



REQUEST FOR PROPOSALS

SEASONAL MAINTENANCE AND TRASH REMOVAL SERVICES

DOWNTOWN AND BEACH FRONT AREAS

February 2, 2026

Submission Deadline: February 23, 2026 by 2:00 pm

OBJECTIVES

The Town of Old Orchard Beach is seeking requests for proposals from qualified contractors to provide seasonal maintenance and trash removal services in the downtown and beachfront areas for three (3) years. This work begins in May and ends in early October.

The Town has utilized contracted services for this work for many years. All trash is transported directly to Casella facility in Old Orchard Beach and will require that all trash collected from waste receptacles are transported directly to Casella, at 3 Vallee Lane, Old Orchard Beach in the vehicle it is first placed in. There can be no transfer of trash bags before delivery to Casella.

The scope of work, as indicated in Exhibit A, includes on a daily basis the following:

Trash: Servicing municipal trash barrels in the downtown area, public beach front entrance areas, Ocean Park area and Memorial Park.

All trash bags will be transported directly to the Casella facility on Vallee Lane in the vehicle which the trash was originally deposited, with no transfer of bags to a second vehicle or container permitted.

Restrooms maintenance: Oversee and maintain restrooms at four locations: W. Grand Comfort Station, Milliken Street parking lot, Veteran's Memorial Park, and Union Ave bathroom. The restrooms at W. Grand Avenue must be staffed with an attendant when open to the public.

Sidewalk and bench cleaning: Power washing of downtown sidewalks, tables and benches on a daily basis.

This Request for Proposal document does not define any contractual relationship between the selected respondent and the Town of Old Orchard Beach or obligate the Town of Old Orchard Beach to follow a set selection process. Any binding agreement between the Town of Old Orchard Beach and the successful respondent will be through a formal written agreement (contract) after the Town of Old Orchard Beach Town Council has made its selection.

EACH PROPOSAL SHALL INCLUDE:

1. References: Please include names, address, phone number and contact persons of at least three (3) similar clients with whom the Proposer has provided similar commercial services.
2. Qualifications: Describe in sufficient detail the Proposers' financial standing and capability, experience and expertise to provide the services.
3. Method: Describe in detail the proposed approach to the required services, including equipment and vehicles to be used, the management and supervisory structure, and the personnel expected to be used.
4. Price: Please provide the proposed all-inclusive fee for the services for three (3) years – 2026-2028, see attached *Proposal Bid Form labeled Exhibit B*.
5. Proposal due date: All proposals should be submitted by **February 23, 2026, at 2:00 pm by mail or hand delivery to:**

Diana H. Asanza, Town Manager
Town of Old Orchard Beach
1 Portland Ave.
Old Orchard Beach, Maine 04064
(207) 937-5626

RESERVATION OF RIGHTS

The Town reserves the right to request clarification of and/or solicit additional information of any proposer; to have proposer(s) make presentations; and/or to negotiate with any proposer(s) regarding any terms of their proposal, including but not limited to the cost and/or scope of services, with the intent to achieve the best proposal that shall result in a contract that is deemed by the Town to be in its best interests. Any such negotiations will use the selected proposal as a basis to reach a final agreement, if possible.

The Town reserves the right to waive any informality in the proposal, to accept any proposal, and, to reject any and all proposals, should it be deemed in the best interest of the Town to do so. The Town reserves the right to substantiate the Proposer's qualifications, capability to perform, availability, past performance record and to verify that the proposer is current in its obligations to the Town, as follows:

Pursuant to Town ordinance, the Town is unable to contract with businesses or individuals who are delinquent in their financial obligations to the Town. These obligations may include but are not limited to real estate and personal property taxes. Bidders who are delinquent in their financial obligations to the Town must do one of the following: bring the obligation current, negotiate a payment plan with the Town's Finance office, or agree to an offset which shall be established by the contract which shall be issued to the successful bidder.

EXHIBIT A

SCOPE OF SERVICES

CONTRACTOR RESPONSIBILITIES:

The scope of work includes the following to be done on a daily basis:

A. TRASH, CLEANING AND MAINTENANCE

Servicing municipal trash barrels in the downtown area, public beach front entrances, Ocean Park area and Memorial Park.

Trash collection is continuous throughout the required hours of operation including employees walking the downtown area conducting litter patrol, and checking and emptying barrels. Walking route includes Old Orchard Street and the Square at the Pier, Memorial Park, and public beach entrances between Parcher Ave. and E. Grand Ave. to Porter Rd. and W. Grand Ave. Contractor will operate multiple vehicles to ensure continuity of service if equipment breaks down.

- Contractor responsible for providing trash barrel liners
- Contractor responsible for providing barrels for returnable bottles and cans (may keep deposit value)

A.1 Downtown Area

The downtown area includes:

- ✓ Entire length of Old Orchard Street as well as the Square area and beach entrances between E & W. Grand Ave.
- ✓ Memorial Park
- ✓ First St. from Heath St. to Old Orchard St.
- ✓ W. Grand Ave. from the restroom to Old Orchard St.
- ✓ E. Grand Ave from Harrisburg St to Old Orchard St.

Restrictions: large trucks cannot be operated in the downtown service area because the large numbers of pedestrians present in the area does not permit safe operation of large trucks. Proposers must specify the method to be used for collection of trash bags from downtown receptacles and delivery to the Casella facility on Vallee Lane.

Trash Receptacles

- Approx. 75 trash barrels serviced multiple times per day
- In prior years trash cans serviced by hand-wheeled cart
- 8-10 pizza box bins on lower Old Orchard Street and in the Square.

- Service trash barrels at Memorial Park minimum of twice daily.
- Remove and pick up litter from streets and sidewalks as needed continuously throughout the day.

Returnable Bottles and Cans

- Approximately 40 returnable containers between downtown and beach.
- All returnable containers provided by contractor.
- Contractor retains value of returnable bottles and cans.
- Empty schedule as needed, generally between daily and every 2-3 days

A.2 Beach Area

The beach area includes:

- ✓ Parcher Ave. and E. Grand Ave. to Porter Rd. and W. Grand Ave.

Please note: When present nesting piping plovers will necessitate modified pickup usually between late May and late July, and results in prohibiting beach access where barrels must be serviced on the street side of the beach entrance

- 80-100 trash barrels should be emptied 3-4 times per day.
- Discarded Beach Chairs/Umbrellas should be taken off beach entrances daily.

A.3 Ocean Park Area

The Ocean Park area includes;

- ✓ Colby St. to Randall St. on Seaside Ave.
 - 8 – 10 trash barrels should be emptied 3 – 4 times daily.

A.4 Other Functions:

- Remove cigarette butts from tree grates on Old Orchard Street and the Square a minimum of once daily
- Wash and disinfect all barrels a minimum of once weekly
- Continuously rinse and disinfect equipment used to transfer trash from barrels to BBI (after each use).

B. RESTROOMS MAINTENANCE

Oversee and maintain restrooms at three locations: W. Grand Comfort Station, Milliken Street parking lot, and Memorial Park, Union Ave bathroom. The restrooms at W. Grand Ave must be staffed with an attendant.

B.1 Hours of Operation

- ✓ Spring Hours: First Saturday in May to Thursday prior to Memorial Day.
8:00 am to 8:00 pm daily.
- ✓ Summer Hours: Friday prior to Memorial Day to Sunday after Labor Day.
W. Grand: 7:00 am to 9:00 pm daily and must have an attendant during these hours
Memorial Park: 7:00 am to 9:00 pm except fireworks nights 10:00 pm
Milliken Street: 7:00 am to 9:00 pm
Union Ave bathroom: 7:00 am to 9:00 pm
- ✓ Fall Hours: Monday after Labor Day to Columbus Day.
8:00 am to 8:00 pm daily.

B.2 Responsibilities:

Opening and operating the restrooms for public use during the minimum hours and dates specified.

Maintaining the restrooms in a sanitary and clean condition at all times of operation, including cleaning thoroughly at a minimum of three (3) times daily;

Provision in the restrooms of all hand soap, paper products, cleaning supplies and equipment necessary to maintain the facilities in sanitary and clean condition at all times;

Minor maintenance of all on-site restrooms' equipment and the restrooms' infrastructure during the course of the contract period;

Disposing of all trash on a regular basis in the storage receptacles on the inside and outside of these restrooms.

Contractor is responsible for the employment of bathroom attendants at the West Grand Bathroom during the summer season hours.

Responsible for repairs and vandalism: The Contractor, after agreeing that they received the facilities in proper working order, is responsible for the repair of any and all vandalism related damages that occur to the interior of the facilities.

C. POWER WASHING SIDEWALK, BENCHES AND TABLES

To be completed once daily before 5:00 AM. Contractor will sweep and power wash the sidewalks as follows:

- On both sides of Old Orchard Street from Saco Ave. to the head of the pier, including the Square area.
- On both sides of W. Grand Ave. from Old Orchard Street to Staples St Ext.
- Power washing operation will also include washing all benches and tables in this area.

Equipment is provided by the contractor.

Power washing activity to adhere to these specifications:

Use min. 325 gal tank mounted on truck

Min. 3,000 PSI

Water provided by Town accessible at Dirigo Rd. sand and salt facility.

EXHIBIT B

PROPOSAL BID FORM

The undersigned proposes to provide all services as described under Exhibit A “Scope of Services” for the Town of Old Orchard Beach for the price listed below.

Total Contract Price for 2026: \$_____

Total Contract Price for 2027: \$_____

Total Contract Price for 2028: \$_____

As part of the submission, please provide responses to the following questions. Please use additional pages as needed if the space below each question is not sufficient.

1. Please provide in detail the method to be used for collection of trash bags from downtown receptacles, understanding that large vehicles cannot be used in the downtown area given the large numbers of pedestrians, and also that travel through the intersection at the square is often slow due to vehicle congestion.

2. Given that there can be no transfer of trash from one vehicle (or container) to another vehicle (or container) before delivery to the BBI facility, please identify the type of vehicle or vehicles to be used to pick up trash in the downtown area.

