

LEWISTON FINANCE COMMITTEE MEETING

Agenda

Finance Committee meeting, **Monday**, April 22, 2013 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 March 18, 2013.
3. Recommendation from the Purchasing Director regarding award of Bid 2013-009 for Public Works Uniform Rentals tabled at the March 18th meeting.
4. Recommendation from the Purchasing Director regarding award of Bid 2013-013 on MTE Harmonic Filters.
5. Recommendation from the Purchasing Director regarding award of Bid 2013-008 on Custodial Services for various City buildings.
6. Recommendation from the Purchasing Director regarding award of Bid 2013-003 on the Oak Street Sewer Separation Phase IV project.
7. Recommendation from the Purchasing Director regarding Task Order with Gorrill Palmer Consulting Engineers to provide inspection services on the Oak Street Sewer Separation Project.
8. Recommendation from the Purchasing Director regarding award of Bid 2013-016 on Bituminous Pavement picked up by City crews.
9. Recommendation from the Purchasing Director regarding award of Bid LA 2013-001 on Utility Trench Restoration.
10. Recommendation from the Purchasing Director regarding award of Bid 2013-010 on the Mill Street Storm Drain and Sidewalk Project.
11. Information from the Purchasing Director regarding the purchase of benches and trash receptacles for Kennedy Park and Walnut Street Rehabilitation.
12. Finance Committee discussion regarding the FY 2014 Proposed Municipal Budget and recommendation to the City Council by May 1, 2013.
13. Other Business
14. Adjourn

**FINANCE COMMITTEE
LEWISTON, MAINE**

**Minutes of
March 18, 2013**

PRESENT: Michael Marcotte, Robert Reed, Stavros Mendros, Councilor Mark Cayer and Councilor Doreen Christ.

OTHERS PRESENT: Deputy Director Highway/Open Spaces Megan Bates, Public Works Director David Jones and Director of Budget/ Purchasing Norman Beauparlant.

Meeting was called to order at 5:13 p.m. by Chairman Mendros.

On motion of Mr. Reed, seconded by Councilor Christ it was

VOTED:

(019-2013) To approve the minutes as corrected of the previous meeting dated March 4, 2013 and to accept and place them on file as presented by the Clerk.

VOTE: 5-0

At this time, the Purchasing Director presented Bid 2013-009 for Public Works Uniform Rental. Following discussion by the Committee regarding the extension of costs on each item and

On motion of Mr. Reed, seconded by Councilor Christ it was

VOTED:

(020-2013) To table award of Bid 2013-009 until the next meeting to allow time for additional information to be presented to reflect the total costs based on unit prices by the three (3) bidders.

VOTE: 5-0

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

VOTED:

(021-2013) To award Bid 2013-002 on the Walnut Street Rehabilitation and Sidewalk Improvements project to L. P. Poirier & Son, Lewiston, Maine, at their bid price of \$208,362 and further to extend the work to Howe Street at an additional cost of \$65,341.80 for a total contract award of \$273,703.80.

**VOTE: 4-0-1
Mr. Reed abstained**

VOTED:

To adjourn at 5:30 p.m.

Norman Beauparlant
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: Bid 2013-009 Public Works Uniform Rentals
date: April 22, 2013

The City contracts for uniform rental services as provided for in a number of union contracts. Public Works employees uniform rentals are specified and bid as a multi-year contract with a term of three (3) years fixed pricing and an option to extend the contract for an additional two (2) years.

Bids were opened on March 7, 2013 and three (3) proposals were submitted at that time. The proposals have been evaluated by the Public Works Department.

At the Finance Committee meeting of April 18, 2013, action on award of the Uniform Rentals bid was tabled to allow time for a more detailed schedule of costs.

The department has revised the spreadsheet to show each item that will be contracted for with an extension of cost for each.

It is recommended that Unifirst Corp. be awarded the bid to provide uniform rental services for the term of three (3) years at their fixed pricing for rental of all items.

Total estimated annual contract: \$27,538.68

Note: A review of FY 2012 expenses for rental showed a cost of \$32,407 over a twelve (12) month period.

NJB/syt

Public Works Uniform Rentals

Bid #: 2013-009

Due Date: 3/7/13

			# of employees for typical Invoice	G & K Services		Unifirst Corp		Cintas	
				G&K Total		Unifirst Total		Cintas Total	
				Manchester NH	Portland ME	Westbrook ME			
1	Shirts 65-35	11 shirts provided with 5 cleaned on avg/ wk	26	\$ 2.31	\$ 60.06	\$ 1.76	\$ 45.76	\$ 2.38	\$ 61.88
2	Shirts 100% cotton	9 shirts provided with 4 cleaned on avg/wk	0	\$ 2.52		\$ 2.07		\$ 2.45	
		11 shirts provided with 5 cleaned on avg/wk	41	\$ 3.08	\$ 126.28	\$ 2.53	\$ 103.73	\$ 3.00	\$ 123.00
3	Dark Navy Denim Pants - Carpenter	11 pants provided with 5 cleaned on avg/wk	47	\$ 3.74	\$ 175.78	\$ 4.18	\$ 196.46	\$ 4.29	\$ 201.63
4	Dark Navy Denim Pants HD	11 pants provided with 5 cleaned on avg/wk	0	\$ 3.19	-	\$ 3.63	-	\$ 4.29	-
5	Pants 65/35	11 pants provided with 5 cleaned on avg/wk	16	\$ 2.42	\$ 38.72	\$ 2.42	\$ 38.72	\$ 3.26	\$ 52.16
6	Pants 100% cotton	9 pants provided with 4 cleaned on avg/wk	0	\$ 2.52		\$ 2.43		\$ 2.96	
		11 pants provided with 5 cleaned on avg/wk	7	\$ 3.08	\$ 21.56	\$ 2.97	\$ 20.79	\$ 3.61	\$ 25.27
7	Coveralls 100% cotton	2 coveralls provided with one cleaned on avg/wk	15	\$ 1.08	\$ 16.20	\$ 0.86	\$ 12.90	\$ 1.00	\$ 15.00
8	Coverall fire retardant	2 coveralls provided with one cleaned on avg/wk	5	\$ 1.80	\$ 9.00	\$ 2.26	\$ 11.30	\$ 1.46	\$ 7.30
9	Classic Oxford Shirts 60/40	7 short sleeve & 7 long sleeve shirts provided with 5 cleaned on avg per week	5	\$ 1.45	\$ 7.25	\$ 1.47	\$ 7.35	\$ 1.791	\$ 8.96
	Long Sleeve/Short Sleeve	9 short sleeve & 9 long sleeve shirts provided with 5 cleaned on avg per week	0	\$ 2.61	-	\$ 1.89	-	\$ 2.31	-
		11 short sleeve & 11 long sleeve shirts provided with 5 cleaned on avg per week	0	\$ 3.19	-	\$ 2.31	-	\$ 2.82	-
10	Pants 100% cotton	5 pants provided with 2 cleaned on avg/wk	0	\$ 1.40	-	\$ 1.90	-	\$ 1.36	-
		7 pants provided with 3 cleaned on avg/wk	0	\$ 1.96	-	\$ 2.66	-	\$ 1.91	-
		9 pants provided with 4 cleaned on avg/wk	0	\$ 2.52	-	\$ 3.42	-	\$ 2.45	-
		11 pants provided with 5 cleaned on avg/wk	1	\$ 3.08	\$ 3.08	\$ 4.18	\$ 4.18	\$ 3.00	\$ 3.00
11	Pants 65/35 breathable/brushed	5 pants provided with 2 cleaned on avg/wk	0	\$ 0.70	-	\$ 1.30	-	\$ 1.48	-
		7 pants provided with 3 cleaned on avg/wk	0	\$ 2.45	-	\$ 1.82	-	\$ 2.07	-
		9 pants provided with 4 cleaned on avg/wk	0	\$ 3.15	-	\$ 2.34	-	\$ 2.67	-
		11 pants provided with 5 cleaned on avg/ wk	7	\$ 3.85	\$ 26.95	\$ 2.86	\$ 20.02	\$ 3.26	\$ 22.82
12	Pants wool blend	5 pants provided with 2 cleaned on avg/wk	0	N/A		\$ 2.50	-	\$ 2.16	-
		7 pants provided with 3 cleaned on avg/wk	0	N/A		\$ 3.50	-	\$ 3.01	-
		9 pants provided with 4 cleaned on avg/wk	0	N/A		\$ 4.50	-	\$ 3.87	-
		11 pants provided with 5 cleaned on avg/wk	0	N/A		\$ 5.50	-	\$ 4.73	-
13	Polo Shirts 100% cotton	5 shirts provided with 2 cleaned on avg/wk	0	\$ 1.75		N/A		\$ 1.25	
		7 shirts provided with 3 cleaned on avg/wk	0	\$ 2.45		N/A		\$ 1.75	
		9 shirts provided with 4 cleaned on avg/wk	0	\$ 3.15		N/A		\$ 2.25	
		11 shirts provided with 5 cleaned on avg/wk	0	\$ 3.85		N/A		\$ 2.75	
14	Polo Shirts 50/50	5 shirts provided with 2 cleaned on avg/wk	0	\$ 1.75		\$ 1.10		\$ 1.25	
		7 shirts provided with 3 cleaned on avg/wk	0	\$ 2.45		\$ 1.54		\$ 1.75	
		9 shirts provided with 4 cleaned on avg/wk	0	\$ 3.15		\$ 1.98		\$ 2.25	

		# of employees for typical Invoice	G & K Services		Unifirst Corp		Cintas		
			Manchester NH	G&K Total	Portland ME	Unifirst Total	Westbrook ME	Cintas Total	
	11 shirts provided with 5 cleaned on avg/wk	5	\$ 3.85	\$ 19.25	\$ 2.42	\$ 12.10	\$ 2.75	\$ 13.75	
15	Eisenhower Jacket	2 Jackets provided with 1 cleaned on avg/wk	67	\$ 0.84	\$ 56.28	\$ 0.84	\$ 56.28	\$ 0.92	\$ 61.64
Total based on estimated useage/week				\$ 560.41		\$ 529.59		\$ 596.41	
Total Annual Based on 52 weeks		52		\$ 29,141.32		\$ 27,538.68		\$ 31,013.06	

Emblems for Work Uniforms

16	Company Emblem	price waived	\$ 1.50	\$ 0.75	\$ -
	Name Emblem	price waived	\$ 1.00	\$ 0.30	\$ -
	Identification tapes	N/A			\$ -
	service charge	N/A			\$ -

Exceptions:

G & K
 Company & Name emblem costs waived on Install
 2% fee for water & energy will be added *
 Outsizes, special cuts: 25% increase on sizes 2XL & up; waist 44" & up*

Unifirst
 Company & Name emblem costs waived on Install

Cintas
 Item 12: pants would be 100% microfiber Bid specified wool blend - no employees are currently wearing
 Item 13: Polo shirt would be 100% polyester Bid specified 100% - no employees are currently wearing
 Item 14: Polo shirt would be 100% polyester Bid specified 50/50 - five employees are currently wearing

**Uniform Rental Expenditure
FY2012**

Account		Expended
43310-4026300	\$	13,348.00
43210-4034500	\$	1,927.00
43430-402630	\$	952.00
60500-6060404	\$	6,724.00
62500-6060404	\$	1,653.00
64500-6060404	\$	1,363.00
43900-4026300	\$	900.00
43380-402630	\$	2,031.00
43810-4026300	\$	3,509.00
	\$	32,407.00



Finance Committee

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



Item # 4

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-013 for 3 MTE Harmonic Filters
date: April 22, 2013

I have attached the e-mail from Denis Caron, Electrical Superintendent for the City. Denis explains in his e-mail the purpose and need for the filters and why they are now able to be installed.

These units are only handled by three (3) firms in our area however, we did post the bid on the City website as we do with all bids.

A single proposal was received and it has been evaluated by the Electrical Superintendent.

It is recommended that the bid be awarded to Stultz Electric, Portland, Maine, at their total bid price of \$32,964.

NJB/syt

TABULATION

BID TITLE: (3) MTE HARMONIC FILTERS

BID #: 2013-013

OPEN DATE/TIME: MARCH 19, 2013 @ 2:00 P.M.

REQUESTING DEPT: PUBLIC WORKS

Description	Stultz Electric Portland ME	
	Unit \$	Total \$
Furnish 3 MTE 480 Volt Harmonic Filters	\$10,988.00	\$32,964.00
Make	MTE Corp.	
Model	MAPG0403D012	
Delivery	5-6 weeks	
Terms	Net 30 days	

Norman Beuparlant

From: Denis Caron
Sent: Monday, March 11, 2013 11:50 AM
To: Norman Beuparlant
Subject: Harmonics Filters

Norm,

Harmonics is a type of noise within an electrical system, similar to static on a phone line. The Main St pump station was built in 1986 and equipped with 1 VFD (variable frequency drive) and 2 constant speed water pumps and a backup generator with enough capacity to run all 3 pumps, in an emergency. In 1997 the station was hit by a power surge that destroyed the VFD, requiring replacement.

The new VFD was of a different technology than the previous one. In the next two years we replaced the 2 constant speed pumps with VFD's, to reduce energy consumption and give us more flexibility in controlling system pressure. In 2007 the Electric Industry changed its method of pricing, by eliminating fuel adjustment surcharges and instead initiating a Forward Capacity surcharge in lieu of fuel adjustment.

At that time I found that we could save \$40,000.00 to \$60,000.00 a year at the Main St and Central Ave pump stations by being offline during the PEAK CAPACITY HOUR of the year. When we tried to go onto backup generation during this Capacity exercise we found that we could not run the pumps on backup generation due to the Harmonics, within the electrical system, created by the newer VFD technology. The Harmonics, "noise" prevent the generator from being able to adjust its own output voltage.

The issue was not addressed till now, simply because we did not have enough space in the building to accommodate the Harmonics filters. In anticipation of the Water Quality lab moving to the new UV facility the Harmonics Filters were included in the present F.Y. 2013 budget.

Denis R. Caron
Electrical Superintendent
Street Light Division
Public Works Department
Lewiston, "All America City" 2007
City of Lewiston
PO Box 479, 103 Adams Ave
Lewiston ME 04243-0479
TTY/TDD 207-513-3007
Voice Tel: 207-513-3003 ext. 3425
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DCaron@lewistonmaine.gov

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Finance Committee

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



Item # 5

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-008 Custodial Services at various Municipal Facilities
date: April 22, 2013

The bid for Custodial Services included a pre-bid meeting on March 14, 2013 to allow interested contractors an opportunity to tour the municipal facilities and to ask questions about performance. Ten (10) firms attended the pre-bid and toured the facilities. Bids were opened on March 26, 2013 with eight (8) of the ten eligible contractors submitting proposals.

Proposals have been evaluated by Public Works in consultation with the staff at each facility. After evaluating the proposals and checking references, the following award by facility is recommended based on a two (2) year contract with an option to renew for a third year at the City's discretion.

Facility	Contractor	Year 1	Year 2	Year 3
Violations Bureau	Pegasus Cleaning	\$9,620.00	\$9,620.00	\$9,620.00
Police Facility	Pegasus Cleaning	19,500.00	19,500.00	19,500.00
City Hall*	Capital Contractors	23,086.56	23,086.56	23,213.52
Library	Pathways	29,982.00	30,826.00	31,751.00
Public Works/Water/Sewer	Capital Contractors	16,201.28	16,211.28	16,441.28
Solid Waster	Capital Contractors	3,224.00	3,224.00	3,224.00

*Note: work hours changed to after business.

NJB/syt

CUSTODIAL SERVICES

BID #: 2013-008

March 26, 2013

PART 1: CLEANING SERVICES		Pegasus Cleaning Buffalo NY	ME Real Estate Management Bangor ME	BA Services Hampden ME	Pathways Auburn ME	Jackie's Cleaning Lewiston ME	Crissy's Down Home Clean. Minot ME	Eastco Bldg Services Deer Park NY	Capital Contractors Woburn MA
Violations Bureau									
	Year 1	\$ 9,620.00	\$ 17,360.00	\$ 13,900.00	\$ 10,965.00	\$ 12,720.00	\$ 21,624.00	\$ 14,289.00	\$ 16,032.00
	Year 2	\$ 9,620.00	\$ 17,360.00	\$ 13,900.00	\$ 11,294.00	\$ 12,720.00	\$ 21,624.00	\$ 14,289.00	\$ 16,032.00
	Year 3	\$ 9,620.00	\$ 17,360.00	\$ 13,900.00	\$ 11,633.00	\$ 12,720.00		\$ 14,060.00	\$ 16,186.04
Police Department									
	Year 1	\$ 19,500.00	\$ 29,656.00	\$ 24,000.00	\$ 19,200.00	\$ 26,280.00	\$ 33,600.00	\$ 22,428.00	\$ 45,651.00
	Year 2	\$ 19,500.00	\$ 29,656.00	\$ 24,000.00	\$ 19,777.00	\$ 26,280.00	\$ 33,600.00	\$ 22,428.00	\$ 45,651.00
	Year 3	\$ 19,500.00	\$ 29,656.00	\$ 24,000.00	\$ 20,370.00	\$ 26,280.00		\$ 22,199.00	\$ 45,651.00
City Hall									
	Year 1	\$ 36,140.00	\$ 30,000.00	\$ 24,000.00	\$ 27,564.00	\$ 35,160.00		\$ 50,860.00	\$ 23,086.56
	Year 2	\$ 36,140.00	\$ 30,000.00	\$ 24,000.00	\$ 28,391.00	\$ 35,160.00		\$ 50,860.00	\$ 23,086.56
	Year 3	\$ 36,140.00	\$ 30,000.00	\$ 24,000.00	\$ 29,243.00	\$ 35,160.00		\$ 50,631.00	\$ 23,213.52
Library									
	Year 1	\$ 40,560.00	\$ 32,619.00	\$ 30,500.00	\$ 29,982.00	\$ 43,200.00		\$ 45,538.00	\$ 36,193.80
	Year 2	\$ 40,560.00	\$ 32,619.00	\$ 30,500.00	\$ 30,826.00	\$ 43,200.00		\$ 45,538.00	\$ 36,193.80
	Year 3	\$ 40,560.00	\$ 32,619.00	\$ 30,500.00	\$ 31,751.00	\$ 43,200.00		\$ 45,309.00	\$ 36,193.80
Public Works/Water & Sewer									
	Year 1	\$ 19,500.00	\$ 25,000.00	\$ 22,000.00	\$ 19,514.00	\$ 18,480.00		\$ 23,448.00	\$ 16,201.28
	Year 2	\$ 19,500.00	\$ 25,000.00	\$ 22,000.00	\$ 20,099.00	\$ 18,480.00		\$ 23,448.00	\$ 16,211.28
	Year 3	\$ 19,500.00	\$ 25,000.00	\$ 22,000.00	\$ 20,702.00	\$ 18,480.00		\$ 23,219.00	\$ 16,441.28
Solid Waste Facility									
	Year 1	\$ 5,200.00	\$ 7,800.00	\$ 6,000.00	\$ 5,997.00	\$ 4,140.00	\$ 6,000.00	\$ 3,142.00	\$ 3,224.00
	Year 2	\$ 5,200.00	\$ 7,800.00	\$ 6,000.00	\$ 6,177.00	\$ 4,140.00	\$ 6,000.00	\$ 3,142.00	\$ 3,224.00
	Year 3	\$ 5,200.00	\$ 7,800.00	\$ 6,000.00	\$ 6,362.00	\$ 4,140.00		\$ 2,913.00	\$ 3,224.00
PART 2: ADD'L CLEANING SERVICES									
Labor									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00	37.50/crew	\$ 18.00	\$ 25.00	\$ 15.61	\$ 16.75
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.015	
Machine Scrubbing Hard Surface Floors									
	/Hour	\$ 70.00	\$ 18.00	\$ 15.00				\$ 15.61	
	/Square Foot	\$ 0.07	\$ 0.20	\$ 0.25		\$ 0.20		\$ 0.18	\$ 0.21

		Pegasus Cleaning Buffalo NY	ME Real Estate Management Bangor ME	BA Services Hampden ME	Pathways Auburn ME	Jackie's Cleaning Lewiston ME	Crissy's Down Home Clean. Minot ME	Eastco Bldg Services Deer Park NY	Capital Contractors Woburn MA
PART 3: CARPET EXTRACTION									
100-1,000 sq. ft.	/sq. ft.	\$ 0.15	\$ 0.20	\$ 0.18		\$ 0.30		\$ 0.17	\$ 0.17
1,001-5,000 sq. ft.	/sq. ft.	\$ 0.12	\$ 0.16	\$ 0.13		\$ 0.18		\$ 0.16	\$ 0.17
5,001 + sq. ft.	/sq. ft.	\$ 0.12	\$ 0.12	\$ 0.09		\$ 0.12		\$ 0.11	\$ 0.17

PART 4: FLOOR STRIPPING/WAX/REFINISH									
100-1,000 sq. ft.	/sq. ft.	\$ 0.25	\$ 0.35	\$ 0.20		\$ 0.60		\$ 0.24	\$ 0.22
1,001-5,000 sq. ft.	/sq. ft.	\$ 0.20	\$ 0.30	\$ 0.18		\$ 0.40		\$ 0.21	\$ 0.22
5,001 + sq. ft.	/sq. ft.	\$ 0.20	\$ 0.20	\$ 0.16		\$ 0.25		\$ 0.18	\$ 0.22

PART 5: CALLAHAN HALL & RELATED									
YEAR 1									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00		\$ 18.00	\$ 25.00	\$ 15.61	\$ 16.75
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.09	

YEAR 2									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00		\$ 18.00	\$ 25.00	\$ 15.61	\$ 16.75
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.09	

YEAR 3									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00		\$ 18.00		\$ 15.61	\$ 17.00
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.09	

PART 6: LIBRARY "AS NEEDED" CLEANING									
YEAR 1									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00	37.50/crew	\$ 18.00	\$ 25.00	\$ 16.25	\$ 16.75
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.12	

YEAR 2									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00	38.50/crew	\$ 18.00	\$ 25.00	\$ 16.25	\$ 16.75
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.12	

YEAR 3									
	/Hour	\$ 17.50	\$ 18.00	\$ 15.00	40.00/crew	\$ 18.00		\$ 16.25	\$ 17.00
	/Square Foot	\$ 0.04		\$ 0.034				\$ 0.12	

To: Jay Arnold
Fr: Lt. Adam Higgins
Re: Cleaning of LPD

I understand the bids are in for the cleaning service of the Lewiston Police department. I also understand Pathways had the lowest bid by \$27.00 over the 2 year commitment. However there is an option after the 2 years to extend the contract 1 more year. The 2nd place bid was Pegasus and if the cleaning company extends over the 3 year period Pegasus is the lowest bid by \$847.00, which, historically the company gets extended the additional year if there were minimal problems in the first 2 years..

My concern with Pathways is many of their workers are assigned to Pathways from DHHS. In this building we often have paperwork or "open cases" in plain view which could be seen by these employees. The personnel could also over hear detectives & officers talking about the cases in which some could involve them or people they know.

My other concern is although mostly locked down, occasionally we have sensitive equipment and evidence in semi-secure areas that could be dangerous if they end up in the wrong hands.

I feel under these circumstances and the fact that if the service goes 3 years Pegasus would be our lowest cost and the least risk of dissemination of secure evidence and information. Pegasus would be the best choice for the cleaning of LPD.



Finance Committee

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



Item # 6

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-003 Oak Street Separation Phase IV
date: April 22, 2013

Bids were opened on March 28, 2013 for work on Oak Street between Sabattus Street and Davis Street. The bid specifications include a bid price for the base bid and an add alternate to do additional work that is proposed to be funded in the FY 2014 LCIP.

The Committee will recall the discussion with the Public Works Director and the Purchasing Director to bid the alternate to have prices in place once funding authorized that would allow the Committee to amend the contract to add work by Change Order.

At this time, it is recommended that the contract be awarded to St. Laurent & Son on the base bid price of \$1,279,259.

NJB/syt



Department of Public Works

David A. Jones, PE
Director



TO: Norman Beauparlant, Director of Budget/Purchasing

FROM: Justin Early, P.E., Project Engineer

DATE: April 8, 2013

SUBJECT: Oak Street Separation Phase IV (Bid# 2013-003) – Bid Acceptance Recommendation

We have reviewed the proposals submitted by St. Laurent & Sons, K&K Excavation, Gendron & Gendron, and Longchamps & Sons for the above project. St. Laurent and Sons is the apparent low bidder meeting specifications, at a base bid of \$1,279,259.00. To date, funds are available in the following accounts:

623 6233101 in the amount of \$520,466

643 6433101 in the amount of \$523,322

This provides a total available project amount of \$1,043,788. Since there are currently insufficient funds available to award the project, an alternative account has been proposed to allow the base bid to be awarded. These funds come from account 635 1010111 in the amount of \$300,000. The alternate bid can be awarded once FY 14 LCP funding is available. A detailed outline of the plan is included in a letter addressed to David Jones, dated April 8, 2013.

Upon approval of the funding recommendation plan, the department of Public Works recommends awarding the contract for Oak Street Separation Phase IV, Bid 2013-003 to by St. Laurent and Sons at the construction cost of \$1,279,259.00.

Please present for Finance Committee approval at the next meeting, scheduled for April 22, 2013.



Department of Public Works

David A. Jones, P.E.
Director



TO: David Jones, P.E., Public Works Director

FROM: Justin Early, P.E., Project Engineer

DATE: April 8, 2013

SUBJECT: Oak Street Separation Phase IV (Bid# 2013-003) – Funding Recommendation Plan

The low bid for the project referenced above came in from St. Laurent and Sons at a base bid cost of \$1,279,259.00. The alternate bid from St. Laurent and Sons, which includes storm and sewer separation on five side streets, was \$218,642.00. This gives a total construction cost for both the base bid and alternate bid of \$1,497,901.00. To date, there is a combined \$1,043,788 available in the FY13 Oak Street stormwater and sewer improvements accounts with an additional \$400,000 expected to be available when the FY14 LCIP funding is released.

Public Works respectfully requests that the Finance Committee consider awarding the contract to St. Laurent and Sons at the base bid price of \$1,279,259.00 with the additional funding coming from the Sewer Impact Fees account in the amount of \$300,000 (which there is currently \$343,744 available). Once the FY14 LCIP funding becomes available, there will be sufficient funding to award the alternate bid to St. Laurent and Sons at their bid price of \$218,642.00 and allow the project to be completed.

With the addition of the Sewer Impact Fees account, the total project budget will be **\$1,743,788**, which will allow for inspection administration and contingencies. The table below shows how the requested funds will be allocated for the entire project, which includes the base bid and the alternate bid work:

Table 1 – Total Project Budget (Base + Alternate)

Construction (St. Laurent and Sons)	\$1,497,901
Inspection (Gorrill-Palmer)	\$96,097
Administration/Contingencies/Change Orders (10%)	\$149,790
Total Project Budget	\$1,743,788

Public Works is respectfully requesting that the Finance Committee authorize the use of the \$400,000 from the FY14 LCIP, once it becomes available, to fund the Change Order for the Alternate Bid Work.

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.

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Before the above option was selected, we considered two other alternatives. The first being a scaled back project that would allow awarding the project using only the FY13 Oak Street stormwater and sewer accounts. This option was discussed with St. Laurent and they were not in favor of scaling the project back because it would negatively impact their bid prices for the project as a whole. Additionally, this option would risk leaving portions of the Oak Street storm drain and sewer combined. The second alternative considered was using the Sewer Rehabilitation account already earmarked for the Bartlett Street Water Main and Sewer Replacement project. This was not a favorable option because it is important to complete this project as planned, before the planned Maine Department of Transportation street rehabilitation project.

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City of Lewiston, Maine Oak Street Sewer Separation Phase IV

Bid #: 2013-003

Bid Date: March 28, 2013

Item #	Qty	Unit	Base Bid: Oak Street Description	St. Laurent & Son		K & K Excavation		Gendron & Gendron		Longchamps & Sons	
				Lewiston ME		Turner ME		Lewiston ME		Lisbon ME	
				Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$
1	17	EA	remove manhole or catch basin	\$ 300.00	\$ 5,100.00	\$ 750.00	\$ 12,750.00	\$ 335.00	\$ 5,695.00	\$ 500.00	\$ 8,500.00
2	800	CY	select backfill	\$ 8.00	\$ 6,400.00	\$ 25.00	\$ 20,000.00	\$ 16.00	\$ 12,800.00	\$ 10.00	\$ 8,000.00
3	10	EA	test pit excavation	\$ 400.00	\$ 4,000.00	\$ 1,050.00	\$ 10,500.00	\$ 375.00	\$ 3,750.00	\$ 200.00	\$ 2,000.00
4	25	CY	structural rock excavation	\$ 100.00	\$ 2,500.00	\$ 400.00	\$ 10,000.00	\$ 102.00	\$ 2,550.00	\$ 300.00	\$ 7,500.00
5	50	CY	extra structural excavation	\$ 35.00	\$ 1,750.00	\$ 30.00	\$ 1,500.00	\$ 25.00	\$ 1,250.00	\$ 30.00	\$ 1,500.00
6	1,000	CY	aggregate base crushed	\$ 19.00	\$ 19,000.00	\$ 24.50	\$ 24,500.00	\$ 22.00	\$ 22,000.00	\$ 25.00	\$ 25,000.00
7	2,000	CY	aggregate sub-base gravel	\$ 18.00	\$ 36,000.00	\$ 22.00	\$ 44,000.00	\$ 20.00	\$ 40,000.00	\$ 20.00	\$ 40,000.00
8	6,400	SY	fine grade/prep areas for paving	\$ 4.00	\$ 25,600.00	\$ 4.00	\$ 25,600.00	\$ 6.00	\$ 38,400.00	\$ 2.00	\$ 12,800.00
9	950	TON	hot mix asphalt, 19.0mm	\$ 85.00	\$ 80,750.00	\$ 83.50	\$ 79,325.00	\$ 82.00	\$ 77,900.00	\$ 88.00	\$ 83,600.00
10	550	TON	hot mix asphalt, 9.5mm	\$ 94.50	\$ 51,975.00	\$ 98.50	\$ 54,175.00	\$ 95.50	\$ 52,525.00	\$ 95.00	\$ 52,250.00
11	200	TON	hot mix asphalt, hand placed	\$ 125.00	\$ 25,000.00	\$ 125.00	\$ 25,000.00	\$ 160.00	\$ 32,000.00	\$ 130.00	\$ 26,000.00
12	100	LF	6" dia. Storm drain/6" storm service	\$ 55.00	\$ 5,500.00	\$ 40.00	\$ 4,000.00	\$ 70.00	\$ 7,000.00	\$ 100.00	\$ 10,000.00
13	150	LF	6" dia. Sewer/ 6" sewer service	\$ 55.00	\$ 8,250.00	\$ 42.00	\$ 6,300.00	\$ 160.00	\$ 24,000.00	\$ 100.00	\$ 15,000.00
14	289	LF	8" dia. storm drain	\$ 57.00	\$ 16,473.00	\$ 55.00	\$ 15,895.00	\$ 85.00	\$ 24,565.00	\$ 75.00	\$ 21,675.00
15	174	LF	12" dia. storm drain	\$ 48.00	\$ 8,352.00	\$ 58.50	\$ 10,179.00	\$ 92.75	\$ 16,138.50	\$ 125.00	\$ 21,750.00
16	79	LF	12" dia. Sewer	\$ 52.00	\$ 4,108.00	\$ 78.50	\$ 6,201.50	\$ 86.10	\$ 6,801.90	\$ 125.00	\$ 9,875.00
17	34	LF	15" dia. Storm drain	\$ 55.00	\$ 1,870.00	\$ 78.50	\$ 2,669.00	\$ 82.00	\$ 2,788.00	\$ 100.00	\$ 3,400.00
18	250	LF	15" dia. Sewer	\$ 55.00	\$ 13,750.00	\$ 74.00	\$ 18,500.00	\$ 65.00	\$ 16,250.00	\$ 125.00	\$ 31,250.00
19	29	LF	21" dia. Storm drain	\$ 85.00	\$ 2,465.00	\$ 128.50	\$ 3,726.50	\$ 170.00	\$ 4,930.00	\$ 300.00	\$ 8,700.00
20	288	LF	24" dia. Storm drain	\$ 95.00	\$ 27,360.00	\$ 98.50	\$ 28,368.00	\$ 80.00	\$ 23,040.00	\$ 400.00	\$ 115,200.00
21	906	LF	24" dia. Sewer	\$ 95.00	\$ 86,070.00	\$ 108.50	\$ 98,301.00	\$ 150.00	\$ 135,900.00	\$ 300.00	\$ 271,800.00
22	358	LF	30" dia. Storm drain	\$ 190.00	\$ 68,020.00	\$ 130.00	\$ 46,540.00	\$ 154.00	\$ 55,132.00	\$ 375.00	\$ 134,250.00
23	678	LF	30" dia. Sewer	\$ 180.00	\$ 122,040.00	\$ 142.00	\$ 96,276.00	\$ 180.00	\$ 122,040.00	\$ 375.00	\$ 254,250.00
24	516	LF	36" dia. Storm drain	\$ 200.00	\$ 103,200.00	\$ 260.00	\$ 134,160.00	\$ 230.00	\$ 118,680.00	\$ 450.00	\$ 232,200.00
25	653	LF	42" dia. Storm drain	\$ 300.00	\$ 195,900.00	\$ 275.00	\$ 179,575.00	\$ 238.00	\$ 155,414.00	\$ 450.00	\$ 293,850.00
26	11	EA	4' dia. Catch basin	\$ 2,500.00	\$ 27,500.00	\$ 3,350.00	\$ 36,850.00	\$ 3,151.00	\$ 34,661.00	\$ 2,950.00	\$ 32,450.00
27	13	EA	4' dia. Sewer manhole	\$ 4,500.00	\$ 58,500.00	\$ 5,500.00	\$ 71,500.00	\$ 4,000.00	\$ 52,000.00	\$ 9,500.00	\$ 123,500.00
28	5	EA	5' dia. Storm drain manhole	\$ 8,000.00	\$ 40,000.00	\$ 11,000.00	\$ 55,000.00	\$ 8,950.00	\$ 44,750.00	\$ 15,000.00	\$ 75,000.00
29	2	EA	5' dia. Sewer manhole	\$ 8,000.00	\$ 16,000.00	\$ 11,000.00	\$ 22,000.00	\$ 7,220.00	\$ 14,440.00	\$ 15,000.00	\$ 30,000.00
30	4	EA	6' dia. Storm drain manhole	\$ 11,000.00	\$ 44,000.00	\$ 22,000.00	\$ 88,000.00	\$ 9,530.00	\$ 38,120.00	\$ 25,000.00	\$ 100,000.00
31	1	EA	convert catch basin to manhole	\$ 475.00	\$ 475.00	\$ 1,300.00	\$ 1,300.00	\$ 851.00	\$ 851.00	\$ 500.00	\$ 500.00
32	1	EA	relocate 6" water line	\$ 3,000.00	\$ 3,000.00	\$ 3,750.00	\$ 3,750.00	\$ 4,475.00	\$ 4,475.00	\$ 2,500.00	\$ 2,500.00
33	3	EA	relocate 8" water line	\$ 3,000.00	\$ 9,000.00	\$ 3,250.00	\$ 9,750.00	\$ 3,680.00	\$ 11,040.00	\$ 3,000.00	\$ 9,000.00
34	4	EA	alter catch basin grate to cascade	\$ 300.00	\$ 1,200.00	\$ 800.00	\$ 3,200.00	\$ 770.00	\$ 3,080.00	\$ 500.00	\$ 2,000.00
35	1,500	EA	remove & reset existing curb	\$ 17.00	\$ 25,500.00	\$ 14.00	\$ 21,000.00	\$ 16.00	\$ 24,000.00	\$ 30.00	\$ 45,000.00
36	8	LF	F&I granite tipdown	\$ 225.00	\$ 1,800.00	\$ 210.00	\$ 1,680.00	\$ 220.00	\$ 1,760.00	\$ 300.00	\$ 2,400.00
37	50	SY	F&I new granite curb	\$ 29.00	\$ 1,450.00	\$ 26.50	\$ 1,325.00	\$ 29.45	\$ 1,472.50	\$ 40.00	\$ 2,000.00
38	50	HR	loam, seed & mulch	\$ 8.00	\$ 400.00	\$ 8.50	\$ 425.00	\$ 56.30	\$ 2,815.00	\$ 4.00	\$ 200.00
39	60	HR	hand labor straight time	\$ 40.00	\$ 2,400.00	\$ 40.00	\$ 2,400.00	\$ 35.00	\$ 2,100.00	\$ 30.00	\$ 1,800.00
40	20	HR	front end loader w/operator	\$ 80.00	\$ 1,600.00	\$ 115.00	\$ 2,300.00	\$ 95.00	\$ 1,900.00	\$ 100.00	\$ 2,000.00

City of Lewiston, Maine Oak Street Sewer Separation Phase IV

Bid #: 2013-003

Bid Date: March 28, 2013

Item #	Qty	Unit	Base Bid: Oak Street Description	St. Laurent & Son		K & K Excavation		Gendron & Gendron		Longchamps & Sons	
				Lewiston ME		Turner ME		Lewiston ME		Lisbon ME	
				Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$
41	20	HR	all purpose excavator w/operator	\$ 80.00	\$ 1,600.00	\$ 160.00	\$ 3,200.00	\$ 125.00	\$ 2,500.00	\$ 125.00	\$ 2,500.00
42	20	HR	truck, small w/operator	\$ 50.00	\$ 1,000.00	\$ 65.00	\$ 1,300.00	\$ 55.00	\$ 1,100.00	\$ 75.00	\$ 1,500.00
43	1	LS	traffic control	\$ 1.00	\$ 1.00	\$ 13,500.00	\$ 13,500.00	\$ 82,500.00	\$ 82,500.00	\$ 25,000.00	\$ 25,000.00
44	200	HR	flaggers	\$ 17.00	\$ 3,400.00	\$ 22.00	\$ 4,400.00	\$ 17.00	\$ 3,400.00	\$ 20.00	\$ 4,000.00
45	1	LS	bypass pumping/sewage flow control	\$ 15,000.00	\$ 15,000.00	\$ 31,000.00	\$ 31,000.00	\$ 83,650.00	\$ 83,650.00	\$ 125,000.00	\$ 125,000.00
46	1	LS	mobilization, misc. & clean up	\$ 104,000.00	\$ 104,000.00	\$ 198,500.00	\$ 198,500.00	\$ 143,391.65	\$ 143,391.65	\$ 100,000.00	\$ 100,000.00
Total all items				\$ 1,279,259.00		\$ 1,530,421.00		\$ 1,555,555.55		\$ 2,376,700.00	

Item #	Qty	Unit	Alternate Bid: Side Streets Description	St. Laurent & Son		K & K Excavation		Gendron & Gendron		Longchamps & Sons	
				Lewiston ME		Turner ME		Lewiston ME		Lisbon ME	
				Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$
1	7	EA	removal manhole or catch basin	\$ 300.00	\$ 2,100.00	\$ 600.00	\$ 4,200.00	\$ 335.00	\$ 2,345.00	\$ 500.00	\$ 3,500.00
2	200	CY	select backfill	\$ 8.00	\$ 1,600.00	\$ 25.00	\$ 5,000.00	\$ 16.00	\$ 3,200.00	\$ 10.00	\$ 2,000.00
3	5	EA	test pit excavation	\$ 400.00	\$ 2,000.00	\$ 900.00	\$ 4,500.00	\$ 375.00	\$ 1,875.00	\$ 200.00	\$ 1,000.00
4	160	CY	aggregate base crushed	\$ 20.00	\$ 3,200.00	\$ 28.50	\$ 4,560.00	\$ 22.00	\$ 3,520.00	\$ 20.00	\$ 3,200.00
5	300	CY	aggregate sub-base gravel	\$ 18.00	\$ 5,400.00	\$ 26.50	\$ 7,950.00	\$ 18.70	\$ 5,610.00	\$ 19.00	\$ 5,700.00
6	1,800	SY	fine grade/prep areas for paving	\$ 5.00	\$ 9,000.00	\$ 8.00	\$ 14,400.00	\$ 5.85	\$ 10,530.00	\$ 4.00	\$ 7,200.00
7	300	TON	hot mix asphalt, 19.0mm	\$ 91.50	\$ 27,450.00	\$ 92.50	\$ 27,750.00	\$ 85.00	\$ 25,500.00	\$ 92.00	\$ 27,600.00
8	200	TON	hot mix asphalt, 9.5mm	\$ 105.00	\$ 21,000.00	\$ 102.00	\$ 20,400.00	\$ 94.00	\$ 18,800.00	\$ 108.00	\$ 21,600.00
9	100	TON	hot mix asphalt, hand placed	\$ 125.00	\$ 12,500.00	\$ 125.00	\$ 12,500.00	\$ 160.00	\$ 16,000.00	\$ 165.00	\$ 16,500.00
10	50	LF	6" dia. Storm drain/6" storm service	\$ 85.00	\$ 4,250.00	\$ 40.00	\$ 2,000.00	\$ 67.00	\$ 3,350.00	\$ 100.00	\$ 5,000.00
11	100	LF	6" dia. Sewer/ 6" sewer service	\$ 85.00	\$ 8,500.00	\$ 42.00	\$ 4,200.00	\$ 160.00	\$ 16,000.00	\$ 100.00	\$ 10,000.00
12	332	LF	8" dia. storm drain	\$ 57.00	\$ 18,924.00	\$ 48.50	\$ 16,102.00	\$ 85.00	\$ 28,220.00	\$ 75.00	\$ 24,900.00
13	543	LF	12" dia. storm drain	\$ 48.00	\$ 26,064.00	\$ 56.50	\$ 30,679.50	\$ 93.00	\$ 50,499.00	\$ 125.00	\$ 67,875.00
14	379	LF	15" dia. Storm drain	\$ 51.00	\$ 19,329.00	\$ 62.50	\$ 23,687.50	\$ 82.00	\$ 31,078.00	\$ 125.00	\$ 47,375.00
15	38	LF	24" dia. Storm drain	\$ 100.00	\$ 3,800.00	\$ 98.50	\$ 3,743.00	\$ 152.00	\$ 5,776.00	\$ 400.00	\$ 15,200.00
16	7	EA	4' dia. Catch basin	\$ 3,500.00	\$ 24,500.00	\$ 3,500.00	\$ 24,500.00	\$ 3,150.00	\$ 22,050.00	\$ 4,000.00	\$ 28,000.00
17	3	EA	4' dia. Storm drain manhole	\$ 3,800.00	\$ 11,400.00	\$ 3,000.00	\$ 9,000.00	\$ 4,080.00	\$ 12,240.00	\$ 4,000.00	\$ 12,000.00
18	7	EA	F&I granite tipdown	\$ 225.00	\$ 1,575.00	\$ 210.00	\$ 1,470.00	\$ 221.00	\$ 1,547.00	\$ 300.00	\$ 2,100.00
19	50	LF	F&I new granite curb	\$ 28.00	\$ 1,400.00	\$ 26.50	\$ 1,325.00	\$ 27.00	\$ 1,350.00	\$ 40.00	\$ 2,000.00
20	50	SY	loam, seed & mulch	\$ 5.00	\$ 250.00	\$ 8.50	\$ 425.00	\$ 56.00	\$ 2,800.00	\$ 10.00	\$ 500.00
21	20	HR	hand labor straight time	\$ 30.00	\$ 600.00	\$ 40.00	\$ 800.00	\$ 35.00	\$ 700.00	\$ 40.00	\$ 800.00
22	10	HR	front end loader w/operator	\$ 80.00	\$ 800.00	\$ 115.00	\$ 1,150.00	\$ 95.00	\$ 950.00	\$ 100.00	\$ 1,000.00
23	10	HR	all purpose excavator w/operator	\$ 80.00	\$ 800.00	\$ 165.00	\$ 1,650.00	\$ 125.00	\$ 1,250.00	\$ 135.00	\$ 1,350.00
24	10	HR	truck, small w/operator	\$ 40.00	\$ 400.00	\$ 65.00	\$ 650.00	\$ 55.00	\$ 550.00	\$ 65.00	\$ 650.00
25	1	LS	traffic control	\$ 10,000.00	\$ 10,000.00	\$ 6,650.00	\$ 6,650.00	\$ 74,782.22	\$ 74,782.22	\$ 25,000.00	\$ 25,000.00
26	100	HR	flaggers	\$ 18.00	\$ 1,800.00	\$ 22.00	\$ 2,200.00	\$ 17.00	\$ 1,700.00	\$ 20.00	\$ 2,000.00
Total all items				\$ 218,642.00		\$ 231,492.00		\$ 342,222.22		\$ 334,050.00	



Finance Committee

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



Item # 7

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Task Order with Gorrill Palmer Consulting
date: April 22, 2013

Gorrill Palmer Consulting hold the Master Service contract to provide construction management services. The Master Services contracts were authorized by the Finance Committee in March 2012 with a contract term of three (3) years with an one (1) year renewal option.

It is recommended at this time that the Task Order be approved in the amount of \$87,590. The amount of work projected from project start up in May is covered with existing FY 2013 funds. Work beyond June will be funded with FY 2014 funds.

NJB/syt



Gorrill-Palmer Consulting Engineers, Inc.

Engineering Excellence Since 1998

PO Box 1237
15 Shaker Rd.
Gray, ME 04039

207-657-6910
FAX: 207-657-6912
E-Mail: mailbox@gorrillpalmer.com

April 9, 2013 (Revised)

Mr. Justin Early
City of Lewiston
Public Works Department
103 Adams Avenue
Lewiston, ME 04240

Subject: Proposal for Construction Phase Services
Oak Street Separation Phase IV

Dear Justin,

This letter transmits our proposal for construction phase services for the Oak Street Separation Phase IV project. We have enjoyed working with the Public Works Department on several other construction projects and we are pleased to submit the proposal for the construction phase services. Attached to this letter is the scope of services.

Gorrill-Palmer will perform these services with reasonable diligence and expediency consistent with sound professional practices. All work would be completed in accordance with the Agreement between the City of Lewiston and Gorrill-Palmer executed on April 5, 2012.

Gorrill-Palmer Consulting Engineers Inc. would provide the attached scope of services for an estimated not to exceed fee as follows:

- FY 2013 Construction (May – Jun): \$26,950.00
- FY 2014 Construction (Jul – Oct): \$60,640.00
- Total Estimated Construction Fee: \$87,590.00

A tabulation of the estimated fee and expenses is also attached to this proposal. As neither Gorrill-Palmer Consulting Engineers Inc. nor the City can determine the exact number of weeks or the hours per week that the Contractor would use to construct the project, we recommend proceeding based on an hourly rate basis plus expenses basis. The budget for this project is based on 26 total weeks of construction, assuming a start around May 6, 2013 and estimated completion by October 31, 2013. We have assumed 50 hours per week, which includes time on site, report preparation, quantity tracking and travel time to and from the office (if necessary).

We look forward to discussing this project further with you.

Sincerely,

Gorrill-Palmer Consulting Engineers, Inc. City of Lewiston

William C. Haskell, PE
Vice President

Authorized Signature

Date

Printed Name & Title

Enc.

**Proposal for Civil Engineering Services
Oak Street Separation Phase IV
Construction Phase Services
Revised April 9, 2013**

Project Understanding

The bid date for this project is on March 28, 2013. The Contract Documents require the Contractor to be substantially complete (including paving) by October 31, 2013. Based on the Contract Documents we have assumed that the project would start as early as ~~April 15, 2013~~ May 6, 2013, and may require up to 26 weeks of construction (to October 31, 2013). We have assumed 50 hours per week, which includes time on site, report preparation, quantity tracking and travel time to and from the office (if necessary).

Scope of Work

Gorrill-Palmer Consulting Engineers, Inc. (GP) would complete the following services as part of the construction phase:

1. Attend pre-construction conference.
2. In connection with observations of the work while it is in progress, conduct full-time daily site inspections in order to observe, as an experienced and qualified design professional, the progress and quality of the work. Based on information obtained during our observations, GP will determine if the Work is proceeding in general accordance with the Contract Documents, and shall inform the City of the progress of the work.
3. Prepare Daily Field Reports in a manner acceptable to the City. Based on discussions with the City these will consist of scans of daily field book notes.
4. Maintain a daily log of work completed based on the contract items and units. Review quantities on a daily basis with the Contractor's Superintendent.
5. ~~Submit Weekly Reports to the City of the work completed during the previous week.~~
6. Recommend to the City that the Work be disapproved and rejected while it is in progress if GP believes that such Work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.
7. During the course of the work, coordinate with the City's Project Manager and as appropriate request clarifications and interpretations of the Contract Documents.

Mr. Justin Early
Revised April 9, 2013
Page 2 of 3

8. Consult with and advise the City concerning, and determining the acceptability of, substitute materials, and equipment proposed by Contractor.
9. Monitor the Contractor's progress in maintaining service lateral cards during the course of the work.
10. Make recommendations to the City concerning special inspections or tests of the Work, and the receipt and review of all certificates of inspections, testing, and approvals required by Laws and Regulations and the Contract Documents.
11. Assist the City in rendering formal written decisions on all claims of Owner and Contractor relating to acceptability of the Work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the Work. In assisting in such decisions, GP shall be fair and not show partiality to the Owner or Contractor and shall not be liable in connection with any decision rendered in good faith.
12. Based on on-site observations, review Applications for Payment and supporting documentation.
13. After notice from Contractor that the Work for This Part of the Project is ready for its intended use, in company with the City and Contractor, conduct an inspection to determine if the Work is Substantially Complete. Provide recommendation to the City relative to issuance of the Certificate of Substantial Completion.
14. Assist the City in conducting a final inspection to determine if the completed Work is acceptable so that GP may recommend, in writing, that final payment be made to the Contractor.
15. Assist the City in assembling the close out documents at the conclusion of the project.

Assigned Personnel

We would anticipate that John Hunt, Paul Ostrowski, or another individual with equivalent experience, would be assigned to this project. Our firm has previously served as the Construction Monitor on several City of Lewiston projects and we have a number of individuals available for assignment dependent on the actual start date. Will Haskell would serve as the Principal/Project Manager for the project. Will Haskell would coordinate with the City's Project Manager to insure that the City's needs were being met as well as periodically visiting the project site to observe the construction. Al Palmer would also assist with quality control and occasional site visits. The individual will likely remain assigned throughout the project construction, except when he is sick, scheduled for training or has a previous scheduled vacation day. On any days that the assigned individual is away, Gorrill-

Mr. Justin Early
Revised April 9, 2013
Page 3 of 3

Palmer would use staff with equivalent experience to perform the Construction Observations.

Schedule

We have assumed 26 weeks of construction at 50 hours per week. The estimated hours per week include time on site, report preparation, quantity tracking and travel time to and from the office (if necessary).

WCH\U:\2648.04_City of Lewiston_Oak Street Sewer Separation\A Proposal\Proposal_Oak Street Const_rev04-09-13.doc

GORRILL-PALMER CONSULTING ENGINEERS, INC. P.O. Box 1237 GRAY, MAINE 04039 (207) 657-6910 FAX (207) 657-6912	2648.04 Oak Street Separation Phase IV			
	JOB			
	SHEET NO.	1	OF	1
	CALCULATED BY	WCH	DATE	rev 4/9/2013
	CHECKED BY	AMP	DATE	rev 4/9/2013
SCALE	N/A			

Task: Calculate Person Hours and Costs for Construction Observations
 Assumptions: Hourly Rates - City of Lewiston
 Assumed Schedule (total hours) 26 assumed 5/6/13 - 10/31/13
 FY 2013 May - Jun hours 8 5/6/13 - 6/28/13
 FY 2014 Jul - Oct hours 18 7/1/13 - 10/31/13
 0 weeks for cleanup and final paving in fall 2013
 Hours of Observations Per Week 50 hours from start of project for assumed schedule

	Principal	Prof. Engineer	Staff Engineer	Construction Observer	CAD	
Rate	\$125.00	\$90.00	\$70.00	\$65.00	\$70.00	
Task						
FY 2013 Const	0	0	0	400	0	
Labor Fee	\$0.00	\$0.00	\$0.00	\$26,000.00	\$0.00	\$26,000.00
Mileage						\$790.00
Other Direct Job Costs						\$160.00
Subtotal FY 2013						\$26,950.00

FY 2014 Const	0	0	0	900	0	
Labor Fee	\$0.00	\$0.00	\$0.00	\$58,500.00	\$0.00	\$58,500.00
Mileage						\$1,780.00
Other Direct Job Costs						\$360.00
Subtotal FY 2014						\$60,640.00

Total Estimated Fee for Project **\$87,590.00**



Finance Committee

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



Item # 8

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-016 Bituminous Pavement
date: April 22, 2013

Bid 2013-016 is for Bituminous Pavement (Hop Top) picked up by City crews for small jobs that are done in house such as sidewalk repairs.

Operation Manager, Jon Elie has provided a detailed explanation with regard to the various types of material that is picked up.

It is recommended that Bid 2013-016 for Bituminous Pavement be awarded on an item by item basis as follows:

Item 1	Type 19 mm	White Brothers	\$65.70
Item 2	Type 12.5 mm	White Brothers	68.70
Item 3	Type 9.5 mm	Auburn Asphalt	68.00
Item 4	Curb Mix	Auburn Asphalt	90.00

NJB/syt

TABULATION

BID TITLE: BITUMINOUS PAVEMENT
BID #: 2013-016
OPEN DATE/TIME: APRIL 2, 2013 @ 2:00 P.M.
REQUESTING DEPT: PUBLIC WORKS

Description: prices are per ton	White Bros	Pike Industries	Auburn Asphalt
1) Type 19 mm, 50 Gyration HMA	65.70	68.00	66.00
2) Type 12.5 mm, 50 Gyration HMA	68.70	71.00	68.00
3) Type 9.5 mm, Surface, 50 Gyration HMA	71.70	73.00	68.00
4) Bituminous Curbing Mix	No Bid	No Bid	90.00
Location of Plant	50 Gendron Dr. Lewiston	164 Springwater Poland ME	3189 Hotel Rd Auburn ME
Terms	Net 30 days	Net 30 days	Net 30 days

Bid Price History		White Bros	Pike Industries	R C & Sons
1) Type 19 mm, 50 Gyration HMA	2012	65.25	68.75	No Bid
	2011	-----	65.00	62.00
	2010	-----	62.00	65.00
	2009	-----	62.00	No Bid
2) Type 12.5 mm, 50 Gyration HMA	2012	68.00	71.75	No Bid
	2011	-----	68.00	65.00
	2010	-----	66.00	67.00
	2009	-----	64.00	No Bid
3) Type 9.5 mm, Surface, 50 Gyration HMA	2012	70.00	73.75	No Bid
	2011	-----	69.00	65.95
	2010	-----	66.00	67.00
	2009	-----	64.00	No Bid
4) Bituminous Curbing Mix	2012	No Bid	No Bid	No Bid
	2011	-----	N/A	78.00
	2010	-----	N/A	77.00 w/fiber
	2009	-----	76.00	No Bid



Department of Public Works

Jon Elie
Operations Manager

Date: April 12, 2013
To: Norm Beauparlant, Director of Purchasing
RE: Bid 2013-016 Bituminous Pavement

Norm,

White Bros. is low bid on item #1 (19mm), however they are .70/ton more than Auburn Asphalt on item #2 (12.5mm).

At first glance, the \$.70/ton price difference for the 12.5mm HMA seems like the higher cost, but when you consider the location of White Bros. batching plant on Alfred Plourde Parkway saves Public Works crews from travelling 19 miles round trip to the outskirts of Auburn and back, the higher price per ton is more than offset by the savings in labor and fuel.

The Municipal Garage manager estimates that a typical single axle dump truck gets approximately 7 miles per gallon (empty) and 5 mpg (loaded). Based on these figures, we'd use about three 3 gallons of diesel fuel per trip going to the Auburn plant vs. 1 1/2 gallons, or less, going to White Bros. plant on Plourde Parkway. Round trip to outer Auburn usually takes 1 to 1 1/2 hrs. depending on traffic and the line of trucks at the plant vs. 20-30 minutes to the Plourde Parkway plant in Lewiston.

Based on an average hourly wage of \$18.69/hr. for the driver and the cost of diesel fuel at our current price of \$3.489/gal., the following comparisons will show that picking up 12.5mm HMA at White Bros. in Lewiston is actually cheaper than picking it up at the Auburn location even though White Bros.' item #2 is not the lowest bid price per ton.

(7) tons of 12.5mm HMA picked up:

White Bros.	\$495.48	Auburn Asphalt	\$509.83
Product cost @ \$68.70/ton	\$480.90	Product cost @ \$68.00/ton	\$476.00
Labor (1/2 hr.)	\$9.35	Labor (1 1/4 hr.)	\$23.36
Fuel (1 1/2 gals.)	\$5.23	Fuel (3 gals.)	\$10.47

Recommendations:

- Bid item #1 (19mm HMA) Award to White Bros. based on lowest bid.
- Bid item #2 (12.5mm HMA) Award to White Bros. noting a savings of \$14.35 per full (7) ton load due to savings in fuel and labor.
- Bid item #3 (9.5mm HMA) Award to Auburn Asphalt based on lowest bid, but noting a savings of only \$6.65 per full (7) ton load. Even after 100 full loads the savings is only \$665.00. Perhaps not enough to justify the loss of production.**
- Bid item #4 (curb mix) Award to Auburn Asphalt (only bid)

**
There have been many times in the past that the distance to the outer Auburn or Poland facilities didn't allow adequate time to pick up an afternoon load. I strongly urge all parties to consider that picking up loads in a Lewiston facility greatly enhances our late day productivity and in the long run offsets seemingly immediate savings of some lower bid offerings.

Sincerely,

Jon Elie
Operations Manager

Copy to: D. Jones, M. Bates



Finance Committee

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



Item # 9

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid LA 2013-001 Utility Trench Restoration
date: April 22, 2013

Each year the City of Lewiston Water/Sewer Division jointly bids with the Auburn Water/Sewer District trench restoration work estimate to be needed for the construction season.

Bids were opened on April 11, 2013.

It is recommended that the bid be awarded to T. W. Paving, Lewiston, on a unit price basis.

Method A	\$28.00/sq. yd.
Method B	30.00/sq. yd.
Method C	35.00/sq. yd.
Method D	36.00/sq. yd.

The estimated value of award based on estimate is \$45,775.00

NJB/syt

Utility Trench Restoration

Bid #: LA 2013-001

Bid Date: April 11, 2013

Method	SY	City	L P Poirier & Sons Lewiston		T W Paving Lewiston		P & B Paving Gray	
			Unit \$	Total \$	Unit \$	Total \$	Unit \$	Total \$
A	500	Lewiston	39.50	\$ 19,750.00	28.00	\$ 14,000.00	32.00	\$ 16,000.00
	625	Auburn	39.50	\$ 24,687.50	28.00	\$ 17,500.00	32.00	\$ 20,000.00
B	1,000	Lewiston	45.40	\$ 45,400.00	30.00	\$ 30,000.00	36.00	\$ 36,000.00
	275	Auburn	45.40	\$ 12,485.00	30.00	\$ 8,250.00	36.00	\$ 9,900.00
C	25	Lewiston	39.00	\$ 975.00	35.00	\$ 875.00	35.00	\$ 875.00
	25	Auburn	39.00	\$ 975.00	35.00	\$ 875.00	35.00	\$ 875.00
D	25	Lewiston	42.00	\$ 1,050.00	36.00	\$ 900.00	35.00	\$ 875.00
	25	Auburn	42.00	\$ 1,050.00	36.00	\$ 900.00	35.00	\$ 875.00
Total Lewiston			\$	67,175.00	\$	45,775.00	\$	53,750.00
Total Auburn			\$	39,197.50	\$	27,525.00	\$	31,650.00



Finance Committee

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



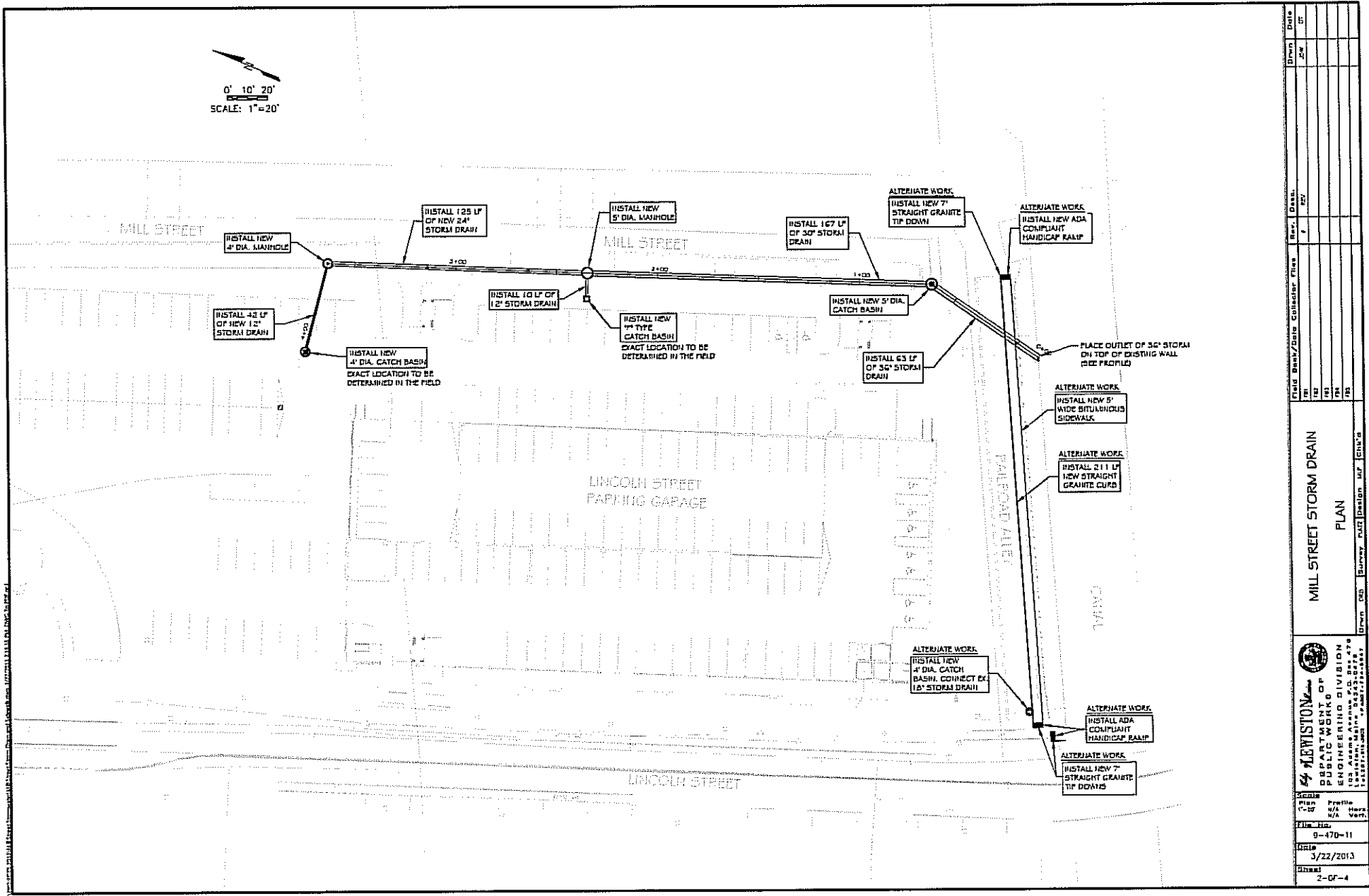
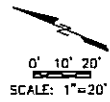
Item # 10

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-010 Mill Street Storm Drain & Sidewalk Project
date: April 22, 2013

The Mill Street Storm Drain and Sidewalk Project bids were opened on April 16, 2013. It is anticipated that a recommendation for award will be made at the meeting.

Note: Tabulation of bids will be sent out by e-mail prior to the meeting.

NJB/syt



Drawn	Date	Rev.	Desc.
101	12/11/12	1	REVISED
102	01/15/13	2	REVISED
103	02/22/13	3	REVISED
104	03/22/13	4	REVISED
105	03/22/13	5	REVISED

Field	Sheet/Date	Collector	Files
101			
102			
103			
104			
105			

Scale	Plan	Profile	Vert.
	1"=20'	N/A	N/A

File No.	Date
9-470-11	3/22/2013

Sheet
2-OF-4

MILL STREET STORM DRAIN

PLAN

NEWSTON ENGINEERING & CONSTRUCTION, INC.
 103 Adams Avenue, P.O. Box 479
 Lewiston, Maine 04203-0479
 (207) 252-1111

MILL STREET STORM DRAIN

LEWISTON, MAINE

NOTICE TO CONTRACTORS

Sealed bids for the **City of Lewiston, Maine, Mill Street Storm Drain Sidewalk Project** will be received by the Office of Budget/Purchasing until **Tuesday, April 16, 2013 at 2:00 PM** prevailing time, and at that time publicly opened and read a loud.

The general scope of the project includes, but is not limited to, the following:

The installation of a new storm drain on Mill Street next to the Lincoln Street Parking Garage.

The work shall be the complete and satisfactory furnishing and installing of approximately ninety (90) cubic yards of aggregate base course, one hundred seventy (170) cubic yards of aggregate sub-base, eighty (80) tons of 12.5mm hot mix asphalt, sixty three (63) linear feet of thirty six (36) inch storm drain, one hundred sixty seven (167) linear feet of thirty (30) inch storm drain, one hundred twenty five (125) linear feet of twenty four (24) inch storm drain, fifty two (52) linear feet of twelve (12) inch storm drain, one (1) Type F catch basin, one (1) 4-foot diameter catch basins, one (1) 5-foot diameter catch basin, one (1) 4-foot diameter storm drain manhole, one (1) 5-foot diameter storm drain manhole, loam, seed, mulch and all other incidental work as necessary to satisfactorily complete the Project as outlined or implied in the Plans and Specifications.

NOTE:

- 1. The basis of award is the total bid price for the base bid only.**
- 2. This project site contains Polynuclear Aromatic Hydrocarbon (PAH) impacted fill (ash) that must be managed properly and kept on site. The bidder is referred to Section 10.08 and the Soil Excavation and Management Plan Work Plan provided in Section 10.**

Alternate bid items include the complete and satisfactory furnishing and installing of forty (40) cubic yards of aggregate base, fifteen (15) ton of 9.5mm hot mix asphalt, hand placed, two hundred thirty two (232) linear feet of granite curb, twenty four (24) square feet of detectable warning plates, loam, seed, mulch and all other incidental work as necessary to satisfactorily complete the Project as outlined or implied in the Plans and Specifications.

Each bidder is required to state in his/her Bid his/her name and place of residence and the names of all persons or parties interested as principals with him/her; and that the Bid is made without any connection with any other bidder making any Bid for the same work; and that no person acting for, or employed by, the City of Lewiston is directly or indirectly interested in the



Finance Committee

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



Item # 11

to: Finance Committee
from: Norman Beauparlant, Purchasing Director
subject: Kennedy Park & Walnut Street Rehab Benches and Trash Receptacles
date: April 22, 2013

In September 2012, the City Council authorized the use of Community Development funds to purchase LED lighting for Kennedy Park to replace existing lighting and further authorized use of CDBG funds to purchase and install twelve (12) benches and eight (8) receptacles.

Bids were solicited for the lighting and awarded by the Committee on December 3, 2012 in the amount of \$38,700. At the time of the authorization, the specific type of bench and waste receptacle had not been identified by the department. The benches used on Lincoln Street were chosen to be placed in Kennedy Park with waste receptacles to be the same as those ordered through the bid process for Pierce Street Park. Once products were identified, the vendors were contacted for pricing and delivery time estimates.

I had originally intended to bring the information to the Committee at the April 1st meeting with a request for Waiver to allow direct purchase. With the meeting cancelled and with delivery lead times of concern, I met with the City Administrator to provide the rationale to purchase immediately and advise the Committee at the April 22, 2013 meeting of action.

The order for benches was placed on March 29th and the waste receptacles on April 1, 2013. The following is a breakdown of the purchase:

Benches:

Kennedy Park	12 units	\$12,392.34
Added: Walnut Street	10 units	10,325.00

Waste Receptacles:

Kennedy Park	8 units	\$6,433.85
Added: Walnut Street	5 units	4,021.35

Anticipated delivery from time of order is 4-6 weeks.

No action by the Committee is needed at this time. Advisory only.

NJB/syt



Finance Committee

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



Item # 12

to: Finance Committee
from: Norman Beuparlant, Purchasing
subject: FY 2014 Proposed Municipal Budget
date: April 22, 2013

On March 26, 2013, the City Administrator presented his proposed budget to a joint meeting of the City Council and Finance Committee.

Budget documents have been provided to all members and the budget has been posted to the City web page for citizen review.

Section 2-184 of City Ordinances with regard to Powers and Duties of the Finance Committee Section 2-184-C indicates that the Finance Committee shall receive and review and by May 1 of each year shall make its recommendation.

Below is the past two (2) years of recommendations submitted to the Council should the Committee wish to use them as a guide. See attached:

- April 23, 2012 on FY 2013
- April 25, 2011 on FY 2012

April 23, 2012:

At this time, the Committee considered what it might recommend to the City Council with regard to the FY 2013 Proposed Municipal Budget.

Mr. Marcotte circulated to Committee members a draft of what he felt would be an appropriate recommendation. After Committee discussion the following recommendation was adopted.

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

VOTED:

(030-2012) After careful review of the FY 2013 City Administrator proposed budget, and in light of serious debt issues at all levels of government, it is recommended that the City Council continue their budget deliberations and consider the risks associated with ever increasing levels

of debt on a population who's capacity to carry that debt is growing more strained with each passing year.

The City of Lewiston has been experiencing a greater degree of flight by those who can afford, and lack of investment in older housing stock by those who can no longer, due at least in part, to its tax burden which includes a hefty compliment of debt service. It is that debt service, more than its operating expenses, which puts Lewiston on a precarious path.

VOTE: 4-0
Mark Cayer absent

April 25, 2011:

On motion by Mr. Paradis, seconded by Mr. Jean it was

VOTED:

(050-2011) After careful review of the FY 2012 City Administrator proposed budget, and in light of taking extraordinary measures to refinance past financial liabilities unto the shoulders of future taxpayers, it is recommended that the City Council continue their budget deliberations and must consider all cost cutting measures, as well as organizational realignment opportunities that will hold the mil rate firm and reduce the proposed impact on the taxpayers of our community.

The acts of “handcuffing our savings account” and “kicking the can down the road” by consuming \$2 million in undesignated fund balances and incurring an additional \$1.5 million in extended term interest costs must be accompanied by stern and resolute resolve not to allow these actions to be squandered and put a strain on future budgets. Therefore, we must find those cost savings that justify these actions and compliment its drastic nature within the current budget cycle.

Specifically, ideas such as paring down or eliminating duplicative quasi-governmental agencies and increasing the longevity of existing fixed assets are just a beginning in the effort to take a responsible approach to what is going to be an extended period of trying economic times.

VOTE: 5-0

NJB/syt