

REQUEST FOR PROPOSALS

Biddeford WWTF Membrane Building Roofing

I. PROJECT DESCRIPTION

The project scope includes the replacement of three membrane roofs at the Biddeford Wastewater Treatment Plant administration building.

Scope of work

- Relief cut or remove existing membrane roof to allow for expansion and contraction
- Replace any damaged insulation
- Install and mechanically attach new ½" high density polyiso cover board to entire roof surface.
- Install and fully adhere 060mil EPDM membrane to run up all walls and penetrations.
- Reinstall new or existing drain rings to make water tight seal.
- Install new flashing on all edges and penetration to meet or exceed manufacturers specs
- Reinstall existing coping according to specs
- Cleanup site and dispose of material when completed

II. PROJECT PARAMETERS

a. Schedule and Sequence of Work

The City intends to complete this project prior to the end of September, 2023. Work shall be done during the normal business hours of Monday – Friday, 7:00 AM to 3:00 PM. If the contractor intends to work outside of these hours, it must be approved by the Wastewater Superintendent. A written schedule and sequence of work shall be included in the proposal.

b. Pre-Proposal Site Visit

A site visit shall be scheduled prior to submitting a proposal to assess existing conditions and take measurements. Site visit can be scheduled by contacting the Wastewater Superintendent at alex.buechner@biddefordmaine.org, or by phone at 207-282-1350.

c. Qualifications / Project Staffing

The proposal shall include the name and position of the person managing the project, as well as contact info. A list of references for similar work shall be provided with the submittal.

d. Bonding Requirements

Upon selection, the CONTRACTOR shall submit a payment and performance bond, each in the amount of 100% of the contract price.

e. Insurance

CONTRACTOR shall secure insurance as required by the OWNER naming the OWNER and their agents as additional insured.

f. Warranty Period

The CONTRACTOR shall provide warranty information on all labor and materials included in project.

III. CONTENTS OF PROPOSAL

a. Proposal shall include the following:

- Contact information
- Technical Proposal:
 - Scope of Work as detailed in section I
 - Materials to be used
 - Written documentation for all items listed under section II. Project Parameters
- Detailed List of proposed exceptions or modifications.
- The total cost of proposal as a lump sum price for EACH of the following buildings:
 - Electrical Building
 - W3 Building
 - Chemical Building

IV. PROPOSAL EVALUATION

Each qualified proposal will be evaluated based on the proposer's qualifications and experience, the quality and thoroughness of the proposal, the ability to complete the work within the desired project schedule, and cost. The OWNER reserves the right to reject any and all proposals that are not considered responsive to the RFP or not considered to be in the best interests of the City of Biddeford.

V. PROPOSAL SUBMITTAL INSTRUCTIONS

Interested Contractors may submit their proposal via email to alex.buechner@biddefordmaine.org with the subject line "**Request for Proposal (RFP) WWTF Membrane Roofing**" or in a sealed envelope plainly marked "**Request for Proposal (RFP) WWTF Membrane Roofing**" to:

Alex Buechner
Wastewater Superintendent
City of Biddeford
63 Water St
Biddeford Maine 04005

Proposal shall be submitted before 1:00 PM on March 15th, 2023. Proposals received after that date and time shall not be considered. The City will use the contact info provided to notify all bidders of the bid opening date, time, and location.

For clarification regarding any aspect of this RFP, contact Mr. Buechner at the above address or by calling (207) 282-1350 or by emailing the address provided.