

**FINANCE COMMITTEE
LEWISTON, MAINE**

**Minutes of
August 8, 2016**

PRESENT: Robert Reed, Councilor Michael Lachance, Councilor James Lysen, Paul Robinson and Nelson Peters.

OTHERS PRESENT: Finance Director Heather Hunter, P/W Fleet Operation Manager Phil Brienza, Public Works Director David Jones and Director of Budget/ Purchasing Norman Beauparlant.

Meeting was called to order at 5:30 p.m. by the Chairman.

On motion of Councilor Lachance, seconded by Councilor Lysen it was

VOTED:

(094-2016) To approve the minutes of the previous meeting dated July 25, 2016 as presented and to accept and place them on file as presented by the Clerk.

VOTE: 5-0

At this time, the Finance Director reviewed the recommendation and calculation for the Cost of Living Adjustment (COLA) for the two (2) remaining City Pensioners.

On recommendation of the Finance Director and on motion of Councilor Lysen, seconded by Mr. Robinson it was

VOTED:

(095-2016) to approve the Cost of Living Adjustment for City Pensioners by fiscal year as follows:

FY2015	1.5%	Effective 1/1/2015
FY2016	1.5%	Effective 7/1/2015
FY2017	2.0%	Effective 7/1/2016

with the total retro cost calculated to be \$1,768.54.

VOTE: 5-0

At this time, the Purchasing Director indicated that two (2) bids, one for a skid steer loader and one for a truck chassis with vacuum sweeper, had been scheduled to be opened on August 2, 2016 and that both items had been budgeted for with an estimate in excess of \$100,000. The current Finance Committee Rules require at least two bids or a pre-approval for sole source items.

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The committee first reviewed the circumstance for a single bid on the skid steer loader unit (Bid 2016-060).

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

VOTED:

(096-2016) To suspend Finance Committee Rules with regard to a single bid on Bid 2016-060 on a Skid Steer Loader, allow the Purchasing Director to open the single bid, evaluate the bid and to bring a recommendation of award back to the Committee at its next meeting.

VOTE: 5-0

The second bid 2016-061 Truck Chassis & Cab with Vacuum Sweeper had a single proposal submitted however, follow up with a second vendor showed that the vendor had intended to bid but failed to put the package together.

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

VOTED:

(097-2016) To allow an additional two (2) weeks for bids to be submitted by interested vendors supplying the single bid an opportunity to take back the unopened proposal.

VOTE: 3-2

Mr. Reed and Councilor Lysen opposed

On recommendation of the Selection Review Committee and on motion of Councilor Lysen, seconded by Mr. Robinson it was

VOTED:

(098-2016) To award the contract for RFP 2016-046 Collection System Criticality & Risk Assessment to Ted Berry Company, Livermore, Maine, at a fee not to exceed \$74,002.

VOTE: 5-0

On recommendation of the Selection Review Committee and on motion of Councilor Lysen, seconded by Councilor Lachance it was

VOTED:

(099-2016) To award the contract for RFP 2016-047 Sewer Lines & Manholes Condition Assessment to Ted Berry Company, Livermore, Maine, at a daily rate of \$3,190/8 hour day and a cost of \$200 each for the removal of protruding laterals.

VOTE: 5-0

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

VOTED:

(100-2016) To award Bid 2016-055 for three (3) single axle Truck Chassis & Cab units with plow and dump body to Freightliner of Maine, Westbrook, Maine, low bidder at their bid price of \$509,453 and to accept the trade in allowance on three (3) units of \$32,000 for a net award of \$477,453.

VOTE: 5-0

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

VOTED:

(101-2016) To award Bid 2016-056 for one (1) 4X4 Sub-Compact Tractor & Attachments to Hammond Tractor, Auburn, Maine, low bidder meeting specifications at their bid price of \$21,875.

VOTE: 5-0

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

VOTED:

(102-2016) To award Bid 2016-057 for a 500 gallon Commercial Diesel Exhaust Fluid Pumping Station to Simard & Sons, Lewiston, Maine, sole bidder at their bid price of \$41,951.48.

VOTE: 5-0

On recommendation of the Purchasing Director and on motion of Councilor Lachance, seconded by Councilor Lysen it was

VOTED:

(103-2016) To award Bid 2016-058 for three (3) ½ ton 4X4 Pick Up Trucks to O'Connor Auto, Augusta, Maine, at their bid price of \$80,919 and to accept the trade in allowance of \$4,741 for a net award of \$76,178.

VOTE: 5-0

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

VOTED:

(104-2016) To award Bid 2016-059 for one (1) Full Size 4 Door Sedan to O'Connor Auto, Augusta, Maine, at their bid price of \$21,572.

VOTE: 5-0

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On recommendation of the Purchasing Director and on motion of Councilor Lachance, seconded by Councilor Lysen it was

VOTED:

(105-2016) To extend the Master Service Agreement with CDM Smith for two (2) additional years and to authorize the department to work with CDM Smith to develop a Task Order for engineering services relating to a Redundant Transmission Water Main.

VOTE: 5-0

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

VOTED:

(106-2016) To ratify Change Order #2 to the contract with J. Pratt Construction on the Lisbon Street Road and Sidewalk Project in the amount of \$9,600.

VOTE: 4-1

Councilor Lachance opposed

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

VOTED:

(107-2016) To award the annual bid for Road Salt, bid with AVCOG, to Eastern Salt Company at their per ton price of \$56.61.

VOTE: 5-0

At this time, the Finance Director indicated that she was developing an RFP for Banking Services. The Director reviewed the various reasons for soliciting proposals and asked if members would be interested in serving on a review committee. Both Mr. Reed and Mr. Peters indicated they would be willing to assist as members.

VOTED:

To adjourn at 6:49 p.m.

Norman Beauparlant
Clerk
Finance Committee