

LEWISTON FINANCE COMMITTEE MEETING

Agenda

Finance Committee meeting, Monday, October 21, 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 October 7, 2013.
3. Discussion regarding City Council request for the Finance Committee to allow for value engineering with sole bidder on Simard-Payne Park Improvements Phase I.
4. Recommendation from the Purchasing Director regarding award of Bid 2013-054 Police Building Boiler Replacement.
5. Recommendation from the Purchasing Director regarding award of Bid 2013-055 Custodial Services.
6. Recommendation from the Purchasing Director regarding award of Bid 2013-037 Demolition and Removal of the former Pettingill School.
7. Other Business
8. Adjourn

FINANCE COMMITTEE LEWISTON, MAINE

**Minutes of
October 7, 2013**

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

OTHERS PRESENT: City Buildings Engineer Michael Paradis, Director of Public Works David Jones and Director of Purchasing Norman Beauparlant.

Meeting was called to order at 5:15 p.m. by Chairman Mendros.

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

VOTED:

(099-2013) To approve the minutes of the previous meeting dated September 23, 2013 and 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. Reed, seconded by Councilor Christ it was

VOTED:

(100-2013) To award Bid 2013-045 on the Armory Window Replacement to Quality Glass, Lewiston, Maine, low bidder at their bid price of \$37,788.93 for Seventy (70) double hung windows of various sizes.

VOTE: 5-0

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

VOTED:

(101-2013) To authorize Change Order #4 to the contract with Longchamps & Sons on the Jepson Brook Sewer Separation Phase IV in the amount of \$12,300.

VOTE: 5-0

FINANCE COMMITTEE MINUTES

October 7, 2013

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

VOTED:

(102-2013) To authorize Change Order #3 to the contract with Gendron & Gendron on the Jepson Brook Sewer Separation Phase III in the amount of \$61,362.90 to allow for the replacement of approximately 620 feet of water line while the street is open for the sewer.

VOTE: 5-0

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

VOTED:

(103-2013) To award Bid 2013-052 for the Demolition and removal of structures at 80 Birch Street to Roland's Demolition, Auburn, Maine, low bidder at their bid price of \$5,000.

VOTE: 5-0

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

VOTED:

(104-2013) To award Bid 2013-053 for the Demolition and removal of structures at 92 Walnut Street to Roland's Demolition, Auburn, Maine, low bidder at their bid price of \$5,000.

VOTE: 5-0

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

VOTED:

(105-2013) To award the A.V.C.O.G. (Androscoggin Valley Council of Governments) annual bid on Cutting Edges to Viking-Cives at their bid price of \$25.30/LF for Cutting Edges and Grader Blades meeting the required specifications as set by the City

VOTE: 5-0

At this time, the Purchasing Director requested that the Committee take up a Task Order for Sebago Technics to provide survey and CADD Services on the River Road Rehabilitation Project, MDOT PIN: 11599.30.

The Purchasing Director explained that the work area was on River Road from Goddard Road to Razel Way. The Purchasing Director noted that the Task Order has been approved by MDOT.

FINANCE COMMITTEE MINUTES

October 7, 2013

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

VOTED:

(106-2013) To authorize Task Order 13348 with Sebago Technics to provide survey and CADD Services on the River Road Rehabilitation MDOT Project (PIN #: 11599.30) in the amount not to exceed \$25,600 as described in the Task Order.

VOTE: 5-0

At this time, the Purchasing Director reminded the Committee that the City Council was holding a joint workshop with members of the Finance Committee and Planning Board to discuss the Simard-Payne Park Improvements Phase I on Tuesday, October 15, 2013 at 6:00 p.m. Finance Committee members were urged to attend.

VOTED:

To adjourn at 5:48 p.m.

Norman Beauparlant, Purchasing Director
Finance Committee Clerk



Finance Committee

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



Item # 3

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Simard-Payne Park Improvements Phase I (walkway)
date: October 21, 2013

At a workshop by the City Council on October 15, 2013, the City Council meeting with the Lewiston Planning Board and Finance Committee had discussions with regard to the improvements and subsequent bid received for the walkway from Lincoln Street to Oxford Street.

Following the workshop discussion and during the City Council public meeting, the Council voted to request the Finance Committee to suspend its rules to authorize staff to negotiate with the sole bidder to reduce the cost of the project while maintaining its high quality.

At this time, it is requested that the Committee take action necessary to allow for value engineering with the sole bidder and to bring back a revised proposal. The original bid has been rejected however, the contractor has expressed interest in working with the City to reduce costs.

Note:

1. The attached schedule of values will be used as a guide in working with the contractor.
2. The attached schedule from Richardson & Associates is a not to exceed amount with the actual amount to be billed with the cost dependent upon amount of effort and changes required as a result of the value engineering.

NJB/syt



City of Lewiston, Maine

Department of City Clerk

Kathleen M. Montejo, MMC
City Clerk & Registrar of Voters

Kelly J. Mercier, CMC
Deputy City Clerk



CERTIFICATION OF CITY COUNCIL ACTION

I, Kathleen M. Montejo, City Clerk of Lewiston, Maine, do hereby certify that the following action was taken by the Lewiston City Council at a public meeting of the City Council, held on Tuesday, October 15, 2013:

SIMARD-PAYNE GATEWAY PARK PROJECT

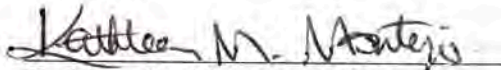
VOTE (9)

Motion by Councilor Butler, seconded by Councilor Saddleire:

That the Council request the Finance Committee to suspend its Rules and authorize staff to enter into value engineering with the contractor who bid the Simard-Payne Memorial Gateway Park project in an effort to reduce the cost of the project while maintaining its high quality.

Passed - Vote 7-0

ATTEST:


Kathleen M. Montejo, MMC
City Clerk

October 17, 2013
Date



J Pratt Construction, Inc.

**769 Paris Road, Hebron, Maine 04238
Tel: 207-740-0430 Fax 207-345-9217
Email: jprattinc@aol.com**



Sept 19, 2013

City of Lewiston
Attn: Norm Beauparlant

Re: Simard Park Schedule of Value

1. Excavation, gravel, for total project	\$ 64,000
2. Concrete Work	75,000
3. Dry Wells	17,000
4. Remove & Re-Install Rails	16,000
5. All granite and Installation	186,000
6. Landscape, including loam in planting areas	92,000
7. Electrical as shown	81,000
8. Wood Planking	18,000
9. Miscellaneous, bond, layout, flagging paving, bumpers & mark-up	34,815

Total \$ 583,815.00

Respectively submitted,

Josh Pratt



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Gateway Park - Value Engineering: Scope of Services for the City of Lewiston
Lewiston, Maine

Landscape Architecture Proposal

October 18, 2013

Richardson & Associates, Landscape Architects
11 Middle Street, Seaco, Maine 207.286.9291

I. Review Project Documents & Drawings	\$1,165.00
Analyze & Assess Contractor Pricing Returns (assumes line item breakdown)	
Mtg w/City Staff and Pratt Construction to Discuss Project Schedule and Budget Goals	
Mtg w/Pratt Construction to Discuss Project Specifics and Construction Methods/Sequencing	
II. Value Engineering Cost/Benefit Analysis	\$790.00
Develop Value Engineering Strategies and Alternatives	
Coordination w/Pratt Construction	
Discussion of VE strategy w/City (phone)	
III. Design Development of Replacement Alternatives	\$790.00
Develop New Materials Palette (where necessary)	
Confirm & Coordinate Site Utilities - if any changes	
Develop Preliminary Details (where determined necessary)	
Meeting w/City to Confirm Changes & Preliminary Pricing (phone)	
IV. Revise Technical Drawings & Modify Specifications	\$2,025.00
Revise/Re-do Technical Drawings	
Mtg w/Pratt to Review Revised Drawings & Finalize Pricing	
V. Pre-Construction and Construction Administration	\$380.00
Additional Site Visit Pre-Construction	
TOTAL (excluding Direct Expenses)	\$5,150.00
Direct Expenses Billed at Cost plus 10%:	\$515.00
Travel Expenses:	
Mileage (at IRS reimbursement rate)	
Meals and Accommodation	
Other Direct Expenses may include (but are not limited to):	
Telephone/Fax/Data	
Reprographics/Scans/Copying/Plots/Prints	
Postage/Shipping	
Photography/Processing	
Mounting	
PROJECT TOTAL	\$5,665.00



Finance Committee

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



Item # 4

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-054 Police Building Boiler Replacement
date: October 21, 2013

Bids were solicited from area contractors on the replacement of existing boilers at the Lewiston Police Station. Three (3) bids were received on October 15, 2013 and all three proposals were significantly in excess of the available funds of \$25,000 authorized for the project.

The Police Department has worked with a local HVAC contractor in developing the estimate of \$25,000 and that amount was carried in the FY 2014 budget adopted by the City Council.

In developing the specifications, the City worked with an heating consultant to develop the bid requirements for the replacement of two (2) boilers.

It is recommended that all three (3) bids be rejected at this time due to lack of funds and to rethink and then rebid the replacement of the heating system.

Note: to date, the consultant cost for the design has been \$1,200.

NJB/syt



Finance Committee

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Item # 5

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-055 Custodial Services
date: October 21, 2013

On the recommendation of the Purchasing Director, the Finance Director at its meeting of September 23, 2013 voted to terminate the contract with Capital Contractors for custodial services at Lewiston City Hall, Public Works and Solid Waste.

Bids were solicited from contractors and the proposals have been reviewed by the City Building and Facilities Supervisor.

It is recommended that the bid be awarded on a facility by facility basis as follows:

City Hall	Pathways	Year 1	\$2,247.90/month
		Year 2	2,247.90/month
		Year 3	2,315.33/month
Public Works/Water/Sewer	Pegasus	Year 1	\$1,625.00/month
		Year 2	\$1,625.00/month
		Year 3	\$1,625.00/month
Solid Waste		Year 1	\$351.00/month
		Year 2	\$351.00/month
		Year 3	\$351.00/month

NJB/syt

*Recommendations
for contract award*

CUSTODIAL SERVICES

BID #: 2013-055

October 15, 2013

PART 1: CLEANING SERVICES

City Hall

		Pegasus Cleaning Buffalo NY	Rlehen Management Dover-Foxcroft ME	Pathways Auburn ME	Jackie's Cleaning Lewiston ME	Crissy's Down Home Clean. Minot ME	
Year 1	Monthly	\$ 2,750.00	\$ 2,491.00	\$ 2,247.90	\$ 2,350.00		
	Sqare Foot	\$ 1.20	\$ 1.205	\$ 1.087			
	Year 2	Monthly	\$ 2,750.00	\$ 2,491.00	\$ 2,247.90	\$ 2,350.00	
		Sqare Foot	\$ 1.20	\$ 1.205	\$ 1.087		
		Year 3	Monthly	\$ 2,750.00	\$ 2,491.00	\$ 2,315.33	\$ 2,350.00
	Sqare Foot	\$ 1.20	\$ 1.205	\$ 1.120			

Public Works/Water & Sewer

Year 1	Monthly	\$ 1,625.00	\$ 1,330.00	\$ 1,954.00	\$ 1,625.00		
	Sqare Foot	\$ 1.14	\$ 2.616	\$ 2.540			
	Year 2	Monthly	\$ 1,625.00	\$ 1,330.00	\$ 1,954.00	\$ 1,625.00	
		Sqare Foot	\$ 1.59	\$ 2.616	\$ 2.54		
		Year 3	Monthly	\$ 1,625.00	\$ 1,330.00	\$ 2,012.00	\$ 1,625.00
	Sqare Foot	\$ 1.59	\$ 2.616	\$ 2.54			

Solid Waste Facility

Year 1	Monthly	\$ 390.00	\$ 260.00	\$ 415.00	\$ 466.67	\$ 351.00	
	Sqare Foot	\$ 3.46	\$ 3.50	\$ 5.60			
	Year 2	Monthly	\$ 390.00	\$ 260.00	\$ 415.00	\$ 466.67	\$ 351.00
		Sqare Foot	\$ 3.46	\$ 3.50	\$ 5.60		
		Year 3	Monthly	\$ 390.00	\$ 260.00	\$ 428.00	\$ 466.67
	Sqare Foot	\$ 3.46	\$ 3.50	\$ 5.77			

PART 2: ADD'L CLEANING SERVICES

Labor

/Hour	\$ 17.50	\$ 18.00	\$ 37.50	\$ 18.00	
/Square Foot	\$ 0.04	\$ 1.750	N/A		

Machine Scrubbing Hard Surface Floors

/Hour	\$ 70.00	\$ 18.00			
/Square Foot	\$ 0.07	\$ 0.21		\$ 0.20	



Finance Committee

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



Item # 6

to: Finance Committee
from: Norman Beuparlant, Purchasing Director
subject: Bid 2013-037 Demolition of the former Pettingill School
date: October 21, 2013

Bids were opened on October 10, 2013 for the Demolition and Removal of Pettingill School.

The bid specifications included two (2) unit price amounts, one for additional fill material that might be called for by the City not included in the base bid to bring the cellar hole to grade and a second for loaming and seeding as directed by the Purchasing Director.

It is recommended that the bid be awarded to Chabot's Construction, Greene, Maine, low bidder at their bid price of \$58,900.

Account Summary/Available Funds

FY 2014 Bond authorization		\$130,000
Expenses to date:		
ACM Abatement	\$29,900	
Lead Assessment and removal	7,780	37,680
Balance		\$92,320

NJB/syt

TABULATION

Demolition: Pettingill School

Bid: 2013-037

Bid Date: 10/10/13

Chabot's Construction	\$58,900.00
Greene ME	
Almighty Waste	\$68,691.00
Auburn ME	
St. Laurent & Son.	\$68,730.00
Lewiston ME	
Morin Excavating	\$72,950.00
Auburn ME	
Longchamps & Sons.	\$83,333.00
Lisbon ME	
Gendron & Gendron.	\$188,888.88
Lewiston ME	