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Community Services Director
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Town of Cape Elizabeth Request for Bid Proposals

The Fort Williams Park Committee in conjunction with the Town of Cape Elizabeth is seeking bid proposals to replace two stairways in Fort Williams Park. One is the stairway from behind the Portland Head Light vendor area to the knoll to the northwest approaching Flagpole Hill. The second is from the Picnic Shelter parking lot to the right of the Picnic Shelter. For the purposes of bidding, the stairways will be referred to as Area A (stairway from behind the Portland Head Light area to the knoll above) and Area B (stairway from Picnic Shelter parking lot to Picnic Shelter).

As we attempt to improve safety and expand north/south walking connections both areas are heavily used. Our goal is to create safe, sturdy and permanent structures to support current and future four-season utilization. Additionally, we would like to see consistency in stairways throughout the park and a stair structure which is more aligned with the historic and aesthetic values of FWP. As such, we would prefer to have boulder, fieldstone, or cut granite stairs rather than concrete, steel or wood. **The new stairway should be 7' wide between sidewalls and would need either side railings or a shared mid-stair rail. Additionally, we would want to seamlessly integrate the new stair system into the stone-dust pathway at the base and into the concrete apron at the top.**

Currently the Area A stair structure is a 16 step straight wooden stairway with 4' wide steps and wooden railings on each side. Each stair is approximately 6.5" to 7" high for a total rise of about 9-10'. The base of the stairs connects to a stone-dust path while the top connects to a roughly 10' square area of eroded grass and dirt before reaching the stability of the concrete apron of an old military battery. The stone-dust path incorporates granite slabs and curved stainless steel railings where small steps are needed. The hillside under the existing stairs is a combination of topsoil, loose rock, and decaying concrete from the old military installation. The new stairway would need either side railings or a shared mid-stair rail. Additionally, we would want to seamlessly integrate the new stair system into the stone-dust pathway at the base and into the concrete apron at the top.

Currently Area B has an inclined crushed stone pathway/stairs with horizontal railroad ties at various intervals over the steepest grade of the incline. Erosion and washout continue to be an issue in its current state, particularly halfway up the pathway. The pathway/stairs are bordered by intermittent bedrock outcrops. The new stairs would seamlessly transition with the parking lot at the bottom and the front (East side) patio of the Picnic Shelter at the top. A spur to the field area to the right (North side) of the Picnic Shelter should also be included and seamlessly transition to the edge of the field.

Both designs should dissuade unsafe use by sliders, skateboarders and mountain bikers as much as possible.

We are specifically seeking a vendor that can imagine, design, build and warranty this area in alignment with the historical grace and grandeur of Fort Williams Park.

Sealed bids shall be received by the Town of Cape Elizabeth until **2:00 P.M. on Thursday, March 2, 2023** at which time they will be publicly opened and read in the Town Council Chambers at the Town Hall. Questions regarding this bid should be directed to Kathleen Raftice, Director of Community Services and Fort Williams Park at 207-799-2868 or via e-mail at Kathleen.Raftice@capeelizabeth.org.

Proposals shall be listed on the bid form provided and submitted in a sealed envelope, plainly marked "FWP Stairway Project", and addressed to Matthew Sturgis, Town Manager, 320 Ocean House Road, P.O. Box 6260, Cape Elizabeth, Maine 04107. No late, unmarked, facsimile, or electronic bids will be accepted.

It is the custom of the Town of Cape Elizabeth to pay its bills within thirty (30) days following the delivery of, and receipt of bills for, all services covered by a purchase order and/or contract. In submitting bills under these specifications, bidders should take into account all discounts, both trade and time, allowed in accordance with above named policy.

The Town of Cape Elizabeth expects to award this bid to the lowest bidder for the services requested. However, company experience and quality of service provided to the Town of Cape Elizabeth in the past on similar projects will also be taken into consideration when awarding this bid. The Town of Cape Elizabeth reserves the right to waive any informality in the bids, to accept any bid, and to reject any or all bids, should it deem in the best interest of the Town to do so.

Work Requirements: Contractor to provide the means, methods, equipment and materials for aspects related to these specifications. Successful bidder shall furnish, install and comply with the installation on or before Friday, May 20, 2023 unless extended by the Director of Fort Williams Park.

Display of Signage: No display of company signage, logos or banners shall be permitted on any areas, unless approved by the Town of Cape Elizabeth. Signage shall be removed at the completion of the project. No company signage shall be affixed or displayed without the permission of the Town of Cape Elizabeth. All signage shall conform to the requirements of Chapter 21 of the Cape Elizabeth Code of Ordinances.

Work Performance Standards: The successful bidder shall comply with all applicable O.S.H.A. regulations. Employees and sub-contractors performing services shall also wear long pants, shirts and steel-toed shoes meeting O.S.H.A. regulations.

Invoices: Successful bidder shall invoice the Town upon the satisfactory completion of the project, after approval of completed work by the Director of Fort Williams Park. The Town of Cape Elizabeth will not pay mobilization and/or fuel surcharges neither separately, nor as a percentage of any invoice.

Insurance Requirements: The successful bidder shall supply the Town of Cape Elizabeth a Certificate of Insurance listing the Town of Cape Elizabeth both “Certificate Holder” and as an “Additionally Named Insured”. Coverage shall be for not less than the following amounts:

a. General liability including comprehensive form, premises/operations, products/completed operations, contractual, independent contractors, broad form property damage and personal injury.

1. \$1,000,000 Bodily Injury and Property Damage Each Occurrence
2. \$2,000,000 Bodily Injury and Property Damage Aggregate
3. \$2,000,000 Personal Injury Aggregate

b. Automobile liability including any auto, hired autos and non-owned autos - \$1,000,000 bodily injury and property damage combined.

c. Workers' Compensation and Employer's Liability

1. \$500,000 each accident
2. \$500,000 Disease - Policy Limit
3. \$500,000 Disease - Each employee

Kathleen Raftice
Director Community Services and Fort Williams Park

Town of Cape Elizabeth

FWP Stairway Bid Form

All bid prices shall be listed in the designated spaces below.

FWP Stairway Area A Bid: _____

FWP Stairway Area B Bid: _____

Signed: _____ (Required) Dated: _____

Name: _____ (Please Print of Type)

Company: _____ Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ FAX: _____

24-Hour Emergency Phone Number (s): _____

E-mail: _____