

Town of Rumford
Request for Proposals

August 7th, 2025

2026-2036 Comprehensive Plan

1. **Notice & Intent:** The Town of Rumford is seeking proposals from consultants with experience in municipal planning and community comprehensive plan creation for the creation, review, and publication of a brand new comprehensive plan for the Town. The Town's current comprehensive plan was last updated in 2013 and is now out of date, obsolete, or rendered incorrect by changes in the community since the 2013 update. The Board of Selectpersons will make a subjective decision on consultant selection taking into consideration, experience, qualifications, along with any other tangible and intangible aspects of the lease proposal they, in their sole authority, deem relevant.
2. **Inquiries:** Inquiries should be made to the Town Manager by email or telephone to townmanager@rumfordme.org or (207) 364-4576.
3. **Required Proposal Information:** The proposal must:
 - a. Describe previous company and team member experience and qualifications.
 - b. Describe in detail the proposed approach to drafting the comprehensive plan, proposed methodologies for public input, and approaches to meeting state requirements including projected timeline for plan completion.
 - c. Provide samples of any previous comprehensive plans completed for other municipalities in Maine along with status for review by the State (completed and accepted, pending, or any other status).
 - d. Identify all associated partners for the business.
 - e. Identify all potential contractors and sub-contractors working with the consultant.
 - f. Include any other information significant to the decision-making process.
4. **Selection Criteria:** The Board of Selectpersons for the Town of Rumford shall be the sole and final authority on the selection of any consultant proposal for negotiations. The Town of Rumford reserves the right to negotiate the proposal which is in the best interest of the Town of Rumford, including the right to waive any technicality or formality of the proposal process and to choose not to proceed with negotiations at all.

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5. **Delivery & Review:** Proposals may be sent by electronic submission to the Town Manager at townmanager@rumfordme.org or by mail to the Town Manager's Office, 145 Congress Street, Rumford, ME 04276 until Monday, September 29th, 2025 at 1:00pm Eastern Daylight Time. Proposals will be reviewed by the Board of Selectpersons within 30 days of the submission deadline. The Board of Selectpersons reserves the right to ask further questions, request additional information and conduct interviews at their own discretion.

George O'Keefe
Town Manager
Economic Development Director