

Request for Proposals (RFP)

Construction Services

Issue Date: 12/15/2025

Proposal Due Date: 01/15/2026

Issuing Organization: Franklin County Commissioners & Franklin County Detention Center

1. Introduction

The Franklin County Commissioners are soliciting sealed proposals from qualified and experienced construction firms to provide construction services for the project described in this Request for Proposals (RFP). The selected contractor will be responsible for completing all work in accordance with the terms, conditions, and specifications set forth herein.

2. Project Overview

Project Title: FCDC – Kitchen Grease Trap Removal & Replacement Project

Project Location: Franklin County Detention Center; 121 County Way, Farmington, Maine

Project Description

The project consists of the demolition and removal of the existing grease traps and pipes located in the industrial kitchen area, as well as installation of new grease traps and piping including site preparation, structural work, mechanical, plumbing systems, finishes, and all associated site work. Site access and inspection are recommended prior to submission of bids.

3. Scope of Work

The contractor shall furnish all labor, materials, equipment, supervision, and services necessary to complete the project, including but not limited to:

- Site preparation and demolition (if applicable)
- Earthwork and foundations
- Structural framing
- Mechanical, electrical, and plumbing (MEP) systems
- Interior and exterior finishes
- Landscaping and site improvements
- Permits, inspections, and code compliance

- Project closeout and warranty services

4. Contractor Qualifications

Proposers must demonstrate the following minimum qualifications:

- Licensed to perform construction services in the State of Maine
- Minimum of 10 years of relevant construction experience
- Experience with projects of similar size and complexity
- Ability to meet bonding and insurance requirements
- No record of material contract defaults within the past 10 years

5. Proposal Submission Requirements

Proposals must include the following components:

5.1 Cover Letter

Signed by an authorized representative of the firm.

5.2 Firm Profile

- Legal name, address, and contact information
- Ownership structure
- Years in business

5.3 Relevant Experience

- Description of similar projects
- Client references with contact information

5.4 Project Team

- Project manager and key personnel
- Subcontractors (if known)

5.5 Technical Approach

- Construction methodology
- Project schedule

- Quality control and safety plan

5.6 Cost Proposal

- Lump sum or detailed cost breakdown (as specified)
- Allowances and unit prices (if applicable)

5.7 Required Forms

- Non-collusion affidavit
- Bid bond (if required)
- Acknowledgment of addenda

6. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Qualifications and experience (30%)
- Project approach and schedule (25%)
- Cost proposal (35%)
- References and past performance (10%)

The Franklin County Commissioners reserve the right to interview proposers and request additional information.

7. Procurement Schedule

- Site Visit: Upon request of bidder
- Plans available upon request
- Proposals Due: 01/15/2026 @ 08:00 a.m.
- Award Notification: 02/01/2026

8. Submission Instructions

Proposals must be received no later than the date and time listed above.

Submission Method:

Hard Copy or Electronic Submission

Delivery Address/E-mail:

Franklin County Commissioners: 120 County Way, Suite 4, Farmington, Maine 04938

Late proposals will not be accepted.

9. Terms and Conditions

- Franklin County Commissioners reserve the right to reject any or all proposals.
- This RFP does not commit to the organization to award a contract.
- All costs incurred in preparing a proposal are the responsibility of the proposer.
- The selected contractor will be required to enter into a written contract.

10. Insurance and Bonding Requirements

The successful proposer shall provide proof of the following:

- General Liability Insurance
- Workers' Compensation Insurance (statutory)
- Performance and Payment Bonds (if required)

11. Questions and Contact Information

All questions regarding this RFP must be submitted in writing to:

Contact Person: Amy Bernard

Title: County Administrator

Email: abernard@franklincountymaine.gov

Phone: (207) 778-6614