



Town of Wilton
Request for Proposals (RFP)
ATV Trail and Parking Area Project

Project Summary

The Town of Wilton is seeking sealed proposals from qualified contractors for excavation and site work related to the development of an ATV trail crossing and the expansion of an existing parking area on Town-owned property.

Scope of Work

The project includes the following tasks:

- Cut and excavate approximately 150 feet of trail through a hillside (20 feet wide).
- Relocate and spread excess material to expand the adjacent parking area.
- Install 6 inches of 2-inch gravel on both the trail and the parking area.
- Place culverts for ditch crossing (to be supplied by the Town).
- Seed and mulch all disturbed areas.
- Install erosion control measures (e.g., ECM berms) as needed.
- Possible tree removal may be required.
- Stabilize all disturbed areas.

Proposal Requirements

All proposals must include:

- A completed bid sheet (see attached).
- Lump sum pricing for all labor, materials, and equipment.
- State of Maine Permit by Rule may be required.
- Anticipated project start and completion dates.
- Proof of general liability insurance.
- Summary of relevant experience, including three (3) references.

Deadline for Submission

Sealed proposals must be received by August 25, 2025 at 1:00 PM at:

Wilton Town Office
158 Weld Road
Wilton, ME 04294

Bid Opening

Bids will be publicly opened on August 25, 2025 at 1:00 PM at the Wilton Town Office.

Selectboard Review

Proposals will be reviewed and discussed by the Wilton Selectboard at their meeting on September 2, 2025 at 6:00 PM at the Wilton Town Office.

Project Timeline

All work must be completed by November 14, 2025.

Terms and Conditions

- If interested in submitting a bid, all contractors **must be** present at a site visit at the town owned property located on Munson Road – Map/Lot 006-024. Information for the site visit is as follows:
Monday, August 18, 2025 – 10:00 AM
Location – Munson Road; Map/Lot 006-024
- Contractors understand that the scope of the work is subject to change. Notification will be given in a timely manner.
- The Town of Wilton reserves the right to refuse and reject any and all bids and waive any or all formalities or technicalities or to accept the bid determined to be the most advantageous to the Town.
- The Town of Wilton reserves the right to hold the proposals for a period up to 14 days from the submission date without taking any action thereon to allow for full review.
- Proof of liability insurance must be included with the proposal submission.



Bid Sheet – ATV Trail and Parking Area Project

Company Name: _____

Primary Contact: _____

Phone Number: _____

Email Address: _____

Acknowledgement of Scope

By signing below, the contractor acknowledges they have reviewed the RFP and fully understand the scope of work and requirements described therein.

Signature: _____

Date: _____

Project Cost (Lump Sum)

Total Cost of Project (all-inclusive): \$ _____

Anticipated Schedule

Proposed Start Date: _____

Proposed Completion Date: _____

Attachments Checklist

- ☐ Completed Bid Sheet
- ☐ Proof of Liability Insurance
- ☐ Experience Summary/ References