



# Lincoln Trail

Area Development District

~ established 1968 ~

750 S. Provident Way • Elizabethtown, KY 42701  
Phone: 270-769-2393 • TDD: 800-247-2510 • Fax: 270-769-2993  
Equal Opportunity Employer M/F/D/V/SO

## REQUEST FOR PROPOSAL: **LTADD PROPERTY EXCAVATION & SITE DEVELOPMENT**

RFP NO: **2025-002**

Date Issued: **3 OCTOBER 2025**

RFP's shall be accepted until **TUESDAY, OCTOBER 14, 2025 AT 1:00 PM EST**, at which point they will be publicly reviewed at the Lincoln Trail Area Development District office at 750 South Provident Way, Elizabethtown, Kentucky 42701.

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. By signing and submitting this RFP, the Vendor acknowledges that they have read, understand and agree to all aspects of the specification and RFP requirements as presented without reservation or alteration.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Agent (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date



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## RFP Specifications

RFP No: **2025-002**

### ***Please include the following items with each Proposal Submission:***

- ☐ Cover Letter
- ☐ Company Overview
- ☐ Statement of qualifications -- must include:
  - General history & description of company
  - Number of employees
  - Years in business
  - Physical location
  - Parent company (if applicable)
- ☐ Project Understanding

***Include one (1) original and six (6) copies of the entire proposal response***



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## RFP Specifications

RFP No: **2025-002**

Proposals shall be submitted to:  
Lincoln Trail Area Development District  
750 South Provident Way  
Elizabethtown, KY 42701

Proposals shall be in a sealed envelope with the return address and clearly marked on the outside of the envelope:

Proposal for: **LTADD PROPERTY EXCAVATION & SITE DEVELOPMENT**

Date: October 14, 2025 – 1:00 PM

***Include one (1) original and six (6) copies of the entire proposal response***

**Please provide any and all applicable information regarding specific details in the manner of your choosing. If you include a binder or booklet, please include this RFP sheet.**

Any Exceptions to RFP? ☐ Yes ☐ No

IF YES, PLEASE INCLUDE DOCUMENTATION DENOTING ANY EXCEPTION AND WHAT SECTION(S) IT PERTAINS TO. FAILURE TO PROPERLY RECORD EXCEPTIONS COULD RESULT IN IMMEDIATE REJECTION OF THE RFP.



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## RFP Specifications

RFP No: **2025-002**

- I. **Scope:** The Lincoln Trail Area Development District is seeking a qualified and experienced provider (hereafter referred to as company, contractor or bidder) to provide **Property Excavation & Site Development**.
- II. **Point of Contact:** Questions concerning bid requirements should be directed to Executive Director Daniel London at [daniel@ltadd.org](mailto:daniel@ltadd.org).
- III. **RFP Submission:** All RFP submissions must include all items listed on Pages 1 - 3 of the RFP, as described herein. Proposals will be accepted at the LTADD Offices, 750 South Provident Way, Elizabethtown, KY until: **TUESDAY, OCTOBER 14, 2025 AT 1:00 PM EST**. Proposals must be submitted in sealed envelopes with the words **PROPOSAL FOR: LTADD PROPERTY EXCAVATION & SITE DEVELOPMENT, TUESDAY, OCTOBER 14, 2025 AT 1:00 PM EST**, prominently displayed on the front of the envelope. Respondents shall include one (1) original and six (6) copies of the entire RFP response.
- IV. **Addendums to RFP:** In the event it becomes necessary to revise any part of the RFP specifications, any potential bidder who requested the RFP specifications will be provided any and all addendums to the RFP information.
- V. **Late Submittal and Late Modifications:** Submittals received after the due date and time will not be considered. Modifications received after the opening date will not be considered. LTADD assumes no responsibility for the premature opening of a proposal not properly addressed and identified, and/or delivered to an improper designation.
- VI. **Rejection or Cancellation of Proposals:** LTADD reserves the right to act in its best interest in this determinations process, to waive all technicalities, and to select the most responsible and responsive proposal. LTADD shall be the sole judge of the company's ability to meet the requirements set forth. Its decision in determining responsible and responsive bidder(s) will be final.
- VII. **Minimum Acceptance Period:** Proposals shall be valid and may not be withdrawn for a period of 180 days from the date specified for receipt of proposals. All expenses involved with the preparation and submission of the proposal to LTADD, or any work performed in connection therewith, is the responsibility of the bidder(s).



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## RFP Specifications

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- VIII. **Confidential and Proprietary Information:** Per KRS 61.878 (1)(c), to the extent that a proposal includes proprietary and confidential information, bidder shall mark the information as such and is assured that LTADD, in compliance with KRS Chapter 61, shall maintain the confidentiality of such information and exempt such from open or public disclosure until such time as a contract is awarded and then shall release it only to the extent required by the KY Open Records and Open Meetings Acts.
- IX. **Timeline:**
- |                            |                           |
|----------------------------|---------------------------|
| Issue Date                 | 10/03/2025                |
| Proposals Due              | 10/14/2025 at 1:00 pm EST |
| Target Contract Start Date | 11/03/2025                |
- X. **Termination:** As agreed to in the final, written contract, LTADD may terminate the contract with the winning bidder at any time if, after notice and reasonable opportunity to cure any such default, the financial institution continues to fail to provide the required services by providing ninety (90) days advance written notice to the designated representative of the company.
- XI. **Designated Contact:** The contractor shall appoint a person or persons to act as a primary contact with LTADD. This person or back-up shall be readily available during business hours by phone or in person, and shall be knowledgeable of the terms and procedures involved.
- XII. **Open Records Act:** All materials submitted in connection with this proposal will be public documents and subject to the Open Records Act and all other laws of the Commonwealth of Kentucky, the United States of America and the open records policies of LTADD. All such materials shall remain the property of LTADD and will not be returned to the respondent.
- XIII. **Performance Standards:** The work shall be completed to the specifications contained in Exhibit A pursuant to direction and supervision of LTADD's engineer.