



**Request for Proposals  
Overhead Door Maintenance  
Proposal No.: P16-020  
Issue Date: January 29, 2016**

**Purchasing Department  
73 Harlow Street  
Bangor, Maine 04401  
207-992-4282**

## **I. Introduction**

The City of Bangor requests proposals from qualified and experienced contractors to provide all necessary overhead door maintenance services to various locations throughout the City of Bangor for a period of three years. A three (3) year renewal option is contemplated contingent upon mutual agreement between the parties.

A complete inventory of all overhead doors is included in the RFP. The City reserves the right to add/remove doors throughout the contract period.

## **II. Submission**

To be considered, return the Proposal Form and any other information the Proposer deems important in an envelope **clearly** marked **"Proposal No.: P16-020: Overhead Door Maintenance"** by **2:00 PM, Wednesday, February 24, 2016** to City of Bangor, Purchasing Department, 73 Harlow Street, Bangor, Maine 04401.

Proposals may also be submitted via email by sending to: [bids@bangormaine.gov](mailto:bids@bangormaine.gov). If emailing, please reference **"Proposal No.: P16-020: Overhead Door Maintenance"** in the subject line. Proposals will be publicly opened on the date and time stated above.

## **III. General Information**

General Information is available on the City's website at the following web address: [www.bangormaine.gov/proposals](http://www.bangormaine.gov/proposals). By submitting a response to this solicitation, the Proposer accepts the responsibility for downloading, reading and proposing by the terms and conditions set forth in the City's "General Information for Vendors".

## **IV. Questions**

All questions must be directed in writing to [bids@bangormaine.gov](mailto:bids@bangormaine.gov) no later than Friday, February 5, 2016.

The City will issue a response to any questions or inquiries submitted in writing by the date above, on or before 4:30 PM, Tuesday, February 9, 2016. The response will be in the form of an addendum, which will be available on the City's website.

## **V. Information & Requirements**

The successful Proposer must be able to provide 24 hour service for emergency repair(s) with no exceptions.

The successful Proposer will be responsible for twice yearly Preventative Maintenance (PM) checks for each department in the spring and the fall to inspect, lubricate, and replace parts, as necessary. PM checks will be scheduled with the representative for each department in the spring and fall for each year of the contract.

## **VI. Submission Requirements**

The following information must be included in all proposals.

- A. A statement detailing the Proposer's background and experience including number of employees;
- B. Provide a list of five (5) references which include the contact name, title, phone number and email address;
- C. Proposal form; and
- D. Any other information the Proposer feels will aide in the evaluation process.

## **VII. Selection Criteria**

Each proposal will be evaluated based upon the following criteria:

- A. Experience of Proposer, measured in the number of years in business, total number of similar operations and proven track record;
- B. Number of employees currently employed; and
- C. Prior history and/or experience with Proposer;
- D. Proposed cost.

## **VIII. Federal and DBE Requirements**

Part of this work may be funded in part with funds from the U.S. DOT and Federal Transit Administration and is subject to the terms and conditions of the grant agreement including but not limited to the Federal Transit Administration Requirements and Disadvantaged Business Enterprise statement. Full documentation can be viewed at: [www.bangormaine.gov/dbe](http://www.bangormaine.gov/dbe).

The City of Bangor will utilize MaineDOT's DBE list when it solicits bids on behalf of Community Connector for DOT-assisted contracts, or will create a bidders list, consisting of information about all DBE and non DBE firms that bid or quote on DOT- assisted contracts. The purpose of this requirement is to allow use of the bidder's list approach to calculating overall goals. The bidders list will include the name, address, DBE or non-DBE status, age, and annual gross receipts of firms.

We will collect this information in the following ways:

- Require bidders by contract to report the names and addresses and status of all firms who quote to them on subcontracts.
- A notice in all solicitations, requiring firms quoting on subcontracts to report information directly to Community Connector.

Community Connector will meet the maximum feasible portion of its overall goal using race-neutral means of facilitating DBE participation. In order to do so, Community Connector will rely on its customary competitive procurement procedures which any include a DBE contract goal without reference to race. Community Connector will also ensure inclusion of DBEs on recipient mailing lists or other methods for providing notice to bidders.

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of Community Connector to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE.

The bidder/offeror will be required to submit the following information: (1) the names and address of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating

## Overhead Door Inventory List

### Bangor Fire Department

#### Central Fire Station

- (8) motorized (14' x 12')
- (4) motorized (10' x 12')
- (11) doors have wireless remote controls

#### Fire Station 5

- (3) motorized (12' x 14')
- (3) doors have wireless remote controls

#### Training Center (located at 201 Odlin Road across from Telford Aviation)

- (1) motorized (12' x 12')

### Fleet Maintenance Department

#### Fleet Maintenance Facility

- (1) motorized (18' x 16')
- (1) motorized (18' x 15')
- (1) motorized (18' x 14')
- (1) motorized (12' x 14' 8")
- (2) motorized (16' x 16')
- (1) manual (8' x 8')

### Parks & Recreation

#### Sawyer Arena

- (1) automatic push button with remote (14' x 15')
- (1) automatic push button with remote (10' x 10')
- (1) manually operated chain pull (8' x 8')

#### Community Center

- (1) automatic push button (14' x 16')
- (5) manually operated chain pull (10' x 12')

## Golf Course

- (1) Automatic keyed entry (10' x 12')
- (3) manually operated (8' x 8')
- (3) manually operated (10' x 10')
- (3) manually operated (12' x 12')

## **Waste Water Treatment Plant**

### Truckway

- (1) motorized (14' 5" x 14' 6")
- (1) motorized (13' 10" x 14' 6")

### Sludge

- (1) motorized (12' 6" x 14' 6")

### Maintenance Building

- (3) motorized (12' 6" x 16')
- (3) motorized (9' 6" x 14' 3")

### Pump Station (Washington Street)

- (1) manual roll up (12' 6" x 13' 6")
- (1) manual track (8' 4" x 7' 2")

### Second Complex

- (1) motorized (9'8" x 14')

### Administration

- (1) motorized (5' x 9')

## **Bangor Police Station**

- (1) motorized (8' x 10')
- (2) motorized (9' x 10')
- (3) motorized (10' x 10')
- (3) motorized (10' x 12')
- (3) motorized (12' x 12')

## **Bangor International Airport**

### Jetways

- Gate 4: (1) manual (4' x 8') Roll-Up
- Gate 5: (1) manual (4' x 8') Roll-Up
- Gate 6: (1) manual (4' x 8') Roll-Up
- Gate 7: (1) motorized (8' x 8'-6") Roll-Up
- Gate 8: (1) manual (4' x 8') Roll-Up
- Gate 11: (1) motorized (4' x 7') Roll-Up
- Gate 12: (1) motorized (8' x 8'-6") Roll-Up

### International Terminal

- Bag Belt, Boiler Hallway: (1) motorized (40" x 40") Roll-Up
- Bag Belt: (1) motorized (40" x 40") Roll-Up
- Bag Belt: (1) motorized (40" x 50") Roll-Up
- Exit Belt: (1) motorized (48" x 84") Roll-Up
- Exit Belt: (1) motorized (52" x 52") Roll-Up
- Customs Window: (1) motorized (22' x 52") Roll-Up
- Bag Return: (1) motorized (8' x 8') Roll-Up
- Oxygen Room: (1) motorized (8' 8') Roll-Up
- Aircraft: (1) motorized (8' x 8') Roll-Up
- Work Bay: (1) motorized/manual (8' x 8') Roll-Up
- Aircraft Bay: (1) motorized (22' x 12') Roll-Up
- Building Maintenance: Satellite (1) motorized 8' x 8') Sectional

### Domestic Terminal

- Bag Belt Door: Baggage Claim, Existing (4)- (48" x 48") Motorized Roll-Up
- Bag Room Door: Existing (3)- (8' x 8') Motorized Roll-Up
- New Baggage Make-up Area: Door 125A- (8' x 7'-10") Motorized Roll-Up
- New Baggage Make-up Area: Door 125B- (12' x 7'-6") Motorized Roll-Up
- New Baggage Make-up Area: Door 125C- (16' x 8'-6") Motorized Roll-Up
- New Baggage Make-up Area: Door 125D- (16' x 8'-2") Motorized Roll-Up
- New Baggage Make-up Area: Door 125E- (12' x 12') Motorized Roll-Up
- New Baggage Belt Doors: (5)- (5'-6" x 4'-10") Motorized Roll-Up
- Fire Door: Domestic to Hotel-(1) manual (8' x 8') Roll-Up

## **Bangor International Airport cont.**

### Dock 10

- Side Door: (1) motorized (12' x 16') Sectional

- Back Door: (1) motorized (10' x 12') Sectional
- Lav House: (2) motorized (10' x 12') Sectional
- Compressor: (1) manual (10' x 11') Roll-Up
- Ramp Side: (10) RSD with mules (20' x 30')

#### Dock 11

- Ramp Side: (10) RSD with mules (20' x 30')
- Street Side: (1) motorized (18' x 16') Sectional
- Street side: (1) Boiler/Electrical- manual (10' x 10') Roll-up
- Hangar (1) motorized (10' x 12') Roll-Up
- Hangar (1) motorized (14' x 14') Sectional
- Hangar (1) Tail Door: 28' AFF-motorized (20' x 18') Roll-Up

#### Dock 12

- Ramp Side: (10) RSD with mules (20' x 30')
- Boiler Room: (1) manual (8' x 8') Sectional
- Hanger: (1) motorized (14' x 14') Sectional
- Hangar: (1) motorized (10' x 8') Sectional
- Hangar: (1) 2<sup>nd</sup> floor- manual (9' x 7') Sectional
- Hangar: Street side nose- (1) manual (16' x 14') Sectional

#### Dock 13

- Ramp Side: (10) RSD with mules (20' x 30')
- Street Side: (2) motorized (14' x 14') Sectional
- Hangar: (1) motorized (10' x 12') Roll-Up

#### Area 600

- Ramp Side: (1) motorized (98' x 32') Bi-Fold
- Ramp Side: (1) motorized (100' x 32') Tip-Up
- Warehouse: C & L- (1) motorized (14' x 14') Sectional
- Warehouse: Loading Dock C & L- (1) motorized (10' x 10') Sectional
- Life Flight: (1) motorized (12' x 14') Sectional

#### Building 92

- SP Garage: (4) motorized (10' x 12') Sectional

#### Building 96

- FAA: (1) motorized (7' x 8') Sectional

### Building 100

- Airfield Maintenance: (3) motorized (22' x 16') Sectional
- Airfield Maintenance: (1) motorized (20' x 18') Sectional
- Airfield Maintenance: (1) motorized (12' x 12') Sectional
- Airfield Maintenance: (1) motorized (20' x 16') Sectional
- Sand Shed: (1) motorized (14' x 16') Sectional
- Q-Hut Sand Shed: (1) motorized (16' x 16') Sectional
- Airfield Maintenance: (1) motorized (7' x 8') Roll-Up

### Building 115

- Hangar:(1) manual (10' x 10') Sectional
- Hangar: (1) manual (9' x 8') Sectional
- Hangar: Ramp Side- (3) manual (5' x 7') Sectional
- Ramp Side North: (1) bi-fold (100' x 27')
- Ramp Side South: (10) RSD with mules (12' x 27')

### Building 252

- Ramp Side: (10) RSD with mules (20' x 30')
- Hangar: (1) manual (17' x 14') Roll-Up
- Hangar: (4) manual (12' x 14') Roll-Up

### Building 253

- Building Maintenance: (3) motorized (12' x 16') Sectional
- National Car Rental: (3) motorized (12' x 16') Sectional

### Building 457

- Ramp Side: (1) motorized Bi-Fold (66' x 20')
- Hangar: Street Side- (1) motorized (12' x 12') Sectional

## **BanAir/ Community & Economic Dev.**

### Building 269

- Florida Ave.: (4) motorized (11' x 18') Roll-Up
- Florida Ave.: (1) motorized (10' x 10') Roll-Up
- Florida Ave.: Boiler Room (1) manual (5' x 7') Sectional

### Building 271

- Florida Ave.: (2) manual (12' x 8'-6") Sectional
- Florida Ave.: (1) manual (8' x 8') Sectional
- Florida Ave.: (1) manual (10' x 10') Sectional
- Florida Ave.: (1) motorized ( 12' x 8'-6") Sectional

690 Maine Ave.

- Maine Ave.: (2) motorized (8' x 8') Sectional

**Public Works**

Public Works Building

- (2) motorized (12' x 12')
- (2) motorized (16' x 12')
- (1) motorized (12' x 11')
- (1) motorized (10' x 10')

Old Recycling Building (Maine Ave)

- (1) motorized (8' x 8')
- (1) motorized (14' x 12')
- (1) motorized (16' x 16')
- (1) motorized (18' x 16')
- (5) motorized (14' x 14')
- (5) motorized (24' x 12')



**Proposal Form**  
**Overhead Door Maintenance**  
**Proposal No.: P16-020**

**Deadline: 2:00 PM, Wednesday**  
**February 24, 2016**

**Note: Work must be bid by using this Form. Failure to comply may result in disqualification.**

Item	Description	Cost/Response Time
<b>Hourly rate for all services provided</b>		
1	During normal business hours	\$ _____/Hour
2	During nights, weekends & holidays	\$ _____/Hour
3	Markup Rate for Parts	_____ %
4	Estimated cost for semi-annual PM checks	\$ _____/Hour
<b>Response time for emergency repair</b>		
5	During normal business hours	_____ hours
6	During nights, weekends & holidays	_____ hours
Number of employees:		
Location of main operating center:		
List any miscellaneous charges (i.e. fuel, freight etc.):		
<i>All miscellaneous charges must be identified: (i.e. fuel, transportation etc.) No other charges will be accepted.</i>		
<b>Business Name:</b>		
<b>Street or PO Box:</b>		
<b>City, State, Zip:</b>		
<b>Telephone Number:</b>		
<b>Email Address:</b>		
<b>Contact Name:</b>		
<b>Title:</b>		<b>Date:</b>