

LEWISTON FINANCE COMMITTEE MEETING

Agenda

Finance Committee meeting, **Monday**, July 16, 2012 at **5:15** p.m. in the **Administrative Conference Room**, Lewiston City Hall.

1. Call meeting to order.
2. Review minutes of previous meeting dated July 2, 2012.
3. Recommendation from the Purchasing Director regarding award of Bid 2012-034 on Photocopier Rentals for the Lewiston Public Library.
4. Recommendation from the Purchasing Director regarding award of Bid 2012-033 on the Pierce Street Park Fence Project.
5. Other Business
6. Adjourn

**FINANCE COMMITTEE
LEWISTON, MAINE**

**Minutes of
July 2, 2012**

PRESENT: Michael Marcotte, Councilor Mark Cayer, Paul Robinson and Councilor Doreen Christ. Stavros Mendros arrived at 5:20 p.m.

OTHERS PRESENT: Public Works Director David Jones and Director of Budget/ Purchasing Norman Beauparlant

Meeting was called to order at 5:16 p.m. by the Clerk. Mr. Marcotte was elected Chairman Pro-Tem.

On motion of Mr. Cayer, seconded by Ms. Christ it was

VOTED:

(054-2012) To approve the minutes of the previous meeting dated June 18, 2012 and to accept and place them on file as presented by the Clerk.

VOTE: 4-0

On recommendation of the Purchasing Director and on motion of Mr. Cayer, seconded by Ms. Christ it was

VOTED:

(055-2012) To award Bid 2012-026 on the South Lisbon Road Drainage and Old Webster Road Culvert to St. Laurent & Son, Lewiston, Maine, low bidder at their bid price of \$131,754.

VOTE: 4-0

On recommendation of the Purchasing Director and on motion of Mr. Robinson, seconded by Mr. Cayer it was

VOTED:

(056-2012) To award Bid 2012-012 on the Annual Hot Mix Asphalt Paving contract to Harry C. Crooker & Sons, Topsham, Maine, low bidder at their bid price of \$1,172,566.50 based on City estimates.

VOTE: 4-0

At this time, 5:20 p.m., Mr. Mendros joined the meeting.

FINANCE COMMITTEE MINUTES

July 2, 2012

On recommendation of the Purchasing Director and on motion of Mr. Robinson, seconded by Ms. Christ it was

VOTED:

(057-2012) To award Bid 2012-013 and the Reclaiming of Existing Asphalt to Harry C. Crooker and Sons, Topsham, Maine, second low bidder based on the coordination needed with the paving of the areas reclaimed and the small differential in cost between the bids. Contract amount of \$41,978 based on City estimates of work.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Mr. Cayer, seconded by Mr. Robinson it was

VOTED:

(058-2012) To award Bid 2012-027 for a One (1) Tandem Axle Truck Chassis & Cab with plow, dump body and sander to Freightliner of Maine using Viking-Cives equipment at their bid price of \$176,745.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Mr. Marcotte, seconded by Ms. Christ it was

VOTED:

(059-2012) To award Bid 2012-028 for a One (1) Single Axle Truck Chassis & Cab with plow and sander to Freightliner of Maine at their bid price of \$126,832 net of trade using Viking-Cives equipment.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Mr. Cayer, seconded by Ms. Christ it was

VOTED:

(060-2012) To authorize Task Order with Summit Environmental Consultants to perform wetland and impervious surface mapping in support of Environmental Permitting of the Riverside Greenway Phase III PIN #11848 in the amount not to exceed \$10,360.

VOTE: 5-0

FINANCE COMMITTEE MINUTES

July 2, 2012

On recommendation of the Purchasing Director and on motion of Mr. Cayer, seconded by Mr. Marcotte it was

VOTED:

(061-2012) To authorize an amendment to the Task Order with Sebago Technics on the Jepson Brook Phase II design work to provide test drill for bedrock in an amount not to exceed \$9,400.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Mr. Robinson, seconded by Mr. Marcotte it was

VOTED:

(062-2012) To authorize Change Order #1 and Change Order #2 to the contract with Off Road Construction on the Riverside Greenway Bicycle/Pedestrian Project MeDOT PIN#17466 and 17467 as follows:

- Change Order #1: Change in Aggregate Base material from Type “B” to Type “D” material – no price change.
- Change Order #2: Contract increase of \$8,500 for altering 17 Catch Basins.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Mr. Robinson, seconded by Mr. Cayer it was

VOTED:

(063-2012) To authorize Change Order #1 to the contract with Pike Industries on the Route 196 Resurfacing Project PIN #:19112.00 and 19124.00 in the amount of \$10,000 to install temporary striping on the milled surface of Route 196.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Mr. Cayer, seconded by Ms. Christ it was

VOTED:

(064-2012) To authorize Change Order #9 to the contract with Ledgewood Construction on the close out of the Lincoln Street Parking Garage Project in the credit amount of \$2,000.

VOTE: 4-1
Mr. Marcotte opposed

FINANCE COMMITTEE MINUTES

July 2, 2012

On recommendation of the Purchasing Director and on motion of Mr. Marcotte, seconded by Mr. Cayer it was

VOTED:

(059-2012) To award Bid 2012-030 for Demolition of 81 Lincoln Street and 67 Oak Street on an item by item basis as follows:

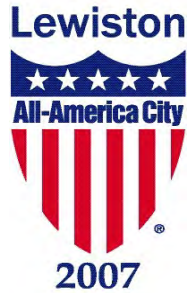
Roland's Demolition	81 Lincoln Street	\$4,800.00
Almighty Waste	67 Oak Street	16,333.00

VOTE: 5-0

VOTED:

To adjourn at 6:15 p.m.

Norman Beauparlant
Clerk
Finance Committee



Finance Committee

Norman J. Beuparlant
Director of Budget/Purchasing
nbeuparlant@lewistonmaine.gov



to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2012-034 Photocopier Rentals for Lewiston Public Library
date: July 16, 2012

Bids were opened on June 19, 2012 for the rental of three (3) photocopiers, two (2) public and one (1) administrative. The rental contract is for five (5) years at a fixed price for the term of the contract.

The bids have been evaluated by the Library Director.

It is recommended that the award be made to OCE Imagistics, Portland, Maine, at their bid price of \$215.60 per month for the three units.

Note:

- The two public copiers will be coin operated and proceeds offset cost of rental.
- Estimated value of the 5 year contract is \$12,936.

NJB/syt

Bid Name: Photocopiers
Bid Number: 2012-034
Bid Due Date: Tuesday, June 19, 2012 by 2:00 p.m.
Requesting Dept: Library
Submittal Location: Lewiston City Hall, Purchasing Dept., 27 Pine Street, Lewiston ME 04240

Vendors	Monthly \$	Per Copy \$	Make/Model	Make/Model (coin-op mech.)
A-Copi	\$ 286.95	\$ 0.006	Copystar 305	ACDI EX2000B
Budget Business Machines	\$ 285.00	\$ 0.009	Konica Bizhub 223	ACDI 2000 series
OCE Imagistics	\$ 215.60	\$ 0.011	Canon IR 2525	ACDI EX2000B
Portland Computer Copy Inc	\$ 385.00	\$ 0.012	Kyocera TASKalfa 255	ACDI Easy Vend 200
Portland Computer Copy Inc	\$ 445.00	\$ 0.012	Kyocera TASKalfa 3500i	ACDI Easy Vend 200

City of LEWISTON *Maine*

LEWISTON PUBLIC LIBRARY

200 LISBON STREET
LEWISTON, ME 04240-7292

RICHARD A. SPEER

LIBRARY DIRECTOR
(207) 513-3119
rspeer@LewistonMaine.gov

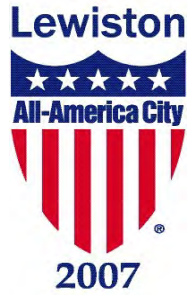
TO: NORM BEAUPARLANT, PURCHASING DIRECTOR
FROM: RICK SPEER, LIBRARY DIRECTOR
DATE: JULY 12, 2012
SUBJ: LIBRARY PHOTOCOPIER BID (2012-034)

Pursuant to our purchasing policy, I would like to recommend that the Finance Committee award Bid # 2012-034 (Rental of Photocopy Service) to the low bidder, Océ Imagistics of Portland at their bid price of \$215.60 monthly (\$2,587.20 annually). (For FY2013 we budgeted \$4,380 for this service.) In addition, I would like to add a document feeder to the one administrative machine for an additional rental fee of \$2.83 monthly (\$33.96 annually). By awarding this bid, the City would be entering into a five-year rental agreement for three Canon IR 2525 photocopy machines and two ACDI EX2000B coin-op mechanisms as outlined in the bid specifications.

For many years now (20+) we have been meeting the Library's internal and public photocopy needs through the rental of photocopy services whereby the machines, toner and service are rented for five-year contract periods. We currently charge the public 20 cents per copy and take in approximately \$1,300 annually in fees for public copies.

We have recently come to the end of our previous photocopy service rental contract with Budget Business Machines of Lewiston. For the last five years they have provided us with four photocopiers at a monthly contract price of \$365. (In this new photocopier rental bid, we had dropped the number of machines from four to three in an effort to save funds.) For the record, BBM has been a good company to work with and has provided us with excellent service over the contract period, however their monthly rental price was bid at \$285, putting the annual cost at \$3,420 or \$798.84 higher than the low bidder.

I will be on vacation the week of July 16, so will be unavailable for the Finance Committee meeting. Please let me know if you need any further information.



Finance Committee

Norman J. Beuparlant
Director of Budget/Purchasing
nbeuparlant@lewistonmaine.gov



to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2012-033 Pierce Street Park Fence Project
date: July 16, 2012

Part of the rehabilitation of Pierce Street Park authorized by the City Council calls for the replacement of existing chain link fencing around the play field area.

Bids were being solicited from area fence contractors until 4:00 p.m. on Friday, July 13, 2012

It is anticipated that an award recommendation will be made Monday evening.

NJB/syt

Bid Name: Pierce Street Park Fencing
Bid Number: 2012-033
Bid Due Date: 07/13/2012 by 4:00 p.m.
Mandatory Pre-Bid: none
Advertised Date: 7/6/2012
Requesting Dept: Finance
Submittal Location: Lewiston City Hall, Purchasing Dept., 27 Pine Street, Lewiston ME 04240

Contractor	Address	City	State	Zip Code	Telephone	Fax	E-Mail
Androscoggin Fence	326 Hardscrabble Rd	No. Monmouth	ME	04264	685-4304		greg@androscogginfence.com
Aroostook Fence	1827 Lisbon Road	Lewiston	ME	04240	782-8078		info@aroostookfence.com
D Roy & Son Fencing	208 Old Lisbon Road	Lewiston	ME	04240	888-408-9704		danproy56@yahoo.com
Gorham Fence	36 Emery Road	Standish	ME	04084	642-3467	642-6534	gorfence@fairpoint.net
Main Line Fence	272 Middle Road	Cumberland	ME	04021	829-5549	829-5943	info@mainlinefence.com
Pine Tree Fence	1174 Lewiston Road	Litchfield	ME	04350	588-0600	588-0700	ptfence@ptfence.com

Subject Area

1:720





**City of Lewiston Maine
City Council Resolve
April 3, 2012**



Resolve, Authorizing Phase I of the Pierce Street Park Improvements

Whereas, \$30,000 in Community Development Block Grant funds has previously been approved for Public Works to undertake certain improvements at Pierce Street Park; and

Whereas, \$25,000 in Community Development Block Grant matching funds has also been appropriated for playground equipment in Pierce Street Park; and

Whereas, the Downtown Neighborhood Action Committee has been working on this project in concert with the Lewiston Youth Advisory Council; and

Whereas, Harriman Associates has donated \$4,750 in in-kind services toward the development of a master plan for the park; and

Whereas, this plan has been reviewed and discussed at a neighborhood meeting and approved by the Downtown Neighborhood Action Committee; and

Whereas, Phase I of the project is budgeted at \$63,037 and will allow for improvements to the soccer field, basketball area, paving, painting, green space improvements, entrance signage, and creating a picnic area; and

Whereas, Public Works has indicated that it is in a position to begin work in April and, if the project does not begin this month, it is likely to be delayed due to other work commitments and schedules; and

Whereas, as a result, the DNAC has voted to ask the Council to authorize Phase I of the Pierce Park improvement project to begin and to authorize the use of \$25,000 in CDBG matching funds and up to \$3,287 in CDBG funds designated for implementing the Downtown Neighborhood Action Plan for this purpose;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that

Phase I of the Pierce Street Park Improvement project is hereby authorized to proceed and shall be funded by the following existing Community Development Block Grant appropriations: \$30,000 available to Public Works for Park Improvements; \$25,000 available as a matching grant for Pierce Street Park playground equipment; and up to \$3,287 allocated for implementation of the Downtown Neighborhood Action Plan.

Pierce Street Park

Cost Projections: Phases 1-3
(Includes Labor, Equipment, and Materials)

Item	Cost
Phase 1	\$63,037.00
Architectural Design and Planning	\$4,750.00
Soccer Field	\$23,375.00
14' and 8' Fence (contract)	\$19,875.00
Grass	\$1,000.00
Bleachers	\$2,500.00
Trash Can	\$500.00
Soccer Nets	\$1,100.00
Basketball Area	\$4,000.00
Paving, Painting, Green Space	\$14,812.00
Picnic Area	\$14,100.00
3 Picnic Tables	\$3,600.00
Trash Can	\$500.00
16'x16' Shade Structure	\$10,000.00
Entrance Signs	\$2,000.00
Phase 2	\$70,900.00
Playgrounds	\$69,900.00
Area Prep (level, fill, ADA)	\$15,000.00
6' Fence (contract)	\$8,900.00
2-5 Yrs Playground	\$13,000.00
5-12 Yrs Playground	\$20,000.00
8 Swings	\$10,000.00
3 Benches	\$3,000.00
2 Trash Cans	\$1,000.00
Phase 3	\$20,000.00
Sled Hill	\$20,000.00
Total Phases 1-3	\$153,937.00