



Town of Sabattus, Maine

REQUEST FOR PROPOSALS

MUNICIPAL BUILDING ASHPAHLT PARKING LOTS, DRIVES, AND WALKWAY CRACK FILLING, SEAL COATING AND LINE STRIPING PROJECT

ISSUED TO CONTRACTORS: June 8, 2026

Proposals Due: **Thursday, June 25, 2026 @ 12:00 P.M / NOON.**

Sabattus Town Hall: 190 Middle Road, Sabattus, ME 04280



TOWN of SABATTUS

190 Middle Road • Sabattus, Maine 04280

June 8, 2026

Dear Contractor:

The Town of Sabattus, Maine is accepting proposals for the sealing and striping of three (3) asphalt parking lots, walkways, and all connecting driveways at our municipal office property. You are invited to submit a proposal to perform this work which must be completed on or before September 30, 2026. All three parking lots are located at 190 Middle Road in Sabattus.

Please refer to the enclosed Proposal Form in preparation and submittal of your proposal. The Proposal Form must be submitted as your proposal and it must be filled out completely.

All bidders are urged to visit the municipal office property in order to familiarize themselves with any conditions that may affect the work involved. All proposals shall take into consideration all such conditions as may affect the work under this contract. The submittal of a proposal automatically implies that this examination has been done and that the contractor is completely familiar with the location, scope, nature and character of the work and of the equipment and materials needed for it.

Work under this contract may be performed on weekdays. However, weekday work between the hours of 8am and 5pm may be done only to the extent that public access to the facilities may still be maintained. This would require closing half a parking lot at a time in order to complete the work and still maintain operations. The contractor must coordinate an acceptable schedule to complete the work with the Town to provide for the removal of vehicles and maintain public access to the facility. If this cannot be done then the work must be done weekday evenings after 5:00pm or weekends only.

A bottom line total aggregate price for all three lots will be the determining price regarding the lowest bid and this project will be awarded and paid as a lump sum project.

The final date for submitting a proposal is **Thursday, June 25, 2026 at 12:00P.M. NOON Eastern Standard Time** to Raquel Welch-Day, Sabattus Town Manager, 190 Middle Road, Sabattus, Maine 04280. Your proposal envelope must be sealed and clearly marked ***“2026 Municipal Parking Lot Proposal”*** so that no error in opening may occur. NO proposals will be accepted in electronic (email), facsimile or any other format than a hard copy in a sealed envelope as described above. Additionally, NO proposals will be accepted after Thursday, June 25, 2026 at 12:00P.M. NOON Eastern Standard Time. Any proposal received later than this time will be returned unopened to the bidder.

The Town of Sabattus reserves the right to accept or to reject any and all proposals for any reason whatsoever, to waive any irregularities in any bid, and to make an award that is determined by the Town of Sabattus to be in the best interest of the Town.

Sincerely,

Raquel Welch-Day
Town Manager

Town of Sabattus, Maine
2026 Request for Proposals
Parking Lot, Drives, and Walkway Repair, Sealing & Striping

General Specifications

The specifications listed below are intended as general guidelines to be followed by the contractor in preparing a proposal and during the ensuing project.

1. In all circumstances the work to be performed shall be of first-class quality by employees skilled in the respective trade and knowledgeable about the product and equipment being used. These general specifications are intended to list the major tasks to be completed, and the contractor is to be responsible for completing all other tasks in order to achieve a first class project even if each specific task is not listed herein.
2. All parking lot surfaces shall be power cleaned to remove all loose gravel, asphalt, and debris.
3. All parking lot edges shall be dressed out and all weeds and grass removed from the edges.
4. All surface exposed cracks shall be hot pour filled prior to seal coating. This shall include all cracks 3/8" or more.
5. Care shall be taken so as to not cause damage by equipment or materials to Town property.
6. Where the asphalt sealing abuts concrete curbing or concrete flat work, special care shall be taken to prevent the asphalt sealer from spraying or being applied to the concrete. Provide a clean, neat application. Failure to do so may result in price deductions.
7. All parking lots shall receive one (1) coat of coal tar sealer.
8. Under no circumstances shall application be made unless pavement and ambient temperatures are above 50 degrees F and good drying conditions are present and can be reasonably predicted for the next 24 hours.
9. Schedule of work and proper signage and barriers shall be such that no vehicular traffic will be on newly sealed parking areas for a minimum of 24 hours.
10. All bidders shall supply technical data sheets on the sealing material proposed. Documentation of the product used by the successful contractor at the rates specified shall be provided to the Town.
11. All areas with surface markings shall be striped overlaying the same layout using yellow marking paint. The paint material used shall be traffic zone latex paint sprayed on for asphalt surfaces. All handicap accessible spots must be marked in blue and white and meet all marking requirements of the federal Americans with Disabilities Act (ADA).

Information / Requirements

A. Receiving Office

Sealed proposals will be accepted until **Thursday, June 25, 2026 at 12:00P.M. NOON Eastern**

Standard Time to Raquel Welch-Day, Sabattus Town Manager, 190 Middle Road, Sabattus, Maine 04280. Your proposal envelope must be sealed and clearly marked ***“2026 Municipal Parking Lot Proposal”*** so that no error in opening may occur. NO proposals will be accepted in electronic (email), facsimile or any other format than a hard copy in a sealed envelope as described above. Additionally, NO proposals will be accepted after Thursday, June 25, 2026 at 12:00P.M. NOON Eastern Standard Time. Any proposal received later than this time will be returned unopened to the bidder.

B. Proposal Content

Proposals should provide straight-forward, concise descriptions of contractor’s capabilities to perform the work and include a list of past projects and references with contact information (name of primary contact of client/customer and phone number). All pricing and all requested information is to be in the proposal and outlined in narrative text explaining the services to be performed, the methods to be employed, the cost of all materials and services and the tentative schedule. This is a turnkey project with the contractor responsible for coordinating all aspects of the project.

C. Time Period of Evaluation

Selection of the contractor will be made as soon as possible after the proposal receipt closing date. However, proposals submitted shall remain valid for thirty (30) days after the opening of the proposal

D. Rejection of Proposals

The of Sabattus reserves the right to accept or reject any or all proposals received as a result of this request. The Town of Sabattus shall not be obligated to award a contract solely on the basis of any response made to this Request for Proposal, nor does the Town intend to, nor will it, be obligated to pay for the information solicited or obtained.

E. Proposal/Contract Award

The Town of Sabattus will award a single contract to the lowest, responsible, qualified bidder. The award will be for all the components of the project listed within this RFP. The Town will reserve all rights to award a contract or contracts as it determines who will best serve the Town.

F. Incurred Contractor Costs

The Town of Sabattus will not be liable for any costs incurred by contractors or other respondents to this RFP.

G. Qualification

The selected contractor shall have a proven record of performing work of a similar nature to the project described herein. This record shall be for a minimum of five (5) years. The contractor shall submit in the proposal the names of five (5) references and include the name of the entity, contact person, telephone number and a brief description. Include an outline describing the company’s profile and ability to perform the work.

H. Cancellation

Neither party upon award of contract except for non-performance on the part of the contractor or issues of non-payment on the part of the Town may cancel the contract.

I. Manufacturer’s Directions

All manufactured articles, materials, equipment etc. shall be applied, installed, used, cleaned and conditioned as directed by the manufacturer, unless herein specified to the contrary. All materials shall be new and installed for the purpose of which they were manufactured.

J. Law, Rules and Regulations

The work shall comply with all federal, state and local laws, codes, rules and regulations. Such laws, rules, codes, and regulations shall be considered a part of these specifications. Any conflict between the RFP requirements and the aforementioned rules shall be noted by the contractor at the time the proposal response is submitted.

K. Prime Contractor Responsibilities

The selected contractor will be required to assume full responsibility for all services offered in his/her proposal. Further, the Town of Sabattus will consider the selected contractor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The contractor shall be responsible for the coordination and supervision of all subcontractors. The contractor shall list the names of all subcontractors to be employed under this contract.

L. Insurance / Indemnification

Responsibility for Damage Claims. The contractor and his/her surety shall indemnify and save harmless the Town and all its employees and representatives all suits, actions, or claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property by or from the said contractors or their employees or by or in consequence of any neglect in safeguarding the work or through the use of unacceptable materials in the work or by or on account of any act or omission, neglect, or misconduct of the said contractor or by or on account of any claims or amounts recovered by any infringement of patent, trademark or copyright, or from any claims or amounts arising or recovered under the Worker's Compensation Law or any other law, order, or decree.

Certificates of Insurance acceptable to the Town shall be filed with the Town prior to commencement of the work. The Vendor agrees that its insurance carriers waive subrogation against the Town, its agents or employees, with respect to any loss covered by the Vendor's insurance.

M. Work Product

Employees of the Contractor shall perform work that conforms to standard, state of the art practices for this class and type of work. The contractor assumes full responsibility to carefully examine the work requirements before submitting a proposal. All proposals shall take into consideration all such conditions as may affect the work under this contract. The contractor shall verify all locations and conditions in order to achieve full understanding of the scope, nature and character of the work. The submission of a proposal automatically implies that the contractor is thoroughly familiar with the work to be performed and the Town's requirements and expectations. No claims for extra compensation may be made after submittal of a proposal and acceptance by the Town of the proposal.

N. Guaranty/Warranty

The contractor shall and hereby does warrant all work performed by him/her or subcontractors employed by him/her and agrees to deliver warranties to the Town for the work for which guarantees are required.

All warranty terms for all products and services shall be defined in the proposal response. All workmanship covering the installation shall be covered with a one (1) year unconditional warranty.

O. Maine's Freedom of Access Act

Information submitted in contractor proposals becomes public information and as such is subject to public disclosure and review under the Maine Freedom of Access Act. Any information contained in the contractor's proposal which is company confidential must be clearly identified in the proposal itself.

Proposal Form
2026 Request for Proposals
Parking Lot Repair, Sealing & Striping

I the undersigned propose to provide the Town of Sabattus with all labor, material, equipment, supervision, and any other required service or cost to provide the sealing, crack filling, and striping of Town parking lots (all located at 190 Middle Road in Sabattus) as outlined in the request for proposal for the following sums:

For All Asphalt Roads/Drives, Walkways, and Three Parking Lots

1. "Park & Ride" Lot (Front parking lot closest to Route 9 / Middle Road)
2. Main Lot in front of Municipal Office Building
3. Police Department Lot behind Municipal Office Building
4. All Roads/Drives on Property from edge of Route 9/Middle Road to each Lot
5. Asphalt Walkway Behind Municipal Building from Police Dept. Lot to Building

Total Estimated Square Feet: 44,189

Crack Filling, Sealing:	\$ _____
Striping:	\$ _____
Total Price:	\$ _____

Proposed Work Schedule:

Proposed Products to be Used:

Submitted by: _____

Name (Written)

Title

Company Name: _____

Address: _____

Phone: _____

Email: _____

Signature _____

Date _____