

# **FINANCE COMMITTEE**

## **LEWISTON, MAINE**

**September 26, 2005**

**PRESENT:**

Roger Provencher, Ronald Paradis and Councilor Mark Paradis.

**ABSENT:**

Councilor Lillian LaFontaine O'Brien and Robert Reed

Meeting was called to order at 5:16 p.m. by Chairman Roger Provencher.

On motion of Mr. Mark Paradis , seconded by Mr. Ron Paradis it was

**VOTED:**

**(115-2005)** To dispense with reading of the minutes of the previous meeting dated August 29, 2005 and to accept and place them on file as submitted by the Clerk.

**VOTE: 3-0**

The Committee considered awarding of the contract to assist in the development of the Kennedy Park Master Plan to Richardson & Associates. The City solicited proposals for a consultant on the Kennedy Park Master Plan in August and received no proposals. Richardson & Associates, the consultant who the City has a master contract with for design and landscaping services in the downtown area, agreed to submit a proposal to provide consulting services for the Kennedy Park Master Plan Project. The proposed contract would cover the work scope that had originally intended in the initial request for proposals. It was noted that Richardson & Associate, had inadvertently been omitted from the initial bid.

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Ron Paradis it was

**VOTED:**

**(116-2005)** To authorize a contract with Richardson & Associates, Saco, Maine, to provide consulting services associated with the Kennedy Park Master Plan design at a fee not to exceed \$19,525.

**VOTE: 3-0**

**FINANCE COMMITTEE MINUTES**

**September 26, 2005**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Ron Paradis it was

**VOTED:**

**(117-2005)** To authorize Change Order #3 on the Southern Gateway Parking Garage with Daniel Hebert Inc., to include the following items:

- Furnish & install 2 light pole bases & conduit on Canal St. sidewalks ..... \$3,305
- Furnish & install 16 X 3/16" plates to cover glass block openings ..... \$6,694
- Furnish & install concrete curbs around 1<sup>st</sup> floor stairway landings ..... \$1,794
- Furnish & install custom parking gate operators ..... \$2,200
- Paint ends of TCY bolts ..... 7,495
- Total** ..... **\$21,488**

**VOTE: 3-0**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Ron Paradis it was

**VOTED:**

**(118-2005)** To authorize Change Order #4 on the Southern Gateway Parking Garage with Daniel Hebert Inc., for the following items:

- Furnish & install handicap ramp between Andover College & garage ..... \$6,050
- Furnish & install ornamental gateway & fence Andover College & garage ..... 11,240
- Substitute bark mulch for grass between Pontiac Bldg & garage, substitute grass w/crushed stone between Andover College & garage and modify Canal St. sidewalk per Canal Street Sidewalk revised design drawing ..... No Cost
- Total** ..... **\$17,290**

**VOTE: 3-0**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Ron Paradis it was

**VOTED:**

**(119-2005)** To authorize Change Order #3 on the Ferry Road Water Storage Tank Project with Natgun Inc., to add 3/4" copper tubing from the tank drains to check valve vaults for tank water level measurement at a total cost of \$4,212.05.

**VOTE: 3-0**

**FINANCE COMMITTEE MINUTES**

**September 26, 2005**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Ron Paradis it was

**VOTED:**

**(120-2005)** To authorize Task Order #16 to the Master Contract with Wright-Pierce, Topsham, Maine, to provide field survey services associated with the proposed CSO Storage Tank area at a total fee not to exceed \$4,300.

**VOTE: 3-0**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Mr. Ron Paradis it was

**VOTED:**

**(121-2005)** To award Bid 2005-048 for a Boat, Motor and Trailer for the Public Services Department to Hamlin's Marine, Waterville, Maine, low bidder at their total bid price of \$10,401.

**VOTE: 3-0**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Mr. Ron Paradis it was

**VOTED:**

**(122-2005)** To award bid for the season's requirements of Rock Salt solicited by the Androscoggin Valley Council of Governments to Morton Salt, low bidder at a bid price of \$45.13 per ton.

**VOTE: 3-0**

Ratification was requested on the award of a bid on a used 4 door sedan for the Public Services Department which had to be awarded within seven (7) days of the bid submittal. The award was made to Auburn Motor Sales on a 2005 Ford Taurus at a net bid price of \$13,213.75, low bidder meeting specifications.

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Mr. Ron Paradis it was

**VOTED:**

**(123-2005)** To ratify the award of Bid 2005-047 on a used 4 door sedan for the Public Services Department to Auburn Motor Sales, Auburn, Maine, low bidder meeting specifications at a net bid price of \$13,213.75.

**VOTE: 3-0**

The Finance Director discussed the results of negotiations with Cannon Cochran Management Services for third party administration of the City’s Self-Insured Workers’ Compensation Program. The renewal contract will result in a 23% reduction of the cost of administrative services during the first year of the contract.

On recommendation of the Finance Director and on motion of Mr. Provencher, seconded by Mr. Mark Paradis it was

**VOTED:**

**(124-2005)** To award the three (3) year contract with Cannon Cochran Management Services, South Portland, Maine, for third party administration of the City’s Self-Insured Workers’ Compensation Program as follows:

**Claims Administration**

Year One (1/16/06 - 1/15/07) .....	\$41,500
Year Two (1/16/07 - 1/15/08) .....	\$43,200
Year Three (1/16/08 - 1/15/09) .....	\$44,900

**Loss Control**

Hourly Rate .....	\$75
Minimum days per year .....	35

**Managed Care**

Nurse Case Management .....	\$75/hour
Access to all Networks .....	33% of Demonstrated Savings

**Underwriting**

Reinsurance Brokerage .....	10% maximum \$5,000
-----------------------------	---------------------

**VOTE: 3-0**

The Committee considered a Waiver of Competition in order to award a contract for construction of a parking lot on the site of the former Empire Theater. This project is part of a joint development agreement for development of the Island Point area at the entrance of the City’s Western Gateway. Public Services Director, David Jones indicated that the terms of the contract were reasonable and that if the City were to solicit proposals on its own, the cost would most likely be greater and it would not be completed within the time frame of November 15<sup>th</sup> that is needed in order to complete the project prior to the end of this construction season. Recent solicitations of other construction projects for fall construction have had inflated prices because of the lack of available contractors who have the necessary time required to complete the contract. After a brief discussion, the following action was taken.

**FINANCE COMMITTEE MINUTES**

**September 26, 2005**

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Mr. Ron Paradis it was

**VOTED:**

**(125-2005)** To authorize a Waiver of Competition and to award the contract for construction of a surface parking lot on the former Empire Theater site with Hallmark Construction Inc. at a total price not to exceed \$140,000.

**VOTE: 3-0**

**VOTED:**

To adjourn at 5:54 p.m.

---

Richard T. Metivier  
Clerk  
Finance Committee