



## TOWN OF YORK PARKS & RECREATION



# TOWN OF YORK

## Department of Parks & Recreation

### Mount Agamenticus Conservation Program

186 York Street

York, ME 03909

Telephone: (207) 361-1102 FAX: (207) 351-2967

<http://www.agamenticus.org/>

### REQUEST FOR PROPOSAL (RFP) ACCESSIBLE TRAIL RESTORATION

The Town of York, in conjunction with the York Parks and Recreation Department and the Mount Agamenticus Conservation Program, is seeking proposals from qualified professional trail builders for the rehabilitation of the Big A Universal Access Trail. The goal is to restore the 5,056-ft loop trail to universal design standards using sustainable, climate-resilient construction techniques that minimize ecological disturbance. Trail professionals must have expertise and extensive experience in rehabilitation of existing accessible non-motorized natural surface trails according to modern, sustainable construction techniques and standards, including, but not limited to: ADA compliant carpentry, aggregate tread resurfacing, stone masonry work, and stormwater management.

This publicly funded project is supported in part by the Recreational Trails Program (RTP), an assistance program of the U.S. Department of Transportation's Federal Highway Administration (FHWA), and all work must meet associated grant requirements. Reference Number: RTP2550

#### Background

The Mount Agamenticus Conservation Region is located within a 13,000 acre span of conservation land set amidst the largest expanse of coastal forest between Acadia and New Jersey. The region is known for its unique trail system as well as its rich natural resources including many vernal pools, rare plants and animals.

Due to its natural beauty, proximity to population centers, and unique network of trails, the popularity of this area continues to grow and is regularly used by outdoor enthusiasts. With increased and continuous year-round use, comes the need to actively manage and remediate trails, protect the area's rich natural resources, and provide safe and enjoyable recreational opportunities.

The Big A Trail, located on Town of York property at the summit, was constructed in 2015 to meet the Architectural Barriers Act Accessibility Standards (ABAAS) (see Attachment One, Map). This trail now requires rehabilitation due to high use, storm damage, natural wear, and construction impacts. This project will restore accessibility, improve stormwater management, and enhance safety and aesthetics for all users while minimizing habitat disruption.

## **Scope of Work**

This project will entail:

- Resurfacing approximately one mile of trail-tread an average of 2" to restore appropriate sloping with appropriate material,
- re-open and increase uphill ditching to better direct stormwater,
- upsizing and installing higher capacity drainage structures,
- re-decking bridges and a circular viewing platform,
- installing trail structures to reduce erosion at intersections,
- reestablishing ADA connections to new parking areas,
- Mobilization/Demobilization.

## **Environmental Guidelines**

In addition to the tasks above, contractors must adhere to the following environmental guidelines:

- All materials brought onsite (e.g., dirt, topsoil, mulch, seeds, and plantings) must be free of invasive species, native to the region, and approved in advance by Mount Agamenticus staff.
- Contractors must limit wildlife disturbances, especially near sensitive habitat areas. Work should be scheduled to avoid breeding seasons or known wildlife activity periods when possible.
- All machinery and equipment must be cleaned prior to entering the site to prevent the introduction and spread of invasive species.
- Erosion control measures, such as straw wattles, compost socks, or silt fencing, must be installed where necessary to prevent sedimentation and erosion.
- Any vegetation disturbed during construction must be stabilized through reseeding with approved native seed mixes and mulching.

## **Contractor Qualifications**

Applicants must:

- demonstrate that they are a Professional Trail Building Contractor,
- be experienced in the design, construction, and rehabilitation of natural surface trails of this size and scope,
- be experienced with stormwater mitigation and trail stabilization,
- be familiar with ABAAS/ADA standards,
- be experienced with successfully managing public access and safety within work zones, and
- demonstrate successful delivery of municipal and/or federally funded grant projects.

## **Proposal Response Requirements**

Five (5) paper copies of the proposal are to be submitted to the Town of York. All Costs related to responding to the RFP are the sole responsibility of the respondent. Limit the submittal to no more than 20 pages.

Proposals should be organized and address the following information accordingly.

### Letter of Transmittal

This letter must include the following:

- A statement demonstrating the firm/team's understanding of the work to be performed
- A statement confirming that the firm/team meets the Contractor Qualifications
- The firm/team's point of contact for correspondence regarding this RFP including name, title, mailing address, telephone number and email address.
- A statement confirming that the firm/team has not been subject to debarment. Must show proof of good standing.

### Profile of Firm and Project Team

This consists of the following:

- A statement of the firm/team's experience in conducting work of a similar nature sought by this RFP
- The location of the firm/team's office that will perform the work
- Provide a statement of qualifications, including relevant past experience.
- Any other information relating to the capabilities and expertise of the firm in doing comparable work, including recent examples of similar work.
- If subcontracting, include qualifications of subcontractor with fees specific to this budget. Subcontractors must be registered, licensed, and insured. The contractor is responsible for the work of subcontractors and is solely responsible for the successful completion of the project contract.

### Methods and Procedures

For each item in the Scope of Work, the proposal must include a description of the service the firm/team will provide including identification and description of the elements/materials/items included.

This is a high-use park that will have trail sections and intersections that will need to remain open during all phases of construction. Small sections requiring temporary closure will need to be pre-scheduled and coordinated with Parks & Recreation Dept and Mount Agamenticus staff.

Detail team/firm's understanding of challenges such as summit conditions, stormwater, high levels of public access, etc. that could affect schedule or project success and discuss how these issues will be anticipated and managed. Inclusion of examples of similar work is encouraged.

### Proposed Fees

For each service, the following must be itemized (see Attachment Two, Bid Sheet):

- Provide estimates of time associated with the completion of each task.
- Provide costs for materials and labor for the completion of each task.
- Provide a total of all costs to produce a contract price. The contract price may not be exceeded unless the contract is amended to allow for additional costs. Any changes to the contract must first be preapproved by the Town of York.

### **Site Visit**

A site visit is highly encouraged. A non-mandatory pre-bid site visit is scheduled for June 03, 2025, 11:00 AM at the Mount Agamenticus Summit Parking Lot. Robin Kerr, Parks Natural Resource Manager, and Ben Jankowski, Conservation Stewardship Coordinator, will be representing the Town of York during this visit and will be compiling and field-responding to questions. Please coordinate your participation with Robin via email: [rkerr@yorkmaine.org](mailto:rkerr@yorkmaine.org) or phone at (207) 361-1102. Bidders are encouraged to attend or to walk the site independently.

### **RFP Schedule & Project Deadline**

The proposed schedule for procurement is as follows:

May 23, 2025..... Issue Requests for Proposals  
June 03, 2025..... SITE VISIT (optional) 11:00 a.m.  
June 26, 2025..... RFP Proposal Submission Deadline 4:00 p.m.  
June 30, 2025..... Selection Committee to Review and Recommend Contractor  
July 14, 2025..... Anticipated Selectboard Approval (meeting date TBD)

Project commencement: As soon as possible after Selectboard approval depending on weather and contractor availability.

Project substantial completion: May 31, 2026, barring any mutually agreed extensions due to non-conductive weather.

Project completion: June 30, 2026

### **Project Evaluation and Selection**

Proposals will be evaluated in accordance with RTP requirements. The contract award will be based on the best value. Various factors will be considered including cost. Evaluation criteria will include:

1. Specialized and appropriate expertise of the contractor for this type of project
2. Past performance on similar projects including the ability to meet all sustainable construction guidelines and any permitting requirements
3. Experience and adequate staff and proposed team for the project
4. Proximity to and familiarity with the area where the project is located
5. Ability to complete work in a timely and satisfactory manner
6. Commitment to minimizing environmental impacts, including the use of invasive-free, native materials and methods that avoid wildlife disturbance.

The Town of York reserves the right to determine the firm it feels will perform the services in a manner that is in the best interests of the Town for this project. The Town of York may select a contractor based on proposals alone or request interviews. If interviews are required to distinguish between finalists, additional information may be requested.

Finally, The Town of York reserves the right to cancel or modify the RFP. There is no guarantee that the Town will place the requested services under contract.

### **Insurance & Terms**

The contractor selected must:

- Demonstrate proof of general liability insurance with the Town of York listed as additionally insured for the duration of the work.
- Provide valid business license and workers' compensation insurance
- Comply with federal, state, and local laws and be able to secure all Town permits
- Adhere to RTP grant conditions

### **Proposal Submission**

All proposals will be delivered no later than 4:00 PM Eastern Time on June 26, 2025, to:

Town of York Parks & Recreation Department's Office  
Attention: RFP Big A Trail  
200 US Rt. 1  
York, ME 03909

### Questions

Direct all inquiries regarding this Request for Proposal to:

Robin Kerr  
Parks Natural Resource Manager  
200 US Rt. 1 (mailing)  
York, ME 03909

Telephone: 207-361-1102  
Email: [rkerr@yorkmaine.org](mailto:rkerr@yorkmaine.org)



**ATTACHMENT TWO  
BID SHEET**

Project: Big A Universal Access Trail Restoration

Location: Mount Agamenticus, Town of York

Bidder: \_\_\_\_\_

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

Item No.	Description of Work	Unit	Estimated Time	Estimated Quantity	Unit Price	Total Price
1	Trail tread resurfacing (2" average depth with appropriate material)	Linear Foot	_____	_____	\$_____	\$_____
2	Ditching (cleaning/reopening/upgrading uphill ditches)	Linear Foot	_____	_____	\$_____	\$_____
3	Drainage structure installation	Each	_____	_____	\$_____	\$_____
4	Bridge re-decking (including demolition, lumber, fasteners, labor)	Square Foot	_____	_____	\$_____	\$_____
5	Viewing platform re-decking	Lump Sum	_____	_____	\$_____	\$_____
6	Trail structure installation at intersections	Each	_____	_____	\$_____	\$_____
7	Re-establish ADA connections (grading, surfacing, accessibility compliance)	Lump Sum	_____	_____	\$_____	\$_____
8	Mobilization / Demobilization	Lump Sum	_____	_____	\$_____	\$_____

Total Bid Price: \$\_\_\_\_\_

Notes:

- All prices must include labor, materials, equipment, and overhead.
- Bidders should attach a breakdown or explanation for Lump Sum items as appropriate.