



PUBLIC WORKS DEPARTMENT

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City of Ellsworth
Public Works Department
One City Hall Plaza
Ellsworth, ME 04605

Subject: Request for Bids – Mineral Screening & Supply, FY2026

Dear Contractor,

August 25, 2025

The City of Ellsworth Public Works Department is requesting sealed bids for **Mineral Screening and Supply services** for Fiscal Year 2026. The work will include the excavation, screening, and stockpiling of materials resulting in **7,000 cubic yards of useable winter sand** and **5,000 cubic yards of 4" minus gravel** at the City's Gravel Pit on outer Main Street in Ellsworth.

Sealed bids will be accepted until **2:00 PM, Thursday, September 4, 2025**, at the City Clerk's Office, One City Hall Plaza, Ellsworth, ME 04605. Bids must be clearly marked on the outside of the envelope with:

"Mineral Screening & Supply Bid FY2026."

The enclosed specifications outline the scope of work and requirements. Contractors are asked to provide a base bid for screening at the City's Gravel Pit and an alternate bid for screening from the contractor's own pit with delivery to the City's Public Works Facility.

The City of Ellsworth reserves the right to accept or reject any or all bids, or portions thereof, and to waive any informalities as deemed in the best interest of the City.

We appreciate your interest in working with the City of Ellsworth and look forward to receiving your bid submission.

Sincerely,

City of Ellsworth Public Works Department

**City of Ellsworth
Request for Bids
Mineral Screening and Supply**

The City of Ellsworth is accepting bids for the screening of material resulting in 7,000 cubic yards of useable winter sand and 5,000 cubic yards of 4" minus gravel at the Ellsworth Gravel Pit on outer Main Street in Ellsworth. Bids will be accepted until **2:00 PM, Thursday September 4, 2025** at the following location:

City of Ellsworth
Attn: City Clerk's Office
One City Hall Plaza
Ellsworth, ME 04605

Please mark outside of sealed bid with **"Mineral Screening & Supply Bid FY2026"**.

The City of Ellsworth reserves the right to accept or reject any or all bids or portions of bids and to waive any informalities or irregularities.

SCOPE OF WORK

Excavate minerals from the City Gravel Pit, process minerals through mechanical screen and pile into adjacent pile. The contractor shall furnish all equipment (truck, front-end loader, screen, etc) and labor required to complete this operation. **Contractor shall process the amount of material required that results in 7,000 cyds of useable winter sand and 5,000 cyds of usable 4" minus gravel.**

The City will use its front-end loader to load minerals into City-owned dump trucks for hauling to the final location. The City will be responsible for the mixing of sand and salt. Removal of any or all trees, stumps, grubblings, and topsoil, if necessary shall be the responsibility of the City.

During the winter months the City may use up all of its' previously screened sand. Therefore, the City also requests a bid price for screening sand during the winter months from January through April 2026. This would require the contractor to set-up and commence sand screening operations within forty-eight hours' notice from the City of Ellsworth Highway

Foreman. Failure to provide screening operations within the time limit shall be grounds for disqualification from bidding during the subsequent bidding period.

Alternate 1. Screen Sand from the Contractor's Pit and Deliver to the Ellsworth Public Works Facility

The contractor will provide screened sand from the contractor's (or some other gravel pit) and deliver it to the sand pile at the Ellsworth Public Works Facility. At the contractor's cost the bidder shall provide under this Alternate, recent test results showing the proposed material meets required specifications.

SPECIFICATIONS

For sand screening operations material must be run through multiple screens to separate the sand, rock from 1/4" up to 2", and then 2"+ size rocks into three usable piles.

Materials shall meet the following specification:

Sand

Square Mesh	Standard Range- % passing
1/2"	100%
#4	90-100%
#16	40-90%
#50	6-40%
#200	0-5%

Gravel

4"	95-100%
1/2"	30-65%
#200	7-12%

TIME LIMIT

Contractor shall complete all screening operations by November 1st 2025 (except for on-call winter screenings).

CONTRACT AWARD

The contract for mineral screening shall be awarded to the lowest responsible contractor for the total price of screening sand in the amount specified.

MEASUREMENT FOR PAYMENT

The City Public Works Director or his designee shall measure the cubic yards of minerals loaded into each City of Ellsworth dump truck to be hauled to the respective piles. The contractor shall be paid based on this measurement.

LIQUIDATED DAMAGES

Failure to comply with the time limits required in this bid shall result in the contractor paying liquidated damages in the amount of \$300 per workday. The contractor shall not be responsible for the payment of liquidated damages for days of delay caused by factors beyond their control. Such claims shall be documented and reviewed by the City.

INSURANCE

Contractor agrees to maintain liability insurance in no less than the following amounts and to provide proof of such insurance coverage to the City with the bid.

General Liability \$ 400,000 per incident

& Motor Vehicle \$1,000,000 aggregate \$50,000 medical

Workers' Comp. As Required by Maine Statute

BID SHEET
CITY OF ELLSWORTH
Mineral Screening

BID SHEET

Sand \$ _____/cyd. 7,000 cyds. Total Bid \$ _____

4"minus gravel \$ _____/cyd 5,000 cyds Total Bid \$ _____

Winter Screening \$ _____/cyd

Alt. 1 Sand \$ _____/cyd. 7,000 cyds. Total Bid \$ _____

Comments or restrictions on Bid Price _____

Name of Company

Signature

Address

Print Name

Town/State/Zip

Title

Telephone

Date