

FINANCE COMMITTEE

MINUTES

LEWISTON, MAINE

April 28, 2003

PRESENT:

Jason Allen, Councilor Lillian LaFontaine O'Brien, Councilor Roger Philippon and Roger Provencher.

ABSENT: Robert Stone

ALSO PRESENT: Purchasing Agent Norman Beauparlant.

The meeting was called to order at 5:06 p.m. by the Clerk.

On motion of Mr. Philippon, seconded by Mr. Provencher it was

VOTED:

(39-2003) To elect Jason Allen as Chairman Pro-Tem for the meeting.

VOTE: 3-0-1
Mr. Allen abstained

On motion of Mr. Philippon, seconded by Mr. Provencher it was

VOTED:

(40-2003) To dispense with reading of the minutes of the previous meeting dated April 7, 2003 and to accept and place them on file as submitted by the Clerk.

VOTE: 4-0

The Purchasing Agent discussed the changes to the Water Treatment Chemical tabulation that had been previously distributed to the Committee. Changes were noted in the price on Item 3 Caustic Soda from Monson Companies which were incorrect in the tabulation because of the assumed delivery quantities to be those of the City of Auburn. The actual unit price would be \$6.75/cwt rather than the \$5.95/cwt for the larger quantity deliveries which Auburn has the ability to accept.

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On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Provencher it was

VOTED:

(41-2003) To award Bid LA 2003-2 on Water Treatment Chemicals to the low bidder meeting specifications on an item by item basis as follows:

<u>Vendor</u>	<u>Item/Description</u>	<u>Unit Price</u>
JCI Jones Chemicals Merrimac NH	Item 1: Gaseous Chlorine	\$37.50/cwt
	Item 2: Flouosilicic Acid	\$ 0.97/gallon
Monson Companies South Portland ME	Item 3: Caustic Soda	\$6.75/cwt

VOTE: 4-0

The Committee considered award of the bid on Street Trench Restoration in which only one proposal was received. The proposal from Pavement Treatment Inc. is the same company that performed the work last year and a comparison of the pricing was included in the recommendation. Very few firms specialize in this type of work as Pavement Treatment Inc. does.

On recommendation of the Purchasing Agent and on motion of Mr. Philippon, seconded by Mr. Provencher it was

VOTED:

(42-2003) To award Bid LA 2003-3 on Street Trench Restoration to Pavement Treatment Inc., Scarborough, Maine, only bidder at their units bid prices as follows:

<u>Method</u>	<u>Unit Price</u>
Method A	\$33.00/sq.yd.
Method B	\$36.00/sq.yd.
Method C	\$26.00/sq.yd.
Method D	\$36.00/sq.yd.

VOTE: 4-0

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Provencher it was

VOTED:

(43-2003) To award Bid 2003-10 on Architect and Engineering services for the renovations to the Maine Violations Bureau at 85 Park Street to PDT Architects, Portland, Maine, and to authorize the Purchasing Agent to negotiate the final scope of services with an upset limit of \$42,900.

VOTE: 4-0

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The Committee reviewed proposal received on Bituminous Pavement for the Public Works Department. This contract for the season’s requirements requires that the materials be picked up at the bidder’s plant. The proposals submitted by R C & Sons Paving was not considered because of their plant location in Auburn is not expected to be available until July. A comparison of the prices submitted by Blue Rock Industries, whose plant is located in Leeds, becomes greater than the prices submitted by Pike Industries because of the transportation involved with going to the Leeds plant.

On recommendation of the Purchasing Agent and on motion of Mr. Provencher, seconded by Ms. O’Brien it was

VOTED:

(44-2003) To award Bid 2003-23 on the season’s requirements of Bituminous Pavement to be picked up at the bidder’s plant to Pike Industries, Lewiston, Maine, low bidder at their unit prices listed.

<u>Description</u>	<u>Unit Price</u>	<u>Description</u>	<u>Unit Price</u>
Type 19 mm	34.75	Grade B, Course Mix	30.75
Type 12.5 mm	34.75	Grade C, Course Mix	32.25
Type 9.5 mm, stony side	34.75	Grade D, Course Mix	32.25
Type 9.5 mm, fine side	30.75	Grade E, Fine Mix	33.50
		Curbing Mix	45.50

VOTE: 4-0

On recommendation of the Purchasing Agent and on motion of Mr. Philippon , seconded by Ms. O’Brien it was

VOTED:

(45-2003) To award the bid on Lighting Fixtures for the parking area on Lincoln Street to Gilman Electric, Auburn, Maine, low bidder at their total bid price of \$25,942.

VOTE: 4-0

A Waiver of Competition was requested to award the contract for the installation of a Traffic Signal on East Avenue at the south entrance to the High School. A D Electric, Sabattus, Maine, is the only contractor providing this type of service in the Central Maine area.

On recommendation of the Purchasing Agent and on motion of Ms. O’Brien, seconded by Mr. Philippon it was

VOTED:

(46-2003) To authorize a Waiver of Competition pursuant to Section 3.3.1 of the Purchasing Policy and to award the contract for the installation of a traffic signal on East Avenue at the south end of the High School to A D Electric, Sabattus, Maine, based on their total contract price of \$84,732.

VOTE: 4-0

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On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Provencher it was

VOTED:

(47-2003) To award Bid 2003-24 on Gravel, Loam and Crushed Stone to the low bidder meeting specifications on an item by item basis as follows:

<u>Item</u>	<u>Vendor</u>	<u>City Pit</u>	<u>Job Site</u>	<u>Plant</u>
Aggregate Base	Gendron & Gendron	5.74	5.90	5.50
Aggregate Sub-Base	Gendron & Gendron	5.64	5.90	5.50
Crushed Rock	Gendron & Gendron	11.99	12.99	10.50
Loam	Beaulieu Industries	8.25	8.25	8.25

VOTE: 4-0

On recommendation of the Purchasing Agent and on motion of Mr. Philippon, seconded by Mr. Provencher it was

VOTED:

(48-2003) To award Bid 2003-25 on Precast Structures for the Public Works Department to Gagne Precast, Auburn, Maine, low bidder overall when taking into consideration the discount.

VOTE: 4-0

Chris Branch, Public Works Director, explained the process utilized in the selection of the Landscape Architect that would be available to contract with the City for various projects over the next two (2) year period. Of all the firms submitting proposals, Richardson & Associates was the best overall proposal with prices that were generally lower than the other firms and they have experience in providing these services to the City in the past.

On recommendation of the Selection Review Committee and on motion of Mr. Philippon, seconded by Mr. Provencher it was

VOTED:

(49-2003) To award RFP 2003-9 on Landscape Architectural Services to Richardson & Associates, Saco, Maine, and to further authorize the Purchasing Agent to negotiate a contract with Richardson utilizing the hourly rates included in their proposal as a basis for the contract.

VOTE: 4-0

The Public Works Director reviewed the process utilized in selecting Traffic Engineering Services that would be required by the City over the next two (2) period. Of the four (4) firms interviewed, HNTB of Westbrook was found to have the best proposal. They have provided services for mostly

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the Maine Department of Transportation and the Maine Turnpike Authority and do not represent private firms, for the greater part. This would be favorable in that they would not be any conflicts when the City reviews proposals for traffic engineering associated with various developers and their projects. The pricing submitted by HNTB was also very competitive with prices from other contractors.

On recommendation of the Selection Review Committee and on motion of Mr. Philippon, seconded by Mr. Provencher it was

VOTED:

(50-2003) To award RFP 2003-15 on Traffic Engineering Services over the next two (2) years to HNTB, Westbrook, Maine, and to authorize the Purchasing Agent to negotiate a contract with HNTB using the hourly rates submitted in their proposal as the basis of the contract.

VOTE: 4-0

At this time, the Finance Director reviewed the Fiscal Year 2004 Budget recommended by the City Administrator to the City Council. The Finance Committee's role is to review the recommended budget each year to forward a recommendation to the City Council.

The total budget recommended by the City Administrator and School Committee amounts to \$74,418,786. This budget would require a \$ 0.94 mill rate increase over the current tax rate of \$28.89. The Administrator also recommends adjustments to the budget in six (6) major policy areas that would result in a no tax rate increase. After discussions on the budget amongst Committee members, the following action was taken.

On motion of Mr. Provencher, seconded by Mr. Philippon it was

VOTED:

(51-2003) to recommend to the Mayor and City Council that serious consideration be given to the budget recommended by the City Administrator and to urge that the City Council adopt as many of the items recommended by the City Administrator that would reduce the impact of the \$0.94 tax rate increase, to zero (0).

VOTE: 4-0

VOTED:

To adjourn at 5:55 p.m.

Richard T. Metivier
Clerk
Finance Committee