

City of Biddeford
Finance Committee
August 15, 2017 4:30 PM Council Chambers

- 1. Call to order**
- 2. Approval of the Minutes**
 - 2.1. August 1, 2017 Finance Committee Meeting Minutes
[8-01-2017 Finance Committee Minutes.rtf](#)
- 3. Signing of the expenditure warrant**
- 4. Discussion/Approval**
 - 4.1. Contract for CIPP 2017 Pipe Lining
[8-15-2017 CIPP Project-ORDER.doc](#)
[8-15-2017 CIPP Project-back up docs.pdf](#)
 - 4.2. Purchase of Trackless Sidewalk Tractor/Public Works/HP Fairfield
[8-15-2017 Sidewalk Tractor Purchase-ORDER.docx](#)
[8-15-2017 Sidewalk Tractor Bid Tab.doc](#)
 - 4.3. Purchase of Influent Screens/Wash Press/Wastewater Treatment Plant/Headworks, Inc. of Houston, Texas
[8-15-2017 Purchase of Influent Screens-ORDER.docx](#)
[8-15-2017 Purchase of Influent Screens-MEMO.doc](#)
[8-15-2017 Purchase of Influent Screens-BIDS.docx](#)
- 5. Other Business**
- 6. Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
August 1, 2017

The meeting was called to order at 5:00 pm by Council President John McCurry.

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Mike Ready, COO Brian Phinney, Finance Director Cheryl Fournier and City Clerk Carmen Morris.

Excused: Councilor Steven St. Cyr and City Manager Jim Bennett.

Approval of Minutes

Motion by Councilor Ready to approve the Minutes of July 18, 2017, seconded by Mayor Casavant, unanimous.

Motion carried, 3-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Purchase of Large-Item Machine for Recycling Facility

Motion by Councilor Ready to recommend to Council the purchase of the Large-Item Machine, seconded by Mayor Casavant, unanimous.

Motion carried 3-0.

Carry Forward of FY17 CIP Funds for McArthur Library

Motion by Councilor Ready to recommend to Council the transfer of funds in the FY17 budget to McArthur Library, seconded by Mayor Casavant.

Discussion: McArthur Library Director, Jeff Cabral, explained the carry-over.

In favor: Councilor Ready and Mayor Casavant.

Opposed: Councilor McCurry opposed.

Motion carried 2-1.

Other Business

Councilor McCurry motioned Order 2017.87, the Purchase of a Ford Explorer for the Fire Department for \$29,281.00, be adjusted to the Council Meeting Agenda tonight, seconded by Councilor Ready, unanimous.

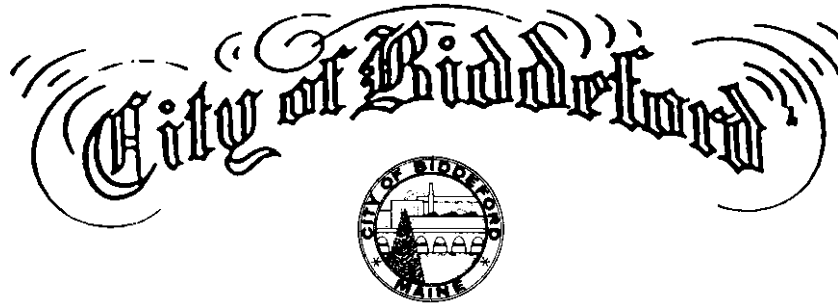
Motion carried 3-0.

Councilor Ready inquired about two properties that were put out to bid by the City. Brian Phinney explained he did receive an inquiry on the Maple Street property, he and will be speaking with the City Manager when he returns from vacation.

Motion to adjourn made by Councilor Ready, seconded by Mayor Casavant, unanimous.

Motion carried 3-0.

Adjourned at 5:10 pm.



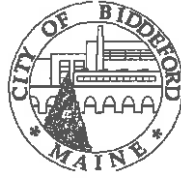
2017.89

IN BOARD OF CITY COUNCIL....AUGUST 15, 2017

BE IT ORDERED, that the City Manager be authorized to sign a unit cost contract with Green Mountain Pipeline Services of Bethel, VT for performing pipe lining and associated work in connection with the 2017 CIPP Lining Projects as per the bids opened on August 9, 2017, in the bid amount of 145,065.00, funding for this work to be provided from the City Wastewater Reserve accounts and from the 2009 voter approved sewer separation bonds.

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NOTE: The Finance Committee will review this item at their August 15, 2017 meeting.



City of Biddeford, Maine

TO: Finance Committee and City Council

FROM: Tom Milligan, P.E. City Engineer

DATE: August 9, 2017

SUBJECT: 2017 Cured in Place (CIPP) Pipe Lining Project

Cc: Alan Casavant, Mayor; James Bennett, City Manager; John McCurry, Council President; Guy Casavant, Director of Public Works; Jeff Demers, Assistant Director of Public Works Wastewater Division

The City of Biddeford requested bids by public advertisement in the Biddeford Journal Tribune for the above named project. The bid advertisement was also posted on the City of Biddeford's Web Site. The bids were opened on August 9, 2017.

The pipe lining work will be done at various locations within the City. Location maps are enclosed.

The project is part of the City's CSO Program and will reduce the infiltration of water into the sewer system thereby reducing the volume and number of CSO events that occur as well as reducing the volume of wastewater to be treated at the treatment plant.

Four (4) pipe lining firms requested the plans and specifications for the work. Four (4) firms submitted bids for the project. Bidding results are attached. Green Mountain Pipeline Services of Bethel Vt, submitted the low bid. Based on a review of the bids, check of their references, and referenced prior satisfactory work (as provided by the references contact), Green Mountain Pipeline Services appears to be qualified to perform the work. Therefore, Staff recommends that Green Mountain Pipeline Services be awarded the contract work.

The contract is a unit cost contract and only those items supplied and installed will be paid. Funding for the work will be provided from the City Wastewater Reserve accounts and from the 2009 voter approved sewer separation bonds.

Staff is respectfully requesting both the Finance Committee and City Council review and take action on the project at their August 15, 2017 meeting.

PUBLIC NOTICES

04084, appointed Personal Representative, without bond.
JOSEPH A. KIMBALL, Jr., Wells, deceased, July 10, 2017; Curlee F. All of 123 Pleasant St., Springdale, Maine, 04983, appointed Personal Representative, without bond.

ALD L. WALKER, late born, deceased, July 2017, Rodney R. Walker, 20 Everest Lane, East Arden, Maine, 04030, United Personal Representative, without bond.
JOHN W. ELLINGWOOD, of Sanford, deceased, July 10, 2017; Timothy Levent of 11 King Street, Lewiston, Maine, 04042, appointed Personal Representative, without bond.
KY L. ROCK, late of Portland, deceased, July 7, 7, Sheila J. Taglia of Harborside Rd., Wells, 04090, appointed Personal Representative, without bond.

JOHN DUFORT, late of Maine, deceased, July 10, 17, Zachary Dufort of 16 Sanford Road, Lot 21, Maine, 04090, appointed Personal Representative, without bond.
FRED GRASSEY, late of FRED B. GRASSEY, JR., ALFRED BERNARD GRASSEY, ALFRED GRASSEY, JR., ALFRED BERNARD GRASSEY, JR., late of Maine, deceased, July 11, 2017; Linda M. Grassey of 38 East Central Street, Portland, 04103, appointed Personal Representative, without bond.

JOHN S. WEBSTER, late of Lebanon, deceased, July 11, 2017; Joseph Webster of 423 Little River Road, Bangor, Maine, 04401, appointed Personal Representative, without bond.
LIZABETH WILSON, late of Wells, deceased, July 6, 2017; Steven G. Wesley of 190 Howard Street, Portland, Maine, 04103, appointed Personal Representative, without bond.
JIRK JAN VANDERHEUVEL, JR., late of Wells, deceased, July 11, 2017; Jason M. of 40 Pinhook Village, Unit 2, Wells, Maine, 04090, appointed Personal Representative, without bond.

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TRAVEL TRAILERS

2015 30' SUMMER LAND travel trailer, like new, all amenities, 1 slide out, easy towing, weighs 6,500 lbs. \$16,700 call 602-0027

NO FOREIGN CARS AND CAMPS

2001 SUNNYBROOK CAMPER, 28 ft, new tires, new rims, bathroom, vent fan, new 15 ft awning, no rot, kept in floor, like new, excellent condition, \$4000 OBO, 207-234-1395

FOR SALE

BLUE diamond point Italian glass perfume dish 1970's. \$8 call 254-9744

UNIVERSITY APARTMENTS

BAGG - 7 month, 7-1/2 bath, first, last & security, \$1200 mth, no pets, 631-6835 or 284-4819

WATERBURY - \$175 weekly, clean, efficient, no pets, no smoking, 207-4981

SEASONAL RENTALS

OCE - furnished studio, heated, 1000 sq ft, 1100 ft front porch, no pets, call 207-615-1515 \$750 mth, 207-615-1515

NOTICE OF REQUEST FOR BIDS

2017 Cured-In-Place-Pipe (CIPP) Lining Projects

The relining of existing combined sewer pipe at various locations in the City of Biddeford, Maine.

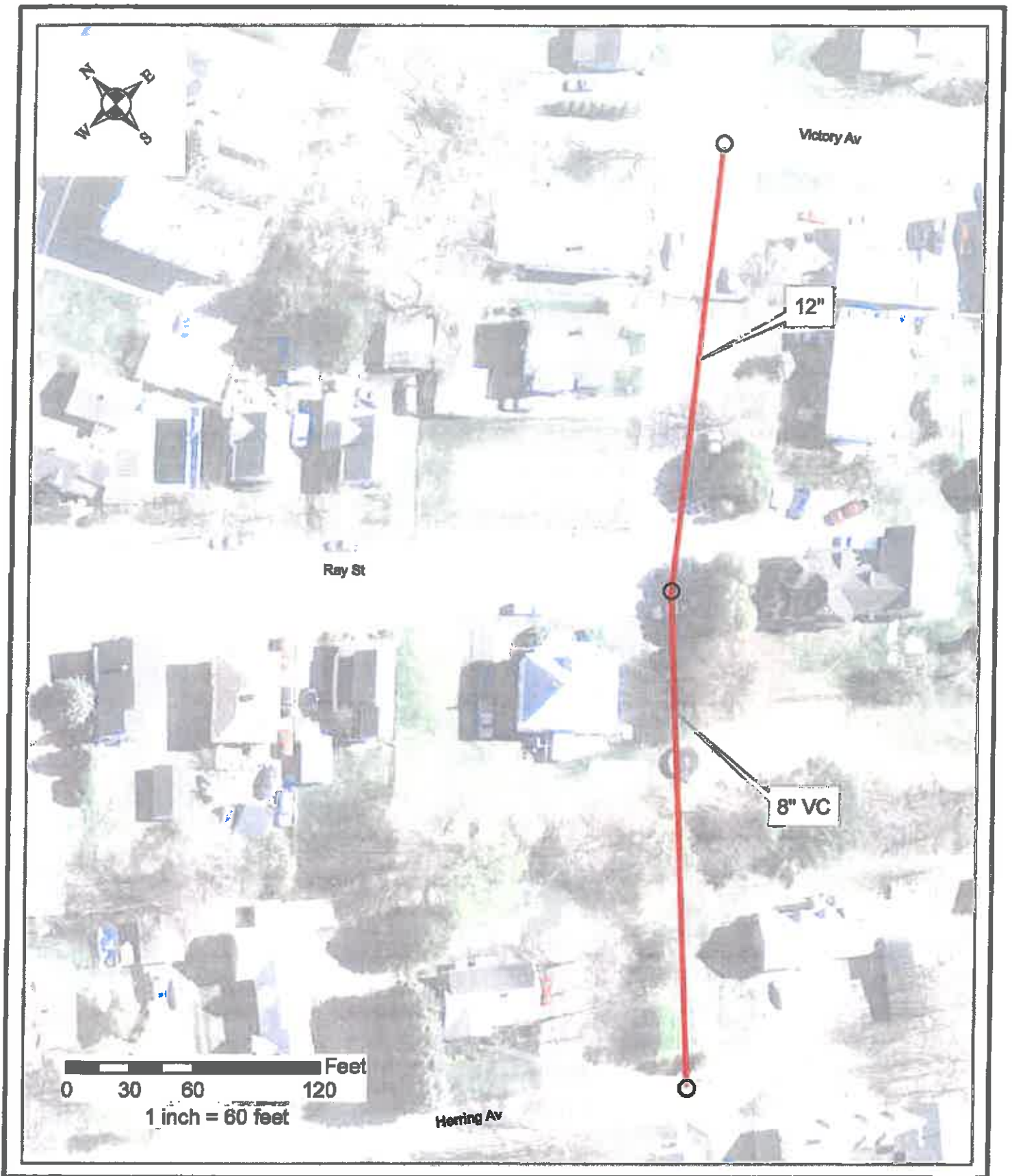
Notice is hereby given that the City of Biddeford Engineering Department is requesting sealed bids for the relining of approximately 2,955 linear feet of various sizes of existing combined sewer at various locations with a Cured-In-Place-Pipe (CIPP) liner. Bids must be received by the Engineering Department at 205 Main Street Biddeford, Maine, 04005 by 2:00 p.m. on August 3, 2017.

Bids shall be submitted on the bid form and shall state the cost per foot and the total cost for the relining of existing combined sewer with a Cured-In-Place-Pipe (CIPP) liner, including all needed operations and incidentals. The project shall be 50% completed by December 31, 2017 and completed and ready for service by June 30, 2018.

Interested parties may obtain copies of the bid documents and specifications online by clicking the documents link below at <https://www.biddfordmaine.org/rfp> or in-person from the City of Biddeford Engineering Department at 205 Main Street Biddeford, Maine 04005. All respondents must register using the online form provided on the RFP webpage. Assistance with access to the RFP and online registration form is available by calling Mr. Brian Poliney at (207) 371-0082. Bids received after the designated time will not be accepted. Project questions must be submitted online on the RFP site no later than 12 p.m. on Friday, August 11, 2017.

All bids will be required to remain valid for a period of sixty (60) days.

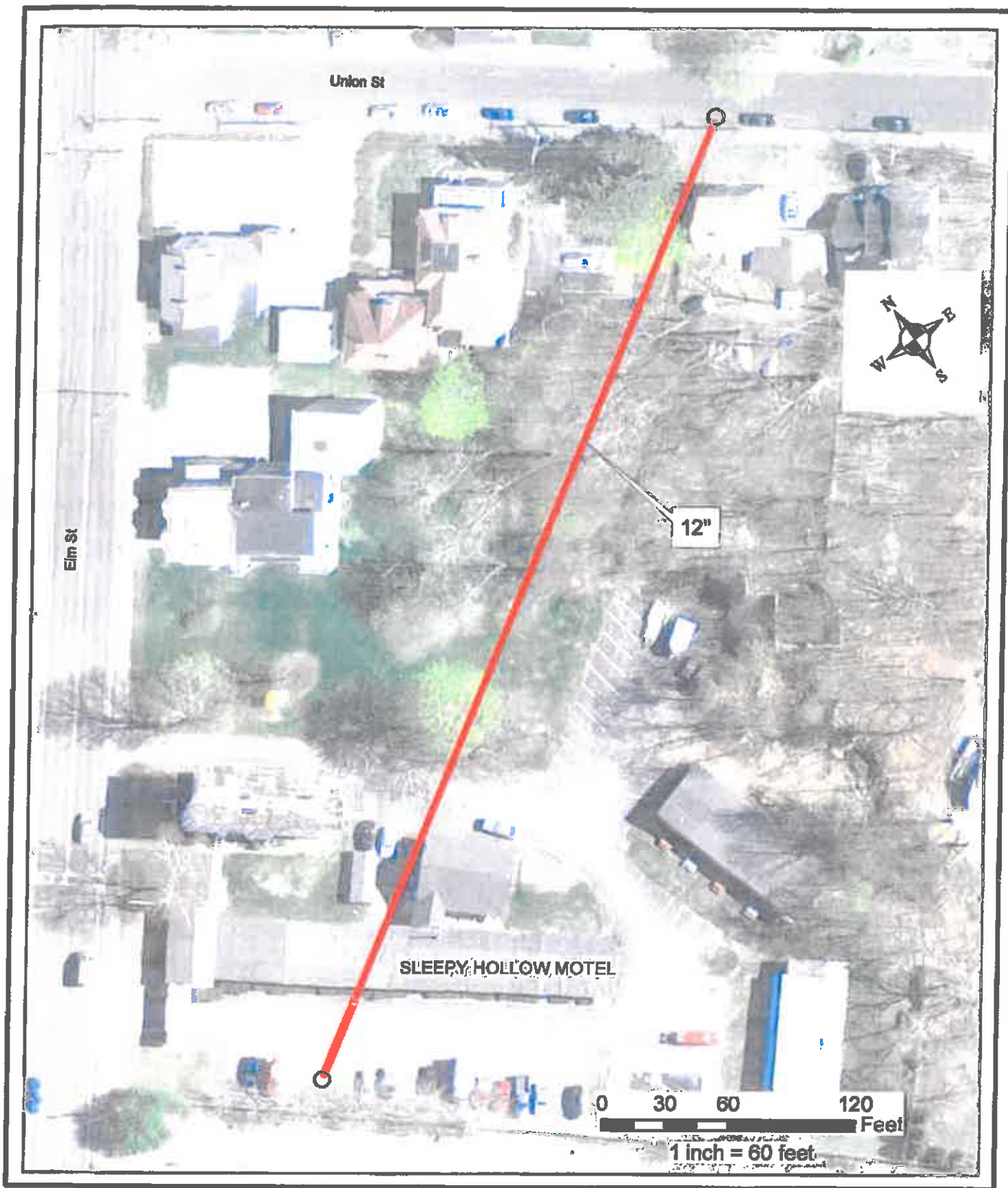
The City of Biddeford reserves the right to accept or reject any or all bids, and to negotiate with any Bidder in what it alone considers to be in the best interest of the City.



The City of Biddeford, Maine
Engineering Department - GIS Mapping
 205 Main Street · P.O. Box 586 · Biddeford, Maine 04005-0586
 Tel. 207 284-9118 · Fax 207 286-9388

2017 CIPP PROJECT
RAY ST X-COUNTRY RUN
 ○ Existing SMH

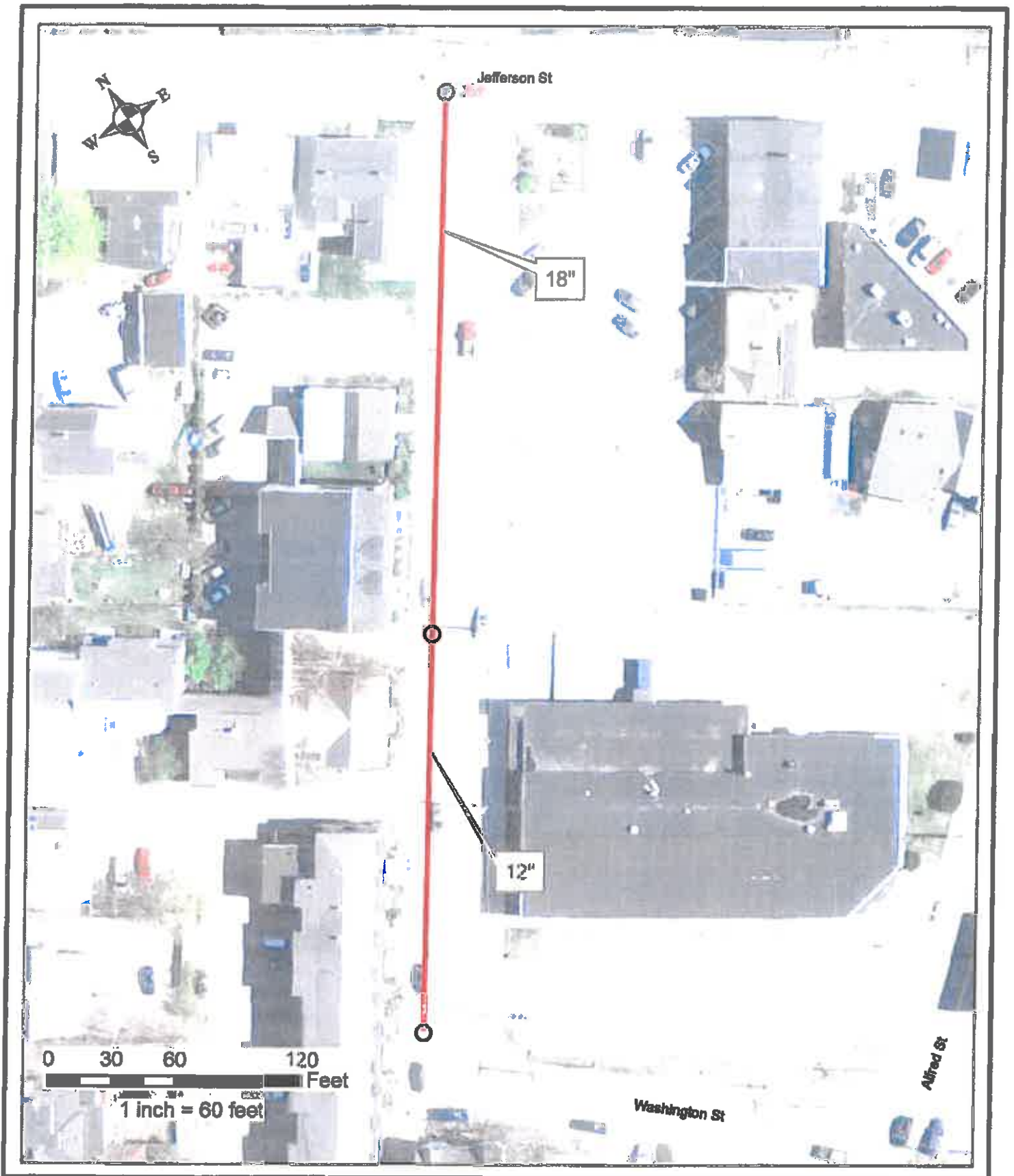
*Department of
 the City of Biddeford
 2017*



The City of Biddeford, Maine
Engineering Department - GIS Mapping
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2017 CIPP PROJECT
SLEEPY HOLLOW TO UNION STREET
 ○ Existing SMH



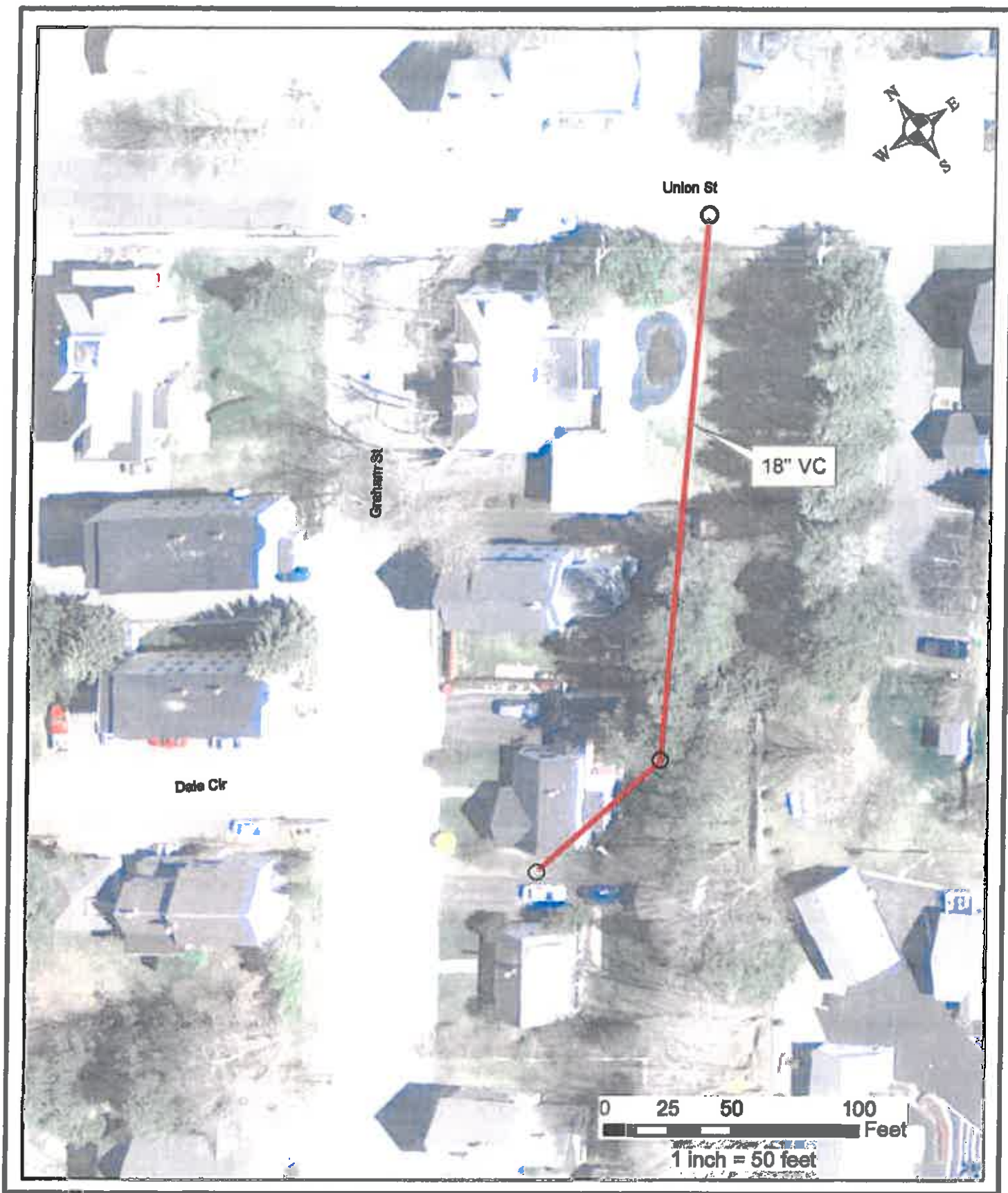


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**2017 CIPP PROJECT
 WASHINGTON STREET**

○ Existing SMH

*Strategic Department
 of the City of Biddeford
 2017*

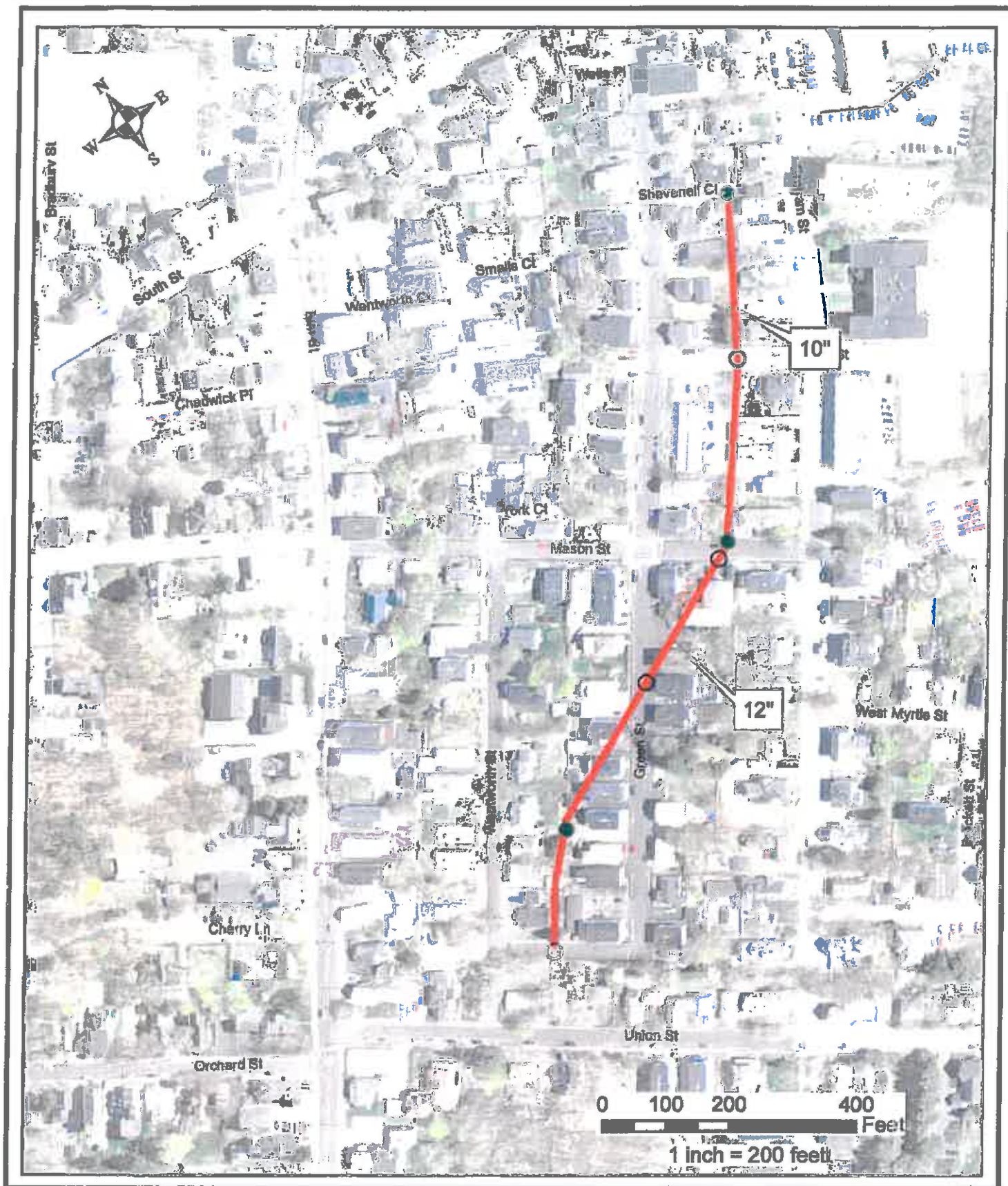


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2017 CIPP PROJECT
UNION STREET TO GRAHAM STREET

○ Existing SMH

*Special Acknowledgment
 to the GIS Mapper
 2017*

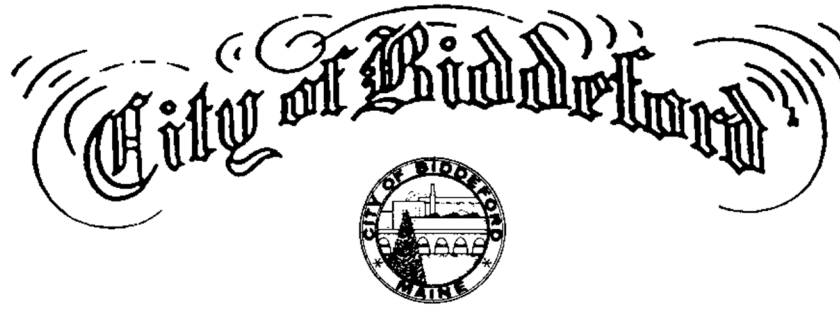


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2017 CIPP PROJECT
UNION TO SCHEVENELL

- Existing SMH
- PROPOSED SMH

*Special Agreement
 To GIS Mapper
 2017*



2017.90

IN BOARD OF CITY COUNCIL.....AUGUST 15, 2017

BE IT ORDERED, that the City Manager be authorized to purchase one (1) 2017 Trackless sidewalk tractor as per bid of August 4, 2017 (the "Equipment") from HP Fairfield (the "Vendor") and may pay the Vendor an amount not to exceed \$140,999.00 for the Equipment as follows:

1. The City of Biddeford expects to incur debt to reimburse expenditures to pay the cost of the Equipment;
2. The City of Biddeford reasonably expects that the maximum principal amount of the debt, including for reimbursement purposes, is \$140,999.00;
3. The City Manager, on behalf of the City of Biddeford, is authorized to enter into a lease purchase, loan or other financing agreement for the Equipment provided that (a) the principal amount of such agreement will not exceed \$140,999.00, (b) the term of such agreement will not exceed one hundred and twenty (120) months and (c) any obligation of the City of Biddeford to make lease or loan payments pursuant to such agreement is subject to annual appropriation by the City Council of the City of Biddeford;
4. The City Manager is authorized to advance money from the General Fund of the City for payment of the costs of the Equipment; and
5. The City Manager, on behalf of the City of Biddeford, is authorized to negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in the Equipment, upon such terms, conditions, limitations and undertakings, which the City Manager determines are necessary and proper for the acquisition and financing of the Equipment, provided that any lease purchase, loan or other financing agreement will be countersigned by both the Mayor and the Treasurer of the City of Biddeford. Without limiting the foregoing, the City Manager, on behalf of the City of Biddeford, in connection with the acquisition of the Equipment, is authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the City Manager determines is no longer useful to the City of Biddeford.

NOTE: The Finance Committee will review this item on August 15, 2017 and vote to recommend it to the City Council for approval. The lease-purchase of this item is included in the FY18 CIP budget, with a down payment of \$10,000.00

Bid Opening for Sidewalk Tractor

Present: Carl Marcotte – Public Works
Kara Cote – Public Works

Travis Baker – HP Fairfield

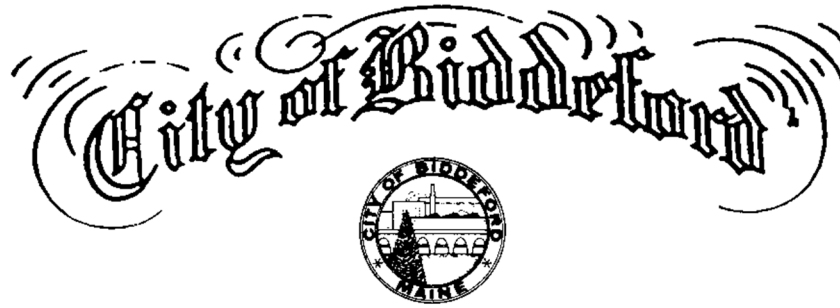
Bids were opened at the Public Works Department at 11:00am on August 4, 2017. Staff is recommending the low bid from HP Fairfield in the amount of \$140,999.00. This sidewalk tractor is budgeted in the FY18 CIP budget as a lease in line 21204-60925.

HP Fairfield

2017 Trackless Sidewalk Tractor	\$140,999.00
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WH Rose

2017 Trackless Sidewalk Tractor	\$143,566.00
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2017.91

IN BOARD OF CITY COUNCIL...AUGUST 15, 2017

BE IT ORDERED, that the City Manager be authorized to sign a purchase order for the purchase of two(2) Influent Screens from Headworks, Inc. of Houston, Texas, for a total of \$111,830.00, as bid.

Note: The funding for this project is in the Waste Water Designated Fund Balance – Influent Screens (22005-60902); and FY18 Equipment purchase (35102-60602).

MEMORANDUM
August 9, 2017

TO: Finance Committee
FROM: Jeff Demers /Assistant Director Wastewater Operations
RE: Influent Screens/Wash Press
CC: Guy Casavant /Public Works Director, Tom Milligan /City Engineer,
Dan Laflamme /Chief Operator
SUBJECT: Approval of purchase Influent screens.

RECOMMENDATION

The Public Works Department's Wastewater Division advertised for proposal's for a Screen/wash press. We received (6) proposal packages. Staff recommends that the Finance committee approve and send forward to council to authorize the Public Works Department's Wastewater Division to execute the purchase of (2) Headwork's screens to be purchased through Headwork's Inc. for a total of \$111,830.00

DISCUSSION

The Screen's play a very important part of the beginning stage for the treatment plant's process. The determination to go with Headwork's Inc. was the quality of the product and that they were the low bidder through the proposal process for the rake/screen portion.

The Water Street plant has two influent channel's requiring (2) screens one for each channel. The equipment at the plant operating today are Parkson Screens that were installed during the 1998 plant upgrade making the equipment over 18 years old and in need of replacement.

FUNDING

Funding for this project is in the Waste Water Des, fund balance – Influent Screens 22005-60902 and FY 18 Equipment purchase capital 35102-60602.

This purchase is for (2) screens only.

Regards,
Jeff Demers
Assistant Director Public Works Waste Water Dept.

Proposal Tabulation Sheet

Project: Screen/Wash Press

Proposal opening Date: July 24, 2017

Present: Jeff Demers/Asst. Director, Guy Casavant/Director, Gene Weeks/ BAU-Hopkins,
Albe Larson/ Wescor Associates.

Vendor	Rake/Screen Only	Wash/Press Only	Rake screen/ Wash Press Combo
Kusters 101 Zima Park Drive Spartanburg, SC 29301	\$64,330.00	\$44,130.00	\$89,710.00
Headworks INC. 11000 Brittmoore Park Drive Houston, TX 77041	\$55,915.00	\$50,831.00	\$106,746.00
Aqualitec 3415 S. Sepulveda Boulevard Suite 1100, Los Angeles, CA 90034	\$67,000.00	\$40,700.00	\$107,700.00
Huber INC. 9735 North Cross Court Huntersville, NC 28078	\$79,800.00	\$61,200.00	\$117,800.00
Enviro-Care 1570 St. Paul Avenue Gurnee IL 60031	\$78,192.00	\$47,774.00	\$125,966.00
WTP Equipment Corp. 83 Nuggett Court, Ontario, Canada	\$86,400.00	\$58,200.00	\$137,100.00