

**TOWN OF NEW SHARON  
25 CAPE COD HILL ROAD, NEW SHARON, ME 04955  
207-778-4046**

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**REQUEST FOR PROPOSAL  
ASBESTOS ABATEMENT**

**INTRODUCTION**

The Town of New Sharon is seeking qualified Contractors to provide asbestos abatement and removal from the old Town Office. The objective is to identify qualified asbestos abatement contractors at the most competitive rates. The priorities of the Town are safety, fee, and service. We invite your business to submit a proposal for consideration.

The existing structure will be demolished by qualified contractors. Removal of the asbestos in the building must be done before the structure itself can be demolished.

Notwithstanding any other provisions of the RFP, the Town reserves the right to reject any and all proposals, to waive any irregularity in a proposal, and to accept or reject any item or a combination of items, when to do so would be to the advantage of the Town. It is further within the right of the Town to reject proposals that do not contain all elements and information requested in this document. The Town shall not be liable for any losses incurred by any responders throughout this process.

**SCOPE OF WORK**

The contractor shall provide all labor and materials for Asbestos Abatement and Removal in accordance with the Scope of Work identified herein. The selected contractor shall remove all asbestos containing material and hazardous materials per Federal and State Guidelines. The asbestos removal will be limited to the main floor areas and the heating pipe insulation. The tiles in the basement area will be buried in place because that part of the building will be removed. The floor in that section will be encapsulated under several feet of fill. Contractor shall remove carpeting from rooms shown on the plans and dispose off-site.

The Scope of Work for removal shall consist of the following procedures:

1. Isolate and contain the work area(s) with six-mil polyethylene sheeting after pre-cleaning the area with a vacuum cleaner equipped with a High Efficiency Particulate Air Filter.
2. Construct an employee decontamination unit and shower facility.
3. Provide a negative air filtration system equipped with a HEPA filter to continually clean the air while the work is in progress and employs state-of-the-art equipment and techniques during the removal process.
4. Remove asbestos containing material (ACM).

The Contractor will perform the work in accordance with:

1. Chapters 401, 405 and 425 D.E.P. Solid Waste Disposal Regulations.
2. 29 CFR 1926.1101 – OSHA Construction Standards for Asbestos.
3. 40 CFR 61 Subparts A and M, National Emission Standards for Hazardous Air Pollutants for Asbestos.
4. All air monitoring required by OSHA Regulations 29 CFR 1926.58 with a copy of the clearance analysis conducted by an independent laboratory and showing less than 0.01 fibers per cubic centimeter of air.

The Contractor shall maintain all books, documents, records of medical monitoring, respirator fit testing, air monitoring, asbestos disposal receipt upon delivery at a State approved land fill, and other documentation required by statutes or regulations and shall make all such material available to the Town upon request.

The Contractor shall NOT be responsible for minor damage to paint, plaster or wood caused by tape removal or small nail holes.

This price includes all labor, materials, transportation, disposal fees and all other related expenses.

Any alteration or deviation from the above contractual specifications that involve extra cost will be executed only upon the parties entering into a written change order.

The Contractor must submit his/her proposal to the temporary town office location at **25 CAPE COD HILL ROAD, NEW SHARON, ME 04955** before **MONDAY, FEBRUARY 17, 2020, 4:00 P.M.** The proposals will be opened and read at that time. The selection and award will be made at the Selectmen's meeting on February 18, 2020.

After acceptance of this Contract, please allow one week lead time for the project commencement date, as a notification must be sent to the DEP five business days in advance of any project involving more than three square feet of asbestos-containing materials.

The Town reserves the right to validate contractor's qualifications, capability to perform, availability, past performance record, and to verify that the contractor is current in its obligations to the Town. The Town also reserves the right to waive any informality in bids, to accept any bid, and to reject any and all bids, should it be deemed in the best interest of the Town to do so.

The Town reserves the right to request clarification of and/or solicit additional information of any contractor, and/or to negotiate with any contractor regarding any terms of their bid including, but is not necessarily limited to: the cost and/or scope of services, with the intent to achieve the best bid that shall result in a contract that is deemed to the Town to be in the Town's best interest. Any such negotiations will use the selected bid as a basis to reach a final agreement, if possible.

The Town reserves the right to include in the contract for services other terms and conditions not specifically set forth herein.

## **PROPOSED FEE**

The Bidder shall provide a fee for the services required in the attached “Asbestos Abatement Contract Bid” in Appendix A.

It is the Town’s intention to utilize the successful contractor’s services as soon as awarded. All services shall be performed according to the Agreement, as well as the submitted bid.

## **AGREEMENT**

Contract work on behalf of the Town will be awarded **to the lowest responsible bidder.**

The structure is vacant, and will be demolished under separate contract.

The Agreement with the Contractor will detail the payment procedures and documentation needed for the services rendered. The billing submitted by the Contractor must provide a written description of the work completed and include all necessary justification as/if necessary, including, but not limited to:

1. Copies of signed receipts from the approved permitted landfill operator or receipt of material at the permitted landfill.
2. Supply the Waste Shipment Record with a list of all activities that contributed to the property’s specific load of waste.
3. Provide project specific documentation which shall include, but is not limited to, a copy of the complete project design including drawings, pre and post work site photos, and other reports as needed.
4. A completed and appropriately signed invoice.
5. Waivers of Lien for all subcontractors.

## **ADDITIONAL INFORMATION**

The funding used for this program comes from the taxpayer services.

## **PROPOSAL SUBMISSION**

Proposals shall be formatted to follow the same order of Section information contained in the RFP.

Please email a complete proposal to [selectperson.nichols@gmail.com](mailto:selectperson.nichols@gmail.com) and [al@aehodsdon.com](mailto:al@aehodsdon.com)

Town of New Sharon  
Board of Selectmen  
25 Cape Cod Hill Road  
New Sharon, ME 04955  
Attn: Lorna Dee Nichols, Selectperson



Proposals must be clearly marked "ASBESTOS ABATEMENT". Late proposals will not be considered. It is the Contractor's sole responsibility to ensure that their bid is received to the Town Office prior to the time and date specified. Amendments to proposals will be considered only if they are received by the above deadline. The proposal must have the handwritten signature of an officer or employee having authority to bind the company to a contract by his or her signature.

The winning bidder cannot be debarred by the Federal Government.

**BID SCHEDULE**  
**Town of New Sharon Asbestos Abatement Bid Schedule**

Bidding Contractor:					
Representative:					
Address:					
City:		State:		Zip code:	
Office Phone Number:					
Fax Number:					
Cell Number:					
Email:					
License Number:					

**JOB DUTIES**

The Contractor will be required to furnish all labor, materials, employee training, services, insurance and equipment necessary to carry out the asbestos abatement and removal as needed to complete the specifications as set forth to the Town.

The Contractor shall comply with laws and regulations set forth by regulatory agencies as required. These agencies include, but are not limited to:

- OSHA – Occupational Safety and Health Agency
- EPA – Environmental Protection Agency
- ICC – Interstate Commerce Commission
- DNR – Department of National Resources, and
- DOT – Department of Transportation.

The Contractor must provide the Town with copies of the landfill manifests that indicate that the debris was properly disposed of in a Type II landfill.

## BID SCHEDULE

**NOTE: The TOWN OF NEW SHARON is tax exempt.**

<u>Item No.</u>	<u>Item Description</u>	<u>Est. Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total</u>
1.	Remove asbestos tiles in main floor and dispose off-site	s.f.	9,500	_____	_____
2.	Remove pipe insulation in main floor	l.f.	500	_____	_____
3.	Remove pipe insulation in basement	l.f.	200	_____	_____
4.	Remove misc. asbestos on main floor	l.s.	1	_____	_____
<b>TOTAL OF BID</b>				\$ _____	

**Owner reserves the right to reject any or all bids, including without limitation, nonconforming, non-responsive, unbalanced or conditionals bids.**

**SPECIAL CONDITIONS**

The Contractor should note any special conditions or exceptions (if any) related to his bid. List them here and provide details on additional sheets, if necessary.

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Respectfully submitted:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Title

\_\_\_\_\_

\_\_\_\_\_  
License Number  
(if applicable)

\_\_\_\_\_  
Date

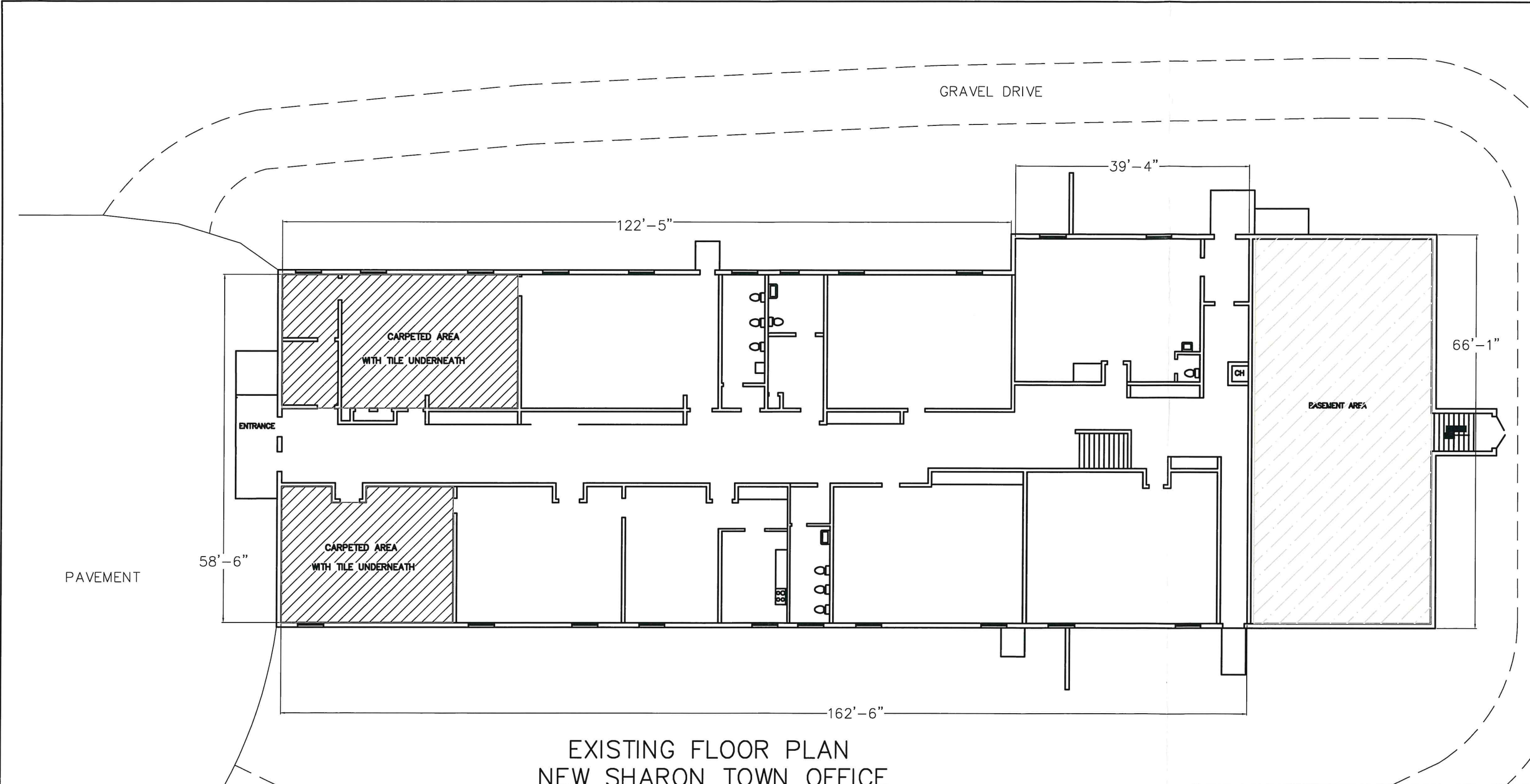
The Town reserves the right to remove any of the structures and have the Contractor hold the price for the remaining structures listed.

Please Note: The Contractor will have a maximum of 30 days from the time the contract is signed to complete the project.

The Undersigned hereby declares that he/she or they are the only person(s), firm or corporation interested in this Bid as principal, and that it is made without any connection with any other person(s), firm or corporation submitted a bid for the same.

The Undersigned hereby declares that they have read all and understand all conditions as outlined in the Request for Bids.

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization submitting a bid.



EXISTING FLOOR PLAN  
NEW SHARON TOWN OFFICE

No.	Revisions	Date	App'd.
NEW TOWN OFFICE/FIRE STATION NEW SHARON MAINE			
EXISTING BUILDING FLOOR PLAN			
			Sheet No.
Drawn By: MD Checked By: Approved By:			1
Scale: Date: 2/3/20 Date:			
File No. 18 New Sharon Project No. 27-19			Of 1