

Request for Proposals

Heating System Replacement

Replace the out dated oil burning furnace located at the Dunaway Center 23 School Street, Ogunquit Maine. This work will include the complete removal and replacement of the system and the realigning of all zones. The town will hold an optional pre-bid meeting to go over all the heating system components on Friday August 5, 2022 at 7:00 am. The walk-through will begin at 7 am sharp and will start in the administrative offices. Parking is located behind the Dunaway Center off Cottage Street. The walk-through is optional and not required to Bid on the project.

Sealed bids, in envelopes plainly marked “ Heating System ” and addressed to Matt Buttrick, Town Manager, PO Box 875, Ogunquit, Maine 03907 will be received until **Monday, August 15, 2022 in the Town Manager’s Office until 2:00 pm.**

The Town of Ogunquit reserves the right to reject any or all bids and to waive any formality or irregularity and to make the award of contract in the best interest of the Town of Ogunquit as the Owner. All questions regarding this contract should be directed to the Director of Public Works Tom Torno or the Deputy Director of Public Works Anthony Musto via email at PWdirector@ogunquit.gov, amusto@ogunquit.gov or by phone at 207-646-2062.

Agreement

The bid constitutes an offer from a Contractor. The Owner’s acceptance of the offer, in whole or part within the time specified, is by issuance of a “Contract Form”.

Insurances

The Contractor shall furnish, before starting work, the standard *Certificate of Insurance* showing that the Contractor carries, and agrees he/she will continue to carry during the term of this contract, as a minimum, coverage as follows:

- a. **Worker’s Compensation Insurance** in amounts required by Maine Law and **Employer’s Liability Insurance**, as necessary, as required by Maine Law. In case any class of employees engaged in hazardous work under this agreement is not protected under the Worker’s Compensation Act, the Contractor shall, at its own expense, provide for the protection of its employees not otherwise protected. In case work is sublet, the Contractor shall require the Subcontractor similarly to provide coverage for its employees in accordance with Maine State Law.
- b. **General Liability Insurance** with limits of liability for bodily injury in the amount of \$1,000,000 for each occurrence and minimum limits of liability for property damage in the amounts of \$1,000,000 for each occurrence for claims and damages that may arise from the errors, omissions or negligence of the Contractor or its Subcontractors, if any, in the performance of services under this agreement.

- c. **Public Liability Insurance** in the amount of not less than \$400,000 or such amount as is established by the Maine Tort Claims Act (14 M.R.S.A. §8101 et seq.) as amended from time to time, combined single limit, to protect the Contractor, or any Subcontractor performing work covered by this agreement, and the Owner from claims and damages that may arise from operations under this agreement, whether such operations may be by Contractor or Subcontractor or by anyone directly or indirectly employed by them.
- d. The **Certificate of Insurance** provided to the Owner shall confirm that the Owner has been named as an Additional Insured (except for Worker's Compensation) prior to the commencement of work.

Scope of Work

Contractor will perform all duties involved in the removal and replacement of the heating system for the building to current code standards. The contractor shall remove the old existing oil burning Furness and replace it with a new oil burning Furness that is properly sized for the building's needs. The contractor shall use all new required components for the heating system and integrate them into the boiler room. The contractor shall realign all heating zones using as much existing piping as possible while also creating each zone. The contractor shall install inspect the existing piping for any new valves or components needed to work in conjunction with the new system. The contractor shall bring the fuel storage area up to current code. The contractor will also assess thermostat locations and realign them if needed.

Acceptance and Payment

The Contractor shall furnish a completed W-9 prior to the commencement of work.

Guarantee

The Contractor and the Subcontractors, if any, shall guarantee their work against any defects in workmanship and materials for a period of one year from the date of the Owners written acceptance of this project, and agree to repair or replace at no cost or expense to the Owner all work, materials and fixtures at any time during said one-year period.

Locations

The location of the heating sources are as follows:

Dunaway Center 23 School Street

**TOWN OF OGUNQUIT
CONTRACT BID FORM**

Signed: _____	
Printed Name: _____	
Title: _____	
Firm: _____	
Address: _____ _____	
Date: _____	
Phone # _____	Fax# _____
E-mail _____	Price Total _____