



**TOWN GRAY**  
**GRAY TOWN COUNCIL WORKSHOP**  
**AGENDA • JUNE 15, 2021**

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**Gray Town  
Council Workshop**

**Online via Zoom**  
<https://zoom.us/j/7433264592>

**6:00 PM**

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**OPENING STATEMENT:**

*Due to ongoing technical issues related to flood damage at Pennell Hall, the Town Council meeting will NOT take place in person. The meeting will be held online with the Zoom link provided above and on the Town website. **For the Public Hearing, Residents can click in to participate or call in using the provided number during the times detailed below. Public Comments are only allowed during the Public Hearing as detailed in the agenda.***

**CALL TO ORDER**

Roll Call

**WORKSHOP 6:00 PM - 6:55 PM**

**Route 115/Yarmouth Road discussion with MDOT/Gray Water District:**

- Review planned work in 2021
- Discuss roles & responsibilities
- Discuss water district work

**Egypt Rd/North Raymond Rd:**

- Discuss timing/plans for upcoming work Egypt Rd
- Request information on long term plans

**ADJOURNMENT**

Motion to Adjourn

*\* The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

March 10, 2021 (Revised)

Mr. Nate Rudy, Town Manager

Town of Gray  
24 Main Street  
Gray, ME 04039

Subject: Proposal for Design of  
Yarmouth Road Reconstruction & Sidewalks (revisions noted in red text)

Dear Nate,

We appreciate the opportunity to submit this proposal for the design of the reconstruction, new sidewalk(s), and drainage for Yarmouth Road (Route 115) from the intersection of Route 100/202 (Main Street) to approximately #59 Yarmouth Road. As we are all aware, there are several outstanding concerns with this section of road, including lack of a safe pedestrian sidewalk, concerns with the narrowness and lack of shoulders, drainage, and deteriorating pavement conditions. The following describes our general understanding of the data collections and design for this project.

- Existing and topographic survey is required within the limits of work, including identifying the existing right-of-way and sidelines. We have attached a more detailed survey scope from Titcomb Associates. As we have discussed, the right-of-way width is not defined as a consistent width along this section of road and is not wide enough to accommodate widening of the road to include additional shoulders or sidewalks.
- Geotechnical and bedrock investigations will be completed to better understand subsurface soil conditions and bedrock elevations. We have attached a more detailed geotechnical scope form S.W. Cole Engineering.
- We understand that the preference is to fully reconstruct the road (strip pavement, box cut gravels, construct new gravels, repave). We will also explore the option of full depth pavement reclamation (FDR). The feasibility of the FDR option will depend on several factors, including the results of the subsurface investigation and whether we determine that the road profile can be raised without impacting driveway access and drainage. FDR usually results in the road profile being raised several inches and can be detrimental to driveway access and drainage if not carefully addressed. The project limits run from Main Street to the prior pavement joint near 59 Yarmouth Road (about 3,500 lf). Note that this section of Yarmouth Road received a pavement overlay in 2017.
- Based on direction from the Town Council at the 3/9/2021 Budget Workshop, we have modified the scope of services to include design of two sidewalks. It is not clear whether the final design will include one sidewalk or two. Our base proposal includes the design of new 5-foot-wide sidewalks on both sides of Yarmouth Road extending from Main Street to Hillcrest Road, approximately 2,850 feet. Note that there is already an existing sidewalk along the northerly side of Yarmouth Road that extends about 380 feet from the Brown Street intersection. It will be important to evaluate the challenges associated with relocating the overhead utilities and poles that are primarily located on the northerly side of Yarmouth Road (east of the Brown Road intersection). There are also private mailboxes on both sides of Yarmouth Road that will need to be considered as part of the sidewalk design. Finally, locations of any crosswalks will need to be evaluated during the design process. It may be challenging to



incorporate a crosswalk near Apple Tree Village, for example, because of the horizontal and vertical curvature of the road curve near the top of the hill.

- As we have discussed, it is likely that additional right-of-way will be required to accommodate the new sidewalk(s) and widened roadway section. Based on available information it appears that the right of way for Yarmouth Road varies as follows:
  - Between Route 202/100 and Brown Street Intersection – right-of-way appears to be 3 rods or 49.5 feet.
  - Between Brown Street Intersection and #59 Yarmouth Road – right-of-way width appears to vary between about 35 feet and 43 feet.

We would recommend that a minimum of a 3 rod (49.5 foot) right-of-way be established to accommodate either one or two sidewalks, utilities, and drainage. A 60-foot-wide right-of-way would be preferred, but given the existing conditions, the 3-rod width is more realistic. We will evaluate and provide a recommended right of way width early in the design process.

- Drainage improvements will be necessary along with the new sidewalk(s). A new enclosed drainage system will be needed since road runoff will be constrained within the new curbs. We anticipate that the enclosed drainage system located east of Brown Street will discharge to the existing drainage swale near 24 Yarmouth Road. Existing drainage between Main Street and Brown Street will also be reviewed and upgraded as needed.
- We will prepare a concept design for the realignment of the Brown Street intersection. Ideally, Brown Street would intersect with Yarmouth Road directly across from the Hancock Street intersection. This portion of the work will require land acquisition from the Church and may also require redesign of the Church septic system if it is determined to conflict with the redesigned road. This work will also require reconfiguration of several residential driveways that currently access Brown Street near the current intersection with Yarmouth Road.
- We understand that the Town would like to explore dedicated on-street, parallel parking spaces along Yarmouth Road between Brown Street and Main Street. It is unclear whether we will be able to obtain the necessary right-of-way to accommodate sidewalks and on-street parking.
- We understand that the Town plans on pursuing MaineDOT Municipal Partnership Initiative (MPI) funding for this project. We have included scope to prepare the MPI funding request.

### **Basic Scope of Services**

We propose the following basic scope of services:

#### ***Project Initiation and Data collection***

1. Attend a kickoff meeting with the Town to review the scope, schedule and goals and objectives for the project. We also recommend that this kickoff meeting include a site walk to observe existing conditions and design opportunities and constraints.
2. Gorrill Palmer will review existing data and plans that may be available from MaineDOT. We will also review existing utilities within the corridor and coordinate with applicable Utility Companies/Districts relative to any infrastructure improvements they may have planned in this section of road.
3. Gorrill Palmer will retain a surveyor to complete an existing conditions and topographic survey of the existing road system. Work scope will include a survey of the existing road from Main Street (Route 100) to approximately 3,500 feet towards North Yarmouth. A detailed scope is included in the attached proposal from Titcomb Associates. Note that Titcomb's base scope of services do not include right-of-way mapping that will be needed for the land acquisition. However, we have provided estimated costs for the right-of-way mapping as part of the preliminary and final design



scope and fee. As noted previously the current wrought right-of-way is not wide enough to accommodate a widened road and new sidewalks.

4. Conduct site visits to observe and field check the existing conditions survey and confirm assumptions for the design. d
5. Gorrill Palmer will retain a geotechnical engineer to complete a subsurface investigation in Yarmouth Road to determine the existing pavement, gravel, and subgrade material thicknesses. Work scope will include drilled test borings every 250 feet from Main Street (Route 26) to approximately 3,500 feet towards North Yarmouth. **Additional auger probes will be included at shorter intervals going up the hill to better define the limits of shallow bedrock, if present (no additional cost).** The geotechnical study scope includes traffic control during the field work. Borings will be drilled to about 10 feet, or refusal. If shallow bedrock is encountered in the borings, scope is included to further define the bedrock surface using Ground Penetrating Radar (GPR). The GPR survey would be performed by Hager-Richter Geoscience, Inc. as a subconsultant to the geotechnical engineer.

### **Concept Design**

6. **Attend a meeting with Town of Gray and MaineDOT representatives to discuss the scope of the project, potential funding opportunities (MPI, other), right-of-way process and recommendations, project schedule, etc.**
7. **Attend a meeting with the Town of Gray and Gray Water District (GWD) to discuss the scope of the project, GWD participation, anticipated water main improvements and extents, and project schedule.**
8. Prepare concept design plans (30% complete) for Yarmouth Road and the Brown Street intersection realignment. The plans will include conceptual layout of the proposed **curbs and sidewalks** and road widening if any. The plans will also identify areas where additional right-of-way is required, and possible conflicts with adjacent features such as trees and landscaping. We will also identify drainage improvements and potential outfall locations.
9. Prepare a concept opinion of probable construction cost.
10. Meet with the Town to review the concept design plans and opinion of cost.
11. Prepare for and attend one public meeting to review the concept design and obtain input from the public on the proposed improvements.
12. We have included 8 hours of time to meet virtually, or in person (if possible), with individual property owners along Yarmouth Road to discuss the project and potential impacts to their property.
13. Begin the utility coordination process, including contacting utility companies and providing them with an electronic set of concept design plans.
14. Attend one Town Council meeting to provide a status update on the project.

### **Preliminary Design**

15. Conduct additional site visits as necessary to work through design issues and constraints along the project route.
16. Prepare preliminary design (60% complete) for Yarmouth Road. We anticipate the following plans will be prepared:
  - Cover Sheet
  - General Notes and Legend
  - Typical Road Sections
  - Plan and Profile Sheets, including drainage improvements



- Brown Street Intersection Plan
  - Details
17. Gorrill Palmer will retain a Licensed Site Evaluator to assist with locating, evaluating, and completing a preliminary relocation and design for the septic system at the First Congregational Church located at 11 Yarmouth Road. At this point we are not entirely clear on the exact location of the existing system and will need to investigate further. **Costs for the septic system investigation and design are approximate and may need to be revisited and revised** as we learn more about the location and size of the existing septic system and potential relocation sites.
  18. Prepare an updated opinion of probable construction cost.
  19. Prepare drainage calculations for the design of the new enclosed drainage system.
  20. Meet with the Town to review the preliminary design plans.
  21. Prepare preliminary right-of-way plans showing anticipated right-of-way needs for each abutting property. We anticipate that additional right-of-way will be needed along Yarmouth Road from the Brown Street intersection to the end of the project at 59 Yarmouth Road. Additional right-of-way may also be needed to accommodate the Brown Street intersection realignment. These plans will serve as the basis for title examinations (not included in our scope) and preparation of the subsequent final right of way mapping. **Costs for the preliminary right-of-way mapping are approximate and may need to be revisited and revised** once we determine how much additional right-of-way is needed for the project.
  22. Continue with utility coordination, including meeting with various utility companies and identifying any overhead utility poles that need to be relocated to accommodate the proposed design. We have included one onsite meeting with utility companies to review and discuss the project.
  23. Attend one Town Council meeting to provide a status update on the project.

### ***Final Design***

24. Prepare final design plans. Final design plans will be based on the preliminary design plans and will include additional construction details, curb schedules, cross sections, and grading information.
25. The septic system design for the First Congregational Church will be advanced to final design based on the investigations and preliminary design that was completed earlier. **Costs for the septic system design are approximate and may need to be revisited and revised** based on the findings from the preliminary design phase.
26. Prepare contract documents and specifications based on the MaineDOT format.
27. Prepare an updated (final) opinion of probable construction cost.
28. Prepare final right-of-way mapping that will serve as the basis for issuing notices of interest to acquire, property appraisals, property negotiations, and acquisition of property to accommodate the project improvements. We have assumed that the Town will retain appropriate experts to assist with the property appraisals, property negotiations and property acquisition work, as those tasks are not included in this scope of services. **Costs for the final right-of-way mapping are approximate and may need to be revisited and revised** once we determine how much additional right-of-way is needed for the project.
29. Meet with the Town to review the final design documents and incorporate any final changes prior to issuing final sets of documents suitable for bidding.
30. Prepare for and attend one public meeting to review the final design and gather any additional input from the public.
31. Attend one Town Council meeting to review the proposed project prior to advertising for bid.



**Bid Phase**

- 32. Assist the Town with bidding the project, including the following: distribution of bid documents to potential bidders, attendance at a pre-bid meeting and responding to requests for clarification during the bid process. If the bid advertisement will be published in the newspaper, costs for the bid ad are assumed to be paid directly by the Town.
- 33. Attend one Town Council meeting to review recommendation of award.
- 34. Prepare final contract documents for signature and execution.

**Supplemental Scope of Services**

The following supplemental scope of services include construction administration and post-construction services.

**Additional Design for Second Sidewalks**

This scope has been incorporated into the basic scope of services.

**Construction Administration Services**

These services are not included in this proposal. A separate contract amendment or proposal will be submitted prior to the construction phase of the project.

**Post-Construction Services**

These services are not included at this time. We will include these services with the contract amendment/new proposal for construction phase services.

**Scope Exclusions**

The following are excluded from this scope:

- 1. Boundary Survey
- 2. Permitting – none is anticipated
- 3. Gray Water District water main improvements
- 4. Easement or right-of-way negotiations
- 5. Roadway/Sidewalk lighting

**Fee**

We would complete the basic scope of services on a lump sum basis as follows:

Scope	Fee
<b>Basic Scope of Services</b>	
Project Initiation & Data Collection	
GP Fee	\$ 6,990
Titcomb Survey Fee	\$21,450
SW Cole Geotechnical	\$11,110
SW Cole Bedrock Profile	\$ 6,490
Concept Design	
GP Fee	\$23,520
Preliminary Design	
GP Fee	\$40,840
Titcomb ROW Mapping (Estimated)	\$ 6,600
Septic Design (Estimated)	\$ 3,500



Final Design	
GP Fee	<b>\$38,820</b>
Titcomb ROW Mapping (Estimated)	\$ 6,600
Septic Design (Estimated)	\$ 3,500
Bid Phase	
GP Fee	\$ 4,490
GP Expenses (Estimated)	\$ 2,000
<b>Basic Scope of Services Total</b>	<b>\$175,910</b>

As noted in the scope of services, the fees that are noted as “estimated” may be revisited and revised as we proceed through the design phases.

If you would like to proceed with this project, please sign and return below and return a copy for our records.

Sincerely,  
Gorrill Palmer

A handwritten signature in black ink that reads "William C. Haskell".

William C. Haskell, PE  
Principal

C: Alec Dodd, Director of Public Works

*U:\2344.150\A Proposal\2021-03-10 Rev Proposal  
Yarmouth Road Recon.doc*

Town of Gray

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date