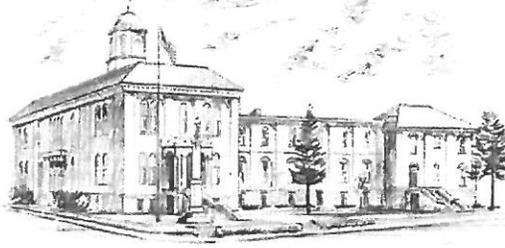


# ANDROSCOGGIN COUNTY

## COMMISSIONERS

Beth Bell, Chairperson  
Ronald Chicoine, Vice-Chair  
Sally Christner, Commissioner  
Alfreda Fournier, Commissioner  
Randall Greenwood, Commissioner  
Elaine Makas, Commissioner  
Matthew Roy, Commissioner



CLERK  
Patricia Fournier

Tel. No. (207) 753-2500  
Fax No. (207) 782-5367

November 3, 2015

## REQUEST FOR BIDS

The Androscoggin County Commissioners are soliciting bids for architectural services for repairs to the 1853 historic tower and the 1856 Howard and Davis clock. Bid specifications are included as *Attachment 1*.

A **mandatory meeting will be held on November 19, 2015 at 9:30 a.m.** to discuss the County expectations for the upcoming repairs. All bids must be sealed and addressed to the Androscoggin County Commissioners, 2 Turner Street Unit 2, Auburn, Maine 04210. The envelope must be outlined on the outside "**Bid for Clock Tower**". Liability and Workers Compensation insurance documentation must be submitted with your quote. Please submit a minimum of three references regarding restoration to historical clock towers. **Sealed bids are due on December 8, 2015** and will be publicly opened **at 10:00 a.m.** in the Androscoggin County Commissioners Office.

The Commissioners reserve the right to refuse or reject any and all bids or waive any minor discrepancies or technicalities in the bids or specifications, when deemed to be in the best interest of the County.

If you have any questions regarding this matter please feel free to call me.

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Patricia Fournier  
Purchasing Agent



# Androscoggin County

## **General Overview:**

Androscoggin County is seeking bids for architectural services for repairs to the 1853 historic tower and the 1856 Howard and Davis clock.

## **Scope:**

1. Design Service: Evaluation of Garmin Miller report, field investigation, preparation of preliminary drawings and specifications.
2. Bidding Services: Preparation of bidding documents and administration of the bidding process.
3. Bid Evaluation: Review of bidding proposals and recommendation of a Single Prime contractor.
4. Contract Administration and Construction Services: Shop drawing and review, pay estimates, and on site construction inspection.

## **Start Date:**

If approved, December 18, 2015.