

## INVITATION TO BID

### WASTE WATER TREATMENT FACILITY PROCESS BUILDING SECTIONAL OVERHEAD DOOR INSTALLATION for OLD ORCHARD BEACH, MAINE

Bids for supplying and installing of overhead doors at the Old Orchard beach Waste Water Treatment Facility Process Building, located at 24 Manor Street, Ocean Park, Maine 04063, will be received until 3:00 p.m. on Monday, February 27, 2017. Bids will be opened directly at that time.

Bids must be submitted in a sealed envelope; the outside clearly marked "Waste Water Treatment Facility Process Building Overhead Door Installation Project – RFP;" shall be received at the Town Manager's Office, Old Orchard Beach Town Hall, 1 Portland Avenue, Old Orchard Beach, Maine, 04064. Submissions will be accepted by mail or hand-delivered only.

Copies of the bid documents can be secured on our web site – [www.oobmaine.com](http://www.oobmaine.com) or at the Office of the Town Manager, 1 Portland Avenue, Old Orchard Beach, Maine. Questions regarding this project can be addressed to Chris White, Superintendent, at 207-934-4416, or at [cwhite@oobmaine.com](mailto:cwhite@oobmaine.com) The Town of Old Orchard Beach reserves the right to reject any and all proposals.

# **Town of Old Orchard Beach Maine**



**Town of Old Orchard Beach, Maine  
NOTICE OF REQUEST FOR PROPOSALS  
WASTE WATER TREATMENT FACILITY  
PROCESS BUILDING SECTIONAL OVERHEAD DOOR INSTALLATION PROJECT**

**January 23, 2017**

Diana H. Asanza, Treasurer - Finance Director

Town of Old Orchard Beach

1 Portland Ave.

Old Orchard Beach ME 04064

# Town of Old Orchard Beach

## Request for Proposal – WWTF Process Building Installation Door Project

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### OBJECTIVES

The Town of Old Orchard Beach is soliciting proposals from qualified proposers to supply and install overhead doors at the Old Orchard Beach Waste Water Treatment Facility Process Building, 24 Manor Street, Ocean Park, Maine 04063.

This Request for Proposal document does not define any contractual relationship between the selected respondent and the Town of Old Orchard Beach or obligate the Town of Old Orchard Beach to follow a set selection process. Any binding agreement between the Town of Old Orchard Beach and the successful respondent will be through a formal written agreement (contract) after the Town of Old Orchard Beach Town Council has made its selection.

### A. SUBMISSION INFORMATION AND REQUIREMENTS

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Three (3) complete copies of each firm's response shall be submitted in a sealed container plainly marked **“Waste Water Treatment Facility Process Building Overhead Door Installation Project – RFP”** and will be received at the Town Manager's Office, Old Orchard Beach Town Hall, 1 Portland Ave., Old Orchard Beach, Maine 04064 until Monday, February 27, 2017. Submissions will be accepted by mail or hand delivered. **No e-mail Sub missions will be accepted.** The original copy, being so marked, must be signed with the firm's name and bear the handwritten signature of an officer or employee having authority to bind the company by his or her signature (utilize the town-provided *Proposal Submission Form labeled Exhibit B; page10*).

Each proposal shall include:

Introductory Letter: Include an introductory letter expressing an interest in providing the services.

References: Please include names, address, phone number and contact persons of at least three (3) similar clients with whom the Proposer has provided similar commercial services.

Proposed Approach: Describe in sufficient detail, how the Proposer plans to provide the services, including supporting business hours and the needs of the Town. Bid should include the time to complete the project and a proposed schedule that is agreeable to the Town of a start time and a completion date. For example – *work to begin on a Friday evening after 4:00 through a Monday holiday at midnight.*

Qualifications: Describe in sufficient detail the Proposers' experience and expertise to provide the services.

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## Request for Proposal – WWTF Process Building Installation Door Project

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Price: Detail the proposed all-inclusive fee for the services, including a bid sheet – see attached *Proposal Submission Form labeled Exhibit B, page 8.*

Site Visit: Visits should be scheduled with the WWTF Superintendent, Chris White and must be scheduled beforehand at (207) 943-4416

### INQUIRIES

**Any firm requiring significant further information concerning the proposal, the project or terms, must submit specific questions in writing to the Asst. Town Manager by mail or email.** A written response, if provided, will be sent to all firms on file as being in receipt of this proposal. Inquiries concerning the Request for Proposals must be made to:

**V. Louise Reid, Asst. Town Manager**

Town of Old Orchard Beach

1 Portland Ave.

Old Orchard Beach, Maine 04064

(207) 937-5626 fax (207) 934-0755

E-mail address: [lreid@oobmaine.com](mailto:lreid@oobmaine.com)

### Changes to Proposal

The proposer must indicate any variances from our specifications, terms, and/or conditions, no matter how slight. If variations are not stated or referenced in writing prior to the final proposal, it will be assumed that your proposal fully complies with our terms, conditions and specifications.

### Reservation of Rights

The Town reserves the right to request clarification of and/or solicit additional information of any proposer; to have proposer(s) make presentations to the Selection Committee; and/or to negotiate with any proposer(s) regarding any terms of their proposal, including but not limited to the cost and/or scope of services, with the intent to achieve the best proposal that shall result in a contract that is deemed by the Town to be in its best interests. Any such negotiations will use the selected proposal as a basis to reach a final agreement, if possible.

The Town reserves the right to waive any informality in the proposal, to accept any proposal, and, to reject any and all proposals, should it be deemed for the best interest of the Town to do so. The Town reserves the right to substantiate the Proposer's qualifications, capability to perform, availability, past performance record and to verify that the proposer is current in its obligations to the Town, as follows:

# Town of Old Orchard Beach

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Pursuant to Town ordinance, the Town is unable to contract with businesses or individuals who are delinquent in their financial obligations to the Town. These obligations may include but are not limited to real estate and personal property taxes. Bidders who are delinquent in their financial obligations to the Town must do one of the following: bring the obligation current, negotiate a payment plan with the Town’s Finance office, or agree to an offset which shall be established by the contract which shall be issued to the successful bidder.

### **B. DESCRIPTION OF SERVICES**

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See Attachment “Exhibit A” – Specifications of Work, which is provided in this RFP, page 6.

### **C. EVALUATION AND SELECTION CRITERIA**

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All Proposals received will be reviewed by a review panel. Each evaluation criterion has been given a percentage based on its relative value as a whole. The criteria and each associated percentage are as follows:

<u>Evaluation Criteria</u>	<u>Weight</u>
Quality of Product	40%
Experience / References	10%
Proposed Approach	10%
<u>Price</u>	<u>40%</u>
Total	100%

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## Request for Proposal – WWTF Process Building Installation Door Project

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### **D.METHOD OF AWARD**

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The Town of Old Orchard Beach will review all proposals and may request respondents to supplement initial proposals with additional written material. The Town may, in its discretion, interview some or all of the respondents. The Town of Old Orchard Beach may perform any other review as it deems prudent in its selection process.

The Town of Old Orchard Beach reserves the right to choose the respondent that demonstrates the best ability to fulfill the project in the Town's sole discretion. The successful respondent may be chosen based on the qualifications, selection criteria evaluation, possible interview, and any other criteria determined necessary by the Town of Old Orchard Beach.

The respondent selected may be given a right to negotiate an agreement acceptable to the Town. In the event that an agreement satisfactory to the Town cannot be reached, the Town reserves all rights to enter into negotiations with one or more of the remaining respondents. The successful respondent shall commence with the Town Hall project only after execution of an acceptable contractual agreement.

# Town of Old Orchard Beach

## Request for Proposal – WWTF Process Building Installation Door Project

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### EXHIBIT A

### **SPECIFICATIONS OF WORK**

#### SECTION 08360

#### SECTIONAL OVERHEAD DOORS

#### PART 1 - GENERAL

##### 1.1 SECTION INCLUDES

- A. Glazed Aluminum Sectional Overhead Doors
- B. Operating Hardware, tracks, and support.

##### 1.2 REFERENCES

- A. [ANSI/DASMA 102](#) - American National Standard Specifications for Sectional Overhead Type Doors.

##### 1.3 PERFORMANCE REQUIREMENTS

- A. R-value: 2.96 minimum
- B. Wind Loads: Design and size components to withstand loads caused by pressure and suction of wind acting normal to plane of wall as calculated in accordance with applicable code.
  - 1. Design pressure of 35 lb/sq ft.
- C. Single-Source Responsibility: Provide doors, tracks, motors, and accessories from one manufacturer for each type of door. Provide secondary components from source acceptable to manufacturer of primary components.

##### 1.4 SUBMITTALS

- A. Submit Product Data: Manufacturer's data sheets on each product to be used, including:
  - 1. Preparation instructions and recommendations.
  - 2. Storage and handling requirements and recommendations.
  - 3. Installation methods.
- B. Shop Drawings: Indicate plans and elevations including opening dimensions and required tolerances, connection details, anchorage spacing, hardware locations, and installation details.
- C. Manufacturer's Certificates: Certify products meet or exceed specified requirements.
- D. Operation and Maintenance Data.

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## Request for Proposal – WWTF Process Building Installation Door Project

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### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver fabricated assemblies as job progress requires in the largest sections permitted, properly labeled for field erection.
- B. Store in original packaging on site under protective coverings and out of the way of normal construction activities. Provide special storage in accordance with the manufacturer's instructions and recommendations.
- C. Handle equipment to prevent damage of any nature.

### 1.6 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section with minimum five years documented experience.
- B. Installer Qualifications: Authorized representative of the manufacturer with minimum five years documented experience.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Overhead Door Company Model 521
- B. Raynor Manufacturing Company Model K-A1
- C. Or equal

### 2.2 DOOR

- A. Door Assembly: Stile and rail assembly secured with 1/4 inch diameter through rods.
- B. Stiles and Rails shall be a minimum:
  - 1. Panel Thickness: 1-3/4 inches.
  - 2. Center Stile Width: 2-11/16 inches.
  - 3. End Stile Width: 3-5/16 inches.
  - 4. Intermediate Rail Pair Width: 3-11/16 inches.
  - 5. Top Rail Width: 3-3/4 inches
  - 6. Bottom Rail Width: 4-1/2 inches.
  - 7. Material: 6063 - T6 aluminum.
  - 8. All sections shall be polyurethane insulation filled.
- C. Springs: 10,000 cycles.
- D. Glazing: 1/2 inch Low E Insulated glazing.
- E. Windload Design: Provide to meet the Design/Performance requirements specified.
- F. Hardware: Galvanized steel hinges and fixtures. Ball bearing rollers with hardened steel races.
- G. Lock: Interior galvanized single unit.
- H. Weatherstripping:

# Town of Old Orchard Beach

## Request for Proposal – WWTF Process Building Installation Door Project

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1. Flexible bulb-type strip at bottom section.
  2. Flexible Jamb seals.
  3. Flexible Header seal.
- I. Track: Provide track as recommended by manufacturer to suit loading required and clearances available, minimum 3 inch.
  - J. Manual Operation: Chain hoist.
  - K. Spring Counterbalance: Heavy duty oil tempered wire torsion springs on continuous ball bearing cross header steel shaft. Galvanized aircraft type lifting cables with minimum safety factor of seven to one.
- 2.3 FINISH
- A. Finish and Color: Powder Coating Finish: Color as selected by Owner from manufacturer's standard colors.

### PART 3 - EXECUTION

#### 3.1 EXAMINATION

- A. Do not begin installation until openings have been properly prepared.
- B. Verify wall openings are ready to receive work and opening dimensions and tolerances are within specified limits.
- C. If preparation is the responsibility of another installer, notify Engineer of unsatisfactory preparation before proceeding.

#### 3.2 PREPARATION

- A. Clean surfaces thoroughly prior to installation.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

#### 3.3 INSTALLATION

- A. Install overhead doors and track in accordance with approved shop drawings and the manufacturer's printed instructions.
- B. Coordinate installation with adjacent work to ensure proper clearances and allow for maintenance.
- C. Anchor assembly to wall construction and building framing without distortion or stress.
- D. Securely brace door tracks suspended from structure. Secure tracks to structural members only.
- E. Fit and align door assembly including hardware.

#### 3.4 CLEANING AND ADJUSTING

- A. Adjust door assembly to smooth operation and in full contact with weatherstripping.

# Town of Old Orchard Beach

## Request for Proposal – WWTF Process Building Installation Door Project

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- B. Clean doors, frames and glass.
- C. Remove temporary labels and visible markings.

### 3.5 PROTECTION

- A. Do not permit construction traffic through overhead door openings after adjustment and cleaning.
- B. Protect installed products until completion of project.
- C. Touch-up, damaged coatings and finishes and repair minor damage.

END OF SECTION

# Town of Old Orchard Beach

## Request for Proposal – WWTF Process Building Installation Door Project

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### EXHIBIT B

#### PROPOSAL SUBMISSION FORM

The undersigned proposes to furnish overhead doors according to the Specifications under “Exhibit A” for the price listed below.

Project Total Cost: \$ \_\_\_\_\_

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name and Title : \_\_\_\_\_

SECTION 08360SECTIONAL OVERHEAD DOORSPART 1 - GENERAL1.1 SECTION INCLUDES

- A. Glazed Aluminum Sectional Overhead Doors
- B. Operating Hardware, tracks, and support.

1.2 REFERENCES

- A. [ANSI/DASMA 102](#) - American National Standard Specifications for Sectional Overhead Type Doors.

1.3 PERFORMANCE REQUIREMENTS

- A. R-value: 2.96 minimum
- B. Wind Loads: Design and size components to withstand loads caused by pressure and suction of wind acting normal to plane of wall as calculated in accordance with applicable code.
  - 1. Design pressure of 35 lb/sq ft.
- C. Single-Source Responsibility: Provide doors, tracks, motors, and accessories from one manufacturer for each type of door. Provide secondary components from source acceptable to manufacturer of primary components.

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  - 7. Material: 6063 - T6 aluminum.
  - 8. All sections shall be polyurethane insulation filled.
- C. Springs: 10,000 cycles.
- D. Glazing: 1/2 inch Low E Insulated glazing.
- E. Windload Design: Provide to meet the Design/Performance requirements specified.
- F. Hardware: Galvanized steel hinges and fixtures. Ball bearing rollers with hardened steel races.
- G. Lock: Interior galvanized single unit.
- H. Weatherstripping:
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