

## NOTICE TO CONTRACTORS

### CITY OF PORTLAND, MAINE

### **Bayside Tree Planting Project**

Sealed bids shall be submitted electronically to [bidssubmit@portlandmaine.gov](mailto:bidssubmit@portlandmaine.gov) with the name of the Bidder, Contract Name and Bid number in the subject line will be received until **3:00 p.m., Tuesday, March 26, 2024**, at which time they will be opened and read, or by submitting via USPS, UPS or FedEx to the City of Portland, Purchasing Rm. 103, 389 Congress St., Portland ME 04101.

**Project Name:**        **Bayside Tree Planting Project**  
                                 Bid #24053

**Locations:**            **Various Locations in**  
                                 Portland, Maine

**Outline of Work:** Briefly and without force and effect upon the contract documents, the work of the contract can be summarized as follows: The Bayside Tree Planting Project includes the planting of trees in city-owned right-of-way and grass areas. Trees will be planted in existing tree wells, newly constructed tree wells, existing esplanades, and newly constructed esplanades. The Contractor will plant a maximum of one-hundred and fifty-two (152) trees as part of the Base Bid.

### MANDATORY PRE-BID CONFERENCE

It is mandatory that all prospective bidders attend a pre-bid meeting at the proposed staging area for this project, 59 Somerset Street, Portland, ME 04101 on **Tuesday, March 12, 2024, at 10:00 A.M.** Only those firms represented at this meeting may bid on the project. Bidders shall meet at the vacant lot at 59 Somerset Street, this lot is near the corner of Somerset Street and Chestnut Street, between Somerset Street and Bayside Trail, behind Planet Fitness parking area.

Some of the materials and/or work to be supplied under this bid are funded under programs receiving direct Federal funds from the U.S. Department of the Housing and Urban Development (HUD), Community Development Block Grant (CDBG) program and from the American Rescue Plan Act (ARPA).

In the event of inclement weather, if Portland Schools and/or City operations have been cancelled, any scheduled pre-bid meetings will be cancelled as well. Please check the local media outlets, the City of Portland Public Schools website (<https://www.portlandschools.org/>) and/or call the City's Purchasing Office, 207-874-8654 regarding any postponement. NOTE: Every effort will be made to provide as much forewarning as possible regarding these decisions.

Copies of the above documents are available by contacting the Purchasing Office either by e-mail [krc@portlandmaine.gov](mailto:krc@portlandmaine.gov) or phone (207) 874-8654. Each prospective bidder will be required to obtain from the City each copy of the proposal form and each set of plans.