



**STATE OF MAINE  
DEPARTMENT OF AGRICULTURE,  
CONSERVATION & FORESTRY**

**Janet T. Mills  
Governor**

**Amanda E. Beal  
Commissioner**

June 7, 2024

Up North Corp.  
PO Box 200  
Fort Kent Mills, ME 04744

**SUBJECT:** Notice of Conditional Award under RFP #202403068,  
*Gravel Road Maintenance – Square Lake*

Dear Mr. Martin:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation & Forestry for #202403068. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional award to Up North Corp. We will be in contact with you regarding your 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. 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,

  
Theresa Spooner  
Bureau of Parks & Lands

## **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 #:** 202403068  
**RFP TITLE:** Gravel Road Maintenance – Square Lake  
**BIDDER:** Up North Corp.  
**DATE:** 04/24/2024

**SUMMARY PAGE**

**Department Name:** Agriculture, Conservation & Forestry  
**Name of RFP Coordinator:** Jacob Guimond  
**Names of Evaluators:** Jacob Guimond, Chet Condon, Jarrett Beaulier

<b><u>Pass/Fail Criteria</u></b>	<b><u>Pass</u></b>	<b><u>Fail</u></b>
Section I. Preliminary Information (Eligibility)		
• N/A		
•		
•		
<b><u>Scoring Sections</u></b>	<b><u>Points Available</u></b>	<b><u>Points Awarded</u></b>
Section II. Qualifications & Experience	<b>15</b>	<b>NA</b>
Section III. Cost Proposal	<b>75</b>	<b>NA</b>
Section IV. Equipment List	<b>10</b>	<b>NA</b>
<b><u>Total Points</u></b>		

Note: This was the only Proposal received for this submission period. Though no points were awarded, the proposal was thoroughly reviewed by the Evaluation Team and found to meet the requirements of the RFP and is accepted. It is recommended that this vendor be awarded the bid

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

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Qualifications and Experience Form	<b>15</b>	<b>NA</b>

**Evaluation Team Comments:**

- Extensive experience working with the BPL performing work directly related to the scope of services
- Has worked with the BPL performing scope of services since the mid-1980s
- Services provided in the past for BPL has been at or above expectations
- Experience in all aspects of road maintenance and construction, including brook crossings and bridge installation

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**EVALUATION OF SECTION III  
Cost Proposal**

Lowest Submitted Cost Proposal	÷	Cost Proposal Being Scored	x	Score Weight	=	Score
	÷		x	<b>75 points</b>	=	<b>NA</b>

**Evaluation Team Comments:**

- All prices provided on the bid are within current BPL contract range, with the exception of dump truck rate which is above current hourly rates provided by other vendors who hold road maintenance contracts

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**EVALUATION OF SECTION IV  
Equipment List**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Equipment List	<b>10</b>	<b>NA</b>

**Evaluation Team Comments:**

- Owns all equipment necessary to complete scope of services
- mix of older equipment and late model equipment
- age of equipment may lead to unanticipated breakdowns and loss of work time
- past experience has indicated that equipment has been well maintained



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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202403068**  
**RFP TITLE: Gravel Road Maintenance – Square Lake**

I, Chet Condon, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.**

Chet Condon  
Signature

5-6-24  
Date



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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202403068**  
**RFP TITLE: Gravel Road Maintenance – Square Lake**

I, Jarrett Beaulier, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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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*Jarrett Beaulier*  
Signature

*5/6/24*  
Date





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**AGREEMENT AND DISCLOSURE STATEMENT  
RFP #: 202403068  
RFP TITLE: Gravel Road Maintenance – Square Lake**

I, Jacob Guimond, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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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		5/6/24
Signature		Date