

City of Biddeford
Finance Committee
April 04, 2023 5:00 PM Council Chambers & Zoom

Please click this URL to join:
<https://biddeford.zoom.us/j/92216013815?pwd=ZzBkeGJvR3JhUjlpZlplTzlnYk9zZz09>

Webinar ID: 922 1601 3815
Passcode: 677806

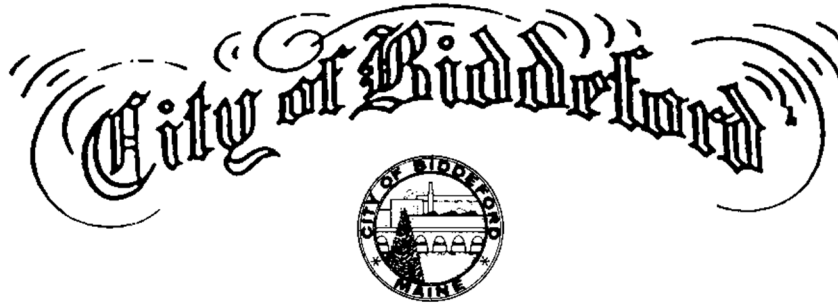
Or One tap mobile:
+13052241968,,92216013815# US
+13092053325,,92216013815# US

Or join by phone:
Dial (for higher quality, dial a number based on your current location):
US: +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799

International numbers available: <https://biddeford.zoom.us/j/abRto9T49>

Status: In-Person and via Zoom; Council Chambers; 5:00 p.m.

- 1. Call to order**
- 2. Approval of the Minutes**
- 3. Signing of the expenditure warrant**
- 4. Discussion/Approval**
 - 4.1. 2023.26) Pavement Markings
[20230404 2023.26\) Pavement Markings-ORDER](#)
[20230404 Pavement Markings - MEMO](#)
[20230404 Pavement Markings Proposal Form](#)
[20230404 Pavement marking Bid Tabulation](#)
 - 4.2. REMOVE FROM AGENDA- 2023.27) Downtown Cameras
[20230404 2023.27\) Downtown Cameras-ORDER](#)
[20230404 Downtown Cameras - MEMO](#)
[2023.27\) Downtown Cameras](#)
 - 4.3. 20230404 2023.23) Gale Associates
[20230404 2023.23\) Authorization - West Apron Reconstruction Grant - Gale Associates & Shaw Brothers Constrction - ORDER](#)
[20230404 2023.23\) Gale Associates - MEMO](#)
- 5. Other Business**
- 6. Adjournment**



2023. 26

IN BOARD OF CITY COUNCIL... April 4, 2023

BE IT ORDERED, that the City Council authorizes the City manager to execute and agreement with Poirier Guidelines for the estimated cost of \$63,801.09 for pavement marking services.

Attest by: _____



Finance Committee

Meeting Date: April 4, 2023

Meeting Time: 6:00 PM

Agenda Item No: 4.1

Item Description: 2023.26) Acceptance of Pavement Marking services

Submitted by: Jeff Demers, Director Public Works

Supporting Information/Documentation:

March 5, 2023 Request For Bids.

March 22, 2023 K-5 Company Bid.

March 22, 2023 Poirier Guidelines Bid.

March 22, 2023 On-The-Line, Inc. Bid

March 23, 2023 Bid tabulation Form

Executive Summary:

The Public works department advertised for request for Bids for pavement markings on March 5, 2023. Public works received three Bids.

Detailed Summary:

The Public Works Dept. solicits a bid for pavement marking services annually. Public Works received three Bids. Please see the attached Bid Tabulation

Funding Source:

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 \$63,801.09

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 2020 Maine D.O.T. specifications manual section 627- pavement markings. 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>\$ 0.099</u>	<u>\$ 26,360.24</u>
4" single solid yellow line / lf	4,350 lf	<u>\$ 0.099</u>	<u>\$ 430.65</u>
4" solid white line / lf	311,475 lf	<u>\$ 0.099</u>	<u>\$ 30,836.03</u>
4" broken yellow line / lf	6,075 lf	<u>\$ 0.099</u>	<u>\$ 601.42</u>
4" broken white line / lf	13,050 lf	<u>\$ 0.099</u>	<u>\$ 1,291.95</u>
12" solid white divider/stop line/lf	7,970 lf	<u>\$ 0.792</u>	<u>\$ 6,312.24</u>
ARROWS / ea.	250 ea.	<u>\$ 43.75</u>	<u>\$ 10,937.50</u>
LETTERS / ea.	165 ea.	<u>\$ 10.50</u>	<u>\$ 1,732.50</u>
Total :			<u>\$ 78,502.53</u>

COMPANY NAME:

On The Line, Inc

AUTHORIZED REPRESENTATIVE:

Nick Pelletier

TITLE:

Operations Manager/Estimator

DATE OF SUBMITTAL:

**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 2020 Maine D.O.T. specifications manual section 627- pavement markings. 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>.116</u>	<u>30,886.74</u>
4" single solid yellow line / lf	4,350 lf	<u>.061</u>	<u>265.35</u>
4" solid white line / lf	311,475 lf	<u>.061</u>	<u>18,999.98</u>
4" broken yellow line / lf	6,075 lf	<u>.061</u>	<u>370.58</u>
4" broken white line / lf	13,050 lf	<u>.061</u>	<u>796.05</u>
12" solid white divider/stop line/lf	7,970 lf	<u>.67</u>	<u>5,339.90</u>
ARROWS / ea.	250 ea.	<u>19.00</u>	<u>4,750.00</u>
LETTERS / ea.	165 ea.	<u>14.50</u>	<u>2,392.50</u>
Total :			<u>63,801.10</u>

COMPANY NAME:

Poirier Guidelines

AUTHORIZED REPRESENTATIVE:

Matthew King

TITLE:

Owner

DATE OF SUBMITTAL:

3/17/23

**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 2020 Maine D.O.T. specifications manual section 627- pavement markings. 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	\$0.15	\$39,939.75
4" single solid yellow line / lf	4,350 lf	\$0.08	\$348.00
4" solid white line / lf	311,475 lf	\$0.08	\$24,918.00
4" broken yellow line / lf	6,075 lf	\$0.08	\$486.00
4" broken white line / lf	13,050 lf	\$0.08	\$1,044.00
12" solid white divider/stop line/lf	7,970 lf	\$0.73	\$5,818.10
ARROWS / ea.	250 ea.	\$30.00	\$7,500.00
LETTERS / ea.	165 ea.	\$10.00	\$1,650.00
Total :			\$81,703.85

COMPANY NAME:

K5 Corporation

AUTHORIZED REPRESENTATIVE:

Kathy DeLong

TITLE:

President

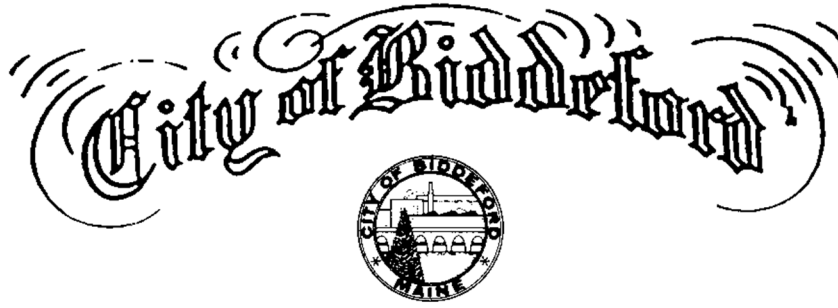
DATE OF SUBMITTAL:

03/20/2023

**BIDDEFORD PUBLIC WORKS DEPARTMENT
PAVEMENT MARKING
BID TABUALTION**

3/28/2023

ITEM	ESTIMATED QUANTITY	Poirier Guidelines		K5 Corporation		On-The-Line, Inc.	
		UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
4" Double Solid Yellow Line / If	266,265	\$0.116	\$30,886.74	\$0.15	\$39,939.75	\$0.099	\$26,360.235
4" Single Solid Yellow Line / If	4,350	\$0.061	\$265.35	\$0.08	\$348.00	\$0.099	\$430.650
4" Solid White Line / If	311,475	\$0.061	\$18,999.98	\$0.08	\$24,918.00	\$0.099	\$30,836.025
4" Broken Yellow Line / If	6,075	\$0.061	\$370.58	\$0.08	\$486.00	\$0.099	\$601.425
4" Broken White Line / If	13,050	\$0.061	\$796.05	\$0.08	\$1,044.00	\$0.099	\$1,291.950
12" Solid White Divider/Stop Line/ If	7,970	\$0.67	\$5,339.90	\$0.73	\$5,818.10	\$0.792	\$6,312.240
Arrows / ea	250	\$19.00	\$4,750.00	\$30.00	\$7,500.00	\$43.75	\$10,937.500
Letters / ea	165	\$14.50	\$2,392.50	\$10.00	\$1,650.00	\$10.50	\$1,732.500
TOTALS (based upon estimated quantities):			\$63,801.09		\$81,703.85		\$78,502.53



2023. 27

IN BOARD OF CITY COUNCIL... April 4, 2023

BE IT ORDERED, that the City Council does hereby authorize the City Manager to execute an agreement with Minuteman Security Technologies in the amount of \$80,255.06 for the purchase and installation of Downtown Cameras.

Attest by: _____



Finance Committee

Meeting Date: April 4, 2023

Meeting Time: 6:00 PM

Agenda Item No: 4.2

Item Description: 2023.27) Authorization/Purchase and Installation of Downtown Cameras for Minuteman Security Technologies

Submitted by: JoAnne Fisk, Acting Chief of Police

Supporting Information/Documentation:

See attached document

Executive Summary:

Minuteman Security Technologies has installed fourteen security camera systems along the Main Street to Water Street corridor, including cameras throughout Mechanics Park. This work included three replacement exterior cameras at the Police Department. This work was approved by Chief Beaupre prior to his retirement and has been completed.

Detailed Summary:

Funding Source:

The total for the work is \$80,255.06. The funds would come from Asset Forfeiture 31119-40576.

Staff Recommendations:

Staff Recommends payment to Minuteman Security Technologies in the amount of \$80,255.06

Fisk, JoAnne

From: Peter Green <pgreen@minutemanst.com>
Sent: Tuesday, March 28, 2023 7:28 PM
To: Fisk, JoAnne
Subject: Fwd: Biddeford Police

EXTERNAL: This email originated from outside of the City of Biddeford email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sent from my iPhone

Begin forwarded message:

Peter Green

Chief Revenue Officer
Minuteman Security & Life Safety

Office: 978-783-0018
Mobile: 207-831-0542
pgreen@minutemanst.com
minutemanST.com
1 Connector Road, Andover, MA, 01810



From: Angela Wilder <awilder@minutemanst.com>
Date: March 28, 2023 at 2:18:45 PM PDT
To: Peter Green <pgreen@minutemanst.com>
Subject: FW: Biddeford Police

7200 / Parking Lot Replacement Cameras	INV#82979	\$4,996.15
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Total of all three is **80,255.06**

Angela Wilder

Finance Manager, ME/FL/IL
Minuteman Security & Life Safety

Office: 207-464-0018
Mobile: 207-894-0295
awilder@minutemanst.com
minutemanST.com
42 Industrial Park Rd, Saco, ME, 04072





Minuteman Security
Technologies
1 Connector Road
Andover, MA 01810
(207) 464-0018

Date	Invoice
01/20/2023	84529
Account	
Biddeford Police D	

Bill To:
Biddeford Police Department Attn: Roger Beaupre 39 Alfred Street Biddeford, ME 04005 United States

Ship To
Biddeford Police Department Attn: Roger Beaupre 39 Alfred Street Biddeford, ME 04005 United States

Terms	Due Date	PO Number	Reference
Net 30	02/19/2023		

Project Name	Main/Water St 360 Camera		
Billing Type	Standard		
Company Name	Biddeford Police Department		
Contact Name	Roger Beaupre		
Other Charges	Quantity		
Billable Other Charges			
PNM-9085RQZ1: Wisenet P Multi 5MPx4 Outdoor Dome, PTRZ w/IR	3.00		
SBP-317HMW: Can be used with PNM-9084RQZ/9085RQZ. Mount scre	3.00		
SBP-390WMW2: Wall Mount Accessory 2x knock out built-in com	3.00		
SBP-300NBW: Installation Back box compatible with (SBP-300WM	3.00		
SBP-300PMW1: Pole Mount Base for Wall Mount, White	2.00		
EVIP01: (1) Pro IP Camera License	4.00		
XNO-8080R: Wisenet X powered by Wisenet 5 network IR outdoo	1.00		
WAYPOINT17A: Power Supply, Waypoint Series, 24Vac@7.25A Or 28	2.00		
775600-11DBS: CAT6 DIRECT BURIAL	500.00		
E-100BTX-FX-05: Fast Ethernet Stand-Alone Media Converter	6.00		
MISC-S-Inactive: Misc Security Installation Materials	1.00		
TPE-TG52: TRENDnet TPE-TG52 5-Port Gigabit PoE+ Switch, 32W, 10Gbps	1.00		
MISC-S: Misc Security Installation Materials	1.00		

Fixed Fee		
We thank you for your business! Advancing Security, Life Safety, and Communications	Invoice Subtotal:	\$22,577.05
	Sales Tax:	\$0.00
	Invoice Total:	\$22,577.05
	Payments:	\$0.00
	Credits:	\$0.00
	Balance Due:	\$22,577.05

IMPORTANT

We are updating our records. If you are tax exempt, please forward your most recent tax-exempt certificate to ar@minutemanst.com.



Minuteman Security
Technologies
1 Connector Road
Andover, MA 01810
(207) 464-0018

Date	Invoice
02/14/2023	86079
Account	
Biddeford Police D	

Bill To:
Biddeford Police Department Attn: Accounts Payable 39 Alfred Street Biddeford, ME 04005 United States

Ship To
Biddeford Police Department Attn: Accounts Payable 39 Alfred Street Biddeford, ME 04005 United States

Terms	Due Date	PO Number	Reference
Net 30	03/16/2023		

Project Name	City Cameras
Billing Type	Standard
Company Name	Biddeford Police Department
Contact Name	Accounts Payable
Other Charges	Quantity
<u>Billable Other Charges</u>	
PNM-9085RQZ1: Wisenet P Multi 5MPx4 Outdoor Dome, PTRZ w/IR	6.00
SBP-317HMW: Can be used with PNM-9084RQZ/9085RQZ. Mount scre	6.00
SBP-390WMW2: Wall Mount Accessory 2x knock out built-in com	6.00
SBP-300NBW: Installation Back box compatible with (SBP-300WM	6.00
SBP-300PMW1: Pole Mount Base for Wall Mount, White	6.00
EVIP01: (1) Pro IP Camera License	6.00
VLS-LSM-B: LONGSPAN MAX BASE. Hi-Power, up to 90W long-range Ethernet	6.00
VLS-LSM-C: LONGSPAN MAX CAMERA. Hi-Power, up to 90W long-range Ethern	6.00
MISC-S: Misc Security Installation Materials	1.00
SBP-300PMW1: Pole Mount Adapter Accessory, use with SBP-300WMW1, White color, made	1.00
WAYPOINT17AU: CCTV Power Supply Outdoor 2 Fused Outputs 24/28VAC @ 7.25A 11	1.00
NBE-5AC-GEN2-US: 5GHz NanoBeam ac Gen2 19dBi US	2.00

MISC-S: Misc Security Installation Materials		1.00
Fixed Fee		
We thank you for your business! Advancing Security, Life Safety, and Communications	Invoice Subtotal:	\$52,681.86
	Sales Tax:	\$0.00
	Invoice Total:	\$52,681.86
	Payments:	\$0.00
	Credits:	\$0.00
	Balance Due:	\$52,681.86

IMPORTANT
We are updating our records. If you are tax exempt, please forward your most recent tax-exempt certificate to ar@minutemanst.com.



Minuteman Security
Technologies
1 Connector Road
Andover, MA 01810
(207) 464-0018

Date	Invoice
12/27/2022	82979
Account	
Biddeford Police D	

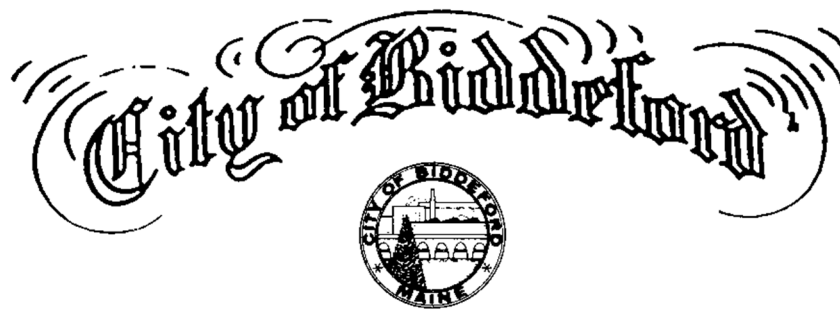
Bill To:
Biddeford Police Department Attn: Accounts Payable 39 Alfred Street Biddeford, ME 04005 United States

Ship To
Biddeford Police Department Attn: Accounts Payable 39 Alfred Street Biddeford, ME 04005 United States

Terms	Due Date	PO Number	Reference	
Net 30	01/26/2023			

Project Name	Parking Lot Replacement Cameras		
Billing Type	Standard		
Company Name	Biddeford Police Department		
Contact Name	Accounts Payable		
Other Charges	Quantity		
Billable Other Charges			
PNM-9022V: WN7 Panoramic Multi-sensor camera, 180° view, (2MP X 4 sens	1.00		
SBP-276HMMW: Cap adapter for the PNM-9084QZ, PNM-8082VT, PNM-9022V, PNM-	1.00		
SBP-300WMW1: Wall Mount Accessory (white), Compatible with white hanging	1.00		
SBP-300NBW: Installation Back box compatible with (SBP-300WMW, SBP-300W	1.00		
QNO-8080R: Wisenet Q network outdoor vandal bullet camera, 5MP @ 30fps	2.00		
SBO-126B: IR bullet camera back box. (XNO-L6080R, QNO-8080R)	2.00		
MISC-S: Misc Security Installation Materials	1.00		
Fixed Fee			
We thank you for your business! Advancing Security, Life Safety, and Communications	Invoice Subtotal:		\$4,996.15
	Sales Tax:		\$0.00
	Invoice Total:		\$4,996.15
	Payments:		\$0.00
	Credits:		\$0.00
	Balance Due:		\$4,996.15

IMPORTANT



2023.23

IN BOARD OF CITY COUNCIL... April 4, 2023

BE IT ORDERED, that the Biddeford City Council authorizes the City Manager to instruct Gale Associates to proceed with preparation and submittal of a formal grant application to the Federal Aviation Administration in the amount not to exceed \$795,000 for the West Apron Reconstruction Project at the Biddeford Municipal Airport (B19), requiring a 5% local match not to exceed \$39,750.

BE IT FURTHER ORDERED, that upon successful award of the grant, the City Manager may accept the grant and authorize Gale Associates as the engineer and Shaw Brothers as the low-bid contractor to proceed with the work in accordance with all grant conditions and requirements.



Finance Committee

Meeting Date: 4/04/2023

Meeting Time: 6:00 pm

Agenda Item No: 4.3

Item Description: Authorization Reconstruct West Apron

Submitted by: Airport Commission / Jeff Demers

Supporting Information/Documentation:

Gale contract

Executive Summary:

The Airport Commission along with the Public Works Department is seeking approval for the Reconstruction of the West Apron with associated aircraft tie downs anchors, markings, and drainage. All work is to be performed on the City of Biddeford's Airport property, with the anticipated assistance of a Department of Transportation (D.O.T), grant of \$795,000

Detailed Review:

Gale Associates serves as the engineer for projects at the Biddeford Municipal Airport and has served in that capacity for approximately the last 10-years through various competitive bid solicitations. Generally, as FAA grants become available Gale Associates prepares the required preliminary design plans and obtains competitive bids for a specific scope of work. The design and project cost is then discussed with FAA and if within the grant threshold FAA authorizes the project to move forward through a formal grant application for FAA award for construction. The West Apron project follows this outline. The Public Works Department and the Biddeford Airport Commission request authorization for Gale Associated to move forward with the FAA grant application for reconstruction of the West Apron using Shaw Brothers Construction as the low-bid contractor for the work.

If awarded, grant funding covers 95% of the project with contributions from both FAA and DOT with a 5% match from the City. Grant award is anticipated during Federal Fiscal Year 2023 (FFY2023), which runs Oct 1, 2022 through September 30, 2023. Project award is contingent upon the availability of federal funds and receipt of the funding assistance grant; however, the West Apron Reconstruction Project will not move forward without award of the grant.

Funding Source:

95% (FAA) and (DOT) \$755,250

5% City match of \$39,750

Staff Recommendation:

Staff is recommending allowing Gail Associates to move forward with the grant process.