



## **Our Katahdin**

### **Request for Proposals**

**For**

**Qualified Environmental Professional Consultant Services for the Roll Storage and Machine Shop Buildings Cleanup Project**

**Funded by the United States Environmental Protection Agency**

**Brownfields Program**

**Responses Due by:**

**February 26, 2026 by 5:00 p.m. Eastern time**

**Responses to be sent by email to:**

**Steve Sanders**

**Director, Mill Site Redevelopment**

**Our Katahdin**

**P.O. Box 293, Millinocket, Maine 04462**

**[steve@onenorth.net](mailto:steve@onenorth.net)**



## **Introduction**

The United States Environmental Protection Agency (U.S. EPA) has awarded Our Katahdin (“OK”) a Brownfields Cleanup Grant in the sum of \$4,000,000 to support the cleanup and redevelopment of the Roll Storage and Machine Shops on the former Great Northern Paper mill site in Millinocket, Maine.

OK is requesting proposals from qualified environmental professionals (QEP) to assist with implementation of the grant-funded cleanup. OK reserves the right to waive any information or minor defects in the RFP or the RFP responses / procedure, or reject any and all responses, or accept any submittal that is most responsive and responsible as exclusively determined by OK. Any response may be withdrawn by the respondent prior to the scheduled time for the opening of the response or authorized postponement thereof. No respondent may withdraw a submittal within 60 days after the actual date of opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between OK and the respondent. Proof of acceptable insurance in accordance with the requirements outlined in this RFP shall accompany the response. No bid bond, payment bond or performance bond is required for this contract. Submission of a signed submittal by the respondent constitutes acknowledgement of and acceptance of all documents and terms and conditions of this RFP and/or the U.S. EPA Cooperative Agreement.

It should be noted that OK has submitted a cleanup grant application direct to U.S. EPA and may seek other RLF funding sources to complete this and other cleanup projects at the former Great Northern Paper mill site. If OK is successful with additional grant/loan awards, we will rely on this procurement process to retain our QEP to maintain consistency in the management of the projects.

## **Project Overview**

OK has been awarded \$4,000,000 in Brownfields cleanup grant funding from the U.S. EPA for the remediation of hazardous building materials (asbestos, lead-based paint, universal and hazardous wastes) and mold) at the former Great Northern Paper mill Roll Storage and Machine Shop buildings in Millinocket, Maine. Budgeted funds allocated as “contractual” will be the responsibility of the selected respondent. U.S. EPA’s cleanup grant award may be one of several anticipated funding sources to complete the project. OK will use Brownfields funds to complete the following tasks:

- **Task 1:** Cooperative Agreement Oversight

The selected environmental consultant shall follow all Brownfields processes and procedures, including the acknowledgement of the partnership among EPA Region I, the Maine Department of Environmental Protection (Maine DEP) and OK, and shall therefore keep all parties informed and provide adequate time for review and technical feedback. The selected environmental consultant will also assist OK in preparing reports, keeping records and requests for reimbursement required by the U.S. EPA.

- **Task 2:** Community Engagement & Outreach

The selected environmental consultant will assist OK in developing and implementing an outreach strategy for targeted areas to improve local understanding of the project scope.



Additionally, the QEP will be responsible for establishing an information repository, implementing a 30-day ABCA review / comment period, and holding public meetings.

- **Task 3:** Site-Specific Sub-tasks

Prepare final cleanup/abatement plans and specifications for review and approval by the U.S. EPA, Maine DEP and OK; conduct a pre-bid site visit with proposed cleanup contractors; and prepare for confirmatory sampling, review contractor bids and work with OK to select cleanup contractor(s). This work will also include consideration of Resilient and Greener Cleanup strategies, factoring in Climate Change resiliency. Lastly, decision making will be documented through a memo or letter to ensure public comments have been documented as well as any proposed changes to the preferred cleanup remedy.

- **Task 4:** Oversee Site Cleanup

Monitor and observe construction; project reporting to ensure compliance with plans, specifications, and requirements for regulatory closure (including compliance with Davis-Bacon wages); review and approve requisitions and documents; final site walk-through to issue project completion; and collection of confirmatory samples as necessary. A Site-Specific Quality Assurance Project Plan (SSQAPP) and Health and Safety Plan (HASP) will be required for any post cleanup sampling and will be submitted and reviewed by the U.S. EPA and Maine DEP.

### **Submission Requirements**

Qualifying firms with a background in U.S. EPA Brownfields funded environmental cleanups and Brownfields redevelopment activities should submit a proposal containing the information outlined below. Proposals should be in PDF form and must be submitted via email with the subject line: "U.S. EPA Brownfields Roll Storage and Machine Shops QEP." Proposals are limited to 10 pages in length (with a maximum two-page cover letter, attached four resumes, and proof(s) of insurance not counting toward the ten-page limit). PDF files should be labeled "FIRM NAME: OK 2025 U.S. EPA QEP."

Proposals shall be emailed to:

Steve Sanders at [steve@onenorth.net](mailto:steve@onenorth.net).

Proposals are due at the above email on or before February 26, 2026, at 5:00 p.m. eastern time. Late responses to this RFP will not be accepted.

Notes:

- OK will not be held responsible for mishandled, late, or lost qualifications packages.
- Questions related to this RFP should be directed to Steve Sanders at [steve@onenorth.net](mailto:steve@onenorth.net). All questions by QEPs will be compiled and responses will be sent back to all parties that have posed questions. Questions must be submitted on or before February 12, 2026. Questions received after this date will not be answered. Those that have not posed questions but wish to receive the question-and answer information should contact Steve Sanders via email.



- Respondent shall certify that to the best of its knowledge, all information provided in their response to this RFP is accurate and complete. Any misrepresentation by a respondent may result in disqualification.

### **Submission Content**

Please submit the following information with your proposal package:

1. Firm name, address and phone number and a brief description of the firm.
2. Name, job title, email and phone number of the primary contact person.
3. Description of the proposed project including a Scope of Work and description of how the allotted grant funds will be fully utilized.
4. Experience and demonstrated success working to obtain external funding sources for Brownfields remediation. If no experience, please indicate experience and demonstrated success assisting Maine communities and/or nonprofits.
5. Experience and demonstrated success in working on long term Brownfields redevelopment including planning, investigations, and remediation. If no experience, please indicate experience with Maine communities and/or nonprofits.
6. Proposed staff for the work, including designation of Project Manager. Attach resumes of key staff. Limit to no more than four (4) staff.
7. The names and contact information of at least three Maine local governmental units, businesses or nonprofit organizations as references for whom your firm has provided similar services within the past three years.
8. Current fee schedule for your firm. Specify key personnel for fee schedule unit rates.
9. Experience with comparable projects in rural communities, especially in northern Maine.
10. Proof of current insurance meeting the requirements outlined below.

### **EVAULATION CRITERIA**

OK will award a contract to the respondent who demonstrates the ability to provide the highest quality service at the most reasonable cost. To accomplish this goal, OK's weighted criteria for selection will include, but not be limited to:

1. Clarity of the proposal, understanding of the project objectives, ability to engage with the community, and responsiveness to the work program (20%)
2. The respondent's experience and qualifications to perform the requested service (25%)
3. The degree to which the respondent demonstrates an ability to work effectively and coordinate activities with OK, other interested parties including U.S. EPA, and MEDEP (15%)
4. Reasonableness of the proposed costs based on a comparison of prices among competing offerers and other available information on market rates for consulting services (if applicable) (25%)
5. References (15%)



OK will negotiate compensation terms with the QEP selected based on the above criteria.

### **Insurance Requirements**

Contractor shall maintain and provide current proof of the following insurance:

- A. Worker's compensation and Disability: Statutory requirements;
- B. Employer's Liability - \$500,000 each accident
- C. Commercial General Liability – General Aggregate - \$1,000,000
- D. Comprehensive Automobile - \$1,000,000
- E. Excess/Umbrella Liability - \$1,000,000
- F. Errors and Omissions Professional Liability - \$1,000,000
- G. Contractor's Pollution Liability insurance - \$1,000,000

### **Terms and Conditions**

1. OK shall not discriminate with respect to the hire, tenure, terms, conditions or privileges of employment or any other matter directly or indirectly related to employment, because of race, color, religion, sex, sexual orientation, disability, national origin or ancestry.
2. Interviews with some consultants may be scheduled. OK reserves the right to select or not select, in its sole discretion, based on its assessment of each firm's strengths and qualifications and the objective of best meeting the needs of the U.S. EPA Grant project and OK's redevelopment goals.
3. By submitting a response to the RFP, each Respondent waives all rights to protest or seek remedies whatsoever regarding any aspect of this RFP, the selection of a Respondent or Respondents with whom to negotiate, the rejection of any or all offers to negotiate, or a decision to terminate negotiations.
4. The Respondent shall keep OK free and harmless from the payment of any and all damages, costs, expenses, royalties, patent fees, attorney's fees, or any sum of money whatsoever, by reason of any actions, claims, demands or proceedings, arising out of any infringement or alleged infringement, or use of any patented device, article, system or arrangement that may be used by the Contractor in the execution of his work. The Respondent will be required to indemnify and save harmless OK from all claims or actions of any kind or description brought against OK for or on account of any injuries or damages received or sustained by any persons or any neglect in guarding the same or in any improper materials used, or by or on account of any act of commission or omission of the Contractor or his agents or employees.
5. OK will not assume any responsibility or liability for any expenses incurred by a Respondent, or prospective Respondent, in connection with the preparation or delivery of a response, requested



interview, or any action related to the process of completing and submitting a response to this RFP.