920 , having VINYL exterior and ASPHALT SH roof cover, with 2 unit(s), 8 room(s), 4 bedroom(s), 1 bath(s), 0 half bath(s).

**Property Images**



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



**IX. PROPERTY TAX CARD/12 PATTON STREET**

**Unofficial Property Record Card - Auburn, ME**

**General Property Data**

Parcel ID <b>211-023</b>	Account Number <b>211023000</b>
Prior Parcel ID <b>-</b>	
Property Owner <b>JIPSON ARTHUR E PARTY IN POSSESS</b> <b>JIPSON LORENA M PARTY IN POSSESS</b>	Property Location <b>12 PATTON ST</b>
Mailing Address <b>94 BROADVIEW AVE</b>	Property Use <b>SINGLEFAMILY</b>
City <b>AUBURN</b>	Most Recent Sale Date <b>2/1/1994</b>
Mailing State <b>ME</b> Zip <b>04210</b>	Legal Reference <b>3217-247</b>
ParcelZoning	Grantor <b>JIPSON,ARTHUR E &amp; LORENA M</b>
	Sale Price <b>0</b>
	Land Area <b>0.110 acres</b>

**Current Property Assessment**

Card 1 Value	Building Value <b>92,800</b>	Xtra Features Value <b>0</b>	Land Value <b>21,500</b>	Total Value <b>114,300</b>
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**Building Description**

Building Style <b>COLONIAL</b>	Foundation Type <b>BRICK</b>	Flooring Type <b>N/A</b>
# of Living Units <b>1</b>	Frame Type <b>WOOD</b>	Basement Floor <b>N/A</b>
Year Built <b>1920</b>	Roof Structure <b>GABLE</b>	Heating Type <b>FORCED H/W</b>
Building Grade <b>AV-GOOD</b>	Roof Cover <b>ASPHALT SH</b>	Heating Fuel <b>OIL</b>
Building Condition <b>Fair-Avg</b>	Siding <b>ASBESTOS</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>1413</b>	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths <b>1</b>
# of 3/4 Baths <b>0</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>1</b>

**Legal Description**

Vacant 2013 per Code Enforcement. Copper stripped per neighbor. Tax lien B9384 P110

**Narrative Description of Property**

This property contains 0.110 acres of land mainly classified as SINGLEFAMILY with a(n) COLONIAL style building, built about 1920 , having ASBESTOS exterior and ASPHALT SH roof cover, with 1 unit(s), 0 room(s), 0 bedroom(s), 1 bath(s), 0 half bath(s).

**Property Images**



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

**X. PROPERTY TAX CARD/180 STATION ROAD**

**Unofficial Property Record Card - Auburn, ME**

**General Property Data**

Parcel ID <b>095-003</b>	Account Number <b>095003000</b>
Prior Parcel ID <b>-</b>	Property Location <b>180 STATION RD</b>
Property Owner <b>FARRELL MICHAEL A</b>	Property Use <b>INDUSTRIAL</b>
Mailing Address <b>145 EASTMAN LN</b>	Most Recent Sale Date <b>2/11/1999</b>
City <b>AUBURN</b>	Legal Reference <b>4180-81</b>
Mailing State <b>ME</b> Zip <b>04210</b>	Grantor <b>POULIN TRINA</b>
ParcelZoning	Sale Price <b>59,550</b>
	Land Area <b>1.400 acres</b>

**Current Property Assessment**

Card 1 Value	Building Value <b>6,900</b>	Xtra Features Value <b>900</b>	Land Value <b>48,000</b>	Total Value <b>55,800</b>
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**Building Description**

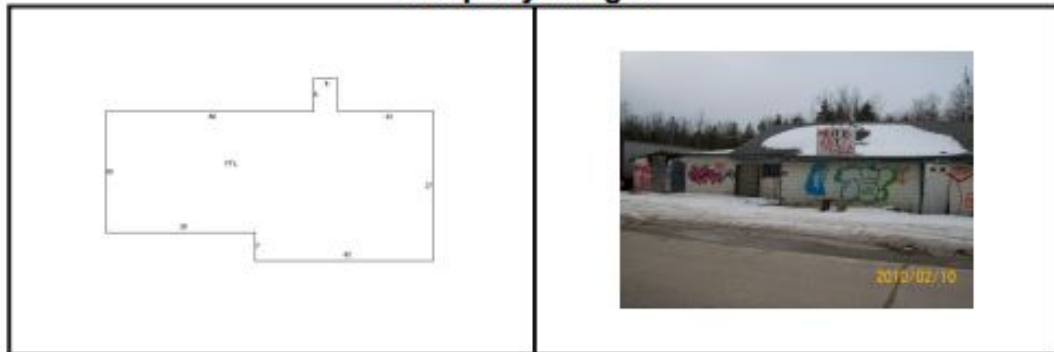
Building Style <b>MATRIAL STRG</b>	Foundation Type <b>PIERS</b>	Flooring Type <b>N/A</b>
# of Living Units <b>0</b>	Frame Type <b>WOOD</b>	Basement Floor <b>N/A</b>
Year Built <b>1965</b>	Roof Structure <b>GABLE</b>	Heating Type <b>NONE</b>
Building Grade <b>FAIR</b>	Roof Cover <b>ASPHALT SH</b>	Heating Fuel <b>NONE</b>
Building Condition <b>Very Poor</b>	Siding <b>WOOD SHING</b>	Air Conditioning <b>0%</b>
Finished Area (SF) <b>2719</b>	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths <b>0</b>
# of 3/4 Baths <b>0</b>	# of 1/2 Baths <b>0</b>	# of Other Fixtures <b>0</b>

**Legal Description**

**Narrative Description of Property**

This property contains 1.400 acres of land mainly classified as INDUSTRIAL with a(n) MATRIAL STRG style building, built about 1965 , having WOOD SHING exterior and ASPHALT SH roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

**Property Images**



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