



**STATE OF MAINE
Maine Judicial Branch**

**Janet T. Mills
Governor**

**Chief Justice
Valerie Stanfill**

AWARD NOTIFICATION LETTER

25 October, 2024

Benjamin Plante
Plante's Property Maintenance & Excavation
17 Wadlin Rd, Unit B
Biddeford, Maine 04005

SUBJECT: Notice of Conditional Contract Award under RFP # 202409167, Snow Removal Services for York Judicial Center

Dear Benjamin:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Judicial Branch for Snow Removal Services for York Judicial Center. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Plante's Property Maintenance & Excavation

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Connor Smith
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Connor Smith
Procurement Manager
Maine Judicial Branch
Portland, AOC

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202409167

RFP TITLE: Snow Removal Services for York Judicial Center

BIDDER: Plante's Property Maintenance & Excavation

DATE: 24 October, 2024

SUMMARY PAGE

Department Name: Maine Judicial Branch

Name of RFP Coordinator: Connor Smith

Names of Evaluators: Dylan Hanscom, Jeremy Gray, Natasha Jensen

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information	X	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30	N/A
Section III. Proposed Services	40	N/A
Section IV. Cost Proposal	30	N/A
<u>Total Points</u>	<u>100</u>	<u>XX</u>

Plante's Property Management & Excavation was the sole bidder for RFP 202409167.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202409167

RFP TITLE: Snow Removal Services for York Judicial Center

BIDDER: Plante's Property Maintenance & Excavation

DATE: 24 October, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Plante's provided all necessary information. Acceptable for State for work.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202409167

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**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section II. Organization Qualifications and Experience	30	N/A

Evaluation Team Comments:

Refer to the sections and content of your RFP to develop a bulleted outline for notes for each section. Delete the sample below and these directions and replace with your own outline based on your RFP.

- I. Overview of the Organization
 - Local company
 - Has provided work to the State before.
 - Reliable organization
- II. Subcontractors
 - None
- III. Organizational Chart
 - N/A
- IV. Litigation
 - None

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202409167

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BIDDER: Plante’s Property Maintenance & Excavation

DATE: 24 October, 2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section III. Proposed Services	40	N/A

Evaluation Team Comments:

ORGANIZATION PROVIDED A PROPOSAL WITH A THOROUGH UNDERSTANDING OF THE WORK REQUIRED. ADDRESSED ALL NECESSARY ASPECTS – I.E, DE-ICING, SNOW REMOVAL, NECESSARY PRODUCTS.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

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**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
\$11,320	,	\$11,320	x	30 points	=	N/A

Evaluation Team Comments:

Cost proposal based off averages of cost per snow fall based on number of inches.



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**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202409167
RFP TITLE: Snow Removal Services for York Judicial Center**

I, Dylan Hanscom accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Judicial Branch. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:
Dylan Hanscom
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Signature

10/24/2024

Date



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**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202409167
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I, Jeremy Gray accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Judicial Branch. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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DocuSigned by:

Jeremy Gray
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10/24/2024

Signature

Date



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Governor**

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Valerie Stanfill**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202409167
RFP TITLE: Snow Removal Services for York Judicial Center**

I, Natasha Jensen accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Judicial Branch. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Natasha Jensen

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10/24/2024

Signature

Date