

Maine
Cumberland **County**
POSITION PAPER FOR AGENDA ITEM

TO:	Cumberland County Commissioners
FROM:	Bill Trufant
DATE:	February 10, 2025
SUBJECT:	County Office Moving Services

Requested Action:

Approve the County to enter into a contract with Bisson I&R Commercial Services for the Office Moving Service to relocate the various departments to 27 Northport Drive, Portland.

Background & Purpose of Request:

The County is in the process of renovating a new centralized office building to house all departments that are located within the downtown district of Portland. These departments include Public Health, which currently resides at 4 Milk Street, the Assessing Office and Registry of Deeds located at 25 Pearl Street, the Emergency Management Agency located at 22 High Street Windham, as well as the Administrative Offices located within the Cumberland County Courthouse. This move will be need to be strategical planned so it minimizes the impact to County services as well as allowing staff to get acclimated to the new space.

The RFP for Moving Services was sent out with two vendors, Bisson Moving & Storage and Earle W. Noyes & Sons Moving Specialists, submitting proposals. Both proposals were very detailed and outlined an excellent platform to complete the complex move of office spaces.

After careful review of both proposals, the County selected Bisson I&R Commercial Services due to their experience with moving a diverse variety of office equipment, timeframe of work, and price point.

Funding Amount and Source:

The total cost for Moving Services is \$29,302.00 and will paid for by the ARPA lost revenue account.

Effective Date:

February 18, 2025

Attachments:

Bisson I&R Commercial Services Bid

Earl W. Noyes & Sons Bid

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