

**Request for Proposal**  
**Irrigation System Services**

The Office of the Executive Director, on behalf of the Maine Legislature (Owner), is soliciting services of labor, materials, and fully comprehensive work to perform seasonal irrigation system service and other related work as required at the Maine State House complex.

The irrigation system is comprised of multiple zones including rotating heads, stationary heads, and drip line irrigation functions. Services to be performed include, but are not limited to, seasonal activation, inspection, repair/replacement of damaged heads and drip line, adjustment of heads, timers, and main control settings. The lack of and/or omission of detailed specifications does not minimize the acceptable levels of service and only the best commercial practices are acceptable.

Prior to bid submissions, access to the work sites will be limited to site surveys for purposes of pricing and requirements review.

All questions regarding this Request for Proposal (RFP) must be emailed to the Maine Legislature's Facility Manager identified below **by March 16, 2026, no later than 5:00 p.m., local time**. A compiled list of questions and answers will be posted to the Office of the Executive Director's Bid Opportunities page (<https://legislature.maine.gov/execdire/bid-opportunities/9074>) by 5:00 p.m., March 18, 2026.

Proposals must be emailed to the Maine Legislature's Facility Manager identified below by **March 23, 2026, no later than 5:00 p.m., local time**.

Nathan Maurais, Facilities Manager  
Office of the Executive Director of the Legislative Council  
Telephone: (207) 287-1615  
[nathan.maurais@legislature.maine.gov](mailto:nathan.maurais@legislature.maine.gov)

Each bid shall be valid for a period of at least thirty calendar days from the date it is received by the Facilities Manager. The bid expiration date may be extended in unusual circumstances by mutual consent of the bidder and the Owner. The bid amount shall not be modified due to the bid expiration date extension.

The Owner is exempt from the payment of Maine State sales and use taxes as provided in 36 M.R.S. §1760 (1). The bid submission shall not include taxes on exempt items.

The Owner reserves the right to accept or reject any or all bids as may best serve the interest of the Owner.

## 1. GENERAL REQUIREMENTS

- Bidders shall include in their bids all materials necessary for a fully comprehensive project, unless otherwise specified. All materials used should be of high quality. Inferior materials will not be accepted. Unaccepted/rejected materials will be at the cost of the contractor. The selected contractor may seek pre-approval of materials to be used if so desired.
- The selected contractor will be responsible for the protection of structures and property and will be responsible for any damages to surrounding structure or property in the work area that is caused by the Contractor's work.
- The bid shall include the following documentation.
  - Labor, equipment, and material rates for additional related work not specified in this Request for Proposal.
  - Sub-Contracting: In the event that a subcontractor is used for any portion of the project, it should be noted in the bid submission. NOTE: Sub-contracting is NOT a requirement for any part of the project.

Note: The selected Contractor will be required to provide proof of insurance before an agreement will be executed.

## 2. SCOPE OF WORK

- At the start of the season, the selected contractor will charge the system and run through each zone to ensure proper operation.
- The selected contractor will adjust heads, make minor service repairs, and program the controller(s) for current conditions.
- The selected contractor will create a record of any repairs that cannot be made at the time of system charging, submitting the record to the Facilities Manager for subsequent scheduling of the repairs.
- At the end of the season, but no later than November 6, 2026, the selected contractor will valve off water service to the system at the backflow preventer, drain and blow out irrigation lines with compressed air and turn controller(s) off for the winter.
- At the end of the season, the selected contractor will create a record of any possible repairs that may be needed the following season, submitting the record to the Facilities Manager.