

LEWISTON FINANCE COMMITTEE MEETING

Agenda

Finance Committee meeting, **Monday**, October 29, 2012 at **5:00** p.m. in the **Administrative Conference Room**, Lewiston City Hall.

1. Call meeting to order.
2. Review minutes of previous meeting dated October 15, 2012.
3. Recommendation from the Purchasing Director regarding authorization for a Waiver of Competition to purchase Spirian Self Contained Breathing Apparatus (SCBA) for the Lewiston Fire Department.
4. Recommendation from the Purchasing Director regarding authorization to purchase portable radios for the Lewiston Fire Department.
5. Recommendation from the Purchasing Director to award Bid 2012-057 on the purchase of Roll Off Containers.
6. Recommendation from the Purchasing Director regarding authorization of Change Order #1 to the contract with St. Laurent & Son on the South Lisbon Road Drainage Improvements.
7. Request from the Purchasing Director to **ratify** Change Order #2 to the contract with DiMatteo Construction Management Services LLC on the Social Services Suite Renovations Project.
8. Request from the Purchasing Director to **ratify** award of Bid 2012-055 on the Demolition of 159 Pine Street.
9. Request from the Purchasing Director to **ratify** award of Bid 2012-056 on the Demolition of 226 Oak Street.
10. Other Business
11. Adjourn

**FINANCE COMMITTEE
LEWISTON, MAINE**

**Minutes of
October 15, 2012**

PRESENT: Michael Marcotte, Paul Robinson, Councilor Mark Cayer, Councilor Doreen Christ and Stavros Mendros.

OTHERS PRESENT: Deputy Chief James Minkowsky, Officer Robert Ullrich and Purchasing Director Norman Beauparlant.

Meeting was called to order at 5:00 p.m. by Chairman Mendros.

On motion of Mr. Cayer, seconded by Mr. Robinson it was

VOTED:

(106-2012) To approve the minutes of the previous meeting dated September 24, 2012 to accept and place them on file as presented by the Clerk.

VOTE: 5-0

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

VOTED:

(107-2012) To award Bid 2012-049 for the purchase of four (4) police cruisers to Quirk Auto Group of Augusta, low bidder meeting specifications for four 2013 Dodge Chargers at their bid price of \$98,564 and to accept the trade in allowance offered of \$9,939 for a net award of \$88,625.

**VOTE: 4-1
Mr. Marcotte opposed**

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

VOTED:

(108-2012) To award Bid 2012-054 for the ACM Abatement of 159 Pine Street and 226 Oak Street to Atlantic Construction Services, Auburn, Maine, low bidder at their bid price of \$14,850.

VOTE: 5-0

FINANCE COMMITTEE MINUTES

October 15, 2012

At this time, the Purchasing Director presented Change Order #2 to the contract with H. E. Callahan Construction Company on the Armory Elevator Project. The Purchasing Director explained that the Change Order had been approved and signed on October 11, 2012 in accordance with the rules established by the Committee and requested that the Committee ratify the Change Order with H. E. Callahan in the amount of \$3,534.

On motion of Mr. Robinson, seconded by Mr. Cayer it was

VOTED:

(109-2012) To ratify Change Order #2 to the contract with H. E. Callahan Construction on the Armory Elevator Project in the amount of \$3,534.

VOTE: 5-0

At this time, the Purchasing Director updated the Committee on the status of the demolition process that is ongoing, following up on City Council action with regard to Demolition Orders.

The Director requested that the Committee allow the Director to award demolition bids provided there are no unusual circumstances.

On motion of Mr. Robinson, seconded by Mr. Cayer it was

VOTED:

(110-2012) To allow for the award to be made by the Director to enable the demolition projects to move forward in a timely manner.

VOTE: 5-0

VOTED:

To adjourn at 5:30 p.m.

Norman Beuparlant
Clerk
Finance Committee



Finance Committee

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



Item # 3

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Authorization of Waiver of Competition to allow for the purchase of Sperian SCBA's
date: October 29, 2012

The Lewiston Fire Department has the Sperian SCBA units on all of its apparatus.

Harrison Shrader Enterprises of South Portland is the only authorized vendor of Sperian products in the State of Maine.

It is requested, as we have done for the past several years, that a Waiver of Competition be authorized on the basis of sole source authorized vendor, to allow the Lewiston Fire Department to purchase thirty-six (36) carbon fiber air tanks at a cost of \$35,524, directly from Harrison Shrader Enterprises.

NJB/syt

Lewiston Fire Department

Central Fire Station

2 College Street • Lewiston, ME 04240

Memo

To: Norm Beauparlant, Director of Purchasing
From: Chief Paul M. LeClair *PM*
Date: October 19, 2012
Re: Waiver of Competition Harrison Shrader Enterprises

Please accept this memo as my request of the City of Lewiston Finance Committee to approve a "waiver of competition" for Harrison Shrader Enterprises regarding the purchase of Sperian Self Contained Breathing Apparatus (SCBA) for the Fire Department. Harrison Shrader Enterprises is identified as the only authorized vendor for Sperian products in the State of Maine by the Sperian Company. Please see attached letter from Sperian.

Funding Source: The purchase of Thirty six (36) Air tanks totaling \$34,524.00 will be funded through a 2011 Homeland Security Grant.

Account # 583-4058007; Account Balance \$46,590.00

Honeywell First Responder Products
#1 Innovation Court
Dayton, OH 45414

800-688-6148
937-264-2677 Fax

www.HoneywellFirstResponder.com

October 5, 2012

Please be advised that HSE Fire & Safety is the sole authorized Honeywell/Sperian Respiratory (formerly known as Survivair) distributor in the state of Maine selling Sperian Respiratory Self-Contained Breathing Apparatus and related accessories to municipal fire departments.

HSE Fire & Safety
159 Cash Street
South Portland, ME 04106
207-767-2151

Should you have any questions, please feel free to contact me anytime.

Justin Wilbur
SCBA Eastern Region Manager
Honeywell First Responder Products
401-225-7623 cell
justin.wilbur@honeywell.com



Quotation

Harrison Shrader Enterprises

159 Cash Street
So. Portland, ME 04106
207-767-2151 Fax: 207-767-2717
www.hsegould.com

Date: 10/4/2012	Submitted By: Bill Shrader
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Quotation For:

Lewiston Fire Department

Lewiston, Maine

CONTACT:	EST. SHIP DATE	SHIP VIA	TERMS

QUANTITY	DESCRIPTION	UNIT PRICE	EXT. PRICE
36	30 minute 4500 psi carbon fiber cylinders #917133	959.00	\$ 34,524.00
Thank You, Bill.			

	TOTAL	\$ 34,524.00
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SIGNATURE:	ABOVE PRICING WILL BE HONORED FOR:
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Finance Committee

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



Item # 4

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Waiver of Competition authorization
date: October 29, 2012

The memo from Chief LeClair presents the rationale for the Motorola equipment. The State of Maine contract is available to municipalities and provides discount pricing not otherwise available.

It is requested that a Waiver of Competition be authorized to allow for the Lewiston Fire Department to purchase various pieces of Motorola equipment directly from Motorola through the local authorized sales representative at a total cost of \$12,052.60.

Note: With the purchase of SCBA tanks and radio equipment, the Homeland Security account will have a small balance of \$13.00.

NJB/syt

Lewiston Fire Department

Central Fire Station

2 College Street • Lewiston, ME 04240

Memo

To: Norm Beauparlant, Director of Purchasing
From: Chief Paul M. LeClair *PML*
Date: October 19, 2012
Re: Waiver of Competition Motorola

Please accept this memo as my request of the City of Lewiston Finance Committee to approve a "waiver of competition" for Motorola regarding the purchase of Portable Radios for the Fire Department.

The State of Maine WSCA* contract provides discount pricing of Motorola Radio equipment to all State and Municipal Public Safety Agencies with all purchases being conducted directly through the Motorola Corporation via the local sales representative Charley McCormack. All Lewiston and Auburn Public Safety Agencies (Police, Fire & 911) operate exclusively employing Motorola Radio equipment.

Funding Source: The purchase of Seven (7) Portable Radios totaling \$12,052.60 will be funded through a 2011 Homeland Security Grant.

Account # 583-4058007; Account Balance \$46,590.00

* Western State Contracting Alliance (WSCA). Maine, New Hampshire and Rhode Island are all members in New England area.

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LEWISTON FIRE DEPARTMENT XTS PORTABLE QUOTE

ITEM	QTY	NOMENCLATURE	DESCRIPTION	LIST	DISC.%	CONTRACT	EXTENDED
XTS2500 Model 1 Portable:							
1	1	H46KDC9PW5BN	XTS2500 PORTABLE, 48 CHS., 5 WATT	\$ 850.00	0.265	\$ 624.75	\$ 624.75
1a	1	Q811	P25 ASTRO CAI CONVENTIONAL	\$ 660.00	0.265	\$ 485.10	\$ 485.10
1b	1	H885BK	2 YEAR REPAIR SERVICE ADVANTAGE	\$ 84.00	0	\$ 84.00	\$ 84.00
2	1	QA00542	SPARE KNOB KIT	\$ -	0	\$ -	\$ -
3	1	PMMN4038A	REMOTE SPEAKER MICROPHONE	\$ 88.50	0.265	\$ 65.00	\$ 65.00
4	1	WPLN4208B	IMPRES XTS VEHICLE CHARGER	\$ 390.00	0.265	\$ 286.65	\$ 286.65
TOTAL:				\$ 1,545.50		\$ 1,545.50	\$ 1,545.50
OPTION:							
5	1	QA00211AA	IP67 IMMERSIBLE OPTION	\$ 150.00	0.265	\$ 110.25	\$ 110.25
5a	1	Q393SUBM	NIMH IMPRES FM APPROVED BATTERY	\$ 47.00	0.265	\$ 34.55	\$ 34.55

Quote provided by Charley McCormick - Motorola Solutions, Inc
Pricing is based on Maine WSCA contract, valid through October 29, 2013
Terms require net 30 days, items as shipped.

Item	Cost	#	Total
Portable Radio	1545.5	7	10818.5
Microphone	110.25	9	992.25
Battery	34.55	7	241.85
			12052.6



Finance Committee

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



Item # 5

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2012-057: 2 – Roll Off Containers for the waste disposal area
date: October 29, 2012

Bids were solicited for two (2) Roll Off Containers for the Lewiston Solid Waste Facility. The containers were budgeted for in the Solid Waste budget for FY 2013 with an estimate of \$12,000. The additional money will be transferred from the other Capital Budget for the Solid Waste. The units are used to haul waste material to Auburn and to KTI BioFuels.

It is recommended that the award be made to Atlantic Recycling Equipment, Rollingsford, NH, at their bid price of \$12,250.

Summary Tabulation

Atlantic Recycling Equipment..... Rollinsford NH	\$12,250.00
Friensen's Welding..... Lewisburg PA	\$12,425.00
Maguire Equipment..... Readville MA	\$13,439.00
United Procurement..... Oak Leaf TX	\$14,310.00
Conshohocken Steel Products..... Ambler PA	\$14,775.00
B M Clark..... Union ME	\$15,750.00
NJB/syt	



Finance Committee

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



Item # 6

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Change Order #1 to contract with St. Laurent & Son on the South Lisbon Road Drainage Improvements
date: October 29, 2012

The Change Order proposed eliminates the placement of 19 mm binder and 9.5 mm surface paving and replaces it with 12.5 mm binder.

The road will be re-evaluated in the spring.

It is recommended that Change Order #1 be authorized in the **credit** amount of (\$10,371.50).

NJB/syt

CHANGE ORDER #1

BID No: 2012-026	BID DATE: June 26, 2012	CONTRACT DATE: July 18, 2012
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PROJECT: South Lisbon Road Drainage Improvements / Old Webster Road Culvert Replacement

OWNER: City of Lewiston
CONTRACTOR: St. Laurent and Son, Inc.
ENGINEER: Justin Early


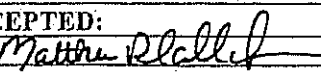
You are directed to make the following changes in the Contract Documents:

DESCRIPTION:
 Remove bid items for Hot Mix Asphalt (19mm), Hot Mix Asphalt (9.5mm), and Bituminous Tack Coat
 Add bid item for Hot Mix Asphalt (12.5mm)

REASON FOR CHANGE ORDER: The reason for this change is due to the underlying saturated clay/silt sub-grade. After inspecting the existing sub-grade, the City has decided not to install the surface layer of asphalt at this time (Hot Mix Asphalt, 9.5mm). Rather than installing both the asphalt binder material and the surface layer and risking damage to both layers, it was determined that a 2.5" layer of 12.5mm asphalt binder should be installed and monitored over the coming months (the original Contract Documents called for 2.5" of 19mm asphalt binder). If the binder materials fails, the road should then be fully excavated so new gravel can be installed within the sub-grade. A full excavation of the road is not currently feasible at this time due to lack of funding.

ATTACHMENTS: Change Order Summary / Unit price for 12.5mm HMA submitted by St. Laurent and Son, Inc. / Compaction Liability Waiver Letter

<u>CHANGE IN CONTRACT PRICE:</u>	<u>CHANGE IN CONTRACT TIMES:</u>
<u>Original Contract Price</u> \$ 131,754.00	<u>Original Contract Times</u> Substantial Completion: October 15, 2012 Ready for final payment:
<u>Net Changes from previous Contract Modifications</u> \$0	<u>Net Changes from previous Contract Modifications</u> 0 Days
<u>Contract Price prior to this Change Order</u> \$ 131,754.00	<u>Contract Times prior to this Change Order</u> Substantial Completion: October 15, 2012 Ready for final payment:
<u>Increase (decrease) of this change order</u> \$(10,371.50)	<u>Net Increase (decrease) of this change order</u> 0 Days
<u>Contract Price with all Change Orders</u> \$ 121,382.50	<u>Contract Times with all approved Change Orders</u> Substantial Completion: October 15, 2012 Ready for final payment:

RECOMMENDED: By:  David Jones, Public Works Director	APPROVED: By: _____ Edward Barrett, City Administrator	ACCEPTED: By:  St. Laurent and Son, Inc.
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Date: 10/17/2012 Date: _____ Date: 10/16/2012

Schedule A - South Lisbon Road Drainage Improvements

Est. Qty.	Pay Unit	Item Description	Unit Price	Credit	Debit
193	TON	Hot Mix Asphalt (HMA) 19mm	\$90.75	(\$17,514.75)	
97	TON	Hot Mix Asphalt (HMA) 9.5mm	\$120.50	(\$11,688.50)	
70	GAL	Bituminous Tack Coat	\$6.00	(\$420.00)	
193	TON	Hot Mix Asphalt (HMA) 12.5mm	\$99.75		\$19,251.75

Total (decrease) of this change order = (\$10,371.50)



Department of Public Works

David A. Jones, P.E.
Director



October 15, 2012

Matthew R. Callahan
St. Laurent & Son, Inc.
20 Highland Spring Road
Lewiston, ME 04240

RE: South Lisbon Road Drainage Improvements (BID No. 2012-026) – HMA density liability waiver.

Dear Mr. Callahan,

This letter provides a liability waiver to the compaction requirements set forth in the Contract Documents for the South Lisbon Road Drainage Improvements project (BID No. 2012-026).

The current sub-grade material is highly saturated clay/silt that may prevent the hot mix asphalt from achieving the City of Lewiston's compaction requirements. Therefore, it has been determined, by the City of Lewiston, that St. Laurent and Son, Inc. will not be required to fully meet the compaction requirements of the hot mix asphalt or be held liable for any damages that may occur to the asphalt within the 1-year warranty period as a result of the asphalt, that is installed by the Contractor or it's Sub-Contractors, not achieving compaction requirements.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin Early".

Justin Early, P.E.
Project Engineer

AN EQUAL OPPORTUNITY EMPLOYER

The City of Lewiston is an EOE. For more information, please visit our website @ www.lewistonmaine.gov and click on the Non-Discrimination Policy.

Department of Public Works • 103 Adams Ave • Lewiston, ME • 04240 • Voice Tel. 207-513-3003 • Fax 207-784-5647 • TTY/TDD 207-513-3007 – www.lewistonmaine.gov



Finance Committee

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



Item # 7

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Change Order #2 to the contract with DiMatteo Construction
date: October 29, 2012

With the project nearing completion, a number of adjustments to the contract as described in the attached Change Order form needed to be formalized.

The Change Order was presented to the City Project Manager on October 22, 2012, accepted by the City on October 24, 2012 and signed.

It is requested that Change Order #2 to the contract with DiMatteo Construction Management Services LLC in the net amount of \$756.53 be ratified at this time.

NJB/syt

CHANGE ORDER NO. 2

BID No.: 2012-042

BID DATE: 8/14/12

PROJECT Lewiston City Hall Social Services Suite Renovation Project

OWNER: City of Lewiston

CONTRACTOR: DiMatteo Construction Management Services, LLC

You are directed to make the following changes in the Contract Documents.

Description:

1. Credit for not providing the specified window blinds. (-\$1,285.90)
2. Remove existing door and infilling with sheet rock. (\$275.00)
3. Remove/repair & replace wood base and chair rail. (\$2,152.43)
4. Credit for not installing door to Room 203 (-\$385.00)

Reason for Change Order:

1. The specified blinds were louvered blinds which staff thought would be a maintenance problem cleaning. Staff will acquire rolling shades and will install them at about the same cost.
2. The door is no longer used.
3. The existing wood base and chair rail was too deteriorated to re-use.
4. The existing door meets the code requirements and Sue Charron, Social Services Director, prefers the existing door.

Attachments: (List documents supporting change)

RECOMMENDED:

By: David A. Jones

David A. Jones (Director of Public Works)

Date: 10/24/2012

APPROVED:

By: Edward A. Barrett

Edward A. Barrett (City Administrator)

Date: 10-24-12

ACCEPTED:

By: Michael DiMatteo

Contractor (Authorized Signature)

Date: 10/23/12



Finance Committee

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



Item # 8

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2012-055 Demolition: 159 Pine Street
date: October 29, 2012

Bids were opened on October 18, 2012 for the Demolition of 159 Pine Street.

Seven (7) contractors attended a pre-bid site walk on October 11, 2012 and all but one submitted a bid proposal.

With the ACM contract already awarded and underway and with six (6) bid proposals submitted, the bid has been awarded to the low bidder, Roland's Demolition and a contract has been signed.

It is requested that the award of Bid 2012-055 on the Demolition of 159 Pine Street awarded to Roland's Demolition at their bid price of \$7,777 be ratified at this time.

Roland's Demolition.....	\$7,777.00
Auburn ME	\$10.00/CY
Chabot's Construction	\$9,850.00
Greene ME	\$15.00/CY
Douglas Jones - Cross Excavation.....	\$11,100.00
Bethel ME	\$10.00/CY
Morin Excavating.....	\$11,350.00
Auburn ME	\$7.50/CY
St. Laurent & Son	\$11,680.00
Lewiston ME	\$6.70/CY
Almighty Waste Construction.....	\$13,777.00
Auburn ME	\$10.00/CY

NJB/syt



Finance Committee

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



Item # 9

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2012-056 Demolition: 226 Oak Street
date: October 29, 2012

Bids were opened on October 18, 2013 for the Demolition of 226 Oak Street.

Seven (7) contractors attended a pre-bid site walk on October 11, 2012 and all but one submitted a bid proposal.

With the ACM contract already awarded and underway and with six (6) bid proposals submitted, the bid has been awarded to the low bidder, Roland’s Demolition, and a contract has been signed.

It is requested that the award of Bid 2012-056 for the Demolition of 226 Oak Street, awarded to Roland’s Demolition at their bid price of \$8,588, be ratified at this time.

Roland’s Demolition.....	\$8,588.00
Auburn ME	\$10.00/CY
St. Laurent & Son	\$9,680.00
Lewiston ME	\$6.70/CY
Douglas Jones - Cross Excavation.....	\$9,800.00
Bethel ME	\$10.00/CY
Morin Excavating.....	\$9,950.00
Auburn ME	\$7.50/CY
Almighty Waste Construction.....	\$11,677.00
Auburn ME	\$10.00/CY
Chabot’s Construction	\$13,350.00
Greene ME	\$15.00/CY

NJB/syt