

City of Biddeford
Finance Committee

April 06, 2021 5:00 PM Via ZOOM

Please click the link below to join the webinar:

<https://biddeford.zoom.us/j/99866386708?pwd=bVdzRXp4eUM2QlVnZ0xpTFZJSWVGUT09>

Passcode: 790257

Or One tap mobile :

US: +16465588656,,99866386708# or +13017158592,,99866386708#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

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253 215 8782 or +1 346 248 7799**

Webinar ID: 998 6638 6708

International numbers available: <https://biddeford.zoom.us/u/aftau6hPV>

- 1. Call to order**
- 2. Approval of the Minutes**
 - 2.1. March 16, 2021 Finance Committee Meeting Minutes
[3-16-2021 Finance Committee Minutes.rtf](#)
- 3. Signing of the expenditure warrant**
 - 3.1. Warrant for 3/11/2021
Warrant for 3/16/2021
Warrant for 3/23/2021
Warrant for 3/30/2021
Warrant for 4/06/2021
- 4. Discussion/Approval**
 - 4.1. Recommendation/Purchase of (2) 2021 Police Cruisers/Quirk Ford of Augusta, Maine
[4-06-2021 Purchase of Police Cruisers-MEMO.docx](#)
 - 4.2. Award of Pavement Marking Contract/Poirier Guidelines
[4-06-2021 Pavement Markings.pdf](#)
- 5. Other Business**
- 6. Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
March 16, 2021
(Due to COVID-19, the meeting was held virtually via ZOOM)

The meeting was called to order at 5:00 p.m. by the Chair, Councilor John McCurry.

Present: Chair, Council President, John McCurry; Mayor Alan Casavant; Councilor Mike Ready; Councilor Stephen St. Cyr; City Manager, Jim Bennett; City Clerk, Carmen Morris; Finance Director, Alison Garrison, and Chief Operating Officer, Brian Phinney.

Adjustment to the Agenda

No adjustment to the agenda.

Approval of Minutes of March 2, 2021

Motion by Councilor St. Cyr to accept the minutes as printed, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Signing of Expenditure Warrants: there were no warrants to consider.

Discussion/Approval

Recommendation/Lease-Purchase of 2021 John Deere Loader w/Plow and Wing/Nortrax Equipment

Motion by Councilor St. Cyr to recommend the lease-purchase of a 2021 John Deere Loader w/Plow and Wing from Nortrax Equipment, seconded by Mayor Casavant.

(Councilor Ready did not vote due to the fact that he joined the meeting a couple minutes late)

Vote: unanimous.

Motion carries.

Recommendation/Award of Contract for South and Crescent Street Sidewalk Reconstruction Project/Dearborn Brothers Construction, Inc.

Motion by Councilor Ready to recommend the award of contract for the South and Crescent Street Sidewalk Reconstruction Project to Dearborn Brothers Construction, Inc., seconded by Councilor St. Cyr.

Discussion: Councilor St. Cyr expressed concern for not going with the lowest bidder. Public Works Director, Jeff Demers, explained that the lowest bidder did not meet the RFP requirements.

Vote: unanimous.

Motion carries.

Other Business

No other business.

Motion to adjourn made by Councilor St. Cyr, seconded by Councilor Ready.

Vote: unanimous.

Motion carries.

Adjourned at 5:06 p.m.



Finance Committee/City Council

Meeting Date: 4/6/2021

Meeting Time: 5:00 PM & 6:00PM

Agenda Item No: Council Order 2021.27

Item Description: Purchase of 2 new police cars

Submitted by: Carl Marcotte Assistant Director

Supporting Information/Documentation:

Quote from Quirk Auto Group

Executive Summary:

Approval to trade in 2 Police Cars; and purchase 2 new Cruisers

Detailed Review:

We are seeking approval to purchase and trade in 2 Police cars from Quirk Auto Group. The cars that are being traded are 2018 Ford Interceptors, one with 126,100 miles and the other with 116,711 miles on it. These cars are being replaced in an effort to get some of the higher mileage cars traded before we get into the high dollar repairs, and to help with the reliability of their use.

Price for (2) new Ford Explorers: \$67,020.00

Trade for (2) Ford Interceptors: \$10,200.00

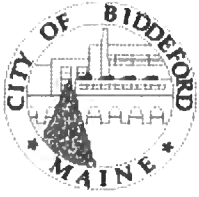
Total Price Requested: \$56,820.00

Funding Source:

These cars will be paid from the FY21 Vehicle CIP line 21204-60603

Staff Recommendation:

Staff is recommending the quote from Quirk Auto Group in the amount of \$56,820.00 with trades.



Finance Committee

Meeting Date: April 6, 2021

Meeting Time: 5:00 PM

Agenda Item No: Orders of Day

Item Description: Acceptance of Pavement Markings.

Submitted by: Jeff Demers, Director Public Works

Supporting Information/Documentation:

March 5, 2021 Request For Bids.

March 12, 2021 K-5 Company Bid.

March 15, 2021 Poirier Guidelines Bid.

March 31, 2021 Bid tabulation Form

Executive Summary:

The Public works department advertised for request for Bids for pavement markings on March 5, 2021. Public works received two Bids.

Funding Source:

Public Works received two Bids. Please see the attached Bid Tabulation. Funds for this task are appropriated in the public works road maintenance budget 21162-60462.

Staff Recommendations:

Staff Recommends the work be awarded to Poirier Guidelines for the estimated cost of \$47,875.32

CITY OF BIDDEFORD, MAINE

**PUBLIC WORKS DEPARTMENT
371 HILL STREET
BIDDEFORD MAINE 04005
PHONE 207-282-1579
FAX 207-286-9395**

REQUEST FOR PROPOSAL**PAVEMENT MARKINGS**

The City of Biddeford, Maine, is soliciting proposals from qualified contractors for the supplying and placement of pavement markings for the 2021 season. Contractors submitting proposals may be requested to supply evidence of qualifications for review by the Public Works Director. Contractors submitting proposals must also provide proof of liability insurance in the amount of at least \$500,000.00.

The selected contractor shall be required to coordinate its work according to the schedule established by the Public Works Director. The majority of the work will be scheduled for the spring of 2021. Please see attached listing for proposed pavement markings for this period. The City of Biddeford reserves the right to add or subtract from said list of pavement markings without liability and without renegotiation of unit prices.

Proposals are to be submitted to the Public Works Department, 371 Hill Street, Biddeford, Maine 04005 in a sealed envelope marked "Pavement Markings Proposal by 1:00 PM on Friday March 26, 2021. Proposals shall be opened at that time and place.

Proposals shall be identified by unit price per linear foot or per each for line items on estimated quantities supplied herein. The City of Biddeford, Maine, reserves the right to add to or subtract from the estimated quantities identified without any jeopardy or liability. Unit prices submitted shall remain in effect regardless of actual quantities of work preformed.

All proposals shall become the property of the City of Biddeford, Maine. The City of Biddeford, Maine, reserves the right to accept or reject any or all proposals if it is deemed in the best interest of the City.

Questions pertaining to this Request for Proposals should be directed to the Director of Public Works, Mr. Jeff Demers at the Public Works Department located at 371 Hill Street, Biddeford, Maine. They can be reached at 207-282-1579.

**PROPOSAL FORM
PAVEMENT MARKINGS**

Proposals shall identify a unit price per linear foot for all line items. Unit prices shall include all cost associated with supplying, delivering and placement of all markings in accordance with the 1995 Maine D.O.T. specifications manual section 627- pavement markings and section 708-paints and preservatives. All pavement lines and markings shall be applied in accordance with the Manual on Uniform Traffic Control Devices. Paint shall meet the requirements of AASHTO M248, Type F – fast dry traffic paint. Glass beads shall conform to the requirements of AASHTO M247, Type I. Note: all items shall include glass beads at the rate of 4.5 pounds per gallon.

Estimated quantities are identified for the purpose of comparing proposals. Quantities may vary depending on conditions and issues encountered during the program. Unit prices submitted shall apply regardless of final quantities at the completion of the program. Contractors shall abide by all OSHA Rules & Regulations and by all State and Local ordinances regarding construction activities.

ITEM	EST. QUANTITY	UNIT PRICE	TOTAL
4" double solid yellow line / lf	266,265 lf	<u>.098</u>	<u>26,093.97</u>
4" single solid yellow line / lf	4,350 lf	<u>.049</u>	<u>213.15</u>
4" solid white line / lf	311,475 lf	<u>.049</u>	<u>15,262.28</u>
4" broken yellow line / lf	6,075 lf	<u>.049</u>	<u>297.68</u>
4" broken white line / lf	13,050 lf	<u>.049</u>	<u>639.45</u>
12" solid white divider/stop line/lf	7,970 lf	<u>.52</u>	<u>4,144.40</u>
ARROWS / ea.	250 ea.	<u>20.00</u>	<u>5,000.00</u>
LETTERS / ea.	165 ea.	<u>8.00</u>	<u>1,320.00</u>
Total:			<u>52,970.92</u>

COMPANY NAME:

K5 Corporation

AUTHORIZED REPRESENTATIVE:



TITLE:

President

DATE OF SUBMITTAL:

3-23-201

PROPOSAL FORM PAVEMENT MARKINGS

Proposals shall identify a unit price per linear foot for all line items. Unit prices shall include all cost associated with supplying, delivering and placement of all markings in accordance with the 1995 Maine D.O.T. specifications manual section 627- pavement markings and section 708-paints and preservatives. All pavement lines and markings shall be applied in accordance with the Manual on Uniform Traffic Control Devices. Paint shall meet the requirements of AASHTO M248, Type F – fast dry traffic paint. Glass beads shall conform to the requirements of AASHTO M247, Type I. Note: all items shall include glass beads at the rate of 4.5 pounds per gallon.

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ITEM	EST. QUANTITY	UNIT PRICE	TOTAL
4" double solid yellow line / lf	266,265 lf	<u>.087</u>	<u>23,165.06</u>
4" single solid yellow line / lf	4,350 lf	<u>.045</u>	<u>195.75</u>
4" solid white line / lf	311,475 lf	<u>.045</u>	<u>14,016.38</u>
4" broken yellow line / lf	6,075 lf	<u>.045</u>	<u>273.38</u>
4" broken white line / lf	13,050 lf	<u>.045</u>	<u>587.25</u>
12" solid white divider/stop line/lf	7,970 lf	<u>.50</u>	<u>3,985.00</u>
ARROWS / ea.	250 ea.	<u>17.00</u>	<u>4,250.00</u>
LETTERS / ea.	165 ea.	<u>8.50</u>	<u>1,402.50</u>
Total:			<u>47,875.32</u>

COMPANY NAME:

Poirier Guidelines

AUTHORIZED REPRESENTATIVE:

Matthew King

TITLE:

Owner

DATE OF SUBMITTAL:

3/24/2021

3/26/2021

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