

Great Works Regional Land Trust
Request For Proposal for an access driveway and parking area at
Tidal Waters Conservation Area
Old Fields Road, South Berwick, Maine 03908
Issued: March 6, 2026| Due: March 24, 2026

Great Works Regional Land Trust (“GWRLT”) is seeking to install a gravel access driveway and gravel parking area for the new Tidal Waters Conservation Area at located on Old Fields Road, South Berwick, Maine 03908. Access between #170 and #174 Oldfields Road, South Berwick, Maine

See attached Property Site Plan.

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 8,000 acres of land in the southern Maine communities of Eliot, South Berwick, Berwick, North Berwick, Wells, and Ogunquit. GWRLT has 22 preserves with 32 miles of trails for low-impact recreation open to the public.

Schedule:

- April 6, 2026: RFP distributed
- April 13-17, 2026: On site visit upon request.
- April 24, 2026 by 5pm: Proposals due
- May 1, 2026: Selected Bidder notified
- Early Summer 2026: Anticipated project start date.
- Late Summer 2026: Project Completion.

Instructions:

- Please review the general and specific requirements and schedule noted in this RFP.
- To schedule a time for a site visit email Jill Crosbie, GWRLT Stewardship Director, at 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 to 610 Main Street, Ogunquit, Maine 03907, or electronically as an email attachment to jcrosbie@gwrlt.org. The email subject heading should be “RFP Response: OBP UAT”.

- 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

Project Overview:

Great Works Regional Land Trust has acquired a conservation area on Old Fields Road in South Berwick with plans for trails. A driveway and parking area are needed for the public to access these trails.

Scope of Work:

- Necessary excavation, filling, and grading as specified on Parking Lot Site Plan and Site Details.
- Culverts, berms, swales as required on Parking Lot Site Plan and Site Details
- Erosion and Sediment control as required on Parking Lot Site Plan and Details
- Timber guardrail.
- Earthwork including felling of trees, grubbing, grading, gravel surfacing and compaction, will be completed using appropriate equipment supplied by the contractor.

Not included in Scope of Project:

- Landscaped Area on Parking Lot Site Plan
- Stop sign and accessible parking sign installation.

Specifications: See attached Parking Lot Site Plan and Site Details. Limited materials may be available on site. All equipment necessary for the project will be the responsibility of the contractor.

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 South 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
OBP Universal Access Trail 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: _____