

REQUEST FOR PROPOSALS (RFP)

Construction and Construction Management Services

East Millinocket Redevelopment Strategy – Phase II

HUD Grant B-24-CP-ME-1107

1. Overview

The Town of East Millinocket is soliciting proposals from qualified firms to provide Construction and Construction Management Services for renovation, utility, and selective demolition work at the former Great Northern Paper mill site. This project is funded through the U.S. Department of Housing and Urban Development (HUD) FY24 Community Project Funding (CPF) Grant B-24-CP-ME-1107.

All procurement will follow 2 CFR Part 200.320 standards.

2. Background

Following the mill's closure in 2014, the Town initiated a multi-phase redevelopment strategy for the 215-acre site. Phase II focuses on stabilizing and rehabilitating existing buildings, completing critical utility infrastructure, and preparing facilities for tenant occupancy.

3. Scope of Services

The selected firm will act as the Town's Construction Manager and General Contractor. Services include:

A. Building Renovation and Construction

Recycle Building (89,000 sq ft):

- Roof evaluation and repairs
- Weatherproofing
- MEP upgrades
- Interior cleaning and utility tie-ins

Store Room / Finishing Room (20,000 sq ft):

- Roof repairs
- Selective demolition
- MEP upgrades, cleanup, water/sewer connections
- Weatherproofing

Training Center & Train Shed 16,000 sq ft and 37,848 sq ft):

- Door system repairs
- Electrical, fire suppression, HVAC upgrades
- Interior cleaning and utility tie-ins

Back Flow Building (180 sq ft):

- Roof/enclosure repairs
- HVAC installation or upgrade

B. Utility Infrastructure

Install water and sewer service connections to the Recycle Building, Finishing Room, and Training Center.

C. General Requirements

- Coordinate construction schedule and phasing
- Manage subcontractors and logistics
- Ensure compliance with HUD and local permitting
- Maintain site safety and quality assurance
- Comply with Davis-Bacon, Section 3, Buy America, and 24 CFR Part 58

4. Proposal Submission Requirements

Interested firms must submit the following:

- Cover letter expressing interest and availability
- Detailed qualifications statement and project experience
- Project schedule and staffing plan
- Proposed lump sum cost, with itemized breakdowns
- Resumes of key personnel
- Minimum of three (3) professional references
- Conflict of interest disclosure
- Statement confirming availability upon contract execution

5. Evaluation Criteria

Proposals will be evaluated based on:

- Relevant experience with similar renovation/construction – 35%
- Cost proposal and price reasonableness – 25%
- Ability to self-perform/manage subcontractors – 20%
- HUD/CDBG/CPF compliance experience – 15%
- References and past performance – 5%

6. Bonding Requirements

The selected contractor must provide:

- Performance Bond – 100% of contract value

- Payment Bond – 100% of contract value

Bonds must be issued by a surety licensed to operate in Maine and submitted within ten (10) business days of Notice of Award.

7. Reservation of Rights

The Town of East Millinocket reserves the right to:

- Reject any or all proposals
- Waive minor informalities
- Negotiate final contract terms with the selected firm

8. Procurement Advertisement and Submission Timeline

To meet HUD expectations, this RFP will remain open for four weeks to allow adequate response time:

Milestone	Date
RFP Advertisement / Release	Wednesday, December 17, 2025
Deadline to Submit Questions	Wednesday, January 7, 2026
Addendum/Clarifications Issued	Friday, January 9, 2026
Proposals Due	Monday, January 19, 2026 at 4pm
Interviews (if necessary)	Week of January 26, 2026
Notice of Intent to Award	Monday, February 2, 2026
Anticipated Contract Execution	Monday, February 9, 2026

9. Submission Instructions

Submit one (1) original and three (3) hard copies in a sealed envelope labeled:
"RFP: Construction and Construction Management Services – HUD CPF Phase II"

To:

Town of East Millinocket
Attn: Denise Gibbs, Town Administrator
53 Main Street
East Millinocket, ME 04430

All proposals must be received no later than Thursday, Monday, Jan. 19, 2026 at 4:00 p.m. Eastern Time. Late or incomplete submissions will not be accepted. Electronic submissions will not be accepted unless pre-approved in writing.

Questions about the project and RFP may be directed to Leslie Anderson at (207) 551-6106 or by email at grantwriter@eastmillinocket.org.