



**Town of Clinton**  
27 Baker St, Clinton ME  
207-426-8511

Fire Station Design-Builder Services  
July 15, 2024

Sir/Madam:

Proposals will be received at the Town Office, 27 Baker Street, Clinton, Maine 04927 by Thursday, August 15, 2024, until 2:00 p.m. from firms who are interested in providing professional services related to **Fire Station Design-Builder Services** for the Town of Clinton Fire Department.

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

The proposals, if mailed should be clearly marked on the front "Fire Station Design-Builder Services". **Faxed or electronic proposals will be considered.**

Respectfully,

Daniel Swain  
Town Manager

## **REQUEST FOR Fire Station Design-Builder Services**

### **Background**

The Town of Clinton is accepting proposals for **Fire Station Design-Builder Services** from qualified firms interested in this project as outlined in the Scope of Services. It is anticipated that firms may partner with other firms to ensure that the design team provides the appropriate level of expertise in the required disciplines. Firms with relevant experience in designing Fire stations and qualifications to perform these services are encouraged to submit.

The town began studying the idea of building a new fire station in 2020, which led to the creation of a committee to explore options. Over the next few years, the committee worked to narrow down the location and work on a rough design with Dirigo Engineering, these plans are attached.

The chosen firm will provide the Final Design-Builder and engineering design services for the new fire station, at the chosen site next to 27 Baker St in Clinton.

Proposals will be received at the Town Office, 27 Baker Street, Clinton, Maine 04927, by **Thursday, August 15, 2024 until 2:00 p.m.**, at which time they will be opened and a list of proposals will be forwarded to the public safety building committee.

### **Scope of Services**

The firm will provide site, Design-Builder, services for the Fire Station to be constructed.

The firm's services will be provided in three phases:

- **Design Development (All submitting firms are be part of this phase):** All firms responding will develop a design based on the preliminary plans provided by the Town, along with the attached list of design elements the town has identified as needing to be incorporated. The plans shall become the property of the Town. This phase should estimate total design and construction costs (order of magnitude) to provide the town with a number to ask the town voters to authorize. The town understands that this phase is not the final numbers and final plans and numbers could change.
- **Final Construction Documents:** Once selected, and voters approval is passed, that firm will create a final set of drawings and specifications for the Town, which will need to be stamped by an engineer.
- **Construction Administration:** The firm will also serve as the General Contractor of the building process.

### **Design Development and Final Construction Documents**

All submitting firms will develop a floor plan and site plan based on the information provided in the draft plans by the town. These options will be reviewed by the Public Safety Building Committee for review.

The chosen firm will then meet with the committee to address any refinement and review comments. These plans will then be presented to the Selectboard so that a warrant article can be placed on the November ballot for voters to decide.

After approval by the town voters and concurrent with the final design development process, the firm will undertake the necessary investigations of the selected site to prepare for developing a completed site plan for review and approval by the Planning Board. If necessary and as early in the process as possible, the firm will be required to prepare and present the required application and submittals for such conditional approval. The firm will likewise be required to prepare and submit all required applications and information necessary for Planning Board site plan approval. The firm will be required to attend Planning Board meetings throughout the approval process. The firm will, on behalf of the Town, prepare and apply for all building-related permits required from the Town and the construction and barrier-free permits from the State Fire Marshal's Office. The fire station is a public building and is subject to Fire Marshal review for life safety and accessibility compliance with state codes and regulations. The Town will treat the cost of permit fees as a direct reimbursable expense to the firm once their total cost is known.

### **Construction Administration**

During construction, the chosen firm will respond to any requests for information from the Town on the status of the project. The firm should plan on at least weekly project progress meetings with the Town and other meetings, or site visits as needed and include not fewer than four other (4) site visits during construction.

### **Schedule**

The chosen firm should propose a schedule for the completion of the final two phases of the Scope of Service.

### **Selection**

Proposals shall be evaluated by the Public Safety Building Advisory Committee. The committee may conduct discussions with qualifying firms regarding the anticipated scope of services and alternative approaches/methods for furnishing the required services. The committee will rank the firms according to its evaluation of the proposal, qualifications based on experience, and other information.

The Town of Clinton reserves the right to solicit additional information from the Design-Builder firm(s) or their references and to refuse any or all proposals.

The committee will use the following criteria in evaluating the proposals:

1. A successful record of completing similar projects.
2. The quality and depth of the Design-Builder firm's applicable experience and expertise, especially with development of similar projects
3. The ability of the Design-Builder firm to complete the work as outlined in the proposal based on current and projected workload.
4. The firm's ability to maintain an appropriate relationship with the Town staff.
5. Other factors that would be helpful to the committee in evaluating the firm for this project
6. Qualifications of any sub-firms similar to that described in item numbers one (1) through six (6) above.
7. Quality of references provided by prior clients.

Proposers must submit a complete list of similar projects undertaken over the past five (5) years with the name, address, and telephone number of a contact person for purposes of checking references.

### **Fee Statement**

The fee statement shall include a cost for the final two phases required to complete the work outlined in the Scope of Services and any additional tasks the firm feels is necessary to complete the work.

The Town reserves the right to negotiate with the chosen firm to determine the amount of work and fees to be included in the contract. The fee statement shall include a schedule of fees on a per diem or hourly basis for each of the key personnel and subcontractors, as well as a schedule of other basic costs, should additional services be necessary. The Design-Builder firm(s) should estimate the nature and cost of additional services deemed necessary to complete the project.

Questions regarding this request should be directed to Daniel Swain, Town Manager via email at [dswain@clinton-me.gov](mailto:dswain@clinton-me.gov).

Design Elements needing to be included:

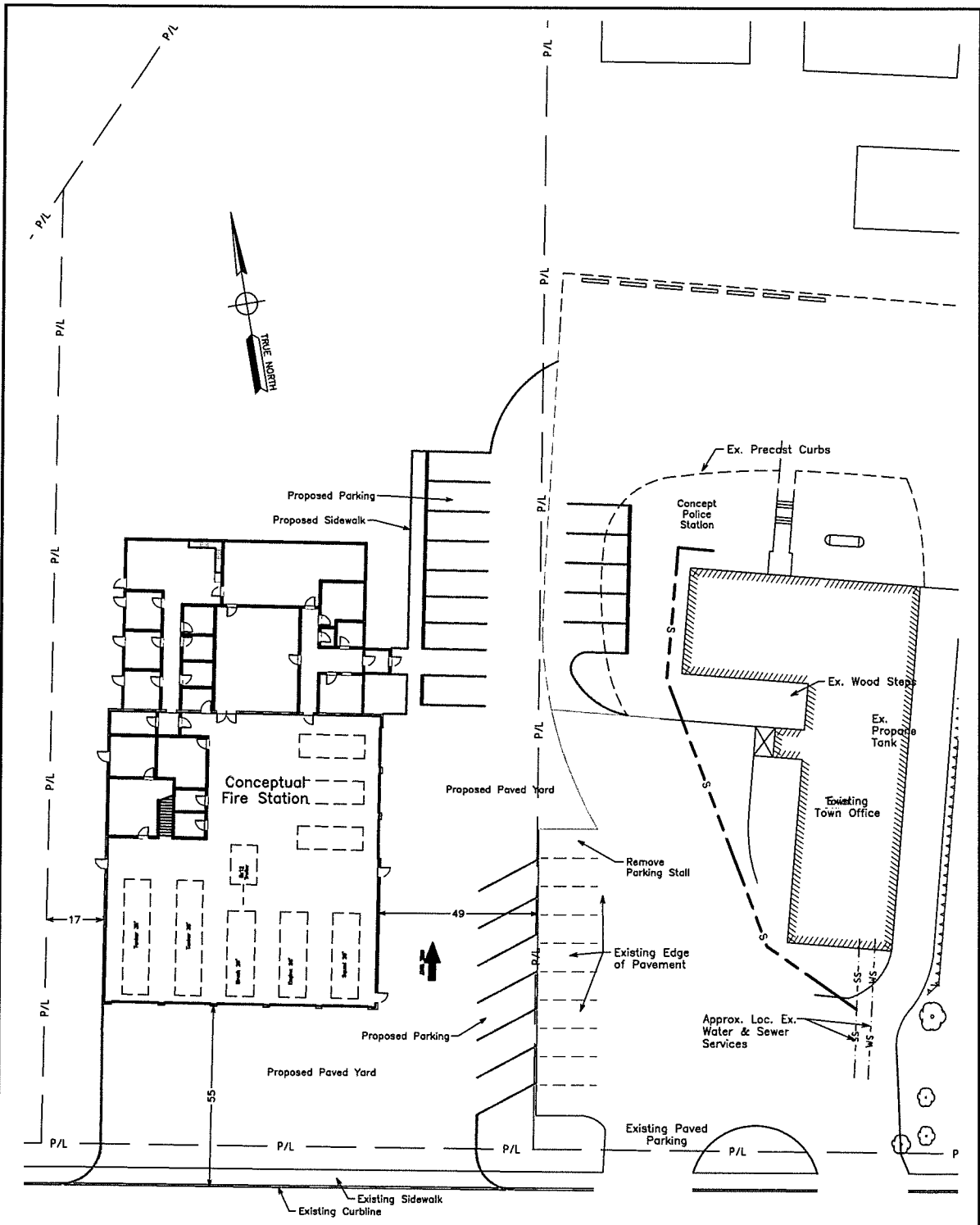
- Bay/Truck area will be a metal building, living/office quarters can be left to the builder to decide.
- The roof of the entire building should be pitched, to allow snow and water to fall off.
- The rough design includes a mezzanine in the bay/truck area, this should be included.
- The living/office quarters should have radiant floor heating, with Modine/inferred heaters used in the bay area.
- Living/Office Quarters should have Air Conditioning, method up to contractor.
- Brick or Versetta stone seam around the building.
- Bunk room walls should be insulated.
- Under each vehicle location there should be a drain
- 2 ½ inch main fill in each corner of the front wall.
- Full Sprinkler/Fire Suppression system.
- Diesel Exhaust system.
- Gear and SCBA rooms should be vented
- VCT flooring in the living/office quarters, polished concrete in the bay area.
- Solar water Tanks
- PECS in the apron
- FRP walls in the living/office quarters, metal walls in the bay area.
- 2ft curb around bay area only
- Concrete slab with pavement overlay at the front of the station.
- Building will be on public water and sewer
- 18'-20' Bay ceilings, with a clean span.
- Include pricing for a backup generator.

Any design elements not listed here are left to the submitter to use their industry knowledge/standards for.

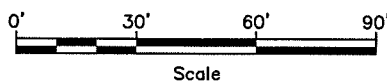
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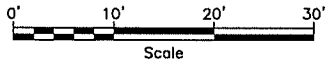
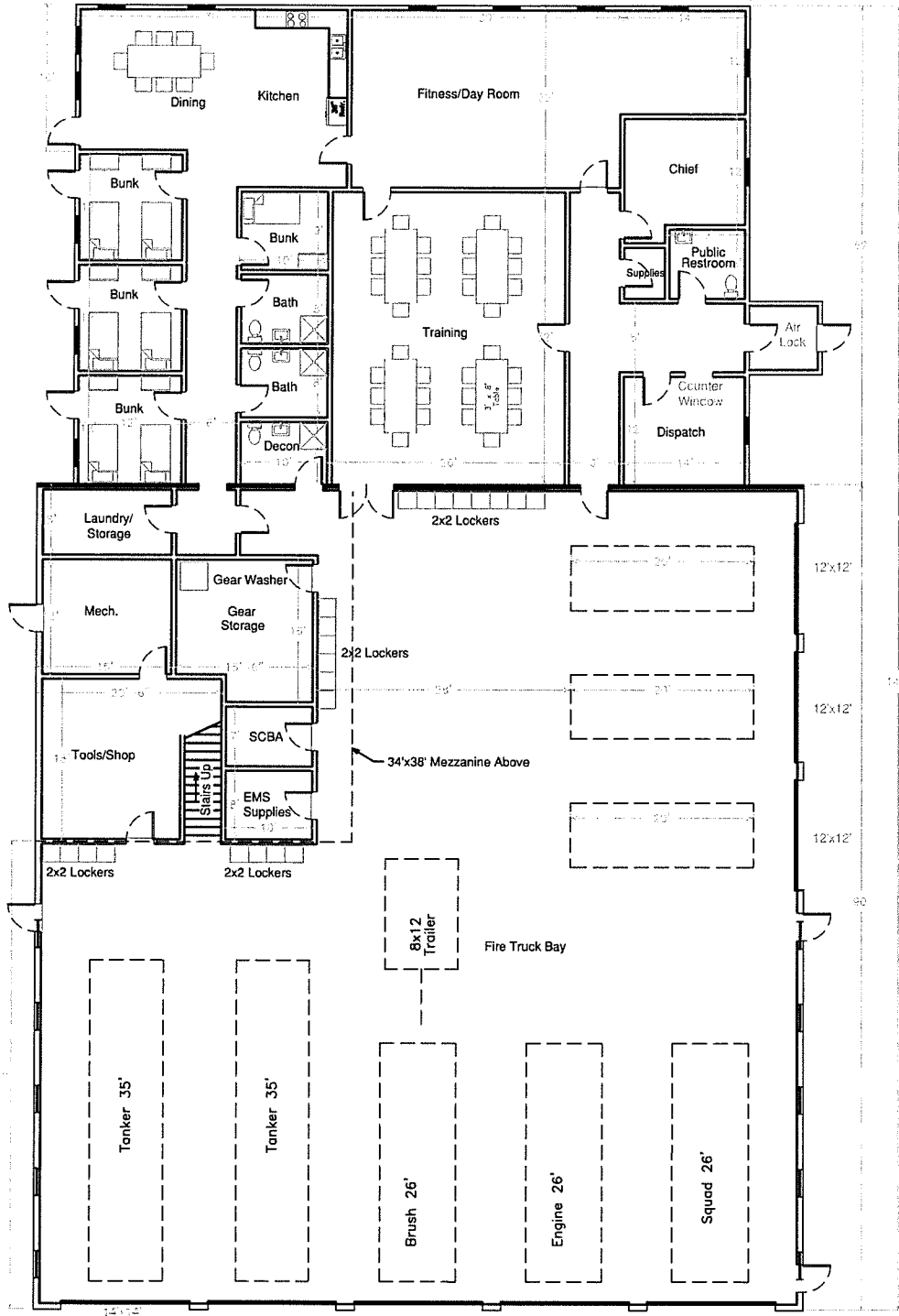
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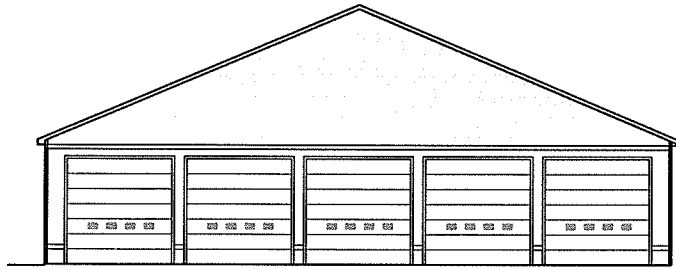


BAKER STREET

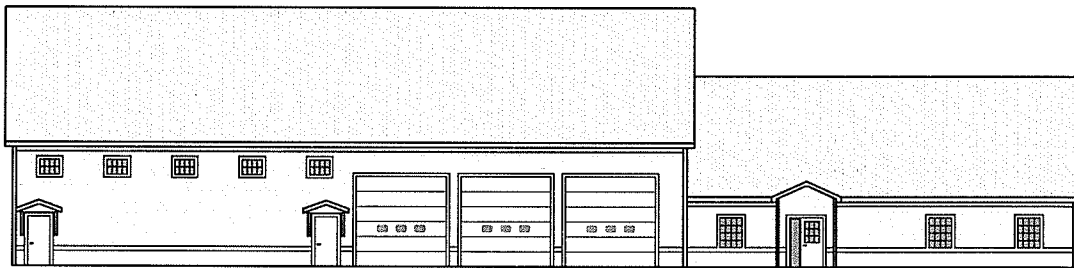




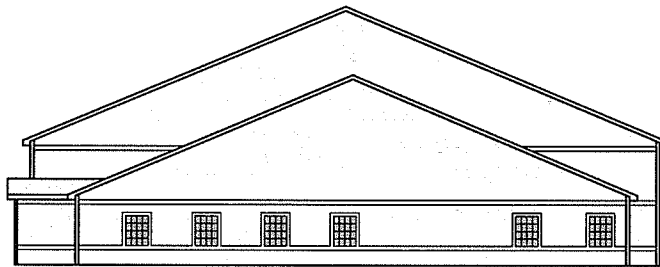




SOUTH ELEVATION



EAST ELEVATION



NORTH ELEVATION

