



State of Maine
Bureau of General Services
Division of Planning, Design & Construction

Request for Qualifications
Design-Build Services

The Department of Agriculture, Conservation, and Forestry (DACF), Bureau of Parks and Lands (BPL), Off-road Recreational Vehicles (ORV) Office wishes to procure architectural/engineering/construction services for the **Androscoggin Riverlands State Park ATV Trail Rehabilitation Project (#3923)** at Turner Lands unit in Turner, Maine.

Project Description

This project involves the rehabilitation of approximately 12.5 miles of existing ATV trail, including 5 miles of snowmobile trail, within Androscoggin Riverlands State Park. The project will improve the sustainability, durability, and recreational quality of the existing trail system through targeted tread rehabilitation, drainage improvements, culvert improvements, and replacement of existing trail bridges.

The project will be delivered using the Design-Build project delivery method, as approved by the Maine Bureau of General Services (BGS). The selected Design-Build team will be responsible for providing final design services, construction services, coordination, and all other services necessary to complete the project in accordance with BPL requirements.

The existing trail system provides important motorized recreational opportunities within the region and has experienced degradation resulting from long-term recreational use, lack of maintenance, storm events, erosion, wet and unstable trail segments, and aging infrastructure.

Scope of Services

The scope of services for this project includes, but may not be limited to, schedule and cost estimating, preliminary design, obtaining all required permitting, design development, contract documents, and administration of bidding and construction. The Design-Build Team may also be required to coordinate its work with other consultants contracted by the Owner.

The Design-Build team shall evaluate existing trail conditions and develop appropriate rehabilitation solutions that balance sustainability, durability, and function. The main services should focus on:

1. Trail Rehabilitation
 - a. Trail surface stabilization
 - b. Grading and correction of trail profile issues
 - c. Surface hardening (where necessary)
 - d. Alternate routes for technical sections (where appropriate)
 - e. First-mile Trail Improvements



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The project includes an approximately 1-mile section of trail at the beginning of the corridor that shall be designed to provide a more road-like character than the rest of the trail system. This section shall be improved to accommodate single-lane, light vehicular traffic and shall prioritize increased durability and improved drainage. The Design-Build team shall evaluate appropriate design elements, including trail width and surface materials.

2. Drainage Improvements utilizing sustainable trail construction practices
 - a. Replacement of failing drainage features with sustainable drainage features (i.e.; dips and grade reversals)
 - b. Correction of drainage patterns and installation of new drainage features (where necessary)
3. Culvert Improvements
 - a. Cleaning out of existing box culverts (estimated 75 culverts)
 - b. Replacement of culverts (where necessary)
 - c. Improving culvert approaches
 - d. Hardening approaches
4. Bridge Replacement– This project includes the replacement of ten existing trail bridges. The bridge designs are completed and will be provided by the Owner.
 - a. Review existing final bridge designs
 - b. Coordination with Engineering consultant on any design alterations
 - c. Transportation of bridge materials to the site
 - d. Installation of bridge according to bridge designs, ORV Best Management Practices, and DEP standards
 - e. Conformance to all applicable environmental permitting and regulations.
 - f. Installation of any required erosion control measures
5. Design Requirements and Constraints
 - a. The existing trail alignment shall remain largely unchanged
Minor re-routes may be considered where they provide improvements to trail sustainability, drainage, safety, or user experience. Several trail sections of have been identified by the Bureau as opportunities for reroutes. All proposed reroutes shall follow accepted sustainable trail design and construction practices, while reducing unnecessary challenges for the user. Proposals shall be submitted to the Bureau during the preliminary design phase for review. The Design-Build team will be responsible for coordinating approval of reroutes with the appropriate environmental agencies.
 - b. Trail improvements shall maintain compatibility with modern ATV use and, where trail segments are shared with snowmobiles, accommodate modern snowmobile grooming equipment. The anticipated trail width is 8 feet for ATV-only trail segments and 10 feet for trail segments shared with snowmobiles,



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although adjustments may be approved by the Bureau where site conditions warrant it.

- c. The completed project shall maintain the natural character and recreational experience of the existing trail system
- d. All work shall comply with applicable Maine Off-road Recreational Vehicle trail Best Management Practices (BMPs)
- e. Designs should incorporate accepted sustainable trail building practices found in industry accepted resources including: the United State Forest Service (USFS) Trail Construction and Maintenance Notebook and the National Off-Highway Vehicle Conservation Council (NOHVCC) Great Trails Guidebook.

Project Budget

The overall project budget is not to exceed \$530,000.

Anticipated Schedule

RFQ responses due	9/18/2026
Short-listed firms notified	by 9/25/2026
Design-Build Team interviews	10/5/2026 to 10/16/2026
Design-Build Team firm selection.....	10/23/2026
Agreement approved.....	by 11/20/2026
Design completed.....	by 5/28/2027
Construction completed	by 10/27/2028
Project duration.....	9/25/2026 – 10/27/2028



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Submission Requirements

Interested firms should submit *three paper copies* and *one electronic copy* of a Letter of Interest with a Statement of Qualifications describing the proposed Design-Build team, which includes their response to criteria A through G in the Selection Criteria table below.

The *paper copies* of the Letter of Interest and Statement of Qualifications should be sent to:

Vanessa Haas
18 Elkins Lane, 22 State House Station
Augusta, ME 04333

To be received not later than **1:00 PM on September 18, 2026**.

The *electronic copy* of the Letter of Interest and Statement of Qualifications should be sent as an attachment to an email addressed to BGS.Architect@Maine.gov so as to meet the deadline noted above. Alternate methods of providing electronic copies, such as website links to file sharing sites, or flash drives, or encrypted e-mails are unacceptable and may invalidate the entire submission.

Selection Criteria

A.	Qualifications to undertake this project	Professional experience in general. Quality of services. Relevant disciplines. Size of firm or firms. Understanding of this project. Responsiveness to project by virtue of proximity. Discuss each of the above especially as it relates to the work of this project.
B.	Cost control experience	Ability to manage project budgets, and design to budgets, to create accurate construction cost estimates, and to utilize project cost controls in design and construction.
C.	Project experience	List of projects that demonstrate capabilities, with services provided for each project. Provide project details, date of completion, and client contact information for each. Note the involvement of the particular personnel who are proposed for this project.
D.	Similar project experience	List of recently completed trail rehabilitation projects similar in type, size, and other elements. Provide project details, date of completion, and client contact information for each. Note the



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		involvement of the particular personnel who are proposed for this project.
E.	Project team	Organization of project team, with profiles of key personnel who would be involved in the project. Provide education, special training, experience, and responsibilities of personnel, especially as it relates to the work of this project. Experience working together as a unit.
F.	Workload projection	General illustration or statement of the ability of the project team to respond to this project schedule.
G.	Business references	List of business references other than those listed above, including contact information.

This project will utilize the standard BGS contract forms and conform to BGS guidelines and policies such as the Architectural and Engineering fee policy, available on the BGS website (<https://www.maine.gov/dafs/bgs/forms>).

Firms responding will be screened and interviewed on the basis of qualifications only. Project fees and specific design solutions for this project shall not be discussed at the interview. Specific program information will not be available before the screening of qualification packages. The selection committee will rank all firms and negotiate fees with the highest ranked firm.

Procurement Process

The standard procurement process of services for public improvements is a Qualification Based Selection (QBS) process required by statute (Title 5, §1742 subsection 6), and described briefly here.

1. This Request for Qualifications (RFQ) solicitation is the step in the process after the Owner entity allocates funding, and receives approval from BGS to conduct the procurement.
2. Interested firms respond to the RFQ as described below, submitting the Letter of Interest and Statement of Qualifications to the Selection Committee.
3. The Selection Committee screens all submissions and invites the most qualified firms to interview for the project, typically three to five firms.



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4. The Selection Committee interviews the firms. Second interviews may be scheduled. References are checked.
5. The Selection Committee ranks all the interviewed firms. The Committee negotiates an agreement with the highest ranked firm based on the scope of professional services identified in the RFQ and interview.
6. A BGS Agreement is drafted.
7. The agreement must be approved by BGS before work commences.