

County of Aroostook

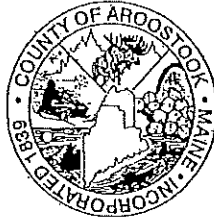
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

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PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

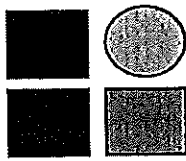
DATE: November 14, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Engineering Services Dubay Pit Road Project - Connor

Attached is a copy of the proposed engineering design and LUPC submission from BRSA for the Dubay Pit Road project.

This was the only proposal received for this project.

The proposed fee is "not to exceed" \$24,500

Based on the above information, it is my recommendation that the proposal is presented to the County Commissioners for approval.



BRSA

B.R. Smith Associates, Inc.

Design Professionals

November 14, 2025

Mr. John Gibson, Community Services Director
County of Aroostook
144 Sweden Street, Suite 1
Caribou, ME 04736

RE: Dubay Pit Road, Connor, ME
Engineering Design/LUPC Submission

Dear John,

Thank you for contacting B. R. Smith Associates, Inc. (BRSA) regarding the above-referenced project. We feel that we have a very good understanding of your project from our site visit, discussions with a local contractor familiar with the road and the overall experience of our team.

The following outlines our project understanding, proposed scope of services, timeframe and fee.

Project Understanding

It is our understanding that a portion of Dubay Pit Road in Connor along the river needs repairs/upgrades. The portion of the road discussed is showing signs of the loss of material from the adjacent river. A portion immediately upstream was repaired in the past to address the same concern. The prior repairs can be seen and consisted of the installation of a geotextile fabric and riprap.

This section of the road only has a gravel surface in place. Also, this portion of the road is considered seasonal use and is not plowed during the winter.

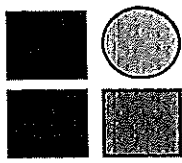
It is planned that the improvement will consist of armoring/stabilizing a section of the road bank to help reduce the loss of material that forms the outer shoulder of the road.

The project location falls under the jurisdiction of the State of Maine Land Use Planning Commission (LUPC). Your prior discussions with them require the submission of an application and design drawings for the expected improvements.

Corporate Office
11 Hall Street, Presque Isle, ME 04769

Central Maine Office
30 Lower Detroit Road, Plymouth, ME 04969

www.brsainc.com
Providing Professional Services Since 1987
Tel: 207-764-3661



BRSA

B.R. Smith Associates, Inc.

Design Professionals

Proposed Scope of Services

BRSA proposes to complete the following tasks in support of your project:

- Establish survey control on site to map the area and for the site contractor to use during the construction.
- Prepare design drawings showing the existing conditions, proposed layout, proposed grading, erosion control plan and details.
- All design notes will be placed on the drawings and we will not prepare any formal technical specifications.
- We will work with you to develop the bid form and advertise the project.
- BRSA will answer questions during the bidding process and issue any addenda as needed.
- We will assist with the completion of the LUPC application and supporting documents required.

Timeframe

BRSA expects to be able to begin the mapping portion within two calendar weeks of receiving a notice to proceed. We expect to have preliminary design drawings and LUPC information ready for your review within 30 calendar days from when we commence. An additional two calendar weeks are needed to finalize comments received from your review.

Fee

We have established a Not-to-Exceed fee of \$24,500 for our work outlined above.

Our fee does not include any permit fees from LUPC, etc.

Please note that our proposal is valid while conditions allow us to safely map the existing conditions at and along the river and subject to revision later.

Thank you for allowing us to submit this proposal. If you have any questions or need any additional information then please do not hesitate to contact us.

Sincerely,
B. R. Smith Associates, Inc.
By: Tim Roix, PLS, PE

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