

**Great Works Regional Land Trust**  
**Request For Proposal for the renovation of an existing trail at**  
**Bauneg Beg Mountain Conservation Area**  
**North Berwick, Maine**  
**Issued: April 1, 2024 | Due: May 1, 2024**

Great Works Regional Land Trust (“GWRLT”) is seeking to renovate approximately 430’ of an existing hiking trail at the Bauneg Beg Mountain Conservation Area (BBMCA) located at: 281 Fox Farm Hill Road, North Berwick, Maine 03906.

See attached Property Map.

GWRLT is a member-supported non-profit organization whose mission is to protect and conserve land and traditional land uses, including forestry, recreation, significant habitats, water resources, and scenery for the benefit of the public. Since 1986, GWRLT has conserved over 7,750 acres of land in the southern Maine communities of Eliot, South Berwick, Berwick, North Berwick, Wells, and Ogunquit. GWRLT has 20 preserves with 30 miles of trails for low-impact recreation open to the public.

**Schedule:**

April 1, 2024 RFP distributed

April 1-April 26 Mandatory Pre-Bid Conference, by appointment.

May 1, 2024 at 5 pm Proposals due

May 10, 2024 Selected Bidder notified

April 1, 2025 Complete all excavation, grading, gravel, and finish work, including any parking area repairs.

**Instructions:**

- Please review the general and specific requirements and schedule noted in this RFP.
- There is a on-site pre-bid conference, by appointment, required for bid submission. To schedule a time email Jill Crosbie, GWRLT Stewardship Director, at [jcrosbie@gwrlt.org](mailto:jcrosbie@gwrlt.org)
- Required submission content includes a brief description and history of your company, including the following:
  - A narrative describing the respondent’s approach to completing the scope of work.
  - The respondent’s qualifications, years in business, capacity to provide or contract comprehensive services related to the project, and relative experience to provide the services required by GWRLT.
  - Summaries of at least (3) similar assessment projects related to this project that the respondent firm has worked on the past three years. If possible, include projects that were done for other land trusts.
- Completion of Proposal Form
- Please submit by the due date: (1) copy of all bid materials via mail at PO Box 151, South Berwick, ME 03908, or hand delivered in a sealed envelope, or electronically as an email attachment to [jcrosbie@gwrlt.org](mailto:jcrosbie@gwrlt.org). The email subject heading should be “RFP Response: BBMCA Trail Reno”.

- All participating bidders must honor all submitted pricing for ninety (90) days from the date of submission of the RFP.
- By submitting qualifications, a respondent is accepting the General Instructions, Terms and Conditions, and Evaluation and Selection Processes outlined in this RFP.
- Please e-mail any questions or requests for clarification regarding this RFP to Jill Crosbie GWRLT Stewardship Director, at [jcrosbie@gwrlt.org](mailto:jcrosbie@gwrlt.org)

**Project Overview:** The trail section that needs to be renovated is the first approximately 430' of the trail leading off from the parking area. The trail is subject to drainage from the mountain that flows down as a sheet versus a gully. There are several existing bog bridge sections at the beginning of the trail and then the trail becomes a dirt path. This section of the trail is steep, eroding, muddy, and has exposed rocks and roots. Although the property is 90 acres, the boundary of this area of the property is only 50' wide. This project is partially funded with Recreational Trails Program (RTP) funds and by a federal highway grant.

**Scope of Work:** The deliverables for this trail renovation and associated amenities, in accordance with the Trail Assessment provided by Erin Amadon, Town 4 Trail Services, LLC dated 6/9/2022. Work includes creating drainage swales, leveling existing bog bridging, installing stepping stones, installing stone steps, installing stone paved drains, and creating out-sloped treadways.

**Specifications:** See attached Trail Assessment. Some materials may be available on site but may be limited due to access. All equipment necessary for the project will be the responsibility of the contractor. GWRLT will provide approximately 240 volunteer hours.

**Permitting:** All local and state permits are the responsibility of GWRLT.

**Regulations and Requirements:** The contractor shall be required to meet all laws, rules, and regulations of the State of Maine and Town of North Berwick during this project.

**Insurance:** Contractor shall provide the following insurances:

- Proof of Maine Workers' Compensation
- Proof of Liability Insurance of not less than \$1,000,000.(COI)
- Proof of automobile insurance in an amount of no less than \$500,000 per occurrence.

### **Selection Criteria**

Proposals will be evaluated based on the quality of the proposal. Factors considered include:

- Whether the Bidder has completed similar projects and can provide supporting references.
- Whether the proposal completely and efficiently addresses the RFP.
- The comprehensiveness of the Bidder's service and warranty policies.
- The total cost of the proposal.

**PROPOSAL FORM**  
BBMCA Trail Renovation Project:

**Project Base Price**

Labor	\$ _____
Materials	\$ _____
Equipment	\$ _____
Total cost of the proposal	\$ _____

**Project Alternatives**

Respondents are welcome to recommend project alternatives that may increase or decrease the project scope and/or cost. Use additional pages as necessary.

Alternative #1 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

Alternative #2 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

Alternative #3 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

Name of Proposer (Company): \_\_\_\_\_

Name of Proposer (Authorized Representative): \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_