

Construction Management Services Proposal

Submission Due: March 06, 2024 @ 4:00pm

Prepared For:



Belgrade Central Fire Station Belgrade, ME



Building on our promise.

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March 6, 2024

Ms. Lorna Dee Nichols Belgrade Town Manager 990 Augusta Road, Belgrade, ME 04917

RE: Design-Builder Services Proposal – Belgrade Central Fire Station

Dear Ms. Nichols:

I am writing on behalf of Sheridan Construction to express our interest in serving as your Design-Build contractor for your new Central Fire Station Project in Belgrade. With a Design-Build legacy spanning back to 1947, Sheridan Construction brings decades of invaluable experience in the construction industry.

At Sheridan Construction, we have built our reputation on delivering high-quality projects while emphasizing collaboration, innovation, and meticulous attention to detail. Our ability to accurately budget projects from schematic design through the development of construction documents allows our clients to make better informed decisions about details affecting the final product. Our experience with a wide array of construction types, and ability to self-perform them, allows Sheridan to assess the most suitable design for your project. We believe that our Design-Build experience will be a great benefit in overseeing the development of the design, budget, construction, and closeout for your new Fire Station.

For your project, we have selected Sitelines PA as our site design partner. We have successfully worked together on Design-Build projects, which we have outlined in this proposal. Sitelines PA will be responsible for all site planning & permitting efforts. All other aspects of the design, solicitation, and construction of your project will be performed by Sheridan Construction's inhouse staff.

33 Sheridan Dr. PO Box 359 Fairfield, ME 04937 Phone: 207-453-9311 Building on our promise.



It is understood that we will need to work with your staff and building committee initially to develop a conceptual design, or possibly multiple approaches for consideration. Once a conceptual approach is agreed upon, our team will provide a design that incorporates cost-effective building strategies, highly efficient building envelope and systems, and thoughtful site planning.

Our Team at Sheridan Construction appreciates the opportunity to provide you with this proposal, and if we are fortunate enough to be selected as your Design-Build contractor, we stand ready to begin preconstruction services immediately.

Sincerely,

Wilbur Ferland Senior Vice President, Sales

SHERIDAN CONSTRUCTION OVERVIEW

Sheridan Construction was **established in 1947** and has continued to grow. Our people are the cornerstone of the company, and are highly motivated, possessing a broad range of skills. The average length of employment exceeds 10 years, and many have been part of the organization for over 20 years. Because of this experience, we have extraordinary control of the quality and schedule of our projects and the ability to expedite the schedules when necessary. We presently maintain approximately 100 permanent positions within the company consisting of office personnel within our sales, accounting, engineering and construction departments, and construction personnel consisting of field crews, fabrication shop, warehouse, and fleet maintenance personnel. Sheridan is centrally headquartered in Fairfield, ME, allowing for manageable travel to all points within our state.

As a design-build capable construction company with over **75 years of experience and a history of over 3,000 projects**, Sheridan Construction has made a significant mark on northern New England's landscape. Our traditional Maine values have helped build a strong employee-oriented organization, with equally strong Client relationships. These enduring values have led us to strive for excellence in everything we do.

Discipline:	Personnel:	Credentials / Notes:
Estimating & Sales	6	LSIT, LEED AP BD+C
Construction, Safety & Procurement	10	OSHA 10, LEED AP BD+C
Engineering & Permitting	4	ME Registered, LEED AP, BIM
Accounting & Cost Control	5	Notary
Administrative Support	3	Notary
Field Personnel	60	OSHA 30, Superintendents, Foremen, Skilled Labor
Fabrication	4	AWS Certified
Warehousing	3	OSHA 10
Fleet Maintenance	2	State of Maine Certified Inspection Station

THE SHERIDAN ADVANTAGE

- In-House, Full Time Personnel:
 - o Estimating
 - Accounting & Cost Control
 - o Construction (Administration & Execution)
 - Safety
 - Engineering & Permitting
 - Design (Architectural, Structural & Site)
 - o BIM
 - o LEED
 - Fabrication, Warehousing & Fleet Maintenance
- More Comprehensive Review of Preliminary Construction Documents
- Advanced Review for Potential Value Engineering and Risk Mitigation
- Ability to Self-Perform Critical Path Items for Accelerated Schedules
- Third-Party Subcontractor Prequalification System
- Exceptional Control of Schedule and Quality



SITELINES PA OVERVIEW

Sitelines PA is a consulting firm specializing in Site & Civil Engineering, Land Surveying and Land Use Planning. Our professional skills provide site evaluation and design, land surveying and permit application services to both private and public sector clients. Founded in 1989, the original focus of the firm was to provide professional comprehensive site design services regionally in the Brunswick area. Since Sitelines PA's founding, we have played a significant role in the economic growth of the Mid-Coast Maine Area, completing numerous commercial and municipal projects in Brunswick, Topsham, and Bath. Our recent growth to statewide projects is attributable to our thoroughness, professionalism, and faithful attention to our client's needs. In 2013, Sitelines PA acquired Brian Smith Surveying, Inc. to enhance our capacity and capabilities.

Our primary services of civil engineering, land surveying and land use planning focus on successfully integrating land development into urban or natural environments. Our staff is experienced in the laws, regulations and policies of state and local agencies regarding site development and environmental protection. We are committed to assisting clients evaluate and implement successful land management and development strategies. To improve our services, we continually assimilate the latest technology in software and hardware, such as Robotic Total Stations, survey grade GPS base & rover units, and survey grade UAV with RTK capabilities.

Kevin Clark, P.L.S., President, is a Professional Land Surveyor with over 30 years of experience in the land use consulting field. Kevin joined Sitelines PA in 1999, becoming a principal owner in 2006 and president in 2009. In addition to daily corporate management responsibilities, Kevin is responsible for project management of surveying and site design projects ranging from residential subdivisions to commercial and industrial site developments.

Bruce Martinson, P.L.S., Vice President, is a Professional Land Surveyor with over 30 years of experience in all facets of land surveying services. In his role as Survey Manager, he is responsible for field survey operations, records and title research, and quality control. His survey services include boundary and topographic surveys, heavy construction layout, record drawings, and ALTA/ACSM Title Surveys.



SERVICES (Sitelines PA)

ENGINEERING

Site Selection & Evaluation Site Development Site, Grading, & Utility Design Roadway Design Storm Water Management Water and Wastewater Systems Sediment & Erosion Control Plans Environmental Site Assessments (Phase I) Spill Prevention & Control Countermeasure Plans (SPCC) Stormwater Pollution Prevention Plans Low Impact Development Feasibility Studies

PERMITTING AND APPROVALS

- Municipal Permitting Subdivision Applications Site Plan Applications Shoreland Zoning Applications Special and Conditional Use Applications Zoning Ordinance & Map Amendments Maine Department of Environmental Protection Site Location of Development Act Erosion / Sedimentation Control Stormwater Law Natural Resource Protection Act
 - Wetlands (Full & Tier Permits)
 - Permits by Rule

Dock Permits Army Corps of Engineers

• Natural Resources Protection Act

SURVEYING

Boundary and Retracement Surveys **Topographic Surveys** Roadway & Utility Surveys **Deed Research** Land Title Surveys (ALTA/NSPS) Mortgage Loan Inspections (MLI) **Residential Subdivisions Condominium and Plats Commercial Subdivisions & Business Parks** Construction Quality Assurance/Quality Control **Construction Layout and Control Record Documentation** FEMA Letters of Map Amendment **FEMA Elevation Certificates** Survey Grade GPS Control Survey Grade UAV Services

CONSTRUCTION SERVICES

Contractor Coordination Bidding Services Inspection Services Building Commissioning Construction Observation Third Party Inspections

MUNICIPAL SERVICES

Infrastructure Evaluation & Inventory Cost Analysis

MASTER PLANNING

Land Use & Zoning Analysis Concept Plans & Master Plans

UNDERSTANDING OF SCOPE OF WORK & PROJECT APPROACH

We understand that this project is at the very early stages, with a site selected and funding yet to be secured. Due to the limited project information, there are assumptions made within this proposal that may need to be adjusted as design and permitting progress and additional fees may be necessary. With Sheridan's Design-Build approach, only the necessary resources to develop an opinion of probable cost will be expended prior to voter approval for the project. Sheridan is experienced working within these parameters and, as a self-performing contractor, can provide accurate building budgets utilizing very limited information. The biggest variable for developing an opinion of cost will be the site. Where a site has already been selected, the task will be to understand the permitting and development requirements and to create a priceable set of documents for the project budgeting efforts. For this purpose, Sheridan has selected Sitelines PA as our site design & permitting partner. For previous Design-Build projects that we have partnered on, we have successfully been able to collaboratively produce a conceptual scope of work and plans for budgeting purposes.

Building Structure

For this proposal, Sheridan has assumed that the building design will be based upon a pre-engineered metal building (PEMB) system. Although Sheridan will review other construction types during Task 1, any deviations from this approach will require a re-evaluation of our proposed structural engineering fees. We have found through past experience that for a facility of this type, the PEMB approach is an economical, energy efficient, and durable approach. We have also assumed typical concrete frost walls, piers & column footings for the sub-structure. It is also anticipated that a portion of the building may have a second-floor system.

Site

The selected parcel of land is located in the Village District, and within the Route 27 Corridor Overlay District, as identified in the 2013 Comprehensive Plan, and thus requires additional landscaping and screening requirements.

Based on a review of the available documents, it is anticipated that a Commercial Development Review permit will be required from the Town of Belgrade Planning Board.

Since the current project is anticipated to result in over an acre of new impervious area, a Stormwater Management Law permit is anticipated to be required from the Maine Department of Environmental Protection. Although a wetland delineation has not been completed for the property, it can be reasonably assumed that there are wetlands on the property and a Natural Resources Protection Act (NRPA) permit will be required from MDEP. For the purposes of this proposal, it is assumed that only a Tier 1 Wetland Alteration permit will be necessary. Additionally, for the anticipated wetland impacts, it is anticipated that a General Permit from the U.S. Army Corps of Engineers (USACOE) will be required. It should be noted that if more than 5,000 s.f. of wetland impacts are proposed, mitigation and/or compensation will be required as part of the USACOE permitting process. Based on a review of the Town's Ordinances, for a project of this scale, in addition to the stormwater treatment requirements from MDEP, the Town will require a stormwater management plan that includes detention, as required, to maintain peak rates of runoff to pre-development rates.



MANAGEMENT SYSTEMS

Sheridan's office and field personnel operate the latest takeoff, estimating and project management software to ensure accuracy from schematic design through construction completion. All our systems work with each other to effectively manage costs and schedule for the duration of the project. The reports we can generate provide a clear indication of where the project stands in relation to the initial established budget and project deadline.

- PlanSwift Professional On-Screen Takeoff
 - Increased Takeoff Accuracy & Efficiency
 - Accurate Multi-Takeoff Comparisons
- Sage Estimating & Accounting
 - o Estimating to Accounting Integration
 - Cost Variance & Spreadsheet Reports
 - Construction Cost Tracking
- Microsoft Office Project
 - o Critical Path Scheduling
 - Resource Identification
 - Project Baseline Tracking
- Procore
 - o Complete Project Management Software
 - o Instant Access to Documents Anywhere
 - Preconstruction, Project Management, Quality & Safety
 - o Financials Integrated with Sage Estimating
- Autodesk Revit
 - BIM Technologies
 - o Clash Detection Modeling
 - o Virtual Review of Equipment & Systems to be Installed







These tools seamlessly integrate project estimation with buyout, construction coordination, communication, cost coding and cost control. Sheridan can identify the critical path items on each project, and we then work backward to establish logical dates for key components to be defined. This software also allows Sheridan to quickly assess any impact to schedule or cost should there be a need to modify the scope of work. Any changes would be clearly identified so that a mutual agreement may be established before proceeding.



COLLABORATION

With the knowledge and experience gained from 76 years as a commercial construction company, The Sheridan Corporation will excel in providing a full range of Design-Build services for your project. We are competent in identifying the overall project cost, possible value engineering items, schedule/phasing, constructability, and areas of potential issue or risk. Below is a basic flow chart of how a project typically progress as it relates to estimating, scheduling, contracting, construction and cost reporting:



Collaboration and communication are key to any successful project. This approach is maintained from the beginning of preconstruction services through completion and final occupancy by the Owner. Regardless of the project delivery method, Sheridan's goals are to provide accurate project budgeting and scheduling based upon real-time construction costs and project resource availability, provide constructability and risk mitigation insight, and ultimately deliver the project ahead of schedule and on budget.



CONSTRUCTION SAFETY PROGRAM

The Sheridan Corporation employs a comprehensive safety program focused on jobsite safety for both people actively involved in the project and the general public. Our safety program was implemented in 1984 and has been continuously developed over the past 39 years. Our approach isolates the root cause of typical construction accidents and injuries so that we may better prepare for and plan each specific task. This proactive method has proven successful and has resulted in a 2024 Experience Modification Rating (EMR) of .58, which we consistently maintain below the industry average for construction companies. Our safety record is especially impressive because it reflects an approximate average of 160,000 man-hours worked per year, with most work performed on site where safety risks are the highest.

Year	EMR
2024	0.58
2023	0.77
2022	0.81

Our Experience Modification Ratings are accurate measurements of our safety performance. As you know, the EMR is a yearly calculation based on claim costs and information set by NCCI. OSHA requires minor incidents such as cuts, bruises and muscle strains be recorded as well as incidents of a more serious nature that can result in lost work- days and costly medical treatment. We are pleased to report that our EMR for the past 3 years (0.58, 0.77, 0.81) averages 0.72, which is well below the construction industry average of 1.00. Our EMR for each of the past ten years has been below 1.00. These figures offer evidence that the incidents were generally minor in nature and did not result in great loss to our insurer or the affected employee.

Sheridan also employs a full-time Safety Director who is responsible for day-to-day oversight of active construction projects. The Safety Director works with each jobsite supervisor to ensure that the safety needs of our projects are addressed. In addition, Sheridan employs a safety inspector and trainer who reports directly to our Safety Director. This level of focus and specific task planning provides the safe work environment that we continuously strive to achieve.

Our commitment to safety meets, and often exceeds, OSHA requirements. Site specific safety planning is part of our mission. The Sheridan Corporation develops the following documents for each construction project, regardless of scope or complexity:

- Site Specific Safety Plan
- Specific Task Plan (demolition, steel erection, decking, roofing, hot work, etc.)
- Emergency Action Plan
- Hazcom Plan

Sheridan is also a member of ISNetworld and Avetta, which are both national, third-party safety rating programs which monitor the successes of our safety program.



PROCESS AND SERVICE OVERVIEW

Sheridan's early involvement in the design process has proven to successfully aid in making critical budget decisions. As early as Schematic Design, Sheridan will utilize our 76 years of construction experience and historical data to provide realistic budgeting for one or more design concepts. Initial input on building products and constructability can reduce or eliminate future redesign.

Task 1 - Schematic Design (SD): We understand the project is starting at the very early stage of Schematic Design. Sheridan will encourage frequent meetings with the Town staff and Building Committee early in the project development. After fact finding meetings and a thorough review of the selected site, Sheridan Construction will develop concept plans, which will give options for the building's aesthetics, positioning on the site, and general layout of program space.

As understood, a Boundary Survey has been completed for the project by Main-Land Development Consultants, Inc. We will utilize the Boundary Survey and provide an existing conditions and topographic survey of the anticipated development areas on the project. On the portion of the property that is to remain undeveloped, the topographic survey will be supplemented with LiDAR topography, as necessary. As understood, the wetland delineation and vernal pool survey will be contracted directly with the Town of Belgrade and is outside the scope of this proposal. If additional reports are required as part of permitting, it would be outside the scope of this proposal and may require additional fees.

A base site plan will be prepared for the project using conceptual architecture provided by the Town and survey data completed under Task 2. We will meet with the design team to coordinate the site plan with the proposed building, review utility services, parking and access, and stormwater management. We will review the preliminary plan with the Town Zoning and Land Use Ordinances to determine the site's development constraints and the concept's conformance to the Town's design requirements. We will also confirm the extent of any necessary MDEP stormwater and natural resource permitting requirements. Most coordination items should be identified at this time.

Task 2 – Opinion of Probable Cost: At the completion of Task 1, Sheridan will assemble an estimate based upon the developed documents. It is a strength of Sheridan to be able to fill in the blanks at the schematic phase and provide accurate budgeting even with a limited amount of project details. Site budgeting will include any site work related to the parking and access drives, utilities, building substructure preparation, and stormwater management.

After the estimate review, value engineering may come into play if there are project budget concerns. This is the phase where there is the most opportunity to make dramatic budgeting adjustments. Sheridan is well adept at providing sound value engineering considerations that will not be a detriment to the overall quality of the project. To simply suggest using cheaper products is often a solution to cost savings but may reduce the longevity of that material and result in higher operational costs in the future. Sheridan can utilize its vast Design-Build experience to dig deeper into what is driving the project budget overage and develop practical solutions for the Owner's review.



Task 3 – Permit Level Engineering Design (Design Development): Sheridan's design team will complete a final building and site design package for the proposed project from the mutually agreed upon concept plans to comply with anticipated permitting requirements.

The building design will be brought to permit level. This package will include building floor plans, exterior & interior elevations, life safety & barrier free accommodations, finish schedules, door & hardware schedules, and material selections. At this point, Sheridan's approach will be to engage a minimum of three (3) mechanical and electrical design-build contractors to provide proposals for the design and construction of their respective disciplines. These proposals will be reviewed with the Town of Belgrade for selection of these trades.

The final site design will define building location and finished floor elevations, vehicle access, and parking requirements and configuration. Grading will be defined using spot elevations and/or contours to provide proper surface drainage. Utility service connections will be determined and coordinated with the service providers. A Landscape Plan will be prepared in accordance with the Town's ordinances. Similarly, a photometric Lighting Plan will be necessary and is included in our scope. Construction details will be prepared to ensure site construction is completed according to standards and expectations. Finally, the stormwater management plan will be developed, including runoff calculations and erosion control. The product of these services will be drawings suitable for permitting and pricing. In addition, Sheridan will start actively soliciting pricing from subcontractors for the other project disciplines. This is typically not an exhaustive list of all bidders, but trusted subcontractors that can provide Sheridan with accurate budget pricing based upon Design Development level documents. The use of Sage Timberline Estimating's variance report at this phase is very beneficial. Sheridan can generate a line-item estimate report that will compare the previous Schematic Design estimate with the current Design Development estimate. This useful tool will highlight any major budgeting issues and quickly identify what scopes of work should be further reviewed.

Once a preliminary plan has been completed, and conceptual grading has been generated, a geotechnical investigation will be scheduled to determine that the soils located on the property are suitable for the proposed development. The geotechnical investigation will be able to determine any limitations the existing soils may have on the slope and any potential for excessive settlement. For the purposes of this proposal, an allowance has been included but will be confirmed with a written proposal from the geotechnical engineering firm. We will coordinate with a Licensed Site Evaluator to conduct test pits on the property to determine an adequate location for the wastewater disposal system. For the purposes of this proposal, an allowance has been included but will be confirmed with a written proposal, an allowance has been included but will be confirmed with a written proposal from the geotechnical engineering firm. We will coordinate with a Licensed Site Evaluator to conduct test pits on the property to determine an adequate location for the wastewater disposal system. For the purposes of this proposal, an allowance has been included but will be confirmed with a written proposal from the licensed site evaluator. If the wastewater disposal system is large enough to require that it be an engineered system, that would be outside the scope of this proposal and would require additional fees.

Task 4 – Permitting Services (Design Development): During this task, Sheridan will continue to refine the building design and documentation.

Municipal Planning Board Approvals

This task will include the preparation of applications for development review pursuant to Town regulations. We will meet with Town staff and Planning Board on several occasions to obtain their comments, address their concerns and obtain their approval. We will act as the applicant's technical representative during their review. We will respond to



peer reviews in a timely manner to resolve design issues as quickly as possible. We will compile and submit application documents to the Planning Board for Commercial Development Review. We will provide any necessary visual aids to present our work.

Traffic Study and MaineDOT

It is anticipated that a Driveway/Entrance permit from Maine Department of Transportation (MaineDOT) will be required as part of the project. Based on a review of the anticipated scale of the development, it is not anticipated that the project will result in greater than 100 vehicle trips during the peak hour and will not trigger a Traffic Movement Permit from the MaineDOT. It is anticipated that a traffic memorandum will be prepared by a traffic engineer that will be included as part of the Town permit application. If a Traffic Movement Permit or in-depth traffic study is required as part of the project, it would be outside the scope of this proposal and would require additional fees.

MDEP Permitting Services

Since the project is anticipated to result in greater than an acre of new impervious surface, it is anticipated that the project will require a Stormwater Management Law permit from the Maine Department of Environmental Protection (MDEP). This permit will require that the stormwater runoff from the new developed areas is collected and treated in accordance with MDEP requirements. We will respond to comments from MDEP review staff in a timely manner to resolved design issues as quickly as possible. If a Site Location of Development Act (SLODA) permit is required from MDEP as part of the project, that would be outside the scope of this proposal and would require additional fees. Although a wetland delineation has not been completed for the property, it can be reasonably assumed that there are wetlands on the property and a Natural Resources Protection Act (NRPA) permit will be required from MDEP. For the purposes of this proposal, it is assumed that only a Tier 1 Wetland Alteration permit will be necessary. If additional NRPA permitting is required from MDEP that would be outside the scope of this proposal and would require additional fees.

U.S. Army Corps Permitting Services

Although a wetland delineation has not been completed for the property, it can be reasonably assumed that there are wetlands on the property a General Permit from the U.S. Army Corps of Engineers (USACOE) will be required. It should be noted that if more than 5,000-sqft of wetland impacts are proposed, mitigation and/or compensation will be required as part of the USACOE permitting process. If additional USACOE permitting is required, such as vernal pool impacts, that would be outside the scope of this proposal and would require additional fees.

Task 5 - Construction Documents (CD/IFC): Upon acceptance of the Design Development documents, Sheridan's design team shall complete the Construction Documents for the construction of the Fire Station. Sheridan will put together a full subcontractor and supplier solicitation package that is managed on Procore, a cloud-based construction management software. Sheridan will manage an RFI process working to resolve all bid questions. Once bid, Sheridan will assemble the GMP or Lump Sum estimate and report. The report will include an updated variance report as well as a narrative on any major pricing fluctuations. This report will also include a bidding summary which will include all bidding subcontractors and their proposal amounts. Sheridan will include their recommendations for subcontractor selections to be verified by the Owner.



Preliminary Scheduling: Sheridan is known for our ability to execute projects on schedule. This is accomplished through technology, common sense, and experience. A preliminary schedule and phasing sequence has been developed for your project and is included as part of this submission. This preliminary schedule will be used as a tool to determine the necessary general conditions items and to ensure that the proposed completion timeframe is achievable. This preliminary schedule will be updated throughout the preconstruction services process.

The preliminary schedule will be expanded upon, and further detailed, by the Project Manager immediately following subcontractor procurement. Subcontractor input is vital to establishing a realistic completion timeframe and determining the critical path. Once the construction schedule is established, it will be constantly monitored and assessed through weekly coordination meetings with the Owner.







REFERENCES

Frank Schofield, President BDS Tire Recycling 2 Ray Sennett Drive Fairfield, ME 04937 E: <u>frank.schofield@bdstirerecycling.com</u> P: (207) 278-3833 Mike Roy, Town Manager Town of Greenville 7 Minden Street Greenville, ME 04441 E: <u>townmanager@greenvilleme.com</u> P: (207) 695-2421 Cass Newell, Town Manager Town of Harrison P.O. Box 300 Harrison, ME 04040 E: <u>cnewell@harrisonme.org</u> P: (207) 583-2241















SHERIDAN TEAM MEMBERS

The following is Sheridan Construction's team of professionals that will contribute in the design and construction phases. Please note that the Preconstruction Services Team we have assembled has 95 years of combined Sheridan experience.

If we are fortunate enough to be selected as the Design-Build Contractor for your Fabrication Facility Project, Sheridan's support staff will consist of the following individuals:

Daniel Wildes, Sheridan's President, will be the **Project Executive** who will coordinate and manage Sheridan's support staff, consisting of a project engineer, project designer, project manager, estimator, superintendent and safety director.

Dan has been with The Sheridan Corporation for 34 years and brings over 36 years of construction experience. Dan oversees many of Sheridan's major projects and is also responsible for internal coordination between our Engineering, Estimating, and Construction departments.

Michael LePage, Sheridan's Engineering Manager, will be the Project Engineer who will perform structural engineering and oversee the design team. Mike is registered in the State of Maine and has been with Sheridan for 10 years. Mike will have the following responsibilities:

- Coordinate all members of the design team and manage the project documents.
- Review pre-engineered metal building codes and loads.
- Develop structural foundations drawings.
- Stamp/seal Sheridan assembled project documents.

Eric Sobey will be the **Project Designer** who will develop Sheridan's design-build project documents. Eric has 11 years of design experience and has been with Sheridan for 8 years. Eric will have the following responsibilities:

- Design and draft project documents with input from all team members.
- Perform code compliance and life safety review.
- Assemble permitting documents for submission and approval.
- Submit to the State Fire Marshal (if applicable).
- Coordinate project documents from the design team.

Donald Avery will be the **Preconstruction Manager** who will oversee the preconstruction services. Don is Sheridan's Sales Engineering Manager, maintains a current LEED AP BD+C certification and brings 26 years of experience working for Sheridan. Don will have the following responsibilities:

- Attend preconstruction meetings.
- Oversee estimates and preliminary schedules.
- Assist the design team with constructability options.
- Develop potential value engineering options.
- Final review and report generation for all pricing.
- Coordinate final contract details.



Wesley Jordan will be the Lead Estimator who will coordinate and manage Sheridan's pricing and scheduling efforts. Wes is a Building Consultant for Sheridan and brings 16 years of experience working for Sheridan. Wes will have the following responsibilities:

- Attend pre-construction meetings.
- Compile historical data and subcontractor input in developing early estimate(s) and reports.
- Solicit proposals and coordinate subcontractors and suppliers during the bidding process (Design Development and Construction Document phases). Wes will develop estimates at these phases along with variance reports itemizing changes from the previous phase.
- Establish and provide the Guaranteed Maximum Price estimate and report.
- Evaluate value engineering options that are developed by the team (if applicable). Wes will work with Sheridan's team to accurately assess potential cost saving items.
- Work with the project manager and superintendent to develop a schedule that meets or exceeds the required dates as set forth by the Owner.

Sheridan will assign a **Project Manager** who will coordinate and manage Sheridan's daily administrative efforts. Sheridan's Project Manager will have the following responsibilities:

- Manage Sheridan's on-site efforts.
- Be the primary contact for day to day correspondence and coordination with the Owner.
- Develop and maintain the Project Information Management software.
- Develop, track and update the project schedule.
- Oversee material purchasing and issuing of subcontracts.
- Prepare and review requisitions with the Owner.
- Work closely with the field superintendent providing support for Sheridan's field operations.

Sheridan will assign a Site Superintendent who will coordinate and manage Sheridan's daily site activities and schedule. Sheridan's Site Superintendent will have the following responsibilities:

- Oversee Sheridan's on-site activities.
- Supervise Sheridan's field crews.
- Coordinate subcontractors on the job site.
- Help to develop, implement and enforce the on-site safety plan.
- Maintain quality control.

Eric Hoak will be the **Safety Director** who will develop and manage Sheridan's site-specific safety plan and corporate safety policies. Eric brings 6 years of construction experience and possesses both an OSHA 10 and OSHA 30 certification. Eric will have the following responsibilities:

- Develop a Site-Specific Safety Plan (SSSP).
- Review SSSP with project management team.
- Develop Specific Task Plans for key construction tasks and review with crews prior to work being performed.
- Random site safety audits (1 per week minimum).
- Assist superintendent in providing all the necessary PPE and safety equipment on the jobsite.

Resumes for the above-mentioned personnel are attached



CONSULTING FIRM

The following firm has been selected to perform civil consulting services in addition to Sheridan's in-house engineering:

Sitelines PA

119 Purington Road, Suite A Brunswick, ME 04011 P: (207) 725-1200

- Topographical Survey
- Geotechnical Exploration
- Site Design
- Site Permitting
- Personnel:



- Kevin Clark, President, Professional Land Surveyor (24 years of experience)
- Bruce Martinson, Vice President, Professional Land Surveyor (30 years of experience)
- Joseph Marden, P.E., Engineering Manager (15 years of experience)
- Additional support personnel to be involved as necessary

Resumes for the above-mentioned personnel are attached





Daniel E. Wildes

President

Professional Profile The Sheridan Corporation

Professional Experience:

- 2021 Present The Sheridan Corporation Fairfield, Maine President
- 2017 2021 The Sheridan Corporation Fairfield, Maine Senior Vice President/ Chief Operating Officer
- **1989 2017 The Sheridan Corporation** Fairfield, Maine Vice President, Construction General Project Manager
- 1987 1989 Boston Development Assoc. Construction Company Westwood, Massachusetts Estimator-Asst. Project Supervisor

Recent Significant Projects:

- 2022 Hitachi -NECEC HVDC Converter Station Lewiston, Maine Power Converter Station
- 2023 Enercon Gray, Maine Enercon Projects
- 2023 United Construction & Forestry Hermon, Maine Showroom & Service Facility
- 2023 Joint National Guard Saco, Maine Vehicle Maintenance Facility
- **2022** Husson University Bangor, Maine Husson University Academic Building
- 2019 Pleasant Point Passamaquoddy School Committe Perry, Maine Beatrice Rafferty Elementary School



Education:

- 1989 B.S. Construction Management Wentworth Institute of Technology Boston, Massachusetts
- **1987** A.D. Architectural Engineering Technology Wentworth Institute of Technology Boston, Massachusetts
- **1985 Bridgewater-Raynham Regional High School** Diploma Bridgewater, Massachusetts



Michael M. LePage, P.E.

Engineering Manager

Professional Profile The Sheridan Corporation

Professional Experience:

Registered Professional Engineer Maine = No. 10263 Vermont = No. 7312 (Inactive)

2016 - Present The Sheridan Corporation Fairfield, Maine Engineering Manager Manage the design, detailing and problem solving efforts of Sheridan's Engineering Team.

- 2013 2016 The Sheridan Corporation Fairfield, Maine Project Engineer
- 2005 2013 Stantec Consulting Inc. (Neil & Gunter) 1994 - 2003 Scarborough, Maine
 - Project Mgr, Construction Mgr, & Structural Engineering Supervisor Experience included design and detail of industrial and commercial building projects. Expertise in these positions included project management, preparing cost estimates, structural analysis, specifications, start-up, commissioning, and construction management.

Recent Significant Projects:

- 2022 Hitachi -NECEC HVDC Converter Station Lewiston, Maine Power Converter Station
- **2020** BDS Waste Disposal Fairfield, Maine BDS-Waste Disposal Processing Building (Design)
- 2019 Brockway-Smith Company Portland, Maine BROSCO-Phase - Office Building Renovation (Design)
- 2019 BDS Fairfield Realty Trust, LLC. Fairfield, Maine BDS Tire Waste Disposal-Recycling Facility (Design)



Education:

1990 B.S. Civil Engineering Norwich University, MCV Northfield, Vermont

Professional Development: 2015 International Building Code

Butler – Builder Products Course

Certified First Aid & CPR

Confined Space Training

Construction Administration for Engineers – ASCE

Member – American Society of Civil Engineers

PSMJ/ASCE – Project Management Boot Camp



Eric Sobey Project Designer

BIM Coordinator

Professional Profile The Sheridan Corporation

Professional Experience:

- 2016 Present The Sheridan Corporation Fairfield, Maine Project Designer
- 2015-2017 The Sheridan Corporation Fairfield, Maine Project Manager
- 2012 2015 Sobey Building and Design Pittsfield, Maine
- **2011 2012** Walpole Woodworkers, Inc. Pittsfield, Maine
- 2009 2010 Dirigo Engineering Shawmut, Maine

Recent Significant Projects:

- 2023 United Construction & Forestry Hermon, Maine Showroom & Service Facility
- 2023 Greenville Public Safety Greenville, Maine New Public Safety Building
- **2022** Brockway-Smith Company Portland, Maine BROSCO- Office Building Renovation (Design)
- 2020 BDS Waste Disposal Fairfield, Maine BDS-Waste Disposal Processing Building (Design)
- 2019 Brockway-Smith Company Portland, Maine BROSCO-Phase 1 Renovation (Design)



Education:

2006 - 2010 University of Maine at Augusta Bachelor of Arts - Architecture Augusta, Maine



Don Avery

Sales Engineering Manager, LEED AP BD+C

Professional Profile The Sheridan Corporation

Professional Experience:

- 2013 Present The Sheridan Corporation Fairfield, Maine Sales Engineering Manager
- 2011 2012 The Sheridan Corporation Fairfield, Maine Assistant Sales Engineering Manager
- 2009-2010 The Sheridan Corporation Fairfield, Maine Building Consultant
- **1997 2008 The Sheridan Corporation** Fairfield, Maine Project Manager

Recent Significant Projects:

- 2023 Beth Israel Synagogue Waterville, Maine Beth Israel Synagogue Renovation
- 2023 Gagne & Son Precast plant & Retail Store Belgrade, Maine New Precast Plant & Fit up of Retail Store
- 2022 Husson University Bangor, Maine Husson University College of Business Building
- 2021 Sipayik Elementary School Perry, Maine New Elementary School
- 2017 Alfond Youth Center Waterville, Maine Alfond Youth Center Renovation & Expansion
- 2017 Waldo County General Hospital Belfast, Maine Waldo County General Hospital ED Renovation & Addition



Education:

- **1996 B.S. Construction Management** University of Maine Orono, Maine
- **1996 A.S. Civil Engineering** University of Maine Orono, Maine
- **1991 Mt. Abraham Regional High School** Salem, Maine

Professional Development:

2013 - Present ABC Maine, Board Member

Certified First Aid & CPR

Land Surveyor in Training - License #2347

U.S. Green Building Council, LEED Accredited Professional BD+C



Wesley Jordan

Building Consultant

Professional Profile The Sheridan Corporation

Professional Experience:

- 2012 Present The Sheridan Corporation Fairfield, Maine Building Consultant
- 2010-2012 The Sheridan Corporation Fairfield, Maine Safety Director
- 2012 2015 The Sheridan Corporation Fairfield, Maine Project Manager
- 2005-2007 S.D. Properties Boston, Massachusetts

Recent Significant Projects:

- 2023 Joint National Guard Saco, Maine Vehicle Maintenance Facility
- 2023 Greenville Public Safety Greenville, Maine New Public Safety Building
- 2022 Thomas College Waterville, Maine Thomas College Athletic Center
- **2022 BDS Tire Recycling** Fairfield, Maine Office Maintenance & Processing Facilities
- 2022 Maine Crisp Winslow, Maine Food Production & Distribution Facility
- 2019 Mid-Coast School of Technology Rockland, Maine New Technical Center



Education:

- 2007 B.S. Architectural Engineering Wentworth Institute of Technology Boston, Massachusetts
- 2003 Carrabec Regional High School North Anson, Maine

Professional Development

- 2011 Forklift Certified
- 2011 OSHA 10 Hour Construction Certification
- 2011 Qualified Forklift Operator
- 2010 Hilti Powder Actuated Tools Authorized Instructor (DX36M)



Eric Hoak

Safety Manager

Professional Profile The Sheridan Corporation

Professional Experience:

- 2022 Present The Sheridan Corporation Fairfield, Maine Safety Manager
- 2013 2022 Huhtamaki Waterville, Maine Machine Operator
- 2011 2013 Premier Pump & Supply Oakland, Maine Sales Associate
- 2006 2011 The Sheridan Corporation Fairfield, Maine Site Clerk

Recent Significant Projects:

- 2023 Joint National Guard Saco, Maine Vehicle Maintenance Facility
- 2023 Greenville Public Safety Waterville, Maine New Public Safety Building
- 2023 Duck trap Belfast, Maine Expansion & Renovation
- 2023 Gagne & Son Precast plant & Retail Store Belgrade, Maine New Precast Plant & Fit up of Retail Store
- 2022 Harrison Public Safety Belgrade, Maine New Public Safety Building

2022 Thomas College

Waterville, Maine Thomas College Athletic Center



Education:

2011 B.S. Business Management University of Maine Augusta Augusta, Maine

Professional Development:

- 2022-Present
- OSHA 10
- OSHA 30



Kevin P. Clark, PLS President

Kevin joined SITELINES in 1999 as a technician and has progressively assumed additional responsibility, becoming a principal owner in 2006 and President in 2009. Kevin is a Professional Land Surveyor with over thirty years of experience in the land use consulting field. In addition to daily corporate management responsibilities, he is responsible for project management of surveying and site design projects. Typical projects include single-family residential subdivisions, commercial/industrial subdivisions, commercial/retail site developments ranging from convenience stores and office shells to national "big box" retailers, as well as bulk fuel storage facilities.

Standard efforts include coordination of boundary and topographic surveys with site design criteria, analysis of applicable local and state regulations, site design configuration, coordination with sub-consultants and public utilities, and supervising the preparation of drawings and application materials for submission to local and state agencies for review and permitting. Kevin routinely presents projects at public meetings.

Notable projects include the Topsham Fair Mall 13-lot Retail Expansion, Phase IV of the Brunswick Industrial Park, The Home Depot of Topsham, Casco Bay Pipeline Removal, Mere Point Village residential subdivision, and surveying support for the Veterans Memorial Bridge between Portland and South Portland, MRRA Airport Survey, surveying and design support for the conveyance of properties to Bowdoin College & Town of Brunswick, surveying support for the Brunswick Landing connector road, and topographic survey & utility inventory Maine Street.

Kevin has extensive experience in all aspects of land surveying as Chief Surveyor at a central Maine surveying firm. He also gained valuable knowledge in the preparation of engineering plans utilizing AutoCAD and related software on a variety of engineering projects for a multidisciplined engineering firm specializing in petroleum related government projects and an environmental engineering firm specializing in industrial waste, municipal waste, and groundwater remediation.

EDUCATION:	AA.S. Architectural and Civil Engineering Technology Central Maine Technical Institute, 1988
PROFESSIONAL REGISTRATION:	Professional Land Surveyor, Maine License #2245
SPECIALIZED TRAINING:	Environmental & Land Use Law Continuing Education for Land Surveying Practice Autodesk University, 2006 FEMA Letters of Map Amendment Carlson Civil Software OSHA 40-hour Hazardous Waste Health & Safety Confined Space Entry Pipeline Safety
	Maina Society of Land Surveyors (MSLS)

ASSOCIATIONS: Maine Society of Land Surveyors (MSLS) SMMC, Past Chairman of the Board of Directors

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Bruce W. Martinson, PLS Vice President

Bruce joined SITELINES in 2008 as the Survey Manager. Bruce has more than 30 years of experience as a Professional Land Surveyor. He is the former president and owner of Dirigo Land Services which merged with Sitelines in 2008. He joined Kevin Clark and Curt Neufeld in ownership of SITELINES in 2009.

Standard efforts include coordination of boundary and topographic surveys with site design criteria, construction layout, analysis of applicable local and state regulations, site design configuration, coordination with sub-consultants and public utilities, and supervising the preparation of drawings and application materials for submission to local and state agencies for review and permitting. Bruce routinely presents projects at public meetings before local agencies and planning boards to obtain approvals.

Notable projects include: Topsham Fair Mall As-built and Subdivision surveys, Quality Control for Bath Iron Works Land Level Expansion (\$225M) project, As-built surveys for Boralex Biomass Power Plant Purchase (\$400M), Town line between Brunswick and Harpswell across mud flat and waters of Casco Bay, and numerous as-built ALTA surveys of commercial sites for commercial lenders.

Bruce has extensive experience in all aspects of surveying as an employee, then owner and operator of his own surveying firm. He also gained valuable knowledge in the preparation of surveying and engineering plans utilizing AutoCAD and related software, while providing data on a wide variety of projects statewide.

EDUCATION	B.S., Mathematics with concentration in Professional Preparation for Engineering and Architecture Worcester State College, Worcester, MA
PROFESSIONAL REGISTRATION	Professional Land Surveyor, Maine License #2137
SPECIALIZED TRAINING	Maine State Bar Association Title and Land Use Regulations Roads and Water Boundaries ALTA Standards Training & Land Title Surveys Project Management Quality Control

- Boundary Surveys Topographic Surveys
 - Mortgage Lean Incor
 - Mortgage Loan Inspections AutoCAD Land Development Software
 - Total Station, Data Collector, and GPS Proficiency
 - FEMA Letters of Map Amendment

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JOSEPH J. MARDEN, PE Engineering Manager

Joseph is a Registered Professional Engineer with over 15 years of experience in civil engineering and project management. He joined Sitelines in 2011 and is presently responsible for management of engineering and site design services. He has managed numerous projects covering all components of engineering services: scope development; cost estimation; environmental permitting; grading, utility and drainage design; construction drawings and specifications; bid analysis and contractor selection; and construction observation.

Notable projects include the Kennebec Journal Redevelopment in Augusta, Springworks Farm Greenhouse Expansion in Lisbon, Gowell's Store in Litchfield, and the Valley Beverage Expansion in Lewiston. During the design and approval process Joseph coordinates site design and utility services with the project team including the building and landscape architects, manages the application process with the local and state agencies, and presents the project at local planning boards for approval. Upon approval Joseph often assists the owner with bidding and construction coordination.

Joseph's experience at Sitelines includes residential, commercial, industrial, and municipal projects throughout the State of Maine. These projects range from small residential subdivisions to large multi-phase commercial developments.

- EDUCATION Bachelors, Civil Engineering, University of Maine, Orono
- PROFESSIONAL Maine Professional Engineer License #12828 REGISTRATION
- SPECIALIZED Best Management Practices TRAINING AutoCAD Graphic Design HydroCad Stormwater Modeling Public Presentation Cost Estimates

SIMILAR PROJECT EXPERIENCE

- Town of Southwest Harbor Fire Department, Southwest Harbor, ME
- Town of Newmarket Fire Department Addition & Public Works Renovation, Newmarket, NH
- Town of Springvale Fire Department Addition, Springvale, ME
- Delta Ambulance (Waterville) Ambulance Dispatch Facility, Staff Quarters & Corporate Offices, Waterville, ME
- Delta Ambulance (Augusta) Ambulance Dispatch Facility and Staff Quarters, Augusta, ME
- Med-Care Ambulance Ambulance Dispatch Facility and Staff Quarters, Mexico, ME
- Town of Greene Public Works Garage, Greene, ME
- Town of Orono Public Works Garage, Orono, ME
- Town of Oakland Municipal Garage Addition, Oakland, ME
- Town of Farmington Public Works Garage, Farmington, ME
- Town of Boothbay Harbor Public Works Garage, Boothbay Harbor, ME
- Town of Mount Desert Public Works Garage, Northeast Harbor, ME
- City of Waterville Public Works Facility Maintenance Addition, Waterville, ME
- City of Augusta Municipal Garage, Augusta, ME
- BDS Waste Disposal, Inc Office & Tire Processing Facility, Fairfield, ME
- BDS Waste Disposal, Inc Office & Maintenance Facility, Fairfield, ME
- Maine Turnpike Authority Office & Maintenance Facility, Litchfield, ME
- Waste Management of New Hampshire Office & Maintenance Facility, Rochester, NH
- Maine Drilling & Blasting Office & Maintenance Facility, Gardiner ME
- Aqua Maine Inc. Office & Maintenance Facility, Skowhegan, ME
- Hight Partners Vehicle Service Garage, Skowhegan, ME

SPECIFIC PROJECT EXPERIENCE

- Town of Greenville Public Safety Building, Greenville, ME
 - Scope of Services: Full-Service Design-Build Contractor
 - Project Size: 20,400 SF
 - Completion: December 2023
 - Initial Contract Value: \$5,446,462.00
 - Final Contract Value: \$5,794,154.50

• Town of Harrison – Public Works, Harrison, ME

- Scope of Services: Full-Service Design-Build Contractor
 Project Size: 12,600 SF
 Completion: Substantial
 Initial Contract Value: \$3,170,675.00
- Final Contract Value: \$3,170,675.00

Town of Greene – Fire & Rescue Station, Newmarket, NH

- Scope of Services: Full-Service Design-Build Contractor
- Project Size: 15,000 SF
- Completion: April 2019
- Initial Contract Value: \$1,930,835
- Final Contract Value: \$1,924,670

• BDS Waste Disposal, Inc. – Office and Tire Processing Facility, Fairfield, ME

- Scope of Services: Partial Service Design-Build Contractor (Civil by Owner)
- Project Size: 16,000 SF with 1,400 Sf Mezzanine and 3,375 SF Open Canopy
- Completion: April 2021 December 2021 Completed on Schedule
- Initial Contract Value: \$3,069,000.00
- Final Contract Value: \$3,473,000.00





Public Safety Facility

Greenville, Maine

<image>



Client Name Town of Greenville

Delivery Method Design-Build

Designer Sheridan Construction

Size 20,400 sqft

Sheridan Construction is acting as the Design-Builder, in the construction of the new Public Safety Facility in Greenville, Maine.

This new facility features a large apparatus bay, gym, locker rooms, Kitchen, bunk rooms, and an abundance of office space.

Sheridan was also responsible for the site design, permitting, structural design, and architectural design drawings associated with this project.





Public Works Garage

Harrison, Maine

Client Name Town of Harrison

Delivery Method Design-Build

Designer Sheridan Construction

Size 12,600 sqft

Sheridan Construction is acting as the Design-Builder for the Town of Harrison, Maine for the construction of their new Public Works Garage.

This project features a small office space, storage space, locker room, break room, a large maintenance bay, and indoor truck parking to prolong the life of town vehicles.









Public Works Facility

Greene, Maine

Client Name Town Of Greene

Delivery Method Design-Build

Designer Sheridan Construction

Size

15,000 sf

Sheridan Construction worked as the Design Builder for the new Public Works building in Greene, Maine.

This new facility features new Office Space, Break Room, Storage and Maintenance Bays, and a Wash Bay.

Sheridan was responsible for, and self performed the concrete foundation work, as well as the erection of the Butler pre-engineered metal Building for this project.







Maintenance & Processing Facility

Fairfield, Maine

Client Name

BDS Tire Recycling, Inc.

Delivery Method Design-Build

Designer Sheridan Construction

Project Size

Maintenance Building 12,720 sf Processing Building 22,400 sf

Sheridan worked as BDS Tire Recycling, Inc. Design Build Contractor on both their Phase 1 Office & Maintenance Facility, and their Phase 2 Processing Facility located in Fairfield.

The Office & Maintenance Facility provided new offices, reception area, locker rooms, conference space, and truck scales.

Before completion of Phase 1, Sheridan was already working with BDS to develop the Processing Facility. Design of this facility took a lot of teamwork with the Owner and their equipment manufacturers to be sure the building could accommodate the new grinding equipment and suspended loads.

The facility also included some large concrete push walls for stockpile material storage and distribution. Completion of bot of these facilities allowed for BDS to consolidate operations from Detroit and Norridgewock onto one campus with direct access to I-95.









Warehouse Addition

Lewiston, Maine



Client Name Butler Brothers

Delivery Method Design-Build

Designer

Designer - Sheridan Construction Civil Design - Sitelines PA

Project Size

61,000 sf

Butler Brothers partnered with Sheridan Construction and Sitelines on two projects to design and build a new 61,000-square-foot warehouse facility.

Butler Brothers' new building features new and improved warehouse space, in addition to a new showroom and expanded office space.

Additionally, new loading docks were added to better facilitate the transit of their products.

Sheridan Construction self performed the steel erection of the new Butler metal building, which features a double sloped MR-24 roof system. Sitelines PA was responsible for the civil design.





Distribution Addition

Lewiston, Maine

Client Name

Valley Beverage

Delivery Method Pre-Engineered

Designer

Designer - Sheridan Construction Site Design - Sitelines PA

Project Size

23,248 sf

Valley Beverage in Lewiston, Maine has partnered with Sheridan Construction, Sitelines and Butler Manufacturing to expand their growing distribution warehouse.

This project consists of expansionary warehouse and distribution space. Sheridan Acted as the Design-Builder on this 23,248-square-foot project.

Sheridan Construction was responsible for the design & construction of this new distribution center. The Site design was prepared for Sheridan by Sitelines PA. Sheridan Self-Performed all foundation work, slab-on-grade preparation, rough carpentry, and pre-engineered metal building steel erection & building envelope.





Topsham Town Center

Town Hall and Public Safety Building Topsham, Maine





Site features include: a multi-use municipal campus integrating a 13, 730 sf Town Hall and a 32,850 sf Public Safety Building, parking for 151 vehicles, civic spaces, innovative low impact development features and neighborhood sensitivity.

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Related Experience



Sheridan Construction

DESIGN-BUILD PRECONSTRUCTION SERVICES COST PROPOSAL

This cost proposal has been developed utilizing historical data from similar construction types and assumptions such as building size, construction type, cost of construction, and existing site conditions. These specific items have been noted within the Design-Build Approach portion of this submission and as follows:

- Project Size: 10,000-sqft building floor space
- Project Construction Cost: \$3,500,000

COST OF SERVICES

Task 1:	\$16,950.00
Task 1:	\$16,950

- Task 2: \$11,500.00
- Task 3: \$60,900.00
- Task 4: **\$58,750.00**
- Task 5: \$30,200.00
- Performance & Payment Bond: **\$970.00**

HOURLY BILLING RATES

See Attached



March 6, 2024

Schedule of Billable Rates (Own Forces)

Class	Straight	Overtime*	Holiday
Construction Executive	\$ 100.00	N/A	N/A
Project Engineer	\$ 94.00	N/A	N/A
Pre-Construction Manager	\$ 85.00	N/A	N/A
Lead Estimator	\$ 79.00	N/A	N/A
Graduate Engineer	\$ 77.00	N/A	N/A
Project Designer	\$ 70.00	N/A	N/A
CAD/Drafting	\$ 66.00	\$ 84.00	\$ 84.00

*Overtime rates to be charged after 40 hours or during weekends.

Labor rates include the following:

- Small tools and consumables (see attached list)
- The employee's base wage rate
- Fringes (vacation, holiday and sick pay)
- Company vehicle for Superintendents
- 401(K) Retirement Plan
- Taxes: FICA, FUI, SUI
- Insurance: Workers' Compensation, General Liability
- Employee Benefits:
 - Group insurance
 - o Long term/short term disability insurance

Labor rates exclude the following:

- Fee
- Travel expenses



RATE SCHEDULE 2024

The following charge rates include actual salary paid to the personnel charged directly to the project, indirect payroll fringe benefits, office overhead, and an allowance for profit.

Principal, Professional Land Surveyor (PLS)	175.00 hour
Professional Land Survey, PLS	160.00 hour
Professional Engineer, Manager	160.00 hour
Project Engineer (PE)	125.00 hour
Staff Engineer	120.00 hour
CAD Technician	125.00 hour
Project Administration	100.00 hour
1-Man with Robot	160.00 hour
2-Man with Robot	180.00 hour
Professional Land Surveyor Plus 1-man	275.00 hour
Professional Witness	350.00 hour
Legal Description	350.00 each (min)

Reimbursable expenses include expenses incurred directly in connection with the project and include:

Photo Copies	\$ 0.20 each
Color Copies	1.00 each
Computer Plots, Scans & Copies	10.00 each
Computer Color Plots	10.00 each
Archive Copies (Digital or Paper)	75.00 each (min)
Mileage (Federal Rate)	0.67 per mile
Granite Monuments w/caps	100.00 each
Survey Pins w/caps	25.00 each

Other costs, such as meals & lodging for out-of-town projects, and major reproduction efforts, are billed at cost. Authorized subcontractor costs are billed at cost plus 15%, or directly to the client for payment.

(Effective 1-1-2024)