

Town of North Reading Department of Public Works

Request for Proposals For Swan Pond Forest Trail Network Plan (2023-02SPT)

The Town of North Reading by and through the Town Administrator's Office is issuing this request for proposals (RFP), for consultants to help the Town prepare a **Swan Pond Trail Network Plan** to identify opportunities to improve community access to the conservation area.

The proposed scope of work includes the following two main tasks, each with three subtasks.

- Task 1: Information Gathering and Site Analysis
- Task 2: Conceptual Trail Layout

Copies of the RFP will be available electronically via email by contacting North Reading Town Engineer, Dan O'Donnell at dodonnell@northreadingma.gov. One (1) original price proposal and six (6) copies of the technical proposal must be received at the Office of the Town Administrator, North Reading Town Hall, 235 North St, North Reading MA 01864 no later than **Thursday, April 27th, 2023 by 10:00 AM**. Late proposals will not be considered.

The Town reserves the right to reject any or all proposals in whole or in part if it is deemed in the best interest of the Town to do so. The Town of North Reading is an equal opportunity employer. Minority and women owned businesses are encouraged to submit a proposal.