



**TOWN OF MAYNARD**  
**Department of Public Works**

MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
Tel: 978-897-1317      Fax: 978-897-7290  
[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

*Director of Public Work  
Justin DeMarco*

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**Administration**

**Cemetery & Parks**  
**WWTP**

**Facilities**

**Highway**

**Water & Sewer**

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**REQUESTS FOR PROPOSAL  
WASTEWATER FACILITY OPERATION AND MAINTENANCE SERVICES**

The Town of Maynard ("the Town") is seeking proposals from qualified firms capable of operating, managing, and maintaining the Town's wastewater treatment system in a safe and efficient manner, and in compliance with all applicable laws and regulatory requirements. This contract shall be for a five (5) year term and can be renegotiated at the end of this term for an additional two (2) one-year extensions, at the sole option of the Town.

The proposal advertisement and awarding of the Contract shall be in full compliance with Chapter 30B of the General Laws of the Commonwealth of Massachusetts as last revised. The Town of Maynard reserves the right to reject any or all proposals, to waive any informality in the proposals, to request further information with respect to any proposal received or to accept the proposal deemed to be in the best interests of the Town of Maynard.

**THIS PROJECT IS BEING HOSTED ELECTRONICALLY AT [biddocsonline.com](http://biddocsonline.com) TO POST DOCUMENTS AND RESPONSES TO QUESTIONS. HARD COPY OF PROPOSALS MUST BE DELIVERED TO THE PRESCRIBED ADDRESS AT THE REQUIRED TIME AND DATE.**

Please review the instructions in the bid documents on how to register as an electronic bidder. The project is being hosted electronically at [www.biddocsonline.com](http://www.biddocsonline.com). Tutorials and instructions on how to register as an electronic bidder are available online (click on the "Tutorial" tab at the bottom footer).

A mandatory pre-bid meeting is scheduled for **Thursday, March 28, 2024, at 11:00 a.m.** at the Maynard Town Hall, DPW Office, 195 Main Street, Maynard, 01754. A site visit will follow.

Interested parties may contact Justin DeMarco (978-897-1317, [jdemarco@townofmaynard.net](mailto:jdemarco@townofmaynard.net)) with questions or clarifications. Written responses to questions will be forwarded to all registered bidders. Those who do not register for bidding are required to check the website for addenda and RFI responses. Questions concerning the Request for Proposals must be submitted by 12:00 p.m. on Thursday, April 4, 2024.

If any changes are made to the Request for Proposals, an addendum will be issued to registered bidders and posted on the [biddocsonline.com](http://biddocsonline.com) website.

Responses to all questions will be provided as they are received but no later than **12:00 p.m. on Monday, April 8, 2024.**

Hard Copy Proposals are due by **2:00 p.m. on Thursday, April 11, 2024**, at the Town of Maynard, Town Hall, 195 Main Street, Maynard, MA to the attention of Justin DeMarco.