

# LEWISTON FINANCE COMMITTEE MEETING

## Agenda

Finance Committee meeting, Monday, October 7, 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 September 23, 2013.
3. Recommendation from the Purchasing Director regarding award of Bid 2013-045 Armory Window Replacement Project.
4. Recommendation from the Purchasing Director regarding authorization of Change Order #4 to the contract with Longchamps & Sons on Jepson Brook Sewer Separation Phase IV.
5. Recommendation from the Purchasing Director regarding authorization of Change Order #3 to the contract with Gendron & Gendron on Jepson Brook Sewer Separation Phase III.
6. Recommendation from the Purchasing Director regarding award of Bid 2013-052 Demolition of 80 Birch Street.
7. Recommendation from the Purchasing Director regarding award of Bid 2013-053 Demolition of 92 Walnut Street.
8. Recommendation from the Purchasing Director regarding award of Bid for Plow Cutting Edges bid through A.V.C.O.G.
9. Other Business
10. Adjourn

# **FINANCE COMMITTEE LEWISTON, MAINE**

## **Minutes of September 23, 2013**

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

**OTHERS PRESENT:** Deputy Director Highway/Open Space Megan Bates, Deputy Director Water/Sewer and Electrical Kevin Gagne, Fleet Operating Manager Phil Brienza, City Engineer Richard Burnham, City Buildings Engineer Michael Paradis, Building Maintenance Supervisor Jay Arnold, Planner/Deputy Director Planning & Code David Hediger and Director of Purchasing Norman Beuparlant.

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

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

**VOTED:**

**(092-2013)** To approve the minutes of the previous meeting dated September 9, 2013 and to accept and place them on file as presented by the Clerk.

**VOTE: 5-0**

At this time, the Purchasing Director presented background information on the bid process with regard to Bid 2013-030 Simard-Payne Park Improvements Phase I. In addition, the Purchasing Director indicated that by rule of the Committee with regard to a single bid in excess of \$100,000, he could not make a recommendation for award. The Purchasing Director requested that the Committee suspend its rules with regard to a single bid to consider award of the bid. Following discussion by the Committee and;

On motion of Mr. Marcotte, seconded by Mr. Reed it was

**VOTED:**

**(093-2013)** To reject the bid from the sole contractor, J. Pratt Construction and to re-bid the project

**VOTE: 4-1  
Councilor Cayer opposed.**

At this time, the Purchasing Director presented the recommendation to award Bid 2013-050 for the Pedestrian Bridge Improvement into Simard-Payne Park. Recommendation of the Director was to award the bid to Scott Construction Corporation, Falmouth, Maine, at their base bid price of \$79,733. The Director explained that the Add Alternate was not being recommended because of the cost of the higher grade material

## FINANCE COMMITTEE MINUTES

September 23, 2013

Discussion followed by the Committee with regard to the expected life of the higher quality wood over the Hemlock material specified in the Base Bid.

On motion of Mr. Marcotte, seconded by Mr. Mendros it was

**VOTED:**

**(094-2013)** To award Bid 2013-050 on the Simard-Payne Pedestrian Bridge Improvements to Scott Construction Corporation, Falmouth, Maine, low bidder at their total bid price of \$111,733 to include the upgrade in material for the decking from Hemlock to IPE decking.

**VOTE: 5-0**

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

**VOTED:**

**(095-2013)** To award Bid 2013-048 for a Tracked Excavator to Chadwick-BaRoss, Westbrook, Maine, low bidder meeting specifications at their bid price of \$159,500 and further to accept the trade in allowance of \$16,000 for a net award of \$143,500.

**VOTE: 5-0**

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

**VOTED:**

**(096-2013)** To award Bid 2013-042 for one (1) Tandem Axle Truck Chassis & Cab to Freightliner of Maine, Westbrook, Maine, low bidder meeting specifications at their bid price of \$132,300.

**VOTE: 3-1-1**

**Mr. Marcotte opposed  
Mr. Reed abstained**

At this time, the Purchasing Director briefed the Committee on the City Council action authorizing the purchase of two (2) commercial riding lawn mowers, one zero turn and one front deck mower.

**FINANCE COMMITTEE MINUTES**

**September 23, 2013**

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

**VOTED:**

**(097-2013)** To authorize the purchase of two (2) commercial rated lawn mowers for the Public Works Department as follows:

Hammond Tractor	48” Zero Turn	\$8,395
	John Deere Z920R48	
Farris Equipment	Pro-Cut 61”	8,479
	Front deck mower	

**VOTE: 5-0**

At this time, 6:00 p.m., Mr. Marcotte excused himself to attend the Lewiston Planning Board meeting.

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

**VOTED:**

**(098-2013)** To rescind the contract (Bid 2013-008) with Capital Contractors, Woburn, MA, for custodial services at City Hall, Public Works and the Solid Waste offices. Contractor to be given fourteen (14) day notice in accordance with the contract.

**VOTE: 4-0**

At this time, the Purchasing Director provided the Committee with an update on the FY 2015 LCIP (Lewiston Capital Improvement Plan) process including the proposed time line leading to action by the City Council by March 1, 2013.

**VOTED:**

To adjourn at 6:12 p.m.

---

Norman Beauparlant, Purchasing Director  
Finance Committee Clerk



## Finance Committee

Norman J. Beuparlant  
Director of Budget/Purchasing  
[nbeuparlant@lewistonmaine.gov](mailto:nbeuparlant@lewistonmaine.gov)



### Item # 3

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Bid 2013-045 Armory Window Replacement  
**date:** October 7, 2013

A Pre-Bid meeting for contractors interested in bidding on the replacement of seventy (70) windows at the Lewiston Memorial Armory was held on September 17, 2013 with six (6) contractors in attendance.

The project was authorized and funded as part of the FY 2014 LCIP authorization of \$200,000 for Armory energy improvements.

Bids were opened on October 1, 2013 and while two (2) contractors submitted proposals, one was declared non-responsive for lack of proper bid security.

It is recommended that the bid for replacement of windows at the Armory, Bid 2013-045, be awarded to Quality Glass, Lewiston, Maine at their bid price of \$37,788.93.

NJB/syt



Department of Public Works  
David A. Jones, Director

---

---

**DATE:** October 3, 2013  
**TO:** Norm Beauparlant, Director of Budget/Purchasing  
**FROM:** Michael Paradis, P.E., Director of Public Buildings  
**SUBJECT:** City of Lewiston Armory Building Window Replacement Project

I have reviewed the submitted proposals by the two bidding contractors for the project. The apparent low bidder is Quality Glass of Lewiston, Maine.

Quality Glass is a local company that has done many jobs/projects for the City's Building Maintenance Division. I have contacted all the contractors' references and they all concurred that Quality Glass is a quality contractor who they recommend and would invite to bid on additional work in the future.

I recommend that the City award the project to Quality Glass at the price of \$37,788.93.

Funding for the project will come from the following sources:

FY 2014 Lewiston Capital Improvement Program – Armory Exterior Energy Improvement Project -  
704 7047400 \$200,000.00

If you have any questions regarding this recommendation, please feel free to contact me at 513-3003 ext. 3412.



## Finance Committee

Norman J. Beuparlant  
Director of Budget/Purchasing  
[nbeuparlant@lewistonmaine.gov](mailto:nbeuparlant@lewistonmaine.gov)



### **Item # 4**

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Change Order #4 to contract with Longchamps & Sons on the Jepson Brook Sewer Separation Phase IV  
**date:** October 7, 2013

The description and reason for the Change Order is spelled out in the attached Change Order request.

The Change Order would also extend the contract completion date to November 1, 2013.

It is recommended that Change Order #4 be authorized in the amount of \$12,300 to allow for the work as described.

NJB/syt

**CHANGE ORDER NO. 4**

**BID No.: 2013-019**

**BID DATE: 4/25/13**

**PROJECT** Jepson Brook Sewer Separation Phase IV

**OWNER:** City of Lewiston

**CONTRACTOR:** Longchamps and Sons Inc

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

**Description:** Replace 225 LF of 8" clay sewer with new 8" PVC sewer and one new manhole on Googin St. 224 LF of 8" sewer at a negotiated price of \$40/LF = \$9,000.00. One sewer manhole at the same cost as a 4' drain manhole (\$3,300.00)

**Reason for Change Order:** The existing clay sewer on a portion of Googin St flows counter to the slope of the street, so it is only 18 inches deep at the last service. It also dead ends with no manhole, so it is difficult to maintain and not able to be slip-lined in the future. With the street now being box cut and repaved as part of change order #3, the sewer should be re-laid in the opposite direction at a proper depth. At such a shallow depth, it is likely to break during installation of the gravel or during the paving operation.

**RECOMMENDED:**

**APPROVED:**

**ACCEPTED:**

By: \_\_\_\_\_  
David A. Jones (Public Works Director)

By: \_\_\_\_\_  
Edward A. Barrett (City Administrator)

By: \_\_\_\_\_  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





## Finance Committee

Norman J. Beuparlant  
Director of Budget/Purchasing  
[nbeuparlant@lewistonmaine.gov](mailto:nbeuparlant@lewistonmaine.gov)



### Item # 5

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Change Order #3 to contract with Gendron & Gendron on the Jepson Brook Sewer Separation Phase III  
**date:** October 7, 2013

It is recommended that Change Order #3 to the contract with Gendron & Gendron be authorized in the amount of \$61,362.90 to allow for the work proposed while the street is under construction.

NJB/syt

## CHANGE ORDER NO. 3

BID No.: 2013-015

BID DATE: May 2, 2013

---

PROJECT Jepson Brook CSO Phase III

---

OWNER: City of Lewiston

---

CONTRACTOR: Gendron & Gendron

---

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

**Description:**

1. Replace the existing sewer main on Fairlawn Avenue between #80 Fairlawn Avenue and #96 Fairlawn Avenue, this work includes 200 feet of 8" sewer main, one new sanitary manhole and eight sewer services.
2. Replace the existing water main on Fairlawn Avenue between #80 Fairlawn Avenue and the existing main on Sabattus Street, this work includes 420 feet of new 8" water main and six water services.
3. Boxcut the portion of Fairlawn Avenue between #80 Fairlawn Avenue and Sabattus Street not within the trench limits.

The pricing for the change order is based on the contract unit prices and unit prices negotiated with the contractor. This change order will result in an increase in the contract price of \$61,362.90.

**Reason for Change Order:** During construction the existing water main and sewer main were exposed in these areas and the mains were determined to be in poor condition and in need of replacement. The existing sewer main is a 12" diameter clay pipe that is experiencing separation at the joints and has poor connections at the service laterals. The watermain is a 6" diameter unlined cast iron pipe that has blockage in all but approximately 2" of the main as shown in the below picture:



Replacing the mains as part of this project will result in lower construction costs for the work and will complete all potential work on Fairlawn Avenue between Shirley Avenue and Sabattus Street. This work will be funded through the FY 2014 Sewer Rehab Bond and the FY 2013 Water Replacement Bond, which will have adequate funds due to the highly competitive bidding that, has been experienced this season.

### CHANGE ORDER NO. 3

BID No.: 2013-015

BID DATE: May 2, 2013

<p><b>CHANGE IN CONTRACT PRICE:</b></p> <p>Original contract Price \$ 916,039.00</p> <hr/> <p>Net changes from previous Change Orders No. <u>1</u> to No. <u>2</u> \$ 29,799.30</p> <hr/> <p>Contract Price prior to this Change Order \$ 945,838.30</p> <hr/> <p>Net Increase (decrease) of this change order \$ 61,362.90</p> <hr/> <p>Contract Price with all approved Change Orders \$1,007,201.20</p>	<p><b>CHANGE IN CONTRACT TIMES:</b></p> <p>Original Contract Times Substantial Completion: <u>October 31, 2013</u> Ready for final payment: <u>October 31, 2013</u> days or dates</p> <hr/> <p>Net change from previous Change Orders No. <u>1</u> to No. <u>2</u> <u>22</u> days</p> <hr/> <p>Contract Times prior to this Change Order Substantial Completion: <u>November 22, 2013</u> Ready for final payment: <u>November 22, 2013</u> days or dates</p> <hr/> <p>Net Increase of this change order</p> <hr/> <p>Contract Times with all approved Change Orders Substantial Completion: <u>June 1, 2014</u> Ready for final payment: <u>June 1, 2014</u> days or dates</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**RECOMMENDED:**

**APPROVED:**

**ACCEPTED:**

By: \_\_\_\_\_  
David A. Jones (Public Works Director)

By: \_\_\_\_\_  
Edward A. Barrett (City Administrator)

By: \_\_\_\_\_  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## Finance Committee

Norman J. Beuparlant  
Director of Budget/Purchasing  
[nbeuparlant@lewistonmaine.gov](mailto:nbeuparlant@lewistonmaine.gov)



### Item # 6

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Bid 2013-052 Demolition of 80 Birch Street  
**date:** October 7, 2013

Bids were opened on October 1, 2013 for the Demolition of 80 Birch Street.

It is recommended that the bid be awarded to Roland's Demolition, Auburn, Maine, low bidder at their bid price of \$5,000.

**Note:** Tipping Fees are not part of the contractor's responsibility and foundations will be sent to the Public Works Quarry on River Road at no cost to the contractor.

NJB/syt

# TABULATION

## Demolition: 80 Birch Street

**Bid: 2013-052**  
**Bid Date: 10/01/13**

<b>Roland's Demolition</b> .....	\$5,000.00
Auburn ME	
<b>Chabot's Construction</b> .....	\$7,800.00
Greene ME	
<b>Morin Excavating</b> .....	\$7,800.00
Auburn ME	
<b>St. Laurent &amp; Son</b> .....	\$8,150.00
Lewiston ME	
<b>Almighty Waste</b> .....	\$14,336.50
Auburn ME	



80 BIRCH





## Finance Committee

Norman J. Beuparlant  
Director of Budget/Purchasing  
[nbeuparlant@lewistonmaine.gov](mailto:nbeuparlant@lewistonmaine.gov)



### **Item # 7**

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Bid 2013-053 Demolition: 92 Walnut Street  
**date:** October 7, 2013

Bids were opened on October 1, 2013 for the demolition and removal of 92 Walnut Street.

I have talked with Roland's Demolition with regard to the plan for removal of 92 Walnut Street given the recommendation on 80 Birch Street.

I am satisfied that Roland's Demolition can finish both in a timely manner.

It is recommended that the award of Bid 2013-053 for the Demolition of 92 Walnut Street be given to Roland's Demolition, Auburn, Maine, low bidder at their bid price of \$5,000.

NJB/syt

# TABULATION

## Demolition: 92 Walnut Street

**Bid: 2013-053**  
**Bid Date: 10/01/13**

<b>Roland's Demolition</b> .....	\$5,000.00
Auburn ME	
<b>Morin Excavating</b> .....	\$6,295.00
Auburn ME	
<b>St. Laurent &amp; Son</b> .....	\$6,970.00
Lewiston ME	
<b>Chabot's Construction</b> .....	\$7,800.00
Greene ME	
<b>Almighty Waste</b> .....	\$17,500.00
Auburn ME	





## Finance Committee

Norman J. Beuparlant  
Director of Budget/Purchasing  
[nbeuparlant@lewistonmaine.gov](mailto:nbeuparlant@lewistonmaine.gov)



### Item # 8

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Cutting Edges for Winter Operations  
**date:** October 7, 2013

Historically, the City has bid out cutting edges alone. This year, the City joined with AVCOG in soliciting bids for eighteen (18) communities within Androscoggin County.

Only three (3) firms submitted proposals for some or all of the items required by the eighteen towns.

The bids have been reviewed by the Public Works Department and as described in the analysis, only one (1) bidder has met the requirements called for in the specifications.

At a meeting on Wednesday, October 2, 2013, a number of town Public Works Directors met at AVCOG to discuss among other topics, how to improve the specification requirements to enable towns to more easily evaluate bids submitted.

Our Fleet Superintendent ended up calling each vendor to verify what they were quoting prices on.

As noted, Viking-Cives was the only vendor quoting the required materials. The other two low cost items did not.

It is recommended that the award be made to Viking-Cives at their bid price of \$25.30/ft.

NJB/syt



## Department of Public Works

Dave A. Jones, P.E.  
Director



---

### 2013/14 CUTTING EDGE BID

The City participated in the group bid put out by AVCOG. The results are based on the information that was supplied by AVCOG. There were no specification sheets supplied by the participants of this Bid. The resulting conclusions were based on the information the Municipal Garage has collected over the years from holding our own bids, as well as calling venders to see if they had changed their suppliers.

#### Messer Truck Equipment

1"X8" Hardened Edges for plow trucks \$17.77 /ft.  
3/4"X8" Grader blades are listed in the bid results.

Volk Manufacturing is the manufacturer that supplies Messer and does not meet the specification sent out by the City.

#### Winter equipment Co.

1"X8" Hardened Edges for plow trucks \$19.95 /ft.  
3/4"X8" Grader blades are listed in the bid results.

Winter Equipment manufactures its own blades and does not meet the specification sent out by the City.

2013/14 CUTTING EDGE BID

**Viking-Cives**

1"X8" Hardened Edges for plow trucks

\$25.30 /ft.

¾"X8" Grader blades are listed in the bid results.

After contacting Viking –Cives as to the content of their bid, they are bidding the same edges that have meet are spec for several years. So there for the bid should be awarded to Viking-Cives in the amount of \$16,345.00. this price is down another \$.90 cents per foot from last years bid results.

---

David Jones Director of Public Works