

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING
WEDNESDAY, May 21, 2025 1:00PM
FIRST FLOOR CONFERENCE ROOM – REGISTRY OF DEEDS – FORT KENT

Present:

Paul J. Underwood, Chair, County Commissioner
William Dobbins, County Commissioner
Daniel Deveau, County Commissioner
Ryan D. Pelletier, County Administrator
Peter Johnson, Sheriff
Erica Pelletier, Chief Deputy
Roy Guidry, Facilities Director
Dana Gendreau, Finance Director, Zoom
Beth Hummel, HR Director – Zoom
Steve Pelletier, ARPA Administrator
Tammy Pelletier, Operations Assistant
Galan Williamson, NWDB - Zoom
Heidi Rackliffe, ACAP - Zoom
Ray Cunrod, Resident of Connor
Robbie Cunrod, Resident of Connor
Rebecca Graham, Maine Municipal Association
Chris Bouchard, Bangor Daily News
Donald Guimond, Chair, Jail Study Commission

ART. 1. Commissioner Paul Underwood called the meeting to order at 1:00 PM.

ART. 2. Pledge of Allegiance.

ART. 3. Commissioner Underwood opened the floor for a public comment period.

Mr. Ray Cunrod asked if the County would consider maintaining a quarter mile of the Town Line Rd in Connor. The road is currently closed for winter maintenance. He and his son have been plowing using a 1 ton truck to access their home.

Mr. Robbie Cunrod explained that they own 110 acres of land down there that they would like to develop into house lots but it would require the road to remain open year-round.

ART. 4. Mr. Ryan Pelletier requested an addition to Article 25: Other Business to include A) To consider a contingency fund request from EMA.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the agenda as amended.

VOTE:

Motion voted on and passed.

ART. 5. Commissioner Underwood entertained a motion for approval of the April 16, 2025 Commissioners' Meeting minutes.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the meeting minutes of April 16, 2025.

VOTE:

Motion voted on and passed.

ART. 6. The County Commissioners approved and signed the following:

- A) Attendance record.
- B) Bills and warrants.

ART. 7. Mr. Galan Williamson and Ms. Heidi Rackliffe presented an update on the Northeastern Workforce Development Board. The Quest program is ending with no further funding. The program has been very successful for our County. ACAP will be using their opioid settlement grant funding to continue to provide services similar to this program.

No motion necessary.

ART. 8. Mr. Ryan Pelletier and Ms. Rebecca Graham provided an update on LD852 and LD719 which both include increased jail funding from the state. The outcome is uncertain.

No motion necessary.

ART. 9. Mr. Ryan Pelletier presented for consideration the appointments to the NMDC Board for general membership (2) and unorganized territory (1).

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to re-appoint Martin Dionne to the NMDC board representing the UT.

VOTE:

Motion voted on and passed.

MOTION:

Motion by Paul Underwood, seconded by William Dobbins to appoint Commissioner Dobbins and Commissioner Deveau for general membership.

VOTE:

Motion voted on and passed.

ART. 10. Mr. Ryan Pelletier presented for consideration the creation of a Finance Sub-Committee to review outside agency funding requests.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the creation of a Finance Sub-Committee to include Ryan Bushey, Richard Fortier, and Nelson Jandreau.

VOTE:

Motion voted on and passed.

- ART. 11. Mr. Ryan Pelletier presented for consideration the ratification of the purchase of \$50 gift cards for the Finance Committee.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to ratify the purchase of \$50 gift cards for the Finance Committee.

VOTE:

Motion voted on and passed.

- ART. 12. Mr. Ryan Pelletier presented for consideration an offer from DOT for the use of County property Houlton as they perform a sidewalk project that needs access.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the offer from DOT for use of property in Houlton during their sidewalk project.

VOTE:

Motion voted on and passed.

- ART. 13. Mr. Ryan Pelletier presented for consideration the request for a letter of support for the CDBG program.

MOTION:

Motion by Daniel Deveau, seconded by William Dobbins to approve the letter of support for the CDBG program.

VOTE:

Motion voted on and passed.

- ART. 14. Ms. Dana Gendreau presented for consideration the quarterly financial report.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to accept the quarterly financial report.

VOTE:

Motion voted on and passed.

ART. 15. Ms. Dana Gendreau presented for consideration the 2025-2026 Tax Commitment, due date, and interest rate for the 2025-2026 County taxes.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the 2025-2026 Tax Commitment.

VOTE:

Motion voted on and passed.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the due date of September 1, 2025.

VOTE:

Motion voted on and passed.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the interest rate of 7.5%.

VOTE:

Motion voted on and passed.

ART. 16. On behalf of Darren Woods, Mr. Ryan Pelletier presented for consideration the hiring recommendation of Ervin Levesque, Jacob McDougal, and Austin Dibble as North Lakes Fire & Rescue Firefighters.

MOTION:

Motion by Daniel Deveau, seconded by William Dobbins to approve the hiring recommendation of Ervin Levesque, Jacob McDougal, and Austin Dibble as North Lakes Fire & Rescue Firefighters.

VOTE:

Motion voted on and passed.

ART. 17. Mr. Roy Guidry presented for consideration a proposal for HVAC at the Caribou Courthouse.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve HVAC recommendation for the Caribou Courthouse.

VOTE:

Motion voted on and passed.

ART. 18. Mr. Roy Guidry and Sheriff Peter Johnson presented for consideration a recommendation to upgrade the control panel at the County Jail.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve recommendation to upgrade the control panel at the County Jail and to approve the County Administrator to take whatever action necessary to secure lease payments with Johnson Controls.

VOTE:

Motion voted on and passed.

- ART. 19. Sheriff Peter Johnson presented for consideration the hiring recommendation of Samantha Sakcriska and Hunter Tabbe-Muncey as full-time corrections officers.

MOTION:

Motion by Daniel Deveau, seconded by William Dobbins to approve the hiring recommendation of Samantha Sakcriska and Hunter Tabbe-Muncey as full-time corrections officers.

VOTE:

Motion voted on and passed.

- ART. 20. On behalf of John Gibson, Mr. Ryan Pelletier presented for consideration the three (3) year agreement for Molunkus fire protection with the town of Medway.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the three (3) year agreement for Molunkus fire protection with the town of Medway.

VOTE:

Motion voted on and passed.

- ART. 21. On behalf of John Gibson, Mr. Ryan Pelletier presented for consideration the one (1) year solid waste agreement for Benedicta/Silver Ridge with the town of Sherman.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the solid waste agreement for Benedicta/Silver Ridge with the town of Sherman.

VOTE:

Motion voted on and passed.

- ART. 22. On behalf of John Gibson, Mr. Ryan Pelletier presented for consideration the one (1) year dispatch services agreement for Sinclair/Cross Lake with the County of Aroostook.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the dispatch agreement for Sinclair/Cross Lake with the County of Aroostook.

VOTE:

Motion voted on and passed.

ART. 23. On behalf of Todd Collins, Mr. Ryan Pelletier presented for consideration the hiring recommendation of Casey Malone as legal assistant in Houlton.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to the hiring recommendation of Casey Malone as legal assistant in Houlton.

VOTE:

Motion voted on and passed.

ART. 24. County Commissioners Report

Commissioner Dobbins provided an update from the MCCA/Risk Pool. A lot of counties are opting out of Maine Paid Family Medical Leave to save money. Risk Pool is looking to provide training to jail personnel to cut down on claims.

Legislatively, Commissioner Deveau provided an update on the LUPC changes to appointments where the Governor will be able to appoint 2 members and the President/Speaker to appoint 1 member. Jail funding bills are being watched closely. There is some discussion of a people's veto of the budget that could cause government funding to not be available.

ART. 25. Other Business

A) On behalf of Darren Woods, Mr. Ryan Pelletier presented for consideration a request to use Contingency funds to cover the cost to replace a broken sink in the EMA office.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the request to use Contingency funds to replace the broken sink.

VOTE:

Motion voted on and passed.

B) Mr. Ryan Pelletier asked if the Commissioners would like him to begin researching the Townline Rd in Connor to address public comments during the meeting.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to have the County Administrator begin researching the Townline Rd in Connor to address public comments during the meeting.

VOTE:

Motion voted on and passed.

ART. 26. At 3:19 pm, the following motion was made by William Dobbins, and seconded by Daniel Deveau:

“I move that we enter into the Executive Session, pursuant to Title 1 MRSA 405(6)(A) to discuss the Jail Study Commission applications.”

Upon return from executive session no action was taken.

ART. 27. Adjournment.

MOTION:

A motion was made by Daniel Deveau, seconded by William Dobbins to adjourn the meeting at 3:48 pm.

VOTE:

Motion voted on and passed.

ATTEST: A True Copy
of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: June 18, 2025



Application Copy

File Number: 73723

Job Type: Renewal Application

LICENSE # HOT-09-101334	APPLICATION DATE RECEIVED 2025-05-22
LICENSE TYPE On-Premises: Beer, Wine & Spirits	LICENSEE ROOSEVELT CONFERENCE CENTER
AGENT NAME	EFFECTIVE DATE 2024-08-21
EXPIRES 2025-08-20	STATUS Active
PREMISES NAME EAGLE LAKE SPORTING CAMPS	
NEW SECONDARY LICENSE(S) None selected	
PREMISES TYPE Hotel	PREMISES NAME EAGLE LAKE SPORTING CAMPS
OPERATOR ROOSEVELT CONFERENCE CENTER	
PHYSICAL ADDRESS T16 R6 WELLS EAGLE LAKE ME 04739	
MAILING ADDRESS PO BOX 249 EAGLE LAKE ME 04739-0249	

CONTACT NAME GLORIA B THERIAULT	PREFERRED CONTACT METHOD Email
CONTACT PHONE [REDACTED]	ALTERNATE PHONE
FAX	EMAIL [REDACTED]

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

Answer "No" if you are a Sole Proprietor.

Yes

20021910D

2. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

No

3. Is the applicant/licensee an individual, partnership, or association?

No

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

No

6. Is your license application for Vessel Corporation?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

Yes

(document uploaded)

8. Do you allow dancing or entertainment on the licensed premises? If so, You need to have a a license from the Maine State Fire Marshal. See <https://www.maine.gov/dps/fmo/plans-review/applications> for more information.

No

9. Will any law enforcement officer directly benefit financially from this license, if issued?

No

10 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

12 Do you have a manager employed?

Yes

Alan Theriault [REDACTED]

13 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant(s) own the premises?

Yes

18 At which address are your business records located?

Roosevelt Conference Center
19 Furlong Road
Eagle Lake, Maine 04739

19 What will be your business hours? Please indicate each day's open and close times.

Daily Noon to 10 PM

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

35 Miles

21 Is your application for a Hotel or Bed & Breakfast?

Yes

12

22 What is the gross food income for the licensure period that will end on the expiration date?



23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?



24 Do you have a food menu?

Yes

(document uploaded)

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Food Menu	2025 Eagle Lake Sporting Camps Dining Menu.pdf	
Corporate Supplemental Form	102 Supplemental Ownership Form and Affidavit-2 Liquor License RCC - 20025.pdf	
Maine Health or Agriculture License	2025-2026 - ELSC Lodging and Eating Permits.pdf	
Premises Floor Plan	Liquor License Diagram-ELSC.pdf	

APPLICANT

ROOSEVELT CONFERENCE CENTER

DECLARATION

- I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

County of Aroostook

COMMISSIONERS' OFFICE

FINANCE DIRECTOR / DEPUTY TREASURER
Dana L. Gendreau



COUNTY COMMISSIONERS
PAUL J. UNDERWOOD
PRESQUE ISLE

WILLIAM T. DOBBINS
HOULTON

DANIEL V. DEVEAU
CYR PLANTATION

June 10, 2025

Subject: Increase County of Aroostook Procurement Policy and Fixed Assets Purchasing Cost Threshold

The County of Aroostook current capitalization of fixed assets is set at \$2,000.00.

The County of Aroostook current Procurement and Bidding Policy is set at \$2,500.00.

It is my recommendation that both policies be brought to \$10,000 to match the federal policy effective July 1, 2025.

Regards,

Dana Gendreau

Dana Gendreau
Finance Director/Deputy Treasurer

PROPOSED TIMELINE FOR AROOSTOOK COUNTY CHARTER ADOPTION

(PURSUANT TO MRSA 30-A § 1322)

JANUARY 6, 2026 – County Commissioner approve Order for a new Charter and provide for the establishment of a Charter Commission.

MARCH 1, 2026 – Nomination petitions made available by Secretary of State

MAY 25, 2026 – Deadline for petitions to be certified by Municipal Registrar's

JUNE 1, 2026 – Deadline for petitions to be filed with the Secretary of State by 5 p.m.

NOVEMBER 3, 2026 – Election of 6 public members to Charter Commission (2 from each Commissioner District)

NOVEMBER 10, 2026 – County Clerk gives notice to the clerk of each municipality and legislative delegation of the date, time, and location of the meeting where appointed members will be selected.

NOVEMBER 18, 2026 – County Commissioners appoint 3 members to the Charter Commission. (1 Commissioner; 1 Municipal Officer; 1 Senator or Representative)

NOVEMBER 19, 2026 – County Clerk notifies Charter Commission members of the date, time and place of organizational meeting. Clerk sets the date, time and place and must give 10 days notice.

DECEMBER 1, 2026 – Organizational Meeting of the Charter Commission.

DECEMBER 2, 2026 – Public Notice of Hearing published in local newspaper.

DECEMBER 15, 2026 – Required Public Hearing #1 – Second Meeting of Charter Commission.

JANUARY 1 – MARCH 15, 2027 – Ongoing meetings of the Charter Commission. (Anticipate 3)

MARCH 16, 2027 – Required Public Hearing #2, Sixth Meeting of Charter Commission

MARCH 17, 2027 – MAY 31, 2027 – Ongoing meetings of the Charter Commission (Anticipate 3)

JUNE 1, 2027 – Preliminary Report and Draft Charter Presented for Public Hearing #3

JUNE 2, 2027 – A written opinion from an Attorney regarding authenticity of proposed Charter. (Due with final report submitted by June 16, 2027).

JUNE 16, 2027 – Final Report and Proposed New Charter presented to the County Commissioners.

NOVEMBER 2, 2027 – Election Day for Vote on proposed new Aroostook County Charter.

PROPOSED TIMELINE FOR AROOSTOOK COUNTY CHARTER ADOPTION**(PURSUANT TO MRSA 30-A § 1322)**

JANUARY 6, 2026 – County Commissioner approve Order for a new Charter and provide for the establishment of a Charter Commission.

MARCH 1, 2026 – Nomination petitions made available by Secretary of State

MAY 25, 2026 – Deadline for petitions to be certified by Municipal Registrar's

JUNE 1, 2026 – Deadline for petitions to be filed with the Secretary of State by 5 p.m.

NOVEMBER 3, 2026 – Election of 6 public members to Charter Commission (2 from each Commissioner District)

NOVEMBER 10, 2026 – County Clerk gives notice to the clerk of each municipality and legislative delegation of the date, time, and location of the meeting where appointed members will be selected.

NOVEMBER 18, 2026 – County Commissioners appoint 3 members to the Charter Commission. (1 Commissioner; 1 Municipal Officer; 1 Senator or Representative)

NOVEMBER 19, 2026 – County Clerk notifies Charter Commission members of the date, time and place of organizational meeting. Clerk sets the date, time and place and must give 10 days notice.

DECEMBER 1, 2026 – Organizational Meeting of the Charter Commission.

DECEMBER 2, 2026 – Public Notice of Hearing published in local newspaper.

DECEMBER 15, 2026 – Required Public Hearing #1 – Second Meeting of Charter Commission.

JANUARY 1 – JUNE 30, 2027 – Ongoing meetings of the Charter Commission. (Anticipate 6)

JUNE 30, 2027 - Public Notice of Hearing published in local newspaper.

JULY 14, 2027 – Preliminary Report Published & Required Public Hearing #2

JULY 15 – OCTOBER 15 – Ongoing meetings of the Charter Commission. (Anticipate 3)

OCTOBER 20, 2027 – County Commissioners Vote to extend Charter Commission Timeline by 6 months pursuant to Title 30-A § 1322(5)(D)

NOVEMBER 1, 2027 – JANUARY 15, 2028 – Ongoing meetings of Charter Commission & Required Public Hearing #3.

A written opinion from an Attorney regarding authenticity of proposed Charter. (Due with final report submitted by February 16, 2028).

FEBRUARY 16, 2028 – Final Report and Proposed New Charter FILED with the County Commissioners.

MARCH 15, 2028 – County Commissioners ORDER Charter be submitted to Voters at next regular or special election.

JUNE 13, 2028 – Election Day for Vote on proposed new Aroostook County Charter.

County of Aroostook
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

NORMAN L. FOURNIER
WALLAGRASS

WILLIAM T. DOBBINS
HOULTON

NOTICE TO APPEAL FOR PROPERTY TAX ABATEMENT – PROPERTY OWNER(S)

DATE: 5/6, 2025

Property Owner(s): Rodney W + Donna R Baker

Municipality: Weston

Please provide the following information and requested documentation regarding your Tax Abatement Appeal request.

1. For what tax year(s) (as of April 1st) are you seeking abatement? 2024
2. Please provide a copy of your tax bill for the year(s) for which you are seeking abatement.
3. Did you, prior to April 1st of the year(s) for which you are seeking abatement, receive a written notice by mail from your municipality to furnish true and perfect lists of all your taxable property within the municipality?
 YES NO
If "YES", did you provide such lists?
 YES NO
4. Prior to your appeal to the County Commissioners, did you make written application to the municipal officers or assessors seeking abatement?
 YES NO
If "YES", when did you make such written application? _____
(Please provide a copy)
5. Did the municipal officers or assessors give you a written decision on your application?
 YES NO
If "YES", when did you receive the decision? _____
(Please provide a copy)

RECEIVED
MAY 14 2025
BY: _____

6. On what grounds/basis do you believe you are entitled to an abatement? (Select one)

Error of Assessment: _____
Inequity of Assessment:
Other: _____

Reason for seeking abatement: RATIOS OF LAKE FRONT PROPERTIES
AT 40-5090 SUBJECT PROPERTY ASSESSED
AT 10090

7. To what valuation do you believe your property should be reduced? \$ 165,100

8. Location of Property: 25 LOGAN FARM ROAD WESTON, ME

Please note that should you be dissatisfied with the decision of the County Commissioners you may have a right of further appeal to the Superior Court. In some cases, however, the Superior Court has rejected such appeals because there was no stenographic record of the hearing before the Commissioners. The County Commissioners do not provide such a record; however, they will arrange for an independent recorder to be present at the hearing at a cost to be determined by the recorder. All recorder costs are the sole responsibility of the requestor and due prior to the hearing date. In the event that both parties request a recorder, the costs will be divided evenly among the Property Owner and Municipality.

DO YOU WANT A STENOGRAPHIC RECORDER TO BE PRESENT AT THE HEARING BEFORE THE COUNTY COMMISSIONERS?

YES NO

Redney Baker Donna Baker
Signature of Property Owner(s)

Redney Baker Donna Baker
Name(s)

PO BOX 263, Danforth ME 04424
Mailing Address

1-603-312-0813
Phone

Please return this completed form, along with the documentation requested to:

County Commissioners' Office
144 Sweden St, Ste 1
Caribou, ME 04736

The market value on waterfront homes in Maine have doubled and sometimes tripled in the past five years or so, leaving the assessed values at 40 to 50 percent of market value. This is the case on Brackett Lake properties as well. I would assume all waterfront properties in Weston. In and of itself, this is not unusual in the present market and will correct itself when all these properties are revalued but, in the meantime the new construction needs to be at the same ratio as similar properties (waterfront). This property is assessed at 100 percent of market value and similar properties are at 50 percent.

02/03/25

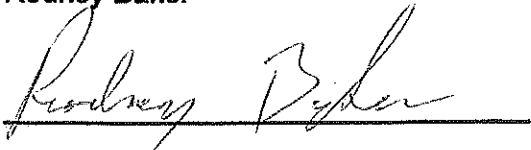
The letters authorizes Jerry Samson CMA-Ret to represent us in our request for an abatement of part of the value of our home on Map 013 Lot 31 located at 25 Logan Farm Rd in Weston. This applies to his representing us with dealings regarding the local selectman/assessor's as well as the county commissioners. All correspondence should be sent to him at:

cleves8313@gmail.com

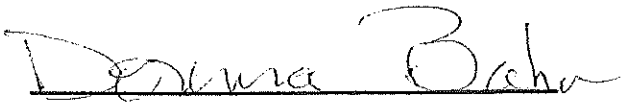
1394 Minot Ave, Auburn, ME 04210

Cell: 207-740-1414

Rodney Baker

A handwritten signature in cursive script that reads "Rodney Baker". The signature is written in black ink and is positioned above a solid horizontal line.

Donna Baker

A handwritten signature in cursive script that reads "Donna Baker". The signature is written in black ink and is positioned above a solid horizontal line.



Aroostook County Emergency Management Agency
158 Sweden Street
Caribou, Maine 04736
(207) 493-4328
(207) 493-4357
darren@aroostookema.com



MEMO

TO: Ryan Pelletier, County Administrator

FROM: Darren R. Woods, Fire Chief

RE: Anticipated FEMA Changes

Date: 6 - 5 - 2025

Commissioners, I want to be sure that you are seeing what is going on with FEMA. The current administration has made some significant cuts to personnel and training, and we fully expect changes to the way we receive funding as well as the disaster response program.

Basically, what this means is that we should be preparing to take on more responsibility at the county and local level. We will need to ensure that our communities are more resilient and that as a county, we can provide adequate support to them. This includes training, incident command support, logistical support, and communications support just to name a few examples.

FEMA just released the new CPG 101 that is a guide for local emergency planning. This is the first of many guidance documents to come that directs locals to handle more of the incident and rely less on the federal government. It also says that all resources (including the private sector) must be depleted, then county resources, neighboring county resources, state resources and neighboring state resources prior to being eligible for federal assistance. All of this means that we must strengthen our abilities at the county and local level.

As a county and as local officials we also need to consider disaster recovery costs. We all understand the impact that a large snow event or severe wind or rainstorm can have on our budget to fix roads, culverts, debris removal or emergency protective measures. In 2024, Aroostook County must reach a cost threshold of \$316,736 along with the state threshold of 3 million. We are expecting this amount to take a big jump. This does make some sense if you consider the large impact disasters that take out entire communities, we understand that their need is much greater.

A few examples of disasters include a recent event in the Town of Danforth which received \$101,196.72 in damages, of which the state and FEMA covered over \$91,000 and an incident in Caribou a few years back where they had \$349,011 in damages and the state and FEMA covered \$314,110. Imagine the impact to those two communities alone if they didn't get any assistance.

What does this all boil down to and why am I here talking to you about this today? Because we (us and communities) have some work to do. I'll break down the items here for illustration, but also please understand that this is a bit of a moving target so a few of these items may change.

1. Local Emergency Management. We need to make sure that our local EMs understand their roles.
 - a. We can do this through education that can happen locally. Aroostook EMA does offer courses both in person and online that can help with this. The Local Emergency Manager needs to understand what is expected of them and know how to carry out those duties.
 - b. Consider Community Emergency Response Teams where needed for things like sheltering support groups. This training can also be requested from the county EMA at no charge.
 - c. The old practice of “the person with the short straw is the EMA Director for this year” must end. We also need to ensure that our elected officials are getting the very basic course for senior/elected officials.
2. Enhance Partnerships. Work with other counties and communities to be prepared to help one another. In Aroostook, this includes our Canadian partners. Both counties and communities must work to get strong relationships with grocery stores, electricians (who might have generators), water districts, churches, hotels, etc. Remember, we must deplete all the local resources first.
3. Develop a Local Disaster Fund. We all understand that in today's economy we are trying to find places to cut the budget. Ideas like this are usually the first to go, understanding this isn't an “immediate need” or tangible. However, also considering the budget, a significant summer storm can tear up your roads, culverts, and other infrastructure. If FEMA is not able to help you with the recovery costs, that means it is now all up to your community to come up with the funding for it. I have been recommending for years the need to create a “Disaster Fund” in capital budgets. Even if you start with a small amount and just let it build overtime you will still be moving things in the right direction.

The Maine County EMA Director's Council is having conversations now to determine how we can best organize and support the emergency management landscape in Maine to include preparedness, mitigation, response & recovery. At that level, it is our plan to work with the Maine County Commissioners Association on this effort.

I attached a few documents for reference.

- Sample Local EMA Program
- FEMA Proposed Budget Changes – Summary
- FEMA 2026 Proposed Budget – Full Document

I would be happy to answer any questions that you may have.

Federally Funded Program Name	FY2025 Amount (Requested)	FY2026 Amount (Requested)	% Change	Funding Decrease Amount
State Homeland Security Grant Program (SHSGP)	\$421,000,000.00	\$351,000,000.00	▼ -17%	\$70,000,000.00
Urban Area Security Initiative (UASI)	\$553,000,000.00	\$415,500,000.00	▼ -22%	\$115,500,000.00
Public Transportation Security Assistance				
Railroad Security Assistance	\$100,000,000.00	\$50,000,000.00	▼ -50%	\$50,000,000.00
Over-the-Road Bus Security Assistance	\$100,000,000.00	\$50,000,000.00	▼ -50%	\$50,000,000.00
Port Security Grants	\$385,000,000.00	\$324,000,000.00	▼ -16%	\$61,000,000.00
Assistance to Firefighter Grants	\$385,000,000.00	\$324,000,000.00	▼ -16%	\$61,000,000.00
Staffing for Adequate Fire and Emergency Response Grants	\$375,000,000.00	\$319,500,000.00	▼ -15%	\$55,500,000.00
Emergency Management Performance Grants (EMPG)	\$363,750,000.00	\$281,475,000.00	▼ -23%	\$82,275,000.00
Flood Hazard Mapping and Risk Analysis	\$12,000,000.00	\$0.00	▼ -100%	\$12,000,000.00
Regional Catastrophic Preparedness Grants	\$130,000,000.00	\$0.00	▼ -100%	\$130,000,000.00
Emergency Food and Shelter Program				
Sustainment				
(current operations for training, exercise, technical assistance, etc.)	\$319,791,000.00	\$203,542,000.00	▼ -36%	\$116,249,000.00
Tribal Homeland Security Grants	\$15,000,000.00	\$0.00	▼ -100%	\$15,000,000.00
Nonprofit Security Grant Program	\$385,000,000.00	\$274,500,000.00	▼ -29%	\$110,500,000.00
Total	\$3,522,541,000.00	\$2,593,517,000.00		\$929,024,000.00
(*) A 25% cost matching requirement was added to SHSGP grants				
(*) A 25% cost matching requirement was added to UASI grants				
(*) A 25% cost matching requirement was added to grants under Public Transportation Security Assistance, Railroad Security Assistance, Over-the-Road Bus Security Assistance				
(*) Amtrak Security funding went from \$10m (FY25) to \$9m (FY26)				

Technical Supplement
to the 2026 Budget

Appendix

CYBERSECURITY RESPONSE AND RECOVERY FUND—Continued
Program and Financing—Continued

Identification code 070-1911-0-1-054	2024 actual	2025 est.	2026 est.
Memorandum (non-add) entries:			
3100 Obligated balance, start of year			16
3200 Obligated balance, end of year		16	28
Budget authority and outlays, net:			
Discretionary:			
4000 Budget authority, gross	20	20	20
Outlays, gross:			
4010 Outlays from new discretionary authority		4	4
4011 Outlays from discretionary balances			4
4020 Outlays, gross (total)		4	8
4180 Budget authority, net (total)	20	20	20
4190 Outlays, net (total)		4	8

The Cybersecurity and Infrastructure Security Agency's (CISA) Cyber Response and Recovery Fund (CRRF) appropriation ensures that funding is available to CISA to respond to a significant incident, as declared by the Secretary of Homeland Security. This account was authorized and appropriated in the Infrastructure Investment and Jobs Act.

FEDERAL EMERGENCY MANAGEMENT AGENCY

Federal Funds

FEDERAL ASSISTANCE

(INCLUDING TRANSFER OF FUNDS)

For activities of the Federal Emergency Management Agency for Federal assistance through grants, contracts, cooperative agreements, and other activities, \$2,593,517,000, which shall be allocated as follows:

(1) \$351,000,000 for the State Homeland Security Grant Program and the Tribal Homeland Security Grant Program under sections 2004 and 2005 of the Homeland Security Act of 2002 (6 U.S.C. 605 and 606), of which \$140,000,000 shall be for Operation Stonegarden: Provided, That notwithstanding subsection (c)(4) of such section 2004, for fiscal year 2026, the Commonwealth of Puerto Rico shall make available to local and tribal governments amounts provided to the Commonwealth of Puerto Rico under this paragraph in accordance with subsection (c)(1) of such section 2004: Provided further, That the Administrator of the Federal Emergency Management Agency shall impose a cost matching requirement for each grant awarded under this paragraph requiring that Federal funds not exceed 75 percent of the total cost of all projects funded through the grant.

(2) \$415,500,000 for the Urban Area Security Initiative under section 2003 of the Homeland Security Act of 2002 (6 U.S.C. 604): Provided, That the Administrator of the Federal Emergency Management Agency shall impose a cost matching requirement for each grant awarded under this paragraph requiring that Federal funds not exceed 75 percent of the total cost of all projects funded through the grant.

(3) \$274,500,000 for the Nonprofit Security Grant Program under section 2009 of the Homeland Security Act of 2002 (6 U.S.C. 609a): Provided, That eligible recipients are those described in section 2009(b) of such Act (6 U.S.C. 609a(b)) or are an otherwise eligible recipient at risk of a terrorist or other extremist attack.

(4) \$50,000,000 for Public Transportation Security Assistance, Railroad Security Assistance, and Over-the-Road Bus Security Assistance under sections 1406, 1513, and 1532 of the Implementing Recommendations of the 9/11 Commission Act of 2007 (6 U.S.C. 1135, 1163, and 1182), of which \$9,000,000 shall be for Amtrak security: Provided, That such public transportation security assistance shall be provided directly to public transportation agencies: Provided further, That, with the exception of any grants for Amtrak security, the Administrator of the Federal Emergency Management Agency shall impose a cost matching requirement for each grant awarded under this paragraph requiring that Federal funds not exceed 75 percent of the total cost of all projects funded through the grant.

(5) \$50,000,000 for Port Security Grants in accordance with section 70107 of title 46, United States Code.

(6) \$648,000,000, to remain available until September 30, 2027, of which \$324,000,000 shall be for Assistance to Firefighter Grants and \$324,000,000 shall be for Staffing for Adequate Fire and Emergency Response Grants under sections 33 and 34 respectively of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. 2229 and 2229a).

(7) \$319,500,000 for emergency management performance grants under the National Flood Insurance Act of 1968 (42 U.S.C. 4001 et seq.), the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121), the Earthquake Hazards Reduction Act of 1977 (42 U.S.C. 7701), section 762 of title 6, United States Code, and Reorganization Plan No. 3 of 1978 (5 U.S.C. App.).

(8) \$281,475,000 for necessary expenses for Flood Hazard Mapping and Risk Analysis, in addition to and to supplement any other sums appropriated under the National Flood Insurance Fund, and such additional sums as may be provided by States or other political subdivisions for cost-shared mapping activities under section 1360(f)(2) of the National Flood Insurance Act of 1968 (42 U.S.C. 4101(f)(2)), to remain available until expended.

(9) \$203,542,000 to sustain current operations for training, exercises, technical assistance, and other programs.

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

Program and Financing (in millions of dollars)

Identification code 070-0413-0-1-999	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
0001 CAS - Grants	4,791	4,450	2,390
0002 CAS - Education, Training, and Exercises (incl USFA)	305	306	204
0799 Total direct obligations	5,096	4,756	2,594
0801 Reimbursable program activity (Education, Training, and Exercises incl USFA)	2		
0900 Total new obligations, unexpired accounts	5,098	4,756	2,594
Budgetary resources:			
Unobligated balance:			
1000 Unobligated balance brought forward, Oct 1	2,176	1,552	949
1001 Discretionary unobligated balance brought fwd, Oct 1	2,174		
1010 Unobligated balance transfer to other accts [070-0702]	-127	-6	
1011 Unobligated balance transfer from other acct [070-0500]	8	4	
1021 Recoveries of prior year unpaid obligations	28	194	
1070 Unobligated balance (total)	2,085	1,744	949
Budget authority:			
Appropriations, discretionary:			
1100 CAS - Grants	2,827	2,782	2,390
1100 CAS - Education, Training, and Exercises	306	306	204
1100 PL 118-50 Supplemental - Nonprofit Security Grant Program	390		
1121 Appropriations transferred from other acct [070-0416]	33	33	
1121 Appropriations transferred from other acct [070-0530]	650	650	
1160 Appropriation, discretionary (total)	4,206	3,771	2,594
Advance appropriations, discretionary:			
1170 Advance appropriation - STORM Act	100	100	100
1170 Advance appropriation - Cybersecurity Grant Program	300	100	
1172 Advance appropriations transferred to other accounts [070-0200]	-1		
1172 Advance appropriations transferred to other accounts [070-0700]	-12	-6	
1172 Advance appropriations transferred to other accounts [070-0566]	-6	-5	
1180 Advanced appropriation, discretionary (total)	381	189	100
Spending authority from offsetting collections, discretionary:			
1700 Collected	1	1	
1701 Change in uncollected payments, Federal sources	1		
1750 Spending auth from offsetting collections, disc (total)	2	1	
1900 Budget authority (total)	4,589	3,961	2,694
1930 Total budgetary resources available	6,674	5,705	3,643
Memorandum (non-add) entries:			
1940 Unobligated balance expiring	-24		
1941 Unexpired unobligated balance, end of year	1,552	949	1,049
Change in obligated balance:			
Unpaid obligations:			
3000 Unpaid obligations, brought forward, Oct 1	10,224	11,482	4,524
3010 New obligations, unexpired accounts	5,098	4,756	2,594
3011 Obligations ("upward adjustments"), expired accounts	12		
3020 Outlays (gross)	-3,635	-11,511	-1,827
3030 Unpaid obligations transferred to other accts [069-0700]	-9	-9	
3040 Recoveries of prior year unpaid obligations, unexpired	-28	-194	
3041 Recoveries of prior year unpaid obligations, expired	-180		
3050 Unpaid obligations, end of year	11,482	4,524	5,291
Uncollected payments:			
3060 Uncollected pymts, Fed sources, brought forward, Oct 1	-1	-1	-1
3070 Change in uncollected pymts, Fed sources, unexpired	-1		

3071	Change in uncollected pymts, Fed sources, expired	1		
3090	Uncollected pymts, Fed sources, end of year	-1	-1	-1
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	10,223	11,481	4,523
3200	Obligated balance, end of year	11,481	4,523	5,290
Budget authority and outlays, net:				
Discretionary:				
4000	Budget authority, gross	4,589	3,961	2,694
Outlays, gross:				
4010	Outlays from new discretionary authority	162	255	239
4011	Outlays from discretionary balances	3,345	11,009	1,588
4020	Outlays, gross (total)	3,507	11,264	1,827
Offsets against gross budget authority and outlays:				
Offsetting collections (collected) from:				
4030	Federal sources	-1	-1	
4033	Non-Federal sources:	-11		
4040	Offsets against gross budget authority and outlays (total)	-12	-1	
Additional offsets against gross budget authority only:				
4050	Change in uncollected pymts, Fed sources, unexpired	-1		
4052	Offsetting collections credited to expired accounts	11		
4060	Additional offsets against budget authority only (total)	10		
4070	Budget authority, net (discretionary)	4,587	3,960	2,694
4080	Outlays, net (discretionary)	3,495	11,263	1,827
Mandatory:				
Outlays, gross:				
4101	Outlays from mandatory balances	128	247	
4180	Budget authority, net (total)	4,587	3,960	2,694
4190	Outlays, net (total)	3,623	11,510	1,827

Federal Assistance provides monetary and non-monetary support in the form of grants or grant agreements, cooperative agreements, non-cash contributions, and other Federal support. Federal assistance does not include amounts received as reimbursement for services rendered to individuals. Through a variety of programs, FEMA provides for grants, training, exercises, and other support to assist Federal agencies, States, territories, and tribal and local jurisdictions to prevent, protect against, mitigate, respond to, and recover from terrorism and natural disasters.

Grants: FEMA provides grants that focus on building and sustaining the 32 core capabilities associated with the five mission areas described in the National Preparedness Goal. These grants include: 1) the State Homeland Security Grant Program, including Operation Stonegarden, which supports the implementation of security strategies to address identified planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other-catastrophic events; 2) the Urban Area Security Initiative, which addresses the unique risk-driven and capabilities-based planning, organization, equipment, training, and exercise needs of high-threat, high-density urban areas based on capability targets identified during the Threat Hazard Identification and Risk Assessment process; 3) the Transit Security Grant Program for public transportation security assistance and railroad security assistance, which supports owners and operators of transit systems, including intra-city bus, commuter bus, ferries, and all forms of passenger rail, to protect critical surface transportation infrastructure and the traveling public from acts of terrorism and to increase the resilience of transit infrastructure; 4) the Port Security Grant Program, which improves port-wide maritime security risk management, enhances maritime domain awareness, supports maritime security training and exercises, and maintains and/or reestablishes maritime security mitigation protocols that support port recovery and resiliency capabilities; 5) Firefighter Assistance Grants, including the Assistance to Firefighter Grant and the Staffing for Adequate Fire and Emergency Response grants, which provide direct assistance to local fire departments for investments to improve their ability to safeguard the lives of firefighting personnel and members of the public in the event of a terrorist attack or other major incident; 6) Emergency Management Performance Grants, which provides funding on a formula basis to all 56 States and Territories to achieve target levels of capability in catastrophic planning and emergency management; 7) the Flood Hazard Mapping and Risk Analysis program, which drives national actions to reduce flood risk by

addressing flood hazard data update needs, supporting local government hazard mitigation planning, and providing the flood risk data needed to manage the NFIP's financial exposure; and 8) the Nonprofit Security Grant Program, which supports the implementation of State homeland security strategies to address identified planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

Education, Training, and Exercises Programs: FEMA provides specialized training to emergency responders and supports development, execution, and evaluation of exercises to test the Nation's preparedness for all hazards. These programs include: 1) the National Exercise Program, which designs, coordinates, conducts, and evaluates exercises that rigorously test the Nation's ability to perform missions and functions that prevent, protect against, respond to, recover from, and mitigate all hazards; 2) the Center for Domestic Preparedness, which provides specialized all-hazards preparedness training to State, local, and tribal emergency responders on skills tied to national priorities, in particular those related to Weapons of Mass Destruction; 3) the Emergency Management Institute, which provides training to Federal, State, local, tribal, volunteer, public, and private sector officials to strengthen emergency management core competencies, knowledge, and skills, thus improving the Nation's capability to prepare for, protect against, respond to, recover from, and mitigate all hazards; 4) the Center for Homeland Defense and Security, which develops and offers educational resources to the entire homeland security enterprise; and 5) the U.S. Fire Administration, which promotes fire awareness, safety, and risk reduction across communities and prepares the Nation's first responders through ongoing training in evaluating and minimizing community risk, improving protection of critical infrastructure, and preparing to respond to all-hazard emergencies.

Object Classification (in millions of dollars)

Identification code 070-0413-0-1-999	2024 actual	2025 est.	2026 est.
Direct obligations:			
Personnel compensation:			
11.1 Full-time permanent	35	42	39
11.5 Other personnel compensation	1	1	1
11.9 Total personnel compensation	36	43	40
12.1 Civilian personnel benefits	13	14	13
21.0 Travel and transportation of persons	7	3	3
23.3 Communications, utilities, and miscellaneous charges	7	4	4
25.1 Advisory and assistance services	346	346	324
25.2 Other services from non-Federal sources	38	38	38
25.4 Operation and maintenance of facilities	31	31	31
25.6 Medical care	2	1	1
25.7 Operation and maintenance of equipment	5	5	5
26.0 Supplies and materials	1	1	1
31.0 Equipment	4	4	4
41.0 Grants, subsidies, and contributions	4,606	4,266	2,130
99.0 Direct obligations	5,096	4,756	2,594
99.0 Reimbursable obligations	2		
99.9 Total new obligations, unexpired accounts	5,098	4,756	2,594

Employment Summary

Identification code 070-0413-0-1-999	2024 actual	2025 est.	2026 est.
1001 Direct civilian full-time equivalent employment	319	370	340

OPERATIONS AND SUPPORT

For necessary expenses of the Federal Emergency Management Agency for operations and support, \$1,499,955,000: Provided, That not to exceed \$2,250 shall be for official reception and representation expenses.

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

OPERATIONS AND SUPPORT—Continued
Program and Financing (in millions of dollars)

Identification code 070-0700-0-1-999	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
0001 CAS - Mission Support	630	615	605
0002 CAS - Regional Operations	210	223	211
0003 CAS - Mitigation	83	79	76
0004 CAS - Preparedness and Protection	282	304	339
0005 CAS - Response and Recovery	301	292	293
0006 PL 118-50 Supplemental - Administration of Nonprofit Security Grants	1	1	1
0007 IUA Supplemental - PL 117-58 - Dam Safety Program	7	25	25
0799 Total direct obligations	1,514	1,539	1,550
0801 Reimbursable program activity (Regional Operations)		1	1
0802 Reimbursable program activity (Mission Support)	3	1	2
0803 Reimbursable program activity (Preparedness and Protection)	26	28	19
0804 Reimbursable program activity (Response and Recovery)	1		2
0899 Total reimbursable obligations	30	30	24
0900 Total new obligations, unexpired accounts	1,544	1,569	1,574

Budgetary resources:			
Unobligated balance:			
1000 Unobligated balance brought forward, Oct 1	114	113	62
1011 Unobligated balance transfer from other acct [070-0702]	7		
1012 Unobligated balance transfers between expired and unexpired accounts	3		
1070 Unobligated balance (total)	124	113	62
Budget authority:			
Appropriations, discretionary:			
1100 Appropriation	1,494	1,484	1,500
1131 Unobligated balance of appropriations permanently reduced	-2	-2	
1160 Appropriation, discretionary (total)	1,492	1,482	1,500
Advance appropriations, discretionary:			
1173 Advance appropriations transferred from other accounts [070-0413]	12	6	
Spending authority from offsetting collections, discretionary:			
1700 Collected	28	30	30
1701 Change in uncollected payments, Federal sources	2		
1750 Spending auth from offsetting collections, disc (total)	30	30	30
1900 Budget authority (total)	1,534	1,518	1,530
1930 Total budgetary resources available	1,658	1,631	1,592
Memorandum (non-add) entries:			
1940 Unobligated balance expiring	-1		
1941 Unexpired unobligated balance, end of year	113	62	18

Change in obligated balance:			
Unpaid obligations:			
3000 Unpaid obligations, brought forward, Oct 1	697	645	668
3010 New obligations, unexpired accounts	1,544	1,569	1,574
3011 Obligations ("upward adjustments"), expired accounts	20	4	
3020 Outlays (gross)	-1,568	-1,538	-1,293
3041 Recoveries of prior year unpaid obligations, expired	-48	-12	
3050 Unpaid obligations, end of year	645	668	949
Uncollected payments:			
3060 Uncollected pymts, Fed sources, brought forward, Oct 1	-13	-5	-5
3070 Change in uncollected pymts, Fed sources, unexpired	-2		
3071 Change in uncollected pymts, Fed sources, expired	10		
3090 Uncollected pymts, Fed sources, end of year	-5	-5	-5
Memorandum (non-add) entries:			
3100 Obligated balance, start of year	684	640	663
3200 Obligated balance, end of year	640	663	944

Budget authority and outlays, net:			
Discretionary:			
4000 Budget authority, gross	1,534	1,518	1,530
Outlays, gross:			
4010 Outlays from new discretionary authority	1,038	905	903
4011 Outlays from discretionary balances	530	633	390
4020 Outlays, gross (total)	1,568	1,538	1,293
Offsets against gross budget authority and outlays:			
Offsetting collections (collected) from:			
4030 Federal sources	-37	-30	-30
4033 Non-Federal sources	-2		
4040 Offsets against gross budget authority and outlays (total)	-39	-30	-30

Additional offsets against gross budget authority only:			
4050 Change in uncollected pymts, Fed sources, unexpired	-2		
4052 Offsetting collections credited to expired accounts	11		
4060 Additional offsets against budget authority only (total)	9		
4070 Budget authority, net (discretionary)	1,504	1,488	1,500
4080 Outlays, net (discretionary)	1,529	1,508	1,263
4180 Budget authority, net (total)	1,504	1,488	1,500
4190 Outlays, net (total)	1,529	1,508	1,263

Operations and Support funds the Federal Emergency Management Agency's core mission: development and maintenance of an integrated, nationwide capability to prepare for, mitigate, respond to, and recover from major disasters and emergencies, in partnership with other Federal agencies, State, local, tribal, and territorial (SLTT) governments, volunteer organizations, and the private sector. Activities supported by this account incorporate the essential command and control functions, mitigate long-term risks, ensure the continuity and restoration of essential services and functions, and provide leadership to build, sustain, and improve the coordination and delivery of support to citizens and State, local, tribal, and territorial governments.

Object Classification (in millions of dollars)

Identification code 070-0700-0-1-999	2024 actual	2025 est.	2026 est.
Direct obligations:			
Personnel compensation:			
11.1 Full-time permanent	540	544	529
11.5 Other personnel compensation	16	16	16
11.9 Total personnel compensation	556	560	545
12.1 Civilian personnel benefits	199	200	194
21.0 Travel and transportation of persons	15	7	5
23.1 Rental payments to GSA	51	52	55
23.2 Rental payments to others	1	1	1
23.3 Communications, utilities, and miscellaneous charges	41	41	45
24.0 Printing and reproduction	1	1	1
25.1 Advisory and assistance services	197	218	228
25.2 Other services from non-Federal sources	209	225	231
25.3 Other goods and services from Federal sources	38	34	36
25.4 Operation and maintenance of facilities	34	32	34
25.6 Medical care	2	2	2
25.7 Operation and maintenance of equipment	74	66	70
26.0 Supplies and materials	6	6	6
31.0 Equipment	26	23	25
32.0 Land and structures	4	4	4
41.0 Grants, subsidies, and contributions	58	67	68
42.0 Insurance claims and indemnities	1		
99.0 Direct obligations	1,513	1,539	1,550
99.0 Reimbursable obligations	29	30	24
99.5 Adjustment for rounding	2		
99.9 Total new obligations, unexpired accounts	1,544	1,569	1,574

Employment Summary

Identification code 070-0700-0-1-999	2024 actual	2025 est.	2026 est.
1001 Direct civilian full-time equivalent employment	4,063	4,214	4,052
2001 Reimbursable civilian full-time equivalent employment	49	8	8

RADIOLOGICAL EMERGENCY PREPAREDNESS PROGRAM

Program and Financing (in millions of dollars)

Identification code 070-0715-0-1-453	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
0801 Radiological Emergency Preparedness	34	36	38
Budgetary resources:			
Unobligated balance:			
1000 Unobligated balance brought forward, Oct 1	3	3	9
1021 Recoveries of prior year unpaid obligations	2	2	2
1070 Unobligated balance (total)	5	5	11

Budget authority:				
Spending authority from offsetting collections, discretionary:				
1700	Collected	40	40	30
1702	Offsetting collections (previously unavailable)	32	40	40
1724	Spending authority from offsetting collections precluded from obligation (limitation on obligations)	-40	-40	-40
1750	Spending auth from offsetting collections, disc (total)	32	40	30
1930	Total budgetary resources available	37	45	41
Memorandum (non-add) entries:				
1941	Unexpired unobligated balance, end of year	3	9	3
Change in obligated balance:				
Unpaid obligations:				
3000	Unpaid obligations, brought forward, Oct 1	13	11	10
3010	New obligations, unexpired accounts	34	36	38
3020	Outlays (gross)	-34	-35	-30
3040	Recoveries of prior year unpaid obligations, unexpired	-2	-2	-2
3050	Unpaid obligations, end of year	11	10	16
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	13	11	10
3200	Obligated balance, end of year	11	10	16
Budget authority and outlays, net:				
Discretionary:				
4000	Budget authority, gross	32	40	30
Outlays, gross:				
4010	Outlays from new discretionary authority	26	26	20
4011	Outlays from discretionary balances	8	9	10
4020	Outlays, gross (total)	34	35	30
Offsets against gross budget authority and outlays:				
Offsetting collections (collected) from:				
4030	Federal sources	-2	-2	-2
4033	Non-Federal sources	-38	-38	-28
4040	Offsets against gross budget authority and outlays (total)	-40	-40	-30
4070	Budget authority, net (discretionary)	-8		
4080	Outlays, net (discretionary)	-6	-5	
4180	Budget authority, net (total)	-8		
4190	Outlays, net (total)	-6	-5	
Memorandum (non-add) entries:				
5090	Unexpired unavailable balance, SOY: Offsetting collections	32	40	40
5092	Unexpired unavailable balance, EOY: Offsetting collections	40	40	40

The Radiological Emergency Preparedness Program assists State, local, and tribal governments in the development of off-site radiological emergency preparedness plans within the emergency planning zones of Nuclear Regulatory Commission (NRC) licensed commercial nuclear power facilities. The fund is financed from fees assessed and collected from the NRC licensees to cover the costs for radiological emergency planning, preparedness, and response activities.

Object Classification (in millions of dollars)

Identification code 070-0715-0-1-453	2024 actual	2025 est.	2026 est.	
Reimbursable obligations:				
11.1	Personnel compensation: Full-time permanent	14	15	16
12.1	Civilian personnel benefits	5	6	7
21.0	Travel and transportation of persons	2	1	1
23.1	Rental payments to GSA	2	2	2
23.3	Communications, utilities, and miscellaneous charges	1	1	1
25.1	Advisory and assistance services	8	9	9
25.2	Other services from non-Federal sources	1	2	2
25.4	Operation and maintenance of facilities	1		
99.9	Total new obligations, unexpired accounts	34	36	38

Employment Summary

Identification code 070-0715-0-1-453	2024 actual	2025 est.	2026 est.	
2001	Reimbursable civilian full-time equivalent employment	113	116	132

DISASTER RELIEF FUND

(INCLUDING TRANSFER OF FUNDS)

For necessary expenses in carrying out the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.), \$26,474,000,000, to remain available until expended: Provided, That such amount shall be for major disasters declared pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.) and is designated by the Congress as being for disaster relief pursuant to section 251(b)(2)(D) of the Balanced Budget and Emergency Deficit Control Act of 1985: Provided further, That of the amount made available under this heading, \$3,000,000 may be transferred to the Disaster Assistance Direct Loan Program Account for administrative expenses to carry out the direct loan program authorized by section 417 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5184).

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

DISASTER RELIEF FUND

[(INCLUDING TRANSFER OF FUNDS)]

For an additional amount for "Disaster Relief Fund", \$29,000,000,000, to remain available until expended, of which \$28,000,000,000 shall be for major disasters declared pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.): Provided, That \$4,000,000 shall be transferred to "Office of Inspector General—Operations and Support" for audits and investigations funded under "Federal Emergency Management Agency—Disaster Relief Fund": Provided further, That such amount is designated by the Congress as being for an emergency requirement pursuant to section 251(b)(2)(A)(i) of the Balanced Budget and Emergency Deficit Control Act of 1985. (Disaster Relief Supplemental Appropriations Act, 2025.)

Program and Financing (in millions of dollars)

Identification code 070-0702-0-1-453	2024 actual	2025 est.	2026 est.	
Obligations by program activity:				
0003	Base/Non Major Disasters	872	883	842
0004	Disaster Relief	37,291	61,626	26,544
0005	PDM/BRIC	629	256	50
0007	ARPA	955		
0799	Total direct obligations	39,747	62,765	27,436
0801	Reimbursable program activity	3		
0900	Total new obligations, unexpired accounts	39,750	62,765	27,436
Budgetary resources:				
Unobligated balance:				
1000	Unobligated balance brought forward, Oct 1	7,691	7,114	1,727
1001	Discretionary unobligated balance brought fwd, Oct 1	6,982		
1010	Unobligated balance transfer to other accts [070-0700]	-7		
1010	Unobligated balance transfer to other accts [070-0703]	-123		
1010	Unobligated balance transfer to other accts [070-0703]		-94	
1011	Unobligated balance transfer from other acct [070-0716]	11	10	
1011	Unobligated balance transfer from other acct [070-0413]	127	6	
1021	Recoveries of prior year unpaid obligations	2,472	5,750	3,148
1033	Recoveries of prior year paid obligations	197		
1070	Unobligated balance (total)	10,368	12,786	4,875
Budget authority:				
Appropriations, discretionary:				
1100	Appropriation	36,261	51,510	26,474
1120	Appropriations transferred to other acct [070-0200]	-2	-4	
1160	Appropriation, discretionary (total)	36,259	51,506	26,474
Advance appropriations, discretionary:				
1170	Advance appropriation	200	200	200
1172	Advance appropriations transferred to other accounts [070-0200]	-1	-1	-1
1180	Advanced appropriation, discretionary (total)	199	199	199
Spending authority from offsetting collections, discretionary:				
1700	Collected	36	1	1
1701	Change in uncollected payments, Federal sources	2		
1750	Spending auth from offsetting collections, disc (total)	38	1	1
1900	Budget authority (total)	36,496	51,706	26,674
1930	Total budgetary resources available	46,864	64,492	31,549
Memorandum (non-add) entries:				
1941	Unexpired unobligated balance, end of year	7,114	1,727	4,113
Change in obligated balance:				
Unpaid obligations:				
3000	Unpaid obligations, brought forward, Oct 1	71,672	79,219	96,025

DISASTER RELIEF FUND—Continued
Program and Financing—Continued

Table with columns: Identification code 070-0702-0-1-453, 2024 actual, 2025 est., 2026 est. Rows include: 3010 New obligations, unexpired accounts; 3020 Outlays (gross); 3040 Recoveries of prior year unpaid obligations, unexpired; 3050 Unpaid obligations, end of year; 3060 Uncollected payments; 3070 Change in uncollected pymts, Fed sources, unexpired; 3090 Uncollected pymts, Fed sources, end of year; 3100 Obligated balance, start of year; 3200 Obligated balance, end of year; Budget authority and outlays, net; 4000 Budget authority, gross; 4010 Outlays from new discretionary authority; 4011 Outlays from discretionary balances; 4020 Outlays, gross (total); 4030 Offsetting collections (collected) from: Federal sources; 4033 Non-Federal sources; 4040 Offsets against gross budget authority and outlays (total); 4050 Additional offsets against gross budget authority only; 4053 Change in uncollected pymts, Fed sources, unexpired; 4053 Recoveries of prior year paid obligations, unexpired accounts; 4060 Additional offsets against budget authority only (total); 4070 Budget authority, net (discretionary); 4080 Outlays, net (discretionary); 4101 Outlays from mandatory balances; 4180 Budget authority, net (total); 4190 Outlays, net (total).

Through the Disaster Relief Fund (DRF), the Federal Emergency Management Agency (FEMA) provides a significant portion of the total Federal response to Presidentially-declared major disasters and emergencies that overwhelm State and tribal resources, pursuant to the Robert T. Stafford Disaster Relief and Emergency Act, P.L. 93-288 (as amended), 42 U.S. Code sections 5121-5207. Primary assistance programs include Federal disaster support to individuals and households, public assistance, and hazard mitigation assistance which includes such activities as the repair and restoration of State, local, tribal, territorial, and nonprofit disaster damaged infrastructure, financial assistance to eligible disaster survivors, and funding to rebuild in a way that reduces or mitigates future disaster losses in communities.

FEMA will use the funds requested in FY 2026 under the disaster relief Major Disaster Allocation to help States, Tribes, and Territories respond to and recover from major disasters declared under the Stafford Act (both catastrophic and non-catastrophic) and for hazard mitigation programs that, pursuant to the Stafford Act, are to be funded out of the Disaster Relief Fund.

The DRF Base request supports the 10-year average for the costs associated with emergency declarations, pre-disaster surge activities, and fire management assistance grants. The base also includes funds projected for yearly disaster readiness and support activities. The 2026 DRF Base requirements will be funded through available carryover balances from 2025 and projected recoveries.

Object Classification (in millions of dollars)

Table with columns: Identification code 070-0702-0-1-453, 2024 actual, 2025 est., 2026 est. Rows include: 11.1 Direct obligations: Personnel compensation: Full-time permanent.

Table with columns: Identification code, 2024 actual, 2025 est., 2026 est. Rows include: 11.3 Other than full-time permanent; 11.5 Other personnel compensation; 11.9 Total personnel compensation; 12.1 Civilian personnel benefits; 13.0 Benefits for former personnel; 21.0 Travel and transportation of persons; 22.0 Transportation of things; 23.1 Rental payments to GSA; 23.2 Rental payments to others; 23.3 Communications, utilities, and miscellaneous charges; 24.0 Printing and reproduction; 25.1 Advisory and assistance services; 25.2 Other services from non-Federal sources; 25.3 Other goods and services from Federal sources; 25.4 Operation and maintenance of facilities; 25.6 Medical care; 25.7 Operation and maintenance of equipment; 25.8 Subsistence and support of persons; 26.0 Supplies and materials; 31.0 Equipment; 32.0 Land and structures; 41.0 Grants, subsidies, and contributions; 99.0 Direct obligations; 99.0 Reimbursable obligations; 99.9 Total new obligations, unexpired accounts.

Employment Summary

Table with columns: Identification code 070-0702-0-1-453, 2024 actual, 2025 est., 2026 est. Row: 1001 Direct civilian full-time equivalent employment.

HERMIT'S PEAK/CALF CANYON FIRE ASSISTANCE ACCOUNT

[(INCLUDING TRANSFER OF FUNDS)]

For an additional amount for "Hermit's Peak/Calf Canyon Fire Assistance Account", \$1,500,000,000, to remain available until expended: Provided, That \$1,000,000 shall be transferred to "Office of Inspector General—Operations and Support" for oversight of activities authorized by the Hermit's Peak/Calf Canyon Fire Assistance Act: Provided further, That the amounts provided under this heading in this Act shall be subject to the reporting requirement in the third proviso of section 136 of the Continuing Appropriations Act, 2023 (division A of Public Law 117-180): Provided further, That amounts provided under this heading in this Act shall be subject to the same authorities and conditions as if such amounts were provided by title III of the Department of Homeland Security Appropriations Act, 2024 (division C of Public Law 118-47): Provided further, That such amount is designated by the Congress as being for an emergency requirement pursuant to section 251(b)(2)(A)(i) of the Balanced Budget and Emergency Deficit Control Act of 1985. (Disaster Relief Supplemental Appropriations Act, 2025.)

Program and Financing (in millions of dollars)

Table with columns: Identification code 070-1912-0-1-453, 2024 actual, 2025 est., 2026 est. Rows include: 0001 Obligations by program activity: Direct program activity; 1000 Unobligated balance: Unobligated balance brought forward, Oct 1; 1021 Recoveries of prior year unpaid obligations; 1070 Unobligated balance (total); 1100 Budget authority: Appropriations, discretionary: Appropriation; 1120 Appropriations transferred to other acct [070-0200]; 1160 Appropriation, discretionary (total); 1930 Total budgetary resources available; 1941 Memorandum (non-add) entries: Unexpired unobligated balance, end of year.

Change in obligated balance:

Table with columns: Identification code, 2024 actual, 2025 est., 2026 est. Rows include: 3000 Unpaid obligations, brought forward, Oct 1; 3010 New obligations, unexpired accounts; 3020 Outlays (gross).

3040	Recoveries of prior year unpaid obligations, unexpired	-3	-3	-3
3050	Unpaid obligations, end of year	137	165	134
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	65	137	165
3200	Obligated balance, end of year	137	165	134

Budget authority and outlays, net:				
Discretionary:				
4000	Budget authority, gross		1,499	
Outlays, gross:				
4011	Outlays from discretionary balances	1,486	1,811	1,602
4180	Budget authority, net (total)		1,499	
4190	Outlays, net (total)	1,486	1,811	1,602

Object Classification (in millions of dollars)

Identification code 070-1912-0-1-453	2024 actual	2025 est.	2026 est.	
Direct obligations:				
Personnel compensation:				
11.1	Full-time permanent	13	17	24
11.3	Other than full-time permanent	3	2	2
11.5	Other personnel compensation	4	5	7
11.9	Total personnel compensation	20	24	33
12.1	Civilian personnel benefits	5	7	7
21.0	Travel and transportation of persons	6	2	1
23.2	Rental payments to others	2	2	2
24.0	Printing and reproduction	1	1	1
25.1	Advisory and assistance services	117	162	170
25.2	Other services from non-Federal sources	3	3	3
25.4	Operation and maintenance of facilities	2	3	3
31.0	Equipment	1		
42.0	Insurance claims and indemnities	1,404	1,638	1,354
99.9	Total new obligations, unexpired accounts	1,561	1,842	1,574

Employment Summary

Identification code 070-1912-0-1-453	2024 actual	2025 est.	2026 est.	
1001	Direct civilian full-time equivalent employment	207	293	299

FLOOD HAZARD MAPPING AND RISK ANALYSIS PROGRAM

Program and Financing (in millions of dollars)

Identification code 070-0500-0-1-453	2024 actual	2025 est.	2026 est.	
Budgetary resources:				
Unobligated balance:				
1000	Unobligated balance brought forward, Oct 1	8	2	
1010	Unobligated balance transfer to other accts [070-0413]	-8	-4	
1021	Recoveries of prior year unpaid obligations	2	2	
1070	Unobligated balance (total)	2		
1930	Total budgetary resources available	2		
Memorandum (non-add) entries:				
1941	Unexpired unobligated balance, end of year	2		
Change in obligated balance:				
Unpaid obligations:				
3000	Unpaid obligations, brought forward, Oct 1	6	3	
3020	Outlays (gross)	-1	-1	
3040	Recoveries of prior year unpaid obligations, unexpired	-2	-2	
3050	Unpaid obligations, end of year	3		
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	6	3	
3200	Obligated balance, end of year	3		
Budget authority and outlays, net:				
Discretionary:				
Outlays, gross:				
4011	Outlays from discretionary balances	1	1	
4180	Budget authority, net (total)			
4190	Outlays, net (total)	1	1	

NATIONAL FLOOD INSURANCE FUND

For activities under the National Flood Insurance Act of 1968 (42 U.S.C. 4001 et seq.), the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001 et seq.), the Biggert-Waters Flood Insurance Reform Act of 2012 (Public Law 112-141, 126 Stat. 916), and the Homeowner Flood Insurance Affordability Act of 2014 (Public Law 113-89; 128 Stat. 1020), \$202,100,000, to remain available until September 30, 2027, which shall be derived from offsetting amounts collected under section 1308(d) of the National Flood Insurance Act of 1968 (42 U.S.C. 4015(d)); of which \$14,578,000, shall be available for mission support associated with flood management; and of which \$187,522,000 shall be available for flood plain management and flood mapping: Provided, That any additional fees collected pursuant to section 1308(d) of the National Flood Insurance Act of 1968 (42 U.S.C. 4015(d)) shall be credited as offsetting collections to this account, to be available for flood plain management and flood mapping: Provided further, That in fiscal year 2026, no funds shall be available from the National Flood Insurance Fund under section 1310 of the National Flood Insurance Act of 1968 (42 U.S.C. 4017) in excess of—

(1) \$230,669,000 for operating expenses and salaries and expenses associated with flood insurance operations;

(2) \$1,505,000,000 for commissions and taxes of agents;

(3) such sums as are necessary for interest on Treasury borrowings; and

(4) \$175,000,000, which shall remain available until expended, for flood mitigation actions and for flood mitigation assistance under section 1366 of the National Flood Insurance Act of 1968 (42 U.S.C. 4104c), notwithstanding sections 1366(e) and 1310(a)(7) of such Act (42 U.S.C. 4104c(e), 4017):

Provided further, That the amounts collected under section 102 of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4012a) and section 1366(e) of the National Flood Insurance Act of 1968 (42 U.S.C. 4104c(e)), shall be deposited in the National Flood Insurance Fund to supplement other amounts specified as available for section 1366(e) of the National Flood Insurance Act of 1968, and paragraphs (1) through (3) of section 1367(b) of such Act (42 U.S.C. 4012a(f)(8), 4104c(e), 4104d(b)(1)–(3)): Provided further, That total administrative costs shall not exceed 4 percent of the total appropriation: Provided further, That up to \$4,000,000 is available to carry out section 24 of the Homeowner Flood Insurance Affordability Act of 2014 (42 U.S.C. 4033).

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

Program and Financing (in millions of dollars)

Identification code 070-4236-0-3-453	2024 actual	2025 est.	2026 est.	
Obligations by program activity:				
0001	Flood Mitigation Assistance Grant - BIL	216	596	950
0801	NFIP Mandatory	3,959	8,721	5,371
0802	Mission Support (Discretionary)	13	13	13
0803	Floodplain Management and Flood Mapping (Discretionary)	174	204	205
0899	Total reimbursable obligations	4,146	8,938	5,589
0900	Total new obligations, unexpired accounts	4,362	9,534	6,539
Budgetary resources:				
Unobligated balance:				
1000	Unobligated balance brought forward, Oct 1	2,180	2,668	2,302
1001	Discretionary unobligated balance brought fwd, Oct 1	1,431	1,955	
1021	Recoveries of prior year unpaid obligations	61	58	57
1033	Recoveries of prior year paid obligations	36	34	33
1070	Unobligated balance (total)	2,277	2,760	2,392
Budget authority:				
Appropriations, discretionary:				
Advance appropriations, discretionary:				
1170	Advance appropriation	700	700	700
1172	Advance appropriations transferred to other accounts [070-0200]	-2	-2	-2
1180	Advanced appropriation, discretionary (total)	698	698	698
Borrowing authority, mandatory:				
1400	Borrowing authority	6,600	4,097	1,397
1422	Borrowing authority applied to repay debt	-6,600		
1440	Borrowing authority, mandatory (total)		4,097	1,397
Spending authority from offsetting collections, discretionary:				
1700	Collected	211	207	202
Spending authority from offsetting collections, mandatory:				
1800	Offsetting collections	3,873	4,037	4,252
1802	Offsetting collections (previously unavailable)	84	113	76
1823	New and/or unobligated balance of spending authority from offsetting collections temporarily reduced	-113	-76	-76

NATIONAL FLOOD INSURANCE FUND—Continued
Program and Financing—Continued

Identification code 070-4236-0-3-453		2024 actual	2025 est.	2026 est.
1850	Spending auth from offsetting collections, mand (total)	3,844	4,074	4,252
1900	Budget authority (total)	4,753	9,076	6,549
1930	Total budgetary resources available	7,030	11,836	8,941
Memorandum (non-add) entries:				
1941	Unexpired unobligated balance, end of year	2,668	2,302	2,402
Change in obligated balance:				
Unpaid obligations:				
3000	Unpaid obligations, brought forward, Oct 1	2,248	2,847	4,796
3010	New obligations, unexpired accounts	4,362	9,534	6,539
3020	Outlays (gross)	-3,702	-7,527	-6,631
3040	Recoveries of prior year unpaid obligations, unexpired	-61	-58	-57
3050	Unpaid obligations, end of year	2,847	4,796	4,647
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	2,248	2,847	4,796
3200	Obligated balance, end of year	2,847	4,796	4,647
Budget authority and outlays, net:				
Discretionary:				
4000	Budget authority, gross	909	905	900
Outlays, gross:				
4010	Outlays from new discretionary authority	92	417	142
4011	Outlays from discretionary balances	137	259	294
4020	Outlays, gross (total)	229	676	436
Offsets against gross budget authority and outlays:				
Offsetting collections (collected) from:				
4033	Non-Federal sources	-211	-207	-202
Mandatory:				
4090	Budget authority, gross	3,844	8,171	5,649
Outlays, gross:				
4100	Outlays from new mandatory authority	2,647	4,382	3,142
4101	Outlays from mandatory balances	826	2,469	3,053
4110	Outlays, gross (total)	3,473	6,851	6,195
Offsets against gross budget authority and outlays:				
Offsetting collections (collected) from:				
4120	Federal sources	-57
4123	Non-Federal sources	-3,852	-4,071	-4,285
4130	Offsets against gross budget authority and outlays (total) ...	-3,909	-4,071	-4,285
Additional offsets against gross budget authority only:				
4143	Recoveries of prior year paid obligations, unexpired accounts	36	34	33
4160	Budget authority, net (mandatory)	-29	4,134	1,397
4170	Outlays, net (mandatory)	-436	2,780	1,910
4180	Budget authority, net (total)	669	4,832	2,095
4190	Outlays, net (total)	-418	3,249	2,144
Memorandum (non-add) entries:				
5090	Unexpired unavailable balance, SOY: Offsetting collections	84	113	76
5092	Unexpired unavailable balance, EOY: Offsetting collections	113	76	76

The Federal Government provides flood insurance through the National Flood Insurance Program (NFIP), which is administered by the Federal Emergency Management Agency (FEMA). Flood insurance is available to homeowners and businesses in communities that have adopted and enforce appropriate floodplain management measures. Coverage is limited to buildings and their contents. As of March 31, 2025, the program had approximately 4.7 million policies in over 22,700 communities with approximately \$1.3 trillion of insurance in force.

The program uses a multi-pronged strategy for reducing future flood damage. The NFIP offers flood mitigation assistance grants for projects that reduce or eliminate the risk of flood damages to buildings insured by the NFIP. In addition, flood mitigation assistance grants targeted toward repetitive and severe repetitive loss properties not only help owners of high-risk property, but through acquisition, relocation, or elevation also reduce the disproportionate drain on the National Flood Insurance Fund these properties cause. FEMA works to ensure that the flood mitigation grant program is closely integrated with other FEMA mitigation grant programs, resulting in better coordination and communication with State and local governments. Further, through the Community Rating System, FEMA adjusts premium rates to encourage community and State mitigation

activities beyond those required by the NFIP. Structures built to meet or exceed NFIP minimum floodplain management standards incur, at a minimum, 65% less flood damage. NFIP minimum floodplain management standards save the nation, on average, \$2.4 billion in flood losses annually.

FEMA continues to put the NFIP on a more sustainable financial footing by signaling the true cost associated with living in a floodplain, through premium increases for policies which are priced at less than full risk.

Object Classification (in millions of dollars)

Identification code 070-4236-0-3-453		2024 actual	2025 est.	2026 est.
11.1	Direct obligations: Personnel compensation: Full-time permanent	2	2	2
11.9	Total personnel compensation	2	2	2
12.1	Civilian personnel benefits	1	1	1
41.0	Grants, subsidies, and contributions	213	593	947
99.0	Direct obligations	216	596	950
Reimbursable obligations:				
Personnel compensation:				
11.1	Full-time permanent	68	74	78
11.5	Other personnel compensation	1	1	1
11.9	Total personnel compensation	69	75	79
12.1	Civilian personnel benefits	25	23	24
21.0	Travel and transportation of persons	3	2	2
23.1	Rental payments to GSA	6	6	6
23.3	Communications, utilities, and miscellaneous charges	6	6	6
25.1	Advisory and assistance services	93	88	79
25.2	Other services from non-Federal sources	1,278	1,130	1,139
25.3	Other goods and services from Federal sources	2	1
25.4	Operation and maintenance of facilities	2	2
31.0	Equipment	1
41.0	Grants, subsidies, and contributions	83	223	228
42.0	Insurance claims and indemnities	1,959	6,718	3,304
43.0	Interest and dividends	619	663	721
99.0	Reimbursable obligations	4,144	8,938	5,589
99.5	Adjustment for rounding	2
99.9	Total new obligations, unexpired accounts	4,362	9,534	6,539

Employment Summary

Identification code 070-4236-0-3-453		2024 actual	2025 est.	2026 est.
1001	Direct civilian full-time equivalent employment	31	32
2001	Reimbursable civilian full-time equivalent employment	494	537	577

NATIONAL FLOOD INSURANCE RESERVE FUND

Special and Trust Fund Receipts (in millions of dollars)

Identification code 070-5701-0-2-453		2024 actual	2025 est.	2026 est.
0100	Balance, start of year
Receipts:				
Current law:				
1130	Fees, National Flood Insurance Reserve Fund	988	1,029	915
1140	Earnings on Investments, National Flood Insurance Reserve Fund	104	-289	22
1199	Total current law receipts	1,092	740	937
1999	Total receipts	1,092	740	937
2000	Total: Balances and receipts	1,092	740	937
Appropriations:				
Current law:				
2101	National Flood Insurance Reserve Fund	-1,092	-740	-937
5099	Balance, end of year

Program and Financing (in millions of dollars)

Identification code 070-5701-0-2-453		2024 actual	2025 est.	2026 est.
Obligations by program activity:				
0001	NFIP Obligations from Reserve Fund	393	4,982	937
0900	Total new obligations, unexpired accounts (object class 42.0)	393	4,982	937

Budgetary resources:
Unobligated balance:

1000	Unobligated balance brought forward, Oct 1	3,535	4,242
1021	Recoveries of prior year unpaid obligations	1
1033	Recoveries of prior year paid obligations	7
1070	Unobligated balance (total)	3,543	4,242

Budget authority:

1201	Appropriations, mandatory:			
	Appropriation (special or trust fund)	1,092	740	937
1930	Total budgetary resources available	4,635	4,982	937

Memorandum (non-add) entries:

1941	Unexpired unobligated balance, end of year	4,242
------	--	-------	-------	-------

Change in obligated balance:
Unpaid obligations:

3000	Unpaid obligations, brought forward, Oct 1	262	345	2,475
3010	New obligations, unexpired accounts	393	4,982	937
3020	Outlays (gross)	-309	-2,852	-2,639
3040	Recoveries of prior year unpaid obligations, unexpired	-1
3050	Unpaid obligations, end of year	345	2,475	773

Memorandum (non-add) entries:

3100	Obligated balance, start of year	262	345	2,475
3200	Obligated balance, end of year	345	2,475	773

Budget authority and outlays, net:
Mandatory:

4090	Budget authority, gross	1,092	740	937
------	-------------------------------	-------	-----	-----

Outlays, gross:

4100	Outlays from new mandatory authority	146	518	516
4101	Outlays from mandatory balances	163	2,334	2,123
4110	Outlays, gross (total)	309	2,852	2,639

Offsets against gross budget authority and outlays:
Offsetting collections (collected) from:

4123	Non-Federal sources	-7
------	---------------------------	----	-------	-------

Additional offsets against gross budget authority only:

4143	Recoveries of prior year paid obligations, unexpired accounts	7
------	---	---	-------	-------

Budget authority, net (mandatory)

4160		1,092	740	937
4170	Outlays, net (mandatory)	302	2,852	2,639
4180	Budget authority, net (total)	1,092	740	937
4190	Outlays, net (total)	302	2,852	2,639

Memorandum (non-add) entries:

5000	Total investments, SOY: Federal securities: Par value	3,391	4,948	4,971
5001	Total investments, EOY: Federal securities: Par value	4,948	4,971	615

As directed by the Biggert-Waters Flood Insurance Reform Act of 2012, FEMA has established the National Flood Insurance Reserve Fund for the National Flood Insurance Program to meet expected future obligations of the program, to include payment of claims, claims adjustment expenses, the purchase of reinsurance, and the repayment of outstanding debt owed to the U.S. Treasury, including interest.

NATIONAL PRE-DISASTER MITIGATION FUND

Program and Financing (in millions of dollars)

Identification code 070-0716-0-1-453	2024 actual	2025 est.	2026 est.	
Budgetary resources:				
Unobligated balance:				
1000	Unobligated balance brought forward, Oct 1	16	7
1010	Unobligated balance transfer to other accts [070-0702]	-11	-10
1021	Recoveries of prior year unpaid obligations	8	3
1070	Unobligated balance (total)	13
Budget authority:				
Appropriations, discretionary:				
1131	Unobligated balance of appropriations permanently reduced	-6
1930	Total budgetary resources available	7
Memorandum (non-add) entries:				
1941	Unexpired unobligated balance, end of year	7

Change in obligated balance:
Unpaid obligations:

3000	Unpaid obligations, brought forward, Oct 1	27	12
3020	Outlays (gross)	-7	-9

3040	Recoveries of prior year unpaid obligations, unexpired	-8	-3
3050	Unpaid obligations, end of year	12
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	27	12
3200	Obligated balance, end of year	12

Budget authority and outlays, net:
Discretionary:

4000	Budget authority, gross	-6
Outlays, gross:				
4011	Outlays from discretionary balances	7	9
4180	Budget authority, net (total)	-6
4190	Outlays, net (total)	7	9

DISASTER ASSISTANCE DIRECT LOAN PROGRAM ACCOUNT

Program and Financing (in millions of dollars)

Identification code 070-0703-0-1-453	2024 actual	2025 est.	2026 est.	
Obligations by program activity:				
Credit program obligations:				
0701	Direct loan subsidy	112	88	8
0705	Reestimates of direct loan subsidy	2	7
0706	Interest on reestimates of direct loan subsidy	1
0709	Administrative expenses	6	2
0900	Total new obligations, unexpired accounts	120	98	8

Budgetary resources:
Unobligated balance:

1000	Unobligated balance brought forward, Oct 1	23	52	56
1011	Unobligated balance transfer from other acct [070-0702]	123	94
1021	Recoveries of prior year unpaid obligations	24	1
1070	Unobligated balance (total)	170	147	56
Budget authority:				
Appropriations, mandatory:				
1200	Appropriation	2	7
1900	Budget authority (total)	2	7
1930	Total budgetary resources available	172	154	56
Memorandum (non-add) entries:				
1941	Unexpired unobligated balance, end of year	52	56	48

Change in obligated balance:
Unpaid obligations:

3000	Unpaid obligations, brought forward, Oct 1	48	103	80
3010	New obligations, unexpired accounts	120	98	8
3020	Outlays (gross)	-41	-120	-37
3040	Recoveries of prior year unpaid obligations, unexpired	-24	-1
3050	Unpaid obligations, end of year	103	80	51
Memorandum (non-add) entries:				
3100	Obligated balance, start of year	48	103	80
3200	Obligated balance, end of year	103	80	51

Budget authority and outlays, net:
Discretionary:

Outlays, gross:				
4011	Outlays from discretionary balances	39	113	37
Mandatory:				
4090	Budget authority, gross	2	7
Outlays, gross:				
4100	Outlays from new mandatory authority	2	7
4180	Budget authority, net (total)	2	7
4190	Outlays, net (total)	41	120	37

Summary of Loan Levels, Subsidy Budget Authority and Outlays by Program (in millions of dollars)

Identification code 070-0703-0-1-453	2024 actual	2025 est.	2026 est.	
Direct loan levels supportable by subsidy budget authority:				
115002	Community Disaster Loan Program	122	97	9
115999	Total direct loan levels	122	97	9
Direct loan subsidy (in percent):				
132002	Community Disaster Loan Program	91.22	91.29	91.36
132999	Weighted average subsidy rate	91.22	91.29	91.36
Direct loan subsidy budget authority:				
133002	Community Disaster Loan Program	111	88	8
133999	Total subsidy budget authority	111	88	8

DISASTER ASSISTANCE DIRECT LOAN PROGRAM ACCOUNT—Continued
Summary of Loan Levels, Subsidy Budget Authority and Outlays by Program—Continued

Identification code 070-0703-0-1-453	2024 actual	2025 est.	2026 est.
Direct loan subsidy outlays:			
134002 Community Disaster Loan Program	35	110	37
134999 Total subsidy outlays	35	110	37
Direct loan reestimates:			
135002 Community Disaster Loan Program	2	7
135999 Total direct loan reestimates	2	7
Administrative expense data:			
3510 Budget authority	7	3
3580 Outlays from balances	4	3

Disaster assistance loans authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.) includes two programs: 1) section 319 authorizes for direct loans to States for the non-Federal portion of cost-shared Stafford Act programs; and 2) section 417 authorizes direct community disaster loans to local governments that incurred substantial loss of tax and other revenues as a result of a major disaster and require financial assistance in order to perform governmental functions.

Object Classification (in millions of dollars)

Identification code 070-0703-0-1-453	2024 actual	2025 est.	2026 est.
Direct obligations:			
25.2 Other services from non-Federal sources	6	3
33.0 Investments and loans	114	95	8
99.0 Direct obligations	120	98	8
99.9 Total new obligations, unexpired accounts	120	98	8

DISASTER ASSISTANCE DIRECT LOAN FINANCING ACCOUNT

Program and Financing (in millions of dollars)

Identification code 070-4234-0-3-453	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
Credit program obligations:			
0710 Direct loan obligations	122	97	9
0791 Direct program activities, subtotal	122	97	9
0900 Total new obligations, unexpired accounts	122	97	9
Budgetary resources:			
Unobligated balance:			
1000 Unobligated balance brought forward, Oct 1	1	1
1021 Recoveries of prior year unpaid obligations	25
1024 Unobligated balance of borrowing authority withdrawn	-4
1070 Unobligated balance (total)	22	1
Financing authority:			
Borrowing authority, mandatory:			
1400 Borrowing authority	11	8	1
Spending authority from offsetting collections, mandatory:			
1800 Collected	37	119	38
1801 Change in uncollected payments, Federal sources	54	-22	-29
1825 Spending authority from offsetting collections applied to repay debt	-2	-7
1850 Spending auth from offsetting collections, mand (total)	89	90	9
1900 Budget authority (total)	100	98	10
1930 Total budgetary resources available	122	98	11
Memorandum (non-add) entries:			
1941 Unexpired unobligated balance, end of year	1	2
Change in obligated balance:			
Unpaid obligations:			
3000 Unpaid obligations, brought forward, Oct 1	53	110	84
3010 New obligations, unexpired accounts	122	97	9
3020 Outlays (gross)	-40	-123	-41
3040 Recoveries of prior year unpaid obligations, unexpired	-25

3050 Unpaid obligations, end of year	110	84	52
Uncollected payments:			
3060 Uncollected pymts, Fed sources, brought forward, Oct 1	-44	-98	-76
3070 Change in uncollected pymts, Fed sources, unexpired	-54	22	29
3090 Uncollected pymts, Fed sources, end of year	-98	-76	-47
Memorandum (non-add) entries:			
3100 Obligated balance, start of year	9	12	8
3200 Obligated balance, end of year	12	8	5
Financing authority and disbursements, net:			
Mandatory:			
4090 Budget authority, gross	100	98	10
Financing disbursements:			
4110 Outlays, gross (total)	40	123	41
Offsets against gross financing authority and disbursements:			
Offsetting collections (collected) from:			
4120 Federal sources	-37	-118	-37
4123 Non-Federal sources- Principal	-1	-1
4130 Offsets against gross budget authority and outlays (total) ...	-37	-119	-38
Additional offsets against financing authority only (total):			
4140 Change in uncollected pymts, Fed sources, unexpired	-54	22	29
4160 Budget authority, net (mandatory)	9	1	1
4170 Outlays, net (mandatory)	3	4	3
4180 Budget authority, net (total)	9	1	1
4190 Outlays, net (total)	3	4	3

Status of Direct Loans (in millions of dollars)

Identification code 070-4234-0-3-453	2024 actual	2025 est.	2026 est.
Position with respect to appropriations act limitation on obligations:			
1121 Limitation available from carry-forward	139	114	26
1143 Unobligated limitation carried forward (P.L. xx) (-)	-17	-17	-17
1150 Total direct loan obligations	122	97	9
Cumulative balance of direct loans outstanding:			
1210 Outstanding, start of year	47	85	194
1231 Disbursements: Direct loan disbursements	40	123	41
1251 Repayments: Repayments and prepayments	-1	-1
1264 Other adjustments, net (+ or -)	-2	-13	-28
1290 Outstanding, end of year	85	194	206

Balance Sheet (in millions of dollars)

Identification code 070-4234-0-3-453	2023 actual	2024 actual
ASSETS:		
Federal assets:		
1101 Fund balances with Treasury	1	1
Investments in U.S. securities:		
1106 Receivables, net	2	7
Net value of assets related to post-1991 direct loans receivable:		
1401 Direct loans receivable, gross	47	85
1402 Interest receivable	1	2
1405 Allowance for subsidy cost (-)	-47	-87
1499 Net present value of assets related to direct loans	1
1999 Total assets	4	8
LIABILITIES:		
Federal liabilities:		
2103 Debt	4	8
2105 Other
2207 Non-Federal liabilities: Other
2999 Total liabilities	4	8
NET POSITION:		
3300 Cumulative results of operations
4999 Total liabilities and net position	4	8

PROCUREMENT, CONSTRUCTION, AND IMPROVEMENTS

For necessary expenses of the Federal Emergency Management Agency for procurement, construction, and improvements, \$156,419,000, of which \$92,794,000 shall remain available until September 30, 2028, and of which \$63,625,000 shall remain available until September 30, 2030.

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

Program and Financing (in millions of dollars)

Identification code 070-0414-0-1-999	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
0001 CAS - Operational Communications/Information Technology	21	16	52
0002 CAS - Construction and Facility Improvements	18	55	86
0003 CAS - Mission Support Assets and Infrastructure	60	26	35
0799 Total direct obligations	99	97	173
0801 Reimbursable program activity	31	13
0900 Total new obligations, unexpired accounts	130	110	173
Budgetary resources:			
Unobligated balance:			
1000 Unobligated balance brought forward, Oct 1	144	146	154
1021 Recoveries of prior year unpaid obligations	1	2
1070 Unobligated balance (total)	145	148	154
Budget authority:			
Appropriations, discretionary:			
1100 CAS - Operational Communications/Information Technology	22	22	64
1100 CAS - Construction and Facility Improvements	36	36	64
1100 CAS - Mission Support Assets and Infrastructure	41	41	28
1100 Adjustment for Rounding	1
1160 Appropriation, discretionary (total)	100	99	156
Spending authority from offsetting collections, discretionary:			
1700 Collected	14	17
1701 Change in uncollected payments, Federal sources	17
1750 Spending auth from offsetting collections, disc (total)	31	17
1900 Budget authority (total)	131	116	156
1930 Total budgetary resources available	276	264	310
Memorandum (non-add) entries:			
1941 Unexpired unobligated balance, end of year	146	154	137
Change in obligated balance:			
Unpaid obligations:			
3000 Unpaid obligations, brought forward, Oct 1	220	181	94
3010 New obligations, unexpired accounts	130	110	173
3020 Outlays (gross)	-167	-195	-86
3040 Recoveries of prior year unpaid obligations, unexpired	-1	-2
3041 Recoveries of prior year unpaid obligations, expired	-1
3050 Unpaid obligations, end of year	181	94	181
Uncollected payments:			
3060 Uncollected pymts, Fed sources, brought forward, Oct 1	-14	-31	-31
3070 Change in uncollected pymts, Fed sources, unexpired	-17
3090 Uncollected pymts, Fed sources, end of year	-31	-31	-31
Memorandum (non-add) entries:			
3100 Obligated balance, start of year	206	150	63
3200 Obligated balance, end of year	150	63	150
Budget authority and outlays, net:			
Discretionary:			
4000 Budget authority, gross	131	116	156
Outlays, gross:			
4010 Outlays from new discretionary authority	11	21	29
4011 Outlays from discretionary balances	156	174	57
4020 Outlays, gross (total)	167	195	86
Offsets against gross budget authority and outlays:			
Offsetting collections (collected) from:			
4030 Federal sources	-14
4030 Federal sources	-17
4040 Offsets against gross budget authority and outlays (total)	-14	-17
Additional offsets against gross budget authority only:			
4050 Change in uncollected pymts, Fed sources, unexpired	-17
4070 Budget authority, net (discretionary)	100	99	156
4080 Outlays, net (discretionary)	153	178	86
4180 Budget authority, net (total)	100	99	156
4190 Outlays, net (total)	153	178	86

Object Classification (in millions of dollars)

Identification code 070-0414-0-1-999	2024 actual	2025 est.	2026 est.
Direct obligations:			
25.1 Advisory and assistance services	27	29	68
25.2 Other services from non-Federal sources	54	21	30
25.4 Operation and maintenance of facilities	4	5	6
25.7 Operation and maintenance of equipment	3	1	2
31.0 Equipment	2	8	14
32.0 Land and structures	9	33	53
99.0 Direct obligations	99	97	173
99.0 Reimbursable obligations	31	13
99.9 Total new obligations, unexpired accounts	130	110	173

ADMINISTRATIVE PROVISIONS

(INCLUDING TRANSFERS OF FUNDS)

SEC. 301. Funds made available under the heading "Cybersecurity and Infrastructure Security Agency—Operations and Support" may be made available for the necessary expenses of procuring or providing access to cybersecurity threat feeds for branches, agencies, independent agencies, corporations, establishments, and instrumentalities of the Federal Government of the United States, state, local, tribal, and territorial entities, fusion centers as described in section 210A of the Homeland Security Act (6 U.S.C. 124h), and Information Sharing and Analysis Organizations.

SEC. 302. (a) Notwithstanding section 2008(a)(12) of the Homeland Security Act of 2002 (6 U.S.C. 609(a)(12)) or any other provision of law, not more than 5 percent of the amount of a grant made available in paragraphs (1) through (5) under "Federal Emergency Management Agency—Federal Assistance", may be used by the recipient for expenses directly related to administration of the grant.

(b) The authority provided in subsection (a) shall also apply to a state recipient for the administration of a grant under such paragraph (3).

SEC. 303. Under the heading "Federal Emergency Management Agency—Federal Assistance", for grants under paragraphs (1) through (5), the Administrator of the Federal Emergency Management Agency shall brief the Committees on Appropriations of the House of Representatives and the Senate 5 full business days in advance of announcing publicly the intention of making an award.

SEC. 304. Under the heading "Federal Emergency Management Agency—Federal Assistance", for grants under paragraphs (1) and (2), the installation of communications towers is not considered construction of a building or other physical facility.

SEC. 305. The reporting requirements in paragraphs (1) and (2) under the heading "Federal Emergency Management Agency—Disaster Relief Fund" in the Department of Homeland Security Appropriations Act, 2015 (Public Law 114-4), related to reporting on the Disaster Relief Fund, shall be applied in fiscal year 2026 with respect to budget year 2027 and current fiscal year 2026, respectively—

(1) in paragraph (1) by substituting "fiscal year 2027" for "fiscal year 2016"; and

(2) in paragraph (2) by inserting "business" after "fifth".

SEC. 306. (a) The aggregate charges assessed during fiscal year 2026, as authorized in title III of the Departments of Veterans Affairs and Housing and Urban Development, and Independent Agencies Appropriations Act, 1999 (42 U.S.C. 5196e), shall not be less than 100 percent of the amounts anticipated by the Department of Homeland Security to be necessary for its Radiological Emergency Preparedness Program for the next fiscal year.

(b) The methodology for assessment and collection of fees shall be fair and equitable and shall reflect costs of providing such services, including administrative costs of collecting such fees.

(c) Such fees shall be deposited in a Radiological Emergency Preparedness Program account as offsetting collections and will become available for authorized purposes on October 1, 2026, and remain available until expended.

SEC. 307. Any unobligated balances of funds appropriated in any prior Act for activities funded by the National Predisaster Mitigation Fund under section 203 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5133), as in effect on the day before the date of enactment of section 1234 of division D of Public Law 115-254, may be transferred to and merged with funds set aside pursuant to subsection (i)(1) of section 203 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5133), as in effect on the date of the enactment of this section.

SEC. 308. Any unobligated balances of funds appropriated under the heading "Federal Emergency Management Agency—Flood Hazard Mapping and Risk Analysis Program" in any prior Act may be transferred to and merged with funds appropriated under the heading "Federal Emergency Management Agency—Federal As-

Procurement, Construction, and Improvements (PC&I) provides funds necessary for the Federal Emergency Management Agency's (FEMA) major investments in information technology, communication, facilities, and infrastructure that support operations essential to FEMA's mission. The PC&I appropriation consists of three programs, projects, and activities

sistance" for necessary expenses for Flood Hazard Mapping and Risk Analysis: Provided, That funds transferred pursuant to this section shall be in addition to and supplement any other sums appropriated for such purposes under the National Flood Insurance Fund and such additional sums as may be provided by States or other political subdivisions for cost-shared mapping activities under section 1360(f)(2) of the National Flood Insurance Act of 1968 (42 U.S.C. 4101(f)(2)), to remain available until expended.

SEC. 309. Section 2220A(s) of the Homeland Security Act of 2002 (6 U.S.C. 665g(s)) shall be applied by substituting "September 30, 2026" for "September 30, 2025".

CITIZENSHIP AND IMMIGRATION SERVICES

Federal Funds

OPERATIONS AND SUPPORT

For necessary expenses of U.S. Citizenship and Immigration Services for operations and support of the E-Verify Program, \$111,142,000.

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

Program and Financing (in millions of dollars)

Identification code 070-0300-0-1-751	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
0002 Employment Status Verification	111	112	111
0003 Application Processing	158	159
0799 Total direct obligations	269	271	111
0900 Total new obligations, unexpired accounts	269	271	111

Budgetary resources:

Unobligated balance:			
1010 Unobligated balance transfer to other accts [070-0112]	-1
1012 Unobligated balance transfers between expired and unexpired accounts	4	3
1070 Unobligated balance (total)	3	3
Budget authority:			
Appropriations, discretionary:			
1100 Appropriation	271	271	111
1131 Unobligated balance of appropriations permanently reduced	-3	-3
1160 Appropriation, discretionary (total)	268	268	111
1930 Total budgetary resources available	271	271	111
Memorandum (non-add) entries:			
1940 Unobligated balance expiring	-2

Change in obligated balance:

Unpaid obligations:			
3000 Unpaid obligations, brought forward, Oct 1	90	89	125
3010 New obligations, unexpired accounts	269	271	111
3011 Obligations ("upward adjustments"), expired accounts	1
3020 Outlays (gross)	-262	-235	-183
3041 Recoveries of prior year unpaid obligations, expired	-9
3050 Unpaid obligations, end of year	89	125	53
Memorandum (non-add) entries:			
3100 Obligated balance, start of year	90	89	125
3200 Obligated balance, end of year	89	125	53

Budget authority and outlays, net:

Discretionary:			
4000 Budget authority, gross	268	268	111
Outlays, gross:			
4010 Outlays from new discretionary authority	202	146	61
4011 Outlays from discretionary balances	60	89	122
4020 Outlays, gross (total)	262	235	183
4180 Budget authority, net (total)	268	268	111
4190 Outlays, net (total)	262	235	183

The mission of U.S. Citizenship and Immigration Services (USCIS) is to adjudicate and grant immigration and citizenship benefits, provide accurate and useful information to applicants and petitioners, and promote an awareness and understanding of citizenship in support of immigrant assimilation, while also protecting the integrity of our nation's immigration system. USCIS approves millions of immigration benefit applications each

year, ranging from work authorization and lawful permanent residence to asylum and refugee status. USCIS' Budget continues to invest in technology to improve and automate business operations and enhance USCIS' ability to identify and prevent immigration benefit fraud.

The Budget assumes that USCIS will continue to be funded primarily through fees on the applications and petitions it adjudicates.

Object Classification (in millions of dollars)

Identification code 070-0300-0-1-751	2024 actual	2025 est.	2026 est.
Direct obligations:			
Personnel compensation:			
11.1 Full-time permanent	89	114	33
11.3 Other than full-time permanent	1
11.5 Other personnel compensation	17	6	1
11.9 Total personnel compensation	107	120	34
12.1 Civilian personnel benefits	37	48	11
21.0 Travel and transportation of persons	23	8	1
22.0 Transportation of things	1
23.1 Rental payments to GSA	3	4	5
23.2 Rental payments to others	1	1	3
25.1 Advisory and assistance services	32	29	5
25.2 Other services from non-Federal sources	1	10
25.3 Other goods and services from Federal sources	13	11	7
25.7 Operation and maintenance of equipment	5	6	44
26.0 Supplies and materials	1	1
31.0 Equipment	44	33	1
99.0 Direct obligations	268	271	111
99.5 Adjustment for rounding	1
99.9 Total new obligations, unexpired accounts	269	271	111

Employment Summary

Identification code 070-0300-0-1-751	2024 actual	2025 est.	2026 est.
1001 Direct civilian full-time equivalent employment	888	928	287

FEDERAL ASSISTANCE

Note.—This account is operating under the Full-Year Continuing Appropriations and Extensions Act, 2025 (Division A of Public Law 119-4).

Program and Financing (in millions of dollars)

Identification code 070-0408-0-1-751	2024 actual	2025 est.	2026 est.
Obligations by program activity:			
0001 Citizenship and Integration Grant Program	3	13
0900 Total new obligations, unexpired accounts (object class 41.0)	3	13

Budgetary resources:

Unobligated balance:			
1000 Unobligated balance brought forward, Oct 1	3	10	7
Budget authority:			
Appropriations, discretionary:			
1100 Appropriation	10	10
1930 Total budgetary resources available	13	20	7
Memorandum (non-add) entries:			
1941 Unexpired unobligated balance, end of year	10	7	7

Change in obligated balance:

Unpaid obligations:			
3000 Unpaid obligations, brought forward, Oct 1	37	22	10
3010 New obligations, unexpired accounts	3	13
3020 Outlays (gross)	-17	-25	-4
3041 Recoveries of prior year unpaid obligations, expired	-1
3050 Unpaid obligations, end of year	22	10	6
Memorandum (non-add) entries:			
3100 Obligated balance, start of year	37	22	10
3200 Obligated balance, end of year	22	10	6

Budget authority and outlays, net:

Discretionary:			
4000 Budget authority, gross	10	10
Outlays, gross:			
4010 Outlays from new discretionary authority	3

Local Emergency Management (EM) Program Review		Updated: May 22, 2025
Laws, Authorities and Establishment of the EM Program	Reference	X
Adopt a municipal Emergency Management ordinance	37B-Chp13 ss781 (1)	
Municipal Officers have appointed an EM Director (EMD)	37B-Chp13 ss782 (1)	
The EM Director shall meet certain levels of training as determined by the Director of MEMA within six months of appointment.	Future LD	
Ordinance shall include EM Director job description		
Ordinance shall include adoption of NIMS		
Ordinance shall create the Emergency Management Department or Office	37B-Chp13 ss701 (2) 37B-Chp13 ss781 (1)	
Meet the EM program requirements as established by Maine EMA	Future LD	
Hazard Identification and Risk Assessment		
Identify the hazards that could impact the municipality	37B-Chp13 ss783 (1)	
Indicate the actions to minimize damage.	37B-Chp13 ss783 (2)	
Identify the personnel, equipment and supplies needed.	37B-Chp13 ss783 (3)	
Identify the locations and assets that can be impacted by the hazards	37B-Chp13 ss783 (5)	
Hazard Mitigation		
Develop actions to minimize damage resulting from identified hazards	37B-Chp13 ss783 (2)	
Participate in the National Flood Insurance Program	Nat. Flood Insurance Acts	
Operational Planning		
Maintain a current municipal Emergency Operations Plan (EOP) (3 yrs)	37B-Chp13 ss783	
Maintain a copy of the County Emergency Operations Plan (EOP)	NIMS	
Create and maintain a Continuity of Operations Plan	Future LD	
Incident Management		
Locate and equip a municipal Emergency Operations Center (EOC)	Future LD	
Organize and staff a municipal Emergency Operations Center (EOC)	Future LD	
Resource Management/Mutual Aid		
Maintain a current inventory of municipal emergency resources	37B-Chp13 ss783 (3)	
Provide a copy of the municipal resource information to the County EMA	37B-Chp13 ss781 (2)	
Create and/or maintain mutual aid arrangements	37B-Chp13 ss784	
Create EM Forces and assign personnel; train and equip as needed	37B-Chp13 ss703 2b	
Communications and Warning		
The EOC has radio, internet & phone communications with county EOC	Future LD	
The EOC radio contains all the county-wide emergency frequencies	Future LD	
The EOC radio is tested with the county EOC quarterly	Future LD	
The EMD has procedures to alert the municipal officers/officials	Future LD	

Local Emergency Management (EM) Program Review		
Operational Procedures	Has procedures to:	X
Collect, assess and track disaster information	Future LD	
Report disaster situation information to the county EOC	Future LD	
Request resources from local sources, mutual aid or the county EOC	Future LD	
Track and document disaster response and recovery costs	Future LD	
Facilities		
The municipality has an Emergency Operations Center (EOC) space	Future LD	
The EOC has emergency backup power and it is tested periodically	Future LD	
The municipality has a facility and staff for a Community Warming Center		
The municipality has a facility and staff for a Mass Feeding Site		
The municipality has a facility and staff for a Supply Point of Distribution		
Training and Exercises		
EM Director has completed FEMA Courses (IS-100, 200, 700, 703, 800)	NIMS	
EM Director has completed EM Courses as required by MEMA	Future LD	
Municipality has participated in an annual disaster exercise	37B-Chp13 ss704 (8)	
EM training provided to municipal officials/officers and EOC staff		
Public Information and Warning		
Disaster preparedness information continuously provided to residents		
Emergency public information warning messages provided to residents		
Residents educated on reporting their damage to the municipal EOC		
Finance and Administration		
Municipality shall provide an annual EM budget	37B-Chp13 ss824 (2)	
EM Director shall attend monthly county EMA meetings	37B-Chp13 ss782 (1)	
EM Director contact information provided to the county EMA	37B-Chp13 ss781 (2)	
Develop process for municipal emergency expenditures		

Proposed Statutes (Future LDs)

37-B § 701 Title; Purpose

5. Responsibility. The executive heads of the governing bodies of the political subdivisions of the State are responsible for implementing emergency management functions to alleviate the suffering and damage which result from disasters in their jurisdiction.

37-B § 703 Definitions.

9. Agency Administrator. An agency administrator means the Governor and the executive heads of the governing bodies of the political subdivisions of the State who have jurisdictional responsibility for the response and recovery to a disaster or emergency. The duties and authorities of the Agency Administrator may be delegated to an appointed official, but this must be by resolution.

10. Authority Having Jurisdiction. The emergency management director for the State and the emergency management directors of all the political subdivisions of the State have the authority and responsibility to develop, implement, maintain, and oversee the incident and emergency management qualification, certification, and credentialing process within their organization or jurisdiction.

11. Area Commander. Means an individual appointed to oversee the management of several incidents or an incident that covers multiple political subdivisions.

12. First Responders. Individuals who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including fire, law enforcement, emergency medical, emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) that provide immediate support services during prevention, response, and recovery operations.

13. Emergency Management Program. A system that provides for management and coordination of prevention, mitigation, preparedness, response, and recovery activities for all hazards. The system encompasses all organizations, agencies, departments, and individuals having responsibilities for these activities.

37-B § 710. National Incident Management System. The National Incident Management System (NIMS) as defined by the U.S. Department of Homeland Security is the adopted standard for all incident management activities in the State of Maine for the State and all its political subdivisions.

1. Agency Administrator Authorities. The agency administrator shall appoint Incident Commanders and Area Commanders during a state of emergency. This may be accomplished prior to a declared state of emergency through the jurisdiction's disaster emergency plan, ordinance, resolution or executive order. Appointments may also be made during a declared state of emergency but shall be in writing.

2. Authority Having Jurisdiction. The Authority Having Jurisdiction (AHJ) shall have the authority to establish policy for incorporating the National Incident Management System for their political subdivision. The AHJ shall:

- A. Determine what persons are required to meet NIMS training requirements for their political subdivision.
- B. Determine if their political subdivision is complying with the NIMS standard.
- C. Shall serve as the NIMS coordinator for their political subdivision.

37-B §741. Section 3. Para G-2 Essential Disaster Roles. Require the employees of all state, county and municipal departments and agencies to be assigned an “essential disaster role”; to receive training in the duties of the essential disaster role; to complete an annual drill; and to develop processes and records for preparing to meet the needs of these duties. This authority shall meet the requirements of §742, section C, paragraphs 2, 3 and 5 and of §831.

37-B §781. Municipal, county and regional agencies

5. Each municipal, interjurisdictional, county and regional emergency management agency shall meet the program requirements as established by the Director of the Maine Emergency Management Agency. The State Agency shall evaluate the county and regional emergency management agencies. The county or regional emergency management agency shall evaluate the municipal or interjurisdictional agencies. The municipal, interjurisdictional, county and regional emergency management agencies that do not meet the program requirements shall be responsible for the full match of 25% for federal public assistance. (Note §704, para 4.)
6. Each county and municipality shall maintain and operate an Emergency Operations Center (EOC). The municipal Emergency Operations Center shall have the ability to maintain emergency communications with the County EOC during disasters. The county Emergency Operations Center shall have the ability to maintain emergency communications with the state EOC during disasters. The Director of the Maine Emergency Management Agency shall approve standard requirements for the municipal and county EOCs.

37-B §782. Agency

(ADD) Any county or municipality that does not employ a state-certified emergency management director is not eligible to receive federal or state preparedness grants as recipients or subrecipients to said grants.

37-B §782-A. Agency director certification

1. **Certification required.** A municipality or county may not employ any individual to perform the duties of an emergency management director who is not certified by the Maine Emergency Management Agency.
2. **Training and certification of municipal and county emergency management directors.** In cooperation with emergency management professional associations, the Maine Emergency Management Agency shall establish a continuing education program for individuals engaged in emergency management. This program must provide training in the technical and legal aspects of emergency management necessary for certification. The training program shall be approved by the Director of the Maine Emergency Management Agency.
3. **Penalty.** Any municipality that violates this section commits a civil violation for which a fine of not more than \$100 may be adjudged. Each day in violation constitutes a separate offense.

37-B §783. Disaster emergency plan

4. **Recommendations. Requirements.** The municipal, interjurisdictional, county and regional disaster emergency plan must be updated at least every three years and tested through drills and exercises at least once every two years. Failure to maintain a current plan or complete required tests or exercises shall be considered a failure to meet the requirements in §781. Para 5. County or regional emergency management directors shall certify municipal and interjurisdictional disaster plans and exercises on behalf of the Maine Emergency Management Agency.

37-B §783-A. Continuity of Operations Plan. Each municipality, interjurisdictional, county and regional emergency management agency shall prepare and keep a current continuity of operations plan for the area subject to its jurisdiction. The plan must be approved by the jurisdiction's governing body.

30-A, Chapter 7 Emergency Management

§1102. Essential Employees. County commissioners shall have the authority to designate any county employees as essential and may assign emergency duties which are outside the routine functions of the individual employee's position.

30-A §382. Special Deputies; Duties

d. The County Commissioners proclaim a local emergency under Title 37-B, chapter 13



Aroostook County
Sheriff's Office

Peter A. Johnson, Sheriff
Erica L. Pelletier, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: County Commissioners

From: Peter A. Johnson, Sheriff

Reference: Hiring of Part-Time Dispatcher

It is my recommendation to hire Carrie Crandall as a Part-Time Dispatcher. Carrie worked at the Sheriff's Office as a Corrections Officer from 2013-2016, when she left for new employment. We would be happy to have Carrie as part of our team again.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319

Carrie Crandall

March 18th, 2025

Aroostook County Sheriff's office
Attn: Forest Dudley
25 School Street
Houlton ME 04730

Dear Forest:

I am writing to express my interest in your part-time dispatch position. I recently saw your ad on the Aroostook County Website for the Houlton area. This job posting stood out to me because I feel that the combination of my educational background and work experience as well as my personal interest in helping people in my community would be a good fit. I worked as a behavioral Health Professional for 9 years. I worked in the mental health field for 4 years at the Aroostook Mental Health Center as a crisis provider. I have my MHRT-C certification. I worked as a correctional officer at the Aroostook County Jail for 3 years. I am currently working at the Maine Department of Corrections as a Probation Officer Assistant.

I work well with limited supervision as well as working with a team of people. I have experience with coordinating services and collaborating with the community. I am confident that the skills I have gained through my current and previous positions will be a good fit for your department. I would appreciate an interview. Please consider my attached application and resume. You may reach me by calling 207-538-5906.

Sincerely


Carrie Crandall

Resume

Carrie Crandall

[REDACTED]

Education

[REDACTED] Southern Aroostook Community School/ Diploma

[REDACTED] University of Maine at Presque Isle/ Bachelor of Arts

Work Experience

1999-2003 Shiretown Motor Inn/ Desk Clerk-Duties included: checking guests in and out of motel, taking reservations, money transactions, and clerical duties

2002- Intern/ Department of Corrections, Juvenile Probation Officer- Duties included, Answer phones, file, follow the probation officer to observe her duties.

2003-2006 Shiretown Health Club/ Manager-Duties included: Supervise six employees, inventory, order supplies, oversee daily operations, assist health club members with their needs

2006-2015 Addison Point Agency/ Behavioral Health Professional-Duties include: Provide one on one support to children and/or young adults with special needs

2009-2010 Aroostook Home Health Services/ Homemaker- Duties included: Homemaking, dusting, sweeping/mopping floors, laundry, window washing, run daily errands

2010-2012 Katahdin Valley Health Center/ Medical Front Office Assistant-Duties include: Greet Patients at the window, check patients into the waiting room, answer phones, and Schedule appointments, General clerical duties.

2015-2017 Aroostook County Jail/ Corrections officer- Duties included safety and security of the facility. Supervise inmates, make sure they were safe, followed instructions, stayed safe, assist trustees with daily routines.

2017-2020 Aroostook Mental Health Center/ Crisis intervention worker- Duties included assess individuals in the community, emergency department, jails and assess for suicidal ideation, refer as needed to community supports as well as in-patient care.

2020-Present Maine Department of Corrections/ Probation officer assistant- Duties include request court documents, police reports, set files, complete intakes and schedule reports with probation officers. Supervise some clients who are low risk.

Work Skills

Organizing, Typing, Phone, Filing, Managing, Ability to work with others as well as independently

References:

Available upon request



Aroostook County
Sheriff's Office

Peter A. Johnson, Sheriff
Erica L. Pelletier, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: Aroostook County Commissioners

From: Sheriff Peter A. Johnson

Date: June 10, 2025

Reference: Reallocation of Capital Funds

I am respectfully requesting the County Commissioners consider the reallocation of \$12,000 in Capital Funds from the E-ticket Printers Cruisers Line and create a separate Capital Line for a relocation bonus. This bonus would be offered to Deputies hired that agree to live in the area of north of Caribou, or current Deputies that agree to relocate to that area.

The Aroostook County Sheriff's Office currently has a Capital Line item for the purchase and installation of E-ticket Printers for the cruisers. The currently balance of this Capital Line is \$18,000. Recently the Sheriff's Office applied for and was awarded a grant for the purchase of eighteen E-ticket Printers resulting in a need for \$6,000 of the \$18,000 allotted in the Capital Line.

The last time that the Sheriff's Office hired a Deputy that lived in the Northern part of Aroostook County was in 2021. Currently we only have one Deputy that lives in this area. This creates issues with response times during after hour call outs, as the Deputy is now responding from the Caribou, Presque Isle, or Easton area. My hope is that by being able to offer this incentive it may encourage a current Deputy to relocate, and hopefully increase the number of applicants we receive for that area.

Thank you so very much for your time and consideration into this request.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: June 6, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Paving Project Oxbow Road.

Listed below are the four bids received - It is my recommendation that we choose the bid from **Wellman Paving** in the amount of \$191,750.00 This was the low bid and satisfactorily meets all bid/work requirements for this project.

BIDS:

Hopkins Milling & Paving	\$465,500.00
Steelstone Industries	\$280,719.20
Wellman Paving	\$191,750.00
Trombley Industries	\$235,866.00

This project is for approximately 1 mile of patchwork/sections of paving.



89 Goshen Road
 Winterport, ME 04496

ESTIMATE

Town of Oxbow

Date	Estimate #	Project
6/5/2025	23316	

Item Description	Qty	Unit	Unit Price	Total
Gravel Areas:				
HMA 12.5mm @ 2"	175	TN	130.00	22,750.00
HMA 12.5mm @ 1.5"	130	T	130.00	16,900.00
Overlay Areas:				
Shim HMA 12.5mm @ 1"	468	TN	130.00	60,840.00
Surface HMA 12.5mm @ 1.5"	702	TN	130.00	91,260.00
Note: This is a Unit Price Quotation. All tons placed will be billed. Includes butt joints, sweeping, tack, traffic control and grading.				
<i>Total</i>				\$191,750.00

Terms and Conditions

- 1.) All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from above specifications will become an extra charge over and above original estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.
- 2.) A service charge of 1.5% which is an annual percentage rate of 18% will be applied to any balance over 30 days from completion. After 60 days unpaid balances will be sent to collections. In the event the balance is sent to collections, the Customer will be responsible for paying all associated fees. After 90 days, if collection still has not been made liens may be placed on property.
- 3.) This proposal may be withdrawn by us if not accepted within 30 days. Wellman Paving Inc. reserves the right to adjust contracts to reflect the rising cost of asphalt. In the event this contract needs to be adjusted the Customer will be notified prior to any work being performed.
- 4.) No retainage is to be held on contract. Payment due if full upon receipt of invoice.

5.) Your signature constitutes a binding contract. Please sign and return one copy and keep one for your records.

Deanna Smith

email: deanna@wellmanpaving.net

Accepted By: _____

MC/ VISA / CASH / CHECKS

ph. 223-8820

Date: _____

Pavement prices to be provided per ton, in-place and rolled to industry specifications (MDOT §401).

#1	Product	Price/Ton	Total Tons	w/Sweep & Tac & Grading
	12.5mm DOT Mix	\$130.00	1475	All are Included In The Per Ton Price

Project Total: \$191,750.00

Wellman Paving Inc.
CONTRACTOR
Jeremiah Schaeffer
jeremiah@wellmanpaving.net

6/5/25
DATE

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 27, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Solid Waste Contract Agreement for E-Plantation Township

Attached is the proposed Solid Waste Contract Agreement with Pine Tree Waste Services for the Unorganized Township E-Plantation.

This contract agreement is for the five (5) year period of July 01, 2025 to June 30, 2030, and represents a 5% increase per year for the term of the agreement.

- July 01, 2025 to June 30, 2026 \$ 3,008.25
- July 01, 2026 to June 30, 2027 \$ 3,158.66
- July 01, 2027 to June 30, 2028 \$ 3,316.59
- July 01, 2028 to June 30, 2029 \$ 3,482.41
- July 01, 2029 to June 30, 2030 \$ 3,656.53

It is my recommendation that the contract be reviewed and signed by the County Administrator.



WASTE SERVICES

P.O. Box 528 • 59 Alice Ave. • Houlton, Maine 04730
Local 532-4264 • Toll Free 1-888-769-9922 • Fax 1-207-532-6499

May 21, 2025

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, Maine 047636

Re: "Proposal: Rubbish Removal for E Plantation"

To Whom It May Concern:

We are pleased to submit the following proposal for the use of Mars Hill Transfer Station for the fiscal years listed below.

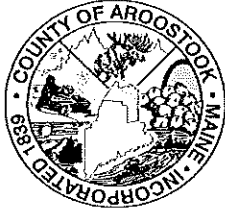
<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
\$3008.25	\$3158.66	\$3316.59	\$3482.41	\$3656.53

As always please feel free to contact me with any concerns or questions you may have regarding this matter. I would like to thank you for allowing us the opportunity to submit this bid.

Sincerely,

Maynard D. Lawrence
Site Manager
Pine Tree Waste Service
P.O. Box 528
Houlton, Me. 04730

wlb



County of Aroostook

COMMISSIONERS' OFFICE

Contract/Grant Authorization Form

Pursuant to the County of Aroostook Accounting & Financial Practices/Procedures Manual and to the Aroostook County Charter

PART ONE: Contract/Grant Designation

Required: CHECK ONE of the following options below that best describes the attached document:

The document is a **CONTRACT**
The principal purpose of this relationship is to purchase goods, services or lease for the direct benefit of the County.

SOLE SOURCE: YES NO

The document is a **GRANT**
The principal purpose of this relationship is the transfer of money, property, services, or anything of value to the recipient in order to accomplish a public purpose of support with no substantial involvement between the agency and the recipient during the performance of the activity.

PART TWO: Requisition for Contract/Grant Authorization

Please complete any of the following entries which apply to the document (agreement or amendment):

County Department: UT	Signatory: <i>John Gibson</i> John Gibson
Contractor Name: Pine Tree Waste Services	Contract Amount: \$3,008.25
Describe the Service Provided: Transfer station in Mars Hill	Amendment Amt:
	START Date: July 1 2025
	END Date: June 30 2030

*Please respond to all questions applicable for this document. Additional pages may be attached if necessary.

Substantiation of Need for Amendment:

Justification for Sole Procurement:

Only option for solid waste

Evidence of Prior or Scheduled RFP: if no RFP was issued, show the vendors contacted for quotations. If the value of the contract exceeds \$2,500, attach the written quotations.

Signature: County Administrator

Date

SECTION 1
CONTRACT AGREEMENT

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the General Conditions of the work, we (Pine Tree Waste Services), the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental for the completion of this proposal:

Cost to County of Aroostook:

Provide Transfer Station, per Fiscal Year (July 01 – June 30):

<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>	<u>2028-2029</u>	<u>2029-2030</u>
\$3,008.25	\$3,158.66	\$3,316.59	\$3,482.41	\$3,656.53

E Plantation User Fees (fees shown are to be used as a guide and are not to be exceeded unless mutually agreed upon between the County of Aroostook and Pine Tree Waste Services).

Solid Waste Disposal, per 25# bag

\$3.15	\$3.31	\$3.47	\$3.65	\$3.83
--------	--------	--------	--------	--------

Tire Disposal, <16.5" size – per each

\$2.63	\$2.76	\$2.89	\$3.04	\$3.19
--------	--------	--------	--------	--------

Tire Disposal, >16.5" size – per each

\$5.46	\$5.73	\$6.02	\$6.32	\$6.64
--------	--------	--------	--------	--------

Demolition Debris – per ton

\$174.78	\$183.52	\$192.70	\$202.33	\$212.45
----------	----------	----------	----------	----------

Furniture Disposal – per each

\$8.40	\$8.40	\$8.40	\$8.40	\$8.40
--------	--------	--------	--------	--------

Clean Wood Disposal – per ton

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
--------	--------	--------	--------	--------

White Goods & Metals – per ton

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
--------	--------	--------	--------	--------

Other services, i.e., recycling, which the Contractor can provide in addition to the transfer station and their cost to do so in addition to the above listed bid articles.

- ▶ Recycling drop off site – no charge
- ▶ Dumpster & roll-off services – call for quotes

IN WITNESS WHEREOF, the parties to this present have executed this contract each of which will be deemed an original of the _____ day of _____, 2025.

Witness

Official of Contractor

Witness

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 – Definitions

Wherever the following terms are used in the contract documents, the intent and meaning shall be as follows:

Bidder: Any individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

DEP: The Maine Department of Environmental Protection.

MSDS: Material Safety Data Sheets. The Contractor shall be responsible for providing two (2) copies of a Material Safety Data Sheet for all materials purchased by the Contractor for use in the project. The County Commissioners shall provide a copy of an MSDS for all materials purchased by the County Commissioners for use in the project.

OSHA: Occupational Safety and Health Administration.

Owner: The Aroostook County Commissioners.

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between them and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 – Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all Labor, Materials, Tools, Transportation, Insurance, and Incidentals that are reasonably required to perform the work in accordance with the applicable scope of work. The Contract and General Conditions, and the May 01, 2003 memo titled E Plantation Solid Waste Options comprise the contract documents.

ARTICLE 3 – Permits, Laws, and Regulations

It is the sole responsibility of the Contractor to comply with all State and federal laws including but not limited to workers compensation law, minimum wage law, employment security law, and drug/alcohol testing laws and regulations (including 49 CFR Part 382), and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, the Contractor shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 – Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 – Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 – Condition, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 – Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 – Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability Insurance:	Bodily Injury	\$1,000,000
	Property Damage	\$1,000,000
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** *In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.* Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 – Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that as an independent Contractor, no Federal or State Income Tax will be deducted by the County, and no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue. The Contractor at its expense shall provide additional personnel needed to fulfill its contractual duties.

ARTICLE 10 – Disputes

Any and all questions arising as a result of findings shall be decided by the Aroostook County Commissioners, or their Authorized Representative. Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

County of Aroostook

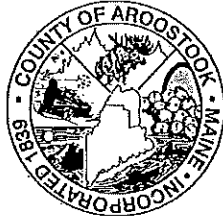
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 27, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Solid Waste Agreement for Molunkus Township (TAR5).

Attached is the proposed Solid Waste Interlocal Cooperation Agreement with the **Town of Mattawamkeag** for the Unorganized Township of Molunkus (TAR5) for the three (3) year period of July 01, 2025 through June 30, 2028.

This proposed agreement with Mattawamkeag reflects a 5% increase per year for the three-year term of the agreement.

- July 01, 2025 to June 30, 2026 \$12,938.00
- July 01, 2026 to June 30, 2027 \$13,585.00
- July 01, 2027 to June 30, 2028 \$14,264.00

It is my recommendation that the contract be reviewed and signed by the County Administrator.

SOLID WASTE INTERLOCAL COOPERATION

Townships	Residential Structures	Population
MOLUNKUS (TAR5)	_____	130

The Aroostook County Administrator acting in his capacity as Municipal Official for **Township A Range 5 (Molunkus)**, hereinafter referred to as the "County", enters into an agreement with the **Municipality of Mattawamkeag** in accordance with the vote of said Municipal Officials at a regular meeting held on _____, 2025, hereinafter referred to as the "Municipality" for solid waste disposal privileges to the residents of the above Townships, hereinafter described and designated under the following terms and pursuant to 30-A M.R.S.A., Section 2203.

1. The Municipality agrees to provide a solid waste disposal site to the residents of **Township A Range 5**.
2. The Municipality agrees to provide the residents:
 - A. Notice of the hours of operation.
 - B. Access stickers for each household (if utilized).
 - C. Municipal solid waste rules and regulations.
3. The County and the Municipality have mutually agreed to the compensation, as specified in paragraph 4, which shall be paid by the County for solid waste disposal privileges. In reaching this agreement, both parties have considered the following conditions and factors, among others:
 - A. The fee is fair and equitable based on the prorated share of actual operation costs.
 - B. Non-residents (summer homes) have been treated as one quarter (1/4) residency.
 - C. Commercial/Industrial establishments have been treated separately.
 - D. Transients are not encompassed in this agreement, because their population is unmeasurable.
 - E. State parks and picnic areas are not part of the Unorganized Territories, and therefore, have not been included.

4. Remuneration for this agreement has been calculated at the following annual rates, payable quarterly.

July 01, 2025 – June 30, 2026	\$12,938.00
July 01, 2026 – June 30, 2027	\$13,585.00
July 01, 2027 – June 30, 2028	\$14,264.00

5. The Municipality shall submit to the County a request for payment pursuant to the agreement. Failure to pay such invoice within sixty (60) days from date of invoice shall be deemed sufficient cause for cancellation of this agreement at the discretion of the Municipality.

6. This agreement shall be in effect for a three (3) year period from **July 01, 2025 to June 30, 2028**. The County and Municipality shall review this agreement at the end of each anniversary date, and either the County or the Municipality, by vote of their respective officials, can terminate this agreement upon ninety (90) days written notice to the other party.

IN WITNESS WHEREOF, the parties to these present have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIALS OF MATTAWAMKEAG

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Contract Bancroft Area Roads.

Attached is the proposed Snow Removal Contract with the FOSS & SON, INC for 13.79 miles of road in the Unorganized Township of Bancroft. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Total</u>	
• 2025 - 2026	\$ 86,877	10% increase
• 2026 - 2027	\$ TBD	
• 2027 - 2028	\$ TBD	

- This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

REQUEST FOR BIDS
AROOSTOOK COUNTY GOVERNMENT

The Aroostook County Commissioners are soliciting bids for the removal of snow and sand/salting for the following roadways in Bancroft Township:

BANCROFT -	S.A.-5211, 14 Bancroft Road	7.80 miles
	S.A.-5217 Kelly Road	3.60 miles
	T.W. #5215 Hinch Road	1.10 miles
	T.W. #5212 Mill Road	1.00 miles
	T.W. #9515 Schoolhouse Road	0.29 miles
	<u>TOTAL MILES</u>	<u>13.79</u>

Please submit bids to:

RYAN D. PELLETIER
COUNTY ADMINISTRATOR
COUNTY COMMISSIONERS' OFFICE
144 SWEDEN STREET, SUITE 1
CARIBOU, ME 04736
(207) 493-3318

Snow Removal Bids MUST be sealed and marked "**SNOW REMOVAL BIDS (BANCROFT) – DO NOT OPEN**", and must be received at the office of the County Commissioners no later than 12:30 P.M., on Wednesday, May 28, 2025, at which time they will be opened, read aloud and recorded.

The County Commissioners reserve the right to accept and/or reject any and all bids.

AROOSTOOK COUNTY GOVERNMENT
UNORGANIZED TERRITORY ROAD MAINTENANCE PROGRAM
SNOW REMOVAL / SALT-SANDING

CONTENTS:

SECTION 1	Instructions to Bidders
SECTION 2	Bid Proposal Contract Agreement
SECTION 3	General Conditions
SECTION 4	Area Maps (If Applicable)

**SECTION 1
INSTRUCTIONS TO BIDDERS**

1. All bids must be submitted on the attached bid proposal form prior to the bid acceptance date indicated. It is the responsibility of the prospective bidders to inspect the roads named and examine the technical specifications, and contract general conditions to ensure that he fully understands the contract requirements. Any questions regarding the work should be directed to the County Community Services Director at least twenty-four (24) hours before the bid due time.
2. The contract award shall be based on aggregate snow removal cost for each area. It is not necessary that a contractor submit a price for each area, only in that area that he can reasonably provide service. Contracts shall be signed with each bidder whose aggregate snow removal price is lowest. The County Commissioners will be the sole judge of the acceptability of the bids, and may reject any and all bids if it is judged to be in the best interests of the County of Aroostook. The Contractor may be required to produce evidence of his ability to adequately perform the work before bids are accepted.
3. The bid prices must include all required equipment and materials as indicated in the bid documents, or other work not directly shown but which can be reasonably inferred by an examination of the site and contract documents to maintain the roads in a manner consistent with the contract requirements. Qualified bids will not be accepted. Any errors or omissions detected by prospective bidders should be brought to the attention of the County Community Services Director at least twenty-four (24) hours before the bid due date.

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-5211, 14	Bancroft Road	7.80
2.	S.A.-5217	Kelly Road	3.60
3.	T.W. #5215	Hinch Road	1.10
4.	T.W. #5212	Mill Road	1.00
5.	T.W. #9515	Schoolhouse Road	0.29

TOTAL MILEAGE ► 13.79

	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>
1.	\$ _____	\$ <u>N/A</u>	\$ <u>N/A</u>
2.	\$ _____	\$ <u>N/A</u>	\$ <u>N/A</u>
3.	\$ _____	\$ <u>N/A</u>	\$ <u>N/A</u>
4.	\$ _____	\$ <u>N/A</u>	\$ <u>N/A</u>
5.	\$ _____	\$ <u>N/A</u>	\$ <u>N/A</u>

Aggregate Price for 2025-2026 \$ 86877.00

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: Patrick W Foss

By: _____

Firm Name: Foss + Son Inc

Address: 156 SPRINGER ROAD
WESTON MAINE 04424

Phone Number: 207 448-2059
cell 694-0929

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-5211, 14	Bancroft Road	7.80
2.	S.A.-5217	Kelly Road	3.60
3.	T.W. #5215	Hinch Road	1.10
4.	T.W. #5212	Mill Road	1.00
5.	T.W. #9515	Schoolhouse Road	0.29

TOTAL MILEAGE ▶ **13.79**

	2025-2026	2026-2027	2027-2028
1.	<u>\$ 6,300</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
2.	<u>\$ 6,300</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
3.	<u>\$ 6,300</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
4.	<u>\$ 6,300</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
5.	<u>\$ 6,300</u>	<u>\$ N/A</u>	<u>\$ N/A</u>

Aggregate Price for 2025-2026 **\$ 86,877**

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: _____

By: _____

Firm Name: _____

Address: _____

Phone Number: _____

SNOW REMOVAL CONTRACT

BANCROFT TOWNSHIP

The Aroostook County Administrator acting in his capacity as Municipal Official for the Unorganized Territory of **Bancroft Township** hereinafter referred to as the "County", enters into an agreement with **FOSS & SON, INC** hereinafter referred to as the "Contractor" for the removal of snow and ice from the roads hereinafter described and designated under the following terms:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice on the following roads:

<u>Road</u>	<u>MDOT Inventory Number</u>	<u>Mileage</u>
Bancroft Road	S.A.-5211, 14	7.80
Kelly Road	S.A.-521	3.60
Hinch Road	T.W. #5215	1.10
Mill Road	T.W. #5212	1.00
Schoolhouse Road	T.W. #9515	0.29

TOTAL MILES ► 13.79

2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the beginning of snow 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches, and the contractor is removing snow within the municipality, either from actual snowfall or drifting caused by wind, and continue same until the roads are cleared of snow to the outside of the road shoulders.
5. The Contractor agrees to provide sufficient sand and salt for operations required by this contract. The County estimates that a minimum of 100 cubic yards of sand will be necessary for each centerline mile of road.
 - A. Maximum gradation of sand shall be one (1) inch, and all sand will be screened to that size prior to use on the road.
 - B. Contractor shall mix between 90 and 110 pounds of salt with each cubic yard of sand before the sand is stockpiled.
 - C. Sanding trucks shall be equipped with either tailgate or hopper sanders, which are capable of regulating the amount of sand/salt spread per mile to ensure evenness of application.
 - D. Contractor shall pay particular attention to the sanding of hills, curves, and intersections, and to apply extra sand/salt to such locations when necessary.

- E. The Contractor is responsible for the selection of a suitable site for the salt/sand stockpiles. By execution of this contract, the Contractor warrants that the salt/sand stockpiles are in compliance with all local, County, State, and Federal environmental rules, regulations, and statutes. The Contractor agrees to indemnify the County for any liability, claims, demands, causes or action or damages incurred as a result of the use of or stockpiling of salt/sand.
- F. The Contractor agrees to have all mixed sand/salt stockpiled by November 1st of every year of the contract.

6 **The Contractor shall furnish the Owner a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price amounting to \$56,470 within thirty (30) days of the signing of the contract, and by November 01 of each subsequent year of the contract.**

7. The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

All self-employed Contractors shall be required to obtain Worker's Compensation Insurance coverage and submit a Certificate of Insurance prior to performing any work.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the

willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

- 8. If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.
- 9. In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the annual sum, for the 13.79 total miles of road covered by this contract;

July 01, 2025 to June 30, 2026 \$ 86,877
July 01, 2026 to June 30, 2027 TBD
July 01, 2027 to June 30, 2028 TBD

This agreement shall be in effect for the three (3) year period **July 1, 2025 to June 30, 2028**, however, the County is requesting a **one (1) year bid only** for the period of July 01, 2025 to June 30, 2026. Annual negotiations between the County and Contractor will be required for the 2nd and 3rd years of the agreement. This process will be contingent upon approval by the County Commissioners. At any time during the term of the contract, either the County or the Contractor, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.

- 10. For every contract year, a payment schedule of six (6) separate monthly installments shall be paid annually, beginning in **November** and ending in **April**. Payments shall be made in November, December, January, February, March, and April as part of the regular Unorganized Territory warrant schedule, typically on the third Wednesday of the month. Copies of the warrant schedule can be made available if requested.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIAL FOR

WITNESS

Ryan D. Pelletier, County Administrator

SECTION 3
GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1. Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the Contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

DEP: The Maine Department of Environmental Protection.

MSDS: Material Safety Data Sheets. The Contractor shall be responsible for providing two (2) copies of a Material Safety Data Sheet for all materials purchased by the Contractor for use in the project. The County of Aroostook shall provide a copy of an MSDS for all materials purchased by the County of Aroostook for use in the project.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook Commissioners' Office.

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between them and the Contractor. Meaning and Individual with equipment hired to perform the required tasks.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Contract Benedicta Area Roads.

Attached is the proposed Snow Removal Contract with the **JMQ, INC** for **10.94 miles** of road in the Unorganized Township of Benedicta. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Total</u>
• 2025 - 2026	\$ 100,648.00 12% increase
• 2026 - 2027	\$ TBD
• 2027 - 2028	\$ TBD

➤ This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

REQUEST FOR BIDS
AROOSTOOK COUNTY GOVERNMENT

The Aroostook County Commissioners are soliciting bids for the removal of snow and sand/salting for the following roadways in Aroostook County:

BENEDICTA -	S.A.-1	Benedicta Road	3.81 miles
	S.A.-2	Casey Road	0.74 miles
	S.A.-2	Pond Road	2.50 miles
	T.W. #1433	Aroostook Road	1.30 miles
	T.W. #1440	Sweeney Road	0.78 miles
		Gantnier Road	0.96 miles
		Lawler Ridge Road	0.43 miles
		Mill Road	0.42 miles
		<u>TOTAL MILES</u>	<u>10.94</u>

Please submit bids to:

RYAN D. PELLETIER
COUNTY ADMINISTRATOR
COUNTY COMMISSIONERS' OFFICE
144 SWEDEN STREET, SUITE 1
CARIBOU, ME 04736
(207) 493-3318

Snow Removal Bids MUST be sealed and marked “**SNOW REMOVAL BIDS (BENEDICTA) – DO NOT OPEN**”, and must be received at the office of the County Commissioners no later than 12:30 P.M., on Wednesday, May 28, 2025, at which time they will be opened, read aloud and recorded.

The County Commissioners reserve the right to accept and/or reject any and all bids.

AROOSTOOK COUNTY GOVERNMENT
UNORGANIZED TERRITORY ROAD MAINTENANCE PROGRAM
SNOW REMOVAL / SALT-SANDING

CONTENTS:

SECTION 1	Instructions to Bidders
SECTION 2	Bid Proposal Contract Agreement
SECTION 3	General Conditions
SECTION 4	Area Maps (If Applicable)

**SECTION 1
INSTRUCTIONS TO BIDDERS**

1. All bids must be submitted on the attached bid proposal form prior to the bid acceptance date indicated. It is the responsibility of the prospective bidders to inspect the roads named and examine the technical specifications, and contract general conditions to ensure that he fully understands the contract requirements. Any questions regarding the work should be directed to the County Community Services Director at least twenty-four (24) hours before the bid due time.
2. The contract award shall be based on aggregate snow removal cost for each area. It is not necessary that a contractor submit a price for each area, only in that area that he can reasonably provide service. Contracts shall be signed with each bidder whose aggregate snow removal price is lowest. The County Commissioners will be the sole judge of the acceptability of the bids, and may reject any and all bids if it is judged to be in the best interests of the County of Aroostook. The Contractor may be required to produce evidence of his ability to adequately perform the work before bids are accepted.
3. The bid prices must include all required equipment and materials as indicated in the bid documents, or other work not directly shown but which can be reasonably inferred by an examination of the site and contract documents to maintain the roads in a manner consistent with the contract requirements. Qualified bids will not be accepted. Any errors or omissions detected by prospective bidders should be brought to the attention of the County Community Services Director at least twenty-four (24) hours before the bid due date.

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-1	Benedicta Road	3.81
2.	S.A.-2	Casey Road	0.74
3.	S.A.-2	Pond Road	2.50
4.	T.W. #1433	Aroostook Road	1.30
5.	T.W. #1440	Sweeney Road	0.78
6.		Gantnier Road	0.96
7.		Lawler Ridge Road	0.43
8.		Mill Road	.42

TOTAL MILEAGE 10.94

	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>
1.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
2.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
3.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
4.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
5.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
6.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
7.	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>

Aggregate Price for 2025-2026

\$ 100,648.00

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: John Qualey

By: John Qualey

Firm Name: JMQ, Inc

Address: P.O. Box 327

Sherman, ME 04776

Phone Number: (207) 592-3841

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-1	Benedicta Road	3.81
2.	S.A.-2	Casey Road	0.74
3.	S.A.-2	Pond Road	2.50
4.	T.W. #1433	Aroostook Road	1.30
5.	T.W. #1440	Sweeney Road	0.78
6.		Gantnier Road	0.96
7.		Lawler Ridge Road	0.43
8.		Mill Road	.42
TOTAL MILEAGE			<u>10.94</u>

	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>
1.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
2.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
3.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
4.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
5.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
6.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
7.	<u>\$ 9,200</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
8.			

Aggregate Price for 2025-2026 \$ 100,648.00

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: _____

By: _____

Firm Name: _____

Address: _____

Phone Number: _____

CONTRACT AGREEMENT

This Agreement made on _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and **JMQ, INC.**, hereinafter called the Contractor.

WITNESS,

That the Contractor for the consideration hereinafter named agrees as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the Materials and perform all the Work shown on the Plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and the Specifications and Drawings.

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice on the roads listed below.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from July 01, 2025 to June 30, 2028. The Contractor will not subcontract any portion of this work without the approval of the Aroostook County Community Services Director.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a depth of two (2) inches, either from actual snowfall or drifting caused by the wind, and continue same until the roads are cleared of snow to the outside of the road shoulders.
5. The Contractor agrees to provide sufficient sand and salt for operations required by this contract. The County estimates that a minimum of 100 cubic yards of sand will be necessary for each centerline mile of road.
6. The Contractor agrees to prewet the salt and sand mixture with a 32% liquid calcium (or approved equivalent) solution over paved areas of the road when the air temperature falls below 10 degrees Fahrenheit. The liquid calcium should be applied at a rate of 5 to 6 gallons per cubic yard of salt and sand.

ARTICLE 2. CONTRACT BONDS

The Contractor shall furnish the Owner a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price amounting to \$ 65,421 within thirty (30) days of the signing of the contract, and by November 01 of each subsequent year of the contract.

ARTICLE 3. PAYMENTS

In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the sum according to the following schedule.

Benedicta

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-1	Benedicta Road	3.81
2.	S.A.-2	Casey Road	0.74
3.	S.A.-2	Pond Road	2.50
4.	T.W. #1433	Aroostook Road	1.30
5.	T.W. #1440	Sweeney Road	0.78
6.		Gantnier Road	0.96
7.		Lawler Ridge Road	0.43
8.		Mill Road	0.42

TOTAL MILEAGE 10.94

	2025-2026	2026-2027	2027-2028
1. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
2. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
3. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
4. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
5. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
6. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
7. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
8. per mile	\$ <u>9,200</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
Total	\$ 100,648.00	\$	\$

Aggregate Price for 2025-2026 \$ 100,648.00

Year	Per Mile Cost (Center Line)	Mileage	Total Cost
2025 – 2026	\$ 9,200	10.94	\$ 100,648.00
2026 – 2027	N/A	10.94	N/A
2027 – 2028	N/A	10.94	N/A

***FUEL SURCHARGE:** If fuel price exceeds \$ 6.00 per gallon during the contract dates, county will be charged the amount over \$ 6.00 per gallon on a monthly basis of 1.2% for every \$ 0.25 per gallon increase. Fuel surcharge adjustments will be based upon the diesel price as reported by the U.S. Department of Energy. Percentage will be adjusted based on the monthly payment.

JMQ Plowing

P.O. Box 327 Sherman, Maine 04776
Phone: (207) 365-4564 Fax: (207) 365-4566

Aroostook County Commissioners
RE: Snow Removal Bid (Benedicta)

I respectfully submit my bid for the removal of snow and sand/salting for the following roadways:

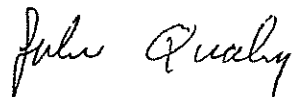
Benedicta Road
Casey Road
Pond Road
Aroostook Road
Sweeney Road
Gantnier Road
Lawler Ridge Road
Mill Road

\$9,200.00 Per Mile

****Fuel Surcharge:** If fuel price exceeds \$6.00 per gallon during the contract dates, county will be charged the amount over \$6.00 per gallon on a monthly basis of 1.2% for every \$0.25 per gallon increase. Fuel surcharge adjustments will be based upon the diesel price as reported by the U.S. Department of Energy. Percentage will be adjusted based on the monthly payment.

Thank you for your consideration

Sincerely,



John Qualey

05/28/2025

A payment schedule of six (6) separate monthly installments shall be paid annually, beginning in **November** and ending in **April**. Payments shall be made in November, December, January, February, March, and April as part of the regular Unorganized Territory warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

This agreement shall be in effect for the three (3) year period **July 1, 2025 to June 30, 2028**, however, the County is requesting a **one (1) year bid only** for the period of July 01, 2025 to June 30, 2026. Annual negotiations between the County and Contractor will be required for the 2nd and 3rd years of the agreement. This process will be contingent upon approval by the County Commissioners. At any time during the term of the contract, either the County or the Contractor, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.

ARTICLE 4. INSURANCE DOCUMENTS

The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

All self-employed Contractors shall be required to obtain Worker's Compensation Insurance coverage and submit a Certificate of Insurance prior to performing any work.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 5. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, the Proposal, the Specifications and Drawings, together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications and Drawings.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.
IN WITNESS WHEREOF, the parties to these present have executed this contract each of which will be deemed an original on the _____ day of _____, 2025.

WITNESS

OFFICIALS OF THE CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3 GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1. Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the Contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

DEP: The Maine Department of Environmental Protection.

MSDS: Material Safety Data Sheets. The Contractor shall be responsible for providing two (2) copies of a Material Safety Data Sheet for all materials purchased by the Contractor for use in the project. The County of Aroostook shall provide a copy of an MSDS for all materials purchased by the County of Aroostook for use in the project.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook Commissioners' Office.

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between them and the Contractor. Meaning and Individual with equipment hired to perform the required tasks.

ARTICLE 2. Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all Labor, Materials, Tools, Transportation, Insurance, and Incidentals that are reasonably required to maintain the listed roads during the winter months. The plans including all revisions, Instruction to Bidders, the General Conditions of the Contract, Executed Contract, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any error, omission, or inconsistency in the contract documents that would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, Omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the Plans and Specifications, the more stringent requirements

will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3. Permits, Laws, and Regulations

It is the sole responsibility of the Contractor to comply with all State and Federal laws including but not limited to workers compensation law, minimum wage law, employment security law, and drug/alcohol testing laws and regulations (including 49CFR Part 382), regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modification required. The Contractor shall be required to provide proof that the sand/salt storage facility or location to be used to service this contract has been registered with the Maine Department of Environmental Protection prior to December 01, 2002, and that it is in compliance with regulations set forth for such facilities.

ARTICLE 4. Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5. Changes in Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

The Contractor may not, without written permission from the Owner, subcontract out any or all portions of the work involved in the snow removal and/or sanding operations.

ARTICLE 6. Condition, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7. Contract Termination

Should the Contractor fail to complete the work within the timeframe specified in the contract and any time extension change orders, the Owner may, after giving written notice to the Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8. Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts as required by State Law.

Compensation Insurance:	As required by State Law	
General Liability Insurance:	Bodily Injury	\$1,000,000
	Property Damage	\$1,000,000
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMONUT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this Contract.

ARTICLE 9. Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent Contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefits insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue. The Contractor at its expense shall provide additional personnel needed by the Contractor to fulfill its contractual duties.

ARTICLE 10. Material and Equipment

- A. The Contractor is responsible for the selection of a suitable site for the salt/sand stockpiles. By execution of this Contract, the Contractor warrants that the salt/sand stockpiles are in compliance with all local, County, State, and Federal environmental rules, regulations and statutes. The Contractor agrees to indemnify the County for any liability, claims, demands, causes or actions or damages incurred as a result of the use of or stockpiling of salt/sand.
- B. Maximum gradation of sand shall be ½ inch, and all sand will be screened to that size prior to use on the road.
- C. Contractor shall mix between 90 and 110 pounds of salt with each cubic yard of sand before the sand is stockpiled.
- D. Sanding trucks shall be equipped with either tailgate or hopper sanders, which are capable of regulating the amount of sand/salt spread per mile to ensure evenness of application.
- E. Contractor shall pay particular attention to the sanding of hills, curves, and intersections, and to apply extra sand/salt to such locations when necessary.
- F. Plow trucks shall be equipped with front plows and wing plows, and shall be of sufficient size and weight to perform the work required under this contract.

ARTICLE 11. Federal Mandates Affecting CDL Operators

The Contractor shall, after January 01, 1996, provide documentation certifying that he is in compliance with Federal Requirements regarding drug and alcohol testing for equipment operators requiring a Commercial Drivers License (CDL) including 49 CFR Part 382. Evidence of compliance may be in the form of a letter from a third party administrator that the Contractor is a member of a drug/alcohol testing consortium. Failure to provide this documentation shall be grounds for contract termination.

The requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

ARTICLE 12. Disputes

All questions arising as a result of findings shall be decided by the Aroostook County Commissioners, or their Representative. Disputes between the Owner and Contractor that cannot be otherwise resolved, shall be settled by litigation.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Contract Benedicta and Silver Ridge.

Attached is the proposed Snow Removal Contract with the **CD Elwell Trucking** for **16.43 miles** of roads in the Unorganized Townships of Benedicta and Silver Ridge. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

Total

- | | | |
|---------------|---------------|-------------|
| • 2025 - 2026 | \$ 101,435.69 | 3% increase |
| • 2026 - 2027 | \$ 104,465.37 | 3% increase |
| • 2027 - 2028 | \$ 107,649.23 | 3% increase |

- This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

REQUEST FOR BIDS
AROOSTOOK COUNTY GOVERNMENT

The Aroostook County Commissioners are soliciting bids for the removal of snow and sand/salting for the following roadways in Aroostook County:

SILVER RIDGE -	S.A. 2	Pond Road	2.77 miles
BENEDICTA -	T.W. #1433	Aroostook Road	2.25 miles
TIR5 -	T.W. #1433	Aroostook Road	7.04 miles
TAR5 -	T.W. #1433	Aroostook Road	4.37 miles

TOTAL MILES 16.43

Please submit bids to:

RYAN D. PELLETIER
COUNTY ADMINISTRATOR
COUNTY COMMISSIONERS' OFFICE
144 SWEDEN STREET, SUITE 1
CARIBOU, ME 04736
(207) 493-3318

Snow Removal Bids MUST be sealed and marked "SNOW REMOVAL BIDS – DO NOT OPEN", and must be received at the office of the County Commissioners no later than 12:30 P.M., on Thursday, July 21, 2022, at which time they will be opened, read aloud and recorded.

The County Commissioners reserve the right to accept and/or reject any and all bids.

AROOSTOOK COUNTY GOVERNMENT
UNORGANIZED TERRITORY ROAD MAINTENANCE PROGRAM
SNOW REMOVAL / SALT-SANDING

CONTENTS:

SECTION 1	Instructions to Bidders
SECTION 2	Bid Proposal Contract Agreement
SECTION 3	General Conditions
SECTION 4	Area Maps (If Applicable)

**SECTION 1
INSTRUCTIONS TO BIDDERS**

1. All bids must be submitted on the attached bid proposal form prior to the bid acceptance date indicated. It is the responsibility of the prospective bidders to inspect the roads named and examine the technical specifications, and contract general conditions to ensure that he fully understands the contract requirements. Any questions regarding the work should be directed to the County Community Services Director at least twenty-four (24) hours before the bid due time.
2. The contract award shall be based on aggregate snow removal cost for each area. It is not necessary that a contractor submit a price for each area, only in that area that he can reasonably provide service. Contracts shall be signed with each bidder whose aggregate snow removal price is lowest. The County Commissioners will be the sole judge of the acceptability of the bids, and may reject any and all bids if it is judged to be in the best interests of the County of Aroostook. The Contractor may be required to produce evidence of his ability to adequately perform the work before bids are accepted.
3. The bid prices must include all required equipment and materials as indicated in the bid documents, or other work not directly shown but which can be reasonably inferred by an examination of the site and contract documents to maintain the roads in a manner consistent with the contract requirements. Qualified bids will not be accepted. Any errors or omissions detected by prospective bidders should be brought to the attention of the County Community Services Director at least twenty-four (24) hours before the bid due date.

17101.37	17612.29	18190.59
13891	14305.97	14735.13
43463.91	44761.79	46104.6
26979.41	27785.32	28618.91
101435.69	104465.37	107649.23

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Township</u>	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	Silver Ridge	S.A.-2	Pond Road	2.77
2.	Benedicta	T.W. #1433	Aroostook Road	2.25
3.	T1R5	T.W. #1433	Aroostook Road	7.04
4.	TAR5	T.W. #1433	Aroostook Road	4.37
TOTAL MILEAGE				<u>16.43</u>

	2025-2026	2026-2027	2027-2028
1.	\$ <u>17,101.37</u>	\$ <u>17,612.29</u>	\$ <u>18,190.59</u>
2.	\$ <u>13,891.00</u>	\$ <u>14,305.97</u>	\$ <u>14,735.13</u>
3.	\$ <u>43,463.91</u>	\$ <u>44,761.79</u>	\$ <u>46,104.60</u>
4.	\$ <u>26,979.91</u>	\$ <u>27,785.32</u>	\$ <u>28,618.91</u>

Aggregate Price for	2025 - 2026	\$ 101,435.69
	2026 - 2027	\$ 104,465.37
	2027 - 2028	\$ 107,649.23

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: _____

By: _____

Firm Name: _____

Address: _____

Phone Number: _____

CONTRACT AGREEMENT

This Agreement made on May, 2025, by and between the County of Aroostook, hereinafter called the Owner, and C.D. Elwell Trucking, hereinafter called the Contractor.

WITNESS,

That the and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the Materials and perform all the Work shown on the Plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and the Specifications and Drawings.

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice on the roads listed below.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from July 01, 2022 to June 30, 2025. The Contractor will not subcontract any portion of this work without the approval of the Aroostook County Community Services Director.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a depth of two (2) inches, either from actual snowfall or drifting caused by the wind, and continue same until the roads are cleared of snow to the outside of the road shoulders.
5. The Contractor agrees to provide sufficient sand and salt for operations required by this contract. The County estimates that a minimum of 100 cubic yards of sand will be necessary for each centerline mile of road.
6. The Contractor agrees to prewet the salt and sand mixture with a 32% liquid calcium (or approved equivalent) solution over paved areas of the road when the air temperature falls below 10 degrees Fahrenheit. The liquid calcium should be applied at a rate of 5 to 6 gallons per cubic yard of salt and sand.

ARTICLE 2. CONTRACT BONDS

The Contractor shall furnish the Owner a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price amounting to \$65,933.20 within thirty (30) days of the signing of the contract, and by November 01 of each subsequent year of the contract.

ARTICLE 3. PAYMENTS

In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the sum according to the following schedule.

Benedicta, Silver Ridge, T1R5, TAR5

	<u>Township</u>	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	Silver Ridge	S.A.-2	Pond Road	2.77
2.	Benedicta	T.W. #1433	Aroostook Road	2.25
3.	T1R5	T.W. #1433	Aroostook Road	7.04
4.	TAR5	T.W. #1433	Aroostook Road	4.37
TOTAL MILEAGE				<u>16.43</u>

	2025-2026	2026-2027	2027-2028
1. per mile	<u>\$ 6,173.81</u>	<u>\$ 6,358.21</u>	<u>\$ 6,551.99</u>
2. per mile	<u>\$ 6,173.81</u>	<u>\$ 6,358.21</u>	<u>\$ 6,551.99</u>
3. per mile	<u>\$ 6,173.81</u>	<u>\$ 6,358.21</u>	<u>\$ 6,551.99</u>
4. per mile	<u>\$ 6,173.81</u>	<u>\$ 6,358.21</u>	<u>\$ 6,551.99</u>
Total	\$ 101,435.69	\$ 104,465.37	\$ 107,649.23

Aggregate Price for	2025-2026	\$ 101,435.69
	2026-2027	\$ 104,465.37
	2027-2028	\$ 107,649.23

Year	Per Mile Cost (Center Line)	Mileage	Total Cost
2025 – 2026	\$ 6,173.81	16.43	\$ 101,435.69
2026 – 2027	\$ 6,358.21	16.43	\$ 104,465.37
2027 – 2028	\$ 6,551.99	16.43	\$ 107,649.23

A payment schedule of six (6) separate monthly installments shall be paid annually, beginning in **November** and ending in **April**. Payments shall be made in November, December, January, February, March, and April as part of the regular Unorganized Territory warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

This agreement shall be in effect for the three (3) year period **July 1, 2025 to June 30, 2028**. This process will be contingent upon approval by the County Commissioners. At any time during the term of the

contract, either the County or the Contractor, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.

ARTICLE 4. INSURANCE DOCUMENTS

The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

All self-employed Contractors shall be required to obtain Worker's Compensation Insurance coverage and submit a Certificate of Insurance prior to performing any work.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 5. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, the Proposal, the Specifications and Drawings, together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications and Drawings.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.
IN WITNESS WHEREOF, the parties to these present have executed this contract each of which will be deemed an original on the _____ day of _____, 2025.

WITNESS

OFFICIALS OF THE CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

**SECTION 3
GENERAL CONDITIONS OF THE CONTRACT**

ARTICLE 1. Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the Contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

DEP: The Maine Department of Environmental Protection.

MSDS: Material Safety Data Sheets. The Contractor shall be responsible for providing two (2) copies of a Material Safety Data Sheet for all materials purchased by the Contractor for use in the project. The County of Aroostook shall provide a copy of an MSDS for all materials purchased by the County of Aroostook for use in the project.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook Commissioners' Office.

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between them and the Contractor. Meaning and Individual with equipment hired to perform the required tasks.

ARTICLE 2. Intent and Correlation of the Contract Documents

It is the intent of the Contract Documents to describe a complete project. The Contractor shall furnish all Labor, Materials, Tools, Transportation, Insurance, and Incidentals that are reasonably required to maintain the listed roads during the winter months. The plans including all revisions, Instruction to Bidders, the General Conditions of the Contract, Executed Contract, and completed Bid Proposal comprise the Contract Documents.

Should the Contractor discover any error, omission, or inconsistency in the Contract Documents that would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the Plans and Specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3. Permits, Laws, and Regulations

It is the sole responsibility of the Contractor to comply with all State and Federal laws including but not limited to workers compensation law, minimum wage law, employment security law, and drug/alcohol testing laws and regulations (including 49CFR Part 382), regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modification required. The Contractor shall be required to provide proof that the sand/salt storage facility or location to be used to service this contract has been registered with the Maine Department of Environmental Protection prior to December 01, 2002, and that it is in compliance with regulations set forth for such facilities.

ARTICLE 4. Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5. Changes in Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

The Contractor may not, without written permission from the Owner, subcontract out any or all portions of the work involved in the snow removal and/or sanding operations.

ARTICLE 6. Condition, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7. Contract Termination

Should the Contractor fail to complete the work within the timeframe specified in the contract and any time extension change orders, the Owner may, after giving written notice to the Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8. Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts as required by State Law.

Compensation Insurance:	As required by State Law	
General Liability Insurance:	Bodily Injury	\$1,000,000
	Property Damage	\$1,000,000
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000

- **Workers' Compensation: Each Accident \$500,000.00 (or)**
- **Workers' Compensation State of Maine Approval Predetermination Status**

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this Contract.

ARTICLE 9. Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract, the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent Contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefits insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue. The Contractor at its expense shall provide additional personnel needed by the Contractor to fulfill its contractual duties.

ARTICLE 10. Material and Equipment

- A. The Contractor is responsible for the selection of a suitable site for the salt/sand stockpiles. By execution of this Contract, the Contractor warrants that the salt/sand stockpiles are in compliance with all local, County, State, and Federal environmental rules, regulations and statutes. The Contractor agrees to indemnify the County for any liability, claims, demands, causes or actions or damages incurred as a result of the use of or stockpiling of salt/sand.
- B. Maximum gradation of sand shall be ½ inch, and all sand will be screened to that size prior to use on the road.
- C. Contractor shall mix between 90 and 110 pounds of salt with each cubic yard of sand before the sand is stockpiled.
- D. Sanding trucks shall be equipped with either tailgate or hopper sanders, which are capable of regulating the amount of sand/salt spread per mile to ensure evenness of application.
- E. Contractor shall pay particular attention to the sanding of hills, curves, and intersections, and to apply extra sand/salt to such locations when necessary.
- F. Plow trucks shall be equipped with front plows and wing plows, and shall be of sufficient size and weight to perform the work required under this contract.

ARTICLE 11. Federal Mandates Affecting CDL Operators

The Contractor shall, after January 01, 1996, provide documentation certifying that he is in compliance with Federal Requirements regarding drug and alcohol testing for equipment operators requiring a Commercial Drivers License (CDL) including 49 CFR Part 382. Evidence of compliance may be in the form of a letter from a third party administrator that the Contractor is a member of a drug/alcohol testing consortium. Failure to provide this documentation shall be grounds for contract termination.

The requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

ARTICLE 12. Disputes

All questions arising as a result of findings shall be decided by the Aroostook County Commissioners, or their Representative. Disputes between the Owner and Contractor that cannot be otherwise resolved, shall be settled by litigation.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Contract Cary Twp. Area Roads.

Attached is the proposed Snow Removal Contract with the **GCL Trucking** for 12.65 miles of road in the Unorganized Township of Cary. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Total</u>	
• 2025 - 2026	\$ 80,580	6% increase
• 2026 - 2027	\$ TBD	
• 2027 - 2028	\$ TBD	

- This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

REQUEST FOR BIDS
AROOSTOOK COUNTY GOVERNMENT

The Aroostook County Commissioners are soliciting bids for the removal of snow and sand/salting for the following roadways in Cary Township:

CARY TOWNSHIP – TNWY #7765	Brewer Road	2.70 miles
TNWY #9006	Smith Road	0.90 miles
TNWY #5275	Haney Road	0.85 miles
TNWY #5274	Jackins Settlement Road	0.67 miles
TNWY	McQuarrie Road	0.24 miles
TNWY #7768	Oliver Road	0.53 miles
TNWY #7767	Wilcox Road	2.58 miles
TNWY #5268	Estabrook Road	1.00 miles
TNWY #5391	Skedgell Road	3.18 miles
	<u>TOTAL MILES</u>	<u>12.65</u>

Please submit bids to:

RYAN D. PELLETIER
COUNTY ADMINISTRATOR
COUNTY COMMISSIONERS' OFFICE
144 SWEDEN STREET, SUITE 1
CARIBOU, ME 04736
(207) 493-3318

Snow Removal Bids MUST be sealed and marked “**SNOW REMOVAL BIDS (CARY TOWNSHIP) – DO NOT OPEN**”, and must be received at the office of the County Commissioners no later than 12:30 P.M., on Wednesday, May 28, 2025, at which time they will be opened, read aloud and recorded.

The County Commissioners reserve the right to accept and/or reject any and all bids.

AROOSTOOK COUNTY GOVERNMENT
UNORGANIZED TERRITORY ROAD MAINTENANCE PROGRAM
SNOW REMOVAL / SALT-SANDING

CONTENTS:

SECTION 1	Instructions to Bidders
SECTION 2	Bid Proposal Contract Agreement
SECTION 3	General Conditions
SECTION 4	Area Maps (If Applicable)

**SECTION 1
INSTRUCTIONS TO BIDDERS**

1. All bids must be submitted on the attached bid proposal form prior to the bid acceptance date indicated. It is the responsibility of the prospective bidders to inspect the roads named and examine the technical specifications, and contract general conditions to ensure that he fully understands the contract requirements. Any questions regarding the work should be directed to the County Community Services Director at least twenty-four (24) hours before the bid due time.
2. The contract award shall be based on aggregate snow removal cost for each area. It is not necessary that a contractor submit a price for each area, only in that area that he can reasonably provide service. Contracts shall be signed with each bidder whose aggregate snow removal price is lowest. The County Commissioners will be the sole judge of the acceptability of the bids, and may reject any and all bids if it is judged to be in the best interests of the County of Aroostook. The Contractor may be required to produce evidence of his ability to adequately perform the work before bids are accepted.
3. The bid prices must include all required equipment and materials as indicated in the bid documents, or other work not directly shown but which can be reasonably inferred by an examination of the site and contract documents to maintain the roads in a manner consistent with the contract requirements. Qualified bids will not be accepted. Any errors or omissions detected by prospective bidders should be brought to the attention of the County Community Services Director at least twenty-four (24) hours before the bid due date.

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	TNWY #7765	Brewer Road	2.70
2.	TNWY #9006	Smith Road	0.90
3.	TNWY #5275	Haney Road	0.85
4.	TNWY #5274	Jackins Settlement Road	0.67
5.	TNWY	McQuarrie Road	0.24
6.	TNWY #7768	Oliver Road	0.53
7.	TNWY #7767	Wilcox Road	2.58
8.	TNWY #5268	Estabrook Road	1.00
9.	TNWY #5391	Skedgell Road	3.18
TOTAL MILEAGE			<u>12.65</u>

	2025-2026	2026-2027	2027-2028
1.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
2.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
3.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
4.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
5.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
6.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
7.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
8.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
9.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>

Aggregate (Total) Price for 2025-2026: \$ 80,580

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days

after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. **The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.**

Signed: Doody P Ledger

By: _____

Firm Name: GCL Trucking Inc

Address: 1266 US Rt 114

Amity, Mo 64411

Phone-Number: 207-538-6352

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	TNWX #7765	Brewer Road	2.70
2.	TNWX #9006	Smith Road	0.90
3.	TNWX #5275	Haney Road	0.85
4.	TNWX #5274	Jackins Settlement Road	0.67
5.	TNWX	McQuarrie Road	0.24
6.	TNWX #7768	Oliver Road	0.53
7.	TNWX #7767	Wilcox Road	2.58
8.	TNWX #5268	Estabrook Road	1.00
9.	TNWX #5391	Skedgell Road	3.18
TOTAL MILEAGE			<u>12.65</u>

	2025-2026	2026-2027	2027-2028
1.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
2.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
3.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
4.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
5.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
6.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
7.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
8.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
9.	\$ <u>6,369.96</u>	\$ <u>N/A</u>	\$ <u>N/A</u>

Aggregate (Total) Price for 2025-2026 \$ 80,580

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: _____

By: _____

Firm Name: _____

Address: _____

Phone Number: _____

CONTRACT AGREEMENT

This Agreement made on _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and **GCL Trucking, Inc**, hereinafter called the Contractor.

WITNESS,

That the Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the Materials and perform all the Work shown on the Plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and the Specifications and Drawings.

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice on the roads listed below.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from July 01, 2025 to June 30, 2028. The Contractor will not subcontract any portion of this work without the approval of the Aroostook County Community Services Director.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a depth of two (2) inches, either from actual snowfall or drifting caused by the wind, and continue same until the roads are cleared of snow to the outside of the road shoulders.
5. The Contractor agrees to provide sufficient sand and salt for operations required by this contract. The County estimates that a minimum of 100 cubic yards of sand will be necessary for each centerline mile of road.
6. The Contractor agrees to prewet the salt and sand mixture with a 32% liquid calcium (or approved equivalent) solution over paved areas of the road when the air temperature falls below 10 degrees Fahrenheit. The liquid calcium should be applied at a rate of 5 to 6 gallons per cubic yard of salt and sand.

ARTICLE 2. CONTRACT BONDS

The Contractor shall furnish the Owner a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price amounting to N/A within thirty (30) days of the signing of the contract, and by November 01 of each subsequent year of the contract.

A payment schedule of six (6) separate monthly installments shall be paid annually, beginning in **November** and ending in **April**. Payments shall be made in November, December, January, February, March, and April as part of the regular Unorganized Territory warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

This agreement shall be in effect for the three (3) year period **July 1, 2025 to June 30, 2028**, however, the County is requesting a **one (1) year bid only** for the period of July 01, 2025 to June 30, 2026. Annual negotiations between the County and Contractor will be required for the 2nd and 3rd years of the agreement. This process will be contingent upon approval by the County Commissioners. At any time during the term of the contract, either the County or the Contractor, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.

ARTICLE 4. INSURANCE DOCUMENTS

The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

All self-employed Contractors shall be required to obtain Worker's Compensation Insurance coverage and submit a Certificate of Insurance prior to performing any work.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 5. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, the Proposal, the Specifications and Drawings, together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications and Drawings.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.
IN WITNESS WHEREOF, the parties to these present have executed this contract each of which will be deemed an original on the _____ day of _____, 2025.

WITNESS

OFFICIALS OF THE CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3
GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1. Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the Contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

DEP: The Maine Department of Environmental Protection.

MSDS: Material Safety Data Sheets. The Contractor shall be responsible for providing two (2) copies of a Material Safety Data Sheet for all materials purchased by the Contractor for use in the project. The County of Aroostook shall provide a copy of an MSDS for all materials purchased by the County of Aroostook for use in the project.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook Commissioners' Office.

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between them and the Contractor. Meaning and Individual with equipment hired to perform the required tasks.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Contract Oxbow Road.

Attached is the proposed Snow Removal Contract with the **M Rafford Trucking** for **8.89 miles** of road in the Unorganized Township of Oxbow. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Total</u>	
• 2025 - 2026	\$ 88,000	6% increase
• 2026 - 2027	\$ TBD	
• 2027 - 2028	\$ TBD	

➤ This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

REQUEST FOR BIDS
AROOSTOOK COUNTY GOVERNMENT

The Aroostook County Commissioners are soliciting bids for the removal of snow and sand/salting for the following roadway in T9R5 and Oxbow North Township:

OXBOW NORTH - S.A.-2	Oxbow Road	5.96 miles
T9R5 S.A.-2	Oxbow Road	2.93 miles
<u>TOTAL MILES</u>		<u>8.89</u>

Please submit bids to:

RYAN D. PELLETIER
COUNTY ADMINISTRATOR
COUNTY COMMISSIONERS' OFFICE
144 SWEDEN STREET, SUITE 1
CARIBOU, ME 04736
(207) 493-3318

Snow Removal Bids MUST be sealed and marked "**OXBOW ROAD SNOW REMOVAL BIDS – DO NOT OPEN**", and must be received at the office of the County Commissioners no later than 12:30 P.M., on Wednesday, May 28, 2025, at which time they will be opened, read aloud and recorded.

The County Commissioners reserve the right to accept and/or reject any and all bids.

AROOSTOOK COUNTY GOVERNMENT
UNORGANIZED TERRITORY ROAD MAINTENANCE PROGRAM
SNOW REMOVAL / SALT-SANDING

CONTENTS:

SECTION 1	Instructions to Bidders
SECTION 2	Bid Proposal Contract Agreement
SECTION 3	General Conditions
SECTION 4	Area Maps (If Applicable)

**SECTION 1
INSTRUCTIONS TO BIDDERS**

1. All bids must be submitted on the attached bid proposal form prior to the bid acceptance date indicated. It is the responsibility of the prospective bidders to inspect the roads named and examine the technical specifications, and contract general conditions to ensure that he fully understands the contract requirements. Any questions regarding the work should be directed to the County Community Services Director at least twenty-four (24) hours before the bid due time.
2. The contract award shall be based on aggregate snow removal cost for each area. It is not necessary that a contractor submit a price for each area, only in that area that he can reasonably provide service. Contracts shall be signed with each bidder whose aggregate snow removal price is lowest. The County Commissioners will be the sole judge of the acceptability of the bids, and may reject any and all bids if it is judged to be in the best interests of the County of Aroostook. The Contractor may be required to produce evidence of his ability to adequately perform the work before bids are accepted.
3. The bid prices must include all required equipment and materials as indicated in the bid documents, or other work not directly shown but which can be reasonably inferred by an examination of the site and contract documents to maintain the roads in a manner consistent with the contract requirements. Qualified bids will not be accepted. Any errors or omissions detected by prospective bidders should be brought to the attention of the County Community Services Director at least twenty-four (24) hours before the bid due date.

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-2 (Oxbow North Twp.)	Oxbow Road	5.96
2.	S.A.-2 (T9R5)	Oxbow Road	2.93
TOTAL MILEAGE			<u>8.89</u>

	<u>2025-2026</u>	<u>2026-2027</u>	<u>2027-2028</u>
1.	\$ <u>58,996.61</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
2.	\$ <u>29,003.39</u>	\$ <u>N/A</u>	\$ <u>N/A</u>

Aggregate Price for 2025-2026 \$ 88,000.00

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: Ian Rafford
 By: Ian Rafford
 Firm Name: M. Rafford Trucking, Inc.
 Address: PO Box 526
Ashland, ME 04932
 Phone Number: 540-4048

**SECTION 2
BID PROPOSAL FORM**

Aroostook County Commissioners
144 Sweden Street, Suite 1
Caribou, ME 04736

Having carefully examined the Form of Contract, General Conditions, Plans and Specifications, as well as the premises and conditions affecting the Work, we, the undersigned, propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal.

	<u>Local Way #</u>	<u>Road Name</u>	<u>Mileage</u>
1.	S.A.-2 (Oxbow North Twp.)	Oxbow Road	5.96
2.	S.A.-2 (T9R5)	Oxbow Road	2.93
TOTAL MILEAGE			<u>8.89</u>

	2025-2026	2026-2027	2027-2028
1.	<u>\$ 58,996.61</u>	<u>\$ N/A</u>	<u>\$ N/A</u>
2.	<u>\$ 29,003.39</u>	<u>\$ N/A</u>	<u>\$ N/A</u>

Aggregate Price for 2025-2026 \$ 88,000

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Drivers License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the Office of the County Commissioners. The Contractor will furnish a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price within thirty (30) days of the signing of the Contract and by November 1st of each year thereafter.

Signed: _____

By: _____

Firm Name: _____

Address: _____

Phone Number: _____

SNOW REMOVAL CONTRACT
OXBOW NORTH / T9R5 TOWNSHIPS

The Aroostook County Administrator acting in his capacity as Municipal Official for the Unorganized Territory of **Oxbow North and T9R5 Townships** hereinafter referred to as the "County", enters into an agreement with **M Rafford Trucking** hereinafter referred to as the "Contractor" for the removal of snow and ice from the roads hereinafter described and designated under the following terms:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice on the following roads:

<u>Road</u>	<u>MDOT Inventory Number</u>	<u>Mileage</u>
Oxbow Road	SA-2 (Oxbow North Twp.)	5.96
Oxbow Road	SA-2 (T9R5)	2.93
TOTAL MILES		8.89

2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the beginning of snow 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches, and the contractor is removing snow within the municipality, either from actual snowfall or drifting caused by wind, and continue same until the roads are cleared of snow to the outside of the road shoulders.
5. The Contractor agrees to provide sufficient sand and salt for operations required by this contract. The County estimates that a minimum of 100 cubic yards of sand will be necessary for each centerline mile of road.
 - A. Maximum gradation of sand shall be one (1) inch, and all sand will be screened to that size prior to use on the road.
 - B. Contractor shall mix between 90 and 110 pounds of salt with each cubic yard of sand before the sand is stockpiled.
 - C. Sanding trucks shall be equipped with either tailgate or hopper sanders, which are capable of regulating the amount of sand/salt spread per mile to ensure evenness of application.
 - D. Contractor shall pay particular attention to the sanding of hills, curves, and intersections, and to apply extra sand/salt to such locations when necessary.

- E. The Contractor is responsible for the selection of a suitable site for the salt/sand stockpiles. By execution of this contract, the Contractor warrants that the salt/sand stockpiles are in compliance with all local, County, State, and Federal environmental rules, regulations, and statutes. The Contractor agrees to indemnify the County for any liability, claims, demands, causes or action or damages incurred as a result of the use of or stockpiling of salt/sand.
- F. The Contractor agrees to have all mixed sand/salt stockpiled by November 1st of every year of the contract.

6. **The Contractor shall furnish the Owner a Contract Bond, satisfactory to the County in the sum of sixty-five (65) percent of the contract price amounting to \$ 57,200 within thirty (30) days of the signing of the contract, and by November 01 of each subsequent year of the contract.**

7. The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

All self-employed Contractors shall be required to obtain Worker's Compensation Insurance coverage and submit a Certificate of Insurance prior to performing any work.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

8. If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.
9. In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the annual sum, for the **8.89** total miles of road covered by this contract;

July 01, 2025 to June 30, 2026
July 01, 2026 to June 30, 2027
July 01, 2027 to June 30, 2028

This agreement shall be in effect for the three (3) year period **July 1, 2025 to June 30, 2028**, however, the County is requesting a **one (1) year bid only** for the period of July 01, 2025 to June 30, 2026. Annual negotiations between the County and Contractor will be required for the 2nd and 3rd years of the agreement. This process will be contingent upon approval by the County Commissioners. At any time during the term of the contract, either the County or the Contractor, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.

10. For every contract year, a payment schedule of six (6) separate monthly installments shall be paid annually, beginning in **November** and ending in **April**. Payments shall be made in November, December, January, February, March, and April as part of the regular Unorganized Territory warrant schedule, typically on the third Wednesday of the month. Copies of the warrant schedule can be made available if requested.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIAL FOR

WITNESS

Ryan D. Pelletier, County Administrator

**SECTION 3
GENERAL CONDITIONS OF THE CONTRACT**

ARTICLE 1. Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the Contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

DEP: The Maine Department of Environmental Protection.

MSDS: Material Safety Data Sheets. The Contractor shall be responsible for providing two (2) copies of a Material Safety Data Sheet for all materials purchased by the Contractor for use in the project. The County of Aroostook shall provide a copy of an MSDS for all materials purchased by the County of Aroostook for use in the project.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook Commissioners' Office.

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between them and the Contractor. Meaning and Individual with equipment hired to perform the required tasks.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Sinclair and Cross Lake (Section 2A & 2C).

Attached is the proposed Snow Removal Contract with the **Martins General Store** for snow removal at the **Sinclair Fire Station** and **Sinclair Senior Center** and the **Cross Lake Fire Station** and **Lakeview Senior Center**. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Sinclair</u>	<u>Cross Lake</u>
• 2025 - 2026	\$ 5,500	\$ 6,000
• 2026 - 2027	\$ 6,100	\$ 6,600
• 2027 - 2028	\$ 6,700	\$ 7,200

➤ This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

**SNOW REMOVAL
Contract Agreement 2A
SINCLAIR FIRE STATION AND SENIOR CENTER**

This Agreement made this _____ day of _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and Martins General Store hereinafter called the Contractor.

WITNESS,

That the Owner and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the materials and perform all the work shown on the plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and Specifications.

The scope of work shall include, but not be limited to, the following:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the fall of 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches and the Contractor is removing snow at the **Sinclair Fire Station and Sinclair Senior Center** either from actual snowfall, or drifting caused by wind, and continue same until the road is cleared of snow to the outside of the road shoulders.

ARTICLE 2. PAYMENTS

In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the bid/quoted sum of:

- 2025 – 2026 \$ 5,500.00
- 2026 – 2027 \$ 6,100.00
- 2027 – 2028 \$ 6,700.00

A payment schedule of six (6) separate monthly installments shall be paid annually for the three (3) year term of the contract, beginning on or about November 15, and ending on or about April 15. Payments shall be made in November, December, January, February, March, and April as part

**SECTION 2A - SINCLAIR
BID PROPOSAL FORM**

County of Aroostook
144 Sweden Street, Suite 1
Caribou, Maine 04736

Having carefully examined the Instructions to Bidders, Bid Proposals and General Conditions, as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, and materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal:

OPTION 2A – SINCLAIR	2025-2026	2026-2027	2027-2028
Snow Plowing & Removal (Fire Station)	\$ <u>2500.00</u>	\$ <u>2800.00</u>	\$ <u>3100.00</u>
Snow Plowing & Removal (Senior Citizens)	\$ <u>3000.00</u>	\$ <u>3300.00</u>	\$ <u>3600.00</u>
TOTAL	\$ <u>5500.00</u>	\$ <u>6100.00</u>	\$ <u>6700.00</u>

The Contractor shall list the equipment that he intends to use to plow and stockpile snow.

Pickup with plow, 62 horsepower tractor with
pusher and blower, access to lease 950k
payloader, if needed.

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Driver's License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the County of Aroostook.

Signed: Gerry Beaulieu

By: Gerry Beaulieu

Firm Name: Martin's General Store

Address: PO Box 151

Sinclair, ME 04779

Phone Number: 207-316-5159

of the regular General Fund warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

ARTICLE 3. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, Bid Proposal, and the Specifications together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIALS OF CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 - Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between himself or herself and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 - Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all labor, materials, tools, transportation, insurance and incidentals which are reasonably required to maintain the access roads and parking lots during the winter months. The plans including all revisions, Instructions to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any errors, omissions or inconsistencies in the contract documents which would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3 - Permits, Laws and Regulations

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 - Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs which exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 - Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he/she shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 - Conditions, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 - Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the

Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 - Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

General Liability Insurance:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the County of Aroostook with the required Certificates of Insurance, with a minimum of that amount stated above. **Said Certificates of Insurance, in addition to the amount of coverage, shall carry a statement worded as follows: In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the County of Aroostook. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.**

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 - Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that

he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue.

ARTICLE 10 - Disputes

All questions arising as a result of findings shall be decided by the County of Aroostook, or their Representative.

Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

**SNOW REMOVAL
Contract Agreement 2C
CROSS FIRE STATION AND LAKEVIEW SENIOR CENTER**

This Agreement made this _____ day of _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and Martins General Store hereinafter called the Contractor.

WITNESS,

That the Owner and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the materials and perform all the work shown on the plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and Specifications.

The scope of work shall include, but not be limited to, the following:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the fall of 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches and the Contractor is removing snow at the **Cross Lake Fire Station and Lakeview Senior Center** either from actual snowfall, or drifting caused by wind, and continue same until the road is cleared of snow to the outside of the road shoulders.

ARTICLE 2. PAYMENTS

In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the bid/quoted sum of:

- 2025 – 2026 \$ 6,000.00
- 2026 – 2027 \$ 6,600.00
- 2027 – 2028 \$ 7,200.00

A payment schedule of six (6) separate monthly installments shall be paid annually for the three (3) year term of the contract, beginning on or about November 15, and ending on or about April 15. Payments shall be made in November, December, January, February, March, and April as part

**SECTION 2C - CROSS LAKE
 BID PROPOSAL FORM**

County of Aroostook
 144 Sweden Street, Suite 1
 Caribou, Maine 04736

Having carefully examined the Instructions to Bidders, Bid Proposals and General Conditions, as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, and materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal:

OPTION 2C – CROSS LAKE	2025-2026	2026-2027	2027-2028
Snow Plowing & Removal (Fire Station)	\$ <u>3000.00</u>	\$ <u>3300.00</u>	\$ <u>3600.00</u>
Snow Plowing & Removal (Lakeview Senior Center)	\$ <u>3000.00</u>	\$ <u>3300.00</u>	\$ <u>3600.00</u>
TOTAL	\$ <u>6000.00</u>	\$ <u>6600.00</u>	\$ <u>7200.00</u>

The Contractor shall list the equipment that he intends to use to plow and stockpile snow.

Pickup with plow, 62 horsepower tractor with
pusher and blower, access to lease 950k
payloader if needed

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Driver's License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the County of Aroostook.

Signed: Gerry Beaulieu

By: Gerry Beaulieu

Firm Name: Martin's General Store

Address: PO Box 151

Sinclair, ME 04779

Phone Number: 207-316-5159

of the regular General Fund warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

ARTICLE 3. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, Bid Proposal, and the Specifications together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIALS OF CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 - Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between himself or herself and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 - Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all labor, materials, tools, transportation, insurance and incidentals which are reasonably required to maintain the access roads and parking lots during the winter months. The plans including all revisions, Instructions to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any errors, omissions or inconsistencies in the contract documents which would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3 - Permits, Laws and Regulations

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 - Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs which exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 - Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he/she shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 - Conditions, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 - Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the

Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 - Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

General Liability Insurance:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the County of Aroostook with the required Certificates of Insurance, with a minimum of that amount stated above. **Said Certificates of Insurance, in addition to the amount of coverage, shall carry a statement worded as follows: In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the County of Aroostook. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.**

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 - Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that

he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue.

ARTICLE 10 - Disputes

All questions arising as a result of findings shall be decided by the County of Aroostook, or their Representative.

Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

County of Aroostook

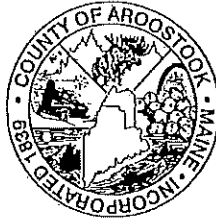
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Sinclair – Shore Rd and St Peter Rd (Section 2B & 2D).

Attached is the proposed Snow Removal Contract with the **Babin Construction, Inc** for snow removal in Sinclair on **Shore Road** and **St Peter Road (Old Rt 161)** This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Shore Road</u>	<u>St. Peter Road</u>
• 2025 - 2026	\$ 10,740	\$ 6,960 20% Increase
• 2026 – 2027	\$ 11,250	\$ 7,300
• 2027 – 2028	\$ 11,750	\$ 7,600

- This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

**SNOW REMOVAL
Contract Agreement 2B
SINCLAIR – SHORE ROAD**

This Agreement made this _____ day of _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and **Babin Construstion, Inc** hereinafter called the Contractor.

WITNESS,

That the Owner and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the materials and perform all the work shown on the plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and Specifications.

The scope of work shall include, but not be limited to, the following:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the fall of 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches and the Contractor is removing snow on **Shore Road** in Sinclair either from actual snowfall, or drifting caused by wind, and continue same until the road is cleared of snow to the outside of the road shoulders.

ARTICLE 2. PAYMENTS

In consideration of the faithful performance or this work as set forth above, the County agrees to pay the Contractor the bid/quoted sum of:

- 2025 – 2026 \$ 10,740
- 2026 – 2027 \$ 11,250
- 2027 – 2028 \$ 11,750

A payment schedule of six (6) separate monthly installments shall be paid annually for the three (3) year term of the contract, beginning on or about November 15, and ending on or about April 15. Payments shall be made in November, December, January, February, March, and April as part

**SECTION 2B – SINCLAIR - SHORE ROAD
 BID PROPOSAL FORM**

County of Aroostook
 144 Sweden Street, Suite 1
 Caribou, Maine 04736

Having carefully examined the Instructions to Bidders, Bid Proposals and General Conditions, as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, and materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal:

OPTION 2B – SHORE ROAD (SINCLAIR)	2025-2026	2026-2027	2027-2028
Snow Plowing & Salt/Sanding	\$ <u>10,740</u>	\$ <u>11,250</u>	\$ <u>11,750</u>
TOTAL	\$ <u>10,740</u>	\$ <u>11,250</u>	\$ <u>11,750</u>

The Contractor shall list the equipment that he intends to use to plow and stockpile snow.

RAM 5500 4x4 10' Plow, 8' wing and sander
Grader with wing

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Driver's License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the County of Aroostook.

Signed: Joshua J Babin

By: Joshua J Babin

Firm Name: Babin Construction, Inc

Address: 179 Bouchard Rd

St. Agathe, Me 04772

Phone Number: 207-436-0178

of the regular General Fund warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

ARTICLE 3. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, Bid Proposal, and the Specifications together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIALS OF CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 - Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between himself or herself and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 - Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all labor, materials, tools, transportation, insurance and incidentals which are reasonably required to maintain the access roads and parking lots during the winter months. The plans including all revisions, Instructions to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any errors, omissions or inconsistencies in the contract documents which would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3 - Permits, Laws and Regulations

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 - Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs which exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 - Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he/she shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 - Conditions, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 - Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the

Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 - Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

General Liability Insurance:	Bodily Injury	\$1,000,000.00
-------------------------------------	----------------------	-----------------------

	Property Damage	\$1,000,000.00
--	------------------------	-----------------------

Vehicle Liability Insurance:	Single Occurrence	\$1,000,000.00
-------------------------------------	--------------------------	-----------------------

- **Workers' Compensation:** **Each Accident** **\$500,000.00 (or)**
- **Workers' Compensation State of Maine Approval Predetermination Status**

The Contractor shall furnish the County of Aroostook with the required Certificates of Insurance, with a minimum of that amount stated above. **Said Certificates of Insurance, in addition to the amount of coverage, shall carry a statement worded as follows: In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the County of Aroostook. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.**

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 - Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that

he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue.

ARTICLE 10 - Disputes

All questions arising as a result of findings shall be decided by the County of Aroostook, or their Representative.

Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

**SNOW REMOVAL
Contract Agreement 2D
ST. PETER ROAD (OLD RT. 161)**

This Agreement made this _____ day of _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and **Babin Construstion, Inc** hereinafter called the Contractor.

WITNESS,

That the Owner and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the materials and perform all the work shown on the plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and Specifications.

The scope of work shall include, but not be limited to, the following:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the fall of 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches and the Contractor is removing snow on **St. Peter Road (Old Rt. 161)** either from actual snowfall, or drifting caused by wind, and continue same until the road is cleared of snow to the outside of the road shoulders.

ARTICLE 2. PAYMENTS

In consideration of the faithful performance or this work as set forth above, the County agrees to pay the Contractor the bid/quoted sum of:

- 2025 – 2026 \$ 6,960
- 2026 – 2027 \$ 7,300
- 2027 – 2028 \$ 7,600

A payment schedule of six (6) separate monthly installments shall be paid annually for the three (3) year term of the contract, beginning on or about November 15, and ending on or about April 15. Payments shall be made in November, December, January, February, March, and April as part

**SECTION 2D – ST. PETER ROAD (OLD RT. 161)
BID PROPOSAL FORM**

County of Aroostook
144 Sweden Street, Suite 1
Caribou, Maine 04736

Having carefully examined the Instructions to Bidders, Bid Proposals and General Conditions, as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, and materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal:

OPTION 2D – ST. PETER ROAD (OLD RT. 161)	2025-2026	2026-2027	2027-2028
Snow Plowing & Salt/Sanding	\$ <u>6,960</u>	\$ <u>7,300</u>	\$ <u>7,600</u>
TOTAL	\$ <u>6,960</u>	\$ <u>7,300</u>	\$ <u>7,600</u>

The Contractor shall list the equipment that he intends to use to plow and stockpile snow.

Pawl 5500 4x4 10' plow, 8' wing, sander
Grader with wing

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Driver's License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the County of Aroostook.

Signed: [Signature]

By: Joshua J Babin

Firm Name: Babin Construction, Inc

Address: 179 Bouchard Rd

St. Agatha, ME 04772

Phone Number: 207-436-0178

of the regular General Fund warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

ARTICLE 3. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, Bid Proposal, and the Specifications together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIALS OF CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 - Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between himself or herself and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 - Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all labor, materials, tools, transportation, insurance and incidentals which are reasonably required to maintain the access roads and parking lots during the winter months. The plans including all revisions, Instructions to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any errors, omissions or inconsistencies in the contract documents which would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3 - Permits, Laws and Regulations

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 - Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs which exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 - Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he/she shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 - Conditions, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 - Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the

Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 - Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

General Liability Insurance: Bodily Injury \$1,000,000.00

Property Damage \$1,000,000.00

Vehicle Liability Insurance: Single Occurrence \$1,000,000.00

- **Workers' Compensation: Each Accident \$500,000.00 (or)**
- **Workers' Compensation State of Maine Approval Predetermination Status**

The Contractor shall furnish the County of Aroostook with the required Certificates of Insurance, with a minimum of that amount stated above. **Said Certificates of Insurance, in addition to the amount of coverage, shall carry a statement worded as follows: In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the County of Aroostook. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.**

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 - Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that

he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue.

ARTICLE 10 - Disputes

All questions arising as a result of findings shall be decided by the County of Aroostook, or their Representative.

Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: May 29, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Snow Removal Madawaska Lake Area (Section 2E & 2F).

Attached is the proposed Snow Removal Contract with the **Anderson's Lawn & Landscape** for Lake Shore Drive, Cove Road, and Allen's Alley roads and the North Lakes Fire & Rescue Stockholm Facility in the Madawaska Lake area. This contract is for the three (3) year period of July 01, 2025 to June 30, 2028.

	<u>Total</u>	
• 2025 - 2026	\$ 19,020	23% increase
• 2026 - 2027	\$ 19,300	
• 2027 - 2028	\$ 19,300	

➤ This was the ONLY bid received for this area

It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

**SECTION 2E – MADAWASKA LAKE
LAKE SHORE DRIVE, COVE & ALLEN'S ALLEY ROADS
BID PROPOSAL FORM**

County of Aroostook
144 Sweden Street, Suite 1
Caribou, Maine 04736

Having carefully examined the Instructions to Bidders, Bid Proposals and General Conditions, as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, and materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal:

OPTION 2E – MADAWASKA LAKE: (Lakeshore Drive, Cove & Allen's Alley Roads)	2025-2026	2026-2027	2027-2028
Snow Plowing & Salt/Sanding	\$ <u>12,900.</u>	\$ <u>13,100.</u>	\$ <u>13,100.</u>
TOTAL	\$ <u>12,900</u>	\$ <u>13,100</u>	\$ <u>13,100</u>

The Contractor shall list the equipment that he intends to use to plow and stockpile snow.

2022 Ford 1 Ton with 10'6" plow and spreader
2012 GMC Diesel with 11' plow and sander
2024 John Deere skid steer with 13' plow + blower

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Driver's License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the County of Aroostook.

Signed: 

By: _____

Firm Name: Anderson's Lawn + Landscape

Address: 33 Violette St.

Caribou ME 04736

Phone Number: 207 227-5597

**SNOW REMOVAL
Contract Agreement 2E
Lakeshore Drive, Cove Rd., Allen's Alley Rd.**

This Agreement made this _____ day of _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and Anderson's Lawn & Landscape hereinafter called the Contractor.

WITNESS,

That the Owner and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the materials and perform all the work shown on the plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and Specifications.

The scope of work shall include, but not be limited to, the following:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the fall of 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches and the Contractor is removing snow on said **Lakeshore Drive, Cove Road, and Allen's Alley Road**, either from actual snowfall, or drifting caused by wind, and continue same until the road is cleared of snow to the outside of the road shoulders.

ARTICLE 2. PAYMENTS

In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the bid/quoted sum of:

- 2025 – 2026 \$ 12,900
- 2026 – 2027 \$ 13,100
- 2027 – 2028 \$ 13,100

A payment schedule of six (6) separate monthly installments shall be paid annually for the three (3) year term of the contract, beginning on or about November 15, and ending on or about April 15. Payments shall be made in November, December, January, February, March, and April as part of the regular General Fund warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

ARTICLE 3. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, Bid Proposal, and the Specifications together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____ 2025.

WITNESS

OFFICIALS OF CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 - Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between himself or herself and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 - Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all labor, materials, tools, transportation, insurance and incidentals which are reasonably required to maintain the access roads and parking lots during the winter months. The plans including all revisions, Instructions to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any errors, omissions or inconsistencies in the contract documents which would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3 - Permits, Laws and Regulations

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 - Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs which exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 - Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he/she shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 - Conditions, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 - Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 - Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

General Liability Insurance:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the County of Aroostook with the required Certificates of Insurance, with a minimum of that amount stated above. **Said Certificates of Insurance, in addition to the amount of coverage, shall carry a statement worded as follows: In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the County of Aroostook. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.**

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 - Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as

described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue.

ARTICLE 10 - Disputes

All questions arising as a result of findings shall be decided by the County of Aroostook, or their Representative.

Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

**SECTION 2F – NORTH LAKES (STOCKHOLM FACILITY)
BID PROPOSAL FORM**

County of Aroostook
144 Sweden Street, Suite 1
Caribou, Maine 04736

Having carefully examined the Instructions to Bidders, Bid Proposals and General Conditions, as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, and materials necessary for and reasonably incidental to the removal of snow, sanding and salting required for the completion of this Proposal:

OPTION 2F – NORTH LAKES FIRE & RESCUE	2025-2026	2026-2027	2027-2028
Snow Plowing & Removal (Stockholm Facility & Lot)	\$ <u>6120</u>	\$ <u>6200</u>	\$ <u>6200</u>
TOTAL	\$ <u>6120</u>	\$ <u>6200</u>	\$ <u>6200</u>

The Contractor shall list the equipment that he intends to use to plow and stockpile snow.

2022 Ford 1 Ton with plow + sand spreader 10'6" plow
2012 GMC 2500 Diesel w/ 11' plow + sander
2024 John Deere Skidsteer with plow + blower

The undersigned agrees, if this Proposal is accepted, to submit a valid Certificate of Insurance and a Commercial Driver's License compliance plan, as required, within seven (7) calendar days after the date of notification of such acceptance, and sign a contract within two (2) days of receipt of the Certificate of Insurance by the County of Aroostook.

Signed:

By: 

Firm Name: Anderson's Lawn + Landscaping

Address: 33 Violette St.
Caribou ME 04736

Phone Number: 207-227-5597

**SNOW REMOVAL
Contract Agreement 2F
NORTH LAKES (STOCKHOLM FACILITY)**

This Agreement made this _____ day of _____, 2025, by and between the County of Aroostook, hereinafter called the Owner, and Anderson's Lawn & Landscape hereinafter called the Contractor.

WITNESS,

That the Owner and Contractor for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor shall furnish all of the materials and perform all the work shown on the plans and described in the Specifications, and shall do everything required by this Agreement, the General Conditions and Specifications.

The scope of work shall include, but not be limited to, the following:

1. The Contractor agrees to remove snow accumulating from snowfall or drifting, and centerline ice.
2. The Contractor agrees to furnish adequate equipment and manpower necessary to perform the work specified to the satisfaction of the County.
3. The Contractor shall perform the duties required in this contract from the fall of 2025 to the end of snow 2028.
4. The Contractor will commence plowing and sanding operations when snow on the road surface has reached a maximum depth of two (2) inches and the Contractor is removing snow at the **North Lakes Fire Rescue (Stockholm Facility)**, either from actual snowfall, or drifting caused by wind, and continue same until the road is cleared of snow to the outside of the road shoulders.

ARTICLE 2. PAYMENTS

In consideration of the faithful performance of this work as set forth above, the County agrees to pay the Contractor the bid/quoted sum of:

- 2025 – 2026 \$ 6,120.00
- 2026 – 2027 \$ 6,200.00
- 2027 – 2028 \$ 6,200.00

A payment schedule of six (6) separate monthly installments shall be paid annually for the three (3) year term of the contract, beginning on or about November 15, and ending on or about April 15. Payments shall be made in November, December, January, February, March, and April as part of the regular General Fund warrant schedule, typically on the second Wednesday of each month. Copies of the warrant schedule can be made available if requested.

ARTICLE 3. THE CONTRACT DOCUMENTS

The General Conditions of the Contract, Instruction to Bidders, Bid Proposal, and the Specifications together with this Agreement, form the Contract, and they are as fully a part of the enumeration of the Specifications.

The Owner and the Contractor hereby agree to the full performance of the covenants herein.

IN WITNESS WHEREOF, the parties to these presents have executed this contract each of which will be deemed an original on the _____ day of _____, 2025.

WITNESS

OFFICIALS OF CONTRACTOR

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

SECTION 3

GENERAL CONDITIONS OF THE CONTRACT

ARTICLE 1 - Definitions

Wherever the following terms are used in the Contract Documents, the intent and meaning shall be as follows:

Bidder: Any Individual, Partnership, or Corporation submitting a proposal for the performance of the work under the terms of the contract, and acting directly, or through a Duly Authorized Representative.

Contractor: The Individual, Partnership, or Corporation undertaking the execution of the work under terms of the Contract with the Owner, and acting directly, or through a Duly Authorized Representative.

OSHA: Occupational Safety and Health Administration.

Owner: The County of Aroostook

Subcontractor: The Individual, Partnership, or Corporation undertaking the execution of a part of the work under terms of the Contract by virtue of an agreement between himself or herself and the Contractor. Meaning any Individual with equipment hired to perform the required tasks.

ARTICLE 2 - Intent and Correlation of the Contract Documents

It is the intent of the contract documents to describe a complete project. The Contractor shall furnish all labor, materials, tools, transportation, insurance and incidentals which are reasonably required to maintain the access roads and parking lots during the winter months. The plans including all revisions, Instructions to Bidders, the General Conditions of the Contract, Executed Contract, General Construction Specifications, and completed Bid Proposal comprise the contract documents.

Should the Contractor discover any errors, omissions or inconsistencies in the contract documents which would require additional costs above that shown in the bid, he shall notify the Owner at least twenty-four (24) hours before the bids are due. Should errors, omissions, inconsistencies or differing site conditions be discovered after contract award, then the Owner shall be promptly notified and affected work suspended until a resolution is found. In the event that there is a conflict between requirements of the plans and specifications, the more stringent requirements will be followed. Neither the County Commissioners, nor their agents take responsibility for quantities required to complete the project.

ARTICLE 3 - Permits, Laws and Regulations

It is the responsibility of the Contractor to comply with all laws, regulations, and permit conditions, including safety regulations. If the Contractor discovers that the contract documents conflict with any laws, regulations, or permit conditions, he shall promptly notify the Owner. In addition, if the Contractor's proposed methods require it, it shall be his responsibility to obtain any variances or permit modifications required.

ARTICLE 4 - Liquidated Damages

If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs which exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

ARTICLE 5 - Changes in the Work

The Owner may request changes, increases, or decreases of the work without invalidating the original agreement. Any changes involving a change in the contract price or time must be authorized by a change order executed by the Contractor and the Owner.

If the Contractor, in performing the work, discovers conditions which could not reasonably have been anticipated from inspection of the site and examination of the contract documents, he/she shall notify the Owner promptly, and a change order shall be negotiated before proceeding further. The Owner shall not be held liable for any delay caused by the need to negotiate said change order.

ARTICLE 6 - Conditions, Care and Safety

The Contractor will be responsible for the safety of employees, as well as the traveling public, to ensure that proper signage and/or traffic control is maintained at the work place. The Contractor shall be responsible for implementation of all applicable OSHA requirements and regulations.

ARTICLE 7 - Contract Termination

Should the Contractor fail to complete the work within the time frame specified in the contract and any time extension change orders, the Owner may, after giving written notice to the Contractor, terminate the contract and arrange for the work to be completed by others. The cost of any uncompleted work will be deducted from the contract amount.

ARTICLE 8 - Contractors Insurance

The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees as required by State Law, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

General Liability Insurance:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the County of Aroostook with the required Certificates of Insurance, with a minimum of that amount stated above. **Said Certificates of Insurance, in addition to the amount of coverage, shall carry a statement worded as follows: In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the County of Aroostook. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.**

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

ARTICLE 9 - Labor and Wages

The Contractor shall conform to the Labor Laws of the State of Maine, and all other laws, ordinances and legal requirements affecting the work in Maine.

By entering into this contract the Contractor acknowledges and agrees that he shall serve hereunder in the capacity of an independent contractor, including but not limited to such as

described in the Maine Workers' Compensation Act, 39-A M.R.S.A., 102(13), and shall not be deemed an employee or representative of the County. The Contractor understands and agrees that he is an independent Contractor for whom no Federal or State Income Tax will be deducted by the County, and for whom no retirement benefits, Medicare, survivor benefit insurance, group life insurance, vacation and sick leave, workers' compensation, unemployment and similar benefits available to County employees will accrue.

ARTICLE 10 - Disputes

All questions arising as a result of findings shall be decided by the County of Aroostook, or their Representative.

Disputes between the Owner and Contractor which cannot be otherwise resolved, shall be settled by litigation.

County of Aroostook

COMMISSIONERS' OFFICE

FACILITIES DIRECTOR

ROY GUIDRY



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

WILLIAM T. DOBBINS
HOULTON

DANIEL V. DEVEAU
CYR PLANTATION

DT: May 29, 2025

TO: Ryan D. Pelletier, County Administrator

FR: Roy Guidry, Facilities Director

RE: Aroostook County Sheriff's Office Building Roof Repair

At the end of April a storm caused a significant amount of damage to the roof of the ACSO Building in Houlton. Shingles were torn from the center of the roof.

I was able to find a contractor, (Donahue's Maintenance and Masonry) who was able to repair the roof in a timely manner and this spared us any further water damage to the building's exterior or interior.

This was an unplanned emergency repair and the Aroostook County Sheriff's Office Building Facility Fund currently does not have funds in Capital Reserve available to pay for the repair.

I am requesting \$5,662.50 from The Aroostook County Contingency Fund to pay for the repair.

Respectfully Submitted,

Roy Guidry

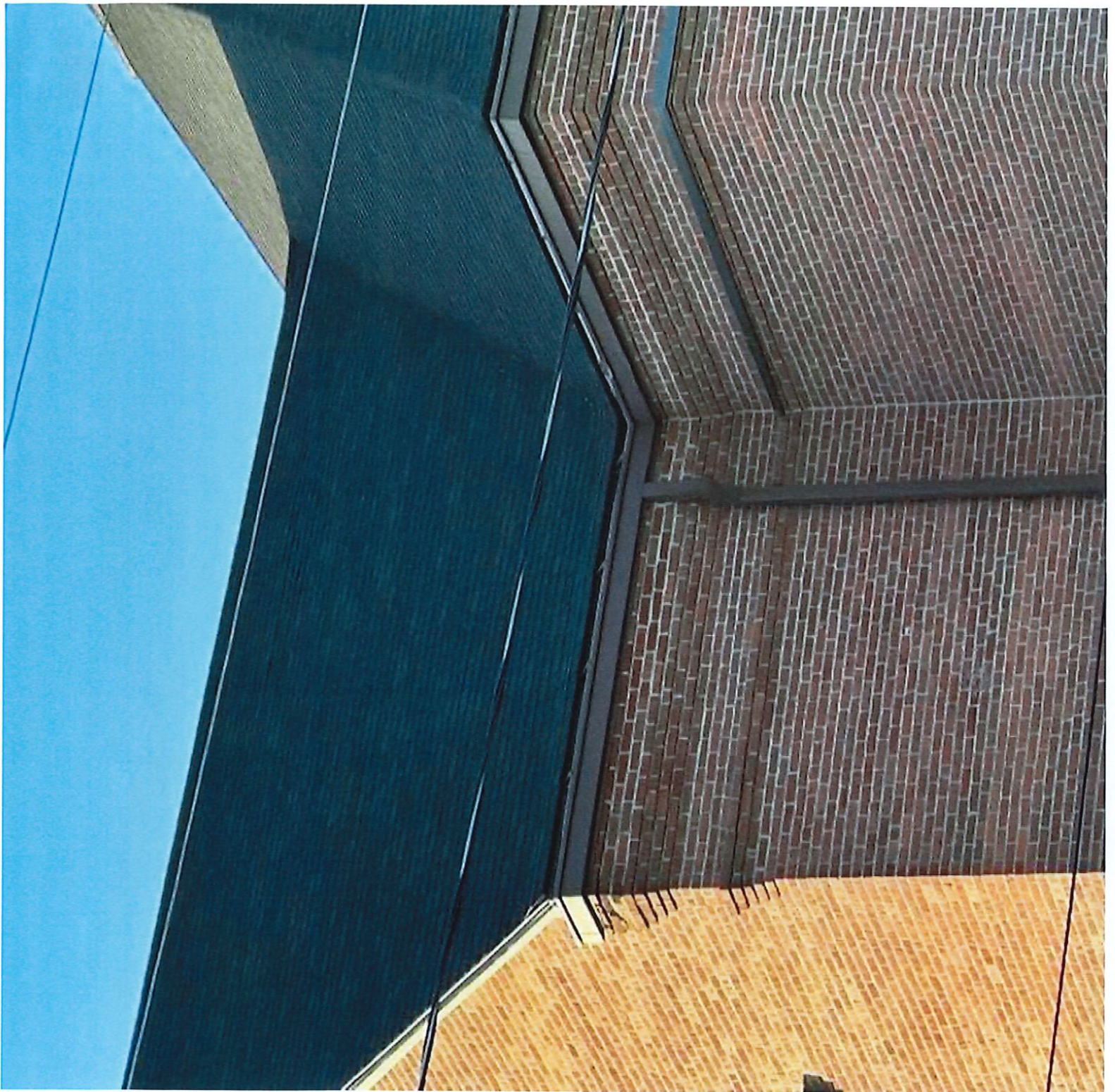
Roy Guidry

From: Roy Guidry <rsguidry7@gmail.com>
Sent: Thursday, May 29, 2025 1:40 PM
To: Roy Guidry
Subject: R1

100ay
1:14 PM



This email comes from outside the County of Aroostook email system. Please be cautious opening or clicking on any attachments or links.

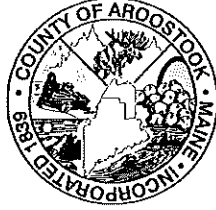


County of Aroostook

COMMISSIONERS' OFFICE

FACILITIES DIRECTOR

ROY GUIDRY



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

WILLIAM T. DOBBINS
HOULTON

DANIEL V. DEVEAU
CYR PLANTATION

DT: June 10, 2025

TO: Ryan D. Pelletier, County Administrator

FR: Roy Guidry, Facilities Director

RE: Part Time Custodian / Caribou Courthouse

The County of Aroostook has an open position for a part time custodian at the Caribou Courthouse due to the departure of Shea Daly.

I recommend hiring Ivy McDaniel for the position. She has extensive experience in custodial work. She has a pleasant attitude, seems eager to work and should be a good asset to the County.

Respectfully Submitted,

Roy Guidry

Ivy McDaniel

Professional Summary

Experienced food server with a strong background in customer service and hospitality. Adept at handling high-paced environments, ensuring accuracy in orders, and maintaining positive guest interactions. Proven ability to multitask, uphold cleanliness standards, and contribute to a seamless dining experience.

Work Experience

Cleaner

Honestly Clean LLC-Limestone, ME

April 2025 to Present

- Sweep and mop classroom floors to maintain a tidy and safe learning space.
- Sanitize desks, chairs, and frequently touched surfaces to promote health and hygiene.
- Dispose of trash and recycling in designated areas to ensure cleanliness.
- Replenish cleaning supplies as needed and follow school safety protocols.
- Work efficiently to maintain a high standard of cleanliness throughout the facility.

Child Care Worker

Little Sunshine Learning Center-Fort Fairfield, ME

March 2025 to Present

- Supervise children to ensure their safety and well-being throughout the day.
- Plan and facilitate educational and recreational activities that support child development.
- Assist children with personal hygiene and basic needs, such as washing hands or using the restroom.
- Disinfect high-touch surfaces, including toys, tables, and door handles, to maintain a hygienic environment.
- Tidy and organize play areas to ensure cleanliness and functionality.
- Perform waste disposal, including emptying trash bins and handling recyclables.
- Conduct routine deep-cleaning tasks, such as vacuuming, mopping floors, and sanitizing bathrooms.
- Follow health and safety protocols to uphold high standards of cleanliness.

Wal-Mart Associate

Walmart-Presque Isle, ME

May 2023 to November 2023

- Handled various money services, including cash transactions, check cashing, and processing returns.
- Provided excellent customer service, resolving issues and assisting customers with their needs.
- Managed the service desk, ensuring smooth operations and maintaining a clean work environment.
- Left the position due to maternity reasons.

Rivers Edge Variety

Convenience Store-Fort Fairfield, ME

November 2022 to March 2023

- Greeted customers, took orders, and provided an excellent dining experience, addressing any questions or concerns with professionalism.
- Entered food and drink orders into the POS system accurately and efficiently.
- Managed customer transactions, processed payments, and ensured accurate cash drawer balancing.
- Delivered food and drinks to tables, ensuring orders were correct and presented attractively.
- Maintained a clean and organized workspace, including dining and service areas.
- Worked closely with kitchen staff and fellow servers to ensure timely and smooth service.
- Recommended additional items and specials to enhance the customer experience.

Education

Full time student in Entrepreneurship

Northern Maine Community College-Presque Isle, ME

August 2024 to Present

Dedicated and highly motivated individual currently enrolled full-time in college, majoring in Entrepreneurship. Balancing academic and professional commitments with proven success as evidenced by making the Dean's List in 2024. Strong customer service experience coupled with excellent phone etiquette. Proficient in Microsoft Excel, Word, and other essential computer applications.

GED

Caribou Adult Education-Caribou, ME

Skills

- Upselling
- Early childhood education
- Host/Hostess
- Childcare
- Time management
- Phone etiquette
- Customer service
- Technology sales
- Packaging
- Computer skills
- Experience with children
- Daycare
- Communication skills
- Cash Handling
- Money services
- Cleaning
- Organizational skills

County of Aroostook

COMMISSIONERS' OFFICE

FACILITIES DIRECTOR

ROY GUIDRY



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

WILLIAM T. DOBBINS
HOULTON

DANIEL V. DEVEAU
CYR PLANTATION

DT: June 10, 2025

TO: Ryan D. Pelletier, County Administrator

FR: Roy Guidry, Facilities Director

RE: Houlton Courthouse Window Trim Repair/Painting

The Houlton Courthouse is in desperate need of repairs and painting of all the windows in the building. In April the job was advertised for bid with the exception being that it also included the roof trim. 7 contractors looked over the proposed job and only one contractor bid on the job. Nickerson Construction was the only bidder. The bid came back too costly for the county to accept at the time.

I made a proposal to the Nickerson Construction that they submit a quote to just repair and replace the window trim and not to include the roof trim. I made this decision after determining that the roof trim could possibly be repaired a year or two from now but the window trim needed immediate attention.

Nickerson Construction was not interested in just doing the windows but suggested that I offer the job to Hayes Construction. I was informed that this was in fact the company Nickerson Construction was going to sub the job out too had their initial bid been accepted.

Hayes Construction met with me, agreed to all the terms of the project and submitted a bid for the job. The scope of the job is to scrape all windows, replace any rotted wood, prime and paint with two coats of finish paint.

The bid was \$27,000.00 which is an acceptable fee for the work involved.

My recommendation is to accept the bid by Hayes Construction.

\$19,100.00 would come from ARPA funds and the remaining \$7,900.00 would come from Capital Reserve Funds that were reserved for this project.

Respectfully Submitted,

Roy Guidry

From: Amy Ouellette <amy.ouellette@aroostook.me.us>

Sent: Wednesday, June 11, 2025 10:28 AM

To: Tammy Pelletier <tammy.pelletier@aroostook.me.us>; Melissa Richardson <melissa@aroostook.me.us>; Ryan D. Pelletier <ryan@aroostook.me.us>

Subject: Re: Documentation for Commissioner Meeting

Hello,

We would like to request that the board consider allowing the North and South Registry to charge a \$35/month each subscription fee per Registry to utilize our websites and access the information that we make public for their convenience. This is service that we are currently providing and so many users just currently login and screenshot or print an “unofficial watermarked” copy for no fee. This has been a loss of revenue for our registries and we would like to implement this fee with the changeover of our new IQS SOFTWARE which we are changing over to at the end of this June. After the 500 free copies that they receive they will then be charged the \$0.50/ per page when printing from the website.

Thank you,
Amy & Melissa