

REQUEST FOR PROPOSALS (RFP)

Issuing Organization	Royal River Conservation Trust (RRCT)
Project Location	Intervale Preserve, New Gloucester, Maine
Funding Source	Maine Trails Program (MTP) Grant – Maine Bureau of Parks and Lands
MTP Award Amount	\$78,234.55
Proposal Due Date	July 10, 2026, by 5:00 PM ET
Submission Method	Electronic – email proposals as a PDF to Hanae Garrison, Stewardship Director at hanae@rrct.org with the subject line "Intervale Preserve Trail Improvements RFP"
Contact Email	hanae@rrct.org

IMPORTANT: This project is funded in part by a [Maine Trails Program](#) (MTP) grant administered by the Maine Bureau of Parks and Lands, Grants and Community Recreation Program. All procurement must comply with MTP procurement requirements. Bid documents are subject to review and approval by the Grants and Community Recreation office prior to contract award.

1. ORGANIZATIONAL BACKGROUND

[Royal River Conservation Trust](#) (RRCT) is a community-based nonprofit organization focused on conserving land across the communities of the Royal River watershed. Since 1988, RRCT has protected 6,140 acres of land including 1,140 acres in 17 Trust-owned preserves and 2,070 acres through 63 Trust-held conservation easements. RRCT actively manages over 7 miles of Royal River shoreline and 25 miles of hiking trails within the watershed municipalities of Auburn, Durham, Gray, New Gloucester, North Yarmouth, Pownal, and Yarmouth.

RRCT is undertaking trail improvements at Intervale Preserve in New Gloucester with the support from the Maine Trails Program, a \$30 million bond-funded statewide trail investment program administered by the Bureau of Parks and Lands.

2. PROJECT OVERVIEW

RRCT is seeking proposals from qualified contractors or trail-building organizations to complete three trail improvement projects within [Intervale Preserve](#), a 328-acre conservation area in New Gloucester, Maine, owned and managed by RRCT.

The three components of the project include rehabilitating 0.46 miles of the Interurban Multi-Use Trail, improving a 105-foot path to a hand-carry boat launch site on the Royal River, and upgrading a 0.5-mile trail and parking area to Universal Access standards.

Site designs for the Interurban Trail and Water Access Trail have been developed by [FB Environmental](#) (FBE) and are included as attachments. RRCT will acquire any necessary local and state permits and will notify abutting property owners. The New Gloucester Code Enforcement Officer (CEO) should be notified of construction dates.

Total Materials and Labor Budget: \$61,970.15. Proposals must not exceed this amount.

3. SCOPE OF WORK

The scope of work is organized into three components: Interurban Multi-Use Trail, Warbler Trail, and Route 231 Water Access Trail. The locations of each component are shown on the Intervale Preserve map below in Figure 1.

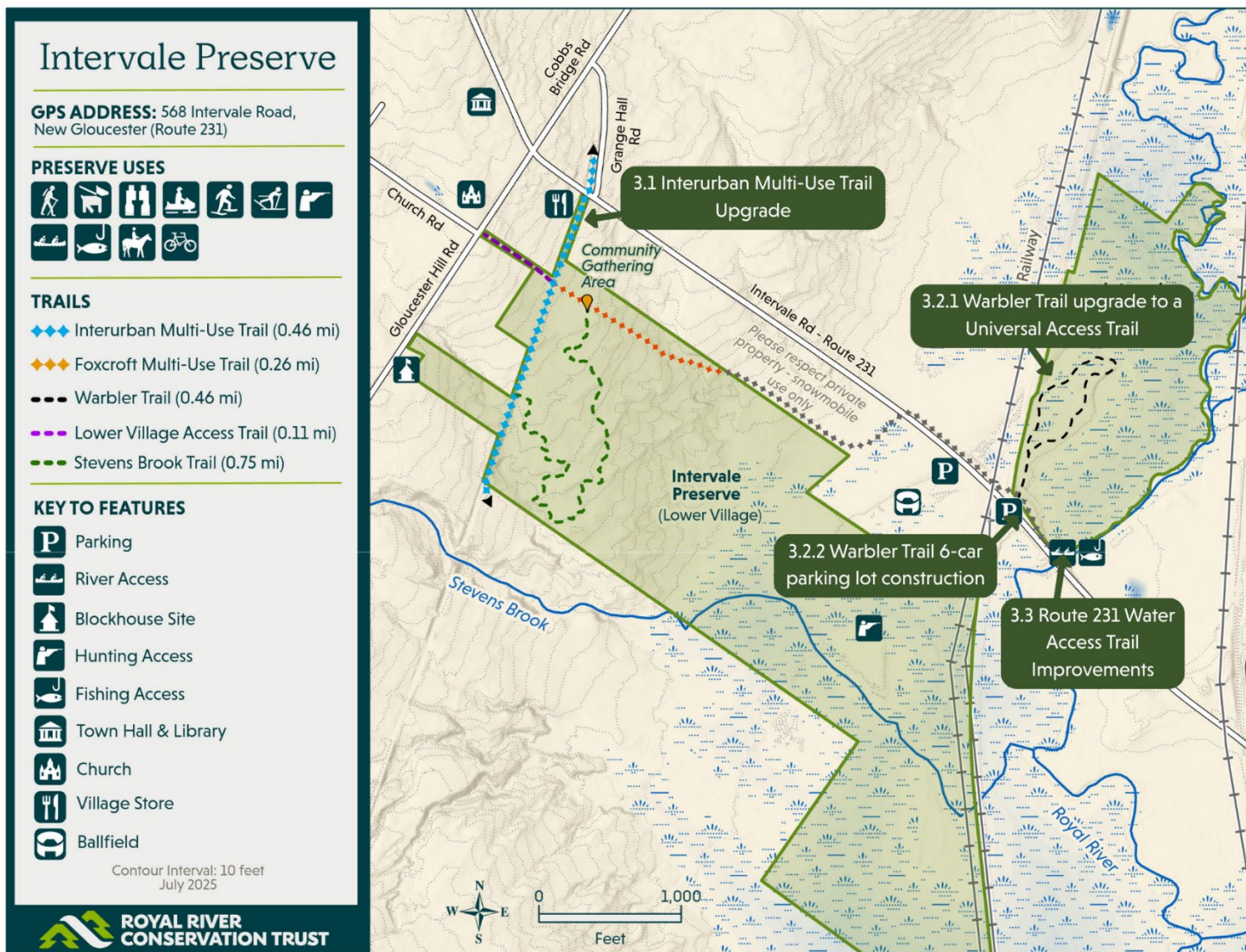


Figure 1. Intervale Preserve map with component locations labeled.

3.1 Interurban Multi-Use Trail

The Interurban Trail is a multi-use trail within Intervale Preserve that was formerly a railroad line connecting Portland and Lewiston. This project addresses an approximately 1,940-foot segment of the Interurban Trail, spanning from Intervale Road to an existing bridge crossing over Stevens Brook. Within the study segment, the trail is generally flat (approximately a 2% grade).

Stormwater runoff, trail compaction, and a lack of stormwater management measures have created areas of erosion and waterlogging along the Interurban Trail. Along some sections of the trail, preexisting earthen berms line one or both edges of the trail, preventing water

from draining downslope and creating waterlogged conditions on the trail during and after rainstorms and snowmelt. Over time, water has channelized on the trail in some sections, creating erosion gullies. Historical water pooling during wet seasons has caused soft, organic soil to accumulate along segments of the trail. In other segments of the trail, the surface consists of a gravel-sand mixture, likely fill from the historic rail bed.

Site designs for this component have been developed by FB Environmental (FBE) and are shown in the attached plan titled "Interurban Trail Site Design". Trail recommendations are broken into seven segments to represent the varying conditions along the trail.

Work includes:

- Remove existing organic material and shape the trail surface to accept gravel.
- Resurface, add gravel, and compact to rebuild surface to a 5' trail width, slightly crowned to promote water sheeting.
- Add a geotextile fabric liner layered with rock and gravel in identified wet areas
- Installation of periodic waterbars or broad-based dips as necessary (approximately every 250 ft based on site conditions).
- Construction of a trailside drainage ditch.
- Spread erosion control mulch along the sides of the trail.

Contractors may work with FBE to propose minor design modifications or alternative treatments based on current trail-building best practices, subject to review and approval.

FBE will provide 8 hours of on-site construction support to assist contractors and ensure that work is conducted in accordance with the approved designs.

3.2 Warbler Trail

The Warbler Trail is a 0.5-mile flat loop trail within Intervale Preserve. This project will renovate the existing trail to a Universal Access Trail and construct a 6-car accessible gravel parking lot within the adjacent ~35' x 70' section of the wide road shoulder of Route 231 currently used for informal parking.

A kiosk and log bike rack mark the Warbler Trailhead at 568 Intervale Road (Route 231) in New Gloucester. Just past the kiosk is a picnic table and a 95' trail segment, followed by 85' of existing bog bridging. Following the completion of the trail and parking area upgrade, RRCT staff and volunteers will replace the 85' of existing bog bridging with an 85' elevated boardwalk. The trail then splits to form a ~2,330-foot loop with 70-foot and 45-foot trail spurs that lead to viewpoints of the marsh. Towards the end of the 70-foot trail spur is a stone bench.

This project intersects with an Inland Waterfowl and Wading Bird Habitat (IWWH), a Significant Wildlife Habitat under Maine's Natural Resources Protection Act. High and

moderate value IWWHs include both the wetland complex and a 250-foot upland zone. The Maine Department of Inland Fisheries & Wildlife (MDIFW) recommends avoiding tree clearing outside of the trail corridor within the riparian buffer.

3.2.1 Accessible Trail Construction Specifications

The accessible trail upgrade must be consistent with the US Forest Service Trail Accessibility Guidelines (FSTAG). Passing spaces and resting interval locations are recommended in accordance with the technical requirements.

- The final treadway will be constructed to a 5-foot-wide surface with a 1-2% cross slope. Work should be done with a mini excavator and professional equipment that is designed to work in the natural environment.
- As needed, crushed stone will be deliberately placed below the surfacing material to facilitate sheet flow of water, mitigate gradients and address low-lying areas. Add Mirafi 160N geotextile along the trail as needed above the crushed stone.
- Surfacing materials will be installed at a minimum of 6 inches to create a firm and stable tread surface using MDOT Type A aggregate and top dressed with 2" of 3/8" minus aggregate stone mixture. (The 3/8" stone dust from Shaw's O-Pit in Windham is one source that RRCT is familiar with. This top dressing has proved successful on ADA compliant sections of Yarmouth's West Side Trail.)

Gravel sideslopes will be installed to angle of repose and then backfilled with borrow from excavation. Treadway edges should slope away from the trail on both sides to shed water and blend into the natural environment. See Figure 2. for a cross section of a typical raised trail.

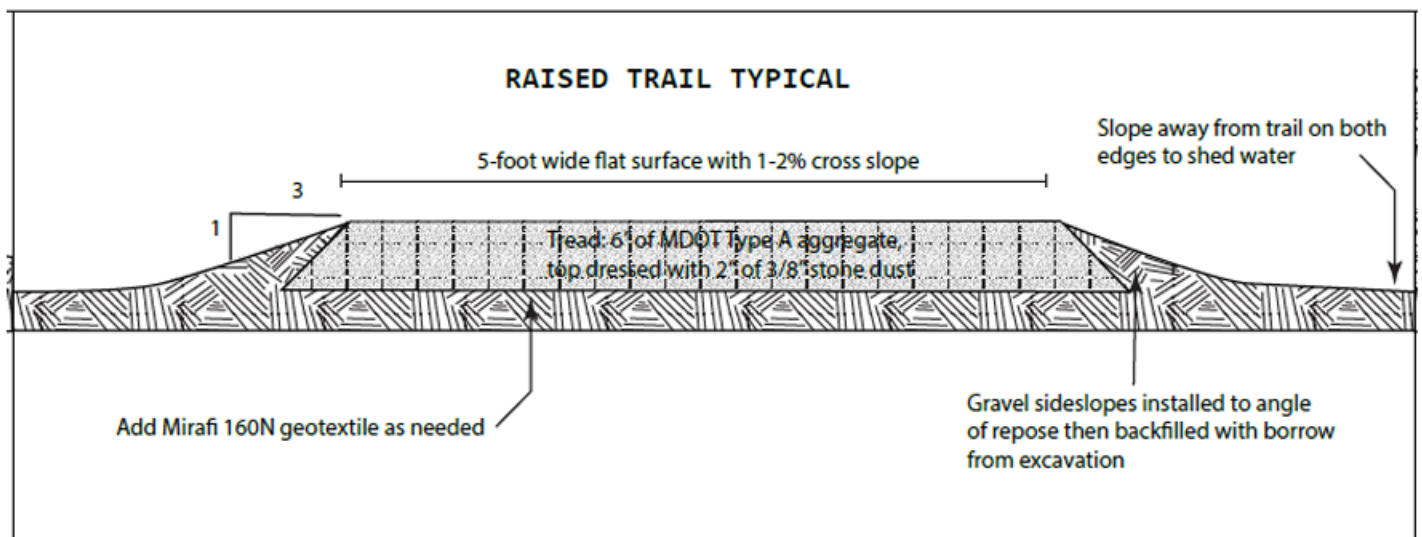


Figure 2. Cross section of accessible raised trail

3.2.2 Parking Construction Specifications

Construct a 6-car gravel parking lot within a 35' x 70' section of the existing informal parking area to improve drainage and provide accessible parking and trail access. The parking lot will include two handicapped parking spaces, one being van accessible. Parking spaces should be delineated with pressure-treated timbers or partially buried recycled utility poles as bumper stops.

See the plan in Figure 3 titled "Warbler Trail Parking Lot Sketch."

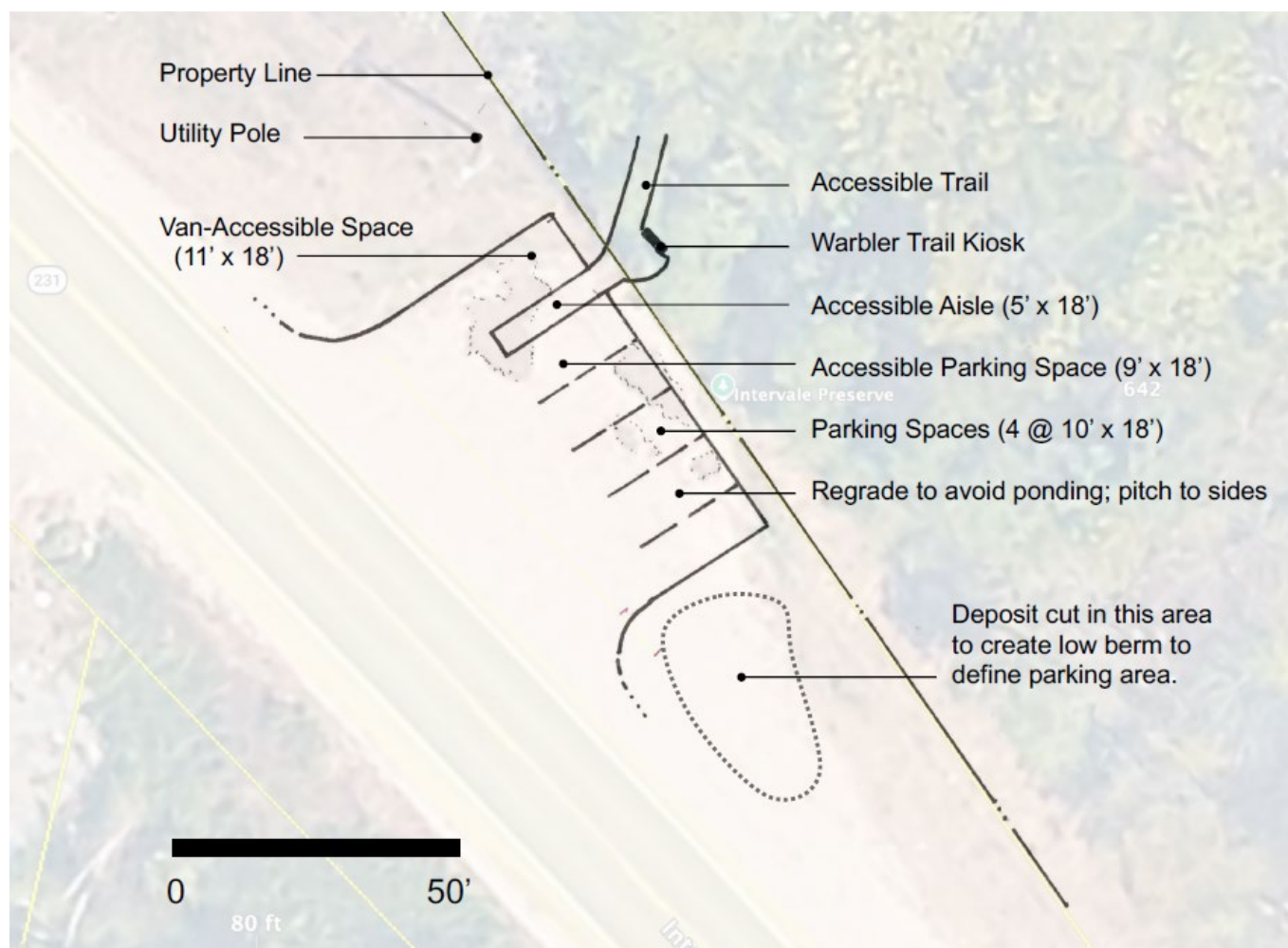


Figure 3. Warbler Trail Parking Lot Sketch

3.3 Route 231 Water Access Trail Improvements

The Route 231 parcel of the Intervale Preserve currently contains a 105-foot access trail providing hand-carry boat access to the Royal River. The earthen path is mowed by the RRCT and currently receives light use. The trail has a light covering of grass, with clay soils exposed in areas. The trail steeply slopes down from Route 231 at about a 16% grade

before flattening out along the floodplain of the Royal River. This project seeks to improve the design and safety of the trail for recreational users, mitigate current and future erosion, help protect the banks of the Royal River, and facilitate access to the river for canoes and kayaks.

Site designs for this component have been developed by FB Environmental (FBE) and are shown on the attached plan titled "Route 231 Water Access Site Design." Contractors may work with FBE to propose minor design modifications or alternative treatments based on current trail-building best practices, subject to review and approval.

Work includes:

- Construction of infiltration steps from the existing kiosk to the edge of the floodplain, approximately 40 feet in length.
- Construction of a crushed stone footpath connecting the infiltration steps and granite steps across the flat section of the floodplain.
- Installation of granite steps to provide hand-carry boat access to the river.
- Placement of stone riprap at the water's edge.
- Spreading erosion control mulch along the sides of the trail.

Further bank stabilization with dense dogwood live stakes along the eroded section of the riverbank will be added by RRCT staff and volunteers.

FBE will provide 8 hours of on-site construction support to assist contractors and ensure that work is conducted in accordance with the approved designs.

IMPORTANT NOTE: Please call DigSafe (811) at least 72 business hours before any digging begins. They will visit the property to mark the specific location of underground utilities to avoid.

4. PROJECT TIMELINE

RRCT anticipates issuing a notice to proceed at the end of July 2026, following MTP program office review and approval of the awarded contract.

RFP Issued	June 12, 2026
Pre-Bid Site Visit	June 23, 2026, 9:30 am
Proposal Deadline	July 10, 2026, at 5:00 PM ET
Bid Review / MTP Approval	July 2026 (approximate)
Notice to Proceed	End of July 2026 (approximate)
Construction Completion	Priority given to bidders who can complete construction by December 1, 2026

5. PROPOSAL REQUIREMENTS

Proposals must be complete and include all of the following to be considered responsive:

5.1 Contractor Qualifications

- Legal name of contractor or organization and primary contact information (name, address, phone, email).
- Description of relevant experience in multi-use trail and accessible trail construction, parking lot construction, hand-carry boat launch construction, and similar work.
- Descriptions of three (3) comparable completed projects, including project name, owner/client contact, trail type, approximate contract value, and year of completion.

5.2 Technical Approach / Work Plan

- Narrative description of the contractor's proposed approach to each of the three work components. A sketch of then contractor's proposed approach for component 3.3 Route 231 Water Access Trail Improvements is encouraged.
- Description of crew size, composition, and key personnel.
- Description of equipment to be used.
- Identification of any proposed subcontractors, the scope of their work and their qualifications.

5.3 Proposed Schedule

- Proposed start date and construction schedule
- Schedule should identify sequencing of the three work components.

5.4 Cost Proposal

Proposals must include a detailed cost breakdown organized by work component. The total labor and materials costs must not exceed \$61,970.15.

Work Component	Est. Hours	Labor and Equipment Cost (\$)	Materials Cost (\$)
3.1 Interurban Multi-Use Trail Upgrade			
3.2.1 Warbler Accessible Trail Construction			
3.2.2 Parking Lot Construction			
3.3 Water Access Trail			
TOTAL			

Proposals exceeding the total labor and materials cost will not be considered.

5.5. Insurance

The selected contractor must provide proof of the following minimum insurance coverage prior to contract execution:

- Commercial General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate
- Workers' Compensation: As required by Maine law
- Automobile Liability: \$1,000,000 combined single limit

RRCT must be named as an additional insured on the commercial general liability policy. A certificate of insurance must be provided prior to a notice to proceed.

6. BID SITE VISIT

Contractors interested in submitting a bid are urged to attend a walk-through of the trail sites on **Tuesday, June 23, 2026, at 9:30 am**. Meet at the Warbler Trail parking area, [568 Intervale Rd, New Gloucester](#). RRCT staff and FBE technical staff will be present to answer questions. Please RSVP to Hanae Garrison, RRCT Stewardship Director, hanae@rrct.org. Contractors are welcome to visit the site locations on their own and submit questions.

All questions asked during this visit will be recorded and responses will be emailed to all contractors that expressed interest in submitting a bid.

7. EVALUATION CRITERIA

RRCT will evaluate all responsive proposals using the following weighted criteria. The contract will be awarded to the lowest qualified bidder. In the event of equal pricing, the criteria below will be used to determine the most qualified proposal.

Criterion	Weight
Cost proposal (lowest qualified bid price)	40%
Relevant experience in multi-use, accessible trail and parking lot construction	25%
Quality and clarity of technical approach	20%
Feasibility of proposed schedule	10%
Quality of references	5%

8. SUBMISSION INSTRUCTIONS

Proposals must be submitted electronically via email by July 10, 2026, at 5:00 PM Eastern Time. Late submissions will not be considered.

Submit To	Hanae Garrison, Stewardship Director, Royal River Conservation Trust
Email	hanae@rrct.org
Subject Line	"Intervale Preserve Trail Improvements RFP"
Format	PDF preferred; single email with all attachments
Deadline	July 10, 2026 at 5:00 PM ET

Questions regarding this RFP must be submitted in writing to hanae@rrct.org no later than July 1, 2026 at 5:00 pm. Responses to questions will be shared with all prospective bidders who have indicated an intention to bid.

MTP GRANT COMPLIANCE & PROCUREMENT NOTICE

This project is funded in part through a grant from the Maine Trails Program (MTP), administered by the Maine Bureau of Parks and Lands, Grants and Community Recreation Program. The following requirements apply to all procurement activities associated with this project:

- This Request for Proposals constitutes a competitive bid solicitation as required by MTP procurement rules for contracts at or above \$20,000.
- The contract will be awarded to the vendor with the lowest qualified bid price, consistent with MTP requirements.
- Bid tabulations and the intent to award must be submitted to and approved by the Maine Trails Program Grants and Community Recreation office prior to contract award.
- No work may begin until a fully executed contract is in place and RRCT has received all required approvals/permits from MTP, the Town of New Gloucester, the Maine DEP, and other organizations with jurisdiction.
- Procurements may not be artificially split to avoid competitive bidding requirements.
- Project sponsors must avoid conflicts of interest or the appearance of conflicts of interest in soliciting or awarding work on MTP-funded projects.
- All contracts, invoices, and project records must reference MTP Project Number: MTP25113.

- The selected contractor will be required to acknowledge in contract documents that a portion of this project is funded by the Maine Trails Program administered by the Maine Bureau of Parks and Lands, Grants and Community Recreation Program.

MTP Acknowledgement Required: All contractor-produced signage, press releases, or published materials related to this project must identify MTP funding assistance per MTP program requirements.

GENERAL TERMS & CONDITIONS

- RRCT reserves the right to accept or reject any or all proposals and to select the proposal that best meets the needs of the project consistent with MTP procurement requirements.
- RRCT may request clarifications or additional information from any proposer.
- The selected contractor will be required to execute a written contract with RRCT prior to commencing any work.
- All work must conform to applicable local, state, and federal requirements.
- RRCT will not be responsible for any costs incurred by proposers in preparing or submitting proposals.
- Issuance of this RFP does not obligate RRCT to award a contract.

REFERENCE MATERIALS

The following reference materials are attached or available upon request:

- Interurban Trail Site Design – FB Environmental
- Water Access Trail Site Design – FB Environmental