

State of Maine
Master Score Sheet

RFP# 202403056					
Fire Breaks and Fuels Management – Hollis, Maine					
Bidder Name:		Nathan O. Northrup Forest Products & Earthwork			
Proposed Cost:		207,050.00			
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	N/A			
Section II: Organization Qualifications and Experience	35	N/A			
Section III: Proposed Services	35	N/A			
Section IV: Cost Proposal	30	N/A			
TOTAL	<u>100</u>	<u>N/A</u>			

One Proposal received and reviewed. Proposal was determined to meet the minimum requirements of the RFP.



**STATE OF MAINE
DEPARTMENT OF Defense, Veterans &
Emergency Management**

**Brigadier General Diane L.
Dunn, Commissioner and
Adjutant General**

**Janet T. Mills
Governor**

June 3, 2024

Paulette Thibodeau, Vice President
Nathan O. Northrup Forest Products & Earthwork
PO Box 72
Jefferson, ME 04348

**SUBJECT: Notice of Conditional Contract Award under RFP # 202403056,
Fire Breaks and Fuels Management – Hollis, Maine**

Dear Ms. Thibodeau:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Defense, Veterans and Emergency Management for Fire Breaks and Fuels Management – Hollis, Maine. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Nathan O. Northrup Forest Products & Earthwork

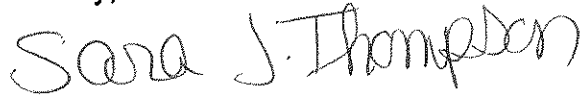
The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in cursive script that reads "Sara J. Thompson". The signature is written in black ink and is positioned below the word "Sincerely,".

Sara J. Thompson, Contract Grant Specialist
DVEM – Military Bureau

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403056

RFP TITLE: Fire Breaks and Fuels Management – Hollis, Maine

BIDDER: Nathan O. Northrup Forest Products & Earthwork

DATE: May 16, 2024

SUMMARY PAGE

Department Name: Department of Defense, Veterans & Emergency Management

Name of RFP Coordinator: Sara Thompson

Names of Evaluators: Tim Bickford, Andrew Flint & Eric Wightman

<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Organization Qualifications and Experience	35	N/A
Section II. Proposed Services	35	N/A
Section III. Cost Proposal	30	N/A
<u>Total Points</u>	<u>100</u>	<u>N/A</u>

One proposal was received in response to the RFP; therefore, no scoring was conducted. The evaluation team reviewed the proposal and determined that the proposal met the minimum requirements of the RFP.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403056

RFP TITLE: Fire Breaks and Fuels Management – Hollis, Maine

BIDDER: Nathan O. Northrup Forest Products & Earthwork

DATE: May 16, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section I. Organization Qualifications and Experience	35	N/A

Evaluation Team Comments:

- I. Overview of the Organization
 - Maine Licensed Arborist, Northeast Master Logger and DEP Certified ESC Contractor
 - Past projects provided were relevant to the RFP.
 - Small Maine owned business
 - 20+ years' experience – been in business since 1998.
 - Experience in forestry, vegetation management, excavation, roadwork, earthwork, and trucking services.
 - Have projects that involved work around bodies of water & wetlands regulated by MDEP, Federal, State and local laws, regulations and permits concerning environmental protection and pollution control.
 - Specialize in vegetation management services from selective harvesting to R.O.W. mowing/mulching.
- II. Subcontractors
 - None listed.
- III. Litigation
 - No current or past litigation issues.
- IV. Certificate of Insurances
 - Insurance Certificate included.

One proposal was received in response to the RFP; therefore, no scoring was conducted. The evaluation team reviewed the proposal and determined that the proposal met the minimum requirements.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202403056

RFP TITLE: Fire Breaks and Fuels Management – Hollis, Maine

BIDDER: Nathan O. Northrup Forest Products & Earthwork

DATE: May 16, 2024

Small Maine owned contractor that has been in business since 1998 and has 20+ years of experience in forestry, vegetation management, excavation, roadwork, earthwork and trucking services. Have performed work for many projects that have involved work in and around bodies of water and wetlands regulated by MDEP, Federal, State and local laws, regulations and permits concerning environmental protection and pollution control.

Specialize in vegetation management services from selective harvesting to R.O.W. mowing/mulching. Some of the certifications that they carry are Northeast Master Logger Certified, DEP certified and Maine Licensed Arborist.

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**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Availabl e</u>	<u>Points Awarde d</u>
Section II. Proposed Services	35	N/A

Evaluation Team Comments:

The scope of work follows what was included in the RFP. They have done work for us in the past at the Hollis site and are familiar with the area and what our expectations are for the project.

The Services to be provided aligns with what was in the RFP. They will mow/mulch the vegetation and woody materials in the designated areas for fire breaks on the Hollis site. No pitch pine, oak or cherry trees shall be cut or mowed. All mowing/mulching will remain within property boundaries. No pesticides/herbicides will be used.

One proposal was received. They have worked with our Department before

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

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**EVALUATION OF SECTION III
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
207,050.00	,	207.050.00	x	30 points	=	N/A

Evaluation Team Comments:

Scoring was determined by the formula provided in the RFP.

One proposal received.



STATE OF MAINE
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Janet T. Mills
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Dunn, Commissioner and
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AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 202403056

RFP TITLE: Fire Breaks and Fuels Management – Hollis, Maine

I, (print name at right)

ERIC WIGHTMAN

accept the offer

to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Defense, Veterans and Emergency Management. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Eric Wightman

Signature

14th May 2024

Date



Janet T. Mills
Governor

STATE OF MAINE
DEPARTMENT OF Defense, Veterans &
Emergency Management

Brigadier General Diane L.
Dunn, Commissioner and
Adjutant General

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 202403056

RFP TITLE: Fire Breaks and Fuels Management – Hollis, Maine

I, (print name at right)

Andrew Flin

accept the offer

to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Defense, Veterans and Emergency Management. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Andrew Flin

Signature

16 May 24

Date



Janet T. Mills
Governor

STATE OF MAINE
DEPARTMENT OF Defense, Veterans &
Emergency Management

Brigadier General Diane L.
Dunn, Commissioner and
Adjutant General

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202403056
RFP TITLE: Fire Breaks and Fuels Management – Hollis, Maine

I, (print name at right) Timothy Bickford accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Defense, Veterans and Emergency Management. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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Timothy Bickford
Signature

5/16/24
Date