City of Biddeford
Finance Committee
August 17, 2021 5:30 PM Council Chambers & Via Zoom
Please click the link below to join the webinar:
https://biddeford.zoom.us/j/98176711966?pwd=YlNIalJHaE9VU21vTHZxajJvanlUUT09
Passcode: 715329
Or One tap mobile :
US: +16465588656,,98176711966# or +13017158592,,98176711966#
Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799
Webinar ID: 981 7671 1966
International numbers available: https://biddeford.zoom.us/u/adoVvyecWf

1. **Call to order**
2. **Approval of the Minutes**
   - 2.1. August 3, 2021 Finance Committee Meeting Minutes
     - 8-03-2021 Finance Committee Minutes.pdf
3. **Signing of the expenditure warrant**
4. **Discussion/Approval**
   - 4.1. Approval/Funds for Comp Plan Survey
     - 8-17-2021 Comp Plan Survey Work-MEMO.docx
     - 8-17-2021 PB letter to Council for Comp Plan Funding.pdf
     - 8-17-2021 Comp Plan-Information on Printing Options.pdf
     - 8-17-2021 Comp Plan Proposed Schedule.pdf
   - 4.2. Recommendation/Fire Department Dorm Rooms Project/H.E. Callahan Construction of Auburn, Maine
     - 8-17-2021 FD Dorm Rooms-MEMO.docx
     - 8-17-2021 FD Dorm Rooms-BIDS.docx
     - 8-17-2021 FD Dorm Rooms Furniture Listing.docx
     - 8-17-2021 FD Dorm Rooms- H.E. Callahan Construction Bid.pdf
     - 8-17-2021 FD Dorm Rooms-PC Construction Bid.pdf
     - 8-17-2021 FD Dorms-Dimatteo Construction Management Bid.pdf
     - 8-17-2021 FD Dorms-Bid Posting and Spec Sheet.pdf
5. **Other Business**
6. **Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
August 3, 2021
(Due to COVID-19, the meeting was held virtually via ZOOM).

The meeting was called to order at 5:00 p.m. by the Chair, Councilor John McCurry.

Present: Chair, Council President, John McCurry; Mayor Alan Casavant; Councilor Stephen St. Cyr; Councilor Mike Ready; City Manager, Jim Bennett; and City Clerk, Carmen Morris.

Adjustment to the Agenda
No adjustment to the agenda.

Approval of Minutes of July 20, 2021
Motion by Councilor Ready to accept the minutes as printed, seconded by Councilor St. Cyr.
Vote: unanimous.
Motion carries.

Expenditure Warrants:
The Warrants were available for the Committee members to review and sign.

Discussion/Approval
Recommendation: Purchase of (2) Detective Vehicles/Rowe Ford of Westbrook, Maine
Motion by Councilor Ready to recommend the purchase of two detective vehicles from Rowe Ford of Westbrook, Maine, seconded by Councilor St. Cyr.

Discussion: Councilor Ready asked if hybrid vehicles had been considered for this purchase. City Manager, Jim Bennett, was not aware of why hybrids were not bid.

Councilor McCurry confirmed ARP funds could not be used for this purchase. He asked why crossover vehicles were being purchased instead of sedans that were being used.

Public Works Director, Jeff Demers, explained the Police Chief requested crossover vehicles for this purchase.

Jim Bennett explained being $800,000.00 less in vehicle purchases and $600,000.00 less in lease payments than we originally thought because of delivery time is going to happen.

Councilor St. Cyr thought presumably the money in FY22 would be carried over but we would still be short. One option may be to budget the additionally needed funds in next year's budget. He would still like a list of vehicles to be replaced/purchased using FY22 CIP Funds.

Vote: unanimous.
Motion carries.

Other Business

No other business.

Motion to adjourn made by Councilor Ready, seconded by Councilor St. Cyr.
Vote: unanimous.
Motion carries.
Adjourned at 5:07 p.m.

Finance Committee

Meeting Date: August 17, 2021

Meeting Time: 5:00 p.m.

Agenda Item No: 4.1

Item Description: Comprehensive Plan – Community Wide Survey Request

Submitted by: Mathew Eddy, Planning and Development Director
Greg Tansley, Deputy Planning and Development Director
Biddeford Planning Board

Supporting Information/Documentation:

- August 9, 2021 Letter from Bill Southwick and Michael Cantara
- Comprehensive Plan Updated Schedule
- Information on Printing Options

Key Terms: None

Executive Summary:

The Comprehensive Plan process has progressed steadily and the next step in the public engagement process is to conduct a community-wide survey. The Planning Board has identified the preferred method of getting that survey out to people in Biddeford as being through a direct-mail paper survey. This was not contemplated in any budgeting procedure. We recommend that the Finance Committee authorize the Department to move forward with the direct mail survey. Funds would come from the Department's 21109-60306 line, replenished (with Council permission) should the Department move forward with projects that were contemplated for this fiscal year.

We request that the budgeted amount to proceed be a "not to exceed $17,500. In lieu of a bid (because of the many variables in printing), staff is contacting and getting pricing from area printing companies (see supporting memo). The printing cost and direct mail cost is estimated at approximately $10,500 +/-. The cost for return mailing is $1.31 per envelope. The $17,500 cap reflects a very optimistic return rate; more likely, somewhere above 1000 responses.

Detailed Review:

The Biddeford Planning Board met August 4, 2021 to discuss the next step of the comprehensive planning process: a community-wide survey. Staff had originally envisioned this to involve a mailer being sent to all households with an online link to complete the survey. Paper surveys would be made available upon request. The Planning Board, however, felt this would not suffice.

It was the opinion of the Board, an opinion supported by Staff, that sending out a mailer with a web link to the survey was not enough and would likely not generate the response desired. In order to maximize the opportunities for public input, every address in Biddeford will receive a survey. People would still have an online option for completing the survey, but could instead fill it out on paper and return it to us.

The Planning and Development Department requests authorization to use Department funds to provide a paper mailed survey to all addresses in Biddeford. This effort will drain most of department funds (21109-60306) set aside for planning projects in FY 22. As such, should the department move forward with planned projects for this fiscal year, we will return to Council for approval to exceed the budget line item.

Please see the letter from Chair Bill Southwick and Member Michael Cantara, as well as the summary of printing options, for more information.

The estimated cost of this effort is approximately is to not exceed $17,500.

Funding Source: 21109-60306

Staff Recommendation:

Staff support the Planning Board's request.

August 9, 2021

Dear Mayor Casavant and Biddeford City Council members,

The Planning Board was given the job of preparing a new Comprehensive Plan for the City at the December 4, 2018 council meeting. We began to meet in January of 2019 and held a number of meetings to review the current comprehensive plan and met with a variety of groups and individuals as we gathered data on what the city was doing well and heard recommendations for what the city might do over the next decade.

The Pandemic hit in March of 2020 and we stopped live meetings. We resumed meeting, via ZOOM on April 15th to conduct traditional planning board business. We created the PEPAC to move the public engagement process forward in late spring/ early summer. Because of our inability to host live events with the public, we created a program to reach out electronically and through social media. We created an introductory video for the Comp Plan public engagement process as well as 8 topic driven videos, (Neighborhoods, Downtown, Housing, Climate Change, UNE Integration, Natural resources, Public Facilities and Youth/Schools).

We prepared detailed information/data sheets for each topic and asked people to take a survey as part of each module release. We saw significant visits to the sites and viewing of the videos, however, completed surveys were fewer.
Completed surveys by module were as follows;

Neighborhoods	317
Downtown	245
Housing	232
Climate Change	142
UNE Integration	116
Natural Resources	106
Public Facilities	89
Youth/Schools	61

These total responses per module are affected to some extent by the time duration that they were available on the website. We released modules weekly, or every other week, and they remained available until we closed the process after the 'Youth/Schools' survey period expired.
The positive conclusion was that we had as many as 317 individuals providing input via the survey compared to perhaps only a few dozen people that may have attended a live information gathering meeting for us to solicit input.

We followed this process with live focus groups for each topic area and had more than 50 citizen volunteers participate in the focus groups along with Planning Department staff, Planning Board members and PEPAC volunteers. These sessions were extremely helpful.

The result from all this work is to create a city-wide survey and make it available to every household in the city. The Planning Board believes that a city-wide paper survey, mailed to all households, is the best way to solicit broad-based, robust public input for this endeavor, especially while the pandemic continues to limit our ability for large gatherings. The end product, that is, a revised Comprehensive Plan, will be enhanced by the input of as many Biddeford residents as possible.

Staff has estimated that we would need between $15,000 and $20,000 to design, print, mail and provide return posted envelopes to the approximately 12,000 households in Biddeford. While we do not minimize the cost, it actually equates to between $1.25 and $1.67 per household to enable every resident to participate and have their opinions included. Less than the price of a cup of coffee.

We are asking the council to approve the additional funds to facilitate this process.

All quotes are for black and white printing. We are including a map which we plan to print in black and white, though we could do color. Color is expensive for the whole survey, but if it's just on one page, it would be a less dramatic price increase.

We will be signing up for Business Reply Mail (BRM) through the Post Office, which covers return postage for those submitting the survey. There is an annual fee of $225, and every envelope returned costs roughly $1.31 (will confirm cost once type of envelope is determined).

Atlantic Printmail

Atlantic provided a quote to mail in a 9x12 envelope, with a cost of $6,890 for print and assembly services, $2,250 for postage, totaling **$9,518.95**.

Edison Press

The quote from Edison came earlier than the other two, so it is for a shorter survey length (we are waiting on an updated cost):

Survey- $2,438.61 (approximate cost for full length survey is $7315.83)
Mailing Envelope- $763.56
Return Envelope- $767.67
Mailing Services- $1,144.33

With approximate survey cost, total is $9,991.39, *not* including postage. Postage costs are as follows:

- Standard bulk runs $.22 - .31 per piece and deliver in 1-15 days
- Nonprofit bulk is $.11 - .19 per piece and delivers in 1-15 days
- First Class bulk is $.39 - .44 per piece and delivers in 1-3 days

(Max cost, .44 x 12,868 = $5,661.92)

Ahoy Printing

Ahoy has given pricing for two ideas. Two notes: 1. the # given for pieces mailed looks like it might be residential only, not all addresses, so *approximate* numbers are given for all addresses. 2. Since the full survey will be mailed back, the return envelope style will be slightly different – we are waiting for the cost on this.

Idea #1: Mail as a self-mailer, no large envelope
This would be a 4-page survey folded to 8.5x11, or a 12-page survey folded and stapled to 8.5x11. The BRM envelope would be inserted and held in place with glue dots.

11,800 pieces mailed = $5,380 (for a 12-page survey)
(Every address, approximate 12,800 = $5,836)
Postage = $2,124
(Every address = $2,304)
Total = $7,504
(Every address approximate total = $8,140)

Idea #2: Mail in a 9x12 envelope
The survey and BRM envelope would be placed inside a 9x12 envelope

11,800 pieces mailed = $7,100 (for a 12-page survey)
(Every address = $7,702)
Postage = $2,124
(Every address = $2,304)
Total = $9,224
(Every address approximate total = $10,006)

Comprehensive Plan Completion Schedule

Revised August 4, 2021

Aug. 3:	Planning Board to Review Remaining Comprehensive Plan Schedule
Aug. 9:	Mayor and Council President Meeting
Aug. 17:	City Council Meeting to request Survey funds
Aug. 18-20:	Survey Release
Sept. 3:	Surveys Due Back
Sept. 7-16:	Staff generate Survey Results Summary Report
Sept. 17-18:	Comprehensive Plan Charrette*
Sept. 20-Oct. 7:	Finalize Comprehensive Plan Draft
Oct. 8:	Release Draft Plan for 30-day Public Comment Period
Nov. 2:	Election Day
Nov. 5:	Close Public Comment Period
Nov. 10:	Public Hearing (Planning Board)
Nov. 11-24:	Amend Plan (as necessary) (Planning Board and staff)
Nov. 24:	Finalize and send the final Comprehensive Plan to the City Council
December:	City Council Comprehensive Plan Presentation and Adoption

Proposed

*Biddeford Comprehensive Plan Future Land Use Charrette

Briefly, a charrette is a session of design or planning activity – a collaborative session in which a group of people draft a solution to a design problem.

This particular charrette will be an intensive, multi-stakeholder workshop with the aim of developing a Future Land Use Plan Vision for Biddeford. The Charrette will include a team of knowledgeable persons meeting with residents, community groups, property owners, developers, and other stakeholders over a 1- to 2-day period, gathering information to help define Biddeford's Future Land Use Plan. Charrette participants will work together to develop a comprehensive land use plan that will address the issues that the community has identified as priorities from previous public engagement efforts, and will result in a clear, detailed, realistic vision for future sustainable growth in Biddeford.

Finance and Council Meeting

Meeting Date: 8/17/21
Meeting Time: 1700

Agenda Item No:
Item Description: Fire Department bed room renovations

Submitted by: Chief Scott Gagne

Supporting Information/Documentation:

Attached is the department bid specifications and support documentation, plus the bid results from the three bidders

Key Terms:

N/A

Executive Summary:

This bid is to renovate the bed room at Central Fire Station to change the current lay out from 5 double bed rooms to 11 single rooms.

Detailed Review:

This project is being requested to allow Central Fire Station to have individual sleeping and resting quarters for our staff on duty. Currently, the layout at the station has most staff staying two people to a room. This causes many issues. The most recent issue was with covid. One of the largest risks that we have with the spread of covid or any virus internally is when staff is forced to stay in the same room with someone that may be caring a virus. With covid, we were instructed by Maine EMS to not have our staff stay with more than one person in a room because of the risk of spread. To try to adjust to this we have moved beds into our conference room and we have had to convert some office space into sleeping space. This has caused a hardship on us operationally as well as a hardship for staff. Additionally, as our department grows and society changes, it is becoming more and more needed to have staff have the ability to have a space to rest that is not occupied by others. This would help with stress and all for personnel space. We are requesting the funding for this project for both short and long term needs. Additionally, I have added an option requesting new furniture for the project at a total cost not to exceed $16,454. This would update the rooms with a new beds, desk, and night stand and replace the existing beds that came from the old station and are over 30 years old. Please see attached sheet.

Funding Source:

Staff Recommendation:

We are recommending that H.E. Callahan Construction Company be considered for this project. They meet the project specs and are the lowest bidder.

CITY OF BIDDEFORD
FIRE DEPARTMENT

152 Alfred Street
Biddeford, Maine 04005
Tel: 207-282-6632
Fax: 207-283-8243

Chief Scott R. Gagne
Assistant Chief Edward B. Dexter
Deputy Chief Kevin D. Duross

August 5, 2021

RE: 2021 Biddeford Fire Department Dorm Renovations Bid Opening

On Friday, August 5, 2021 at 1302, dorm renovation bids were opened. Three (3) bids were received and three (3) bids opened.

Present:

Leah Schaffer, Mobile Studio Design
Bob McClintock, PC Construction
Maddy Foster, H.E. Callahan Construction Co.
Jason Crocker, Biddeford Fire Department
Kevin Duross, Biddeford Fire Department

Bidders:

1. H.E. Callahan Construction Co.
   Base Bid Amount - $138,000

2. PC Construction Company
   Base Bid Amount - $ 163,600

3. DiMatteo Construction Management
   Base Bid Amount - $ 185,000

Furniture Option:

$16,454

Total $154,454

CITY OF BIDDEFORD
FIRE DEPARTMENT

152 Alfred Street
Biddeford, Maine 04005
Tel: 207-282-6632
Fax: 207-283-8243

Chief Scott R. Gagne

Assistant Chief Ed Dexter

Deputy Chief Kevin D. Duross

Additional Option for FD bed rooms

Purchase of the following:

• Beds - 11	$8,910
• Desks - 11	$3,039
• Night stands -11	$1,375
• Wardrobes – 4	$1,600
• Murphy bed -1	$1,500
Total	$16,454

As an option I would like to request to replace the following furniture as part of the project, the beds are over 30 years old and come over from the old fire station. This request for 11 beds, desks, and night stands are to fill for the 11 rooms that we will have. The 4 wardrobes are for the rooms that currently do not have correct lockers and the Murphy bed will be used in a current office if there were 12 people on duty. The above prices are estimates based on each item listed. If approved we would select the final item types once the room have near completion and go through the City's procurement process. If possible I am requesting to have the amount of a maximum of $16,454 assigned to the project for furniture as listed above. Thank you

BID FORM

Demo and Renovations for Dorm Rooms
Biddeford Fire Department Central Station

The undersigned Contractor agrees to perform the services indicated in the above scope of work and on the attached Contract Documents for the lump sum amount of:

BASE BID AMOUNT $ 138,000

BASE BID AMOUNT IN WORDS $ One Hundred Thirty-Eight Thousand

PREPARED BY: Christine Kendall

TITLE: President

COMPANY: H.E. Callahan Construction

PHONE #: 207-784-6927

E-MAIL: christine.kendall@hecallahan.com

DATE: 7/30/21

CERTIFICATE OF ELIGIBILITY FOR

Demo and Renovations for the Dorm Rooms
Biddeford Central Fire Station Biddeford, Maine

This form must be completed by and submitted by Prospective Contractors and their subcontractors who wish to be considered for this work, failure to complete the certificate of eligibility will result in disqualification of the prospective contractor. Attachments to this sheet are acceptable (please properly label). Each subcontractor should submit a separate form.

☒ Primary Bidder ☐ Subcontractor (check one)

1. Name and address of Firm.

   H.E. Callahan Construction (Name)

   PO Box 677 (Address)

   Auburn, Maine 04212 (Address)

2. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non- performance within the last five (5) years? No. If so, on a separate sheet describe the circumstances / reasons.

3. Has your firm or any predecessor firm been denied a concern of surety, a bid bond, or a performance bond with in the last twelve (12) months? No. If so, on a separate sheet describe the circumstances / reasons.

4. Provide the following on all current projects in progress to include subcontractors and generals:
   Any renovation project, and or projects in excess of $10,000 gross value. Confidential information request are acceptable however, must be submitted in a separate envelope marked "confidential" (Use additional sheets as necessary).

Project Name: Mount Desert Island Hospital MRI Addition

Location: 10 Wayman Lane, Bar Harbor, ME 04660

Owner: Mount Desert Island Hospital

CERTIFICATE OF ELIGIBILITY FOR

Demo and Renovations for the Dorm Rooms
Biddeford Central Fire Station Biddeford, Maine

This form must be completed by and submitted by Prospective Contractors and their subcontractors who wish to be considered for this work, failure to complete the certificate of eligibility will result in disqualification of the prospective contractor. Attachments to this sheet are acceptable (please properly label). Each subcontractor should submit a separate form.

☐ Primary Bidder ☒ Subcontractor (check one)

1. Name and address of Firm.

   Ace Painting (Name)
   400 Technology Way (Address)
   Scarborough, ME 04074 (Address)

2. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non- performance within the last five (5) years? NO. If so, on a separate sheet describe the circumstances / reasons.

3. Has your firm or any predecessor firm been denied a concern of surety, a bid bond, or a performance bond with in the last twelve (12) months? NO. If so, on a separate sheet describe the circumstances / reasons.

4. Provide the following on all current projects in progress to include subcontractors and generals:
   Any renovation project, and or projects in excess of $10,000 gross value. Confidential information request are acceptable however, must be submitted in a separate envelope marked "confidential" (Use additional sheets as necessary).

Project Name: Biddeford Fire Department Dorm Reno.

Location: 12 Alfred Street, Biddeford ME, 04005

Owner: Town of Biddeford

Architect / Engineer Leah Schaffer

Contract Amount: $ 8,500

Scheduled completion Date: _____

Project Name: _____

Location:

_____

Owner:

_____

Architect / Engineer

_____

Contract Amount: $_____

Scheduled completion Date: _____

Project Name:

_____

Location:

_____

Owner:

_____

Architect / Engineer

_____

Contract Amount: $_____

Scheduled completion Date: _____

BID BOND

Frankenmuth Mutual Insurance Company
One Mutual Avenue, Frankenmuth, MI 48787

CONTRACTOR:
(Name, legal status and address)
H E Callahan Construction Company
P O Box 677 2664 Turner Road
Auburn, ME 04212

SURETY:
(Name, legal status and principal place of business)
Frankenmuth Mutual Insurance Company

OWNER:
(Name, legal status and address)
City of Biddeford Central Fire Station
152 Alfred Street
Biddeford, ME 04005

BOND AMOUNT: **Five Percent (5%) of the Bid Amount**

PROJECT:
(Name, location or address, and Project number, if any)
Renovation of Dorm Rooms 2nd floor / Addition Central Fire Station

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of July, 2021.

H E Callahan Construction Co.

(Principal) Christine Kendall (Seal)

President

(Title)

(Witness)

Frankenmuth Mutual Insurance Company

(Surety) Wendy T. Pomeroy (Seal)

Attorney-In-Fact

(Title)

(Witness)

The Company executing this bond vouches that this document conforms to American Institute of Architects Document A310, 2010 edition

FRANKENMUTH MUTUAL INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, that Frankenmuth Mutual Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the State of Michigan, having its principal office at 1 Mutual Avenue, Frankenmuth, Michigan 48787, does hereby nominate, constitute and appoint:

Wendy Pomeroy, Flint Christie, Jennifer F. Bjorn

Their true and lawful attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal, acknowledge and deliver any and all bonds, contracts and undertakings of suretyship, with the exception of Financial Guaranty Insurance, provided, however, that the penal sum of any one such instrument shall not exceed the sum of:

Fifty Million and 00/100 Dollars ($50,000,000)

This Power of Attorney is granted pursuant to the following Resolution duly adopted at a meeting of the Board of Directors of Frankenmuth Mutual Insurance Company:

> "**RESOLVED,** that the President, Senior Vice President or Vice President and each of them under their respective designations, hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer of the Company, qualifying the attorney(s) named in the given power of attorney, to execute on behalf of, and acknowledge as the act and deed of Frankenmuth Mutual Insurance Company on all bonds, contracts and undertakings of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 10th day of September, 2018.

(Seal)

Frankenmuth Mutual Insurance Company

By _____
Frederick A. Edmond, Jr.,
President and Chief Operating Officer

STATE OF MICHIGAN)
COUNTY OF SAGINAW) ss:

Sworn to before me, a Notary Public in the State of Michigan, by Frederick A. Edmond, Jr., to me personally known to be the individual and officer described in, and who executed the preceding instrument, deposed and said the Corporate Seal and his signature as Officer were affixed and subscribed to said instrument by the authority of the Company.

IN TESTIMONY WHEREOF, I have set my hand, and affixed my Official Seal this 10th day of September, 2018.

_____ (Seal)
Dianne L. Voss, Notary Public
Saginaw County, State of Michigan
My Commission Expires July 23, 2024

I, the undersigned, Vice President of Frankenmuth Mutual Insurance Company, do hereby certify that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and is in full force and effect as of this date.

IN WITNESS WHEREOF, I have set my hand and affixed the Seal of the Company, this 30th day of July, 20 21.

_____
Andrew H. Knudsen, Vice President

ALL CORRESPONDENCE RELATED TO BOND VALIDATION AND/OR A CLAIM SHOULD BE DIRECTED TO THE DIRECTOR OF SURETY, 701 US ROUTE ONE, SUITE 1, YARMOUTH, ME 04096

Frankenmuth Mutual Insurance Company
Ansur America Insurance Company
Patriot Life Insurance Company
Patriot Insurance Company

SURETY BOND SEAL ADDENDUM
Frankenmuth Mutual Insurance Company

Due to logistical issues associated with the use of traditional seals during the COVID-19 pandemic, Frankenmuth Mutual Insurance Company has authorized its Attorneys-in-Fact to affix Frankenmuth Mutual Insurance Company's, corporate seal to any bond executed on behalf of Frankenmuth Mutual Insurance Company, by any such Attorney-in-Fact, by attaching this Addendum to said bond.

Through September 27, 2021, to the extent this Addendum is attached to a bond that is executed on behalf of Frankenmuth Mutual Insurance Company, by its Attorney-in-Fact, Frankenmuth Mutual Insurance Company, hereby agrees that the seal below shall be deemed affixed to said bond to the same extent as if its raised corporate seal was physically affixed to the face of the bond.

Dated this 30th day of July, 2020~~0~~. 2021.

Frankenmuth Mutual Insurance Company

Sign: Wendy T. Pomeroy
Attorney-in-fact Wendy T. Pomeroy

HECALLA-01 WPOMEROY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Wendy Pomeroy
The Kyes Agency, Inc. 171 Main Street Farmington, ME 04938	PHONE (A/C, No, Ext): (207) 778-9862 FAX (A/C, No): (207) 778-5970 E-MAIL ADDRESS:

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
HE Callahan Construction Co. HEC Inc P O Box 677 Auburn, ME 04212	INSURER A : Travelers Insurance Company	19070
	INSURER B : Charter Oak Fire Ins. Co.	25615
	INSURER C : Travelers Property Casualty Co	
	INSURER D : Maine Employers' Mutual Ins.	11149
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			DT-CO-2R498369-IND-20	11/3/2020	11/3/2021	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:						**Property D Ded**	$ 2,500
B	AUTOMOBILE LIABILITY			BA-2R498831-20-26-G	11/3/2020	11/3/2021	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
							Medical Payment	$ 5,000
C	X UMBRELLA LIAB X OCCUR			CUP-2R500124-20-26	11/3/2020	11/3/2021	EACH OCCURRENCE	$ 6,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 6,000,000
	DED X RETENTION $ 10,000							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			1810109436	11/1/2020	11/1/2021	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Bid Date 07/30/2021 Bids for Renovations to Dorm Rooms Additions Central Fire Station

CERTIFICATE HOLDER

City of Biddeford Central Fire Station
Biddeford Fire Department Central Fire Station
152 Alfred Street
Biddeford, ME 04005

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Wendy Pomeroy

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CERTIFICATE OF ELIGIBILITY FOR

Demo and Renovations for the Dorm Rooms
Biddeford Central Fire Station Biddeford, Maine

This form must be completed by and submitted by Prospective Contractors and their subcontractors who wish to be considered for this work, failure to complete the certificate of eligibility will result in disqualification of the prospective contractor. Attachments to this sheet are acceptable (please properly label). Each subcontractor should submit a separate form.

☑ Primary Bidder ☐ Subcontractor (check one)

1. Name and address of Firm.

   PC Construction Company (Name)

   131 Presumpscot St (Address)

   Portland, ME 04103 (Address)

2. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non- performance within the last five (5) years? NO. If so, on a separate sheet describe the circumstances / reasons.

3. Has your firm or any predecessor firm been denied a concern of surety, a bid bond, or a performance bond with in the last twelve (12) months? NO. If so, on a separate sheet describe the circumstances / reasons.

4. Provide the following on all current projects in progress to include subcontractors and generals:
   Any renovation project, and or projects in excess of $10,000 gross value. Confidential information request are acceptable however, must be submitted in a separate envelope marked "confidential" (Use additional sheets as necessary).

Current on-going projects with Maine Special Projects Group

Project Name:
Aroma Joe's

Location:
Lewiston

Owner:
Currier Capital

Architect / Engineer
Aroma Joe's

Contract Amount: $ Confidential

Scheduled completion Date: 8/17/2021

Project Name: Maine Veterans Home -Window Replacement

Location:
Scarborough

Owner:
MVH

Architect / Engineer
SMRT

Contract Amount: $ 281,700

Scheduled completion Date: 2/1/2021

Project Name:
MIllennium Power Plant - Gantry Crane Extension

Location:
Charlaton, MA

Owner:
Millennium Power

Architect / Engineer
H. L Turner

Contract Amount: $ Confidential

Scheduled completion Date: 8/6/2021

BID FORM

Demo and Renovations for Dorm Rooms
Biddeford Fire Department Central Station

The undersigned Contractor agrees to perform the services indicated in the above scope of work and on the attached Contract Documents for the lump sum amount of:

BASE BID AMOUNT $ 163,600

BASE BID AMOUNT IN WORDS $ One Hundred sixty-three thousand, six hundred dollars

PREPARED BY: Justin Reed

TITLE: Senior Project Manager

COMPANY: PC Construction Company

PHONE #: 802-598-6498

E-MAIL: jreed@pcconstruction.com

DATE: 8/5/2021

Please see our attached bid clarifications.

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
PC Construction Company
193 Tilley Drive
South Burlington, VT 05403

SURETY:
(Name, legal status and principal place of business)
Travelers Casualty and Surety Company of America
One Tower Square
Hartford, CT 06183

OWNER:
(Name, legal status and address)
City of Biddeford
152 Alfred Street
Biddeford, ME 04005

BOND AMOUNT: $Five Percent of Bid (5% of Bid)

PROJECT:
(Name, location or address, and Project number, if any)
Biddeford Fire Department Dorm Room Renovations

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Init.
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User Notes: (2020766051)

Signed and sealed this 30th day of July , 2021

Sara Demers
(Witness)

PC Construction Company
(Contractor as Principal) (Seal)
Nicole M LaBrecque
(Title) Nicole M. LaBrecque, Vice President

Lorraine Cogan
(Witness)

Travelers Casualty and Surety Company of America
(Surety) (Seal)
Michael T. Walsh
(Title) Michael T. Walsh, Attorney-in-Fact

Init.
/
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User Notes: (2020766051)

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **MICHAEL T WALSH** of **SOUTH BURLINGTON**, **Vermont**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, **2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, **2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **30th** day of **July**, **2021**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

BUILDING STRONGER, TOGETHER
131 Presumpscot Street
Portland, ME 04103
207.874.2323
pcconstruction.com
100% EMPLOYEE OWNED

August 5, 2021

Attention: Assistant Chief Paul R. LaBrecque
152 Alfred Street
Biddeford, Maine

Re: Biddeford Fire Department Proposal to Demo and Renovate

Dear Assistant Chief LaBrecque:

I would like to thank you for giving us the opportunity to provide a proposal for the upgrades required at your facility in Biddeford, Maine. Our proposal and scope of work is based on drawings by Mobile Studio Design dated June 24, 2021, RFI Responses #1-3, Request for Proposal, and site visit on July 14, 2021. We anticipate the construction scope of work to occur over an 8 consecutive week period. We have estimated the work being completed, Monday through Friday, with permissible working hours of 7:00 am to 5:30 pm.

Allowances

1. HVAC Design Build Allowance: $15,000
2. Base board Heating Removal: $3,000
3. Final Clean: $760

CLARIFICATIONS

a. Our proposal is based on mutually agreed upon contractual terms and conditions, payment terms, and construction schedule.
b. We have included the cost in our proposal for a performance and payment bond.
c. Our proposal includes builder's risk insurance, but since the builder's risk insurance will only cover the Work itself, the existing structure still needs to be insured by the Owner's property insurance. Our proposal assumes that the Owner will maintain property insurance on both its real and personal property and that the Owner will waive all rights against the Contractor for damage to the Owner's real and personal property provided such loss is covered under the Owner's property insurance.
d. Our proposal is firm for ten days.
e. Our quotation excludes sales tax.
f. We exclude any costs associated with 3rd party professional services.
g. Our proposal includes the Mechanical, Electrical, and sprinkler permits. All other permits are by others.
h. Our proposal does not include any prevailing wages, Davis bacon wages, or any other wage requirements.
i. We have not included any cost in our proposal for the sampling, handling, abatement or disposal of contaminated materials including, but not limited to lead paint, asbestos, etc.

j. Our proposal assumes adequate space for construction laydown and temporary tool storage trailer(s) located in or near the workspace.
k. Our proposal is based on normal work hours Monday through Friday.
l. Our bid is based on a rapid response by the owner and/or engineer for direction on unforeseen conditions, to keep the scope of work moving forward.
m. We have not included any cost for temporary toilet facilities. We have assumed that we can use the existing bathrooms at the building.
n. We have not included any cost for temporary power. We have assumed that we will be able to use the existing electrical service for our power requirements.
o. We have not included any cost for water required for construction. We have assumed that we will be able to use the existing service at the facility for our water requirements.
p. Our proposal excludes firestopping as no rated walls have been identified.
q. New locker curbs to be constructed out of pressure treated 2x4 and plywood.
r. All existing doors frames and hardware assumed to be in sufficient condition for reuse.
s. New VCT will be installed at threshold where new door openings are created.
t. Our proposal includes temporary enclosures of the construction area constructed out of plastic zip wall system.
u. Our proposal assumes the existing chair rail can be salvaged and reused for infilled openings.
v. Our proposal excludes any work associated with the roofing, building envelope, and sealing any leaks.
w. Our proposal excludes modification to the reception counter as no details have been provided.
x. Our site walk did not include access to Library 216 and therefore we exclude any unforeseen conditions of this space.
y. Specific EXCLUSIONS FROM MES Contractors
    i. Rewiring of NM-B and SE cable wiring methods in place that are not directly affected by the renovations
    ii. Additional amplifiers that might be required if it is discovered that the PA System circuit capacity will be exceeded by adding the necessary speakers
    iii. Fire alarm notification power supplies or increased backup battery sizing if it is determined that the current head end system equipment NAC capacity is being exceeded
    iv. The following is excluded as it pertains to the sprinkler scope of work: Temp sprinkler coverage, Fire watch, Demo, Valve work, Painting of pipe.
    v. The existing sprinkler system is already designed for light hazard use and therefore a complete system redesign and install is not necessary.

Thank you for the opportunity to be of service. I hope that our proposal meets with your approval. If you have any questions or comments, please feel free to contact me at 802-233-8897.

Best Regards,

Robert McClintock
Project Manager

BID FORM

Demo and Renovations for Dorm Rooms
Biddeford Fire Department Central Station

The undersigned Contractor agrees to perform the services indicated in the above scope of work and on the attached Contract Documents for the lump sum amount of:

BASE BID AMOUNT $ 185,000.^{XX}

BASE BID AMOUNT IN WORDS $ ONE HUNDRED EIGHTY FIVE THOUSAND

PREPARED BY: MICHAEL DiMATTEO

TITLE: OWNER / MANAGER

COMPANY: DiMATTEO CONSTRUCTION MANAGEMENT

PHONE #: (207) 767-7410

E-MAIL: DIMATTEOCMS@YAHOO.COM

DATE: AUGUST 5, 2021

Addendum to Bid Proposal

HVAC Design Build

HVAC to Include;

HVAC shall be moved to accommodate new walls no additional ducting to systems.

Install new lay ins for each space with manual dampers on diffusers. (Approx. 10)

Fresh air shall come from existing economizer on rooftop

No Sprinkler piping work this would have to be by others

No moving of hydronic heaters. New walls should be worked around them.

Work to conform to all state and local codes

Electrical Design Build

Electrical to Include;

1. (7) 2x4 LED center basket fixtures
2. (3) 2x2 LED Center basket fixtures
3. (10) lighting control switches, to be part of existing control system
4. Up to (52) duplex receptacles and (10) Arc Fault circuit interrupters to meet NFPA 70
5. (12) self contained two-head emergency light fixtures
6. City Electrical permit
7. (2) night light LED receptacles in the Hallway

Allowance: We carried in our Base Bid Proposal an allowance of $7,000 for any fire alarm work and Intercom work.

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

DiMatteo Construction Management Services, LLC
231 Front St., Suite 3
South Portland, ME 04116

OWNER:
(Name, legal status and address)

The City of Biddeford
39 Alfred St,
Biddeford, ME 04005

SURETY:
(Name, legal status and principal place of business)

Great Midwest Insurance Company
800 Gessner, Suite 600
Houston, TX 77024
Mailing Address for Notices
401 Edgewater Place
Wakefield, MA 01880

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Biddeford Fire Department Dorm Room Renovations, Biddeford ME

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of July, 2021.

DiMatteo Construction Management Services, LLC
(Principal) *(Seal)*

By: MGR
(Title)

(Witness)

Great Midwest Insurance Company
(Surety) *(Seal)*

(Witness) Marjorie J. Schmieks

By:
(Title) Deron K. Treadwell, Attorney-in-Fact

S-0054/AS 8/10

POWER OF ATTORNEY

Great Midwest Insurance Company

KNOW ALL MEN BY THESE PRESENTS, that **GREAT MIDWEST INSURANCE COMPANY**, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint:

Blair E. Torelli, Christine E. Watson, Deron K. Treadwell, Eric R. Toothaker, Michael A Viner, Michelle V. Orlando, Marjorie J. Schmieks

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of **GREAT MIDWEST INSURANCE COMPANY**, on the 1st day of October, 2018 as follows:

Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed Ten Million dollars ($10,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed in the Company's sole discretion and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, **GREAT MIDWEST INSURANCE COMPANY**, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 11th day of February, 2021.

GREAT MIDWEST INSURANCE COMPANY — CORPORATE SEAL — TEXAS CORPORATION

GREAT MIDWEST INSURANCE COMPANY

BY Mark W. Haushill

Mark W. Haushill
President

ACKNOWLEDGEMENT

On this 11th day of February, 2021, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of **GREAT MIDWEST INSURANCE COMPANY**, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.

NOTARY PUBLIC STATE OF TEXAS
CHRISTINA BISHOP
Notary Public, State of Texas
Comm. Expires 04-14-2025
Notary ID 131090488

BY

Christina Bishop
Notary Public

CERTIFICATE

I, the undersigned, Secretary of **GREAT MIDWEST INSURANCE COMPANY**, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 30th Day of July, 2021.

GREAT MIDWEST INSURANCE COMPANY — CORPORATE SEAL — TEXAS CORPORATION

BY

Leslie K. Shaunty
Secretary

"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

DiMatteo Construction Management

COMPLETED PROJECTS – 2016 thru 2021

USM Russell Hall Renovations, Gorham
Completed: March 15, 2016
Contract For: $ 245,800
Owner: University of Southern Maine
Contact: Tim Braun, USM Project Manager
Architect: SMRT Architects, Andrew Tyner

USM Science Bldg. Lab A203 Renovations, Portland
Completed: August 1, 2016
Contract For: $ 179,205
Owner: University of Southern Maine
Contact: Nancy Thereault, USM Project Mgr.
Architect: Lavallee Brensinger Architects, Paul Lewandowski

Westbrook City Hall Renovations, Westbrook
Completed: September 12, 2016
Contract For: $ 300,802
Owner: City of Westbrook
Contact: Eric Dudley, P.E.
Architect: Lachman Architects & Planners, Denis Lachman

USM Bailey Hall Lab & Greenhouse Renovation, Gorham
Completed: March 3, 2017
Contract For: $ 297,814
Owner: University of Southern Maine
Contact: David Carney, USM Project Mgr.
Architect: Port City Architects, Mark Chaloupecky

USM Science Bldg. Office Renovations, Portland
Completed: August 3, 2017
Contract For: $ 798,914
Owner: University of Southern Maine
Contact: David Carney, USM Project Mgr.
Architect: WBRC Architects, Michael Johanning

USM Woodbury Community Ctr. Restroom Renovations
Completed: November 3, 2017
Contract For: $ 123,671
Owner: University of Southern Maine
Contact: David Carney, USM Project Mgr.
Architect: Oak Point Associates, Chelsea Mercer

Windham Public Library Renovations
Completed: March 30, 2018
Contract For: $ 240,500
Owner: Town of Windham
Contact: Tony Plante, Town Manager
Architect: Oak Point Associates, Bill Van Benthuysen

Hollis Community Center Renovations – Phase 2
Completed: August 17, 2018
Contract For: $ 423,150
Owner: Town of Hollis
Contact: Rita Perron, Town Select-person
Owner's Representative: Envelope Arch/Consulting, David Douglass

USM Payson Smith Lecture Hall Renovations & Upgrades
Completed: August 24, 2018
Contract For: $ 226,300
Owner: University of Southern Maine
Contact: Joe Gallant, Project Manager
Architect: Oak Point Associates, Rick Creswell

No. Deering Fire Station Renovation & Expansion
Completed: April 29, 2019
Contract For: $ 1,076,675
Owner: City of Portland
Contact: Mike Fask - Public Bldgs. Project Manager
Architect: Winton Scott Architects, Pandika Plegi

USM Payson Smith Hall #305 Renovation
Completed: August 12, 2019
Contract For: $ 273,000
Owner: University of Maine Portland
Contact: Carol Potter, USM Project Manager
Architect: PDT Architects, Matt Pilzer

Narragansett School Modular Classrooms – Phase 1
Completed: April 30, 2020
Contract For: $ 842,820
Owner: Town of Gorham, School Department
Contact: Norm Justice, Owner's Representative
Engineer: Sebago Technics, Owens McCullough

Narragansett School – Kitchen Building Addition – Phase 2
Completed: October 30, 2020
Contract For: $ 424,115
Owner: Town of Gorham, School Department
Contact: Norm Justice, Owner's Representative
Engineer: Sebago Technics, Owens McCullough, PE

CURRENT PROJECTS

USM Bailey Hall Sprinkler Upgrades
Schedule: Phase 1 Completed August 14, 2020 … Phase 2 Completion Date - August 21, 2021
Contract For: $ 3,550,946
Owner: University of Maine
Contact: Joe Gallant, USM Project Manager
Architect: Harriman Associates, John Tarr, PE

Narragansett School Modular Classrooms – Phase 3
Completion Date: August 6, 2021
Contract For: $ 445,000
Owner: Town of Gorham, School Department
Contact: Norm Justice, Owner's Representative
Engineer: Sebago Technics, Owens McCullough, PE

Deering High School Gym/Locker Rooms/Office HVAC Renovations
Completion Date: August 13, 2021
Contract For: $ 451,160
Owner: City of Portland
Contact: Mike Fask – Portland Public Bldgs., Project Manager
Engineer: Triple Point Engineering, Aaron Sirois

SPECIFICATIONS

FOR

Renovations of Dorm Rooms

FOR

BIDDEFORD FIRE DEPARTMENT CENTRAL FIRE STATION

152 ALFRED STREET

BIDDEFORD, MAINE 04005

(207) 282-6632

basis for a price increase unless specifically identified with the proposal submittal and agreed upon to formal award.

A. Demo existing partition walls, heating, HVAC, electrical fixtures, fire sprinkler heads, fire alarm notification devices, as needed and install with new. Any existing material capable of being re-used, must be specified in the bid spec.
B. Frame new walls and ready for mechanicals.
C. Install drywall, prime and paint two coats on walls.
D. Install and add new solid core composite doors with new hardware and trim, prime and paint with two coats of paint.
E. Remove existing suspended ceiling as needed and replace new suspended ceiling to match as close as possible to existing tiles.
F. Remove existing VCT flooring and install with new VCT flooring in disturbed areas.
G. Relocate existing HVAC duct work and provide additional HVAC duct to new areas where needed.
H. Install rough and finish electrical to meet code with MC, and relocate or add additional matching ceiling light fixtures where needed. Lighting to be wired to current house lights and activate with in house emergency tone.
I. Remove and relocate existing fire alarm horns and smoke alarms, add new horns and smokes where needed to meet NFPA 72 and 70 fire alarm and electrical code.
J. Remove and relocate existing fire sprinkler heads as needed and install new additional fire sprinkler heads where needed to meet the current NFPA 13 fire sprinkler code.
K. Contractor shall ensure that work is performed in a safe and workman like manner at all times and incorporates all elements of the 20160121 IAQ Construction Control Guide rev 2, attached.

3.00 GENERAL REQUIREMENTS

Summary of Work:

A. The contractor shall:

1. Obtain all State and local permits, licenses etc.
2. Evaluate the proposed scope of work and the existing conditions during the pre-bid walkthrough to provide an accurate bid and schedule to complete the work.
3. Provide notification with the bid submittal of any errors or omissions within the plans or specifications that may have a material impact on completion of the project or the total cost of the project as submitted in the proposal.
4. Provide all materials and labor necessary to complete the work as indicated on the construction drawings.
5. Contractor shall maintain a safe working environment at all times including but not limited to, compliance with the provisions of Biddeford's IAQ Construction Control Guide.

In the case of ambiguities, discrepancies or irregularities in the drawings, specifications, or applicable codes and standards, the contractor shall request clarification from the design professional before proceeding. Any anticipated irregularities, omissions or clarifications should be clearly identified in the proposal. Failure to identify an irregularity or request a clarification shall not be the basis for a change order having negative cost implications for the Fire Department. The cost of correcting work done as the result of proceeding without obtaining clarification will be borne solely by the contractor. No claims for extras by the contractor will be allowed that are the result of a failure by the contractor to carefully review all portions of the drawings and specifications and to familiar themselves with the job conditions.

A performance bond of 10% of the total cost of the project will be required from the contractor awarded the bid.

5.00 INSURANCE COVERAGE:

The winning contractor shall procure, carry and maintain comprehensive general liability insurance which, includes the following coverage.

General Liability	Each Occurrence	Aggregate
Bodily Injury	$ 1,000,000	$ 1,000,000
Property Damage	$ 500,000	$ 500,000

Automobile Insurance must be carried on vehicles entering the site. The insurance shall have the following coverage.

Auto Insurance	Each Occurrence	Aggregate
Bodily Injury (per person)	$ 1,000,000	$ 1,000,000
Property Damage	$ 500,000	$ 500,000

Architect / Engineer

_____

Contract Amount: $_____

Scheduled completion Date: _____

Project Name: _____

Location:

_____

Owner:

_____

Architect / Engineer

_____

Contract Amount: $_____

Scheduled completion Date: _____

Project Name:

_____

Location:

_____

Owner:

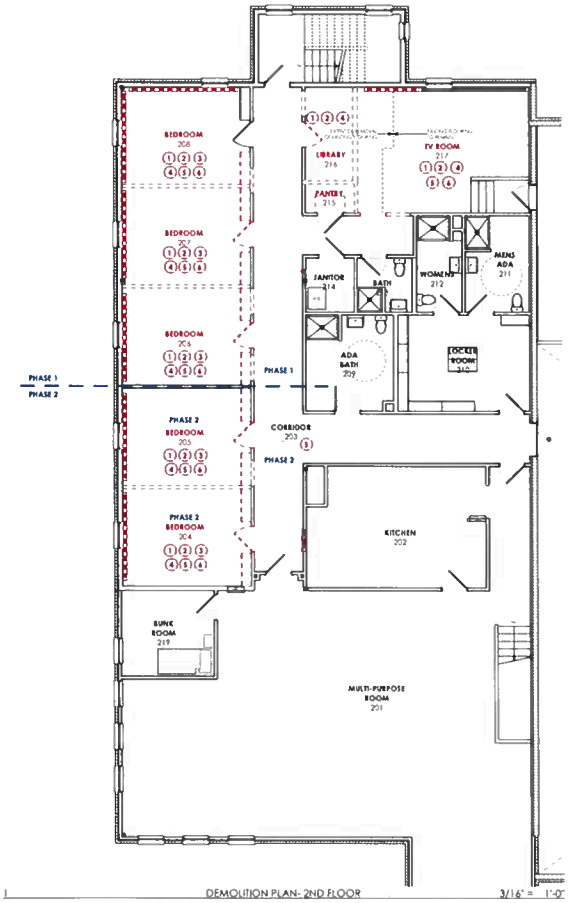
_____

Architect / Engineer

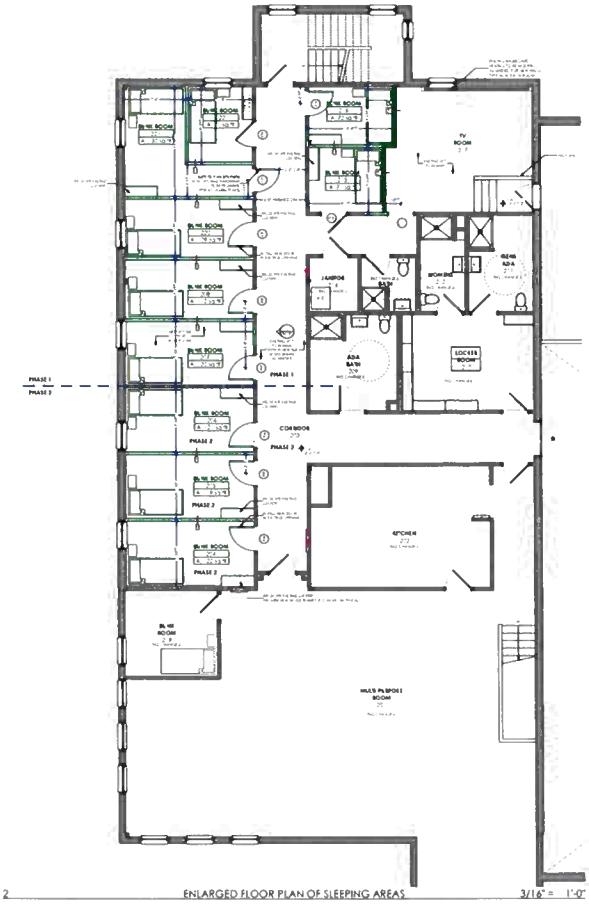
_____

Contract Amount: $_____

Scheduled completion Date: _____



1 DEMOLITION PLAN- 2ND FLOOR 3/16" = 1'-0"



2 ENLARGED FLOOR PLAN OF SLEEPING AREAS 3/16" = 1'-0"

PHASING NOTES

1. Existing dorm rooms 208 and 204 shall remain in use for the Fire Station during the course of Phase 1 of Construction. Areas of the corridor needed for access to the existing rooms during Phase 1 shall also be finished as a part of Phase 2.

Care shall be taken to accommodate conflicts during the course of construction.

2. Phase 2 shall include subdividing the existing dorm rooms 205 and 204 into the new bunk rooms 204, 205 and 206.

3. During both phases of construction access to the Locker Room, ADA Bath 209, Mens ADA Bathroom 211 and Womens Bath 212 shall be maintained for the use of the facilities by the Fire Station personnel. Bath 213 shall be accessible as needed through the rear egress stairs.

PERMIT SET

BIDDEFORD FIRE DEPARTMENT
BIDDEFORD FIRE DEPARTMENT
152 ALFRED ST, BIDDEFORD, ME 04005

PHASING PLAN

A-SK 1

mobile studio design

CITY OF BIDDEFORD
PUBLIC LEGAL NOTICE
INVITATION TO BID

The Biddeford Fire Department is seeking Bids to demolish and renovate existing dorm Rooms on the second floor of the Central Fire Station. Bid information can be obtained on the City of Biddeford Web site or by contacting the Biddeford Fire Department at (207) 282-6632 located at 152 Alfred Street Biddeford Maine 04005.

All Bids must be submitted by Friday July 30, 2021 at 1:00 PM

CITY OF BIDDEFORD
FIRE DEPARTMENT

152 Alfred Street
Biddeford, Maine 04005
Tel: 207-282-6632
Fax: 207-283-8243

Chief Scott R. Gagne
Assistant Chief Edward B. Dexter
Deputy Chief Kevin D. Duross

August 5, 2021

RE: 2021 Biddeford Fire Department Dorm Renovations Bid Opening

On Friday, August 5, 2021 at 1302, dorm renovation bids were opened. Three (3) bids were received and three (3) bids opened.

Present:

Leah Schaffer, Mobile Studio Design
Bob McClintock, PC Construction
Maddy Foster, H.E. Callahan Construction Co.
Jason Crocker, Biddeford Fire Department
Kevin Duross, Biddeford Fire Department

Bidders:

1. H.E. Callahan Construction Co.
   Base Bid Amount - $138,000

2. PC Construction Company
   Base Bid Amount - $ 163,600

3. DiMatteo Construction Management
   Base Bid Amount - $ 185,000