

City of Biddeford
Finance Committee
February 20, 2024 5:30 PM Council Chambers & Zoom

Please click this URL to join:
<https://biddeford.zoom.us/j/95766030731?pwd=L0ZlL1N0LzFhdjQzN1NWWTF5cE5TQT09>

Passcode: 133218
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Or One tap mobile:
+13052241968,,95766030731# US
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US: +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 646 558 8656

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Status: In-person City Hall Council Chambers and Virtual Via Zoom

- 1. Call to order**
- 2. Approval of the Minutes**
 - 2.1. Minutes for February 6, 2024
[20240206 Finance Committee - MINUTES](#)
- 3. Signing of the expenditure warrant**
- 4. Discussion/Approval**
 - 4.1. Approval/Stream Sponsorship of 99.3 The Wave
[20240220 99.3 The Wave Stream Sponsorship - BRIEF](#)
[20240220 Agreement Terms with Binnie Media - AGREEMENT](#)
[20240220 99.3 The Wave Media Kit - REFERENCE](#)
 - 4.2. Approval/Coastal Storm Damage Temporary Road Repairs
[20240220 Coastal Storm Damage Temp Road Repairs - BRIEF](#)
[20240220 Coastal Storm Damage RFB Bid Tabulation and Quotes - REFERENCE](#)
[20240220 Coastal Storm Damage Temporary Repairs - RFB](#)
- 5. Other Business**
- 6. Adjournment**

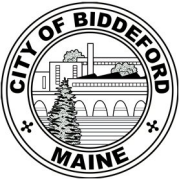
City of Biddeford
Finance Committee
February 6, 2024 5:00 pm
Council Chambers & Zoom

Mayor Grohman - present
Chairman LaFountain - present
Councilor Lessard - excused
Councilor Beaupre – present

1. Call to Order
2. Approval of Minutes
3. Signing of the Expenditure Warrant
4. Discussion/Approval
 - 4.1 Approval/HUD Lead Abatement and Necessary Rehab Bid Award – 22 Jefferson St.
Motion: Mayor Grohman
Second: Councilor Beaupre
Vote: Unanimous in favor.
Motion passed.
 - 4.2 Approval/HUD Lead Abatement/Other Rehab Bid Award – 114 Washington St.
Motion: Mayor Grohman
Second: Councilor Beaupre
Vote: Unanimous in favor.
Motion passed.

Motion to adjourn at 5:15 by Mayor Grohman
Second: Councilor Beaupre
Vote: Unanimous in favor.
Motion passed.

Meeting Minutes by Robin Patterson



Finance Committee

Meeting Date: February 20, 2024
Meeting Time: 5:30 PM

Agenda Item No: 4.1
Item Description: Approval/Stream Sponsorship of 99.3 The Wave

Submitted by: Danica Lamontagne, Assistant to the City Manager
Brad Favreau, Economic Development Coordinator

Supporting Information/Documentation:

Exclusive Stream Sponsorship Agreement Information

99.3 The Wave Media Kit

Key Terms:

Heritage Tourism: The National Trust for Historic Preservation defines cultural heritage tourism as “traveling to experience the places, artifacts, and activities that authentically represent the stories and people of the past and present.” Cultural, historic, and natural resources all make up heritage tourism sites.

Executive Summary:

Staff is seeking approval to enter into a contract with Binnie Media for exclusive sponsorship of their radio stream from March 2024 – August 2024 to promote the community as a tourism destination.

Detailed Review:

Binnie Media, the local media group behind 107.5 Frank FM, 99.9 The Wolf, and 106.3 The Bone, has recently launched a new radio station. 99.3 The Wave plays soft rock and its broadcast range covers the majority of York County as well as Portland.

With The Wave being a brand new station, there is a unique opportunity that has been offered to the City to become the station's exclusive streaming sponsor. With the proposed six-month agreement, each time someone opens the radio station to stream online, they will hear an ad for Biddeford. Additionally, the agreement gives us 100 commercials per month on the traditional radio broadcast of 99.3 The Wave.

The cost for this agreement is a total of \$9,000 paid in monthly installments of \$1,500. There would be no production costs for the advertisements as they can be recorded at the Binnie Media studio in Westbrook at no additional cost. We would also be permitted to record our own audio in conjunction with Public Access and submit the clip to play.

While previous campaigns that have been supported with advertising funding have been focused on business attraction, this campaign would aim to position Biddeford to become a Southern Maine tourism destination, including for heritage tourism. Radio has the potential to reach both our local market and out-of-state visitors this summer who scan their radios looking for new stations while driving into our area. Messaging would focus on upcoming events and unique attractions that would draw people to visit our community. Staff intends to partner with local organizations to maximize the effectiveness of the campaign.

Funding Source:

21131-60320: Advertising fund from the Communications budget

Staff Recommendation:

Authorize staff to enter into a six-month agreement with Binnie Media for exclusive sponsorship of 99.3 The Wave.

EXCLUSIVE STREAM SPONSORSHIP



As the **Exclusive 99.3 THE Wave Stream Sponsor**, **Your Business** will receive:

- ✓ **120** recorded promos *per month* featuring your business name as our exclusive streaming sponsor
- ✓ **100** (:30 or :60 commercials, M-Su 6a-7p) *per month* to air your custom messaging on 99.3 The Wave
- ✓ **Logo** on 993thewavemaine.com promoting listen live sponsorship
- ✓ **Video** (optional and provided by client) pre-roll to begin each activated streaming session online

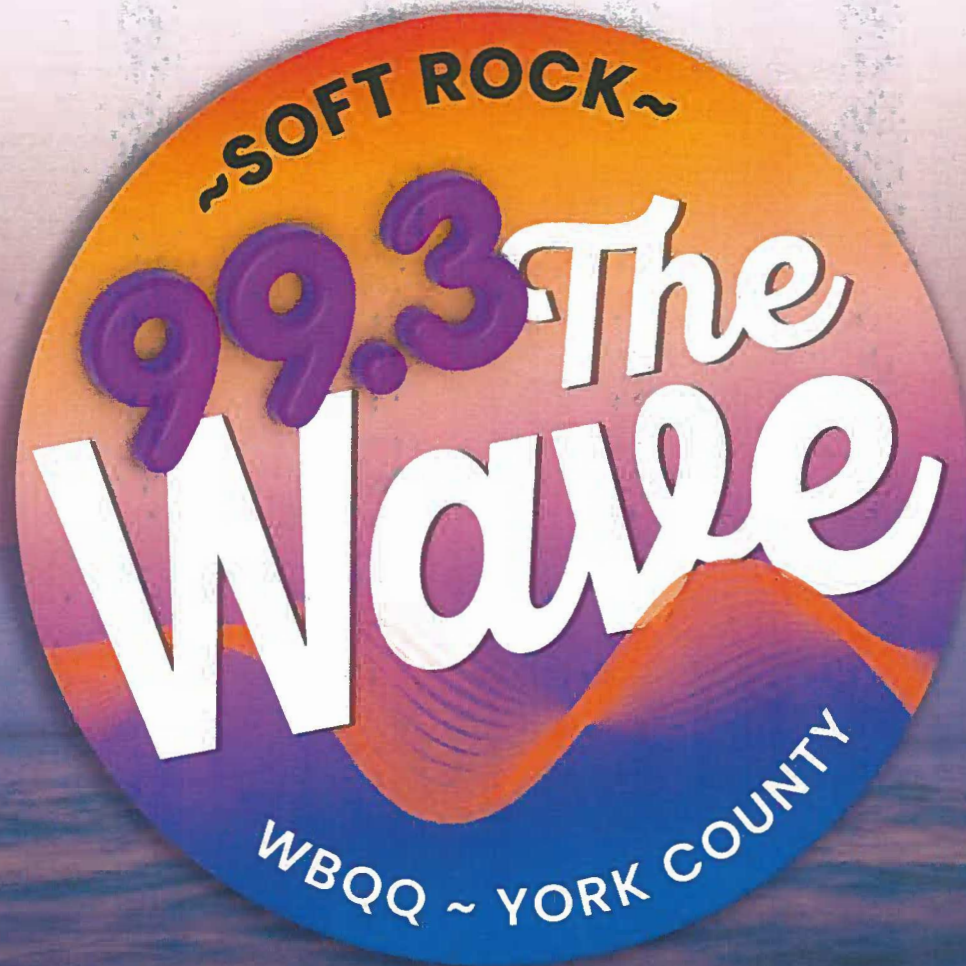
Campaign Commitment: March-August 2024

Business Name: _____

Signature: _____ Date: ____/____/____

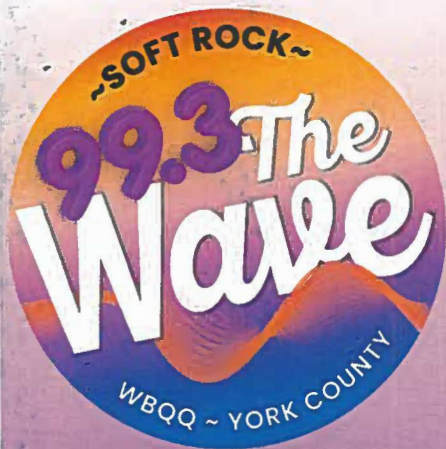
Total Monthly Investment: \$1,500.

(6 MONTH MINIMUM COMMITMENT – March – August 2024)

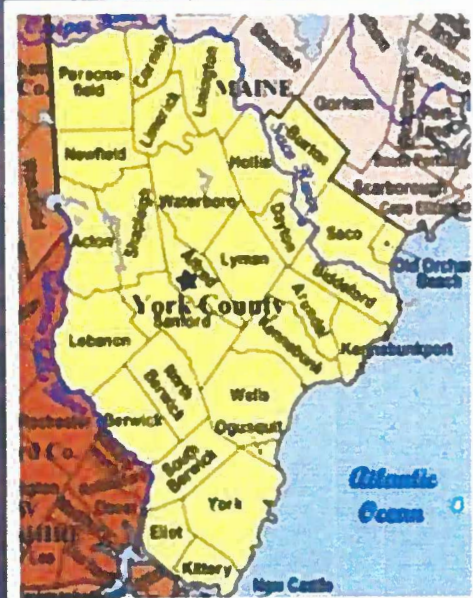


99.3 The Wave - Media Kit

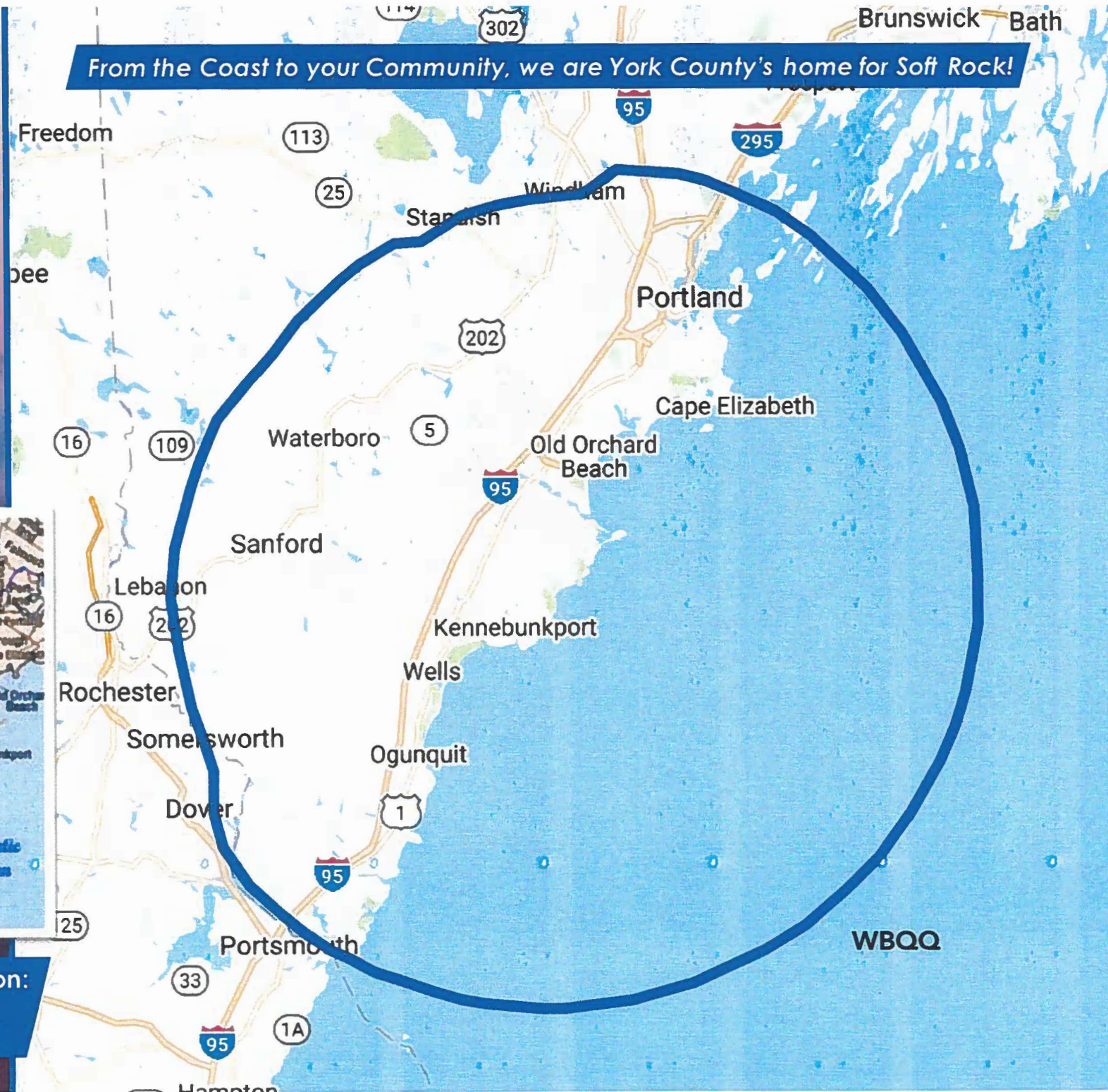
WBQQ • SOFT ROCK • MAINE



From the Coast to your Community, we are York County's home for Soft Rock!



York County Population:
216,732
(US CENSUS)





The Narrative

99.3 THE WAVE is York County's home for Soft Rock.

From the Coast to *your* Community ~ you'll enjoy this

- genre known for it's softer more mellow sounds
- featuring tracks from artists you know and love.

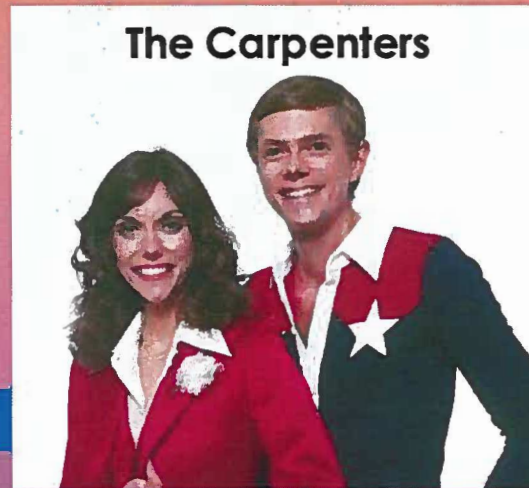
99.3 THE WAVE provides a warm and relaxing mood in the car, home and workplace for listeners of all ages.



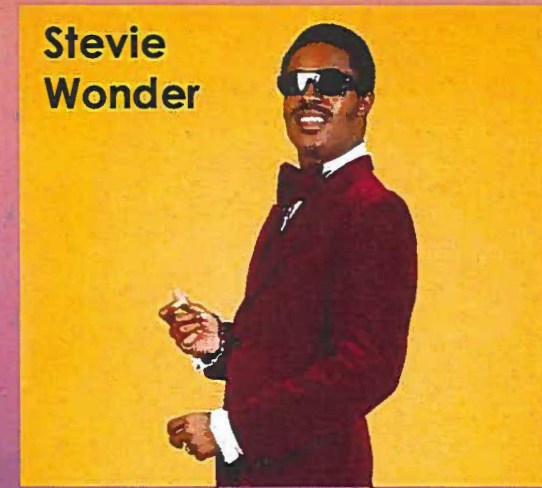
The Bee Gees



Carole King



The Carpenters



Stevie Wonder

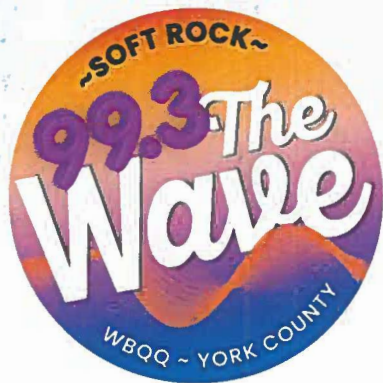


Lionel Richie



Linda Ronstadt

The Wave Listener Profile



Maggie, 45
Married w/2 kids (15&17)
Educated | Homeowner



Education
College Graduate



What She Spends On
Clothes, Groceries, Home Décor, Coffee, Concerts, Theater, Family/Kids, Outdoor Activities, Dining Out, Shopping Local



Where She Lives
York County, ME



What She Drives
SUV or Electric Vehicle



Listening Profile
Easy Listening, Soft Rock, Family Friendly, Relaxing Escape, Community News & Events



Station Preferences
99.3 THE WAVE, 98.7 FRANK FM & 107.5 Frank FM



Where She Shops
She prefers to keep it local! Main Street businesses, home stores, local crafters & artisans, local theater, arts, restaurants & cafes



Favorite National Brands
J.Crew, Ann Taylor, Banana Republic, Kate Spade, Macy's



Spends Free Time
With family & friends, dining out, going to shows, boating, beach days, yoga and fitness classes, cooking and traveling



Favorite TV Shows
Love it or List it, House Hunters, Netflix, HGTV, BRAVO, Food Network



Most Visited Websites/Apps
Facebook, Instagram, Etsy, Pinterest, Zillow, Venmo



What She Does
Realtor, Nurse, Management, Hospitality, Professor, Insurance



Finance Committee

Meeting Date: February 20, 2024

Meeting Time: 5:30 pm

Agenda Item No: 4.2.

Item Description: Approval/Coastal Storm Damage Temporary Road Repairs Project

Submitted by: Jeff Demers - Public Works Director

Supporting Information/Documentation:

Storm (RFP)

Bid Tabulation sheet

Bids submitted by: Foglio Construction, Grondin Construction and Shaw Brothers Construction.

Executive Summary:

The Public Works Department is seeking approval for the temporary reconstruction of portions of Fortunes Rocks road, Granite point road and Ocean View. Consisting of removing of heaved/lifted asphalt. Placement of temporary asphalt grindings and granite replacement.

Detailed Review:

The Public Works Department posted 'Request for Bids' on the city web site. Public works requested a time and material layout not to exceed amount. If approved Shaw Brothers will perform the following: The following amounts of hot top removal and granite placement are as follows; 20' wide asphalt road rehabilitation at 1820lf, 30' wide of asphalt road rehabilitation at 800lf. Reclaimed asphalt will be put into place as part of this temporary fix. Note: 'Permeant asphalt repair will not be complete until city gets further direction from Federal Emergency Management Association (FEMA). Partial granite ocean wall rehabilitation will be done in the footage mentioned above as needed to make secure and safe. Public works will maintain the temporary repair as needed throughout the summer months.

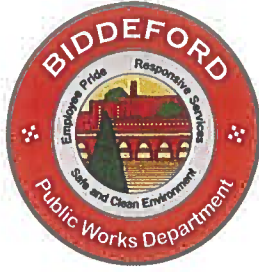
Funding assistance for the project is anticipated through possible FEMA reimbursements.

Funding Source:

31337-60466 (Special Emergency Account)

Staff Recommendation:

Staff is recommending allowing Shaw Brother to perform the work requested above. This will allow the roads to be opened back up fully for the residents and emergency services. Public works staff will be available for any further discussion if needed.



City of Biddeford, Maine
Public Works Department
371 Hill Street Biddeford, Maine 04005
Phone: (207) 282-1579 Fax: (207) 286-9395

February 6, 2024

Bid Opening for Coastal Storm Damage Temporary Repair Project

Present: Joseph Lovejoy – Public Works
Kara Cote – Public Works
Representatives from: Shaw Brothers, R.J. Grondin & Sons

Bids were opened at the Public Works Department on February 6, 2024 at 2:30pm.

Shaw Brothers: \$67,090.00

Foglio, Inc: \$211,838.00

R.J. Grondin & Sons: \$156,819.00



SHAW BROTHERS CONSTRUCTION, INC.
341 Mosher Road, P.O. BOX 69 GORHAM, ME 04038
(207) 839-2552 Fax (207) 839-6239

PROPOSAL

PROPOSAL SUBMITTED TO: City of Biddeford	CC: File	DATE: February 6, 2024
ADDRESS: 371 Hill Street	JOB NAME: Coastal Storm Damage Emergency Repairs	FAX:
CITY, STATE, AND ZIP Biddeford, ME 04005	JOB LOCATION: Biddeford	PHONE: (207) 282-1579
ATTN: Jeff Demers	EMAIL: Jeff.Demers@biddefordmaine.org	CELL:

Shaw Brothers Construction, Inc. will provide all necessary labor, equipment and materials to perform work in accordance with Coastal Storm Damage RFB. Our scope of work, **lump sum price**, and clarifications are shown below.

Scope of Work:

Mobilize equipment.
Sawcut pavement
Remove Pavement and legally dispose
Grade existing gravel and add reclaim to make roadway passable for traffic
Repair stone seawalls as necessary to make safe
Cleanup and demobilize.

Description	Quantity	Unit	Cost/Unit	Total Cost
Performance & Payment Bond	1	ls	\$ 425.00	\$ 425.00
Equipment Moves	15	hour	\$ 193.00	\$ 2,895.00
Pavement Sawcut	120	lineal feet	\$ 5.00	\$ 600.00
Foreman w/truck & tools	50	hour	\$ 155.00	\$ 7,750.00
Construction Worker	40	hour	\$ 62.00	\$ 2,480.00
50,000# Excavator	40	hour	\$ 230.00	\$ 9,200.00
21,500# Dozer	40	hour	\$ 198.00	\$ 7,920.00
24,000# Compactor	20	hour	\$ 179.00	\$ 3,580.00
Triaxle Dump	120	hour	\$ 117.00	\$ 14,040.00
1-1/2" Reclaim	1400	ton	\$ 13.00	\$ 18,200.00
78,000# Excavator	30	hr	\$ 305.00	\$ 9,150.00
				\$ -
				\$ -

Total Project Cost = \$ 67,090.00

Clarifications/Exclusions:

Roads to remain closed during construction. Traffic control is not included
Sales tax is not included.
This proposal is considered a lump sum price. The breakdown is provided as backup to our estimate only

We Propose hereby to furnish material, labor and equipment to complete the work described above for the lump sum of: \$ 67,090.00

-----Sixty seven thousand ninety dollars and no cents-----

Payment to be made as follows: Net 30 days

Interest at 1.5 percent per month on accounts over 30 days. Collection costs and reasonable attorney's fees will be added to account.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or

Authorized
Signature

Robert Brady

delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.
Our workers are fully covered by Workers Compensation Insurance.

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

FOGLIO INC.
Highway Const./Sitework/Residential
P.O. Box 308
Waterboro, ME 04087

February 6, 2024

Proposal Submitted to: City of Biddeford
Department of Public Works
371 Hill Street
Biddeford, ME 04005

**RE: BID PROPOSAL FOR JANUARY 16TH – JANUARY 20TH COASTAL STORM DAMAGE
TEMPOARY REPAIR PROJECT**

Scope of Work:

Provide equipment(with operator), Labor, Trucks and Material to perform temporary repairs to allow for safe vehicle passage over areas specified in Bid Documents. This proposal assumes that only areas deemed impassible will have asphalt removed. All areas having visually stable asphalt will remain. In order to achieve the goal, Foglio Inc. has included the following time and material in this bid proposal:

160 hours excavator @ \$300/hr	\$48,000.00
100 hours loader @ \$175/hr	\$17,500.00
120 hours skid steer @ \$150/hr	\$18,000.00
120 hours vibratory roll @ \$150/hr	\$18,000.00
120 hours labor @ \$65/hr	\$7,800.00
2,377 CY Type D gravel @ \$24/CY	\$57,048.00
535 CY RAP @ \$38/CY	\$20,330.00
26 loads of Armor Stones @\$400/load	\$10,400.00
2,460 LF Saw Cutting @ \$6/LF	\$14,760.00

NOTES:

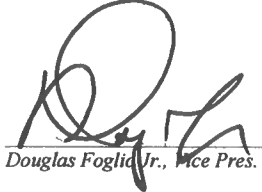
- 1) Unless specified otherwise above, all permits and fees are to be obtained and paid for by others.

We propose to furnish labor and material in accordance with the above Scope of Work for the sum of:

Two hundred eleven thousand eight hundred thirty-eight dollars and no cents....{\$211,838.00}

This proposal may be withdrawn if not accepted within 30 days.

Authorized
Signature:


Douglas Foglio Jr., Vice Pres.

Terms of payment:

Payment in full with 30 days of completion

Acceptance of proposal: _____ *Date:* _____

Phone: (207) 247-4186, 247-4461 Fax: (207) 247-6910

R. J. Grondin & Sons
General Contractors
11 Bartlett Rd.
Gorham, ME., 04038
207-854-1147
Fax 854-4315

February 6th, 2024

TO: Jeff Demers, City of Biddeford
FROM: Brendan Whalen, R. J. Grondin and Sons
RE: Coastal Storm Damage Temporary Repair

R.J. Grondin and Sons (RJG) is pleased to provide this proposal for the Coastal Storm Damage Temporary Repair project.

Pricing is based on plans titled Winter Storm Coastline Damage – Damage Inventory Plan by City of Biddeford Engineering Department dated 01/18/2024.

Below you will find a detailed scope of our work, and we recommend you review it in depth. After your review, we welcome you to contact us with any questions you have.

RJG reserves the right to adjust our pricing for any design changes or additional information provided at a later date. The price includes the following:

General Conditions:

1. Includes mobilization.
2. Dig Safe.
3. Traffic control.

Erosion Control:

1. Furnish, install, and maintain silt fence for the duration we are on site.
2. Furnish and install erosion control blanket.

Common Excavation:

1. Includes removing existing pavement up to 4" thick in location 5.
2. Includes removing damaged existing pavement from plan locations 1 and 7.

Roadway:

1. Furnish and install subbase gravel in shoulders of plan location 5.
2. Furnish and install woven fabric below proposed subbase gravel being installed against shoreline rocks.
3. Furnish and install 4" of reclaim in existing pavement footprint of area 5.
4. Furnish and install subbase gravel and 4" of reclaim in plan locations 1 and 7 to restore existing grade and width of road.

Site Improvements:

1. Includes pulling washed away rocks to edge of road in locations 1, 5, and 7. This excludes any rocks that are out of reach of the excavator in use from the edge of the road.

Lump Sum Total: \$156,819

Proposal valid for 30 days.

Based on a project start of February 2024.

Items not in price:

- Any permits or fees.
- Any work in plan locations 2, 3, 4, 6, 8, and 9.
- Any work requiring our equipment to set tires or tracks outside of the existing edge of pavement.
- Stacking and aligning wall rocks for aesthetic reasons.
- Snow plowing/removal from site.
- Removal of frost and any frozen material.
- Sawcutting pavement.
- Removing/replacing/relocating wheel stops.
- Removing jersey barriers from site.
- Import or export of granite wall rocks.
- Removing erosion control measures.
- Mobilizations and maintenance of road after we have left the site.

If you wish to discuss any aspect of this proposal or have additional questions, please feel free to contact me at your convenience.

Sincerely,



Brendan Whalen
Estimator

NOTICE INVITING BIDS
City of Biddeford Costal Storm Damage Temporary
Repair

In addition to the information contained in this Notice Inviting Bids section, more detailed information is provided in the Location and Description section, which should be carefully reviewed by all bidders before submitting a Bid Proposal.

1. Bid Information

The City of Biddeford ("City") will accept sealed bids for its January 16th thru January 20th 2024 Costal Storm Damage Temporary Repair ("Project"). Bids shall be delivered to the City of Biddeford's Public Works Department at 371 Hill Street, Biddeford Maine 04005 by or before FEB 6, 2024, at 2:30 p.m. at which time the bids will be publicly opened and read aloud. City reserves the right to reject any and all bids and to waive any non-substantive irregularities.

2. Project Information

2.1. Location and Description

The Project is located at three sites throughout the City's costal community as shown on Sheet A-1 of the bid drawing and is described as follows: Partial granite ocean wall rehabilitation, 20' wide asphalt road rehabilitation at 1820lf, 30 of asphalt road rehabilitation at 800lf. The City is looking for a Time and Material bid to do the following work: Remove damaged asphalt, bring granite wall back to edge of road, reclaim removed areas of asphalt to allow traffic movement for this temporary repair.

2.2 Time of completion

The planned timeframe for Substantial Completion of construction of the Project is 30 Working Days after the commencement date stated in the Notice to Proceed. An excusable delay, and an extension of time is granted by the City to Contractor.

3.2 BID Registration

City will not accept a Bid Proposal from or enter into the Contract with a bidder without proof that the bidder and its Subcontractors are registered and bonded with the City of Biddeford.

4. Bid Clarifications

Questions regarding the project, the bid procedures, or the meaning or intent of the

Contract Documents must by E-mail:

Jeff Demers Public Works Director

Email: jeff.demers@biddefordmaine.org

Any responses deemed necessary by the Director or City Engineer will be provided in a written addendum to be posted on the City's website:

<https://www.biddefordmaine.com>. Questions received less than three days before the deadline for bid submission might not be answered. City reserves the right to issue addenda before the time of the bid opening.

5. Bid Proposal and Security

6. Bid Proposal Form

Each bid must be submitted on contractor letter head.

6.1 Bid Security

Each Bid Proposal must be accompanied by a bid bond executed by a surety licensed to do business in the State of Maine. The bid security must guarantee that within ten days after City issues the Apparent Low Bidder Notice ("ALB Notice"), the bidder must execute the Contract and submit payment and performance bonds, warranty bonds, insurance certificates and endorsements, as required by the Contract Documents.

6.2 Performance, Payment, and Warranty Bonds

The successful bidder will be required to provide performance and payment bonds each in the amount of 100% of the Contract Price and a Warranty Bond in the amount of 15% of the Contract Price.

By: _____
Public Works Director

Date: _____

Publication Date: January

