

City of Gardiner Invitation to Bid – Flood Elevation Certificates in Historic District

The City of Gardiner will receive sealed bids at Gardiner City Hall, 6 Church St. Gardiner, ME, until Friday, Oct. 20th at 1pm, at which time the bids will be publicly opened and read aloud. The City is seeking qualified professionals to provide flood elevation certificates for buildings located within Gardiner's Downtown Historic District and also located within the 1% annual risk for flooding as depicted on FEMA Flood Insurance Rate Maps (FIRM). Federal funds are involved in the project; compliance with all applicable Federal, State, and local laws, rules, and regulations is required.

Elevation certificates must be prepared and certified by a Licensed Land Surveyor, Registered Professional Engineer, or Registered Architect who is authorized by state or local law to certify elevation information.

A full project description and bid documents may be found on the City's website www.gardinermaine.com, obtained in person at 6 Church St, or provided by request by emailing econdev@gardinermaine.com. Questions should be directed to Patrick Wright, the City's Economic Development Coordinator 582-3100.



City of Gardiner Invitation for Competitive Bids – Flood Elevation Certificates in Historic District

The City of Gardiner has received a Certified Local Government (CLG) Grant from the Maine Historic Preservation Office in order to collect data to be used in a preliminary phase of a flood mitigation plan for Gardiner's Historic District. The city has received a grant of \$7,500, to be matched on a 1:1 basis by private property owners located in the historic district. The city's goal is to collect this data on as many properties as possible. Since federal funds are involved, compliance with all applicable Federal, State, and local laws, rules, and regulations is required.

There are approximately 50 individual buildings located both in the National Register Historic District and the 1% annual flood risk zone as mapped in the FEMA Flood Insurance Rate Maps. Some properties have previously obtained a certificate, and some property owners may elect not to participate in the program. The elevation certificate showing the lowest finished floor's relation to the Base Flood Elevation is an important tool for flood mitigation planning and for obtaining accurate Flood Insurance premiums. Elevation certificates must be prepared and certified by a Licensed Land Surveyor, Registered Professional Engineer, or Registered Architect who is authorized by state or local law to certify elevation information.

Specifications and Product: Proper field work is required to accurately complete the certificate. The City will obtain commitments from interested building owners, but it will be the responsibility of the contractor to schedule access to the property if needed. A copy of the completed and certified certificate must be provided to the City of Gardiner, with the original certificate going to the property owner. Full payment will be provided upon the City's receipt of acceptable certificate, known as FEMA form 086-0-33. Elevation Certificate and Instructions can be found at: <https://www.fema.gov/media-library/assets/documents/160>.

Qualified professionals must respond to the invitation to bid by completing the attached fixed price bid form. Any clarifying questions must be directed IN WRITING to economic development coordinator Patrick Wright at econdev@gardinermaine.com, and must be received at least a week prior to bid opening deadline. Questions and their responses will be shared with all registered bidders, who may register at any time following the invitation to bid publish date. At this time, a bidder's conference is not anticipated. Consistent with federal guidelines, the City must award the project to the lowest qualified responsive and responsible bidder. The City reserves the right to reject any and all bids. If no bid or no acceptable bids are received, a contract may be negotiated for the same scope of work if each bidder is given notice of this intent and a reasonable opportunity to negotiate. In such circumstances, notices concerning negotiations will be sent to all bidders, if any, by certified mail.

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Fixed Price Bid Form – Flood Elevation Certificate

I, _____ certify that I have read the specifications provided in the City of Gardiner’s bid documents and understand the requirements to produce a flood elevation certificate consistent with the Federal Emergency Management Agency’s National Flood Insurance Program.

My license number as a Maine certified Architect/Engineer/Land Surveyor (circle one) is _____.

If chosen as the winning bidder, I hereby agree to enter into a contract with the City of Gardiner to provide flood elevation certificates for a maximum price of \$_____ per property.

Modifications/exceptions:

Signed

First Name Last Name

Firm Name Address City State Zip

Phone Email