

TOWN OF SABATTUS, MAINE
Invitation for Bids on Sale and Reuse of Former Sabattus Primary School
PROPOSAL DUE DATE: Thursday, July 30, 2026 @ 4 PM

This is an invitation for bids to purchase and reuse the former Sabattus Primary School property at 36 No Name Pond Road owned by the Town of Sabattus (“Town”). The property is being offered by the Town for sale and reuse.

Background:

The Town acquired ownership of the former Sabattus Primary School property from Regional School Unit 4 after the school was closed at the end of the 2024-2025 school year. The Sabattus Town Meeting has authorized the Sabattus Select Board to sell the property on such terms and conditions as the Select Board deems to be in the best interest of the Town.

The land area of the property totals approximately 6.10 acres. The original school building dates to 1965, and additions have been added to the school over the years. The square footage of the building is listed in the Town’s property records as 24,563 square feet, with 16,706 square feet on the first floor, and 7,957 square feet on the second floor. The property also contains a garage and a shed. The current assessed value of the entire property is \$2,227,700, of which \$28,400 is for the land alone.

SECTION I: GENERAL INSTRUCTIONS

- 1.1 A complete written bid for purchase and reuse of the property, including a completed bid form as attached, shall be submitted to the Town of Sabattus, attention of the Town Manager, 190 Middle Road, Sabattus, Maine 04280, not later than **4 p.m. on Thursday, July 30, 2026**. Proposals received after that time and date shall not be accepted.
- 1.2 The Sabattus Select Board will review and award or reject bids within sixty (60) days of their submission.
- 1.3 Each bid submitted shall be accompanied by a certified check, cashier’s check or bond made payable to the Town of Sabattus in the amount of ten (10%) percent of the total amount offered. The required proposal deposit shall be applied to the purchase price for the successful proposal or shall be returned within ten (10) days of the selection of a proposal. If any proposer fails to abide by his/her proposal, the bid security will be forfeited to the Town.
- 1.4 The Town has established the following minimum bid on the property as follows:
\$25,000.00.
- 1.5 Each bid shall include the legal name of the prospective purchaser and a statement whether the prospective purchaser is a sole proprietor, a partnership, or a corporation. If a

corporation, the corporation shall also give the state of incorporation and have a corporate seal affixed.

- 1.6 Each bid shall be signed by the person or persons legally authorized to bind the prospective purchaser to a contract.
- 1.7 The prospective purchaser, in their bid, shall signify that they have read and understand all conditions concerning the reuse of the site, as outlined in this invitation for bids and that their proposal is made in accordance with the invitation.
- 1.8 No prospective purchaser will be permitted to withdraw a bid for a period of sixty (60) days. All bids will remain valid and binding for that period of time.
- 1.9 For questions regarding proposal requirements or to arrange a site visit, contact the Town Manager, Raquel Welch, at 207-375-4331.
- 1.10 The Town reserves the right to select a bid and sell the subject property based upon its determination of the highest or best use of the property. The Select Board reserves the right to refuse any and all bids.
- 1.11 Closing costs including attorney's fees are the buyer's responsibility payable at closing.

SECTION II: INFORMATION FOR INTERESTED PARTIES

- 2.1 The parcel being offered for sale is described as follows:

| | |
|----------------------------|----------------------|
| Address: | 36 No Name Pond Road |
| Appoximate Acreage: | 6.1 acres |
| Map/Lot: | 014-019 |
| Zoning: | Village Zone |
| Minimum Bid: | \$ 25,000.00 |

- 2.2 Reuse or redevelopment of property must comply with all applicable Town ordinance requirements, including zoning and land use ordinances.
- 2.3 The proposed reuse strategy for the subject property will be a factor considered in judging what the Town deems to be the most acceptable bid.
- 2.4 Closing on all sales transactions will be within 90 days of award unless otherwise requested and approved by the Town prior to award of bid.
- 2.5 If prospective purchasers require additional information contact:

Raquel Welch, Town Manager
Sabattus Town Office, 190 Middle Road, Sabattus, Maine 04280

Tel. #: 207-375-4331
Email: rwelch@sabattus.org

Questions will be answered or confirmed in writing. Bidders should not rely on any statements, oral or written, which are not made as an addendum to this “Invitation for Bids.”

SECTION III: CONTENTS OF THE BID PROPOSAL

- 3.1 The bid shall contain the price being offered for the purchase of this property and also shall include the proposed use of the parcel being bid.
- 3.2 Submitted bids shall provide specific details on the proposed reuse of this site. Additional data, exhibits, statements, drawings, etc. are recommended to ensure a total understanding and proper evaluation of each bid by the Town.
- 3.3 The bid shall include proof of the submitter’s financial ability to undertake the proposal and shall include a timeline for completion.

SECTION IV: NEGOTIATION AND EXECUTION OF CONTRACT

- 4.1 Negotiation is intended to result in a contract for the sale and subsequent reuse of the site deemed to be most beneficial to the public and in the best interest of the Town.
- 4.2 The contract for the sale and reuse of this site will be executed only after final approval by the Sabattus Selectboard.
- 4.3 At closing, the Town will deliver a Quit Claim Deed with conditions, if applicable, which will cover negotiated requirements.

SECTION V: RESERVATION OF RIGHTS

- 5.1 The Town reserves the right to waive or disregard any informality, irregularity or deficiency in any proposal received.
- 5.2 The Town reserves the right to accept or reject any or all proposals received.

BID FORM
Sale & Reuse of Sabattus Primary School
PROPOSAL DUE DATE: Thursday, July 30, 2026 @ 4 PM

TO: Raquel Welch, Sabattus Town Manager

The undersigned hereby declares that they have carefully examined the Invitation for Bids on Sale and Reuse of former Sabattus Primary School and that they propose and agree that, if the bid is accepted, they will complete the transaction on the terms stated.

| | |
|---------------------------------------------------------|----------------------|
| Location Address | 36 No Name Pond Road |
| Price Offered | \$ |
| Reuse of Property (use separate sheet if needed) | |

Bid Deposit Amount: \$ (minimum 10% of the total amount of bid).

Must include appropriate security: Certified Check, Cashier's Check or Bond (personal and business checks not accepted).

The Select Board reserves the right to accept or reject any and all proposals.

| | |
|------------------------|--|
| NAME | |
| TITLE | |
| LEGAL ADDRESS | |
| MAILING ADDRESS | |
| DATE | |
| TELEPHONE # | |
| EMAIL ADDRESS | |

Please attach any other supporting materials required by the invitation or which you believe would be helpful in the evaluation of your proposal.

By signing below, undersigned confirms that they have read and understand all conditions outlined in this invitation for bids and that this proposal is made in accordance with the invitation.

Sign the proposal form below in ink before returning it to the Town Manager. Please return in a clearly marked sealed envelope with “Bid for Sale & Reuse of Sabattus Primary School” on the front.

Signature of Bidder: _____

Printed Name: _____

Title: _____