

Town of Rumford  
Request for Qualifications

December 19<sup>th</sup>, 2024

Design, Build & Manage Construction of a Combined Garage & Office Building  
at Hosmer Lane for the Parks & Recreation Department

1. **Notice & Intent:** The Town of Rumford is seeking proposals from contractors with expertise in building design, engineering, and construction management to select a contractor for negotiation of terms for a “design-build” contract for the construction of a 6,000 square foot garage and office facility for the Parks and Recreation Department at Hosmer Lane. The Board of Selectpersons will make a subjective decision taking into consideration, experience, qualifications, along with any other tangible and intangible aspects of the proposal they, in their sole authority, deem relevant.
2. **Inquiries:** Inquiries should be made to the Town Manager by email or telephone to [townmanager@rumfordme.org](mailto:townmanager@rumfordme.org) or (207) 364-4576.
3. **Required Proposal Information:** The proposal must:
  - a. Describe construction of a building meeting the following specifications:
    - 60’ x 100’ wood or metal frame building on concrete slab type foundation
    - Pitched roof with gutters and drains tied to storm lines
    - 12’ x 12’ overhead garage doors (minimum of two bays)
    - Insulated and heated but otherwise unfinished garage bays
    - Garage floor load rating sufficient to accommodate up to 26,000 GVW
    - Oil – water separator and any floor drains (as required by code)
    - 200 Ampere electrical service with automatic backup propane generator
    - Laundry with washer and dryer
    - Large closet area with lockers
    - ADA bathroom with shower
    - Superintendent’s office (private)
    - Conference area with sink and space for refrigerator with ice maker
    - Office areas to be heated and air-conditioned.
    - Entry doors as required by code with keypad entry
    - All necessary provisions for telecommunications installation.
    - Exterior asphalt paving to accommodate driveway and building access
    - Exterior asphalt paving to accommodate facility parking spaces
    - Storm water drains and catch basins as required by code or DEP
    - Exterior lighting to include building and parking spaces
    - Utility extension work (excluding labor for lines to be provided by Town)
    - Plumbing, electrical, heating, ventilation and air conditioning
    - Include all associated finish trim, carpentry, and painting
    - Life safety systems as required by code
    - Include central fire alarm panel even if not required by code.
    - Water heater to be heat pump hybrid (minimal of 60 gallons)
    - Primary heat by heat pump, backup heat by radiant floor on propane

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- b. Building items not to be included:
    - Furnishings and office equipment
    - Telecommunications and information technology equipment
    - Appliances (washer, dryer, refrigerator)
    - Security systems
    - Labor for sewer and storm drain line extensions from the street
  - c. Optional items
    - May include installation of rooftop solar panels as a separate line item.
  - d. Provide complete engineering, design, and permitting
  - e. Provide all associated administrative support for any energy efficiency incentives
  - f. Provide any required engineering for environmental and historic preservation
  - g. Provide contractor information including owner's name.
  - h. Provide pricing terms which also describe any optional line items.
  - i. Provide a one-year building and construction warranty.
  - j. Describe previous company and team member experience and qualifications.
  - k. Describe previous company experience with federally funded project requirements.
  - l. Include any other information significant to the decision-making process.
4. **Selection Criteria:** The Board of Selectpersons for the Town of Rumford shall be the sole and final authority on the selection of any proposal for negotiations. The Town of Rumford reserves the right to negotiate the proposal which is in the best interest of the Town of Rumford, including the right to waive any technicality or formality of the proposal process and to choose not to proceed with negotiations at all.
5. **Delivery & Review:** Proposals may be sent by electronic submission to the Town Manager at [townmanager@rumfordme.org](mailto:townmanager@rumfordme.org) or by mail to the Town Manager's Office, 145 Congress Street, Rumford, ME 04276 until Monday, February 17<sup>th</sup>, 2025 at 1:00pm Eastern Standard Time. Proposals will be reviewed by the Board of Selectpersons within 30 days of the submission deadline. The Board of Selectpersons reserves the right to ask further questions, request additional information and conduct interviews at their own discretion.

George O'Keefe  
Town Manager  
Economic Development Director