

# LEWISTON FINANCE COMMITTEE

## **SPECIAL MEETING**

### Agenda

**SPECIAL** Finance Committee meeting, Monday, January 30, 2017 at 5:00 p.m. in the **Administrative Conference Room**, Lewiston City Hall.

- 1) Call meeting to order;
- 2) Recommendation from the Purchasing Director to authorize a Waiver of Competition to allow for the purchase of a fire apparatus through the Houston Galveston Area Council (HGAC Buy).
- 3) Other Business
- 4) Adjourn



# Finance Committee

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



## Item # 2

**to:** Finance Committee  
**from:** Norman Beuparlant, Purchasing Director  
**subject:** Waiver of Competition to allow City to purchase through the Houston Galveston Area Council Cooperative Buy Program  
**date:** January 27, 2017

In March of 2015 following the award of Bid 2014-061 for a Triple Combination Pumper, the City purchased the apparatus through the HGAC Buy program.

Noted in the proposal from Minuteman making use of the program will both save money if done prior to January 31, 2017 and will also lessen the time for delivery of a replacement apparatus.

It is recommended that a Waiver of Competition be authorized to allow the City to access the HGAC Buy Program and contingent upon action of the City Council on January 31, 2017, to purchase/contract with Minuteman Fire and Rescue Apparatus Inc. for the purchase of a new replacement apparatus at a cost not to exceed \$633,991.

NJB/syt

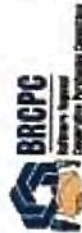
As a unit of local government, HGACBuy is well aware of the requirements state and local governments must satisfy when making purchases. This is why, for 40 years, HGACBuy has strived to make the government procurement process more efficient.

#### WHO WE ARE

HGACBuy is an award-winning, nationwide government-to-government procurement service operated by the Houston Galveston Area Council. Since beginning our services in 1975, we've assembled a team of experienced professionals, who, collectively, offer more than 150, years experience to members.

We are active throughout the United States and provide nearly 7,500 members with 40 major categories of products and services from more than 750 highly qualified contractors.

#### HGACBuy PARTNERS:

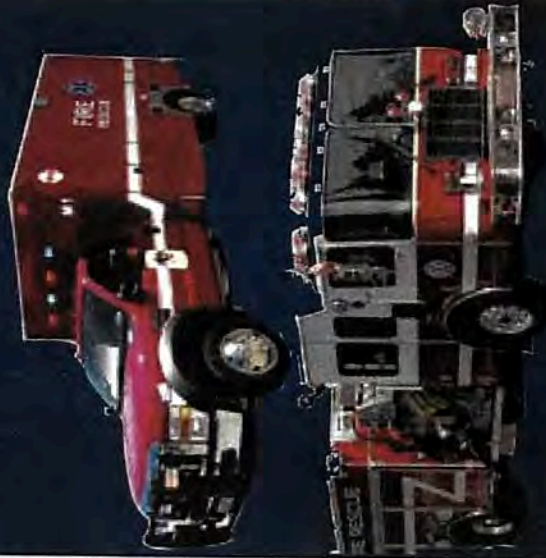


#### Competitively procured contracts available through HGACBuy:

- Alternative Energy Equipment
- Ambulances & Other Emergency Vehicles
- Auxiliary Power & Backup Generators
- Buses – Transit & Shuttle, and Trams
- Citizen Involvement & Outreach
- Current Model Cars & Light Trucks
- Direct-Hire and Temporary Staffing Services
- Earth Moving & Construction Equipment
- Electric Vehicle Charging Equipment
- Emergency Medical & Rescue Equipment
- Emergency Notification & 9-1-1
- Emergency Preparedness & Safety Equipment
- Emergency Preparedness & Disaster Recovery
- Fire Service Apparatus
- Fleet Management & Maintenance Equipment
- Grounds & Turf Equipment
- Law Enforcement Equipment
- Medium and Heavy Trucks & Truck Bodies
- Modular Buildings & Shelters
- Parks & Recreation Equipment
- Payment Kiosks
- Portable Construction & Maintenance Equipment
- Radio Communication Equipment
- Record & Playback Systems
- Refuse Containers & Lifters
- Refuse Handling Equipment
- Rentals – Equipment & Portable Facilities
- School Buses
- Sewer & Hydro-Excavation Equipment
- Street Maintenance Equipment
- Surveillance, Access Control & Security Fencing
- Sweeping Equipment
- Traffic Control, Enforcement & Signal Preemption
- Trailers – Equipment, Cargo & Specialty
- Trenchless Pipeline Rehabilitation Services
- Wireless Telecomm Equip & Services
- Wireless-VOIP Telecomm Equip & Services
- Water Meters & Associated Equipment

P.O. Box 22777  
Houston, TX 77227-2777  
1-800-926-0234  
www.hgacbuy.org

Cooperative Purchasing  
Save Time and Money



Rely on the Buy

Fire Apparatus, Ambulance  
EMS & Other Special Service Vehicles



www.hgacbuy.org



### WHY HGACBuy?

HGACBuy offers the simplest way to buy. All our contracts have been awarded by virtue of a competitive bid or RFP process in accordance with government purchasing statutes.

### HGACBuy process includes:

- Conducting products research
- Developing specifications for each product and service
- Encouraging broad vendor participation
- Issuing public bid/proposal notices
- Conducting pre-bid/pre-proposal conferences and response openings
- Evaluating bid/proposal responses
- Issuing vendor contracts awarded by the H-GAC Board of Directors
- Managing vendor contracts

For more information about HGACBuy and how we can help your government or eligible organization purchase more efficiently, call 1-800-926-0234, or visit our website at [hgacbuy.org](http://hgacbuy.org).

### WHO IS ELIGIBLE

All units of local governments, state governments, state agencies and nonprofits providing governmental services are eligible for HGACBuy membership if their states have statutes in place allowing participation in other states' co-ops.

### Entities Eligible for HGACBuy Membership

- Municipalities, Cities, Counties and State Agencies
- Councils of Government
- Schools, School Districts, Colleges, Universities
- Hospitals, Hospital Districts
- Emergency Medical Services and Services Districts
- Volunteer Fire and Rural Fire Departments
- Prevention Districts
- Special Law Enforcement Jurisdictions
- Judicial Courts and Districts
- Emergency Communications Districts
- Utility Districts (MUDs, WCIDs, Irrigation)
- Authorities (Airport, Port, River, Water, Toll Road)
- Not-for-Profit Corporations [501(c)3] providing government functions and services

## Fire Apparatus, Ambulance, EMS & Other Special Vehicles

HGACBuy offers a variety of emergency service vehicles via competitively bid contracts. We contract with the manufacturers to provide high-quality vehicles for all levels of emergency service needs. Purchasing through HGACBuy allows you to customize vehicles to meet your particular service requirements.

- Aerials
- Airport Crash
- Ambulances – Types I, II, III
- Brush Fire
- Elliptical Tanker
- HazMat
- Law Enforcement
- Mobile Command
- Other Special Services Apparatus
- Pumpers/Tankers

### HOW TO JOIN

An interlocal contract can be executed at no cost to you. You will find the ILC form on our website under "About Us." Then secure approval from appropriate authority in your organization and return the ILC form to HGACBuy for execution and to receive membership access to the program.

HGACBuy IS A PROUD MEMBER OF:

National Purchasing Institute



[www.hgacbuy.org](http://www.hgacbuy.org)

January 24, 2017

Edward A. Barrett, City Administrator

City of Lewiston

RE: Fire Pumper – Command Vehicle Motor Vehicle Accident

Ed,

On December 27, 2017 two fire department units were damaged as a result of a motor vehicle accident. The accident occurred while LFD Units were responding to a reported vehicle fire next to a building at 10 Nimitz St which is located on outer Main Street.

The adjuster hired by Maine Municipal Association determined the 2008 Ford Expedition Command Vehicle damaged in the accident could be repaired. The City of Lewiston is responsible for an insurance policy deductible of \$1,000.00 and MMA will cover the remaining repair balance of roughly \$7,400.00. The vehicle is currently being repaired by Armand's Body Shop of Lewiston. Supplemental Damage discovered as part of the repair will be covered by this claim.

The adjuster has also determined that the 2<sup>nd</sup> vehicle involved in the accident, a 2003 Emergency One Pumper, is a total loss. The attached information from the adjuster determines the value of the Pumper to be \$75,000.00. Our primary repair vendor, Northeast Apparatus of Auburn Maine, was sourced to prepare a repair estimate. During that process Northeast began by estimating the cost of labor and parts along with expense range estimates for components such as the water pump, pump valves, vehicle pump shaft, drive shaft and transmission replacement. These components were damaged and severely compromised when the Command Vehicle struck the Pumper mid-section where the water pump is located. Due to damage incurred as a result of the accident and when the estimate of repairs reached \$75,000.00, Northeast Apparatus was advised by the adjuster to stop and not pursue further repair pricing.

MMA has advised the loss value the City of Lewiston will receive for the Pumper to be \$75,000.00. Should the City wish to keep the Pumper the salvage value of the Pumper will be deducted from the \$75,000.00 loss estimate. That amount is pending; however preliminary estimates place the salvage value at \$10,000.00.

On Monday, January 23<sup>rd</sup>, I inspected a 1995 Pierce Pumper that has adequate service life and condition to fill a one year (plus) service assignment as the Lewiston Fire Department spare pumper. Through price negotiations, the Minuteman Trucks Company of Massachusetts has agreed to sell the 1995 Pumper to the City of Lewiston for \$32,000.00. At the end of the one year (plus) period needed to bid order and deliver a replacement pumper for the Lewiston Fire Department, the 1995 Pumper can be sold or retained as a training unit.

The cost of a replacement pumper is estimated to be \$600,000.00. There is a shorter order period option available to consider.

Should the City of Lewiston enter the bid process to replace the pumper, other vendors will be considered. The last three fire units purchased by the Lewiston Fire Department were purchased through the Fire Truck vendor, Pierce Manufacturing. I would strongly recommend our next pumper be purchased from the Pierce Manufacturing due to standardization and vendor support services.

Recommendations:

- I would recommend the City of Lewiston Purchase the 1995 Pierce Pumper from Minuteman Trucks Inc., Walpole, MA. Price: \$32,000.00.
- I would also recommend the City of Lewiston immediately begin the process of purchasing a new replacement pumper for the damaged Engine #7.

I have attached the following:

- Description and Price quote for a 1995 Pumper to serve as a spare unit while a replacement pumper is bid, ordered, built and delivered.
- A summary of New Purchase options for a new pumper from the Pierce Manufacturing.
- Total Loss Statement from MAIN-LY Appraisals.
- Additional Loss and Insurance information pending.

Please let me know if additional information is needed.

Sincerely,

Chief Paul M. LeClair



# MINUTEMAN FIRE & RESCUE APPARATUS, INC.

2181 Providence Highway ★ Walpole, MA 02081  
508.668.3112 ★ [www.MinutemanTrucks.com](http://www.MinutemanTrucks.com) ★ 800.225.4808

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## Engine 7 Replacement options

If we are to duplicate the last engine you purchased (Engine 4),

- Cost would be after January 31, 2017 \$651,546.00
- Cost if ordered by January 31, 2017 \$633,991.00
- 100% prepay discount to either price would reduce the cost by \$22,580.00

The above prices reflect purchasing the unit through Houston Galveston Area Council (HGAC) which is a Cooperative Purchasing program that the City of Lewiston used to purchase Engine 4. This is a program where the base truck has already gone out to bid and the Lewiston Fire Department is using the bid price to build their truck. The City of Lewiston is already a member of HGAC so no further action would be needed. Purchasing through HGAC usually results in a 1% savings from normal bid pricing. This is about a \$6400.00 savings, which is already shown in the price.

Unfortunately you are at the end of our 2016 pricing, so the numbers shown are current and upcoming pricing.

By duplicating your Engine 4 purchase, we are able to reduce the needed time to build the apparatus. By doing this, we are able to offer a 6-7 month build time, which saves about 2-3 months. So if an order was placed by next Tuesday (1/31/17) you would have a completed unit at Pierce as early as July. There are several slots available for this type of purchase and your truck falls into that program.

Your other option for replacement would be to go out to bid, which would give you a 9-12 month build time and put you into next year's pricing.

Please contact me if you have further questions.

Sincerely;

*Raymond E Smith*





# MINUTEMAN FIRE & RESCUE APPARATUS, INC.

2181 Providence Highway \* Walpole, MA 02081  
508.668.3112 \* [www.MinutemanTrucks.com](http://www.MinutemanTrucks.com) \* 800.225.4808

January 23, 2017

Chief Paul LeClair  
Lewiston Fire Department  
2 College Ave  
Lewiston, ME 04240

Chief LeClair,

The following is information regarding both the replacement purchase of Engine 7 and the purchase of the used Pierce pumper we currently have at Minuteman Fire & Rescue.

The used pumper is a 1995 Pierce Saber chassis with the following features

- Seating for 5
- High side compartments Passenger side
- Large open hosebed with canvas cover
- 1000 GPM Waterous Fire Pump, latest pump certification attached
- Deck Gun
- 750 Gallon Poly Tank
- 29,000 Miles
- Front Suction Inlet
- Front Bumper Discharge
- Two Piped crosslays
- Two non-piped crosslays
- Hydraulic Ladder Rack
- New Honda Generator
- Scene Lighting
- No Corrosion
- Exceptionally Maintained.

Cost of this unit is \$32,000 and is available for immediate delivery

This is a great unit to be used as a spare apparatus as well as being put into front line service. It is very clean. Feel free to contact the Carver Ma Fire Department regarding any other questions on this truck.

This unit is currently on hold by the City of Lewiston, pending notification on January 25th







**COUNCIL RESOLVE**

**Resolve,** Making an Appropriation from the General Fund's Unreserved Balance for the Purpose of Purchasing a Reserve Pumper for the Fire Department.

Whereas, as a result of an accident, the Fire Department will be operating without one of its front-line pumpers for a considerable period of time; and

Whereas, the presence of a reserve pumper is necessary to ensure that the Department is able to provide a consistent level of emergency response in circumstances where other front-line units may be unavailable or out of service; and

Whereas, the Department has located a 1995 pumper capable of meeting this need; and

Whereas, the cost of this unit is \$32,000; and

Whereas, once this unit is no longer required, it can be resold to partially offset the purchase price.

**Now, therefore, be it resolved by the City Council of the City of Lewiston that**

The amount of \$32,000 is hereby appropriated from the General Fund's unreserved balance for the purpose of purchasing a reserve fire pumper for the Fire Department.



CITY OF LEWISTON, MAINE

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January 31, 2017

COUNCIL RESOLVE

**Resolve,** Making an Appropriation from the General Fund's Unreserved Balance for the Purpose of Purchasing a New Pumper for the Fire Department.

Whereas, as a result of an accident, one of the Fire Department's front-line pumpers suffered considerable damage; and

Whereas, based on an evaluation by an insurance adjuster, the cost to repair this unit will exceed its current value; and

Whereas, it is essential that the Department have a complete roster of front line equipment; and

Whereas, the cost of a new unit, net of insurance settlement, is estimated to be \$541,411 plus some other minor expenses; and

Whereas, this price is available through the end of January if the unit is purchased through a cooperative purchasing program offered by the Houston Galveston Area Council, a program which the City used for its last fire pumper purchase; and

Whereas, using this purchasing process, the delivery time on a new unit will be reduced by several months;

**Now, therefore, be it resolved by the City Council of the City of Lewiston** that

The amount of \$545,000 is hereby appropriated from the General Fund's unreserved balance for the purpose of purchasing a new fire pumper for the Fire Department.